

**Order No. 116/2022  
of July 18, 2022  
of the Rector of the Medical University of Silesia in Katowice**

on: the introduction of the "*Regulations for granting benefits to students of the Medical University of Silesia in Katowice*".

Acting pursuant to Article 95 of the Higher Education and Science Act of July 20, 2018 (*consolidated text Dz. U. /Journal of Laws/ of 2022, item 574, as amended*) and § 29 par. 3 of the Statute of the Medical University of Silesia in Katowice (*Resolution No. 31/2019 of the Senate of the Medical University of Silesia of May 29, 2019, as amended*), I order as follows:

**§1**

I introduce the "*Regulations for granting benefits to students of the Medical University of Silesia in Katowice*", constituting Attachment No. 1 to this Order, together with Attachments No. 1-16.

**§2**

"*Regulations for granting benefits to students of the Medical University of Silesia in Katowice*", in the wording set out in this Order, shall apply to benefits granted from the academic year 2022/2023.

**§3**

As of September 30, 2022, Order No. 149/2020 of August 19, 2020, as amended, on: introduction of the "*Regulations for granting benefits to students of the Medical University of Silesia in Katowice*", shall be repealed.

**§4**

I entrust the supervision of the implementation of the Order to the Deputy Rector for Studies and Students.

**§5**

I order that the contents of this Order be posted on the University's website.

**§6**

The Order shall enter into force on October 1, 2022.

*Rector  
of the Medical University of Silesia in Katowice*

*Professor Tomasz Szczepański, MD, PhD*

**CC:**

- Deputy Rectors,
- Deans,
- Bursar,
- Vice-Chancellor,
- Director for Administration and Economic Matters,
- Didactics Centre,
- Science and International Cooperation Centre,
- Control and Audit Department,
- Students' Self Government,
- Doctoral Students' Self Government,
- to archive files.

## **REGULATIONS FOR GRANTING BENEFITS TO STUDENTS OF THE MEDICAL UNIVERSITY OF SILESIA IN KATOWICE**

Pursuant to Article 95 of the Higher Education and Science Act of July 20, 2018 (Dz.U. /Journal of Laws/ of 2022, item 574, as amended), and Article 281 of the Act of July 3, 2018 Provisions introducing the Higher Education Act, the Regulations for granting benefits to students of the Medical University of Silesia, hereinafter referred to as the "Regulations", shall be established.

### **Chapter I General provisions**

#### **§1**

1. The Regulations lay down detailed criteria and procedures for granting benefits to students of the Medical University of Silesia in Katowice, the manner of determining their amount and payment, as well as the criteria and procedure for granting accommodation in the Student Dormitories of the Medical University of Silesia in Katowice.
2. Whenever the Regulations refer to:
  - 1) the Higher Education and Science Act - it means the Higher Education and Science Act of July 20, 2018 (Dz.U. /Journal of Laws/ of 2022, item 574, as amended),
  - 2) Act on Social Assistance - it means the Act of March 12, 2004 on Social Assistance (Dz.U. /Journal of Laws/ of 2021, item 2268, as amended),
  - 3) Act on Family Benefits - it means the Act of November 28, 2003 on Family Benefits (Dz. U. /Journal of Laws/ of 2022, item 615),
  - 4) Act on Social Insurance of Farmers - it means the Act on Social Insurance of Farmers of December 20, 1990 (Dz. U. /Journal of Laws/ of 2021, item. 266),
  - 5) Act on the Social Insurance System - it means the Act on the Social Insurance System of October 13, 1998 (Dz.U. /Journal of Laws/ of 2021, item 423, as amended),
  - 6) Personal Income Tax Act - it means the Personal Income Tax Act of July 26, 1991 (Dz.U. /Journal of Laws/ of 2021, item 1128).
  - 7) Code of Administrative Procedure (CAP) - it means the Act of June 14, 1960 Code of Administrative Procedure (Dz. U. /Journal of Laws/ of 2021, item 735),
  - 8) Act on Foreigners - it means the Act of December 12, 2013 on Foreigners (Dz. U. /Journal of Laws/ of 2021, item 2354),
  - 9) Teachers' Charter Act - it means the Act of January 26, 1982 Teachers' Charter (Dz.U. /Journal of Laws/ of 2021, item 1726),
  - 10) Act on the Educational System - it means the Act of September 7, 1991 on the Educational System (Dz. U. /Journal of Laws/ of 2021, item 1915, as amended),
  - 11) Act on Agricultural Tax - it means the Act of November 15, 1984 on Agricultural Tax (Dz. U. /Journal of Laws/ of 2020, item 333),
  - 12) SUM - it means the Medical University of Silesia in Katowice,
  - 13) USC - it means the University Scholarship Committee of the Medical University of Silesia,
  - 14) ASC - it means the Appeal Scholarship Committee of the Medical University of Silesia,
  - 15) SD means Student Dormitory of the Medical University of Silesia
  - 16) Committee for SD - means the Committee that decides on the allocation of a place in the Student Dormitory of the Medical University of Silesia
  - 17) Student - means a Student of the Medical University of Silesia
  - 18) Doctoral student - means a doctoral student of the Medical University of Silesia who commenced the doctoral studies before the year 2019/2020,

