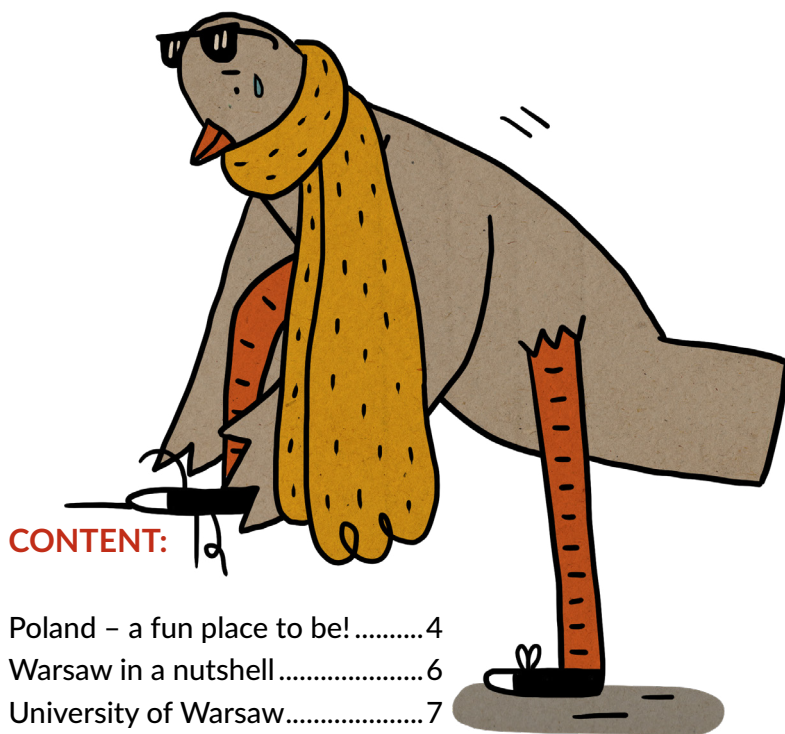


# INTERNATIONAL STUDENTS' GUIDE





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Dear Students,

Thank you for choosing the University of Warsaw, the leading University in Poland and one of the best universities in the region. We hope that your stay in Poland will not only be a time of self-development and great academic achievements, but also an opportunity to discover what our country has to offer besides the campus life. This extraordinary combination of scientific brilliance and inspiring environment is one of the key ingredients to our and to your success.

Poland has always been a place where different cultures meet, connect and influence each other. We are confident that our success is predicated on multiculturalism.

Your stay in Poland and you being a part of our community means not only that you will be able to develop your own skills, but also that we get the chance to grow, to learn from you and, in so doing, to become more open to the challenges and opportunities of today's world.

New beginnings are both challenging and exciting. This guide, which has been designed especially for you and for the first weeks of your stay in Warsaw, is here to help you discover the many great sites and services that our University and our city has to offer. The guide has been designed to help you with the most basic and necessary things such as: buying your first public transport ticket, getting insured, legalizing your stay in Poland, using the University's USOSweb platform, getting access to the UW's network, and many, many others.

I hope that from the very beginning of your stay you will feel very much at home here in Warsaw and among our University community. I am sure that, later on, all those beautiful surroundings of Warsaw's

Old Town and of our historic campus will constitute some of the best memories of your life. Welcome to Warsaw! Welcome to the University of Warsaw!

Warmest regards,



Professor Jolanta Choińska-Mika  
Vice-Rector for Student Affairs  
and Quality of Teaching

As you enter Poland you might have different images of what you are about to discover. Some of you for sure think about old, medieval cities and castles. Others, on the contrary, have 20<sup>th</sup> century monumental architecture and modern skyscrapers in mind. And there might be those of you who expect multiple natural attractions: deep forests, spectacular mountains, long coastline, and myriads of lakes.

