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Useful Information
CITY TRANSPORT

One valid public transport ticket makes it possible to use several means of transportation, like buses, trams, metro, short-distance trains, throughout the duration of the ticket. You can freely switch between the means of communication using the same ticket. Remember to validate your ticket right after entering a bus/tram or the metro. You can buy tickets at kiosks, newsagents called “Ruch” or in ticket machines with a “Bilety” sign, which are available near a bus/tram stop or sometimes right in the bus/tram.

Night bus lines start at the Central Railway Station and run towards the outskirts of Warsaw every half hour. The letter N is displayed before the bus number and they operate from 11:00 p.m. until 5:00 a.m.

There are several types of tickets available:

- **Short term** – available for 20, 75 (Zone-1 only) and 90 minutes fares
- **One day ticket** – unlimited number of journeys for 24 hours from its validation
- **Weekend ticket** – available from 7:00 p.m. on Friday till 8:00 a.m. on Monday
- **Long term** – 1 or 3-month ticket, coded into travel card or your student ID
- **3-day ticket** – entitles to unlimited number of journeys for 72 hours from its validation
- **Group weekend ticket** – entitles a group of up to 5 people to an unlimited number of journeys from 7:00 p.m. on Friday till 8:00 a.m. on Monday
- **Single fare transfer group ticket** – entitles a group up to 10 people to an unlimited number of journeys for a period not exceeding 75 minutes from its validation

International students holding their student IDs are entitled to a 50% discount on travel (and entertainment) expenses. Use your student ID (legitymacja studencka) as a Warsaw City Card to get discounts and reduced fares on tickets.

JAKDOJADE.PL

Warsaw offers an easy and effective tool to plan your journeys - jakdojade.pl. Check timetables for all public transport services and plan your route. Jakdojade.pl finds you the quickest route to your destination using the underground (metro), tram and bus lines, including suburban areas. You can also download the mobile application.

VETURILIO

Traveling around Warsaw can be healthy, fast and fun. You can easily rent a Veturilo city bike to get to any place you need or just have the pleasure of cycling. There are 57 bike stations throughout the city, where you can rent or return the bike after your journey.

It is cheap and easy, just try it!

<table>
<thead>
<tr>
<th>Time</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-20 minutes</td>
<td>0 PLN</td>
</tr>
<tr>
<td>21-60 minutes</td>
<td>1 PLN</td>
</tr>
<tr>
<td>Second hour</td>
<td>3 PLN</td>
</tr>
<tr>
<td>Third hour</td>
<td>5 PLN</td>
</tr>
<tr>
<td>The fourth and more</td>
<td>7 PLN</td>
</tr>
</tbody>
</table>

Register online at en.veturilo.waw.pl or at a bike renting station, pay your 10 PLN initial fee and enjoy cycling during 9 months per year. All you need is a Polish cell phone number and a valid bank account.
WE WANT TO SUPPORT YOUR SUCCESS!

Santander Universidades is a global initiative supporting more than 1,400 academic institutions worldwide. For nearly 20 years Santander Universidades supports the initiatives of resourceful students from around the world. In cooperation with the world of science we are looking for better and more effective solutions to everyday problems, great ideas and revolutionary concepts. We want to give you and your ideas a shot at success.

For Santander Universidades nothing is impossible. Visit us and see what we have prepared for you! We invite you to the Atrium in building D. We wait for you from Monday to Friday from 9:00 a.m. till 5:00 p.m.

BANKS

The main Polish currency is ZLOTY (PLN). One Euro is equal to 4.30 PLN (May 2019). You can exchange money at the airport, railway stations, hotels and many exchange offices (kantor). There are plenty of ATM cash points however, most of them collect a 5-10 PLN commission. Banks are open Monday through Friday, 8 a.m. to 6 p.m. Some banks are also open on Saturdays and Sundays. If you want to open an account, you will need your passport or your European ID. If you lose your debit/credit card in Poland you should immediately contact your bank, in order to block access to your card.

