

ORDER NO. 29/2025

OF THE RECTOR OF THE UNIVERSITY OF SZCZECIN

of 5 February 2025

on defining the conditions, principles, and procedure for the refund of the fee for the competition procedure for admission to the Doctoral School of the University of Szczecin for education starting in the academic year 2025/2026

Pursuant to Article 23(1) and Article 23(2)(2) of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws 2024, item 1571, as amended) and § 6(4) of Resolution No. 110/2024 of the Senate of the University of Szczecin of 28 November 2024 on determining the recruitment rules, qualification criteria, admission limits and recruitment schedule for the Doctoral School of the University of Szczecin for education starting in the academic year 2025/2026, it is ordered as follows:

**§ 1.**

The fee for the competition procedure for admission to the Doctoral School of the University of Szczecin for education starting in the academic year 2025/2026, hereinafter referred to as the "fee," is subject to refund in the following cases:

- 1) if a candidate is not admitted to the second stage of the competition procedure due to the fee being paid, in whole or in part, after the deadline specified in the recruitment schedule or a deadline additionally set for the candidate.
- 2) if a fee is paid in an amount exceeding the required amount – in the amount constituting the overpayment of the fee.

**§ 2.**

1. The refund of the fee for the competition procedure for admission to the Doctoral School of the University of Szczecin for education starting in the academic year 2025/2026 or the refund of an overpaid amount is made upon the candidate's request.
2. The request for a refund of the fee or the overpaid amount must be submitted to the Director of the Doctoral School of the University of Szczecin within 14 days from the date on which the candidate became aware of the grounds for the refund.
3. In the refund request, the candidate must specify the grounds for the refund as stated in § 1 of this order and provide their bank account number for the refund transaction.
4. The request referred to in paragraph 3 is forwarded by an employee of the Office of the Doctoral School of the University of Szczecin to the Financial and Accounting Department of the University of Szczecin for processing.

**§ 3.**

The order enters into force on the date of its signing.

Prof. dr hab. Waldemar Tarczyński  
Rector of the University of Szczecin  
/signed with a qualified electronic signature/