

PROCEDURE FOR COLLECTING THE DIPLOMA

1. Collection of the diploma and the Diploma Supplement and/or their possible copies (including in foreign languages) takes place on campus in the unit supporting Students. When, in the further part of the procedure, mention is made regarding "collecting the diploma", it should also be understood as the collecting the supplement and copies – in accordance with the Graduate's application.
2. In particularly justified cases, at the request of the Graduate, it is possible to send him/her, to the indicated address, documents confirming the completion of studies and/or their copy/ies by post (delivery by courier with the additional service of "return documents" ROD). The application form is placed on the USOSweb website.
3. The Krakow University of Economics is not responsible for loss or damage to the parcel by the postal operator (courier service), and in the event of loss or damage to the parcel, the graduate will be able to apply for a duplicate diploma and/or diploma supplement.
4. The above guidelines shall apply accordingly to the receipt of relevant certificates of the result of the diploma examination.
5. In the event of a change in regulations concerning or affecting the Procedure for collecting diplomas, the above rules will be immediately modified and communicated to Students and Alumni.