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We are happy that you have chosen Lodz University of Technology as a place where you will pursue your studies. The university which takes care of the highest standards of teaching and prepares specialists sought after in the labour market, including innovative sectors of new technologies. The academic community in Łódź is open and friendly to foreign students. Lodz University of Technology has over 25 years of tradition in international education in order to provide comprehensive support to foreign students. Therefore, we have established the Center for International Cooperation. It is a friendly place where you can resolve all matters related to studies.

Welcome to Lodz University of Technology!
FACULTIES

PLACE AMONG TECHNICAL UNIVERSITIES

FIELDS OF STUDY

PROFESSORS AND ACADEMIC TEACHERS

PHD STUDENTS

STUDENTS

FOREIGNERS

FACTS AND FIGURES

LODZ UNIVERSITY OF TECHNOLOGY

1945 FOUNDATION YEAR

THE MOST FREQUENTLY CHOSEN UNIVERSITY IN POLAND

THE MOST APPRECIATED BY EMPLOYERS
in the Łódź region

350 INTERNATIONAL AGREEMENTS UNDER THE ERASMUS + PROGRAM

THE MOST CREATIVE AND INNOVATIVE university in Poland as regards creating career opportunities

6 th

6 th

1600 PROFESSORS AND ACADEMIC TEACHERS

46

6 th

9

670

18 000

800
STRUCTURE

Faculties

W1 – Faculty of Mechanical Engineering (WM, building A22)
W2 – Faculty of Electrical, Electronic, Computer and Control Engineering (WEEIA, building A10)
W3 – Faculty of Chemistry (WCh, building A27)
W4 – Faculty of Material Technologies and Textile Design (WTMIWT, building A33)
W5 – Faculty of Biotechnology and Food Sciences (BINOŻ, building A4)
W6 – Faculty of Civil Engineering, Architecture and Environmental Engineering (WBAIŚ, building B7)
W7 – Faculty of Technical Physics, Information Technology and Applied Mathematics (FTIMS, building A14)
W9 – Faculty of Management and Production Engineering (WZiIP, building D3, D4)
W10 – Faculty of Process and Environmental Engineering (WIPOŚ, building B4)

Interfaculty units

Spatial Economy College (building B7)
Logistics College (building B9)
Commodity Science College (building A33)

General university units

International Cooperation Centre (building A16)
International Faculty of Engineering (building A16)
Foreign Languages Centre (building B25)
Sports Centre (building C4)
Centre of Mathematics and Physics (building C3)
Library (building B22)
Computer Centre (building A5, A10)
Information Technology Centre (building B19)
FIELDS OF STUDY

Materials Engineering (I, II)
Mechatronics (I)
Production Engineering (I, II)
Space Engineering (I, II)
Dental Technology (II)
Mechanical Engineering (I, II)

Transport (I, II)
Power Engineering (I, II)
Automatic Control and Robotics (I, II)

Computer science (I, II)
Technology (I, II)
Power Engineering (I, II)
Automatic Control and Robotics (I, II)

Chemistry (I, II)
Nanotechnology (I, II)
Chemical Technology (I, II)
Environmental Protection (I, II)
Chemistry of Building Materials (I, II)
Special Purpose Materials Chemistry and Engineering (II)

Materials Engineering (I, II)

Design (I, II)
Textile Engineering (II)
Textiles and Fashion Industry (I)
Advanced Design and Technology (I)

Occasional Safety Engineering (I)

Occupational Safety Engineering (I)

Commodity Science (I)

Spatial Economy College

Commodity Science College

Commodity Science

Management (I, II)
Management Engineering (I)
Paper and Printing Technology (I, II)
Management and Production Engineering (I, II)

WCh

WTMIWT

WZilP

WEEIA

FTIMS

WIPOS

WBAIS

* the programme is planned to be open

Studies in Polish

Lodz University of Technology
FIELDS OF STUDY

Studies in English

International Faculty of Engineering

Architecture Engineering (I)
Advanced Biobased and Bioinspired Materials (I)
Advanced Design and Technology (II)
Advanced Mechanical Engineering (II)
Biomedical Engineering (I)
Biotechnology (I, II)
Business and Technology (I)
Computer Science (I)
Computer Science and Information Technology (II)
Information Technology (I)
Management (II)
Management and Production Engineering (II)
Mechanical Engineering and Applied Computer Science (I)
Science and Technology (I)
Telecommunications and Computer Science (I, II)

Faculty of Management and Production Engineering

Management (I)

Faculty of Process and Environmental Engineering

Advanced Technologies (II)

Studies in French

International Faculty of Engineering

Gestion et Technologie (I)
CYCLES OF STUDIES

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<tbody>
<tr>
<td></td>
<td>engineering/bachelor</td>
<td>3 – 4 years</td>
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<tr>
<td></td>
<td>master</td>
<td>1.5 – 2 years</td>
</tr>
<tr>
<td></td>
<td>doctoral</td>
<td>4 years</td>
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</tbody>
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ECTS

what is it?

The European Credit Transfer and Accumulation System is a point system that facilitates the recognition of periods of study completed outside the home university. This system allows you to “measure” on a point scale the amount of work that a student has put in a given course/class.

RULES FOR ASSIGNING ECTS CREDITS TO SUBJECTS

1 academic year (1500 - 1800 working hours) = 60 credits ECTS

25 - 30 working hours = 1 ECTS credit

ECTS credits are awarded on the basis on the estimated workload of an average student. This protects all students, both outstanding and weak ones, from overloaded or overly ‘light’ programmes. At the same time, the number of awarded ECTS credits is not directly related to the number of class hours. The lecture hour may require students to have 3 hours of independent work, however, preparation for a seminar may take a whole week.

No more than 60 ECTS credits should be allocated for completing the study year. This is allowed only in special cases, however, it should be justified and documented in the course catalogue.

ECTS credits are awarded for all components of the study programme, both those which belong to the study programme and lead to awarding a diploma, as well as modules intended for persons who do not complete full studies.

ECTS credits do not specify the status of classes, its validity or a teacher’s prestige.

A student may obtain ECTS credits only after completing the required work and passing a course (obtaining a positive grade) – the number of ECTS credits for completing the given element of the programme is absolute and does not depend on the obtained grade.
### Assessment system

In addition to the ECTS system, there is also a **grading system on a scale from 2 to 5**. The lowest failing grade is 2, other grades contribute to successful completion of the course with 5 being the highest grade. Grades 3.5 and 4.5 are also admissible. A student receives grades for examinations, laboratories, projects, certain subjects (except the physical education, trainings, internships).

### Student ID

**The student ID card certifies the student status**

Lodz University of Technology has electronic student ID cards which are issued following a student’s matriculation. The validity of the ID card is confirmed every semester by updating data in the electronic system and placing a hologram in consecutively marked areas.

The cost of issuing the electronic ID card is PLN 17. The fee should be transferred to the individual bank account obtained in the dean’s office.

The student ID card entitles you to 50% discount when travelling by public means of transport. Until the age of 26, a student may benefit from the discounted public bus transport services (49%) and rail transport services (51%).

### Student registration number

It is an individual number assigned to the student in all fields of study and at all educational levels realized by the student at this university. The student registration number is provided on the student ID. The number is also the login to the virTUL system.

### Examinations

There are **two types of examinations: oral and written ones**. The written exam may take the form of a test or a descriptive form. Cheating or speaking is not allowed in the course of a written exam.
The current class schedule can always be found on your faculty webpage in the section "For students".
The central Internet platform which gives access to all electronic services of Lodz University of Technology. The access to these services is gained through so called central logging – the login password is the same for electronic services available in TUL, among others: WIKAMP Platform, email system and WebDziekanat.

