

Order of the Chancellor
of the Polish-Japanese Academy of Information Technology
of April 19, 2023.

on the Regulations on Study Fees at the Polish-Japanese Academy of Information Technology.

Pursuant to Article 20(2)(2) of the Statute of Polish-Japanese Academy of Information Technology, in connection with Article 80 (2) of the Act of July 20, 2018 – Law on Higher Education and Science, and after consultation with the Student Government, I order as follows:

Article 1

The Regulations on Study Fees at Polish-Japanese Academy of Information Technology, hereinafter referred to as the Fee Regulations, attached to this Order, are introduced.

Article 2

1. In matters not regulated in these Fee Regulations, the provisions of generally applicable law shall apply, including the provisions of the Act of July 20, 2018 – Law on Higher Education and Science and the Ordinance of the Minister of Science and Higher Education of September 27, 2018 on studies.
2. In the event of a discrepancy between the content of this Ordinance and the provisions of generally applicable law, the provisions of the law shall apply

Article 3

Students/doctoral students/participants of other programmes who began their studies in the academic year 2022/2023 or previous years shall pay fees according to the existing rules, subject to Article 4 of this Ordinance.

Article 4

In the case of resumption of studies, change of course or mode of study, including the change of studies from English- to Polish-language or vice versa, a new contract shall be signed, specifying the new updated tuition rates, which may differ from the rates in the original contract.

Article 5

Pursuant to Article 5(1) of the Contracts concluded for studies commencing in the 2022/2023 academic year, in accordance with the index announced by the President of the Central Statistical Office, the tuition indexation rate for 2023 is 14.4%.

Article 6

The fee regulations shall come into effect as of the date of adoption, effective for those beginning their studies in the 2023/2024 academic year.



REGULATIONS ON STUDY FEES

Chapter I

GENERAL PROVISIONS

Article 1

1. Studies at the Polish-Japanese Academy of Information Technology, hereinafter referred to as PJAIT or the Academy, are subject to fees.
2. These Regulations specify the types of fees and the rules for their payment by Students, Candidates and Postgraduate Students.
3. The amount of fees, the schedule for their payment and the list of additional fees shall be determined for each enrolment by the Chancellor in the Table of Tuition Fees for Students commencing their programmes in a given year, which is attached as Appendix No. 1 to these Regulations (hereinafter: the Table of Fees) The Table also lists the amounts of additional fees.
4. All payments shall be made by bank transfer to the Student's individual account generated during online registration, by the date indicated in the contract concluded by the Student with the Academy (hereinafter: the Contract). The date of payment is considered to be the date of receipt of funds to the Student's individual account.
5. The amount of fees, including tuition fees, established for a given programme, the schedule for their payment and the list of additional fees are confirmed in the Contract and are valid until the completion of the programme, subject to Article 3 (1).

Chapter II

TUITION FEES

Article 2

1. Whenever tuition fees are referred to in these Regulations, tuition shall be understood as the provision of educational services related to full-time and part-time studies.
2. The detailed rules and schedule for payment of tuition fees are confirmed in the Contract.

3. Tuition fees do not include cost of textbooks and other study materials or the cost of duplication of materials. Similarly, tuition fees do not include the cost of supplementary tuition resulting from extra-curricular reasons (illness, negligence, poor examination results, lack of aptitude, etc.).
4. The tuition fee covers the Student's accident insurance (NNW) and liability insurance (OC). The tuition fee does not cover any other insurance, or the cost of cultural and sports activities, including activities organized by PJAIT or on the premises of PJAIT.
5. Decisions on individual cases of tuition fee reduction, in situations not provided for in the Regulations, shall be made by the Rector.

Chapter III

RESUMPTION OF STUDIES, REPETITION OF A SUBJECT, REPETITION OF A SEMESTER, CHANGE OF MODE, INCLUDING LANGUAGE OF INSTRUCTION OR STUDY PROGRAMME, LEAVE OF ABSENCE, SUBSEQUENT SPECIALIZATION, CURRICULUM DIFFERENCES, OPTIONAL SUBJECTS

