

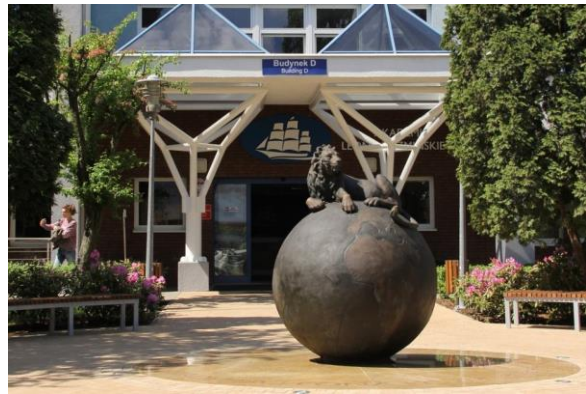


KOZMINSKI UNIVERSITY

KOZMINSKI UNIVERSITY FACT SHEET 2019/2020

Information about the Institution:

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|--------------------------------|--|
| University Name | Kozminski University / Akademia Leona Koźmińskiego |
| Address | 57/59 Jagiellonska st., 03-301 Warsaw, Poland |
| University Erasmus Code | PL WARSZAW21 |
| Website | www.kozminski.edu.pl www.kozminski.edu.pl/en/ |
| Language of instructions | English / Polish |



Academic calendar

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| Academic Year Structure | 2 semesters (Fall & Spring) – 15 weeks each semester |
| Terms/Semesters dates | <p style="text-align: center;">Fall semester</p> <p>30.09.2019 – 20.12.2019 – <u>Classes</u> 11.11.2019 – Polish Independence Day – <u>no classes</u> 23.12.2019 – 01.01.2020 - Christmas break – <u>no classes</u> 02.01.2020 – 27.01.2020 - <u>Classes</u> 28.01.2020 – 07.02.2020 - <u>Exam session</u> 24.02.2020 – 06.03.2020 - <u>Retake exam session</u></p> <p style="text-align: center;">Spring semester</p> <p>17.02.2020 – 07.04.2020 - <u>Classes</u> 08.04.2020 – 14.04.2020 - Easter break – <u>no classes</u> 15.04.2020 – 12.06.2020 - <u>Classes</u> 01.05.2020 – Labor Day – <u>no classes</u> 15.06.2020 – 26.06.2020 - <u>Exam session</u> 01.09.2020 – 11.09.2020 - <u>Retake exam session</u></p> |



KOZMINSKI UNIVERSITY

APPLICATION PROCEDURE:

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| Nominations – deadlines for the <u>Universities</u> | For the Fall semester & Academic year – 1st of May For the Spring semester – 1st of December |
| Documents submission – deadlines for <u>Students</u> | For the Fall semester & Academic year – 30th of May For the Spring semester – 1st of January |
| Language requirements | <u>B2 level of English</u> Accepted Certificates: <u>FCE, IELTS, TOEFL</u> * Unless English is a native language of instruction at the home University (in such cases, the <u>confirmation</u> concerning language of instruction is <u>required</u>) |



Contact details – INCOMING STUDENTS COORDINATORS (International Relations Office – iro@kozminski.edu.pl):

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|---|---|
| Course information Syllabus | Available in course catalogue upon using login and password: https://ikozminski.edu.pl/ login: bwz password: BWZ12# |
| Course selection Procedure Registration | <ul style="list-style-type: none"> ➤ Students select by themselves their preferred courses in Kozminski Virtual University. ➤ Access to the platform will be given 2 weeks before the semester starts. ➤ Undergraduate and graduate students may choose courses from Bachelor and/or Master programs. ➤ Law students may choose courses from Business studies as well from both levels. |
| Signing the Learning Agreement | Fall semester – second half of October Spring semester – first half of March |
| Course load per semester | 30 ECTS credits per semester Exchange students are <u>requested not to take more than 35 ECTS</u> |
| Language of instruction | English/Polish |
| Orientation Week | Fall semester – 24.09.2019 – 29.09.2019 Spring semester – 11.02.2020 – 16.02.2020 |



KOZMINSKI UNIVERSITY

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| Approximate expenses /month/ Student | Accommodation: 250-450 Euro/per room Food: 150-200 Euro Public Transport: 13 Euro (student 1-month pass) Other expenses: 50- 100 Euro |
| Visa | Depending on a country: please check on http://www.msz.gov.pl/en/travel_to_poland/visa/ In case a student possesses a residence permit of an EU country, the Polish national visa is still required as the limit of 90 days (which residence permit gives) will be expired during the period of exchange (over 150 days in total in Poland). |
| Insurance | EU-citizens- European Health Insurance Card is required. Non EU-citizens appropriate health and accident insurance with minimum coverage 30.000 EUR. |
| Accommodation | Off the Campus |
| Recommended companies (Real Estate Agencies and platforms) | Easy Renting - www.easyrenting.pl Pepe Housing - https://kozminski.pepebooking.com/ * platform dedicated for KU Exchange students; special discount – for details contact coordinator – Aleksandra Ryniewicz Home Brocker – rent@homebrocker.pl Uniplaces Community Hostel Hoog Nieruchomosci – www.hoog.com.pl StudentLiving - https://www.kozminski.edu.pl/fileadmin/wspolne_elementy/Jednostki/Biuro_Wsp%C3%B3wpracy_Mi%C4%99dzynarodowej/Studenti/Studentliving_brochure.pdf P&O Apartments – www.pandoapartments.com.pl University Village - michal@piwowar.pl |
| Recommended arrival dates | Fall semester: last week - 10 days of September Spring semester: second week of February |
| Arrival information | Pick-up assistance: yes, by previously appointed person (Buddy program managed by ESN Kozminski). The application for buddy program is required. |



KOZMINSKI UNIVERSITY

KU GRADING SYSTEM

| Definition | KU grade | ECTS grade | % |
|---|----------|------------|----------|
| Excellent: outstanding performance with minor errors | 5,0 | A | 100-92 |
| Very good: above average standard but with some errors | 4,5 | B | 91-84 |
| Good: generally sound works with number of notable errors | 4,0 | C | 83-76 |
| Satisfactory plus: fair, but with number significant shortcomings | 3,5 | D | 75-68 |
| Sufficient: performance meets minimum criteria | 3,0 | E | 67-60 |
| Fail: considerable further work is required | 2 | F | 59-lower |
| Passed: not used in the computation of GPA | Zal. | Ungraded | - |

http://www.kozminski.edu.pl/uploads/import/Kozminski/files/english_website/important_documents/study_regulations.doc

INTERNATIONAL RELATIONS OFFICE CONTACT DETAILS



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KOZMINSKI INTERNATIONAL BUSINESS SCHOOL

| | | |
|--------------------------------|---|--|
| Prof. Pawel Mielcarz | Dean of Finance and Accounting Department | pmielcarz@kozminski.edu.pl |
| Mieczysław Grudziński | Academic Coordinator for Finance and Accounting Program | mietekg@kozminski.edu.pl |
| Pawel Krzyworzeka Ph.D. | Dean of Management Department | pkrzyworzeka@kozminski.edu.pl |
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KOZMINSKI LAW SCHOOL

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|--------------------------------|-----------------------------|--|
| Prof. Monika Całkiewicz | Vice-Rector for Law Studies | mcalkiew@kozminski.edu.pl |
| Mateusz Woźniński Ph.D. | Vice Dean for Law Studies | woynski@kozminski.edu.pl |
| Marek Obszański | Law Studies Coordinator | obszanski@kozminski.edu.pl |