A comprehensive list of all banks in Poland can be found at the National Bank of Poland website: nbp.pl

<table>
<thead>
<tr>
<th>NAME OF THE BANK</th>
<th>NEAREST OFFICE</th>
<th>PHONE</th>
<th>OPENING HOURS</th>
<th>REQUIRED DOCUMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santander Universidades</td>
<td>59 Jagiellońska St. <a href="mailto:lukas.los@santander.pl">lukas.los@santander.pl</a></td>
<td>+48 691 504 834</td>
<td>9:00-17:00</td>
<td>Passport / ID Card + Student Card</td>
</tr>
<tr>
<td>Millennium</td>
<td>15 Al. Jana Pawła II Arkadia Shopping Mall</td>
<td>+48 801 331 331</td>
<td>10:00-21:00</td>
<td>Passport + Student ID Card</td>
</tr>
<tr>
<td>CITY Handlowy</td>
<td>24 Targowa St.</td>
<td>+48 22 518 00 54</td>
<td>10:00-18:00</td>
<td>Passport + few declarations have to be signed</td>
</tr>
</tbody>
</table>

MOBILE SERVICES AND INTERNET PROVIDERS

As a foreigner you will probably use only prepaid SIM cards. Prices of SIM cards start from 5 PLN. Throughout the city there are many places you can purchase a card - newsagents, kiosks, shops, post office or offices of Providers. Remember that the cards must be registered with your personal data as soon as purchased. You can do it at the offices of Providers and in few other locations like shops and kiosks, but not all of them will have such opportunity. Each GSM provider has its own tariff structure. In order to choose the best provider that suits your needs, check out their offers available on websites or simply visit one of their sales points.

TAXI

Always use official taxi operators with official fares. Official taxi corporations have their logo and phone number on the top of the taxi, the symbol of the Mermaid of Warsaw and the tariff posted on the window. You can also order a taxi through mobile application: iTaxi, myTaxi. You can also use UBER. Remember, there is an initial/starting fee of around 6-8 PLN. Maximum day fare, in the urban zone amounts to 3 PLN per km, night fare, in the urban zone and day fare on Sundays and holidays – 4.20 PLN per km (July 2018).
Make sure you invest some time to see Poland during your studies. It is a beautiful country with lots of interesting places, rich history and friendly people.

**Krakow** – the former capital of Poland and one of the country's oldest cities. Krakow is full of beautiful townhouses, church architecture, charming parks and a huge Old Town Square. Explore these unique historical relics and reflect upon the medieval European culture. Enjoy local culinary and cultural events. The ESN team at Kozminski University organizes a trip per semester to Krakow.

**Zakopane** – a small town in the Tatra Mountains situated close to Krakow. One of the most popular tourist destination for skiing or mountain tours. Don’t miss the „oscyplki” - smoked cheese made of salted sheep milk.

**Lublin** – Where East Meets West. Years ago the city integrated Jews, Poles, Lithuanians, Belarussians and Ukrainians. Nowadays it connects students, artists, scientists and business people. Part of the Old Town was not destroyed during World War II, so it feels like being back in the 18th century. Visit the Lublin castle, the historical museum and the Krakovian Gate, built in 14th century.

**Wroclaw** – the capital of Lower Silesia often compared to Vienna or Amsterdam. A variety of architectural styles attracts tourists from all over Europe. This typical student city has 112 bridges and 12 islands. At the Old Town you'll find second the largest market square in Europe, which is also worth seeing.

**Poznan** – the largest economic center and one of fastest developing cities in Poland. Many international companies have their subsidiaries in Poznan. It is also the most attractive place for major trade fairs and foreign investors in Poland. Visit Europe's modern regatta course taken on Lake Malta.

**Trojmiasto** – an urban area consisting of three cities: Gdansk - city of freedom, famous for the „Solidarność” (Solidarity) movement, Sopot known for plenty of students’ parties and festivals, and beautiful Gdynia with its long beaches. Trojmiasto combines historical buildings with new industrial areas. You can take a ferry trip to Sweden from the port in Gdansk.

**Mazury** – fall in love with the land of a thousand lakes. Best place for summer recreation! You can spend an active vacation or long weekend with canoes, windsurfing and campfires.
**POLISH NATIONAL HOLIDAYS**

Please note, that during some of them shops and official institutions are closed.

<table>
<thead>
<tr>
<th>September</th>
<th>Źbinki Summer Camp Orientation Week, Orientation Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>October</td>
<td>Inauguration Ceremony, Kozminski welcome parties Freshman Day</td>
</tr>
<tr>
<td>November</td>
<td>1st – All Saints’ Day, 11th – Independence Day</td>
</tr>
<tr>
<td>December</td>
<td>25th - 26th – Christmas</td>
</tr>
<tr>
<td>January</td>
<td>1st - New Year’s Day, 6th - Epiphany</td>
</tr>
<tr>
<td>February</td>
<td>Orientation Week</td>
</tr>
<tr>
<td>April</td>
<td>12th - 13th – Easter</td>
</tr>
<tr>
<td>May</td>
<td>1st – Labour Day, 3rd – Constitution Day</td>
</tr>
<tr>
<td>June</td>
<td>11th – Corpus Christi</td>
</tr>
</tbody>
</table>

**SCHOOL EVENTS**

<table>
<thead>
<tr>
<th></th>
<th>Orientation Week, Orientation Day</th>
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</thead>
<tbody>
<tr>
<td>Orientation Week, Orientation Day</td>
<td>Inauguration Ceremony, Kozminski welcome parties Freshman Day</td>
</tr>
<tr>
<td>International Day</td>
<td>23rd - 1st – Christmas break</td>
</tr>
<tr>
<td>Exam session</td>
<td></td>
</tr>
<tr>
<td>Kozminalia / Juwenalia</td>
<td></td>
</tr>
</tbody>
</table>

**ACCOMMODATION**

The University assists foreign students with their housing needs however KU does not offer accommodation in dormitories. Apartments and rooms are usually rented in Warsaw through a network of agencies specializing in short-term furnished accommodation or through agreements with individual landlords. Rental fees range from approximately 350 to 500 € per month, depending on location, size, standards etc. A returnable deposit for your accommodation (1 to 2 months’ rent) + a month’s rent in advance is expected at the moment of signing the contract with the landlord.

We suggest to check the following links:

**Real Estate Agencies**
- bamnieruchomosci.pl
- easyrenting.pl
- maxon.pl
- strzelczyk.pl
- hoog.com.pl
- 1home.eu

**Accommodation for Students**
- hostels.com
- akademikpraski.pl
- studentsstay.pl
- kozminski.pepebooking.com
- studentliving.pl
- pandoapartments.com.pl

**Other websites:**
- gumtree.pl
- gratka.pl
- booking.com
- erasmusinn.com
- uniplaces.com
- spotahome.com
**NATIONAL VISA FOR NON-EU CITIZENS**

National visa allows non-EU foreigners to enter Poland and stay within its borders for up to one year. The validity of such visa depends on the purpose of travel. National visa is to be obtained at the Polish Embassy, in your home country.

On the basis of a Polish national visa, foreigners can travel to other countries within the Schengen area for up to 3 months within a six month period.

Applying for a student residence permit takes place in Poland. Documents should be submitted to the Voivodeship Office (Polish: Urząd Wojewódzki) relevant to your place of residence. ([udsc.gov.pl/en](http://udsc.gov.pl/en))

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<table>
<thead>
<tr>
<th><strong>DIFFERENCES BETWEEN STUDENT VISA AND STUDENT TEMPORARY RESIDENCE CARD</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STUDENT VISA</strong></td>
</tr>
<tr>
<td>You can travel to other countries within the Schengen area for up to 3 months within a 6 month period for tourist purposes only.</td>
</tr>
<tr>
<td>You can conduct business activity in Poland only in four forms: limited partnership, limited joint stock partnership, limited liability partnership and joint stock company.</td>
</tr>
</tbody>
</table>

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**OBTAINING A TEMPORARY RESIDENCE PERMIT - FOR NON-EU CITIZENS**

**Where to apply?**
- Department of Foreigners, 3/5 Marszałkowska St., Warsaw, open: 10 a.m. – 5:30 p.m. (Monday), 8 a.m. – 3 p.m. (Tuesday – Friday)
- In the Registry Office of the Mazowieckie Province Office, at 3/5 pl. Bankowy, room 39, entrance B

**What are the fees?**
340 PLN. Additional 50 PLN must be paid in the case of a positive decision for the residence card issuance.

**What is the validity of residence permit?**
The validity of the first residence card is 15 months, following cards can be granted for up to 3 years.

**How long does the procedure take?**
A minimum of one month. Sometimes the procedure can last longer.

For more information visit the following website **mazowieckie.pl/en/**
MEDICAL CARE AND INSURANCE

Non-EU students are not covered by the Polish national health care system. According to state bilateral agreements in case of emergencies, hospitals may be visited. However, the costs of in-hospital medical care and appointments to general physicians will have to be covered by students. These costs are relatively high and usually start at around 100 PLN per visit.

Therefore, students should buy healthcare and casualty insurance in their home countries for the period of their stay in Poland (such insurance can also be purchased in Poland after your arrival through private companies). It is highly recommended for EU students to obtain a European Health Insurance Card (EHIC). It allows you to use medical services in public hospitals, not only in Poland, but also in all EU countries and Iceland, Lichtenstein, Norway and Switzerland, under the same conditions and at the same cost (free in Poland) as people insured in EU countries. Cards are issued by your national health insurance provider.