What if we say that you can expect all of that and more? Because Poland is both young and old, modern and traditional, urban and natural. We encourage you to discover our country in each of its different sites and not be content only with studying here.



official name:	Republic of Poland
official language:	Polish
population:	38 million
area:	312,000 km <sup>2</sup> , 7th largest country in Europe
location:	Central Europe; border countries: Germany, Czech Republic, Slovakia, Ukraine, Belarus, Lithuania and Russia
membership:	European Union (EU), Schengen Area, European Higher Education Area (EHEA), North Atlantic Treaty Organisation (NATO), United Nations (UN), and others
capital city:	Warsaw; other major cities: Krakow, Gdansk, Wroclaw, Poznan, Lodz, Szczecin
time zone:	Central European time zone (GMT + 1 hour / UTC + 1 hour)
climate:	moderate
landscape:	most of Poland's territory is lowland; three major mountain chains: the Carpathians (Karpaty), the Sudeten Mountains (Sudety), the Holy Cross Mountains (Góry Świętokrzyskie); the Baltic sea;
currency:	zloty (PLN)
government type:	parliamentary republic
academic tradition:	650 years, 132 public Higher Education Institutions (HEIs)

**WANT TO LEARN MORE? THESE ARE GOOD PLACES TO START!**

 [www.polska.pl](http://www.polska.pl)

 [culture.pl/en](http://culture.pl/en)

 [www.poland.travel/en](http://www.poland.travel/en)

 [About Poland](#)

The University of Warsaw is a higher education institution in the capital of Poland, one of the most dynamically-developing cities in Europe. Warsaw is steadily climbing in the international rankings of the world's most attractive urban areas. Not only is Warsaw a political, economic, social and cultural centre, it is also an undisputed leader in Polish higher education and science. According to the QS Best Student Cities 2018 ranking, Warsaw is the 53<sup>rd</sup> best city in the world. It receives a very high score in the affordability category – within the top five of the entire index – thanks to its combination of low living costs and reasonable tuition fees.

## WARSAW – FACTS AND FIGURES

history:	the capital of Poland since 1596
location:	Central Poland (Masovian Voivodeship)
population:	1.7 million inhabitants
area:	517 km <sup>2</sup>
districts:	18
academic life:	15 public Higher Education Institutions, 240,000 students

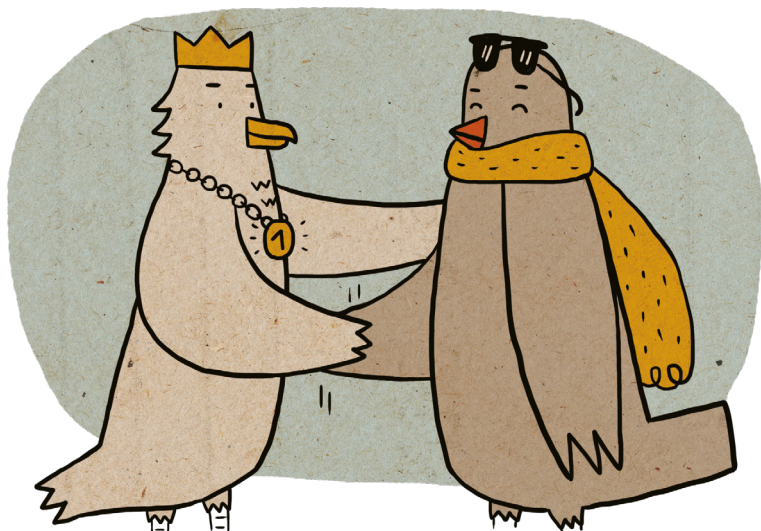
- 8.3 million tourists per year
- 120 hotels and youth hostels
- 175 cinemas, theatres, music venues, museums, art galleries
- 80 parks
- 270 bus and tram lines, 2 metro lines, 4 SKM lines (Urban Rapid Railway)
- 450 kilometres of cycle paths



University of Warsaw is among the top 3% of the world's best universities. According to international rankings it is also the best university in Poland and one of the best in this region of Europe. Long story short: you have made a good choice!

