Procedure for Applying for a Social Scholarship and an Increased Social Scholarship Applicable to Students in the 2026/2027 Academic Year

Social scholarship

A social scholarship may be granted to a student who is in a difficult financial situation. The social scholarship shall be awarded upon the **student's application**.

Increased social scholarship

In particularly justified cases, a student may be granted an increased social scholarship.

The following circumstances may be recognised as particularly justified cases:

1) the monthly income per person in the student's family does not exceed the amount specified in Article 8(1)(2) of the Act of 12 March 2004 on Social Assistance (**PLN 823**);
2) the student resides:
   a) in a student dormitory of the Rzeszów University of Technology,
   b) in a student dormitory of another higher education institution,
   c) in accommodation other than a student dormitory

– and appropriately documents the above circumstances.

3) An increased social scholarship shall not be granted to a student whose permanent place of residence is in Rzeszów and who applies for the scholarship on the basis of the circumstances referred to in paragraph 2 point 2 above.

The social scholarship and increased social scholarship shall be granted on the basis of the monthly income per person in the student's family achieved in the tax year preceding the academic year for which the benefit is to be awarded.

In order to submit an application, the following steps should be completed:

Step 1 – Checking the availability of the application in the USOSweb system

The availability of the application may be checked after logging into the USOSweb system: https://usos.prz.edu.pl (Student tab → Applications → Application for a social scholarship).

Step 2 – Completing the "Declaration of income"

In order to select and complete the appropriate application, the "Declaration of income" must first be completed.

The "Declaration of income" should be completed on the basis of the **2025 tax year** and in accordance with the provisions concerning the rules for determining the income of a student's family, specified in the Regulations on Benefits for Students of the Rzeszów University of Technology of 17 July 2019, as amended (hereinafter referred to as the "Regulations"), in §§ 22-28 and Appendix No. 3 to the Regulations.

Form of application submission

Applications completed and approved in the USOSweb system should be printed, signed and submitted together with documents confirming the composition of the family and the financial situation to the Student Financial Aid Office (ul. Podkarpacka 1, 35-082 Rzeszów, Building "J", Rooms 101, 102 or 118) or submitted via the e-Delivery address published on the Public Information Bulletin (BIP) website of the Rzeszów University of Technology.

Students of the Faculty of Mechanical Engineering and Technology in Stalowa Wola shall submit their applications to the Faculty Dean's Office during office hours or via the e-Delivery address published on the Public Information Bulletin (BIP) website of Rzeszów University of Technology.

All documents should be submitted as originals or copies certified as true copies of the originals.

A copy certified as a true copy of the original shall mean a copy containing the clause "certified true copy of the original" or equivalent wording placed on each page of the document, together with the stamp, date and legible signature (or an illegible signature accompanied by a name stamp) of the person authorised to certify documents as true copies of the originals, including the indication of the position held by that person. In the case of multi-page documents, certification on the first page

shall also be acceptable, provided that the clause specifies the page range covered by the certification.

CONSULTATION AND VERIFICATION OF APPLICATIONS AND DOCUMENTS BY A PRZ EMPLOYEE

In order to correctly complete the application and compile the documents confirming the student's financial and family situation, students may, prior to submitting the application to the Student Financial Aid Office, consult by telephone or by e-mail at: **stypendia@prz.edu.pl**.

Telephone consultations will be available Monday to Friday between 8:00 a.m. and 2:00 p.m. at the following telephone numbers: 17865**1482**, 17743**2514**, 17743**2516**, 17865**1285**, 17743**2515**.

Please note!

Documents confirming the composition of the family and the financial situation of the student and the student's family must be attached to the application.

A detailed list of documents and the method of documenting them are specified in Appendix No. 3 to the Regulations, while templates of documents are specified in the appendices to the Regulations.

Step 3 – Selection of the programme (field of study)

Please note

A student may apply for a social scholarship for only one selected field of study. On the list of programmes (fields of study), the student should select the programme for which the application will be submitted.

Step 4 – Selection of the type of scholarship

The student should indicate which benefit is being applied for:

- **social scholarship,**
- **increased social scholarship.**

Please note

1. If the application is submitted for an increased social scholarship, but the monthly income per person (based on the data provided in the “Declaration of income”) exceeds the income threshold entitling the student to receive an increased social scholarship (according to the agreement concluded on 14 May 2026 between the Rector of the Rzeszów University of Technology and the Student Government of the Rzeszów University of Technology regarding the determination of the amount of income per person in a student’s family entitling the student to apply for social scholarships in the **2026/2027** academic year, this amount is **PLN 823**), it will not be possible to select this type of scholarship.
2. If the application is submitted for an increased social scholarship and, as a result of verification by an employee of the Student Financial Aid Office, the monthly income per person exceeds the threshold entitling the student to receive this scholarship, **but still entitles the student to receive a social scholarship**, the PRZ employee shall change the application into an application for a social scholarship without the need to resubmit or correct the application.

Please note

If the income criterion entitling the student to receive an increased social scholarship is met, but the declaration confirming residence in a student dormitory of another higher education institution or in accommodation other than a student dormitory (which is not the student’s permanent place of residence) is not submitted within the specified deadline, **the scholarship shall not be granted** and the USOS system shall not treat the application as an application for a social scholarship. **In such a case, the student should apply for withdrawal of the application and select the social scholarship instead.**

Step 5 – Submission of the application

After printing (generating) and signing the application, the paper version together with the required documents concerning the financial situation and, in the case of applying for an increased social scholarship, also with the declaration confirming residence in

a student dormitory of another higher education institution or in accommodation other than a student dormitory (which is not the student's permanent place of residence), should be submitted without delay to **the Student Financial Aid Office (ul. Podkarpacka 1, 35-082 Rzeszów, Building "J", Rooms 101, 102 or 118) or via the e-Delivery address published on the Public Information Bulletin (BIP) website of Rzeszów University of Technology.**

Please note

Certificates and documents confirming the family income should be submitted separately for each person, in accordance with the order indicated in the table in the Declaration of income.