LUX-MED FOR KOZMINSKI STUDENTS

When you experience any health problems, do not wait – call a doctor or arrange a visit in LUX MED. Full time students have the opportunity to visit a general doctor free of charge. Don’t forget your valid student ID card, this document authorizes you to use this medical service. KU covers the costs of visits to the general practitioner and the cost of laboratory tests obtained by referral from the doctor through LUX-MED. The cost of visits to other specialists are not refunded by the University, but you can get a 10% discount after presenting your Kozminski University student ID card. The closest LUX-MED is situated on 3 Szernera st. (two tram stops past the University towards Żerań FSO).

SPORTS AT KOZMINSKI

At Kozminski University we know the importance of sport and everything it entails: healthy competition, achieving goals, teamwork and perseverance. Therefore, we have created the Kozminski University Sport Club, a place where under the supervision of trainers you can practice your favorite sport throughout the academic year. Each member of the club will receive a card for an unlimited number of entries and can participate in a number of selected activities.

Contact for an Ambulance, Police, or Fire Department: 112

Contact to LUX-MED: luxmed.pl/en
+48 22 332 28 88

sportclub.kozminski.edu.pl/en
VIRTUAL UNIVERSITY

Virtual University allows students to check their student accounts, find a lecturer, select a thesis supervisor, access study material, check the timetable or the grades. Students will also find important information and announcements from the faculty offices and lecturers. Remember, there is a requirement to change your password every 90 days.

Login to Virtual University:
✔ Enter the KU website: wu.kozminski.edu.pl
   Remember to change Virtual University language to English. To do so, please click on British flag under the login box.
✔ Log in using your Student ID card. Your ID number will be your login. On the reverse of the card, under the bar code, there is a thirteen-digit number. The first 12 of them is your start password, which allows you to use all IT systems of our University. Example: a student with a student's book number 17810 will have a login 17810, while for a student with a student's book number of 17810/z, the login will be 17810z.

Please notice, a valid student's ID card with a stamp is necessary during the visit at the KU IT Department office.

Wi-Fi

Use the Internet anywhere on the University grounds. Access point is called ALK-STUDENTCI. Log in procedure is the same as for Virtual University. In order to protect your personal data, all connections are encrypted by WPA2-Enterprise. It requires proper preparation in order to connect to a Wi-Fi network. This procedure is rather complicated, but it must be done only once. It is similar for all operating systems, but due to slight differences in this place you will find detailed instructions to log on to Wi-Fi, depending on what operating system you have. Instructions for Windows and Apple Computer can be downloaded from the Kozminski IT Department web page.

E-MAIL

Each student has an e-mail address available to them in the form: id_number@kozminski.edu.pl (example: for a student with student's ID number 55555 the e-mail is 55555@kozminski.edu.pl). The size of the mailbox is 25 GB. NOTE: This account is used by the Students' Office to send important information to the students. This e-mail is also used by the faculty and staff. There is also the possibility of setting up an account in your e-mail program (e.g. Outlook Express, Outlook etc.). Mail is protected by a hardware solution to anti-virus and anti-spam company Barracuda Networks. This ensures comfort and safety of its use. Access to e-mail is possible via the Internet through the following secure website: mail.kozminski.edu.pl
KOZMINSKI SCIENTIFIC CLUBS

BIZ.com
Effective business communication, different techniques of communication, cultural differences in business communication
sknbiz@kozminski.edu.pl

KREATYWNI
Marketing, branding, market innovations, internet marketing
sknkreatywni@kozminski.edu.pl

DECYDENCi
Business simulation games popularization
skndecydenci@kozminski.edu.pl

KAPITALNI
Financial markets, investments, exchanging knowledge about investments
sknkapitalni@kozminski.edu.pl

AUDYTOR
Financial accounting, audit, taxes, financial reporting evolution
sknaudytor@kozminski.edu.pl

WELL-BALANCED
Competence development, sustainable development, interdisciplinary projects linking science and business
sknwellbalanced@kozminski.edu.pl

ACTIO EFFICIENS
Intellectual property law in everyday life
sknactioefficiens@kozminski.edu.pl

SPINKA
Process and project management
sknspinka@kozminski.edu.pl

EX ANTE
Legal regulations in everyday problems, interpretation of different legal aspects
sknexante@kozminski.edu.pl

