



**Change Management
at the Universities**

16th

**International Staff
Training Week**



Payment terms and conditions

1. The participation fee for the 16th International Staff Training Week, organized by the University of Applied Sciences in Nysa, in May 18-22, 2026 is 150 Euro for each participant.
2. The fee includes: training program, coffee breaks, lunches, cultural activities, promotional packages and certificates.
3. The fee does not cover the costs of travel and accommodation for participants during the 16th International Staff Training Week.
4. The participation fee is to be paid in Euro currency directly to the account of the University of Applied Sciences in Nysa by March 31, 2026.

Bank account holder: University of Applied Sciences in Nysa

Bank account: PL 24 1020 5226 0000 6702 0832 0642

SWIFT code: BPKOPLPW

Title: Name and surname – 16 ISTW

5. Participation in the 16th International Staff Training Week will be invoiced based on the details provided in the online application form.
6. In case of non-payment by the specified deadline, the University of Applied Sciences in Nysa reserves the right to strike a participant from the list of participants.
7. The participant has the right to cancel the participation in 16th International Staff Training Week. Cancellation should be sent directly to international@pans.nysa.pl.
8. Upon successful cancellation, the participant has the right to receive a refund of the fee according to the following rules:
 - 100% refund if cancellation is done by April 17, 2026,
 - 50% refund if cancellation is done by May 1, 2026.
9. No refund will be issued for cancellation if it is submitted after May 1, 2026.
10. Fee refund will be processed within 14 days of cancellation to the same account from which payment was made. The bank charges for the refund transfer shall be paid by the participant.
11. These terms and conditions shall be governed by and construed in accordance with the laws of the Republic of Poland. Any disputes arising out of or in connection with these terms and conditions shall be subject to the exclusive jurisdiction of the competent courts of Poland.