For all of the above services the login number is the student’s registration number.

In order to receive the access login to the aforementioned services, students should apply with a valid ID card in a building of the TUL Library at ul. Wólczańska 223 (building B22) office no. 203, 2nd floor.
Dear Sir/Madam/Professor

I am writing to ask for information regarding your next office hours.

Yours faithfully,
Jan Kowalski

Zimbra
Electronical mail system at TUL
poczta.p.lodz.pl

Zimbra, the Electronic Mail System at TUL, enables sending e-mails between employees and students of TUL and email communication with the outside world. Each student of Lodz University of Technology has an automatically created email account.

The use of the TUL account is obligatory. The correspondence with the university is carried out from the TUL account.

Eduroam

Eduroam enables the user to connect to the wireless network in the area of scientific and higher education institutions, including Lodz University of Technology. In order to connect to the Eduroam network, a personal certificate should be installed on the user’s computer, which every TUL student can generate independently on his TUL email address. Employees and students of Lodz University of Technology need to log on to use the system.

More information: www.ck.p.lodz.pl/uslugi/eduroam

Sample e-mail

“Dear Sir/Madam/Professor

I am writing to ask for information regarding your next office hours.

Yours faithfully,
Jan Kowalski”

How to write an e-mail?

The style of the message depends on its recipient, i.e. you should address formally persons you do not know or who hold higher positions or are senior, and less officially friends.

At university, recipients (lecturers/employees) should be addressed according to their scientific title/degree. If you do not know the position held or the academic title, start your email: Dear Sir/Dear Madam.
SCHOLARSHIPS AND GRANTS

NAWA scholarships

Scholarship programme for Polish Communities Abroad:

For whom? For foreigners of Polish origin and holders of the Polish Card.

Which countries? Belarus, Bulgaria, the Czech Republic, Estonia, Lithuania, Latvia, Moldova, Romania, Slovakia, Hungary, the former Yugoslavian countries, Ukraine, Russia and the countries of Central Asia and the Caucasus, Latin America and Africa.

Which studies? I and II cycle studies at Polish state universities.

Stefan Banach scholarship programme:

For whom? Citizens of the Eastern Partnership countries of the EU.

Which countries? Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine.

Which studies? II and III cycle studies at Polish state universities.

Ignacy Łukasiewicz scholarship programme:

For whom? Citizens of developing countries.


Which studies? II cycle studies (preceded by a one-year preparatory course to take up studies in Poland) and III cycle studies at Polish state universities.

Contact

The Polish National Agency for Academic Exchange
40 Polna St., 00-635 Warsaw
tel.: +48 22 390 35 00
e-mail: biuro@nawa.gov.pl
www.nawa.gov.pl

TUL's scholarships for foreign students

Foreigners from outside the European Union studying at Lodz University of Technology can receive, based on their average rating from the previous semester, scholarship to cover the cost of accommodation in a student house. The call is always announced at the beginning of each semester.

More information:
Dział Nauki PŁ, tel. 42 631 20 52

Konstanty Kalinowski Scholarship Program of the Polish Government

The programme is addressed to Belarusian citizens who are secondary school graduates or who have been relegated from universities for political reasons or who are prevented from studying in Belarus, as well as graduates of the independent Jakub Kolas High School of Humanities in Minsk. The Konstanty Kalinowski Scholarship Program is the largest European aid program for Belarusians unable to study in Belarus due to their political views.

More information:
www.english.studium.uw.edu.pl/k-kalinowski-scholarship-program
Tuition fees

Foreign students admitted to study on the principles other than those applicable to Polish citizens on tuition fee basis, pay the tuition fees of EUR 500 to EUR 2,000 for one semester. The fee should be paid before the beginning of each semester. In the event of a difficult financial situation of a foreign student, the Rector, at the request of the person concerned, may reduce the fee, spread it out in instalments or release the student from it entirely.

Foreign students studying in Poland under the rules applicable to Polish citizens pursue their studies free of charge. They solely pay fees related to the repetition of the subject or the semester and participation in the classes not included in the study programme.

Charges for documents issued to students

- an electronic ID card – PLN 17,
- a diploma and its two copies - PLN 60,
- an additional copy of the diploma translated into a foreign language - PLN 40,
- legalization of documents intended for legal transactions abroad - PLN 19.

Advantages of the programme:

- gaining experience
- getting to know new cultures
- improving foreign language skills
- better prospects in the job market

General rules:

- 360 days for student exchanges at every cycle of studies
- leaving for an exchange even several times at the same study cycle
- leaving for an exchange from 90 to 360 days and for an internship from 60 to 360 days
- Erasmus+ scholarship

Who can participate?

- to study: students of 1st, 2nd and 3rd cycle of studies at TUL
- for an internship: students of 1st, 2nd and 3rd cycle of studies at TUL and graduates qualified for the exchange program during the last year of studies before taking the final exam.

The Erasmus+ programme at Lodz University of Technology offers all students of our University an exchange within the countries participating in the program – 28 UE countries and Island, Lichtenstein, Norway, Turkey, Macedonia and selected partner countries (on special terms).

Mobility Week

The annual event taking place in autumn, which promotes student mobility at Lodz University of Technology. During the event students may learn more about the possibilities of participating in student exchange programs.

Contact

Centre for International Cooperation
36 Żwirki St., 1st floor, office number 120
www.erasmus.p.lodz.pl
Our campus is not only a symbol of the university, but also of the city. Close to the famous Piotrowska Street there is a compact area where you will find all university buildings, class rooms, laboratories, workshops, dean’s offices and rector’s office. The University has a specific atmosphere thank for its nineteenth-century palaces and revitalized post-industrial buildings adapted for modern classrooms and laboratories. A park located in the center of the campus, with its unique trees is something the University is proud of. Please, see the map of the Campus.
ACCOMMODATION

The Academic Residential Estate of Lodz University of Technology is composed of nine dormitories which provide good living conditions and the right atmosphere to study as well as pleasant ambiance to spend leisure time. The computer network which provides the internet to every room, well-developed leisure facilities, a canteen, student clubs – are just a few advantages of our dormitories.

Lodz University of Technology has an events hall, which is located in building C15 at 3a Politechniki St. The hall is air-conditioned, equipped with the sound system and multimedia, and consists of an auditorium and a stage. It is a facility intended for organization of festivals, competitions, meetings with experts, scientific conferences. The TUL Academic Orchestra, the TUL Choir and ‘Polizontler’, the TUL Juggling Club, hold their rehearsals there – other events organized in the hall include the TUL beauty pageants, sports galas, concerts. On the university Campus there are offices of the following student organizations: The Students’ Council, the Academic Sports Association, the Polish Students Association, BEST (the Board of European Students of Technology), the Student Tourist Club “Plazik”, and the TUL Students’ Radio ŻAK from where programmes are broadcast.

The advantage of the Campus is its good location: it is near the city centre, with easy access to public transport, leisure areas (parks), sports facilities (Zatoka Sportu), the railway station (about 3 km away), the airport and shopping centres. You can find here student clubs, a canteen, a hairdresser, medical clinics, an ATM and shops.

