****Ordinance No. 26/2023

of the Rector of Lodz University of Technology

dated 5 June 2023

amending Ordinance No. 29/2022 of the Rector of Lodz University of Technology
dated 12 May 2022 laying down rules for
benefits for students of Lodz University of Technology

Pursuant to Article 23(1) and (2)(2) and Article 95(2) of the Act of 20 July 2018 – Law on Higher Education and Science (i.e. Journal of Laws of 2023, item 742), § 14 (1) and (2) of the Statute of Lodz University of Technology- Resolution No. 88/2019 of the Senate of Lodz University of Technology of 10 July 2019, I order as follows:

§ 1

In the Regulations of Student Benefits of Lodz University of Technology, annexed to the Ordinance No. 29/2022 of the Rector of Lodz University of Technology of 12 May 2022 on the establishment of the Regulations of Student Benefits of Lodz University of Technology, in consultation with the Student Government and the Doctoral Student Government, the following amendments are introduced:

1) in Chapter 1:

a) paragraph 1 shall be replaced by the following:

„1. Students and participants in doctoral programmes – hereinafter referred to as doctoral students – pursuing their studies at Lodz University of Technology are entitled to financial support regardless of their mode of study (full-time or part-time) and age, except for students who are professional soldiers who commenced their studies upon a referral from the competent military authority and received assistance in connection with their studies pursuant to the provisions on military service, as well as students/doctoral students who are officers of the state services in candidate service or who are officers of the state services, who undertook their studies on the basis of a referral or consent of a competent superior and received assistance in connection with their studies on the basis of service regulations.",

b) paragraph 9 shall be replaced by the following:

„9. Information on the rules for the payment of financial aid to foreign students/doctoral students:

1) The benefits referred to in 2(2), (3) and (4) may be requested by:

a) foreign national – a citizen of a Member State of the European Union, the Swiss Confederation or a Member State of the European Free Trade Association (EFTA) - a party to the Agreement on the European Economic Area and members of their families residing in the territory of the Republic of Poland,

b) foreign national – a national of the United Kingdom of Great Britain and Northern Ireland as referred to in Article 10(1)(b) or (d) of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community (OJ UE of 2020 No. 29, p. 7, as amended), and a member of his or her family residing in the territory of the Republic of Poland,

c) foreign national who has been granted a permanent residence permit, or a long-term resident of the European Union,

d) foreign national who has been granted a temporary residence permit due to the circumstances referred to in Article 159(1) and Article 186(1)(3) and (4) of the Act of 12 December 2013 on foreigners,

e) foreign national who has the status of refugee granted in the Republic of Poland or enjoys temporary protection or subsidiary protection on the territory of the Republic of Poland,

f) foreign national who holds a certificate certifying his/her knowledge of Polish as a foreign language, as referred to in Article 11a (2) of the Act of 7 October 1999 on the Polish Language, at least at the language proficiency level C1,

g) a holder of a Card of the Pole or a person to whom a decision on the determination of Polish origin has been issued,

h) foreign national who is a spouse, ascendant or descendant of a citizen of the Republic of Poland residing in the territory of the Republic of Poland,

i) foreign national who has been granted a temporary residence permit in connection with the circumstances referred to in Article 151(1) and Article 151b (1) of the Act on Foreigners of 12 December 2013, or who resides on the territory of the Republic of Poland in connection with the use of short-term mobility of a scientist under the conditions specified in Article 156b (1) of that Act, or who holds a national visa in order to conduct research or development work

and other foreigners not listed above;

2) The maintenance grant referred to in 2(1) of this Chapter may be requested by the foreigner referred to in 1:

a) a and b:

- who is a self-employed person or an employee referred to in Article 2(5) and (7) of the Act of 14 July 2006 on the entry into, residence in and exit from the territory of the Republic of Poland of nationals of the Member States of the European Union and members of their families (i.e. Journal of Laws of 2021, item 1697, as amended),

