



KOZMINSKI UNIVERSITY

Fact Sheet Academic Year 2018-2019

Details of institution:

Name	Akademia Leona Koźmińskiego
English name:	Kozminski University
Website:	http://www.kozminski.edu.pl/en/
Address	57/59 Jagiellonska St., 03-301 Warsaw, Poland

Contact details of International Service:

International Office: <ul style="list-style-type: none">• <u>Email:</u> iro@kozminski.edu.pl• <u>Website:</u> http://www.kozminski.edu.pl/incoming• <u>Address:</u> International Relations Office office room: D/104, D/105 Kozminski University, 57/59 Jagiellonska St., 03-301 Warsaw, Poland	Head of International Office: <ul style="list-style-type: none">• <u>Name:</u> Valentyna Guminska• <u>Email:</u> vguminska@kozminski.edu.pl• <u>Phone:</u> +48 22 519 22 89
Contact person for incoming exchange students: <ul style="list-style-type: none">• <u>Email:</u> incoming@kozminski.edu.pl • <u>Name:</u> Michal Godlewski• <u>Email:</u> mgodlewski@kozminski.edu.pl• <u>Phone:</u> +48 22 519 23 39 • <u>Name:</u> Aleksandra Ryniewicz• <u>Email:</u> aryniewicz@kozminski.edu.pl• <u>Phone:</u> +48 22 519 23 14•	Contact person for outgoing exchange students: <ul style="list-style-type: none">• <u>Name:</u> Beata Piróg• <u>Email:</u> bpirog@kozminski.edu.pl• <u>Phone:</u> +48 22 519 22 46

Semester dates:	Summer semester: Approx. 15th February - 30th June Winter semester: Approx. 25th September - 10th February
Nomination and application deadlines:	Summer semester: May 1st and May 31st Winter semester: November 1st and November 30th





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Orientation programme:	Approx. 25.09.2018 - 01.10.2018 Winter semester (to be confirmed in May 2018) Approx. 15.02.2019 - 18.02.2019 Summer semester (to be confirmed in May 2018)
Application process:	online application form: http://rekrutacja.kozminski.edu.pl/rekrutacjaNA/Default.aspx (choose option of the Exchange program)
Admission requirements:	<ol style="list-style-type: none"> 1. filled in, printed and signed scan of application form, to be send to: incoming@alk.edu.pl 2. copy of the ID/passport 3. copy of the medical insurance 4. 1 passport size picture in JPG file (to be uploaded in the online form during application) 5. transcript of students records from home University 6. copy of the Certificate of English B2 (or FCE, LCCE 2) unless the student studies at the English track or English is a native language
Possibility of attending courses from different departments:	Courses of Business or Law department
Overview over degree programmes:	Bachelor programs: http://www.kozminski.edu.pl/en/programs/undergraduate-programs-bachelor/ Master programs: http://www.kozminski.edu.pl/en/programs/graduate-programs/
Language of instruction:	English
Recommended language skills:	Minimum level – B2: accepted certificates: FCE, IELTS, TOEFL; unless English is a native language or a language of instruction at the home university (in such case confirmation concerning language of instruction is required)
Programmes offered in English:	http://www.kozminski.edu.pl/fileadmin





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Credit and grading system:	<p>ECTS credit: at least one course to be fulfilled and the maximum number exchange students can fulfil at KU through courses choice is 35 ECTS</p> <p>Grading scale:</p> <table border="1" data-bbox="485 544 1345 1014"> <thead> <tr> <th>Definition</th> <th>KU grade</th> <th>%</th> <th>ECTS grade</th> </tr> </thead> <tbody> <tr> <td>Excellent, outstanding performance with minor errors.</td> <td>5,0</td> <td>100 - 92</td> <td>A</td> </tr> <tr> <td>Very good, above average standard but with some errors.</td> <td>4,5</td> <td>91 - 85</td> <td>B</td> </tr> <tr> <td>Good: generally sound works with number of notable errors.</td> <td>4,0</td> <td>84 – 76</td> <td>C</td> </tr> <tr> <td>Satisfactory plus: fair, but with number significant shortcomings.</td> <td>3,5</td> <td>75 – 69</td> <td>D</td> </tr> <tr> <td>Sufficient: performance meets minimum criteria.</td> <td>3,0</td> <td>68 - 60</td> <td>E</td> </tr> <tr> <td>Fail: some more work required before credit can be awarded.</td> <td>2,0</td> <td>59 –lower</td> <td>F</td> </tr> <tr> <td>passed : not used in the computation of GPA</td> <td>Zal.</td> <td>ungraded</td> <td></td> </tr> </tbody> </table> <p>Study regulations: http://www.kozminski.edu.pl/uploads </p>	Definition	KU grade	%	ECTS grade	Excellent, outstanding performance with minor errors.	5,0	100 - 92	A	Very good, above average standard but with some errors.	4,5	91 - 85	B	Good: generally sound works with number of notable errors.	4,0	84 – 76	C	Satisfactory plus: fair, but with number significant shortcomings.	3,5	75 – 69	D	Sufficient: performance meets minimum criteria.	3,0	68 - 60	E	Fail: some more work required before credit can be awarded.	2,0	59 –lower	F	passed : not used in the computation of GPA	Zal.	ungraded	
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Link to academic calendar:	http://www.kozminski.edu.pl/en/students/academic-calendar/																																
Language courses:	English, Spanish, German, Polish, Chinese																																
Possible study grants:	Erasmus+ program scholarships: http://www.kozminski.edu.pl/fileadmin http://www.kozminski.edu.pl/fileadmin/																																
Accommodation:	Off-campus – recommended real estate agencies: Easy Renting: www.easyrenting.pl Pepe Housing: www.pepehousing.com Student Living: www.studentliving.pl/index.php/en																																