- 19) Recruitment and Benefits Section - means the organisational unit of the University, address: ul. Poniatowskiego 15, 40-055 Katowice
- 20) Faculty Dean's Office - means an organisational unit of the Faculty of the University, to which the conduct of the main field of study was assigned,
- 21) Doctoral School College - means an organisational unit of the University located at each Faculty of the University,
- 22) EFTA - means the Member States of the European Free Trade Association

## §2

1. SUM students may apply for financial assistance in the form of:
  - 1) maintenance grant,
  - 2) grant for the disabled,
  - 3) Rector's scholarship,
  - 4) assistance grant.
2. SUM students may apply for accommodation in the Student Dormitory at the Medical University of Silesia in Katowice under the rules laid down in chapter IV of these Regulations.

## §3

1. The benefit referred to in § 2 paragraph 1 shall be granted from the fund referred to in Article 409 par. 1 item 1 of the Higher Education and Science Act.
2. The Rector, in consultation with the Students' Self Government, shall distribute the grants from the funds referred to in Article 365, item 3 of the Higher Education and Science Act, including:
  - 1) distribution of the scholarship fund,
  - 2) determination of the amount of monthly income per person in the student's family authorising the student to apply for a maintenance grant and increased maintenance grant,
  - 3) setting the limits of income groups qualifying for the award of a maintenance grant, an increased maintenance grant in a specified amount,
  - 4) setting the amount of the grant for each degree of disability,
  - 5) determining the amount of the Rector's scholarship,
  - 6) determining the amount of the cash assistance grant.
3. The funds referred to in par. 2 item 1 allocated for the Rector's scholarships shall account for no more than 60% of the funds allocated jointly to the Rector's scholarships, maintenance grants and assistance grants.
4. The total monthly amount of the maintenance grant and the Rector's scholarship cannot be higher than 38% of the professor's remuneration within the meaning of the Higher Education and Science Act.
5. The amount of the benefits referred to in § 2, par. 1, items 1 -3 shall be determined on the basis of the number of applications, taking into account the number of students.
6. The amount of the benefits referred to in § 2 par. 1 shall be determined by a separate Order of the Rector.
7. The funds from the scholarship fund not used in a given budget year shall remain in the fund for the following year.

## §4

1. The benefits referred to in § 2 par. 1 shall be granted by the Rector, subject to par. 2.
2. At the request of the Council of the Students' Self Government, the benefits referred to in §2 par. 1 shall be granted by the USC and ASC.
3. The application referred to in paragraph 2 should be submitted to the Rector by August 31 of a given year.
4. The members of the USC and ASC shall be appointed by the Rector from among students delegated by the Students' Self Government and employees of the University, with students constituting the majority of the composition of the committees. The composition of the USC and

ASC shall be determined by a separate Order of the Rector.

5. The term of office of USC and ASC shall be one calendar year.
6. Decisions of USC and ASC shall be taken by a simple majority in an open vote, with the presence of at least half of the members. In the event of a tie, the vote of the President of USC and ASC shall be decisive.
7. Minutes of the meetings of USC and ASC shall be taken. The minutes shall be signed by the President of the Committee or a Vice-President of the USC and ASC authorised by the President.
8. Administrative support for the USC and ASC shall be provided by the Recruitment and Benefits Section.