## UW IN NUMBERS

- 45 500 students (bachelor's and master's) and 3 000 doctoral students
- 7 300 employees, including:
  - academic teachers
  - engineering and technical employees
  - librarians
  - administrative employees.
- 21 faculties
- 30 academic units
- 4 doctoral schools





## AUTHORITIES

- The Rector of the UW – oversees the UW administration and finances, makes key decisions, represents the University externally, and is in charge of the staff as well as undergraduates and postgraduates
- Four UW's vice-rectors – help the Rector with his/her day-to-day duties
- the Senate of UW – is the University's most important governing body. It has the authority to pass documents which are of key importance to the University, such as bylaws, the mission statement and strategy for development, as set out by the Rector, financial and investment plans, and course regulations

## LOCATION

University's campuses and facilities are located in a few different areas of Warsaw. Main Campus, the oldest and the biggest one, is situated in the heart of the Polish capital, a walking distance from the Royal Castle and the Old Town. It is also a historic seat of the University of Warsaw and home to the humanities, social sciences, the UW authorities and central administration offices (such as: Admissions Office, International Relations Office, Office for Student Affairs, Office for Doctoral and Postgraduates Studies). Due to its great location UW's neighbourhood is a very popular place for meetings, social events and walks around this beautiful part of the city.

Ochota Campus, on the other hand, lays in Ochota district, just 20 minutes of bus ride from the Main Campus. It is home to science, natural science and UW's main sports facility.

Służewiec Campus, with its Faculty of Management and part of the Faculty of Applied Linguistics, is situated in the farthest distance from the city center. Nevertheless, thanks to the nearby metro line, commute there does not take too long.

## MISSION

The University of Warsaw recognizes as still valid its mission as a public utility institution formulated by its founders in 1816: *The University should not only maintain in the nation both learning and skills at the level they have already attained in the scholarly world, but also further develop and propagate them as well as apply their theory for the public good.*

The only difference in UW's stance today is that we like to add the letter "s" to the word "nation". Our goal is not only to develop into one of the top internationally recognized research units in the world, but also to do it in a fashion that brings different cultures closer together to make the world a better place. Read [UW Mission Statement](#).

## 4EU+ ALLIANCE

4EU+ members:

- Charles University, Prague, Czech Republic
- Heidelberg University, Germany
- Sorbonne University, Paris, France
- University of Copenhagen, Denmark
- University of Milan, Italy
- University of Warsaw, Poland



Core values:

- Academic and research freedom
- Democratization of education
- Students at the centre
- Collaboration in an interdisciplinary approach
- Research excellence
- Creativity and openness
- Integrity
- Internationalization

The 4EU+ Alliance aims at creating a unique study offer for students. As a UW student, in the future you will have the opportunity to study at five other European universities at the same time.

Learn more [here](#).



## ERASMUS+

The University of Warsaw offers its students the opportunity to study abroad through an Erasmus+ scholarship. The offer includes 28 EU-countries, North Macedonia, Turkey, and three EEA countries (Iceland, Liechtenstein, Norway). In order to apply for the scholarship, you need to be a student of at least the second year.

Students of the University of Warsaw can also apply for an internship at a foreign institution, enterprise, scientific and research facility, or non-profit organization. Such places include, for instance, museums, libraries, hospitals or local administrative units.

If you are interested in the Erasmus+ programme, contact the International Relations Office or visit their [website](#).

The International Relations Office can also give you information on other scholarship and government programmes and contracts.

## MOST

If you want to experience the perks of an exchange programme but don't want to travel abroad, MOST is the perfect option for you. MOST is the local version of an Erasmus+ programme, which means you can spend a semester or two, or study just one subject, at another Polish university. You can apply for the programme after finishing the 2nd semester of your studies.

For more information on the programme, as well as the registration dates, visit: [www.most.uka.uw.edu.pl](http://www.most.uka.uw.edu.pl).

