Information regarding refunds of tuition fees

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* The below-provided chart should be filled in electronically and sent back in the WORD or PDF format.

The chart can be filled in only in **Polish** or **English**.

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* The chart and payment receipts should be sent to **hello@uni.opole.pl**, within the deadline set by the appropriate Regulation.

Detailed information regarding deadlines can be found on **hello.uni.opole.pl**

**The payment receipt** should be generated by the **bank or from a mobile application.** It should include information regarding: the payer, the beneficiary (UO), date and the amount of the transfer, the title of the transfer.

* The applicant shall make sure the bank account consists of the required number of digits and the correct IBAN/ country code.

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Some banks do not use the International Bank Account Number. If the applicant’s bank does not use IBAN, they shall inquire about other possible international identifiers.

* The applicant shall make sure the SWIFT/ BIC code is correct. International transfers are not possible without it.

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If the institution does not have a SWIFT/ BIC code, for instance credit unions, international transfers will not be possible.

* Finalisation of each refund procedure is strongly influenced by the number of applications and the date when the International Students Office receives correct, signed documents from the applicant.
* The procedure is started **only after** the International Students Office receives correctly signed documents from the applicant.
* The Polish banking system does not support transactions processed by intermediary banks.

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| Właściciel rachunku bankowego/*Beneficiary* |  |
| Adres/*Beneficiary’s Address* |  |
| Nazwa banku/*Bank name* |  |
| Adres banku/*Bank address* |  |
| Nr konta/*Account number* |  |
| Waluta/*Currency* |  |
| Kod SWIFT/*SWIFT code (BIC code)* |  |