Contact

TUL Campus
TUL Accommodation Commission
3a Politechniki Ave., 1st floor
tel. +48 42 631 28 41
e-mail: komisja.zakwaterowan@samorzad.p.lodz.pl
www.samorzad.p.lodz.pl/zakwaterowania

DORMITORIES

I DS
3b Politechniki Ave., 90-924 Łódź
tel. +48 42 631 21 91
e-mail: recepcja@info.p.lodz.pl
Double-bedded rooms

II DS
5 Politechniki Ave., 90-924 Łódź
tel. +48 42 631 21 92
e-mail: elzbieta.klys@p.lodz.pl
Double-bedded rooms

III DS
7 Politechniki Ave., 90-924 Łódź
tel. +48 42 631 21 93
e-mail: lidia.polis@p.lodz.pl
Double-bedded rooms

IV DS
9a Politechniki Ave., 90-924 Łódź
tel. +48 42 631 21 94
e-mail: uryszula.szczepanska@p.lodz.pl
Double-bedded rooms

V DS
3 Lumumby St., 90-924 Łódź
tel. +48 42 631 27 05
e-mail: ewa.filipczak@p.lodz.pl
Double-bedded and three-bedded rooms

VI DS
11 Politechniki Ave., 90-924 Łódź
tel. +48 42 631 21 96
e-mail: zofia.luczynska@p.lodz.pl
Double-bedded and three-bedded rooms

VII DS
9 Politechniki Ave., 90-924 Łódź
tel. +48 42 631 21 97
e-mail: emila.lewandowska@p.lodz.pl
Double-bedded and three-bedded rooms

VIII DS
40/42 Radwańska Ave., 90-924 Łódź
tel. +48 42 631 21 98
e-mail: uryszula.mroczka@p.lodz.pl
Double-bedded and three-bedded rooms

IX DS
277 Piotrkowska Ave., 90-924 Łódź
(entrance from 232 Wólczańska St.)
tel. +48 42 631 24 86
e-mail: renata.dynarek@p.lodz.pl
Double-bedded rooms

Current prices for rooms:
www.p.lodz.pl/pl/lista/cenniki-osiedle
Fees for dormitories

Fees are payable by 20th of each month for the given month. On the website webdziekanat.plodz.pl every student has to generate an account to which the fee for dormitory must be transferred. The fine for the untimely payment is PLN 30 monthly. Foreign exchange students are required to pay a refundable deposit of PLN 600.

Extending the accommodation for the next academic year and holidays:

In April you should apply for an extension of your accommodation for the next academic year.

Applications for an extension of accommodation for the summer period (July-August) are to be submitted in June. The fee for a dormitory in the holiday months is slightly higher.

The cost of making reservation in the dormitory for another academic year is PLN 100 and this sum is deducted from the accommodation fee for October.

Moving to another dormitory

You are required to submit an application to the Residents’ Council in your current dormitory and to the Manager of the Dormitory, next this application should be submitted to the Student Council Accommodation Commission at al. Politechniki 3a.

Rules of residence in a dormitory

- **Lights-out period** is from 11:00 p.m. to 6:00 a.m.
- You are required to **tidy up** the kitchen after you use it and keep order in your room.
- **Visits of guests** should be reported at the reception desk, and guests staying overnight should be reported to the administration of the dormitory for a fee of PLN 15 per night.
- It is possible to use the laundry after signing up on a list and specifying the date and time. After finishing the laundry, the key must be returned.
- A payment must be made for **using additional rooms** (a gym, a fitness room, billiards, etc.).
- In order to have access to the Internet, you need to report it to the network administrator and you are required to pay an additional fee.

When you have not been allocated a dormitory

There is a possibility of finding accommodation in private dormitories in Łódź or renting a private apartment on your own or with other students. Advertisements of apartments for rent can be found in the local press or the internet.

Website addresses of private dorms:
- www.studentdepot.pl
- www.akademiki.org
- www.basecampstudent.com

The Rules of Order of the Academic Campus:
www.samorzad.plodz.pl/regulaminy-oa-pl
SCIENTIFIC STUDENT CLUBS, ORGANIZATIONS AND STUDENT ASSOCIATIONS

Scientific Student Clubs
At Lodz University of Technology there are about 80 Scientific Student Clubs within each faculty.

Student associations
- ESN-EYE Erasmus Student Network
  www.eye.esn.pl
- BEST Board of European Students of Technology
  www.best.p.lodz.pl
- IAESTE – The International Association for the Exchange of Students for Technical Experience
  www.facebook.com/iaeste.tul
- AIESEC International Association of Students in Economic and Commercial Sciences
  www.aiesec.pl/lodz
- Students’ Forum Business Centre Club
  www.sfbcc.org.pl/lodz

Student organizations
- Student Council
  www.samorzad.p.lodz.pl
- Academic Sports Association AZS
  www.azs.p.lodz.pl
- Photography Club
  www.facebook.com/KlubFotograficznyPL
- Student Tourist Club ‘Plazik’
  www.plazik.pl
- Student Club of Beskid Guides
  www.skpb.lodz.pl
- RAPP Academic Movement ‘Pod Prąd’
  www.rapp.pl/lodz
- Council of Disabled Students
  www.rsn.p.lodz.pl
- ‘NZS’ A TUL branch of the Independent Students’ Association of the Łódź Region
  www.nzs.lodz.pl
- ENACTUS
  www.enactus.p.lodz.pl
- IFE Sailing
  www.ife-sailing.pl
- Student Radio ŻAK
  www.zak.lodz.pl
- Club of Motocyclists at TUL
  www.kmpl.p.lodz.pl
- Juggling Club ‘PoliŻongler’
  www.polizongler.p.lodz.pl
- Academic Choir
  www.chor.p.lodz.pl
- Academic Orchestra
  www.facebook.com/akademicka.orkietra.politechniki.lodzkiej
- ‘Petrolheads’
  Lodz University of Technology
  www.facebook.com/knppt
SPORT LIFE AT TUL

Sports Centre

The Sports Centre of Lodz University of Technology provides physical education classes for students of our university. Students are required to take part in P.E. classes at the 2nd, 3rd and 4th semesters and the choice of activities includes 13 disciplines in total, for example: football, swimming, weight lifting or dance.

The Sports Centre offers students, who enjoy doing sports as a leisure pursuit, 200-meter running track, football pitch and basketball court with artificial turf and beach ball sand court.

AZS PŁ – TUL Academic Sports Association

TUL Academic Sports Association [AZS] is a sports club that enables sports development of both highly competitive athletes and students who want to have their first training in many sports. The club also provides the opportunity to represent Lodz University of Technology at the Polish Academic Championships. The winners can obtain a Rector’s scholarship for the best students. Most of AZS sports sections allow students to pass obligatory physical education classes at TUL.

AZS PL also runs sports sections in the following disciplines:

- acroyoga
- basketball W and M
- sports aerobics
- nordic walking
- aerial acrobatics
- diving
- badminton
- volleyball W and M
- duplicate bridge
- swimming
- rowing ergomet
- squash
- fit and jump
- chess
- fitness
- taekwondo
- float fitness
- ballroom dancing
- swimming
- fit and jump
- tennis
- fitness
- table tennis
- duplicate bridge
- powerlifting
- rowing ergomet
- floorball
- badminton
- sailing
- futsal K
- squash
- equestrianism
- futsal/football M
- floorball
- karate
- sport climbing
- cycling
- table tennis
- badminton
- joga
- futsal/football M
- judo W and M
- equestrianism
- karate
- joga
- cycling
- judo W and M
- futsal K
- equestrianism
- karate

Sports Bay [Zatoka Sportu]

TUL Sports and Education Centre “Sports Bay” is an organisational unit of Lodz University of Technology. It is a multi-activity sports complex with 2 swimming pools, including a unique 50m. indoor swimming pool. TUL students have their physical education classes here and in free time 40 percent discount for an entrance ticket. Apart from the pool area, Sports Bay has its own climbing walls – the highest one is 17-meters high, fitness club and a restaurant. In the academic year 2018/2019 there will be a multi-purpose sports hall open with basketball, volleyball and badminton courts.