**Winter semester 1.10.2019 – 16.02.2020**

Classes	02.10 – 27.01.2020
1st round of registration for courses in the summer semester of the academic year 2019/20	01.12 – 30.12.2019
Winter holidays	23.12.2019 – 06.01.2020
<b>Winter examination session</b>	<b>28.01.2020 – 09.02.2020</b>
Language exams	28.01.2020
<b>Inter-semester break</b>	<b>10.02.2020 – 16.02.2020</b>

**Summer semester 17.02.2020 - 30.09.2020**

Classes	17.02 - 10.06.2020
<b>Resit examination session for winter semester</b>	<b>28.02 – 05.03.2020</b>
Language resit exams	29.02.2020
Spring holidays	09.04 – 14.04.2020
Days without classes (Juwenalia - Students' Festival)	08-09.05.2020
1st round of registration for whole-year and winter semester courses in the academic year 2020/2021	1.06 – 30.06.2020
<b>Summer examination session</b>	<b>15.06 – 05.07.2020</b>
Language exams	15.06.2020
<b>Summer holidays</b>	<b>06.07 – 30.09.2020</b>
Holidays	13.07 - 25.09.2020
<b>Resit examination session for summer semester</b>	<b>31.08 - 13.09.2020</b>
Language resit exams	31.08.2020

Detailed calendar can be found [here](#).

## ACCOMMODATION

- How to apply?

Degree programme students	Short-term students
First-year full-time UW students have to apply for a room in a dorm within 10 days from gaining access to their accounts on USOSweb.	Students come to UW within various grants or exchange programmes are assigned accommodation from the pool of places available in dormitories prior to their arrival. You can obtain all the necessary information about on-campus accommodation from the International Relations Office.

\*Please note that places in dormitories are limited and we cannot guarantee places for all of those interested.

University of Warsaw offers 2 800 places in six residence halls spread around Warsaw city. Each hall has a quiet study lounge, a TV room, a computer room, and laundry facilities. Monthly rent ranges from EUR 80 to 150 (PLN 325-620) per person, depending on the type of the room.

As to renting some place on your own, we cannot recommend anything specific. It is a good idea, however, to look for some groups on Facebook. Just type phrases like “Warszawa mieszkanie wynajem” in Facebook’s search engine, join the group and start searching. Another option is to visit one of many Polish online marketplaces.



## REGISTRATION OF ADDRESS

In Poland there is an obligation, for both Poles and foreigners, to have their stay here registered if it exceeds a 14-day period. We call it ZAMELDOWANIE. In order to fulfill that obligation you have to visit the district office (pol. *urząd dzielnicy*) competent for your place of residence with:

EU citizen	Non EU citizen
<ul style="list-style-type: none"><li>• rental agreement</li><li>• ID from home country</li></ul>	<ul style="list-style-type: none"><li>• rental agreement</li><li>• passport</li><li>• visa or residence card</li></ul>
within the first 30 days since arriving to Poland	within the first 4 days since arriving to Poland

At the office you will have to fill in and submit an [application form](#) and receive confirmation of your registration. If you do not have a PESEL number and you are registering your stay for more than 30 days, the district office should give you one. Click [here](#) in order to learn more about [PESEL](#).

## HEALTH INSURANCE

Having health insurance while staying in Poland is mandatory. If you are a citizen of the EU country and have [European Health Insurance Card](#), you are eligible for same public health services as Poles do. Otherwise you have to sign an agreement either with NFZ ([National Health Fund](#)) or one of private medical clinics. Students who decide to insure themselves in NFZ will have to pay contribution in the amount of less than 50 PLN per month.



If you are interested in getting NFZ insurance but do not know how to proceed, visit [this](#) website.



Medical clinics which are part of the NFZ system are easily recognizable by this located somewhere near entrance door.

## BANK ACCOUNT

It is highly advised to open a Polish bank account once you arrive in Poland, even though you can use your current card without any problems. The reason is simple: using a foreign account entails additional costs due to the currency conversion.

In order to open a bank account in Poland you have to visit a selected bank with all required documents. It is a good idea to call them first and explain your status. Thanks to that you may avoid going there a couple of times and learn straight away if the PESEL number is required, if there is an online banking system in English, if there is a possibility to speak to a consultant in English etc.





