

# **Summer University Warsaw Statute 2026**

## **I. General Conditions**

### **§ 1**

1. This Statute refers to the participants of the Summer University Warsaw course organized by SGH Warsaw School of Economics, hereafter called "SUW".
2. The administration of the course consists of the SUW Academic Director and the SUW Coordinator from Centre for Open Education, hereafter called "the Organizer".

### **§ 2**

1. It is possible to choose from two different SUW program options:
  - a. Option 1. Digital and Entrepreneurial Management in Global Markets
  - b. Option 2. Global Management of Digital and Innovative Firms
2. Each SUW program consists of 5 thematic modules.
3. Each SUW program equals 6 ECTS points.

### **§ 3**

1. A SUW participant can be the student of the Bachelor's or Master's Degree Studies, who is not older than 25 years and has English language skills making it sufficient to take part in the SUW course who has sent a correctly filled in application form which is available on SUW website [suw.sgh.waw.pl](http://suw.sgh.waw.pl) within the time as required by the Organizer, received a confirmation of being accepted to SUW by the Organizer.
2. Detailed rules of admission of Candidates and their participation as the Participants of SUW are stated in section II of the Statute.

### **§ 4**

1. The participation of each Participant is payable.
2. Terms of payment are established in this document in part IV. Conditions and rules of payment.

### **§ 5**

The classes and other lectures in the SUW course are held in English.

### **§ 6**

The SUW Academic Director is responsible for the timetable within the SUW course, determining the place and time of the classes.

## **II. Application and admission rules**

### **§ 7**

1. Application process for SUW consists of the following:
  - a. filling in an application form including personal and contact data of the Candidate, information concerning ongoing studies, English language skills, and additional information such as organizations membership, scholarships and other academic achievements;
  - b. accepting of SUW Statute and Student Residence Hall rules;
  - c. choosing one from two available SUW program options.

### **§ 8**

On the basis of the information provided in an application form, the Organizer selects the Participants taking into consideration that:

1. Priority is given to students from Universities that are cooperating with SGH.
2. The maximum number of students from each university is 10.
3. The information about academic achievements, ongoing studies and English language skills are the main criteria.

### **§ 9**

Should the Candidate be accepted, they get confirmation of the acceptance to the e-mail address provided in the application form.

### **§ 10**

1. After receiving the SUW admission confirmation e-mail the Participant is obliged to submit to SGH the following:
  - a. the attestation, that the Participant is a student of the studies mentioned in § 7 point 1a given by the home university of Participant;
  - b. payment receipt for SUW;
  - c. a confirmation for having health insurance including Poland's territory within the time of SUW;
  - d. a signed Statute of SUW (English version).
2. The above-mentioned documents should be sent in an electronic form (as scans) to the e-mail address provided by the Organizer within ten business days.
3. Failure to provide the documentation specified in the § 10, 1. within the indicated time frame will result in the cancellation of the application.
4. At the beginning of the course the Participant and the Organizer sign an agreement on terms of payment for educational services.

## **III. The course**

### **§ 11**

1. The Organizer is obliged to provide the realization of the course, unless the number of participants who paid for the course is less than 16 people.
2. The Organizer reserves the right to introduce changes to the schedule of the course.
3. The Organizer is obliged to organize 56 contact hours of classes (lectures or workshops) for each course.
4. In the event of the resignation of one of the lecturers during the realization of SUW the Organizer is obliged to provide another lecturer of similar qualifications as a replacement.
5. The Organizer is obliged to provide the Participants with adequate rooms necessary for having the SUW classes.

### **§ 12**

1. The Organizer is obliged to prepare an examination covering the material taught during the course.
2. The form of examination may be different for each course and is stated by the lecturers leading the course.

3. The examination will be taken by Participants after the classes. In some cases, there may be a short test or other forms organized during classes.

### **§ 13**

1. After passing the course, the Participants will be granted certificates issued by SGH Warsaw School of Economics.
2. In order to receive 6 ECTS for a course and be granted a certificate the Participant has to:
  - a. attend at least 85% of SUW classes (every absence has to be excused) and;
  - b. get at least 51% score at the examination mentioned in § 12.
3. In case of not having a sufficient exam result, the Participant has the right to retake the examination in the oral form at the time stated by the Organizer.

## **IV. Conditions and rules of payment**

### **§14**

1. The Participation fees for SUW 2026 are as follows:
  - base fee that includes: participation in lectures and workshops (five thematic modules), learning materials, meals (breakfasts, coffee breaks and lunches on working days), Wi-Fi on campus, a gala dinner to mark the end of the programmes, and cultural activities in Warsaw:
    - payment done by February 28, 2026 – 1200 euro
    - payment done by April 30, 2026 – 1350 euro
    - payment done by June 31, 2026 – 1550 euro
  - 220 euro – optional accommodation in students' dormitory, in double rooms for 12 nights
  - 250 euro – optional trip to Łódź.

### **§15**

The Participant is obliged to pay the participation fees mentioned in § 14 by transferring money to SGH bank account. Account details for the transfer will be sent via e-mail to the Participant by the organizers who have verified the documents specified in § 10, 1. a; § 10. 1. c; § 10. 1. d. However, the Participant should send confirmation of payment within 10 business days of receiving the SUW admission confirmation e-mail.

### **§16**

In case of resignation from participation in SUW the Participant is entitled to a return of 100% of the paid amount (by April 30, 2026) or 50% of the paid amount (from May 1, 2026 to July 5, 2026), minus bank transfer costs and manipulation fee: 50 euro, provided the SGH is communicated in writing or by electronic means of participant's resignation before the beginning of SUW.

### **§17**

The Participant is not entitled to a return of travel and accommodation costs or any other costs not included in The Participation fees.

### **§18**

At the Student's request the Organizer shall make an invoice for the amount paid.

## **V. Rights and obligations of the SUW participant**

### **§ 19**

1. If the Participant is willing to be accommodated in SGH's Student Residence Hall No. 1 "Sabinki" or No. 3 "Grosik", in a double room, they should indicate it in an application form.
2. The number of available rooms is limited.
3. Participants admitted to "Sabinki" or "Grosik" will be informed by e-mail about the acceptance. The main criterium will be the order of applications.
4. The Participant has to pay the fee for accommodation.
5. Participants accommodated in "Sabinki" or "Grosik" are obliged to accept SGH Students Hall Regulations, Appendix to Rector's Regulation No. 47 of 9 September 2016.

### **§ 20**

1. The Organizer is obliged to supply the Participant with food, as follows:
  - a. 10 breakfasts before classes (served at about 8 a.m.);
  - b. 9 coffee breaks
  - c. 10 lunches (served at 14.30 p.m.);
  - d. 1 gala dinneraccording to the standard provided for SGH Warsaw School of Economics' students.
2. The Organizer is not providing suppers or any additional food.

### **§ 21**

1. The Organizer is not obliged to provide the Participant with:
  - a. any insurance;
  - b. medical care;
  - c. the coverage of the costs of transport during the participation in SUW (with the exception of the costs of transport connected with the trip to Łódź if the Participant has paid the fee for that trip).

### **§ 22**

The Participant bears the whole responsibility for the damage caused during their participation in SUW, without any restrictions resulting from the amount of payment for SUW participation.

### **§ 23**

The Organizer reserves the right to displace the Participant from SUW and the Residence Hall if they do not apply to rules and regulations written in this document.