

....., on
place date

PESEL
passport number and country of issue

Name and surname

User ID in the *Candidate Portal*

Street

Place

Postal code -

Phone

Request for the refund of the application fee

I request the refund of PLN (say:), paid as the
application fee for full-time /part-time studies* at the first/second* cycle:

by bank transfer to the bank account.....
(candidate's bank name and account number)

The reason for the refund of the application fee is:

- ☐ failure to launch the field of study
- ☐ resignation from enrollment for the field(s) of study
.....
before the application deadline due to
-

- ☐ absence from the artistic aptitude test excused by the University Admissions Committee
- ☐ absence from the interview excused by the University Admissions Committee

.....
(date and candidate's signature)

* delete as appropriate

Data Protection Notice

In compliance with Regulation (EU) 2016/679 of the European Parliament and Council, dated 27 April 2016, concerning the protection of natural persons with respect to the processing of personal data and the free movement of such data (General Data Protection Regulation), and repealing Directive 95/46/EC (OJ EU L. 2016 No. 119, p. 1, as amended), we hereby inform you that:

1. The data Controller for data processed in connection with the university admissions process is Lodz University of Technology, located at ul. Żeromskiego 116, 90-924 Łódź, represented by the Rector.
2. The Controller has appointed the Officer for Personal Data Protection, e-mail contact: iod@adm.p.lodz.pl, phone (+48 42) 631 20 39.
3. Personal data will be processed for the purpose of refunding the application fee.
4. Personal data will be processed for the period necessary for the above purpose, taking into account the storage periods specified in separate regulations.
5. The legal basis for data processing is Article 6(1)(c) of the aforementioned Regulation.
6. Personal data will be disclosed to employees with authorisation to process data.
7. The data subject has the right to: lodge a complaint with the supervisory authority, which in Poland is the President of the Personal Data Protection Office, registered office: ul. Stawki 2, 00-193 Warsaw, if you consider that the processing of your personal data infringes the provisions of the Regulation referred to in the introduction). The processing of personal data in connection with the university admissions process is based on Article 469a of the Act of 20 July 2018 – Law on Higher Education and Science (i.e. Journal of Laws of 2024, item 1571, as amended). The data subject is required to provide such data when applying for admission to studies.

I hereby confirm that I have read the above information and acknowledge it.

.....

place, date

.....

handwritten, legible signature of the candidate

To be completed by Lodz University of Technology

Confirmation of request receipt: