

## Arrival in Bydgoszcz

The 2018/2019 Academic Year at the University of Economy begins on October 1 and lasts 3 / 3,5 / 2 years (depending on the course). During the training, students of the University of Economics can take part in concerts and competitions, representing our university. **Students**

**are obliged to inform the University about the date of their arrival min. 7 days in advance.**



KEEP  
CALM  
AND  
BE READY

ORIENTATION WEEK  
16-22.02.2019

The University also organizes International Students Day every year. It is helpful to create friendly bonds. Also, for new students in the first month the University prepares Orientation Week. It will help students to quickly get used to a new life.



Erasmus+

The University also offers Erasmus+ exchange program to almost all destinations in Europe.

The University also offers Erasmus+ exchange program to

## Documents you need to bring to Poland

- 2 passport size photos;
- passport (original & copy);
- copy of Entry Visa;
- original documents from school / university with transcripts of records (legalised or bear with Apostille and confirmed by Polish Embassy);
- eligibility letter from the Ministry of Education or the Board of Education;
- certificate of English language proficiency at B2 level;
- medical certificate;
- travel insurance for at least one year



## Applying to the WSG University

A candidate should create an account on the website of our university:

<https://new.isaps.pl/Rekrutacja>

After this registration, the student will receive his personal account in our system:

<https://new.isaps.pl/Account/Login?ReturnUrl=%2f>

On this site student's schedule, grades and all important information will be available to a student.

## International Recruitment Office

Is situated in building C, room C007. It is open from Monday to Friday from 8 a.m. to 5 pm.

On Saturdays the office is open from 10 a.m. to 2 p.m.

## Temporary Resident Card

After arriving to Poland, students can apply for a resident card, which serves student as a permission to live without a visa. The process of obtaining a resident card takes about 6 months. At this time the student must not leave the territory of Poland.

Students can obtain a residence card only if they are on the list of actual student and does not have problems with law.

If students will have any problems with the police, police can cancel your visa and pass this information to the Border Guards. So the student will have to leave the territory of Poland in few days.

Applying for resident card, student must fill in the application available on website (The questionnaire is prepared in 4 languages. So students will not have any problems filling it):

<http://www.bip.bydgoszcz.uw.gov.pl/formularze/udzielenie-zezwolenia-na-pobyt-czasowy>

Remember to book an appointment before visiting immigration office:

<http://webqms2.pl/kpuw/public/>

Documents for resident card:

- 4 photographs
- Passport and visa copy
- Confirmation of paying an administrative fee 340 PLN
- Confirmation of paying a tuition fee
- House rental agreement
- Confirmation of being a student
- Bank statement
- Insurance for 6 month
- Application form

## Polish National Insurance NFZ

Students of stationary studies have right to buy Polish National Insurance which gives them the same rights as Polish Citizens. They need to fill the application and deliver required documents. This insurance cost just PLN 46,80 (about Euro 11,-) per month and is valid in Shengen Zone.

Steps to make to have NFZ Insurance:

- 1) Visit NARODOWY FUNDUSZ ZDROWIA, UL. ŁOMŻYŃSKA 33, open: Monday – Friday 08:00 – 16:00, deliver documents:
  - confirmation that you have student's status, (PL: zaświadczenie o przyjęciu cudzoziemca na studia)
  - passport with visa,
  - filled application form.
- 2) After signing the contract with NFZ you have to visit ZAKŁAD UBEZPIECZEŃ SPOŁECZNYCH (ZUS), UL.ŚWIĘTEJ TRÓJCY 33, open: Monday 08:00 –18:00, Tuesday – Friday. 08:00 -15:00 and show them an agreement form NFZ.

More information (available in Polish):

<http://www.nfz.gov.pl/dla-pacjenta/zalatw-sprawe-krok-po-kroku/jak-ubezpieczyc-sie-dobrowolnie/>

Through these insurance, students can visit the central hospital in Bydgoszcz.

Most hospitals also accept students with insurance from home countries. (Please read carefully conditions of your insurance company)

Students can also arrange a visit to private doctor's, but cost of medical consultation student should pay by himself.

## Housing

To each new student, the university provides a place in the Student's Hostel. Students are obliged to inform University **min. 7 days** upon arrival.

The cost of the hostel for one person in a double room is from 400 to 450 PLN per month.

Also, students can find their own apartment and live alone or with their friends. The cost of the apartment will be slightly higher - the cost will depends on the location, size and standard.

The closer located to the center the more expensive it is.

## Public Transport

In Poland, there is very well-developed public transport. Students can buy a travel card (season ticket) and charge up it every month or every 6 months. This card allows you to have a ticket with you all time. The card is called Bydgoska Karta Miejsca is issued by:



WSG students can fill the application, supply 1 photo and give them their students ID for activating. Then students ID can be your ticked.

You just need to pay for the selected ticket an add this payment to your student's card.

This machine will help you to charge the card.

### IMPORTANT!

In Poland there are two kinds of tickets - normal ticket and student ticket.

Student ticket can be used by students who have actual student card from university. In another case student should use normal ticket.

More information you will find here:

<http://bydgoskakartamiejska.com.pl/en/index.html>

## Polish currency



Poland has its own currency - **zloty**. The exchange rate of the Polish zloty in relation to the euro is approx. 4,2.

In Poland we have banknotes with the following denominations: 10, 20, 50, 100, 200 and 500 zloty (PLN). Coins - 1, 2, 5, 10, 20, 50 grosz. There are also of 1, 2 and 5 zloty.

