

*Consolidated text incorporating changes introduced by:  
Regulation No. 65 of the Rector of the UL of 21.05.2019,  
Regulation No. 131 of the Rector of the UL of 5.06.2020,  
Regulation No. 105 of the Rector of the UL of 17.02.2021*

## **Regulation No. 61 of the Rector of the University of Lodz of 8 May 2019**

on: establishing fees for the issue and authentication of documents

Pursuant to Art. 79(2) and Art. 78(5) of the Act of 20 July 2018 - Law on Higher Education and Science (i.e. Polish Journal of Laws of 2018, item 1668 as amended) in conjunction with Art. 264(2) of the Act of 3 July 2018 – Provisions introducing the Act – Law on Higher Education and Science (Polish Journal of Laws of 2018 item 1669) and in accordance with Art. 36(1) of the Regulation of the Minister of Science and Higher Education of 27 September 2018 on studies (Polish Journal of Laws of 2018, item 1861 as amended), it is ordered as follows:

### **§ 1**

1. The following fees are established:

- 1) PLN 22 – for issuing an electronic student ID;
- 2) PLN 60 – for providing a graduate with a cycle of studies which started in the academic year 2018/2019 or earlier, a diploma with a diploma supplement (transcript) and their two certified copies, including upon student's request submitted by the date of graduation,
  - a) a certified copy of the diploma in English, French, Spanish, German or Russian,
  - b) a certified copy of the diploma supplement (transcript) in English;
- 3) PLN 20 – for issuing:
  - a) an additional certified copy of the diploma in a foreign language,
  - b) an additional certified copy of the diploma supplement (transcript) in a foreign language,
  - c) a duplicate of the diploma,
  - d) a duplicate of the diploma supplement (transcript),
  - e) *repealed*,
  - f) *repealed*;
- 4) PLN 26 – for authentication of documents within the scope performed by a given higher education institution.

2. The fee for issuing a duplicate of an electronic student ID shall be charged half the fee for

the issue of the original.

3. For students who concluded an agreement on conditions of payment for educational services with the UL in the academic year 2018/2019 or earlier, the fee referred to in section 2 shall be calculated from the amount of PLN 17.
4. Graduates of the study cycle that started in the academic year 2019/2020 or later shall not pay the fee referred to in section 1, point 2.

#### § 1a

For postgraduate programmes starting in the academic year 2018/19 or earlier, the fee applicable on the date of concluding the agreement on conditions of payment for postgraduate programmes shall be charged for issuing a diploma.

#### § 2

The dean may exempt a student in a difficult financial situation from the fees referred to in Art. 1(1)(2).

#### § 3

The fees referred to in Art. 1(1-2) are to be paid by the student to the bank account indicated by the University of Lodz or at the place designated by the Rector.

#### § 3a

The fee referred to in Art. 1(1)(2) covers the issue of a diploma together with two certified copies and a diploma supplement (transcript) until 30 September 2019.

#### § 4

Regulation No. 41 of the Rector of the University of Lodz of 16 December 2015 concerning fees for issuing an electronic student ID, student record book, diploma, certificate of completion of postgraduate studies and their duplicates as well as for authentication of documents is repealed.

#### § 5

The Regulation comes into force on the day of its signing.

Rector  
of the University of Lodz

Prof. dr hab. Elżbieta Żądzińska