



## Exchange Partner Institution Information Questionnaire

Academic year 2023/24

General Information			
Name of Institution:	University of Warsaw, Faculty of Management		
Language of Instruction:	English		
Important websites for Exchange Students:	1. University of Warsaw's general website: <a href="http://welcome.uw.edu.pl/the-university-of-warsaw/">http://welcome.uw.edu.pl/the-university-of-warsaw/</a> 2. Faculty of Management's website: <a href="http://www.wz.uw.edu.pl/en/portale/studenci-przyjezdajacy">http://www.wz.uw.edu.pl/en/portale/studenci-przyjezdajacy</a>		
Contact Information (Person in charge)	<b>Incoming Coordinator</b>	<b>Outgoing Coordinator</b>	<b>International Relations Coordinator</b>
	Name: Agata Król (Ms.) Email: <a href="mailto:akrol@wz.uw.edu.pl">akrol@wz.uw.edu.pl</a> Tel: +48 22 5534183	Name: Joanna Wachowska (Ms.) Email: <a href="mailto:JWachowska@wz.uw.edu.pl">JWachowska@wz.uw.edu.pl</a> Tel: +48 22 5534109	Name: Prof. Katarzyna Dziewanowska (Ms.) Email: <a href="mailto:outgoing@wz.uw.edu.pl">outgoing@wz.uw.edu.pl</a> Tel: +48 22 5534183
	Postal Address: 1/3 Szturmowa Str., 02-678 Warsaw, Poland		
Application/Academic Information			
Number of Exchange Students Accepting for Fall 2022 & Spring 2023:	Depends on specific agreement between the UW and partner institution and it can also be negotiated		
Maximum Exchange Period:	Usually 2 semesters		
Minimum Application Requirements (GPA, Academic year/semester, language skills)	1. Minimum study level of incoming students: since most of the courses offered by the Faculty of Management, UW is on the master degree level (they are a part of Master International Business Program (IBP)) it is indicated that the students were at least on their 2nd year of study at home university and have a basic knowledge of the provided by the UW courses' areas such as Management, Marketing, Finance, Economics, etc. 2. GPA: not specified but the higher the better 3. The UW accepts various range of certificates confirming the knowledge of a foreign language at minimum B2 level according to Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR): <a href="https://www.coe.int/en/web/common-european-framework-reference-languages/level-descriptions">https://www.coe.int/en/web/common-european-framework-reference-languages/level-descriptions</a> . Indicated certificates of proficiency in English language: GMAT, TOEFL, IELTS, CAE, CPE		
Application Documents:	<a href="#">For the detailed list of required application documents please see the brochure: Faculty of Management - what you should know before arrival</a>		
Application/Nomination Deadline:	The deadline for Fall semester is May 31; The deadline for Spring semester is November 30.		
Academic Calendar:	<a href="http://welcome.uw.edu.pl/before-you-arrive/academic-calendar/">http://welcome.uw.edu.pl/before-you-arrive/academic-calendar/</a>		
Course Registration (Procedures, Course List Web Link and Closing Dates):	<a href="#">Course offer at the FoM, UW</a>	<a href="#">Course registration at the UW</a>	
Available Department/Program open to short-term students	Faculty of Management, International Business Program (IBP) plus possibility to join any other courses available for short-term students at the UW units e.g. PE classes, Polish language and other foreign languages		
Orientation Program:	Orientation Week arranged in cooperation with the Faculty Student Council before the semester starts plus constant assistance of personal buddy (mentor) - Polish student		
Recommended Date of Arrival:	Fall semester: ~September 25th; Spring semester: ~February 15th		
Financial Expenses			
Housing Information:	<a href="#">Relevant information is forwarded to students by our Faculty IRO after receiving nominations from partner universities. Also, please visit the UW IRO website where useful information for incoming students can be found: http://bwz.uw.edu.pl/en/practical-information</a>		
Mandatory Medical Insurance Information:	Health insurance is mandatory for all students for the whole duration of their stay in Poland. Otherwise you will be asked to pay for any health service you get. Every student coming to the University of Warsaw for short-term studies will be asked to present proof of health insurance upon arrival. Foreign students and academics are advised to purchase third party liability insurance and accident insurance in their home countries. EU citizens staying in Poland are eligible for free health service providing they present their European Health Insurance Card (EHIC) along with the Student ID and passport or ID card. EU citizens not having insurance in their country of residence and non-EU citizens may sign an insurance agreement with the Polish National Health Fund (NFZ-Narodowy Fundusz Zdrowia) or with one of private clinics.  <a href="#">For more information please visit the UW website, option: "Health"</a>		
Any Mandatory Fees	Cost of issuing the UW Student ID card: 22 PLN		
Estimated Cost of Living per Year:	<a href="#">Please visit the UW page, option: "Living costs"</a>		
Any other important remarks			
Candidates for Erasmus and other exchange/guest programs under general UW agreements will find more crucial information as for applying for study at our university on the UW website, under the link as follows: <a href="http://en.uw.edu.pl/education/exchange-and-guest-students/">http://en.uw.edu.pl/education/exchange-and-guest-students/</a> .			