Dear Student,

This guide will prepare you for studying at Tischner European University as an Erasmus/ exchange or visiting student (one or two semesters). While studying at our university you will participate in courses conducted by prominent lecturers, make friends with Poles and succumb to the charms of Kraków, the most beautiful of Polish cities.

This guide will provide you with more details on studies at TEU and some practical information which will prove indispensable to any student living in Kraków.

Should you still have any doubts or questions after having read this booklet, and browsing through our website (www.teu.krakow.pl), please do not hesitate to contact the TEU International Office: international@wse.krakow.pl, tel.: +48 12 638 24 82.
Rector's welcome

I would like to invite you to join us at Tischner European University - a young, private and dynamic institution of higher education!

Some years ago the university was just a bold dream cherished by a few intellectuals and professionals committed to setting high educational standards in Poland. Today it is a vibrant community serving the needs of both Polish and international students, attracting the best scholars and providing models of best practice in teaching and research.

In 2003, when it was founded by the Znak Publishing House, we offered two BA programmes in Sociology and International Relations. In 2005 we introduced also a BA in Philology - Applied Linguistics and in 2011 – MA in Philology. From the academic year 2007-2008 we launched the MA programme in International Relations in Polish, and a full time BA programme in International Relations taught in English. From 2011-2012 we have one more new programme in our offer: BA in Management. Apart from undergraduate and graduate programmes, the TEU Centre for Strategic Development offers a wide range of postgraduate non-degree professional studies.

We offer a rich, innovative and highly topical study programme. Most classes are taught by prominent Polish academics, who have also taught at many European and American universities. Our international contacts and exchange programmes provide students with considerable opportunities for studying abroad. Every year a number of international students come to TEU to complete part of their studies.

We have gained recognition not only as an excellent teaching university but also as a centre for debate on the opportunities and challenges of European integration and Poland’s role in the European Union. We have developed many collaborative relationships with business partners, media NGO’s and charitable bodies.

Since 2005 our campus is located in the historical centre of Kraków (interestingly, the main TEU building not long ago served as a Soviet consulate), which has considerably improved the learning environment. We take every effort to make students’ experiences as rewarding as possible and strive to promote intellectual, ethical and civic values which we hope will guide our alumni in their future work or academic careers.

TEU is a relatively small university with approximately 1300 students being educated for their BA and MA degrees in the 2011-2012 academic year, and nearly 500 completing certificate programs supporting their professional development. The number of academic teachers amounts to a hundred resulting in an admirable teacher-student ratio. The idea of an individual approach to every student is implemented thanks to the University's intimate atmosphere.

I welcome you to our community and invite you to share in the many exceptional experiences that TEU has to offer.

Marek Pałasiński
Rector of the Tischner European University
About TEU

TEU mission

Tischner European University seeks to provide an excellent academic and professional education in a caring environment. TEU’s main concern is not to maximise the number of students, but to provide the best quality of teaching and to instil and cherish a sense of ethical values.

The core of our mission is to assist our students in developing their potential by a combination of rigorous requirements with a caring, individual approach. It is our wish to educate active, self-confident, open-minded citizens, ready to participate in dialogue with others, and capable of competing in the European labour market. To set ourselves ever more ambitious goals and to provide students with a top-quality education, we are looking outward, seeking new ideas, best practices and partner arrangements with educational, business and non-profit-making organisations both in Poland and abroad.

To fulfil its mission TEU provides and encourages:

- a theoretical grounding and professional skills connected with the chosen course of study and planned professional career
- creative, critical thinking which enables students to continually self-improve, intellectually and spiritually, and achieve new qualifications
- a sense of civic responsibility, caring for the common good and concern for public life.

These objectives are reached by:

- interdisciplinary modern teaching programmes, meeting the requirements of the highly competitive labour market
- expert academic staff, gathering together world-class scholars and specialists experienced in economics, entrepreneurship, diplomacy, local government, NGOs and journalism
- an individual approach to every student, helping them to develop their talents and potential.
Our Patron

Father Józef Tischner (1931-2000) was one of the most intriguing and popular figures in Polish intellectual life during the second half of the 20th century. A brilliant philosopher and talented publicist, he was also a valued spiritual leader and favourite of journalists, a man who, while merciless in debates, was always open to a variety of opinions and beliefs. His sermons and lectures drew crowds. Throughout his life he remained closely involved with the Tygodnik Powszechny circle and Znak. He wrote and published more than 600 articles and books. He made history as the author of “The Ethics of Solidarity”, an examination of the ethical foundations of Solidarity (the social movement born in August 1980, which eventually led to the collapse of communism in Poland). In the history of philosophy he created a unique philosophical approach to inter-human relationships (and also the relationship between God and man) which he termed “the philosophy of drama”.

