

## **Regulations of the ‘Polish Personal Income Tax Settlement’ training at the University of Warsaw 2024**

### **I. BENEFICIARIES**

#### **§ 1**

The training is dedicated to international (non-Polish) students of the University of Warsaw:

- Students of Bachelor Studies (1<sup>st</sup> cycle studies)
- Students of Master Studies (2<sup>nd</sup> cycle and uniform Master Studies),
- Doctoral Students.

### **II. DURATION AND STRUCTURE**

#### **§ 2**

- 1 The ‘Polish Personal Income Tax Settlement’ training is a single stationary event that will take place on April 11th, 2024, 3pm. – 5.30 pm.

It includes 3 didactic hours of trainings covering the following topics:

- Introduction to Taxation: Definitions and Terms
- Tax Residency of Students
- Taxation on Personal Work, Scholarships, and Authorship Remuneration
- Approach to Calculation of Personal Income Tax Due in Poland from the Perspective of Students
- Obligations of Employees, Students, PhD Students, Employers, and Tax Authorities
- Tax Reliefs and Optimization, including Relief for Young People
- Example of Tax Calculation

### **III. ADMISSIONS**

#### **§ 3**

1. Admissions will be held online through the Google Forms and will be available for each student meeting the criteria.
2. Information about the training will be published on UW websites and UW social media and delivered to potential candidates via e-mail.

3. Acceptance to the course will be determined by order of applications and justification for participation.
4. Candidates who will not manage to sign up for the course on time will be put on the reserve list.

A participant who resigns from the course later than 3 days before the commencement of the course, will not be allowed to take part in any other activity organized by the Welcome Point UW during the academic year 2023/2024.

#### IV. PAYMENT

##### § 4

Participation in the ‘Polish Personal Income Tax Settlement’ training is free of charge.

The cost of the course will be covered by The University of Warsaw within the framework of “Welcome to Poland” programme, funded by NAWA – Polish National Agency for Academic Exchange.

#### V. CONDITIONS OF PARTICIPATION

##### § 5

Participation in the ‘Polish Personal Income Tax Settlement’ training is possible upon registration for every student meeting the criteria listed in § 1.

As it is only one-day event there are no absences allowed.

#### Contact details

In all matters related to the training contact WELCOME POINT UW [welcome.event@uw.edu.pl](mailto:welcome.event@uw.edu.pl). Main Campus UW, Krakowskie Przedmieście 26/28, 00-927 Warsaw, Poland, tel. (+48) 22 55 24 080, (+48) 22 55 24 103; opening hours: Monday–Friday, 9:00am–4:30pm.

*I hereby declare that I read and understood the ‘Polish Personal Income Tax Settlement’ training at the University of Warsaw on April 11th, 2024, and I will follow it unconditionally.*

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Signature of the participant, date