## §5

1. The benefits referred to in § 2, par. 1, items 1-3 shall be available for the first-cycle degree programs, second-cycle degree programs and uniform Master's studies, and the total period for which they are granted shall be 12 semesters, regardless of whether the student receives them, provided that, within that period, the students shall be entitled to benefits during the studies:
  - 1) for no longer than 9 semesters - in the case of the first cycle degree programs
  - 2) for no longer than 7 semesters - in the case of the second cycle degree programs.
2. The total duration referred to in par. 1 shall be extended by two semesters where the student undertook uniform Master's studies, the duration of which, as provided for by legislation shall be 11 or 12 semesters.
3. The period referred to in paragraphs 1 and 2 shall include all semesters of study commenced by the student, including semesters falling within the period of leave of absence, except for semesters of subsequent first-cycle degree programs commenced or continued after the award of the first bachelor's, engineer's or an equivalent degree. In the case of pursuing studies in several fields of study, semesters taken concurrently shall be treated as one semester.
4. The benefits referred to in § 2, par. 1, items 1-3 shall be granted for an academic year, except when the study program for a given field of study as provided for in the plan lasts for one semester, subject to paragraphs 1 and 2.
5. The benefits referred to in § 2 paragraphs 1-3 shall be paid in a given academic year for a period of up to 9 months, and if the study program for a given field of study, as provided for in the study plan lasts for one semester - for a period of up to 5 months.
6. The benefit referred to in § 2, par. 1, item 2 shall be granted for the period of the issuance of a decision of a relevant authority on the degree of disability, subject to paragraph 5.
7. Where the disability arose in the course of studies or after obtaining a degree, the benefit referred to in § 2 par. 1, item 2 shall be available for a period of 12 semesters in accordance with the provisions of par. 1.
8. The benefits referred to in § 2, par. 1, items 1 to 3 shall be paid on a monthly basis, whereby the first benefit in a given academic year for October shall be paid not later than on the last day of November, unless there are circumstances that prevent payment within that time limit.
9. The benefits referred to in § 2, par. 1 shall not be available to a student with a professional degree of:
  - 1) Master, Master of Engineering or equivalent degree,
  - 2) Bachelor, engineer, or equivalent degree if the student takes again the first-cycle degree program.
10. The provisions referred to in paragraphs 1-9 shall apply accordingly to a student who has studied or obtained a degree abroad.

## **Chapter II**

### **Application and processing procedure**

#### **§6**

1. The benefits referred to in § 2, par. 1, items 1-4 shall be granted at the request of the student.
2. The award and refusal of a benefit shall be by an administrative decision.
3. A request for reconsideration of the Rector's decision may be made within 14 days from the date of receipt of the decision.
4. The student shall have the right to appeal against a decision of the USC to grant or refuse a benefit within 14 days of receiving the decision.
5. The Rector, by means of an administrative decision, shall revoke a decision of USC or ASC which is contrary to the provisions of law.

#### **§7**

The decision to grant the benefit referred to in § 2 par. 1-4, shall expire on the last day of the month in which the student lost the right to the benefit because of the award of the degree referred to in Art. 93, par. 2 and 8 of the Higher Education and Science Act, was deleted from the list of students in the main field of study in which the student received the benefit, or if the period referred to in Art. 93, par. 4.5 and 7 of the Higher Education and Science Act expired.

#### **§8**

1. The student is required to submit an application for the benefits referred to in § 2, par. 1, items 1, 2 and 4 to the Recruitment and Benefits Section in a paper form together with the required documents, after having filled in an electronic version the application through the electronic system of the Dean's Office.
2. A student must submit an application for the benefit referred to in § 2, par. 1, item 3 to a relevant Faculty Dean's Office together with documents confirming the obtained achievements by 6 October, in a paper form, after having filled in an electronic version the application through the electronic system of the Dean's Office.
3. Applications for a maintenance grant, together with the documents referred to in § 14 par. 1 shall be submitted by 15 September, with the proviso that the first-year students shall submit their applications by 6 October.
4. An application for a grant for the disabled, together with the document referred to in § 16 par. 2 shall be submitted by 15 September, with the proviso that the first-year students shall submit their applications by 6 October.
5. When submitting the application and the documents referred to in these Regulations, the student makes a declaration regarding their veracity.
6. The documents required in the procedure for the award of the benefits referred to in § 2 par. 1, items 1 - 4 drawn up in a foreign language shall be submitted by a student together with their translation into Polish by a sworn translator.
7. It is the responsibility of the student to submit the application on time and to correctly complete the documents necessary to apply for the benefits.
8. If any deficiencies in the submitted documentation, clerical or accounting errors in a submitted application for the benefits referred to in § 2 par. 1 are found, an employee of the Dean's Office of the Faculty/Recruitment and Benefits Section shall inform the student in person, by telephone, by e-mail of the need to provide documents necessary to establish the right to the benefit.
9. If the USC/Rector finds any deficiencies in the application for the benefits referred to in § 2 par. 1, the USC/Rector shall ask the student to supplement the application within a period of not shorter than 7 days from the date of receiving the request.