Contact

Sports Centre of TUL
11 Politechniki Ave.(building C4), 90-924 Łódz
tel. +48 42 631 28 65, +48 42 631 28 21
e-mail: s-3@adm.p.lodz.pl

Zatoka Sportu
10 Politechniki Ave.(building B28), 93-590 Łódz
e-mail: zatokasportu@info.p.lodz.pl
www.zatokasportu.lodz.pl

AZS PL
3a Politechniki Ave.(building C15), 90-924 Łódz
tel. +48 42 631 28 23
e-mail: politechnika.lodz@azs.pl
www.azs.p.lodz.pl
The Library of Lodz University of Technology is the largest technical library in the region. It consists of the main library and six branch libraries. Along with the department libraries operating in the organisational units of Lodz University of Technology, they are the library information system of TUL.

**Branch libraries**

- **the Library of Biotechnology and Food Sciences** (building A2)
  www.bg.p.lodz.pl/biblioteka-biotechnologii

- **the Library of Civil Engineering and Architecture**
  named after Jerzy Samujło (building B6)
  www.bg.p.lodz.pl/biblioteka-budownictwa

- **the Library of Chemistry**
  named after Osman Achmatowicz (building A26)
  www.bg.p.lodz.pl/biblioteka-chemiczna

- **the Electrotechnical Library** (building A12)
  www.bg.p.lodz.pl/biblioteka-elektrotechniki

- **the Library of Mechanics** (building A20)
  www.bg.p.lodz.pl/biblioteka-mechaniki

- **the fiction library** (building B22)
  www.bg.p.lodz.pl/biblioteka-beletrystyczna

**Libraries at departments and institutes**

- **the Library at the Institute of Computer Science** (building B9, office 249)

- **the Library at the Institute of Papermaking and Printing** (building B17)

- **the Library at the Institute of Textile Architecture** (building A33, office 425)

- **the Library at the Institute of the Fluid-Flow Machinery** (building B13, office 217)

- **the Library at the Interdepartmental Institute of Radiation Technology** (building C2)

- **the Library at the Faculty of Organization and Environmental Protection** (building D5),
  www.woiz.p.lodz.pl/biblioteka-wydzialowa

- **the Library at the Foreign Language Centre** (building B25)

- **the Library at the Faculty of Process Engineering and Environmental Protection** (building B10)

**Municipal Public Library Łódź-Polesie**

Branch No.18, "library on the first floor", at 3a Politechniki Ave.
Poland is the country located in the centre of Europe. In the north it is surrounded by the cold Baltic Sea with large and extensive beaches and clean sand. The south of Poland is a mountainous region including the Carpathian Mountains. The centre of Poland is a lowland area and this is where Łódź is located – the third largest city in Poland. Łódź is an academic centre, the Polish capital of the creative industry and festivals. The eclectic style of the city is reflected by the palaces of former manufacturers, the flavours of four cultures, factory halls, large format murals and bustling Piotrkowska Street.
REPUBLIC OF POLAND [RZECZPOSPOLITA POLSKA]

Warsaw
the capital

Polish
official language

the 9th largest country in Europe

≈ 38 millions of citizens in Poland

≈ 700 thousands of inhabitants in Łódź

Symbols

flag

silver, water, purity
fire, courage, bravery

Polish emblem

Mazurek Dąbrowskiego

jeszcze Polska nie zginęła,
kiedy my żyjemy.
co nam obca przemoc wzięła,
szablą odbierzemy.
marsz, marsz, dąbrowski,
z ziemi włoskiej do polski.
za twoim przewodem
złączym się z narodem.

Łódź emblem

przejdziem wisłę, przejdziem wartę,
będziem polakami.
dał nam przykład bonaparte,
jak zwyciężać mamy.
marsz, marsz, dąbrowski...
HOW TO GET TO ŁÓDŹ?

Łódź is located in the centre of Poland which ensures easy access using various means of transport:

1. Władysław Reymont Airport
   www.airport.lodz.pl
   The airport provides services for popular airlines, including Ryanair.

   Access from the airport to Łódź:
   - bus nr 55: 30 min. 4 PLN
   - taxi: 30 min. ≈30 PLN

2. Chopin Airport (Okęcie)
   www.lotnisko-chopina.pl
   It is located in Warsaw, about 150 km from Łódź. It is the biggest international airport in Poland.

   Access from the airport to Łódź:
   - OKBus, modlinbus: 2.5 h. 9-50 PLN
   - train SKM: 30 min. 5-50 PLN
   - city bus No. 175
   - taxi

Warszawa
   st. Warsaw Central
   pociąg PKP SA: 1.5 godz. ≈30 PLN

Łódź
   st. Łódź Fabryczna/Łódź Kaliska

www.okbus.pl
www.modlinbus.pl
www.rozklad-pkp.pl
Modlin Airport

www.modlinairport.pl

It is located not far from Warsaw and it offers cheap flights.

Access from the airport to Łódź:

Airport

Łódź

modlinbus

3 h.

9-50 PLN

The main railway stations in Łódź:

Near the railway stations there are tram and bus stops allowing access to any place in the city. When leaving the stations, there are also zones for taxis. A trip by taxi to Łódź University of Technology is about PLN 20.

A walk from Łódź Kaliska Railway Station to the university and dormitories takes about 20 – 30 minutes.

Warszawa

Airport

Warsaw

st. Warsaw Central

st. Łódź Fabryczna/Łódź Kaliska

modlinbus

2,5 h.

9-35 PLN

Bus transport

One of the most popular bus service providers is FlixBus - www.flixbus.pl. It offers intercity connections at affordable prices. The travel to Łódź is possible from, among others, Amsterdam, Berlin, Tallinn, Prague.

You can also use cheap and fast transport services of the BlaBlaCar: www.blablacar.pl

Search for routes and connections

It is easy to plan journeys around Poland with the websites:

www.e-podroznik.pl

www.jakdojade.pl

Railway transport

Railway transport

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Warsaw

Łódź

st. Łódź Fabryczna/Łódź Kaliska

train

PKP SA

1,5 h.

≈30 PLN
TRANSPORT IN ŁÓDŹ

In Łódź, MPK is the provider of bus and tram transport services. Timetables are available online at [www.mpk.lodz.pl/rozklady](http://www.mpk.lodz.pl/rozklady).

Time tickets are used and they can be bought in kiosks and ticket machines located on most trams and buses. A passenger can change between the bus and the tram within the same ticket in the purchased time. There are time tickets valid for: 20 minutes (PLN 2.80), 40 minutes (PLN 3.60), 60 minutes (4.40), one-day city ticket (PLN 11.00) or an agglomeration ticket (PLN 13.20).

Discounted tickets for students are 50% cheaper. The valid student ID entitles you to cheaper trips by public means of transport. There is also a possibility of purchasing a season ticket (a pass). It is an electronic proximity card, on which season tickets are coded entitling to trips by public means of transport in Łódź. In order to receive a pass, you need to submit an application (personally or via the internet), and when buying another season ticket – pick up the pass.