Article 3

1. In the case of resumption of studies, repetition of a year, change of course or mode of study, including change of language of instruction from English to Polish or vice versa, a new Contract shall be signed, specifying the new, updated tuition fee rates, which may differ from the rates in the original Contract.
2. A student may apply for resumption of studies only after settling their accounts with the Academy. Such student shall be entitled to a preferential tuition rate relating to the semester payment, provided that the deadline specified in the Contract is met.
3. If a leave of absence from classes is granted, the Student shall pay tuition fees in proportion to the period of study expended.
4. A student taking on a subsequent specialization, completing curriculum differences, changing the mode of study, including a change from English-language to Polish-language studies or vice versa, changing the programme, pursuing optional subjects or repeating a subject shall pay the applicable tuition fee and an additional fee indicated in the Table of Fees.
5. In the case of referral to repeat a semester and return after leave during the semester, full payment for the entire semester applies.
6. Students shall pay fees for the repetition of classes (subjects) due to unsatisfactory academic performance.
7. The decision on the obligation to pay fees for repeated subjects shall be made by the Dean of the respective Department.
8. Fees for repeated subjects shall be paid by the 5th day of the month, in accordance with the tuition fee deadlines.

Chapter IV

PRINCIPLES FOR DISCOUNT CALCULATION

Article 4

1. The Rector shall grant tuition fee discounts for academic performance.
2. The discount shall be granted:
 - 1) after each completed semester, to students who have achieved a semester average of 5.0 and have passed all the courses required by the programme (tutorials and lectures);
 - 2) for a period of one semester and consisting of a 20% reduction in tuition fees,
 - 3) automatically on the basis of academic performance (no application by the Student is required).
3. The Student shall be notified by e-mail that the discount has been granted.
4. Tuition fee discounts for siblings or spouses studying at PJAIT
 - 1) may be granted to siblings or spouses studying at the same time, based on the application submitted by each Student;
 - 2) the amount of the discount is 25% for each eligible person;
 - 3) it applies on condition that each eligible person pays the tuition fee;
 - 4) the change of the mode of study to the "ITN-only" mode by one of the eligible persons, taking a health/Dean's leave or losing the status of a student disqualifies that person as well as the other eligible persons from the discount;
 - 5) the discount is granted for a period of one semester. After its expiry, the application must be re-submitted for the discount to be maintained;
 - 6) does not apply to the situation where one or more of the eligible persons is studying in a postgraduate program.
5. Discounts for pursuing more than one programme at a time:
 - 1) applies to students who take up a second programme of study at PJAIT during their studies;
 - 2) requires an application for a discount;
 - 3) the amount of the reduction is set at 50% of the lower tuition fee;
 - 4) the discount is granted for a period of one semester. After its expiry, the application must be re-submitted for the discount to be maintained;
 - 5) does not apply to postgraduate programmes.
6. PJAIT shall cover up to 50% of the cost of a the participation of a Student of the New Media Arts Department participation in the mandatory plein-air activity. The remaining costs, including the cost of travel to the location of the plein-air activities, shall be borne by the student.
7. The student shall be entitled to a discount for advance payment of tuition fees for the entire semester, in the amount of 2%.
8. Irrespective the discounts set forth in Section 7 of this Article, exclusively a Student who begins a first cycle programme from the first semester of study may be entitled to discounts in the amount and regulated by to the rules set forth in Appendix 4.
9. Graduates of the Academic Secondary School at PJAIT (ALO), may be granted additional discounts, which are specified in Appendix No. 3 to these Regulations.

10. The rules for calculating discounts for the individual specializations are set forth in Appendix No. 2 to the Regulations.

Chapter V

TUITION FEE INDEXATION

Article 5

1. The amount of tuition fees shall consist of a fixed amount for a given year of a programme expressed in Polish zlotys, which, from the second year of the programme, shall be increased (in the case of inflation), or decreased (in the case of deflation) by the Consumer Price Index for the previous year, as announced by the President of the Central Statistical Office (GUS). Details of the variable part of the tuition fee are specified in Sections 9 - 11 of this Article.
2. Payments shall be made to the Student's individual account generated during registration in the Academy's online system.
3. In connection with the change in the amount of tuition fees referred to in Section 1 of this Article, the Student has the right to cancel the Contract within 14 days from the date of publication of information on the amount of the variable part of the tuition fee, in the manner indicated in the Academy-Student Contract. For the cancellation to be effective, it must be made in writing.
4. The change in the amount of tuition fees referred to in Section 2 of this Article does not require a written form. The Academy will notify students of any change in the amount of tuition fees by June 30 to the e-mail address indicated in the Contract.
5. The cancellation referred to in Section 9 of this Article shall be effective *ex nunc*, i.e. from the date of cancellation.
6. With regard to indexation in subsequent years, the indexation shall apply to tuition and other fees in effect in the previous academic year, i.e. tuition and other fees that were indexed one year earlier.
7. The new indexed fees, including the tuition fee, shall be effective as of the new academic year following the semester in which the indexed fees were announced, i.e., all fees due on or after September 5 of the year in which the indexation clause was announced as well as the fees related to the new academic year, are subject to indexation.