## §9

1. A student who pursues several fields of study at the same time may receive a maintenance grant, a grant for the disabled, an assistance grant, Rector's scholarship only in one field of study indicated by the student.
2. The student is required to submit a declaration of the total period of study in the semesters. A specimen declaration is attached as Attachment 8 to the Regulations.

### **Chapter III** **Criteria for the award of benefits** **Maintenance grants**

## §10

The amount of per capita income in a family authorising the student to apply for a maintenance grant and the amount of grants shall be determined by the Rector in consultation with the university student self government body by means of an order; however, the monthly per capita income of a student's family may not be lower than 1.30 of the amount referred to in Art. 8, par. 1, item 2 of the Act on Social Welfare and higher than 1.30 of the sum of the amounts referred to in Art. 5, par. 1, and Art. 6, par. 2, item 3 of the Act on Family Benefits.

## §11

1. A maintenance grant may be awarded to a student in a difficult financial situation.
2. A specimen application for a maintenance grant is attached as Attachment no. 1 to the Regulations.
3. The amount of the maintenance grant awarded to a student depends on the amount of monthly income per member of the student's family,
4. Family income is the sum of the income of family members, understood as the average monthly income of a family member in the calendar year preceding the academic year for which the application is submitted, subject to the provisions on income lost and income earned.
5. In the event of loss of or gain of income, the right to a grant shall be determined at the request of the student on the basis of family income reduced by the lost income, or increased by the earned income/
6. Loss of income is understood to be the loss of income caused by:
  - 1) the acquisition of the right to parental leave,
  - 2) loss of employment or other gainful activity,
  - 3) loss of entitlement to unemployment benefits or grants,
  - 4) loss of pre-retirement allowance or pre-retirement benefit, teacher's compensation benefit, old-age or disability pension, survivors' pension or social allowance or social pension, or a supplementary parental benefit referred to in the Act of January 31 2019 on supplementary parental benefit (Dz. U. /Journal of Laws/ item 303),
  - 5) deregistration of the agricultural activity or suspension of its performance within the meaning of Art 16b of the Act on Social Insurance of Farmers or Art. 36aa par. 1 of the Act on Social Insurance System,
  - 6) loss of sickness benefit, rehabilitation benefit or maternity benefit due after the loss of employment or other gainful activity,
  - 7) loss of maintenance benefits awarded because of the death of the person obliged to provide the benefits or loss of cash benefits paid in the event of ineffective enforcement of maintenance money because of the death of the person obliged to provide maintenance money,
  - 8) loss of parental benefit,
  - 9) loss of the maternity allowance referred to in the provisions on social insurance of farmers,
  - 10) loss of a doctoral scholarship as defined in separate regulations
7. Gain of income is understood to be the gain of income as a result of:
  - 1) end of the parental leave,
  - 2) obtaining employment or other gainful employment,

- 3) obtaining the right to unemployment benefits or grants
  - 4) obtaining pre-retirement allowance or pre-retirement benefit, teacher's compensation benefit, old-age or disability pension, survivors' pension or social allowance or social pension, or a supplementary parental benefit referred to in the Act of January 31, 2019 on supplementary parental benefit (Dz. U. /Journal of Laws/ item 303),
  - 5) commencement or resumption of non-agricultural economic activity after a period of suspension within the meaning of Art. 16b of the Act on Social Insurance of Farmers or Art. 36aa par. 1 of the Social Insurance System Act,
  - 6) obtaining sickness benefit, rehabilitation benefit or maternity benefit due after the loss of employment or other gainful employment,
  - 7) obtaining parental benefit;
  - 8) obtaining the maternity benefit referred to in the legislation on social security of farmers,
  - 9) obtaining a doctoral scholarship as specified in separate regulations.
8. If a family member loses income in the previous tax year or after that year, the income lost shall not be taken into account when determining their income.
  9. Where a family member has earned income in the previous tax year, when determining their income, the income earned in that year shall be divided by the number of months in which the income was earned, if the income is being earned on the date of determining the right to a grant.
  10. If a family member receives income in the current year, their income shall be determined on the basis of income increased by the amount of income received from the month following the month in which the income was obtained, if such income is being obtained on the date of determining the right to a grant.

