

Information regarding refunds of tuition fees

- 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**.

- 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.

• 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.

• 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.

Właściciel rachunku bankowego/ <i>Beneficiary</i>	
Adres/ <i>Beneficiary's Address</i>	
Nazwa banku/ <i>Bank name</i>	
Adres banku/ <i>Bank address</i>	
Nr konta/ <i>Account number</i>	
Waluta/ <i>Currency</i>	
Kod SWIFT/ <i>SWIFT code (BIC code)</i>	