You must remember to validate your ticket after getting on the train or bus for a ticket inspection. The fine for not having a valid ticket is PLN 272.20. The fine for lack of documents required to prove your entitlement to reduced-fare tickets is PLN 184.40. The fine paid within 7 days from the receiving the fine is over 50 percent lower.

Łódzki Rower Publiczny (Łódź Public Bike) provides an alternative form of transport, allowing its users to move around the city fast. It supplements the municipal transport in Łódź. ŁRP – 1540 bikes and 154 stations. The bikes are available from March to November each year. In order to use this form of transport, you have to register on ŁRP website, fill in the required data, accept the rules and pay the minimum PLN 20 of the initial fee. One minute and you may use the city bikes on 24/7 basis.

More information:
[www.lodzkirowerpubliczny.pl](http://www.lodzkirowerpubliczny.pl)
PLACES IN ŁÓDŹ

**History**
- Museum of the City of Łódź – Poznański Palace
- Museum of Cinematography
- Central Museum of Textile Industry White Factory
- Księży Młyn (a group of former textile factories and other facilities dating from 1824)
- Museum of the Canal “Dętka”
- Museum of Independence Traditions (Museum Station Radegast)
- Jewish cemetery
- Old cemetery – “Powązki in Łódź”

**Art**
- Museum of Animation Se-ma-for
- Museum of Art MS1 and MS2
- Murals
- Pasaż Róży

**Nature**
- Botanic Garden
- Palm House
- Łagiewnicki Forest
- ZOO
- Arturówek
- Jan’s Ponds

**Science**
- Planetarium EC1
- Centre of Science and Technology EC1
- Science Centre ‘Eksperymentarium’

**Sport and leisure**
- Aquapark Fala
- Zatoka Sportu [Bay of Sport]
- Stacja Nowa Gdynia
- Rudzka Góra
- Fitness clubs (FitFabric, I’m fit, Sportera, Squash Point, gyms, courts)
- City bikes Nextbike

**Shopping centres**
- Manufaktura
- Sukcesja
- Pasaż Łódzki
- Galeria Łódzka
- Port Łódź

**Entertainment**
- Atlas Arena
- Wytwórnia
- Cinemas, theatres and a concert hall

**Off Piotrkowska Street**
It is the centre of music clubs, pubs and shops, but also excellent restaurants located at the length of 4 km. During the holidays, there are street cafes in front of many restaurants inviting passers-by to rest.

Więcej informacji:
www.offpiotrkowska.com
www.facebook.com/piotrkowska217

At 138/140 Piotrkowska Street there is a space gathering not only representatives of creative industries, but also the most well-known restaurants in Łódź. Off Piotrkowska, which was founded in a former spinning mill, has become a popular meeting place.
INTERESTING PLACES OF ŁÓDŹ REGION

1. Arboretum in Rogów
One of the largest forest parks of this type in Poland with the richest collection of trees and shrubs in Central and Eastern Europe. Open all year. It is particularly recommended from spring to autumn.
www.arboretum.sggw.pl

2. Zoosafari Borysew
Zoological garden with an area of 25 hectares where over 500 exotic animals representing 90 species from 5 continents are gathered. Closed in winter.
www.zoosafari.com.pl

3. Termy [Hot Springs] Uniejów
A thermal-pool complex, which offers hot baths in therapeutic thermal brines. Open all year. Recommended in winter.
www.termyuniejow.pl

4. Łowicz i Maurzyce
A region famous for its characteristic folklore, among others, Łowicz cut-outs and traditional costumes along with an open-air museum with monuments of regional architecture. Open from April to October.
www.lowiczturystyczny.eu

5. Nieborów i Arkadia
A palace and garden complex. Open from March to October.
www.nieborow.art.pl

6. Spała
A resort town on the Pilica River in Spala landscape Park. Open all year.
www.spala.pl

7. Zalew Sulejowski
8. Jeziorsko
The two largest water reservoirs of the Łódź region and its huge tourist and leisure attraction. Zalew Sulejowski is a water reservoir on the Pilica River, located between Sulejów and Smardzewice, 50km from Łódź. Jeziorsko is a dam reservoir on the Warta River, located on the border of two provinces – Łódź and wielkopolskie voivodeships. Recommended in summer.

9. Mountain Kamieńsk
An artificial hill, 386 m high, which makes it the highest hill in Central Poland. A very good place to go skiing in winter.
www.gorakamiensk.info

10. Castle in Łęczyca
The castle-the seat of the Museum of Łęczyca – was built by the Polish king Casimir the Great probably in the years 1357-1365. Today, it is a place abundant in events taking place throughout the year. These include both well-known regular events of international standing (the International Knights’ Tournament) as well as smaller, regional ones. Everyone will find something interesting here.
www.muzeumleczycya.pl

11. Rogowska Narrow-Gauge Railway
Antique, narrow-gauge railway operating on the route: Rogów – Rawa Mazowiecka – Biała Rawska. Open all year.
www.kolejrogowska.pl
PLACES OF INTERESTS IN POLAND

Warsaw

Warsaw – the capital of Poland for over 400 years – is the largest Polish city, the centre of economic, political and cultural events. The symbol of the city is the Mermaid in the city coat of arms. Warsaw is both a vibrant metropolis and the city with a unique history. Its main attractions include the Old Market Square with the Royal Castle, the Łazienki Park and numerous museums. Visiting the 30th floor of the Palace of Culture and Science is a must if we want to see the magnificent panorama of the city.

Cracow

Cracow is a city located in southern Poland on the Vistula River, the second Polish city in terms of population and area. It is a former capital, a coronation city and the necropolis of Polish kings. Cracow is the most visited Polish city. Its main attractions include the Wawel Royal Castle and the Old Market Square with the Cloth Hall (Sukiennice) and St. Mary’s Church. In the vicinity of Cracow there is the historic Salt Mine in Wieliczka. An hour’s drive west of Cracow there is Oświęcim (Auschwitz), the largest of former German Nazi concentration and extermination camps.

Tri-City

The polycentric metropolis, which includes three cities: Gdańsk, Gdynia and Sopot, is a unique Polish attraction. Located on the Bay of Gdańsk, the cities offer not only sightseeing the monuments, but also extensive sandy beaches with the longest pier at the Baltic seaside in Sopot. On the way to the Tri-City, two other cities can be visited: Toruń, the birthplace of Nicolaus Copernicus and the capital of gingerbread, and Malbork with the wonderfully preserved Teutonic castle.

Masurian Lakes

The Masurian Lake District was in the finale of the “Seven Wonders of the World” competition. The main tourist attraction of the region are its lakes, including the largest lakes in Poland – Śniardwy (113.8 km²) and Mamry (105 km²). The area is also called the Land of Thousand Lakes, as there are almost 2,600 lakes in total.

Tatra Mountains

The highest mountain range in the Carpathians, with the highest peak in Poland, Rysy (2,499m above the sea level). The capital of the region is Zakopane, the centre of highland culture and winter sports. The main street in Zakopane is Krupówki, where you can find numerous restaurants serving traditional dishes and folk highlander music.

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POPULAR POLISH DISHES

Žurek
[sour cream soup]
A traditional soup made on the basis of sourdough obtained from rye flour with a characteristic sour flavour. During Easter it is served with white sausage and eggs. An interesting way of serving żurek is cutting a hole in a small loaf of bread and filling it in with soup.