## §12

1. When determining the amount of income entitling a student to apply for a maintenance grant, one shall take into account income earned by:
  - 1) the student,
  - 2) the student's spouse,
  - 3) the student's parents, legal guardians or actual guardians,
  - 4) minor children maintained by the persons referred to in items 1-3, children in education up to the age of 26, or, and if the age of 26 falls in the final year of the studies, until the completion of their studies, and disabled children regardless of age.
2. A student who does not share a household with any parent, legal guardian or actual guardian, may apply for a maintenance grant without stating the income earned by these persons and their dependent minor children, children in education up to the age of 26, and if the age of 26 falls in the final year of the studies, until the completion of their studies, and disabled children regardless of age, if the student meets one of the following conditions:
  - 1) is over the age of 26,
  - 2) remains married,
  - 3) has dependent children referred to in paragraph 1 item 4,
  - 4) has come of age while in foster care,
  - 5) has a regular source of income and the student's monthly income in the previous tax year and in the current year in the months preceding the month of submission of the declaration referred to in paragraph 3, is greater than or equal to 1.15 of the sum of the amount referred to in Article 5 par. 1 and the amount referred to in Article 6 par. 2 item 3 of the Act on Family Benefits.
3. The student referred to in paragraph 2 shall make a declaration that the student does not run a household with any parent, legal guardian or actual guardian.
4. A specimen declaration referred to in paragraph 3 constitutes Attachment No. 13 to the Regulations.

### **§13**

The monthly income per person in the student's family giving entitlement to a maintenance grant shall be determined according to the rules laid down in the Act on Family Benefits, taking into account § 14, with the proviso that the income does not include:

- 1) benefits from financial support for students and doctoral students received under the provisions of the Higher Education and Science Act,
- 2) scholarships awarded to pupils, students and doctoral students under:
  - a) European Union Structural Funds,
  - b) non-reimbursable funds originating from assistance provided by Member States,
  - c) international agreements or implementation programs drawn up on the basis of those agreements or international scholarship programs,
- 3) benefits from financial support for pupils received under the provisions on the educational system,
- 4) benefits referred to in article 359 par. 1 and article 420 par. 1 of the Higher Education and Science Act,
- 5) grants of a social character awarded by other entities referred to in Article 21 par.1 item 40b of the Personal Income Tax Act.

### **§14**

1. A list of documents necessary to calculate a student's income and the rules of the calculation of this income are included in Attachment no 5 to these Regulations.
2. In the event that circumstances affecting the determination of a student's income require the submission of documents other than those specified in Attachment 5 to the Regulations, the Recruitment and Benefits Section may require the student to provide such a document.
3. The Rector, USC or ASC shall refuse to award a maintenance grant to a student whose monthly income per person in the student's family does not exceed the amount referred to in Article 8 par. 1 item 2 of the Act on Social Welfare, if the student fails to attach to their application for a maintenance grant a certificate from a social assistance centre, and in the case of transformation of a social assistance centre into a social services centre pursuant to the provisions of the Act of July 19 2019 on the implementation of social services by a centre of social services (Dz. U. /Journal of Laws/ item 1818) - from a centre of social services, about the student's income and financial situation.
4. The Rector, USC or ASC may award a maintenance grant to a student in the case referred to in par. 3 if the reasons for a failure to attach a certificate to the application for a maintenance grant are justified and the student has documented the sources of family support.

### **§15**

1. In particularly justified cases, a student may be awarded an increased maintenance grant.
2. The benefit referred to in paragraph 1 may be granted in particular in the case of:
  - 1) residence in a student dormitory or in a facility other than a student dormitory if the daily commute from the place of residence to the higher education institution would make it impossible to study or make studying significantly more difficult,
  - 2) a student who is an orphan or has come of age in foster care.
3. A student applying for an increased maintenance grant should attach to the application documents confirming the occurrence of particularly justified circumstances, and a declaration, the specimen of which is attached as Attachment no. 9 to the Regulations.

