



KOZMINSKI UNIVERSITY

## KOZMINSKI UNIVERSITY FACT SHEET 2015/2016

University Name	Kozminski University
University Erasmus Code	PLWARSZAW21
Language of instruction	English/Polish
Academic Year Structure	2 semesters (15 weeks each semester)
Term / Semester dates	<b>28<sup>th</sup> September- 12<sup>th</sup> February ( Fall); 22<sup>nd</sup> February- 30<sup>th</sup> June (Spring)</b>
Website	<a href="http://www.kozminski.edu.pl">www.kozminski.edu.pl</a> ; <a href="http://www.kozminski.edu.pl/en/">http://www.kozminski.edu.pl/en/</a>
Address	57/59 Jagiellonska St., 03-301 Warsaw, Poland
Nominations deadline	to apply for the Fall Semester or Academic Year - <b>May 1-st.</b> to apply for Spring Semester - <b>November 1-st.</b>
Document submission deadline	For fall semester- <b>May 31 st</b> For Spring semester- <b>November 30 th</b>
Language Requirements	B2, FCE, IELTS, TOEFL; unless English is a native language or a language of instruction at the home university (in such case confirmation concerning language of instruction is required)
Contact person for incoming students	Ewa Buczyńska <a href="mailto:incoming@kozminski.edu.pl">incoming@kozminski.edu.pl</a>
Erasmus coordinator / outgoing students	Kinga Nekanda-Trepka <a href="mailto:kingant@kozminski.edu.pl">kingant@kozminski.edu.pl</a>
Non-Eu outgoing students coordinator	Beata Piróg <a href="mailto:bpilog@kozminski.edu.pl">bpilog@kozminski.edu.pl</a>
Link with material for the incoming exchange students	<a href="http://www.kozminski.edu.pl/incoming">http://www.kozminski.edu.pl/incoming</a>



[www.kozminski.edu.pl](http://www.kozminski.edu.pl)



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KOZMINSKI INTERNATIONAL BUSINESS SCHOOL		
Svetlana Gudkova, PHD	Dean of the Kozminski International Business School	tel +48 22 51 92 102 <a href="mailto:sveta@kozminski.edu.pl">sveta@kozminski.edu.pl</a>
Agata Pawłowska	Director of International Studies Office of KIBS	tel +48 22 51 92 102, <a href="mailto:agata@kozminski.edu.pl">agata@kozminski.edu.pl</a>
Aneta Gasiewska	Msc in Finance and Accounting Coordinator	tel +48 22 51 92 593, <a href="mailto:gasiewska@kozminski.edu.pl">gasiewska@kozminski.edu.pl</a>
Karolina Rębowska	MSc in Management Coordinator	tel +48 22 51 92 250, <a href="mailto:krebowska@kozminski.edu.pl">krebowska@kozminski.edu.pl</a>
Paulina Kowalska	BBA in Management Coordinator	tel +48 22 51 92 493, <a href="mailto:bbaprogram@kozminski.edu.pl">bbaprogram@kozminski.edu.pl</a>
Renata Rakowska	BBA in Finance and Accounting Coordinator	tel +48 22 51 92 352 <a href="mailto:rrakowska@kozminski.edu.pl">rrakowska@kozminski.edu.pl</a>
Magdalena Jagła	Administrative Coordinator	tel +48 22 51 92 265 <a href="mailto:mjagla@kozminski.edu.pl">mjagla@kozminski.edu.pl</a>
Aleksandra Pucek-Mioduszevska	Project Coordinator	tel +48 22 51 92 320 <a href="mailto:apm@kozminski.edu.pl">apm@kozminski.edu.pl</a>
Sylwia Jach	Coordinator of Planning	tel +48 22 51 92 350, <a href="mailto:sjach@kozminski.edu.pl">sjach@kozminski.edu.pl</a>
LAW SCHOOL		
Prof. ALK dr hab. Monika Całkiewicz	Vice-Rector for Law Studies	<a href="mailto:mcalkiew@kozminski.edu.pl">mcalkiew@kozminski.edu.pl</a>
Dr Mateusz Woński	Vice Dean for Law Studies	<a href="mailto:woinski@kozminski.edu.pl">woinski@kozminski.edu.pl</a>
Marek Obszański	Law Studies coordinator	<a href="mailto:obszanski@kozminski.edu.pl">obszanski@kozminski.edu.pl</a>
INTERNATIONAL RELATIONS OFFICE		
Prof. ALK dr hab. Grzegorz Mazurek	Vice Rector for International Relations	<a href="mailto:gmazurek@kozminski.edu.pl">gmazurek@kozminski.edu.pl</a>
Valentyna Guminska	Director of the International Relations Office	tel +48 22 51 92 289 <a href="mailto:vguminska@kozminski.edu.pl">vguminska@kozminski.edu.pl</a>
Kinga Nekanda-Trepka	Erasmus Program Coordinator Outgoing Erasmus Students Coordinator	tel +48 22 51 92 185 <a href="mailto:kingant@kozminski.edu.pl">kingant@kozminski.edu.pl</a>
Beata Piróg	Non-Eu Outgoing Students Coordinator	Tel + 48 22 519 22 46 <a href="mailto:bpirog@kozminski.edu.pl">bpirog@kozminski.edu.pl</a>
Katarzyna Wilk-Uljasz	Staff Mobility Coordinator	tel +48 22 51 92 212 <a href="mailto:katarzynaw@kozminski.edu.pl">katarzynaw@kozminski.edu.pl</a>
Marzena Indra-Gózdź	International Internships and Events Coordinator	Tel +48 22 519 21 66 <a href="mailto:marzena.indra@kozminski.edu.pl">marzena.indra@kozminski.edu.pl</a>
Ewa Buczyńska	Incoming (EU, non EU) Students Coordinator	tel + 48 22 519 23 14 <a href="mailto:incoming@kozminski.edu.pl">incoming@kozminski.edu.pl</a> <a href="mailto:ebuczynska@kozminski.edu.pl">ebuczynska@kozminski.edu.pl</a>