## City Bike



City Bike (Bydgoski Rower Aglomeracyjny) – is a self-serviced bike rental system. Bydgoski Rower Aglomeracyjny includes 53 stations and 510 bikes. You can use city bike at any time, what allows to reach selected area. To register in the system you have to click on the link below and pay 10 PLN.

<https://www.bra.org.pl/>



Then your account will be activated. You can use city bicycles in spring, summer and autumn. Every time first 20 minutes of a new bike rental **are not being charged**. How to use bike you can also find on the same website.

## Pets



Unfortunately moving to Poland with animals will be a problem, since dormitories for students do not accept animals. If a student wants move to Poland with animals, then he should find a flat by himself.

## Education for Children



WSG University, since 2013, also offers a kindergarten on the territory of the university. The kindergarten was made for workers and students so that the child would always be close to his parents. On the territory of the kindergarten, there are surveillance cameras, which allows children to be safe all the time.

## Duties and responsibilities of students

Students are obliged to attend the classes and actively participate in them. Students must show up on time, because with constant delays the student can make a bad impression of himself and will not access to the exams. During the lectures is **not allowed** to use telephones, read newspapers or leaving the classes without permission. Foreigners are obliged to inform University if they change their place to live, e-mail address or telephone number.

## Work in Poland

Students of stationary studies have right to have a part time job but have to attend classes at the same time. From stationary students the work permission is not required. Students should be able to share work and studies, since the main purpose of coming to the country are studies. Otherwise, the student will not be able to pass all the exams.

## Copernicus Program

The university also provide Copernicus program which offers:

- wide offer of additional workshops, internships and trainees
- offer of the postgraduate studies
- offer of additional facilities inside main campus of the University (gym, medical facility etc.)

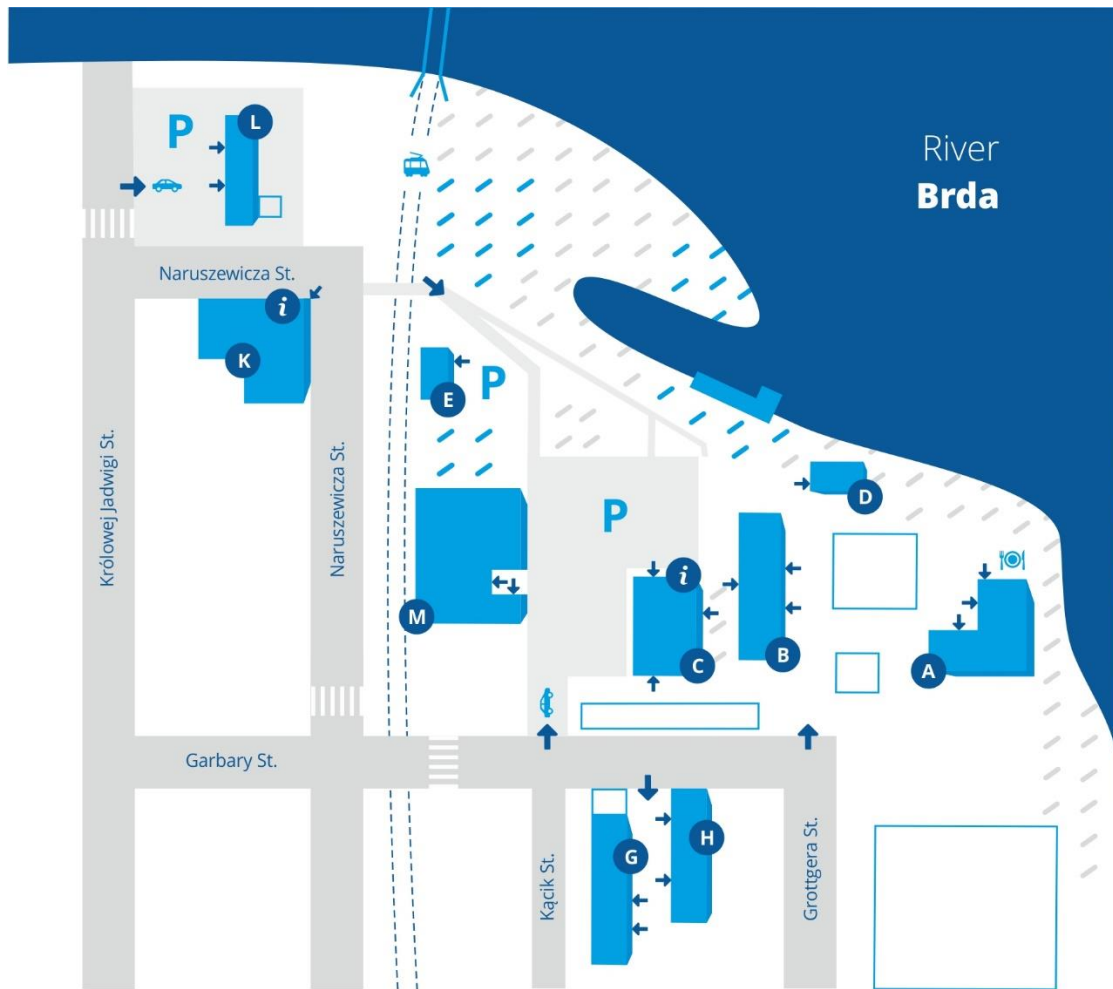
All Copernicus program offer is extra charge and is not eligible to your normal study process.

Additional information you can find in our Student's Guide Book available on-line here:



<http://cwz.wsg.byd.pl/public/files/files/Foreign%20Students%20Guidebook.pdf>

# Campus map



- ➔ Main entrance
- Tram line
- ➔ Building entrance
- ▨ Green area
- ▨ Recreational area
- P Car parking
- i Information
- 📺 Academic Mensa