Kraków, ………………………………………….

 (date)

……………………………..

 (Name, Surname)

 **Dr hab. Andrzej Porębski**

**Vice-Dean for Financial Affairs**

**Faculty of International and Political Studies**

I am a first-year student of BA International Relations and Area Studies programme. I would like to ask for permission to pay the tuition fee, which is 3650 Euro, in two parts.

 ……………………………………………….

 (Signature)