Business School  
Rankings 2013



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<b>INFORMATION FOR INCOMING STUDENTS</b>	
Course Information/Syllabus	Syllabi will be available just BEFORE the beginning of each semester (will be sent by e-mail)  <a href="http://www.kozminski.edu.pl/incoming">http://www.kozminski.edu.pl/incoming</a>
Course Selection/Procedure	Students select by themselves their preferred courses in KU online platform. Access to the platform will be given 2 weeks before the semester starts. Undergraduate students may choose courses from Bachelor programs, graduate from Master programs.
Learning Agreement	Second week of October (fall semester)  First week of March (spring semester)
Course Load per semester	Depending on the home institution's requirements. At KU, 30 ECTS credits per semester. Exchange student are requested not to take more than 37 ECTS
Language of Instruction	English
Approximate Expenses, per month per student	Accommodation: 250-450 Euro  Food: 150 Euro Public Transport: 12 Euro (student 1-month pass) Other expenses: 50- 70 Euro
Visa	Depending on a country  In case a student possess a residence permit of an EU country, the Polish national visa is still required as the limit of 90 days (which give residence permit) will be expired during the period of exchange (over 150 days in total in Poland)
Accommodation	Off-Campus
Recommended Company (Real Estate Agency)	Easy Rent <a href="http://www.easyrenting.pl">www.easyrenting.pl</a> Accommodation for Students <a href="http://www.e-afs.com">www.e-afs.com</a> Home Broker <a href="mailto:rent@homebroker.pl">rent@homebroker.pl</a>
Recommended Arrival Date	18th-23 <sup>rd</sup> September (fall semester) 12 <sup>th</sup> -17 <sup>th</sup> February (spring semester)
Arrival Information	Pick-up assistance : yes by previously appointed person (Buddy program managed by ESN). The application for buddy program is required.
Orientation Week	Usually few days before semester starts (presence highly advisable)  Fall semester: 23-27 September 2015 Spring semester: 17-21 February 2016