Pierogi
[dumplings]
Round pieces of thin dough stuffed with various types of food, for example, meat, cheese or fruit, and folded in half. The most famous ones are those with cabbage and mushrooms, which are served during Christmas. Another popular type of dumplings include Russian pierogi stuffed with cheese, potatoes and cracklings which, however, are not served in Russia.

Bigos
Traditional Polish dish of sauerkraut, meat and dried mushrooms. Its preparation takes a long time, even a few days, and involves cooking all the ingredients slowly. In Polish, there is even an expression “narobić bigosu”, which means “to make a fuss”.

Gingerbread
Dark, aromatic cake made from, among others, flour, eggs and honey. Gingerbread gets its intense aroma from spices, such as cinnamon, ginger and cloves. It is associated with Christmas and small pieces of gingerbread often decorate Christmas trees. The capital of gingerbread is Toruń, where it has been traditionally made for many years.
**ŁÓDZ**

- New Year’s concerts at the Grand Theatre and the Philharmonic of Łódź
- International Festival of Pleasant and Unpleasant Plays
- Touch the Theatre
- Student Tourist Song Festival YAPA
- Academic Job Fair
- Festival of Science, Technology and Art
- Run in Piotrkowska Street
- Łódź Design Festival
- Juwenalia
- Festival of Piotrkowska Street
- Transatlantyk Festival
- Great Orchestra of Christmas Charity
- Ski Jumping World Cup in Zakopane
- Indoor European Athletic Competition Copernicus Cup – Toruń
- Misteria Paschalia
- Cracovia Maraton
- Lublin Jazz Festival
- Film Festival “Kino na Granicy” (Cinema on the Border) in Cieszyn
- May Day picnics and outings
- Night of the Museums
- Film Music Festival in Cracow
- Orange Warsaw Festival

**POLAND**

- Festival of Colours
- Birthday of the City of Łódź
- Colours of Poland
- Summer Jazz Academy
- Polówka - outdoor cinema
- Festival of Good Taste
- Urbanator Days
- International Festival of Comics and Games
- Four Cultures Festival
- Light Move Festival
- Łódź Design Festival
- Explorers Festival
- Night of the Proms – Classic Meets Pop
- Media Festival “Man in Danger”
- Christmas Market on Piotrkowska Street
- Concert of the Orchestra of Lodz University of Technology
- Open’er Festival
- Sopot Film Festival
- Festival ‘Męskie Granie’
- Przystanek Woodstock
- International Chopin Festival
- Film Festival in Gdynia
- Festival of the ‘Art of Fact’ in Toruń
- Conrad Festival in Cracow
- International Film Festival Camerimage
- Festival of St. Martin’s Street in Poznań
- Saint Nicolas Day
- Christmas Market in Cracow and Wrocław
- Illumination of Christmas decorations in the largest cities

More info on current events in Łódź on: www.plasterlodzki.pl/kalendarz-imprez
www.lodz.naszemiasto.pl/kalendarz-imprez

Tickets for events are available on websites: www.ticketmaster.pl
www.eventim.pl
www.ebillet.pl

*The dates of individual events may change.*
Staying in a foreign country, however, always involves additional formalities to be completed. Foreign nationals study according to slightly different principles than Poles, therefore foreigners should become familiar with applicable legal regulations that relate to them. It also refers to the procedure of legalization of stay in the territory of Poland. Another important issue is the insurance and taking care of your own safety. The above issues as well as others summarized in this chapter will help you to adapt to the conditions in your new place of stay.

Practical info
PRINCIPLES OF STUDYING IN POLAND FOR FOREIGNERS

Foreigners can start and complete studies on the terms set out in the Higher Education Law Act:

If you have:

- a permanent residence permit in the territory of Poland
- citizenship of the Member States of the European Union
- Polish Card

Under the rules applicable to POLISH CITIZENS

Under conditions OTHER than applicable to Polish citizens

Foreign nationals undertaking studies under the terms and conditions other than those applicable to Polish citizens may study:

- Without a fee
  - Scholarship holders (Polish government)

- For a fee
  - Scholarship holders (government of another country)
  - No scholarship benefits
LEGALIZATION OF STAY

Citizens of the European Union

The citizens of the European Union may enter the territory of Poland on the basis of their travel document (ID card, a passport).

If the stay in the territory of the Republic of Poland is longer than three months, the EU citizen is obliged to register his stay at the Department of Civil Affairs and Foreigners Affairs.

Citizens of countries outside the EU

VISA

Before arriving in Poland, the third country nationals must obtain a visa from the Polish consulate in their country. The visa entitles you to enter the territory of the Republic of Poland, transit through this territory and stay on this territory during the time, for the purpose and on terms specified in it. A student visa is usually valid for one year.

RESIDENCE CARD

A foreigner who has obtained a temporary residence permit receives a residence card. During the period of its validity, the residence card confirms the identity of the foreign national during his stay in the territory of the Republic of Poland and entitles him, along with a travel document, to repeatedly cross the border without the necessity to obtain a visa.

A temporary residence permit is granted to a foreigner at his request if he meets the requirements specified with regard to the declared purpose of the stay and the circumstances, which constitute the basis for applying for it, justify his stay in the territory of the Republic of Poland for a period longer than three months. The first permit is granted for the period of 15 months.

The application should be submitted no later than on the last day of legal residence of a foreign national in the territory of Poland.

The foreigner may be refused a permit or the permission for the next permit may be withdrawn if he did not complete a study year within the specified time limit. The Rector of the university without delay informs the voivode, who granted the temporary permit to the foreigner, that the student has been removed from the list of students as well as that the student failed to complete the study year within the specified time limit.
**Required documents to obtain a residence card:**

- A completed application and its photocopy
- Four photos
- A photocopy of a valid travel document
- A document confirming that a foreigner has a place to stay
- A document confirming that a foreigner has a health insurance
- Documents confirming that a foreigner has sufficient funds to cover the costs of education, upkeep and return to his country
- A certificate of admission to studies or continuation of studies

**Benefits of having a temporary residence permit for a student**

- Repeated border crossing without the need to have a visa
- Work without any additional permit (applies to full-time students)
- Free movement in the Schengen zone (for a period not exceeding 3 months in a 6-month period)

**Registering residence**

It is an official specification of the address at which the person is permanently or officially staying. If the foreigner plans to stay in Poland for more than:

- 3 months (EU, EFTA, Switzerland)
- 30 days (other foreigners)

and plans to return to the country of his permanent residence, he must register for a temporary stay.

**Documents to prepare when?**

- Temporary residence registration form
- A certificate issued by the dormitory confirming accommodation or, in the case of renting an apartment – a tenancy agreement
- An identity document (a travel document, a passport with a visa or a residence card)

Registration for temporary residence should be reported to the city council, within the jurisdiction of which a foreigner will be staying. The registration procedure is free of charge. The charge for issuing a temporary residence registration certificate is PLN 17.

An official will make a registration immediately after submission of the application. In order to receive a confirmation of registration, an application must be made to that effect.

**Useful links:**

- [www.migrant.info.pl](http://www.migrant.info.pl)
- [www.udsc.gov.pl](http://www.udsc.gov.pl)
- [www.pasporty.lodzkie.eu](http://www.pasporty.lodzkie.eu)
- [www.uml.lodz.pl](http://www.uml.lodz.pl)
- [www.obywatel.gov.pl](http://www.obywatel.gov.pl)
A foreigner studying in Poland is obliged to have a PESEL number.

**PESEL**

The register PESEL is a central collection of personal data.

