

Documents required to register

To obtain a BUW library card you need to produce:

1. in the case of a pass entitling the visitor to use collections on the premises (or, in special cases, of a one-day ticket):
 - a. a passport or other photo ID (for instance a school ID card, a driving licence, a residence card or an ID card),
 - b. or any valid photo ID with PESEL number;
2. in the case of a pass entitling to use the collections on the premises and to borrow items outside the Library – the data placed in USOSWeb are checked. In addition, the following documents will be requested:
 - a. UW students of all degrees – a valid student ID/PhD Student ID;
 - b. students of UW postgraduate diploma courses – valid photo ID and, in the absence of an entry to USOSWeb, a student enrollment sheet with current semester entries;
 - c. UW employees – valid photo ID (e.g. a passport, a driving license, a residence card or an ID card), possibly an ELP card (Electronic Employee ID); and employment contract (in the absence of an entry to USOSWeb);
 - d. visiting professors – a document with a photo (e.g. a passport, an ID card, a driving license, a residence card), a certificate from a UW faculty;
 - e. professors from other tertiary institutes and research institutes – a valid photo ID (a passport, a driving license, a residence card or an ID card), and a document confirming the status of an independent research associate;
 - f. persons doing short-term exchange studies (e.g. MOST), scientific internship or those participating in other programmes at UW – a valid photo ID (e.g. a student ID card, a passport, a driving license, a residence card or an ID card) and a certificate from the academic unit of UW confirming the student status;
 - g. UW extramural PhD students, who may only use a deposit account: a certificate from the UW advisor, photo ID (e.g. a driving license, a passport, a residence card or an ID card), an application with the consent of the head of the Circulation Department or a person authorized to open an account;
 - h. UW employees with the contract for mandate or for specific work, who may only use a deposit account: a certificate of employment, a photo ID (e.g. a driving licence, a passport, a residence card or an ID card), an application with the consent of the head of the Circulation Department or a person authorized to open an account;
 - i. members of the UW Alumni Club – a valid Club membership card;
 - j. students with a certificate of completion – a student ID or a passport or other photo ID (e.g. a driving license, a residence card or an ID card), as well as the certificate of completion issued by a UW Faculty.