1st CYCLE STUDIES

		FACULTY OF COMPUTER SCIENCE AND INFORMATION MANAGMENT				FACULTY OF NEW MEDIA ARTS				ACULTY OF CULTURE OF JAPA		
						GRAPHIC DESIGN AND GDMA		INTERIOR DESIGN		CULTURE STUDIES		
						FULL-TIME	FULL-TIME STUDIES IN ENGLISH	PART-TIME	FULL-TIME	PART-TIME	FULL-TIME	PART-TIME
WARSAW		COMPUTER SCIENCE AND INFORMATION MANAGEMENT - FULL-TIME STUDIES IN POLISH	COMPUTER SCIENCE AND INFORMATION MANAGEMENT - FULL-TIME STUDIES IN ENGLISH	COMPUTER SCIENCE AND INFORMATION MANAGEMENT - PART-TIME STUDIES IN POLISH	COMPUTER SCIENCE - PART-TIME STUDIES IN ENGLISH							
I year	2023/2024	20000	24000	15000	16500	20000	24000	15000	18000	13000	11000	8000
II year	2024/2025	22000	26400	16500	18150	22000	26400	16500	19800	14300	12100	8800
III year	2025/2026	24200	29000	18200	20000	24200	29000	18200	21800	15700	13300	9700
VII semester	2026/2027	13300	16000	10000	11000				12000	8700		
VIII semester	2026/2027			10000	11000					8700		

2nd CYCLE STUDIES

		CULTY OF COMPUTER SCIENCE AND INFORMATION MANAGME					FACULTY OF NEW MEDIA ARTS		
		COMPUTER SCIENCE, INFORMATION OF MANAGMENT FULL-TIME IN POLISH 3 SEMESTER STUDIES	COMPUTER SCIENCE FULL-TIME IN POLISH, 4- SEMESTER STUDIES	COMPUTER SCIENCE FULL-TIME IN ENGLISH, 3- SEMESTER STUDIES	COMPUTER SCIENCE FULL-TIME IN ENGLISH, 4- SEMESTER STUDIES	COMPUTER SCIENCE, INFORMATION OF MANAGMENT PART-TIME	GRAPHIC DESIGN IN POLISH FULL-TIME STUDIES	GDMA IN ENGLISH	GRAPHIC DESIGN PART-TIME STUDIES
WARSAW									
I semester	2023/2024	11500	11500	13000	13000	10000	11500	13000	9000
II semester	2024/2025	12700	11500	14300	13000	10000	11500	14300	9000
III semester	2025/2026	12700	12700	14300	14300	11000	12700	14300	9900
IV semester	2026/2027		12700		14300	11000	12700		9900
V semester	2026/2027								11000

1st CYCLE STUDIES

		FACULTY OF COMPUTER SCIENCE		FACULTY OF NEW MEDIA ART	
		COMPUTER SCIENCE FULL-TIME STUDIES	COMPUTER SCIENCE PART-TIME STUDIES	GRAPHIC DESIGN FULL-TIME STUDIES	GRAPHIC DESIGN PART-TIME STUDIES
GDAŃSK					
I year	2023/2024	17000	15000	17000	15000
II year	2024/2025	18700	16500	18700	16500
III year	2025/2026	21000	18200	21000	18200
VII semester	2026/2027	11300	10000		
VIII semester	2026/2027		10000		

		FACULTY OF COMPUTER SCIENCE	
		COMPUTER SCIENCE FULL-TIME STUDIES	COMPUTER SCIENCE PART-TIME STUDIES
BYTOM			
I year	2023/2024	15000	13000
II year	2024/2025	16500	14300
III year	2025/2026	18200	15700
VII semester	2027/2028	10000	8700