It is maintained by the minister responsible for computerization. The PESEL register collects data of Polish citizens and foreigners residing in the territory of the Republic of Poland who register for permanent or temporary residence. Only foreigners planning short-term stays, which do not require registration (when the stay in the territory of the Republic of Poland does not exceed 30 days), are excluded from this regulation. The registration of the data in the PESEL system is performed by the city office, competent for the place of residence of a foreigner. The basis for registering the data of a foreigner is a valid travel document or any other document confirming the foreign national’s identity and citizenship.

Alternatively, a foreign national is entitled to work in the territory of the Republic of Poland if he has a work permit.

**WORK**

Foreigners who can work in Poland without a work permit:

- citizens of the European Union
- holders of a permanent residence permit
- holders of a valid Polish Card
- graduates of Polish universities
- full-time students (staying in Poland on the basis of a visa or a temporary residence permit)

**MONEY**

Currency: Polish zloty (PLN)

<table>
<thead>
<tr>
<th>PLN</th>
<th>EUR</th>
<th>USD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,00</td>
<td>0.26</td>
<td>0.34</td>
</tr>
</tbody>
</table>

- exchange rate from January 2018

Currency exchange:

- currency exchange office [kantor]
- bank

**Accommodation**

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dormitory</td>
<td>PLN 350.00</td>
</tr>
<tr>
<td>Renting a flat (room)</td>
<td>PLN 700.00</td>
</tr>
</tbody>
</table>

**Groceries**

- bread: PLN 2.00
- butter: PLN 6.00/200g
- milk: PLN 2.50
- cheese: PLN 20.00/kg
- ham: PLN 25.00/kg
- eggs: PLN 0.70/piece
- potatoes: PLN 1.00/kg
- tomatoes: 4.00 – 8.00/kg
- apples: PLN 2.00 – 5.00/kg
- chicken breast: PLN 15.00/kg
- sugar: PLN 3.00/kg
- coffee: PLN 8.00/250g
- tea: PLN 4 for one pack with 20 teabags
- beer (0.5 l): PLN 3.00 (shop), PLN 10.00 (pub)

**Lunch in the canteen**

<table>
<thead>
<tr>
<th>Cost</th>
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<tbody>
<tr>
<td>PLN 15.00</td>
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</table>

**Phone card + internet**

<table>
<thead>
<tr>
<th>Cost</th>
<th>Monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLN 30.00</td>
<td></td>
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**Cosmetics and cleaning products**

<table>
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<tr>
<th>Cost</th>
<th>Monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLN 50.00</td>
<td></td>
</tr>
</tbody>
</table>

**Transport**

- MPK pass, discounted price: PLN 45.00/month
- Taxi to the city centre: PLN 20.00

**Sports monthly ticket**

<table>
<thead>
<tr>
<th>Cost</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PLN 100.00</td>
<td></td>
</tr>
</tbody>
</table>

**Total**

≈ PLN 1200

* prices are given approximately

*** prices depend on the season
INSURANCE

Health insurance

Insurance in case of an illness etc. In order to benefit from such insurance, premiums resulting from the insurance contract must be paid.

NNW and OC

The costs of accident and third party insurances are covered by the students at the university. More information: www.fundacja.p.lodz.pl

UE/EFTA citizens

must be holders of a European Health Insurance Card (EHIC). The costs of a student treatment are covered by the National Health Fund (NFZ).

Non-UE/EFTA citizens

must be holders of the health insurance policy (min. 30,000 euro) valid for the period of the planned stay in Poland, which covers expenses related to treatment in Poland. The insurance company covers the costs of medical treatment.

Non-UE/EFTA citizens may also benefit from the health insurance in the National Health Fund (NFZ). For this purpose, an application should be submitted to the National Health Fund competent for the place of residence of a foreigner at the regional branch of the NFZ.

To conclude such a contract, the following documents must be submitted to the NFZ:

• application for health insurance
• valid certificate of the student status
• information on the place of residence
• passport
• Polish Card (provided a foreigner is a holder of the Polish Card)*

*NOTE! Contributions for health insurance of persons recognized as persons of Polish origin or having a valid Polish card are paid by the university at which they are studying.

ZUS

Social Insurance Institution

It is a state organizational unit with legal personality that collects contributions for social and health insurance and distributes the benefits (for example, pensions, disability pensions, sickness benefits or maternity allowances) in the amount and on the terms set out in the applicable regulations.

Persons insured in:

NFZ

The right to provision of benefits ceases when the contract with the NFZ is terminated or after 30-days default in the payment of contributions.

Another insurance company

The contract concluded with this company determines when the right to benefits ceases.

Useful links:
www.nfz.gov.pl
www.mz.gov.pl

NFZ

National Health Fund

A national institution that finances healthcare services from the contributions paid by insured persons in the NFZ (insured persons pay contributions to the NFZ, and they receive free healthcare).

The amount of a monthly contribution is PLN 46.80. The premium for each calendar month is payable by 15th day of the following month for the previous month (for example, for January by 15th February).

After the contract with the NFZ is concluded, you should visit the branch or inspectorate of the Social Insurance Institution (ZUS), where the ZUS ZZA form is to be submitted.

Private health insurance

The health insurance can also be bought from a private insurer. An insurance policy is usually taken out for a specific period of time, usually a year. The principles of using the health care services are different in such a case: a fee is paid for the visit at the doctor’s and the incurred costs are refunded by the insurer on the basis of the invoice issued by the clinic.
Recognition of a foreign school certificate in order to apply for admission in Poland

A foreign school certificate is recognized as equivalent to the relevant Polish school certificate in the following manner:

1. By virtue of law, that is without certification by other institutions or bodies in Poland
2. As a result of administrative proceedings of the Head of the Board of Education (so called nostrification)

This applies to secondary school leaving certificate obtained in the following countries:

- Australia
- Austria
- Belgium
- Bulgaria
- Chile
- Croatia
- Cyprus
- The Czech Republic
- Dania
- Estonia
- Finland
- France
- Greece
- Spain
- Ireland
- Iceland
- Israel
- Japan
- Canada
- Korea
- Lichtenstein
- Lithuania
- Luxemburg
- Latvia
- Malta
- Mexico
- The Netherlands
- Germany
- Norway
- New Zealand
- Portugal
- Romania
- Slovakia
- Slovenia
- Switzerland
- Sweden
- Turkey
- USA
- Hungary
- The United Kingdom
- Italy

Types of school reports that are recognized in Poland by the virtue of law:

- Secondary school leaving certificates obtained in education systems of the EU Member States, EEA and OECD, which entitle individuals to apply for admission to higher education institutions in the country in the education system of which they were issued
- IB diplomas (International Baccalaureate) issued by the International Baccalaureate Organization in Geneva;
- EB diplomas (European Baccalaureate) issued by European Schools, in accordance with the Convention on the Statute of European Schools executed on 21 June 1994;
- School certificates subject to international agreements

School leaving certificates which are not enumerated above must be recognized as equivalent to the relevant Polish school leaving certificates in the administrative procedure of the Head of the Board of Education. Recognition of school leaving certificates is performed by regional boards of education competent for the place of residence of the person applying for it, and in the absence thereof, competent for the seat or the institution in which the persons intends to submit the school leaving certificate.
If the diploma of a foreigner entitles him to continue education at the higher level or to open a doctoral degree procedure in a country in the education system of which the university, which issued the diploma, operates, it also entitles the foreigner to continue education at the appropriate level (second cycle studies, postgraduate studies or doctoral studies) or to open a doctoral degree procedure in Poland. A foreign diploma may grant the right to further education in Poland also on the basis of an international agreement.

