



## KOZMINSKI UNIVERSITY FACT SHEET 2021/2022

### Information about the Institution

<b>University Name</b>	Kozminski University / Akademia Leona Koźmińskiego
<b>Address</b>	57/59 Jagiellonska street, 03-301 Warsaw, Poland
<b>University Erasmus Code</b>	PL WARSZAW21
<b>Website</b>	<a href="http://www.kozminski.edu.pl/en/">www.kozminski.edu.pl/en/</a>
<b>Language of instructions</b>	English / Polish



### ACADEMIC CALENDAR

<b>Academic year structure</b>	<b>2 semesters (Fall &amp; Spring) – 15 weeks each semester</b>
<p><b>Dates of the semesters</b> (exact dates to be confirmed soon)</p> <p><b>Fall semester</b></p>	<ul style="list-style-type: none"> <li>✓ Welcome week: last week of September 2021</li> <li>✓ Expected beginning of classes: between 30<sup>th</sup> of September and 4<sup>th</sup> of October 2021</li> <li>✓ National holidays:                             <ul style="list-style-type: none"> <li>01.11.2021 All Saints Day</li> <li>11.11.2021 – Polish Independence Day</li> <li>Christmas</li> </ul> </li> <li>✓ Expected dates of exam session: 31<sup>st</sup> of January – 11<sup>th</sup> of February 2022</li> </ul>
<p><b>Spring semester</b></p>	<ul style="list-style-type: none"> <li>✓ Welcome week: 3<sup>rd</sup> week of February 2022</li> <li>✓ Expected beginning of classes: 21<sup>st</sup> of February 2022</li> <li>✓ National holidays:                             <ul style="list-style-type: none"> <li>17-18.04.2022 Easter</li> <li>1-3.05.2022 Long weekend in Poland</li> <li>16.06.2022 Corpus Christi</li> </ul> </li> <li>✓ Expected dates of exam session: beginning between 13<sup>th</sup> and 20<sup>th</sup> of June until 30<sup>th</sup> of June 2022</li> </ul>

## APPLICATION PROCEDURE

<b>Nominations – deadlines for the <u>Universities</u></b>	For the <b>Fall semester &amp; Academic year – 1<sup>st</sup> of May</b> For the <b>Spring semester – 1<sup>st</sup> of December</b>
<b>Documents submission – deadlines for <u>Students</u></b>	For the <b>Fall semester &amp; Academic year – 1<sup>st</sup> of June</b> For the <b>Spring semester – 1<sup>st</sup> of January</b>  Application available at: <a href="http://www.rekrutacja10.kozminski.edu.pl/na/default.aspx">www.rekrutacja10.kozminski.edu.pl/na/default.aspx</a>
<b>Language requirements</b>	<b>B2 level of English</b> Accepted Certificates: <b>FCE, IELTS, TOEFL</b> * Unless English is a native language of instruction at the home University (in such cases, the <b>confirmation</b> concerning language of instruction is <b>required</b> )



## Contact details – INCOMING STUDENTS COORDINATORS

(International Relations Office – [iro@kozminski.edu.pl](mailto:iro@kozminski.edu.pl)):

<p><b><u>Aleksandra Ryniewicz</u></b> <a href="mailto:aryniewicz@kozminski.edu.pl">aryniewicz@kozminski.edu.pl</a> <b>+48 22 519 23 14</b></p> <p><b><u>Dariusz Sirko</u></b> <a href="mailto:dsirko@kozminski.edu.pl">dsirko@kozminski.edu.pl</a> <b>+48 22 519 23 39</b></p>	<p><a href="mailto:incoming.students@kozminski.edu.pl">incoming.students@kozminski.edu.pl</a></p> <p><b>+48 22 519 23 39</b></p>
<ul style="list-style-type: none"> <li>✓ Before arrival and during the mobility support</li> <li>✓ Learning agreements</li> <li>✓ Courses selection and registration</li> </ul>	<ul style="list-style-type: none"> <li>✓ Nomination and application process</li> <li>✓ Documents and formalities connected with Scholarships (for non-EU students) the Exchange program</li> </ul>