KOZMINSKI BUSINESS CLUB
Meetings with entrepreneurs, entrepreneurs’ integration, platform for exchanging entrepreneurial opinions
KozminskiBusinessClub@kozminski.edu.pl

NEW MEDIA CLUB
Social media, marketing in social media
nm@kozminski.edu.pl

UNIVERSITY SERVICES

KOZMINSKI SCIENTIFIC CLUBS

The Kozminski University Career and Alumni Relations Office main function is to assist students in finding internships, holiday jobs and full-time employment. In order to provide students with up-to-date information regarding employment opportunities it operates and constantly updates its database which facilitates quick and efficient contact between Kozminski University students and alumni on one side and employers on the other.

INTERNATIONAL EXCHANGE

Kozminski University offers students the possibility to participate in an international exchange in the framework of ERASMUS+ program and bilateral agreements. Students can choose from a multitude of universities from around the world where they would like to spend a semester abroad.

International Relations Office of Kozminski University offers:

- international study exchange within ERASMUS+ program for EU exchange or bilateral agreements for non-EU countries
- short exchange programs/summer schools
- international internships offers on ERASMUS+ Placement Program

There are no extra payments for participation in exchange programs. Students should cover their travel and living cost personally, but there are several scholarships available for different kind of visits. The application period starts in the first semester of studies, but the actual exchange may be taken after the first year of studies.

For more information: kozminski.edu.pl/international
Office: D-104
iro@kozminski.edu.pl
MS Office

Our University in cooperation with Microsoft prepared a great offer for all of our students - access to Microsoft Office 365 software. This system allows free use of all Office 365 applications and can be installed into a maximum of 5 devices.

Access to the software is integrated with students' e-mail service. The software is only available in versions for independent download after logging into the mail service, available at: mail.kozminski.edu.pl

KU’s IT Department does not provide support for the installation of Office, it is only responsible for assigning licenses to users in Office 365.

Office

Zainstaluj najnowszą wersję programu.

Na komputerze zainstalowane zostaną najnowsze wersje następujących programów: Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Lync, In toPath.

Język: 3. English

Wersja: 32-bitowa (zalecana) - zaawansowane

Uwaga: instalowanie dodatkowych języków na komputerze, na którym zainstalowana jest ta wersja pakietu językowego Office, nie zmniejsza limitu instalacji (S).

Sprawdź wymagania systemowe

Zainstaluj 4.

iKozminski

iKozminski is a smartphone application designed for the entire Kozminski University community including candidates, students, faculty and alumni. iKozminski – mobile app for Android, iOS and Windows Phone can be download for free. It offers the following:

- quick access to events taking place on and off campus
- quick access to the offered programs
- faculty search and access to their office hours and class schedules
- full access to your student information on Virtual University
- map and campus navigation
- access to student lists and other student data for faculty members
- direct access to student’s e-mail box
- Careers Office’s job offers list

The application can send notifications about new events and changes in Virtual University – such as new grades. It is also possible to edit the information displayed on the main screen of the app depending on what is useful and important. Student information is available after logging in using the username and password for the Virtual University.

IT Department: office A/115, tel. +48 22 519 21 45, it@kozminski.edu.pl
**LIBRARY**

The library is full of printed books and journals, e-books and 20 online databases for students to use. There is a possibility to take out not more than 5 books during the study period and up to 7 during the last year of studies. If you prefer to work in peace and silence, the library provides individual-work boxes and a computer lab. They come in 3 variants: single-, joint- and group-work oriented. The library and reading rooms are located on the ground floor of building D. To order and borrow books you need a student ID card.

For more details about the library go to: [library.kozminski.edu.pl](http://library.kozminski.edu.pl)

**LIBRARY OPENING HOURS**

**LENDING LIBRARY**

- Monday: 9 a.m. - 7.30 p.m.
- Tuesday: 9 a.m. - 7.30 p.m.
- Wednesday: 9 a.m. - 4 p.m.
- Thursday: 9 a.m. - 7.30 p.m.
- Friday: 9 a.m. - 7.30 p.m.
- Saturday: 10 a.m. - 4 p.m.
- Sunday: 10 a.m. - 3 p.m.

No book may be borrowed when the lending library is closed.

