

LENGYELORSZÁG (KRAKKO) JAGELLONIAN UNIVERSITY FACULTY MANAGEMENT AND SOCIAL COMMUNICATION

Important points :

-Application :

A successful application contains several steps before and after arrival at JU

- Deadlines and important dates

Apply before the deadlines

- May 31st, 2017 for 1st semester/ winter semester 2017/2018 (the semesters starts on October 1st, 2017) -- check website for dateline change --
- November 30th, 2017 for 2nd semester/ summer semester 2017/2018 (starts on February 25th, 2018) – check website for dateline change --
- Once accepted, student will be provided with an information pack including an official letter of acceptance and other practical information regarding living and studying in Krakow. They will receive this by post preceded by an email with confirmation in June/July 2017 and for second semester in December 2017.

- Complete the following steps before arrival at JU

1. Apply in the Exchange Application Form (firstly you need to create an account from : <https://www.incomingstudents.uj.edu.pl>) and follow all necessary steps described in the application;
2. Remember that the printed paper Application Form should be stamped and confirmed with signature of your home Erasmus+ coordinator; Please remember also that we need to obtain authorization to contact in emergency situations in case of some emergency
3. As a language certificate we accept any copy of your **Language Certificate of minimum level B1/B2 or Language Proficiency form**. If you are native speaker of English or Polish you do not need to attach certificates.
4. Contact your home Erasmus+ coordinator and then the JU departmental Erasmus+ coordinator (<http://www.dmws.uj.edu.pl/documents/1437122/93fd7915-8a63-4934-acef-da6d53119074>) to consult and prepare your Learning Agreement. Send your LA directly to the departmental Erasmus+ coordinator for approval and confirmation. Do not send it to the International Students Office. See more: Learning agreement. Please prepare your LA before the mobility, you have time to verify "Learning Agreement before the mobility", so you have time till start of the semester.
5. Please remember to consult your LA with the departmental Erasmus+ coordinators from your home University (sending university) and from the Jagiellonian University (receiving university) and send them your Learning agreement for their confirmation.

List of the obligatory documents:

- Exchange Application Form (printed out, signed by student and sending coordinator and scanned)
- 30 of May or 30 of November

- Language Certificate or Language Proficiency Form (printed out, signed and scanned) - 30 of May or 30 of November

- Learning Agreement (printed out, signed by student and departmental Erasmus+ coordinators and scanned) - before start of semester 1 of October or 23 of February

- Registration after arrival at JU
 - Erasmus+ students must register themselves in the International Students Office JU after arrival to Kraków
 - Registration for the studies at JU usually starts 2 weeks before start of the semester
 - In order to register successfully you should bring the following documents
 - your personal ID card (i.e. personal ID, passport)
 - your insurance card (or any valid document confirming your insurance),
 - one pass photo,
 - any document that you may need to be confirmed upon arrival and registration

- In course of registration you will get

Login and password to the university system USOSweb (required for registration to the courses and classes, communication, wi-fi, checking results, getting transcript of records)

-Accommodation :

University halls of residence

- We offer shared (double) rooms in the Bydgoska, Piast and Żaczek dormitory. Information about dormitories : www.dmws.uj.edu.pl/en_GB/zakwaterowanie
- Allocation of places in the students' dormitories of the Jagiellonian University in Kraków to the participants of the Erasmus+ programme have been determined in: Regulation no 58 Jagiellonian University's Rector of 12 July 2016:
<http://www.dmws.uj.edu.pl/documents/1437122/312e56ce-c6b3-4608-9407-61c6d91af835>
- Places in the students' dormitory are allocated upon the application of the participant of the programme. The application for the allocation of a place in the students' dormitory should be submitted online by filling in a form available on the platform of long-distance learning (you will get access to your account by email, if you marked in the exchange application form for Erasmus+ programme that you want to stay in the dormitory).
- Please be informed that you can apply for a dormitory, only after you have received the acceptance letter.

- To apply for a place, you need to log in to USOSweb -> Common Section -> Applications -> Application for placement in dormitory in the academic year 2017/2018 (participants of the Erasmus+ programme).
- An instruction is available here:
<http://www.dmws.uj.edu.pl/documents/1437122/95398509/Dormitory+application+Erasmus%2B+2018/4cceb5bf-5724-4bcd-834e-45994a1aa253>
- When to apply? (check website for dateline changes)
 - a. Winter semester/whole academic year:

July 14 – 25, 2017 r. – I round,

August 12, 2017 – information about allocation,

August 16 – 23, 2017 – II round (reconsideration requests),

September 13, 2017 – information about allocation,

- b. Summer semester:

January 9 – 22, 2018 r. - I round,

February 8, 2018 r. – information about allocation.

- The participant of the programme, who resigns from the allocated place in the students' dormitory is obliged to notify the International Students' Office about this fact.
- Please note, that we are not able to offer housing to all international students and reservations of the places for Erasmus+ students are made at random.

Private housing

- The cost offer for private housing ranges between 400 and 2000 złoty, depending on whether you are sharing a room/flat, and with how many people, how far from the centre etc.
- There are different housing agencies where students can search for private accommodation: i.e. "Bratniak" Foundation Agency of Housing and Work www.biuro.bratniak.krakow.pl or Bratnia Pomoc Akademicka (ul. Św. Anny) or other estate agencies. Erasmus Student Network, a student organisation at the Jagiellonian University, helps international student with finding a flat or room.

Contacts:

- Krzysztof Byrski, MA
- Aleksandra Szklarzewicz, MA
- Oleksii Yaroshkevych

International Students Office
ERASMUS+ Programme

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phone: (+48 12) 663 1546
fax: (+48 12) 663 1545
email: erasmus@uj.edu.pl

email: ismo@uj.edu.pl

**** Dear Student we would appreciate if you could contact us using e-mail addresses other than hotmail. Due to internal problems we do NOT receive e-mail from this address.**

Useful links :

- http://www.dmws.uj.edu.pl/en_GB/erasmus-kraje-programu
- <https://www.incomingstudents.uj.edu.pl/>
- <http://www.dmws.uj.edu.pl/documents/1437122/2055728/Exchange+Students+Guide/43ea8fb6-b756-4bf1-80cf-167cf4f8bcd7> (student guide)
- <http://www.informator.uj.edu.pl/en/courses/> (you can search English courses from there)