## INFORMATION FOR INCOMING STUDENTS

<p><b>Course information</b></p> <p><b>Syllabus</b></p>	<p>Available in course catalogue upon using login and password:  <a href="https://ikozminski.edu.pl/">https://ikozminski.edu.pl/</a>  <b>login: bwz</b>  <b>password: BWZ12#</b></p>
<p><b>Course selection</b></p> <p><b>Procedure</b></p> <p><b>Registration</b></p>	<ul style="list-style-type: none"> <li>✓ Students select by themselves their preferred courses in Kozminski Virtual University (selection needs to be approved by student's home university).</li> <li>✓ Access to the platform will be given 2 weeks before the semester starts.</li> <li>✓ Undergraduate and graduate students may choose courses from Bachelor and/or Master programs (selection needs to be approved by student's home university).</li> <li>✓ Law students may choose courses from Business studies as well from both levels.</li> </ul>
<p><b>Signing the Learning Agreement</b></p>	<p><b>Fall semester</b> – second half of October  <b>Spring semester</b> – first half of March</p>
<p><b>Course load per semester</b></p>	<p><b>30 ECTS</b> credits per semester  Exchange students are <u>requested not to take more than 35 ECTS</u></p>
<p><b>Language of instruction</b></p>	<p>English/Polish</p>
<p><b>Welcome Week</b></p>	<p><b>Fall semester</b> – last week of September 2021  <b>Spring semester</b> – middle of February 2022</p>
<p><b>Approximate expenses/month/ Student</b></p>	<p>Accommodation: 250-450 Euro/per room  Food: 150-200 Euro  Public Transport: 13 Euro (student 1-month pass)  Other expenses: 50-100 Euro  <a href="https://www.numbeo.com/cost-of-living/in/Warsaw">https://www.numbeo.com/cost-of-living/in/Warsaw</a></p>
<p><b>Visa</b></p>	<p>Depending on a country: please check on <a href="http://www.msz.gov.pl/en/travel_to_poland/visa/">http://www.msz.gov.pl/en/travel_to_poland/visa/</a>  In case a student possesses a residence permit of an EU country, the Polish national visa is still required as the limit of 90 days (which residence permit gives) will be expired during the period of exchange (over 150 days in total in Poland).</p>
<p><b>Insurance</b></p>	<p>EU-citizens: European Health Insurance Card is required.  Non-EU citizens: appropriate health and accident insurance with minimum coverage 30.000 EUR.</p>



<b>Accommodation</b>	Off the Campus
<b>Recommended companies</b> (Real Estate Agencies and platforms)	<p>Recommended platforms:</p> <ul style="list-style-type: none"> <li>• Easy Renting – <a href="http://www.easyrenting.pl">www.easyrenting.pl</a></li> <li>• Pepe Housing – <a href="http://www.pepehousing.com">www.pepehousing.com</a></li> </ul> <p>* special discounts for Kozminski University students – for more details contact coordinator – Aleksandra Ryniewicz (<a href="mailto:aryniewicz@kozminski.edu.pl">aryniewicz@kozminski.edu.pl</a>)</p> <p>Real Estate Agencies:</p> <ul style="list-style-type: none"> <li>• Maxon, e-mail contact: <a href="mailto:Lukasz.lebensztejn@maxon.pl">Lukasz.lebensztejn@maxon.pl</a>, phone:+48 501 103 065, website: <a href="http://www.maxon.pl">www.maxon.pl</a></li> <li>• Capital Estates Dawid Zabiegło, e-mail contact: <a href="mailto:dawid.zabieglo@capitalestates.pl">dawid.zabieglo@capitalestates.pl</a>, phone: +48 884 884 422, website: <a href="http://www.capitalestates.pl">www.capitalestates.pl</a></li> <li>• Partners International Grzegorz Wysok, e-mail contact: <a href="mailto:g.wysok@partnersinternational.pl">g.wysok@partnersinternational.pl</a>; website: <a href="http://www.partnersinternational.pl/agent/grzegorz-wysok">www.partnersinternational.pl/agent/grzegorz-wysok</a></li> </ul> <p><b>Offers from private owners of the apartments which we gathered for Exchange students can be found here:</b> <a href="https://kozminski-my.sharepoint.com/:f:/g/personal/aryniewicz_kozminski_edu_pl/EvqnVFBrsOFMm263oeVuQ0MB1QdgeRrtYAb7stVpFAyDJQ?e=sx5DYC">https://kozminski-my.sharepoint.com/:f:/g/personal/aryniewicz_kozminski_edu_pl/EvqnVFBrsOFMm263oeVuQ0MB1QdgeRrtYAb7stVpFAyDJQ?e=sx5DYC</a></p>
<b>Recommended arrival dates</b>	<p><b>Fall semester:</b> last week - 10 last days of September</p> <p><b>Spring semester:</b> second week of February</p>
<b>Arrival information</b>	<p>Pick-up assistance: yes, by previously appointed person (KU Mate Program managed by Kozminski International Society <a href="https://www.facebook.com/KUInternationalSociety/">https://www.facebook.com/KUInternationalSociety/</a> ).</p> <p><b>The application for KU Mate Program is required.</b></p>

## KU GRADING SYSTEM

Definition	KU grade	ECTS grade	%
Excellent: outstanding performance with minor errors	5,0	A	100-92
Very good: above average standard but with some errors	4,5	B	91-84
Good: generally sound works with number of notable errors	4,0	C	83-76
Satisfactory plus: fair, but with number significant shortcomings	3,5	D	75-68
Sufficient: performance meets minimum criteria	3,0	E	67-60
Fail: considerable further work is required	2	F	59-lower



[http://www.kozminski.edu.pl/uploads/import/Kozminski/files/english\\_website/important\\_documents/study\\_regulations.doc](http://www.kozminski.edu.pl/uploads/import/Kozminski/files/english_website/important_documents/study_regulations.doc)

## INTERNATIONAL RELATIONS OFFICE CONTACT DETAILS

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## KOZMINSKI INTERNATIONAL BUSINESS SCHOOL

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### KOZMINSKI LAW SCHOOL

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