**KOZMINSKI UNIVERSITY CAFÉS AND CAFETERIAS**

There are several places scattered throughout the University where you can enjoy breakfast, lunch or dinner — you will find here 4 cafeterias, 3 bars and a canteen. Around the whole University you will find seating areas where you can hang out with your friends, eat and work.
AMBASSADOR PROGRAM

Student Ambassadors play a key role in the recruitment of new students and improving internationalization of our University. Bring your friends to Kozminski and develop your communication, organization and marketing skills working closely with the University Marketing Office. Student Ambassadors are a select group of international students who make a significant contribution to the University community while the program is an opportunity for students to build upon not only their CVs but also their professional skills.

Need more information on the Student Ambassador Program?
Contact: ambassador@kozminski.edu.pl, room D-101A, Marketing Office

ESN KOZMINSKI

The program of Erasmus Student Network (ESN) is one of the biggest interdisciplinary student associations in Europe. We take care of international students coming to study at Kozminski University.

BUDDY PROGRAM

Program that is taken care of by ESN Kozminski. A buddy is a person who will help international students feel comfortable in Warsaw. One of Buddy’s duties is to show international students the city, get to know people and Polish culture. The main purpose of this program is to assist in dealing with everyday problems (for example finding a flat, buying a sim card etc.). To sign up for the program contact: esn@kozminski.edu.pl

ORIENTATION WEEK

Before the beginning of every semester, ESN and International Relations Office organize an event which main purpose is to introduce Incoming Students to the University, its facilities and procedures; get to know each other, integrate, visit Warsaw and discover its best places.

TRIP TO KRAKOW

Every October and March ESN organizes a huge trip to Krakow. The program of the trip is: guide tour around the city, visit of Wieliczka - the salt mine, visit of Auschwitz - Birkenau (death camp), various activities and parties.

SOCIAL ERASMUS EVENTS

Organized events are used to fundraise for various orphanages and homes in need from around Warsaw. Many different events that take place both at the University and outside of it, for example:

- Ice skating
- Karaoke nights
- International Day
- Erasmus Day
- Cooking contests
- Theme parties

STUDENT COUNCIL

KU’s Student Council acts as a representative body of students within the University. They support scientific, cultural and athletic initiatives made by the students. So if you have any ideas, questions or comments feel free to contact the Student Council.

ESN OFFICE
Kozminski University building D, 1st floor, in front of room D-125
esn@kozminski.edu.pl

STUDENT COUNCIL OFFICE
Kozminski University building D, Atrium
samorzad@kozminski.edu.pl
PARTICIPATE IN CONFERENCES
For more information: kozminski.edu.pl/en/

WRITE ARTICLES FOR OUR INTERNATIONAL STUDENT BLOG
For more information: nmc@kozminski.edu.pl

BECOME THE FACE OF KOZMINSKI
For more information: samorzad@kozminski.edu.pl

FRESHMAN DAY
October

VOLUNTEER AT FAIRS AND OTHER MARKETING EVENTS AND CONFERENCES
For more information: promocja@kozminski.edu.pl
or room D-101A

KOZMINALIA 2020
May / June

STUDENT COUNCIL EVENTS
facebook.com/SamorzadALK

ESN EVENTS
facebook.com/kozminski.esn

Join one of Kozminski student scientific clubs!

VOLUNTEER AT THE ADMISSIONS OFFICE
Contact: admission@kozminski.edu.pl
or room D-126

BECOME A BUDDY
Contact: esn@kozminski.edu.pl
FOR FOREIGNERS

Foreigners Office in Warsaw. Official institution of legalization, work permits and other governmental issues for foreigners.
mazowieckie.pl/en

Informational support for immigrants in Poland. Contains lots of important information of foreigners’ everyday life. Available in eight languages (including Chinese, Vietnamese, French and Russian).
migrant.info.pl

Get to know the capital of Poland. Overview of restaurants, city attractions, museums, parks etc. Check out great places and fall in love with Warsaw.
warsawtour.pl/en

If you need legal assistance or an individual meeting with a lawyer, there are several foundation offering support for foreigners free of charge:
terencjaprawna.pl

USEFUL PHONE NUMBERS

Country code for Poland: +48
Warsaw area code: 22

General Emergency: 112
Ambulance: 999
Police: 997
Fire Brigade: 998
Municipal Guard: 986

INTERNATIONAL RELATIONS OFFICE

Rooms D-103, D-104, D-105
iro@kozminski.edu.pl

Valentyna Guminska
Director of the International Relations Office
Room D-103
guminska@kozminski.edu.pl

Kinga Nekanda-Trepka
Erasmus+ Institutional Coordinator
Room D-105
kinganta@kozminski.edu.pl
tel. +48 22 519 21 85

Iryna Muzychenko
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