If the diploma of a foreign national does not entitle him to continue higher education in the country of its issuance, and yet the foreigner wants to continue studying in Poland, he must submit the diploma to the nostrification procedure.

**Documents required for nostrification to be submitted to the Board of Education:**
- legalized and certified with the apostille secondary school leaving certificate with a list of grades
- information that the certificate in question entitles a person to take up higher education in the country where the document was issued
- a translation of the certificate and the list of grades into Polish certified by a sworn translator
- an identity document

**More information:**
Board of Education in Łódź
120a Kościuszki St., 90-446 Łódź
tel.: +48 42 636 61 30
e-mail: kolodz@kuratorium.lodz.pl
www.kuratorium.lodz.pl

**Basic safety rules in Poland**

- **Cross** the street only at the zebra crossing and when the traffic lights are green.
- **Don’t drink** alcohol in public places.
- **Don’t drive** vehicles (a car, a bike) under the influence of alcohol (in Poland it is admissible to drive motor vehicles if the concentration of alcohol in the blood is lower than 0.2 per mil).
- **Don’t leave** your drinks unattended at parties or in clubs—someone could add something to them.
- **Don’t smoke** in public places, except in designated zones.
- **You will be fined** for ticket evasion.
- **Avoid** walking after dark in dangerous places (parks, dark streets).
- **Cycle** only in bike lanes, and in case there is no bike path—on the side of the street; get off the bike and walk across the zebra crossing unless there is a horizontal sign on the road allowing cycling through the street.
- **Remember!** In Poland it is prohibited to produce, sell and use drugs, including marijuana.
- **Use** legal software on your computer.
- **Remain particularly attentive** in crowded places (streets, clubs, concerts), don’t leave your possessions unattended, especially documents and money; when you leave your dorm room, lock it.

**Emergency phone numbers:**
- 112 - general
- 999 - ambulance service
- 998 - fire brigade
- 997 - police
For exchange students

We are very happy to introduce you the International Faculty of Engineering, a unit of Lodz University of Technology, with all the courses taught entirely in English and French. It is a nationally and internationally recognized academic department and a centre drawing students as well as first-rate teachers and research workers. Since its beginning, the mission of IFE is to educate future engineers, skilled in professional competences, languages and soft skills.
FOR EXCHANGE STUDENTS

After your arrival

1. go to the Student Assistance Office located at the International Faculty of Engineering (36 Zwirki St.)
2. have your Certificate of Arrival signed and become TUL’s student officially
3. pay for the student card get a red form filled in with your personal data and go to the post office and pay 17 zł. One part of the red form should be left at the post office and second is for you, as a confirmation of payment which should be brought to SAO.
4. bring to SAO: the confirmation of payment, Health Insurance and Civil Liability Insurance (valid in Poland) and get your student ID. Wait for the info from SAO – they will let you know when the student cards are available for collection. Please note that the student ID might be issued only if you had sent us your passport-size photo before.

SAO

Student Assistance Office (SAO) – located on the first floor of IFE building (A16) is a ‘students helping students’ office. First place you go to after your arrival in Lodz and last one that you visit when you are about to leave. If you have any questions concerning your Learning Agreement, go there and ask or contact them by e-mail: sao@info.p.lodz.pl.

Organisational meeting

Before the beginning of each semester, there is an organisational meeting during which all the important information concerning the studies will be passed on to you. Attendance is obligatory. During this meeting you will be also provided with the detailed information on how to establish your timetable, as you will have to prepare it on your own.

LAS and other documents

Exchange students may have to modify the agreed programme of study upon arrival at the host institution for a variety of reasons. Approval of the changes by both parties must be obtained in order to guarantee full academic recognition of all course units taken abroad. These changes will be indicated on a separate form. Changes to Learning Agreement for Studies can be generated from www.mobility.p.lodz.pl/in after your arrival at TUL. Deadline for submitting the printed Changes to LAS to the Student Mobility Division is till the end of the 2nd week of the semester.

ESN-EYE

ESN-EYE is a non-profit student organisation that coordinates many events and projects oriented on exchange of Erasmus students and local students. They work at Lodz University of Technology and are a part of wide, European network of Erasmus Student Network – ESN (40 countries, 900 universities). They are a group of exceptional, cheerful people who strive for perfection in organising projects and events mainly connected with promotion of students mobility programmes and consequently European Union integration. Their activities rely on teamwork, where all the members have an equal possibility of gaining new experience and are limited only by their own creativity.

ESNcard is the membership card of the Erasmus Student Network. ESNcard is also used as a discount card in many cities and countries around Europe.

To learn more visit our website www.esncard.org

Their main projects are:

- SocialErasmus – allowing international students to understand society’s problems and to work on the solutions
- ExchangeAbility – increasing the participation of students with disabilities in mobility programmes
- ESN Sport – various sport activities, promoting a healthy lifestyle among students
- Tandem – language exchange, allowing people from different countries to learn languages.

ESN-EYE is the perfect place for developing managerial and organisational abilities while working on projects designed for international people.

More information: www.eye.esn.pl/en
Mentors

Mentor is a local student that is going to help you during your stay in Lodz. He/she will help you to find the way through the University. If you wish, they will also organise a pick up for you upon your arrival in Lodz. If you have any questions concerning your stay, University, dorms, events, life in Lodz, Polish culture or anything else – just ask. Your mentors will contact you directly.

Before you arrive in Lodz, you should inform your Mentor about the specific time and place of your arrival. Then the Mentor contacts the dorm to confirm your arrival – so if your flight is cancelled or delayed – let him/her know.

Usually students are allowed to move to the dormitories 5 days before the beginning of the semester. If you are planning to arrive earlier, please get in touch with your mentor, who can contact the dorm and ask for the possibility to move in earlier. If not, mentor can help you find accommodation in a hostel for the time before you move in to the dorm.

Integration Weekend

This event is prepared especially for Erasmus students and ESN-EYE members section to integrate before the start of the academic year. There is a lot of fun, games and parties during the weekend and surely it is worth your while going! Follow our FB fanpage to get the latest news and not miss out on anything.

Useful words and phrases

To make your survival in Poland easier, we have prepared the most common expressions that you may find useful. The Polish language can be tricky for foreigners. However, if you learn some basic words you will be able to get around the city without problems.

Do you speak… – Czy mówisz…
...English? – ...po angielsku?
...French? – ...po francusku?
...German? – ...po niemiecku?
...Spanish? – ...po hiszpańsku?

How are you? – Jak się masz?
I am lost. – Zgubiłem się.
Where is the bathroom? – Gdzie jest toaleta?
Food – jedzenie
Water – woda
Here – tutaj
Over there – tam
Attention! – Uwaga!
Ticket – bilet
One ticket to...please – Jeden bilet do...
Yes – tak
No – nie
Excuse me – Przepraszam
Hello – Cześć
Good morning – Dzień dobry
Thank you – Dziękuję
You’re welcome – Nie ma za co

Train – pociąg
Bus – autobus
Airport – lotnisko
Train station – dworzec
Bus station – dworzec autobusowy
1 – jeden
2 – dwa
3 – trzy
4 – cztery
5 – pięć
6 – sześć
7 – siedem
8 – osiem
9 – dziewięć
10 – dziesięć
Please – proszę
Goodbye – do widzenia
What is it? – co to jest?
Where is...? – gdzie jest...?
I don't speak Polish – Nie mówię po polsku
I don't know – Nie wiem
I don't understand – Nie rozumiem