### **Grants for the disabled**

### **§16**

1. A grant for the disabled may be awarded to a student on account of disability confirmed by a decision of a competent authority.



2. A certificate from a relevant authority on the degree of disability shall be attached by the student to the application for the grant.
3. The amount of the grant referred to in paragraph 1 varies according to the degree of disability.
4. The amount of the grant for each of the degrees of disability referred to par. 2 shall be determined by the Rector by way of an Order.
5. A specimen application for a grant for the disabled constitutes Attachment no. 3 to the Regulations.

### **Rector's scholarships**

#### **§17**

1. 1. The Rector's scholarship may be awarded to students in a number not exceeding 10% of the total number of students in each field and year of study conducted at the University. If 10% of the number of students in a particular field of study is a non-integer number, a mathematical rounding down to a whole number shall be made.
2. 2. 100% of the students studying in a given year and field of study are assumed to be all full-time and part-time students as at 15 October of the current year.
3. 3. The total number of students referred to in par. 2 shall be determined on the basis of data drawn up by the Deans' Offices of the Faculties and approved by the Dean of the Faculty.
4. 4. The Rector's scholarship may be awarded to students in a number no greater than 10% of the number of students in a given academic year, in the order determined on the basis of the criteria referred to in § 18.
5. 5. If the number of students in a field of study is less than ten, the Rector's scholarship may be awarded to one student.

#### **§18**

1. The Rector's scholarship may be awarded to a student who achieved in the previous academic year a grade average of no less than 4.01 or had academic or artistic achievements or sports achievements in a competition at least at the national level.
2. The Rector's scholarship may be applied for by students who fulfil the criteria specified in par. 1 and who completed the year of study and is registered for the following academic year.
3. The Rector's scholarship is awarded to a student enrolled for the first year of studies in the year of passing the secondary school leaving examination, who is:
  - a) a winner of an international competition or a winner or finalist of a competition at the central level, referred to in the regulations on the educational system;
  - b) a medal winner in at least a sports competition for the title of Polish Champion in a given sport as referred to in the sports regulations.
4. Students referred to in par. 3 shall not be taken into account when determining the number of students receiving the Rector's scholarship.
5. From among the students in each field of study who fulfil the criteria set out in paragraphs 1 and 2, a ranking list shall be established.
6. The types of achievements and the point values assigned to them shall be defined in Attachment 10 to the Regulations.
7. The ranking list is an informative list and is not a final decision.
8. Ranking lists are created separately for each level and year of study in a given field of study. A ranking list for a given field, level and year of study includes full-time and extramural students, subject to par. 4.
9. In the event that students obtain the same number of points, the place on the ranking list shall be determined by the grade point average.

### **§19**

1. A specimen application for the Rector's scholarship is enclosed as Attachment 2 to the Regulations. A specimen application for the Rector's scholarship to first-year students is enclosed as Attachment No. 2a to the Regulations.
2. If the final year of a first cycle degree program is one semester, the student in the application for the Rector's scholarship shows the achievements from the last semester of study.
3. A student in the first year of the second-cycle degree program shall attach to the application for scholarship a certificate of the grade point average obtained in the final year of the first-cycle degree program - this applies to students who completed their first-cycle degree program at another higher education institution.

### **§20**

The Faculty Dean's Office shall be responsible for:

- 1) completion of the grade point average and its validation in the system of the Dean's Office
- 2) verification of the compatibility of the data of the submitted application with the data in the system of the Dean's Office and the POL-ON system,
- 3) checking that the declaration referred to in § 9 par. 2 is complete,
- 4) forwarding to the Recruitment and Benefits Section no later than by 16 October the applications submitted by the students, together with the lists of applications, drawn up in accordance with a specimen attached as Attachment 15.
- 5) submitting to the Recruitment and Benefits Section by 20 October at the latest of a given year information about the number of total students referred to in § 17, par. 3.

### **§21**

The Rector's scholarship is not available to a student repeating a semester/year of study due to unsatisfactory academic performance and conditionally enrolled for the next year of study, in accordance with the Regulations of Studies at the Medical University of Silesia in Katowice.

