

Terms and conditions for online payments

By using The College of Economics and Computer Science online payment facilities you are confirming acceptance of these Terms and Conditions. This online payment system is provided by the College of Economics and Computer Science and its third-party supplier (a Service Provider). The College may update these terms and any changes will be effective immediately on being set out here. The country of domicile for the College is Poland.

Please ensure you read the current terms carefully before using the online payment facility. If you do not accept these terms, please do not use this facility.

General Conditions

1. All payments are subject of the following conditions:
 - a. the description of good and services is known to you (ex. program name, start and end date, etc.) after filling in the application form and familiarize yourself with the content of the College's official website www.en.wsei.edu.pl,
 - b. all fees quoted are in PLN and EUR – Polish zloty and euro accordingly. Any currency conversion costs, or other charges or costs incurred by you when making a payment or in processing a refund, shall be borne by you and shall not be deducted from any fees payable to the University,
 - c. student may cancel the contract with the University or withdraw from their program, as appropriate, and receive a refund in accordance with the Refund Policy set out below,
 - d. your payment will normally reach the University account to which you are making a payment within three working days.
2. The College of Economics and Computer Science cannot accept liability of payments being recorded on the wrong in case User supply inaccurate information.
3. The College of Economics and Computer Science cannot accept liability if payment is refused or declined by User's credit/debit card supplier for any reason.
4. If User's credit/debit card supplier declines payment, the College of Economics and Computer Science is under no obligation to bring this fact to User's attention. User should check with their bank/credit/debit card supplies that payment has been deducted from User's account.
5. Types of payment accepted: Visa, Visa Electron, MasterCard Electronic, Maestro.
6. Every effort is made to keep the online payment facility up and running smoothly. However, the College takes no responsibility for and will not be liable for the online payment facility being temporarily unavailable due to technical issues beyond our control.
7. The data User provides during the online payment transaction is securely held by the College of Economics and Computer Science or its payment system provider



under the terms of the EU General Data Protection Regulation went into effect on May 28, 2018 and will only be used for a purposes of recording User's payment and for accounting process.

8. Provided data will be treated confidentially and with the utmost care and respect. The College of Economics and Computer Science shall abide by the principles of the EU General Data Protection Regulation 2018 and ensure that the data is used for no other purposes and is disclosed to no third part, except in respect of data that is necessary to provide to the payment system provider who will process this information on the College's behalf.
9. Information will only be retained for a reasonable period and then destroyed securely.
10. Using online payment facilities indicates your acceptance of the University's policy on personal data usage and retention, with regards to using this service, which can be found in the Privacy Policy section.
11. The payment delivery time must be indicated from the moment of obtaining an authorization.

Refund Policy

1. Students are required to pay all their tuition and fees for any registered program unless enrollment is officially cancelled prior to the start of university classes. If a student does cancel until September 15, 100% of tuition will be refunded.
2. Withdrawal or cancellation occurs on the calendar day that the withdrawal is requested online or in person at the Admission Office.
3. The application fee is a monetary payment to the College, and it must be submitted along with an application for enrollment. Application fees are generally non-refundable even if an application is either rejected or enrollment is cancelled. Students' applications will not be processed by the College without the actual payment of the program's application fee.
4. Refunds, if applicable, will be made to the debit/credit card used for the original transaction.

Service Provider

1. Online payments of tuition and fees can be made by credit or debit card. These payments are not collected by the University directly but by a Service Provider. Online payment facility is provided by Blue Media S.A.
2. Once payment is received by the Service Provider in cleared funds, the Service Provider will contact the College to confirm the details of the successful payment made by the Student, or third-party making payment. On receipt of this confirmation the College will confirm to the Student that the payment has been received and accepted by the University. If the Student does not receive confirmation within 14 days of making the payment it is the responsibility of the Student to check with the College that the payment has been accepted.

College of Economics and Computer Science, Kraków

Wyższa Szkoła Ekonomii i Informatyki w Krakowie, 31-150 Kraków, ul. Filipa 17
tel. +48 12 43118 90, tel./fax +48 12 431 18 82, email: kancelaria@wsei.edu.pl
NIP 676-21-58-990, Registry of Institutions of Higher Education No. 177
Admissions Office e-mail: admissions@wsei.edu.pl



The Student shall remain responsible for the fees until such time as the confirmation as referred to above is received from the University in relation to each fee paid using the online payment facility.