- who retains the right of residence in the cases referred to in Article 17 of the aforementioned Act,

- who has the right of permanent residence

and members of his or her family residing in the territory of the Republic of Poland,

b) c-i.";

2) in Chapter 5, section 10 is replaced by the following:

„10. Material assistance may be applied for within a maximum of six months of the occurrence of the event justifying the granting of the assistance";

3) in Chapter 7:

a) 8(2)(h) shall be replaced by the following:

"h) the lease agreement concluded for a minimum of 10 years with a confirmation of conclusion by the mayor competent for the place of location of the object of lease – in case of a lease of a part or of the entire agricultural holding owned by the family on the basis of a contract concluded pursuant to the provisions on social insurance of farmers, or a lease of the agricultural holding in connection with receipt of an annuity specified in the provisions on support for rural development from funds originating from the Guarantee Section of the European Agricultural Guidance and Guarantee Fund,",

b) 9 shall be replaced by the following:

„9. In the case of low income in the student's family, the following rules apply:

1) The Rector, the Scholarship Committee or the Scholarship Appeal Committee shall refuse to award a maintenance grant to a student whose monthly income per person in the family does not exceed the amount referred to in Article 8(1)(2) of the Act of 12 March 2004 on Social Welfare (as specified in the Announcement on the Amount of Individual Types of Benefits) if the application for a maintenance grant is not accompanied by a certificate issued by a social welfare centre or social services centre confirming that the student or members of the student's family receive social welfare benefits in the year of submitting the application;

2) If the student referred to in 8 or the members of his/her family are not in receipt of social assistance benefits, the Rector, the Scholarship Committee or the Scholarship Appeal Committee may award a maintenance grant to that student if he/she has documented the family's sources of income.",

c) 10(6) shall be replaced by the following:

„6) the agreement referred to in 10(1)(a), in accordance with the provisions of the Act on Social Insurance of Farmers is a written lease agreement – in the case of a permanent annuity - for at least 10 years, and in the case of a periodic annuity – for the period indicated in the decision of the President of the National Insurance Fund on granting such annuity, the conclusion of which was confirmed by the head of the district authority (village head) competent for the location of the subject of the lease to a person who is not:

a) spouse of the lessor (disability pensioner),

b) a person living in a joint household with the lessor (disability pensioner),

c) spouse of the person referred to in point b;";

4) in Appendix No. 1 to the Regulations on Student Benefits of Lodz University of Technology, in 2(2) (d), the eighth indent is replaced by the following:

„- achievements related to the promotion and representation of the University i.e.:

-- performance of competition pieces for which the ensemble has won one of the first three places in a national or international competition. Required documents: *certificate from the President of the Academic Choir* TUL in *consultation with the Conductor or the President of the Academic Orchestra* *TUL* in *consultation with the Conductor*,

-- representing the University in cooperation with the Promotion Division or with the authorities of the University/Faculty/International Cooperation Centre of Lodz University of Technology, in particular: participation in the flag guard - min. three times during the academic year; participation in events promoting the University as a representative of TUL promoting studies at Lodz University of Technology. Required documents: certificate from the Promotion Division or relevant authorities of the University/Faculty/International Cooperation Centre of Lodz University of Technology;";

5) Appendix No. 3 to the Regulations on Student Benefits of Lodz University of Technology is replaced by the text set out in the Appendix to this Ordinance.

§ 2

The other provisions of the Ordinance remain unchanged.

§ 3

The Ordinance comes into force on 5 June 2023, with effect from the academic year 2023/2024.

Prof. dr hab. inż. Krzysztof Jóźwik

Rector of Lodz University of Technology

*/signed with a qualified digital signature/*

Appendix

to Ordinance No. 26/2023 of the Rector of Lodz University of Technology of 5 June 2023

amending the Ordinance No. 29/2022 of the Rector of Lodz University of Technology of 12 May 2022

on defining the regulations of student benefits of Lodz University of Technology

Appendix 3

to the Regulations on student benefits of Lodz University of Technology

**Chapter 1**

**Rules of accommodating students in student halls of residence at Lodz University of Technology**

§ 1

1. A student of Lodz University of Technology and a person newly admitted to study at Lodz University of Technology (Applying Student), may apply for accommodation in the Student Hall of Residence at the Residential Campus of TUL.