## **Assistance grants**

### **§22**

1. An assistance grant is a form of emergency assistance for students who temporarily find themselves in a difficult life situation.
2. An assistance grant may be granted in particular in the case of:
  - 1) death of the student's immediate family members (first degree of kinship)
  - 2) other fortuitous circumstances, such as: serious illness of the student or a member of the student's family, natural disasters and others.
3. A student may receive an assistance grant no more than twice in an academic year, however, no more than once based on the same factual basis.
4. A specimen application is set out in Attachment 4 to the Regulations.

## **Chapter IV**

### **Criteria and Procedures for Allocating Places in the Student Dormitory**

### **§23**

1. Students and doctoral students of the Medical University of Silesia may apply for a place in the Student Dormitory, however a student of the Medical University of Silesia shall have a priority in obtaining a place in the Student Dormitory.
2. Priority in obtaining a place in the Student Dormitory is given to the following students of the Medical University of Silesia:
  - 1) full-time students and extramural students taking courses under the same conditions as full-time students,, whose daily commuting to the University would make studying impossible or

- significantly more difficult,
- 2) extramural students whose daily commuting to the University would make studying impossible or significantly more difficult,
  3. If the number of applicants for a place in the Student Dormitory is higher than the number of vacant places, the actual distance from the place of residence to the Faculty (Dean's Office) of which the student is a student, shall be decisive.
  4. Disregarding the criteria referred to in paragraphs 2 and 3, places in the Student Dormitory shall be allocated to:
    - 1) a student who is single parent,
    - 2) a student with a significant degree of disability confirmed by a decision of a competent authority,
    - 3) a student who is in a difficult family situation.
  5. The allocation of places to students who do not meet the criteria referred to in paragraphs 2 and 4 as well as doctoral students of the Medical University of Silesia and students of other higher education institutions shall be possible from 15 October of the current year only if all places are not occupied by the students of the Medical University of Silesia.
  6. A place in the Student Dormitory shall be allocated for the period from 1 October to 30 June.
  7. During the summer break, accommodation in the Student Dormitory shall be provided according to the rules specified in the "Regulations of the Student Dormitory of the Medical University of Silesia in Katowice" and the decision in this respect shall be made by the Manager of the Student Dormitory.
  8. A place in the Student Dormitory shall be allocated on the basis of an application filed by 31 July with administration of the Student Dormitory of a given Faculty of the University or in an electronic version to the e-mail address of the administration of the Student Dormitory of a given Faculty of the University.
  9. A specimen application referred to in paragraph 8 is attached as Attachment no 14 to these Regulations.
  10. Persons admitted to the first year of study may submit applications later than specified in paragraph 8 in the event that the decision on enrolment is issued after this deadline, while the allocation of a place in the Student Dormitory will be possible on the condition that there are vacancies.

## §24

1. Applications for a place in the Student Dormitory shall be decided by the Board for Student Dormitory appointed by the Rector, composed of:
  - 1) managers of the Student Dormitories,
  - 2) employee of the Recruitment and Benefits Section,
  - 3) representatives of the Students' Self Government.
2. The Chairperson of the Board for Student Dormitory shall be designed by the Rector for Studies and Students.
3. The decisions shall be taken by a simple majority of votes in the presence of at least half of the members of the Board for Student Dormitory.
4. Minutes of each meeting containing a list of persons admitted to the Student Dormitory shall be prepared.
5. Applications submitted after 15 October shall be considered by the Manager of the Student Dormitory provided that there are still vacant places in the Student Dormitory and the allocation of a place in the Student Dormitory shall be decided in the order of the submitted applications.
6. In particularly justified cases, a place in the Student Dormitory may be granted by the Deputy Rector for Studies and Students.
7. Decisions on the allocation or refusal of a place in the Student Dormitory shall be sent by an e-mail or post to the address indicated in the application by 15 August.
8. Decisions on deprivation of a place in the Student Dormitory because of the breach of the

Regulations of the Student Dormitory shall be taken by the Deputy Rector for Studies and Students.

9. Administrative support for the allocation of places in the Student Dormitory shall be provided by the relevant managers of Student Dormitories.

## **§25**

Detailed regulations concerning the rules of operation of the Student Dormitory, as well as the rights and obligations, shall be laid down in the "*Regulations of the Student Dormitory of the Medical University of Silesia in Katowice*".