- 1 Faculty of Applied Linguistics
- 2 Faculty of Applied Social Sciences and Resocialisation
- 3 Faculty of „Artes Liberales”
- 4 Faculty of Biology
- 5 Faculty of Chemistry
- 6 Faculty of Economic Sciences
- 7 Faculty of Education
- 8 Faculty of Geography and Regional Studies
- 9 Faculty of Geology
- 10 Faculty of History
- 11 Faculty of Journalism and Political Science
- 12 Faculty of Law and Administration
- 13 Faculty of Management
- 14 Faculty of Mathematics, Informatics, and Mechanics
- 15 Faculty of Modern Languages
- 16 Faculty of Oriental Studies
- 17 Faculty of Philosophy and Sociology
- 18 Faculty of Physics
- 19 Faculty of Polish Studies
- 20 Faculty of Psychology

## UNIVERSITY IN THE WARSAW

### COMMUTING OPTIONS

Main Campus ↔ Ochota Campus, 5 km

🚶 128, 175 – about 20 min.

Main Campus ↔ Służew Campus, about 10 km

🚶 503, change for the 401 or 222 change for the 🚶 4 – about 45 min.

Main Campus ↔ Botanic Garden and Astronomical Observatory, 4 km

🚶 116, 180, 222, 503, E-2 – about 15 min.

### 📶 HOT SPOT

The university staff and students have access to wireless Internet in the eduroam network having obtained a personal login and password. Guests of units associated with eduroam can log in on a similar basis.

🏠 – residence hall

Warsaw is well known for its developed public communication system. The Polish capital offers a variety of different means of transport: from metro and trains to trams and buses. In order to use them in most cases you only need to buy ZTM's (Public Transport Authority) ticket. They are available not only in machines located inside buses, and trams, or near stops but also in many kiosks spread around Warsaw. As a student you are entitled to 50% discount and long-term tickets (such as 30-day and 90 days ticket) can be encoded into your Electronic Student Card.

It is worth remembering that having a valid ZTM ticket entitles you also to using non-ZTM means of transportation in Warsaw, such as: KM – Koleje Mazowieckie (Masovian Railways) and WKD – Warszawska Kolej Dojazdowa (Warsaw Commuter Railway).

As you can see, there are plenty of ways to travel around Warsaw and sometimes even veteran Varovians have problems with choosing the best way to do it. That is why we recommend you download the app called [jakdojade.pl](https://jakdojade.pl). Thanks to it you may easily find out how to get from point A to point B in the fastest or in the most convenient way.



## Travelling by night

Night timetables are in effect from 11 PM to 5 AM every night. During that time you can use one of many bus lines which are recognizable by the letter "N" in front of the number. Generally, buses run less frequently at night and every stop is on request, meaning that you have to push the "STOP" button in order for the bus to halt.

## WARSAW BY BIKE

Warsaw offers not only up to 552 km of bike lanes, but also one of the largest urban bike systems in the entire Europe – [Veturilo](#). Its stations can be found all around Warsaw. You can ride on a regular bike, electric one, or on a tandem!



Once you have become a student of the UW you will gain access to your own [USOSweb account](#). What is USOS? It is an online platform created in order to help students, such as you, manage their studies. It is in your USOSweb account where you can apply for accommodation, register for classes at your faculty, check your grades or timetable, control your tuition payments and many, many others.

Part of the USOSweb system is also [Token Registration Service](#). There, you can register for classes outside of your faculty (e.g. language courses, PE classes, general university courses).

Wondering about free access to the Internet at the UW? Do not worry, all UW's students have it, provided they obtain a personal login and password to USOSweb. The first-time use of eduroam on campus will require changing your password to USOSweb. This can be done right [here](#).

To configure the network on your device, please follow [these instructions](#). If you have problems with connecting with eduroam and you have Apple iOS system on your mobile, check out [our guide](#).



## POLISH LANGUAGE

During your stay in Warsaw, you will hear Poles produce a lot of sh's and ch's intertwined with a lot of r's and other strange-sounding noises, but fret not – we are here to help you grasp what is happening. Feel invited to join [Polonicum UW](#), the Centre of Polish Language and Culture for Foreigners and make the most out of your stay in Poland. It always pays off to make an effort to learn some Polish while living in Poland. After all, as Goethe said: *as many languages you know, as many times you are a human being*.

All international students at the UW can learn Polish language for free. Check your USOSweb account ([Token Registration Service website](#)) in order to find out if you have tokens for Polish language classes (they should be in the “Cart” section). If you do not see them, then you should contact your faculty in order to get them.

