

**Regulations concerning the course of Polish language and culture for foreigners  
at the School of Polish Language and Culture of the Catholic University of Lublin  
during summer holidays – so called Summer School  
*Paid courses***

**§1 General provisions**

1) The required form of applying for the course is to fill in the application form on the School's website: <https://www.kul.pl/aplikacja,11647.html>. After filling in the form, the candidate pays an administration fee to the account indicated on the website and sends a proof of the transfer by e-mail to: [polski@kul.pl](mailto:polski@kul.pl). Posting the fee on the KUL account confirms registration for the course.

2) Classes at the Summer School take place according to the timetable published on the School's website and updated annually. The programmes start in two dates - in July and August. It is possible to choose both the length of the course (from two to eight weeks) as well as the intensity suitable for one's needs (semi-intensive; intensive; highly intensive - varying in the number of hours, from five to eight hours per day, with 1 lesson hour = 45 minutes).

3) In justified cases, it is possible to organise the course in the form of distance learning/online (fully or partially). Such a situation may be dictated by introduced legal regulations or orders of the University authorities.

4) The participant of the course should be a person over 18 years of age. In justified cases, it is possible for a minor to participate, provided that the School receives a declaration of full responsibility of parents or legal guardians for the stay of a minor on the course.

5) The fee includes the language programme with the necessary teaching materials, as well as a cultural and tourist programme. The course fee does not include accommodation and meals, which participant must organise and pay for themselves. During the courses there is a possibility of paid accommodation in a student residence, provided that places are available in the dormitory. The School of Polish Language and Culture does not guarantee a place in the KUL Student Dormitory. Fees for a room in the dormitory depend on the current regulations and fees set by the dormitory administration. The exact room rate will be available on the School's website. Those interested in using dormitory accommodation should indicate this information in the online application.

6. The language programme includes:

- Polish language course, supplementary classes, individual consultations. The number of hours depends on the chosen course intensity from five to eight hours\* per day (semi-intensive course = 25 hours per week; intensive course = 33 hours per week; highly intensive course = 37 hours per week), with \*1 lesson hour = 45 minutes);

- lectures (on Polish culture, literature, music and economics as well as Polish history and important contemporary issues) - 4 hours per week;

- seminars related to the topics of the lectures, deepening the knowledge given during the lectures - 4 hours a week.

7) the tourist programme which the fee guarantees is:

- one-day coach excursions (1 excursion per week) to attractive, historical cities, e.g. Warsaw, Sandomierz, Kozłówka, Zamość - but the exact place of the excursions and their dates are given before the start of the Summer School on the School's website);
- guided tours in the area of Lublin - to the Museum of the Lublin Village, the Museum at Majdanek;
- visits to attractive places from the point of view of Polish culture such as the Academic Centre of Culture and Media of the Maria Curie-Skłodowska University Chatka Żaka.

8) The cultural programme that the fee guarantees is:

- folklore workshops in groups (e.g. dance workshops - learning regional dances and chants) organised systematically once a week;
- Polish film screenings (1 film per week);
- cultural outings (to concerts, exhibitions - at least once a week, depending on current cultural events available);
- integration events with elements of a cultural programme (e.g. an evening of presentations of the participants' countries, a Polish pronunciation competition named after "Chrząszcz from Szczebrzeszyn").

## **§2 Rights and obligations of the course participant**

- 1) The course participant is obliged to comply with these regulations and currently binding regulations at the John Paul II Catholic University of Lublin, as well as to have health and accident insurance for the entire duration of the summer school.
- 2) Course participants are required to attend classes systematically - this is a fundamental requirement. In the Polish educational system, 1 lesson hour is equal to 45 minutes. The number of missed classes cannot exceed 10% of the language programme. Course participants who miss more without proper justification (e.g. sick leave) are not entitled to additional materials prepared by the teachers or to additional classes within the paid fee.
- 3) The course will conclude with a written examination covering the most important topics and structures of the course. Students will need to achieve 60% to pass the examination.
- 4) Course participants who successfully pass the final examinations will receive a diploma and a certificate and, if required by them, also a transcript at the end of the course. If the course requirements are not met, the participant will only receive a certificate of attendance.

## **§3 Fees**

- 1) The fees for the language course within the Summer School as well as the amount of the administrative fee are determined each time before the start of the academic year and are posted on the School's website. The person interested in the course first sends an online application and transfers the administrative fee. The fee for the entire course (less the amount of the administration fee) should be paid at least one month before the start of the selected course. Once the fee has been registered in the University's account, an appropriate certificate of acceptance for the course is issued.

Persons who have previously attended the School's courses are entitled to a discount of 5% of the programme price.

2) Persons who are not able to participate in the programme for reasons beyond the organiser's control are entitled to a refund of the entire fee (apart from the administration fee which is non-refundable) on condition that this is notified in writing at least 30 days before the beginning of the course to the e-mail address of the School of Polish Language and Culture of the Catholic University of Lublin (e-mail: polski@kul.pl), in which the reason for the resignation should be briefly described, together with the student's full name, address of residence and the address of the bank and account number to which the refund is to be sent.

3) If the cancellation is notified within less than 30 days but before the course start date, regardless of any fortuitous circumstances, SJKP KUL will deduct 10% of the amount paid.

4) A full refund will be made if the course is completely cancelled by the organiser before the start date.

#### **§4 Final provisions**

1) The provisions of these regulations may also apply, fully or partially, in connection with the relevant agreements of scholarship programmes or bilateral agreements.

2) The School is not responsible for payment of course participants' fees for accommodation in the KUL Student Residences or other places. The fees mentioned in these regulations apply only to the language course.