## **Chapter V Final provisions**

## **§26**

The following attachments shall be introduced to the Regulations:

- 1) application for benefits (maintenance grant, increased maintenance grant),
- 2) application for the Rector's scholarship for students,
  - 2a) application for the Rector's scholarship for first-year students,
  - 2b) application for the Rector's scholarship for doctoral students,
- 3) application for a grant for the disabled,
- 4) application for an assistance grant
- 5) rules for income documentation and determination
- 6) certificate from the tax office on income taxable with personal income tax, in accordance with the rules set out in Art. 27, 30b, 30c and 30e of the Personal Income Tax Act,
  - 6a) declaration by a family member accounting for taxes under the provisions on flat-rate income tax on certain income earned by natural persons,
- 7) declaration by a family member on the amount of income not subject to taxation with income tax,
- 8) declaration that the student does not receive financial support in other fields of study or at another higher education institution,
- 9) student's declaration to the application for an increased maintenance grant,
- 10) a list of types of achievements for which a student may be awarded the Rector's scholarship and the point values assigned to them (for students),
  - 10a) the method of evaluation of achievements and documentation of scientific and research activities (for doctoral students),
- 11) declaration that the student is not registered with an employment office and is not earning income,
- 12) application for a recalculation of income,
- 13) declaration that the student does not run a joint household with any parent, legal guardian or actual guardian,
- 14) application for allocation of a place in the Student Dormitory,
- 15) a summary of the number of submitted applications for grants/scholarships,
- 16) student's declaration.

## **§27**

1. Amendments to the Regulations shall be made by the Rector in consultation with the Students' Self Government, subject to par. 2.
2. The Regulations shall be amended in accordance with the procedure and rules applicable to their adoption.

## **§28**

1. The provisions of these Regulations shall apply accordingly to doctoral students who commenced

their doctoral studies before the year 2019/2020.

2. A doctoral student referred to in par. 1 may apply for a maintenance grant, a grant for the disabled and an assistance grant pursuant to the rules laid down for students in these Regulations.
3. The Rector's scholarship may be awarded in the period of first renewal to a doctoral student referred to in par. 1, who, in the academic year preceding the award of the scholarship, fulfilled all of the following conditions:
  - 1) achieved very good or good results in the subjects included in the doctoral program,
  - 2) demonstrated progress in academic work and in the preparation of the doctoral thesis,
  - 3) showed particular commitment to didactic work during the doctoral studies conducted by the University,
4. The Rector's scholarship for doctoral students may be awarded to a doctoral student who, in addition:
  - 1) completed the previous year of study by September 30 (date of submission of the student credit book to the College of the Doctoral School),
  - 2) submitted an application for a scholarship together with the attachments. A specimen application is attached as Attachment No. 2b to the Regulations.
5. The benefits referred to in paragraphs 2 and 3 shall be granted by the Rector.
6. An application for the Rector's scholarship for doctoral students together with documents confirming achievements and a declaration constituting Attachment No. 8 to the Regulations shall be submitted by September 30 in a paper form, after having filled in the application in an electronic version via the electronic system of the dean's office of the College of the Doctoral School.
7. The method of evaluation and documentation of achievements of scientific and research activities is contained in Attachment no. 10a to the Regulations.
8. An employee of the College of the Doctoral School shall be responsible for completing the grade point average and forwarding [it] to the Head of the College of the Doctoral School for approval.
9. The doctoral student is obliged to submit the application to the College of the Doctoral School in paper form together with the required documents, having first completed the application in electronic form via the electronic system of the dean's office.
10. By 10 October the College of the Doctoral School shall forward to the Recruitment and Benefits Section applications with lists, according to the summary generated in the system of the Dean's Office.
11. The Rector, in consultation with the Doctoral Students' Self Government shall distribute a subsidy from the funds referred to in Art. 365 item 3 of the Higher Education and Science Act in the part allocated for financial support for doctoral students.
12. The amount of benefits referred to in par. 2 and 3 shall be determined by a separate order of the Rector, with the observance of the provisions referred to in par. 11.
13. The total duration of the Rector's scholarship for a doctoral student may not be longer than 4 years, but no longer than until December 31, 2023.

## **§29**

The provisions of these Regulations shall apply to foreign students to the extent and in accordance with the rules set out in Article 324 par. 3 and 4 of the Higher Education and Science Act.

Rector of the Medical University of Silesia in Katowice  
Professor Tomasz Szczepański, MD, Ph.D