## FOREIGN LANGUAGES

Students of the University of Warsaw may learn more than 40 different languages. The University System of Language Provision was distinguished by the European Union with the European Language Label of the Labels award – a European recognition of innovative approaches in language teaching and learning. Students of the 1<sup>st</sup> cycle and long-cycle (5-year) studies at the University of Warsaw are eligible for 240 teaching hours for free.

There is no studying without libraries. That is why at UW you will encounter one of the largest collections of scientific books and journals in Poland – over 3 million volumes! Its main part is located in the University of Warsaw Library (BUW in short) which is conveniently situated in a walking distance from UW Main Campus. Apart from the large collection of books, journals and other study and research materials, you will be able to access computers, printers and copy machines there. Not to mention the beautiful rooftop garden that you can visit after you are done studying.

**Contact details:**

Dobra 56/66

00-312 Warszawa

phone (+48 22) 55 25 178, 55 25 179 (Information Desk),

(+48 22) 55 25 181 (Information Services and Training Department)

fax (+48 22) 55 25 659 (Front Office)

[askalibrary.buw@uw.edu.pl](mailto:askalibrary.buw@uw.edu.pl)

Besides BUW every faculty has its own book collection that is focused on a specific field of expertise. [Here](#) you can find a list of all faculties at UW.

Learn more on [our website](#).





If you are an active person who perceives his/her time at university not only as a chance to study, but also as an opportunity to do something for the community and develop useful skills, University is a perfect place for you!

Outside of being the no.1 research unit in Poland, UW makes constant effort to create a friendly environment for more socially-oriented individuals. That is why there are so many entities that mainly focus on making members of our community active. Among them there are:

- [The Volunteer Center of the University of Warsaw](#)

If you want to join a community of people who believe that their potential and energy can help to change their surroundings and other people's lives, the Volunteer Center is the place for you.

The volunteers participate in organizing local and international conferences, and cultural events connected to UW, as well as leading projects aiming to improve the UW community and its intercultural aspect.

Volunteering is not only sharing, it's also a great opportunity to develop skills and meet wonderful people.

- [Students' Union UW](#)

Students' Union represents the student body in the University's authorities and is involved in the decision-making process in various subjects, particularly election of the Rector, scholarship rates, prices and allocation of places in dormitories. The Students' Union also organizes the student „Juwenalia” festival.

- [Erasmus Student Network, University of Warsaw \(ESN UW\)](#)

The ESN UW is a member of the pan-European, non-profit student organisation which supports the development of exchange programmes and mobility. The goal of ESN UW is to help all international students in everyday matters and to make their stay at UW as fruitful and as pleasant as possible. The ESN offers the Mentor and tandem programmes, and organizes trips, parties and events for integrating foreign and local students.

- The UW Student Science Movement

Would you like to improve your knowledge in a particular field of study? Check out the wide variety of student circles dealing with various areas of science.

- Arts and Cultural Organisations

Interested in culture and talented in art? You can develop your passion at UW and join one of the choirs, a dance group or a theatre. The largest ones are: Warsaw University Choir, The University of Warsaw Collegium Musicum Chamber Choir and the Folk Song and Dance Ensemble of the University of Warsaw.

- Sports

As the saying goes, "healthy body, healthy mind". The UW offers a wide range of sports courses: [www.rejestracja.usos.uw.edu.pl](http://www.rejestracja.usos.uw.edu.pl) if you would like to practise sport more seriously, you may also contact the Academic Sports Association – the biggest university sports organisation in Poland. It has 40 sections in various disciplines.

Learn more on [our website](#).

It may happen that during your stay in Poland you encounter a problem that will require someone's help. Do not become discouraged! University is ready to help you. We have a dozen of units and people who can assist you.

- Ombudsman is an academic representative for students and staff related matters. Ombudsman offers assistance and support in various university issues. You can ask for help in any case: if you think you have been treated unfairly, you are in conflict and need a mediator or you simply do not know who to go to with your problem.

