



## Dear Student,

Please find below the instructions and procedures that you need to follow in order to be accepted as an Erasmus+ student at the Pontifical University of John Paul II in Krakow (Uniwersytet Papieski Jana Pawła II w Krakowie - UPJPII).

### Academic Calendar

At the beginning of every academic semester the Erasmus+ Office organizes an Orientation Session (Orientation Week) for the Erasmus+ students starting their studies at the UPJPII. All students are required to attend this Session as it is the best opportunity for them to ask all the questions that may arise during their first days at the University. The Orientation Session for Erasmus+ Winter Semester students will be held: the 1<sup>st</sup> of **October in 2016**.

Erasmus+ students are to remain in Krakow until the end of their semester examinations, and should hand in all their assignments and sit for their exams prior to their departure.

### Language Requirements

The language of instruction at the UPJPII is Polish but we offer also some courses in English (for Philosophy and Journalism Students 30 ECTS offer: <http://upjp2.edu.pl/?q=erasmus/courses-foreign-languages>) and students are expected to be fluent in the Polish or English language which will enable them to successfully complete their Erasmus+ Mobility. Students need to have a **B2 level** in the Polish or English language.

### Enrolment Procedures

For enrolment procedures, the students need to visit our website: <http://www.upjp2.edu.pl/?q=erasmus/admission-procedures>. They need to read all instructions carefully and fill in the Application Form electronically. The document should be sent by regular mail by **15 June 2016**.

### Learning Agreement

When the study-units are selected, students are to send their Learning Agreement (as an attachment) directly to the Erasmus+ Departmental Coordinator for approval:

<http://www.upjp2.edu.pl/?q=erasmus/erasmus-upjpii/erasmus-departmental-coordinators> .

### Transcript of Records

Official transcripts are issued once all the results have been published. Results are usually published within **1 month** after the end of the examination period.

### Accommodation

The UPJPII does not have an own residence hall, but we offer our Erasmus+ Students housing in the residence hall runs by AWF (the University School of Physical Education in Krakow): only double rooms (bedding, bed clothes, furniture, internet access, bathroom). The fee: 396 PLN or 423.5 PLN / month (depends on the room you will choose) and 400 PLN deposit.

### Insurance

We strongly recommend: [https://www.ekuz.nfz.gov.pl/en/info\\_dla\\_uprawnionych\\_z\\_innych/general-information-concerningaccess-health-care-during-temporary-st](https://www.ekuz.nfz.gov.pl/en/info_dla_uprawnionych_z_innych/general-information-concerningaccess-health-care-during-temporary-st)

If you have any other questions or would like me to clarify anything else, please, let me know. I am always glad to help in any way I can.

\*Please note that polish law requires documents with original stamps and signatures, so if you would like one copy with original stamps and signatures back, please send one copy originally signed and stamped.

**Urszula Kubiczek,**  
Erasmus+ Institutional Coordinator  
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