ADDITIONAL FEES

		WARSAW	GDAŃSK, BYTOM
Qualifying procedure - Interior Design and Graphic Design		150	150
Qualifying procedure - other programmes		85	85
CHANGE OF THE FACULTY/MODE OF STUDY		500	500
Resignation from ITN or additional specialisation (in due time)	ALL MODES	1/2 CURRENT CHARGE	1/2 CURRENT CHARGE
Additional specialisation on Computer Science and Information Management - per semester		1200	1000
ADDITIONAL FEE FOR DECLARING A SUBJECT AFTER THE DEADLINE SET BY THE DEAN/ for each subject		300	300
ONE SUBJECT DONE AS AN ITN ONLINE AS PART OF OPEN STUDIES	in Polish	1200	1200
	in English	1500	1500
CONSULTATIONS FOR PEOPLE WHO DO NOT HAVE STUDENTS' RIGHTS		800	800
ADMISSION FEE FOR PEOPLE WITH CLEARED COURSES, BACHELOR, ENGINEER AND MASTER EXAM		1500	1500
FEE FOR ADDITIONAL LANGUAGE COURSE (NOT ITN)	students and graduates of PJAiT	500	500
ISSUING OF DIPLOMA DUPLICATE		20	20
ISSUING OF STUDENT ID		22	22
ISSUING OF STUDENT ID DUPLICATE		33	33
ADMISSION FEE FOR POSTGRADUATE STUDIES		1500	1500
FEE FOR SUBMITTING A REQUEST TO CONFIRM THE LEARNING OUTCOMES		500	500
REQUEST FOR EVERY SUBJECT FOR VERIFICATION OF LEARNING OUTCOMES (IRRESPECTIVE OF THE DECISION OF THE COMMISSION)		300	300
Re-admission fee for persons readmitted to the Academy (for persons struck from thee student list)		during the same semester: 50% admission charge	during the same semester: 50% admission charge
		in the following semesters: full admission charge	in the following semesters: full admission charge
COMPUTER SCIENCE, GRAPHIC DESIGN, INTERIOR DESIGN, CULTURE STUDIES, INFORMATION MANAGMENT		1000	1000
LANGUAGE QUALIFICATION		100	100

FEES FOR COURSE RETAKES AND COURSES DONE TO ELIMINATE CURRICULUM DIFFERENCES (ITN)

		FACULTY OF CULTURE OF JAPAN		stationary full-time	part-time mode	
		WARSAW	CULTURE STUDIES	1st cycle	Subjects consisting of lectures only and finishing with an exam.	800 zł
Subjects consisting of lectures and tutorials, if tutorials have been passed successfully.						
Physical education	600 zł					
Other subjects, with the exception of Japanese	1 200 zł				1 000 zł	
Japanese	800 zł				800 zł	
					stationary full-time	stationary part-time
INTERIOR DESIGN, GRAPHIC DESIGN, COMPUTER SCIENCE, INFORMATION MANAGEMENT	1st and 2nd CYCLES IN POLISH		Subjects consisting of lectures only and finishing with an exam.	800 zł		
			Subjects consisting of lectures only and finishing with an exam, and subject consisting of lectures and tutorials, if tutorials have been passed successfully.			
			Physical education	600 zł		
			Subjects consisting of tutorials only or tutorials and lectures, finishing with passing or passing and exam.	2 000 zł	1 400 zł	
			Plein air workshop	1 400 zł		
					stationary full-time	stationary part-time
GDMA, COMPUTER SCIENCE, INFORMATION MANAGEMENT	1st and 2nd CYCLES IN ENGLISH		Subjects consisting of lectures only and finishing with an exam.	800 zł		
			Subjects consisting of lectures and tutorials, if tutorials have been passed successfully.			
			Physical education	600 zł		
		Subjects consisting of tutorials only or tutorials and lectures, finishing with passing or passing and exam.	2 300 zł	1 800 zł		
		Plein air workshop	1 400 zł			
				full-time	part-time	
GDAŃSK AND BYTOM	COMPUTER SCIENCE AND GRAPHIC DESIGN	1st and 2nd CYCLES	Subjects consisting only of lectures and finishing with an exam.	800 zł		
			Subjects consisting of lectures and tutorials, if tutorials have been passed successfully.			
			Physical education	600 zł		
			Other subjects	1 600 zł	1 400 zł	
			Plein air workshop	1 400 zł		