2. The basic criterion for the allocation of accommodation in the dormitory is the distance of the Applicant's permanent residence from Lodz University of Lodz.

3. Mothers and fathers raising children and pregnant students, as well as people in particularly difficult living situations, are given priority in the right to accommodation, regardless of their place of permanent residence.

4. In the case of applications for an extension of accommodation, an additional criterion for the granting of accommodation is a positive opinion of the Dormitory Residents' Council and the opinion of its administration in which the Applying Student resided in the previous period.

5. An Applying Student can only receive one place for himself/herself in the dormitory.

6. In justified and documented cases, the Applying Student may apply for accommodation in a room placed at the sole disposal of the Applying Student.

7. The Applying Student may request to be accommodated in a room together with his/her children or spouse.

8. The rules for the allocation of accommodation to students in the 1st Hall of Residence are set out in the "Regulations for the allocation of places in the 1st Hall of Residence".

§ 2

1. Applicants for accommodation (students not living in a dormitory and newly admitted students of TUL) and persons applying for the extension of accommodation for a further period (students already living in a dormitory), within the deadlines specified in the schedule announced by the Committee for Student Accommodation (ZS Committee), submit, after logging in via the University's IT system, respectively through the VirTUL portal in the WebDziekanat module or in the University's admissions portal (https://e-rekrutacja.p.lodz.pl), an application for a place in a dormitory.

2. During the academic year, recruitment to the Halls of Residence will only take place on paper, which must be submitted with the attachments during the designated ZS Committee duty hours.

3. Students applying for single room accommodation (during the summer dormitory enrollment for newly admitted students and for TUL students not living in a dormitory), by the deadline set by the ZS Committee, should additionally submit the following documents by email to osiedle@samorzad.p.lodz.pl, respectively:

1) an application for a single room;

2) a health certificate or other documents justifying the need for accommodation in a single room.

During the academic year, all documentation, including attachments, is submitted on paper only, during the designated duty hours of the ZS Committee.

4. Students Applying for Accommodation:

1) with children or a spouse or partner (during the summer dormitory enrolment for newly admitted students and for TUL students not living in a dormitory) should submit a request for a co-educational room electronically via WebDziekanat or the admissions portal by the specified deadline. During the academic year, a paper application for a co-educational room should be submitted during the designated ZS Committee duty hours;

2) due to a special living situation (during the summer dormitory enrolment for newly admitted students and for TUL students not living in a dormitory), by the deadline set by the ZS Committee, additionally submit documents confirming the declared situation by email to osiedle@samorzad.p.lodz.pl. During the academic year, the documentation and its attachments are only submitted on paper, during the designated duty hours of the ZS Committee.

5. The opinion of the Residents' Councils and the administration of the student’s hall of residence is sought in the case of requests for extension of accommodation.

6. The ZS Committee verifies the applications. If necessary, the Committee calls on the Applying Student to complete the documentation. If the information provided in the application is found to be inconsistent with the facts or the documentation submitted, and if the Residents' Council or the hall of residence administration has a negative opinion, the application may be excluded from further proceedings. This will be decided by the ZS Committee.

7. The ZS Committee prepares lists of Applying Student entitled to request a place in a dormitory on the Residential Campus of Lodz University of Technology.

8. Documentation submitted by Applying Student is collected and stored in the Benefits Services Office.

9. Decisions to accommodate an Applicant Student and to extend accommodation for a further period, in a particular dormitory and a particular room, are made by the ZS Committee.

