

Tuition Reimbursement Procedure.

A student who did obtain a student visa refusal might apply for tuition refund.

A written request to the Principal of the Polish Language Centre for Foreigners at the University of Lodz for reimbursement should be submitted by a person who made a tuition payment and must include:

1. Personal details of an applicant and a payer.
2. A payer bank account details, including bank name, address, Swift and IBAN code (tuition is refunded to the same bank account as the payment was made from).
3. A payer handwriting signature which must be confirmed as an authentic and genuine by the Polish Embassy or by a notary public.

Furthermore, to the written request must be enclosed applicant's visa refusal document issued by the Polish Embassy.

For the refund request to be considered complete it must include mentioned above two required documents and must be sent via post or courier to the following address:

Studium Języka Polskiego dla Cudzoziemców

Ul. Kopcińskiego 16/18

90-232 Łódź, Poland

Unless a payer meets mentioned above requirements refund is unable to obtain.

The procedure is available at our website: www.sjpdc.uni.lodz.pl