Dobra 56/66,

first floor, room 1.60 C

tel. (+48) 22 55 27 214,

(+48) 22 55 27 813

[ombudsman@uw.edu.pl](mailto:ombudsman@uw.edu.pl)

[www.ombudsman.uw.edu.pl/en/start/](http://www.ombudsman.uw.edu.pl/en/start/)

- Equal Opportunity Chief Specialist at UW is a person who performs this function is engaged in anti-discrimination policy, equal treatment and diversity at the University of Warsaw. Anyone who has experienced discrimination or unequal treatment may report the incident directly to the Chief Specialist or to the Rector's Committee for Preventing Discrimination.

Dobra 56/66,

tel. (+48) 22 55 27 185

[rownouprawnienie@uw.edu.pl](mailto:rownouprawnienie@uw.edu.pl)

[antydyskryminacja@uw.edu.pl](mailto:antydyskryminacja@uw.edu.pl)

[www.en.rownowazni.uw.edu.pl/rectors-committee-for-preventing-discrimination/](http://www.en.rownowazni.uw.edu.pl/rectors-committee-for-preventing-discrimination/)

- Centre for Disputes and Conflict Resolutions Promotes amicable conflict resolution, respect for human rights, tolerance and acceptance. You can contact the Centre if you have experienced discrimination, violence or unequal treatment.

Collegium Iuridicum II,

Lipowa 4, room 3.5.

tel. (+48) 22 552 59 23

office hours: Monday, Tuesday,

Wednesday (9:00 – 13:00)

[mediacje@uw.edu.pl](mailto:mediacje@uw.edu.pl)

- Academic Legal Counselling provides free legal aid to students, including persons who have experienced unequal treatment, become victims of harassment, mobbing, or their rights have been violated in any other way.

Krakowskie Przedmieście 24, room 109

tel. (+48) 228 264 999

[biuro@akademickaporadniaprawna.pl](mailto:biuro@akademickaporadniaprawna.pl)

- Legal Clinic UW is a free of charge Student Legal Aid Center. Legal advice is provided by a group of students at the end of their studies to anyone who needs it and is not able to pay for them. Those students are supervised by professional lawyers.

Collegium Iuridicum I

Krakowskie Przedmieście 26/28

tel. (+48) 22 55 20 811

[klinika@wpia.uw.edu.pl](mailto:klinika@wpia.uw.edu.pl)

- Office for Persons with Disabilities provides support for persons whose illness or disability causes difficulties in undertaking and continuing their studies.

Dobra 55

ground floor, room 0.70

tel. (+48) 22 55 24 222

[bon@uw.edu.pl](mailto:bon@uw.edu.pl)

[www.bon.uw.edu.pl/en](http://www.bon.uw.edu.pl/en)

- Psychiatrist and Psychologist. If you encounter psychological problems you can always contact a specialist. Every student is entitled to have a meeting. The Psychological Counselling Center provides initial diagnosis on the basis of which you can be referred for further consultation with a psychologist or psychiatrist (an appointment to the psychiatrist can be made at the Office for Persons with Disabilities).

Psychological Counselling Center

Pasteura 7

tel. (+48) 694 711 731

[cpp@psych.uw.edu.pl](mailto:cpp@psych.uw.edu.pl)