10. Decisions of the ZS Committee on electronic applications for accommodation are communicated by the ZS Committee via e-mail, respectively: in the case of TUL – to the inboxes of the University's Electronic Mail System; in the case of a person newly admitted to study at TUL – to the e-mail address provided by the Student Applicant in the admissions procedure at TUL. In the case of paper applications, decisions, in the form of dormitory referrals, are issued by the ZS Committee in paper form.

11. A Student applying for accommodation at the Residential Campus of Lodz University of Technology who has received a refusal decision has the right to lodge a written appeal to the Vice-Rector for Student Affairs via the Benefits Services Office within 14 days of receiving information on the decision of the ZS Committee by e-mail.

12. An Applying Student who received a negative decision in a given round of accommodation applications consideration may reapply for accommodation in subsequent rounds in accordance with the schedule referred to in § 2(1).

§ 3

Detailed rules on the use of accommodation by students at the Residential Campus of Lodz University of Technology, the rights and obligations of Residents are contained in the *Rules and Regulations of the Student Dormitories at the Residential Campus of Lodz University of Technology.*

**Chapter 2**

**Rules of accommodation for doctoral students at Halls of Residences of Lodz University of Technology**

§ 4

1. Doctoral students of Lodz University of Technology and candidates for the Interdisciplinary Doctoral School of Lodz University of Technology (Applicant Candidate) may apply for accommodation in the Student Dormitory of Lodz University of Technology at the Residential Campus of Lodz University of Technology.

2. The Applicant may request to be accommodated in a room together with his/her children or spouse who is not a doctoral student of TUL.

3. The basic criterion for the allocation of accommodation in a dormitory is the distance of the Applicant's permanent residence from Lodz University of Technology.

4. Priority for the right to residence, regardless of place of permanent residence, is given to: mothers and fathers raising children and Pregnant Applicants, as well as persons in a particularly difficult life situation.

5. The rules for granting the right of accommodation to doctoral students and Applicant Candidates in the 1st Hall of Residence are laid down in the "Rules and Regulations for the Allocation of Accommodation in the 1st Hall of Residence".

§ 5

1. Candidates for the Interdisciplinary Doctoral School of Lodz University of Technology (IDS TUL) apply for accommodation in the Dormitories of Lodz University of Technology in the appropriate part of the Candidate's Personal Questionnaire as part of the admission process to the IDS TUL and submit applications for accommodation in the 9th Hall of Residence office within the specified deadlines and methods. A model application for accommodation is made available on the IDS TUL website.

2. Doctoral students applying for an extension of accommodation for the next period shall submit applications for the continuation of accommodation in the Hall of Residence office in which they live, by the specified deadlines.

3. Applicants applying for accommodation with their children or spouse, and Applicants applying for accommodation due to a special living situation, should attach documents confirming the declared situation to the application submitted to the IX dormitory office.

4. Applications for accommodation are reviewed by the dormitory administration and, if necessary, the applicant is requested to complete the documentation. If information provided in the application is found to be inconsistent with the facts or the documentation submitted, the application may be excluded from further proceedings.

6. Documentation submitted by Applicant Candidates is collected and stored in the dormitory office.

7. On the basis of the submitted applications, the dormitory Manager prepares a list of persons who have been allocated a place in the Hall of Residence at the Residential Campus of Lodz University of Technology.

7. Decisions on the accommodation of the Applicant are made by the dormitory Manager.

8. Decisions on applications for accommodation are communicated to applicants via email to the University's Electronic Mail System, in the case of a new person taking up an education at TUL who does not yet have a TUL email – to the email address provided by the Applicant in the application.

9. An applicant who has received a refusal decision in a given round of accommodation application consideration at the Residential Campus of TUL has the right to lodge a written appeal to the Vice-Rector for Student Affairs, through the IDS TUL within 14 days of receiving information about the decision to their e-mail address.

§ 6

Detailed rules on the use of accommodation by doctoral students at the Residential Campus of TUL, the rights and obligations of Residents are contained in the *Rules and Regulations of the Student Halls of Residence at the Residential Campus of Lodz University of Technology.*