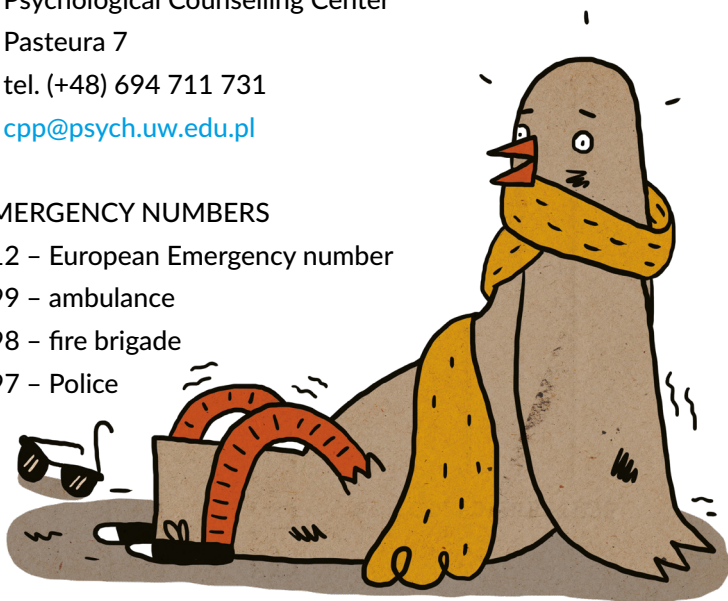
## EMERGENCY NUMBERS

112 – European Emergency number

999 – ambulance

998 – fire brigade

997 – Police



You have to remember that your stay in Poland always has to be legal. If you are an European Union, Lichtenstein, Switzerland, Norway or Iceland citizen you do not need a visa or temporary residence card. You can visit our country freely but your stay should be registered if it exceeds a 90-day period (what is registration of stay? Check out [our website](#)). If you, however, are citizen of another country then first of all check the list of visa-free countries on the website of [Polish Ministry of Foreign Affairs](#). If your country appears on the list then you can enter Poland without a visa and stay here up to 90 days.

Both citizens of visa-free countries and citizens of other countries have to apply for temporary residence card anyway if they want to stay in Poland. Former – before 90 day period ends, latter – before their visas expire. It is good, however, to get down to it sooner than later. The whole procedure is done through the Department of Foreigners of Mazowieckie Province Office (click [here](#) to find the exact address).

Firstly, you need to arrange a meeting in order to submit your application. It can be done through [this](#) online booking system. Unfortunately, the whole website is in Polish but we have prepared an instruction for you. It can be found [here](#) (pages 6–10).

After setting a meeting, it is time to gather all necessary documents. You will need:

- 2 copies of the [application for a temporary residence card permit](#) (if you are a part-time student, remember, to check “other circumstances” in “the main purpose of stay” section; if you are having problem with filling it in, please, use the instruction above);
- 4 recent colour photographs, size 45x35 mm, made in the last six months;

- a valid travel document (2 photocopies);
- certificate from the University about acceptance or continuing education;
- document confirming having health insurance or coverage by the insurer (learn more about health insurance in Poland on [our website](#));
- document confirming having sufficient funds to cover the cost of tuition, living in Poland and return travel.

What are 'sufficient funds to cover the cost of living in Poland and return travel'?

These funds are legally regulated and might change with time. For now (September, 2019) it is 701 PLN per month for single person and 528 PLN per month for family member. As to costs of return travel, they depend on country of your origin:

- 200 PLN – if you came from Poland's neighbouring state (namely: Russia, Lithuania, Belarus, Ukraine, Slovakia, Czech Republic or Germany),
- 500 PLN – if you came from one of the EU states not neighbouring with Poland (that also includes: Iceland, Lichtenstein, Norway and Switzerland),
- 2500 PLN – all other countries.

Once you submit all necessary documents, the procedure will begin and you should receive a stamp in your passport. Remember that it may take a lot of time for you to receive the decision and during that period you will not be able to leave Poland unless you still have a valid visa (to be precise: you will be able to leave but then you would not be able to come back).



Mam na imię... - My name is...

Dzień dobry - Good morning / Good day (formal)

Dobry wieczór - Good evening (formal)

Dobranoc - Good night

Cześć! / Hej! - Hello! / Hi! (informal)

Do widzenia / Do zobaczenia - Goodbye (formal)

(Pa) Pa! - Bye! (informal)

Dziękuję - Thank you

Proszę - 1. Please (when asking for something)

2. You're welcome (when someone says "Thank you")

Nie ma za co - You're welcome (when someone says "Thank you")

Przepraszam - Sorry / Excuse me

Pomocy! - Help!

Na zdrowie - Bless you (after sneezing)

Smacznego - Enjoy (only before eating; "Bon Appétit")

Która godzina? - What time is it?

Ile (to) kosztuje? - How much is it?

Gdzie jest...? - Where is...?

...ulica - street

...akademik - dormitory

...pokój - room

...przystanek - stop (public transport)

...wydział - faculty

1 jeden

6 sześć

2 dwa

7 siedem

3 trzy

8 osiem

4 cztery

9 dziewięć

5 pięć

10 dziesięć

Welcome Point

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