Board of Patrons

Tischner European University enjoys support from many distinguished Polish intellectuals. Our Board of Patrons includes, among others:

- Władysław Bartoszewski - historian, former Polish Minister of Foreign Affairs
- Zbigniew Brzeziński - political scientist, former National Security Advisor to the US President James Carter
- Jerzy Buzek - former Prime Minister, President of the European Parliament
- Norman Davies - historian, author of “Europe. A History.”
- Jerzy Szacki - sociologist, professor at Warsaw University,
- Andrzej Zoll - lawyer, professor at the Jagiellonian University, former Polish Ombudsman
- Tadeusz Mazowiecki - first Prime Minister of the independent Poland after 1989
- Adam Zagajewski - poet and writer.

Founders

Tischner European University was founded by the Znak Publishing House - an institution which has been a cultural landmark in Poland since 1959. Combining commercial success with quality, it is one of the most dynamic and prosperous publishing houses in Poland. It has published famous classics by authors such as St. Augustine, St. Thomas Aquinas, William Shakespeare, Alexis de Tocqueville, Pope John Paul II, Nobel Prize laureates - Czesław Miłosz, Wisława Szymborska and Seamus Heaney, Joseph Brodsky, Norman Davies, Timothy Garton Ash, Krzysztof Kieślowski and Andrzej Wajda. Furthermore, Znak is the meeting place for various scientific, artistic, political and business circles, which for many years set the highest standards in Polish intellectual and public life. TEU is a continuation of this tradition.
From March 2005 Tischner European University has attracted three new strategic partners: The Tertio Millenio Institute, The Polish Confederation of Private Employers Lewiatan (PKPP Lewiatan) and the University of Information Technology and Management in Rzeszów (UITM). These four strategic partners established in 2005 the European Certificate Centre, which is at present the controlling body of the TEU. The assistance of these prominent partners gives the University a unique opportunity to develop at a considerable pace.

The European Certificate Centre offers a wide range of IT and foreign language courses which prepare candidates for international recognised certificates. The ECC aims to broaden its network of authorised examination centres (e.g. such a centre has been launched at the TEU) as well as develop research projects on the methodology of teaching both IT and foreign languages.

Faculty

Our lecturers are experts in their fields, experienced in both practical and theoretical work. Many have years of international experience whilst some are engaged in ambitious research projects.

Members of junior academic staff have been carefully selected with regard to their scholarly achievements and practical experience in politics, entrepreneurship, diplomacy, local government and journalism. This ensures the highest teaching and educational standards.
Why study at TEU?

🔥 Excellent lecturers. Tischner European University employs world-famous professors lecturing not only at the best Polish universities but also at such well-known universities as: UC Berkeley, Cambridge, Columbia, Freiberg, Oxford, Vienna and Bologna. Our university staff are successful in linking theories to their practical realities in business, diplomacy, media, local government and non-governmental organisations.

🎯 Practice-oriented teaching system. Study at TEU is not just about academic theory, it focuses strongly on practical skills which will be of use in the workplace. The majority of classes have the form of workshops, seminars or laboratory classes; the University offers a wide variety of practical training sessions (also abroad).

📚 Studying what's really important. TEU teaches the principles of public relations, the art of negotiation, how to run media campaigns, how to manage human resources, as well as how to use computer programs for data analysis and the procedures for gaining funds from the European Union.

🔍 Individual approach. Each individual student is important to us. Our university is not a giant factory, students cannot hide out of sight! TEU advocates modern teaching methods, the basis of which is the treatment of students as individuals. Majority of classes take place in small seminar groups and students can always seek their tutor's advice in case of problems or difficulties.

📚 Academic development. We believe that education is not just about lectures and classes. Students should have the chance to focus on their own projects and develop a range of interests and ideas. At TEU, students may not only join the numerous student societies and clubs but also get involved in organising special events, often international in scope.

💡 Advanced teaching system. Our students benefit from a modern technological system of student service. Time is not something we waste here but what we save. Students do not have to wait in a line to get the relevant information but simply use their digital Student ID Cards to enter the Virtual University, or log into their university e-mail addresses to check the news.

💼 Career opportunities. TEU facilitates the entrance of its students into the highly competitive labour market. The TEU Career Office provides the students with all necessary assistance in choosing their future career or area of study; the highly individualised programme of studies make it easier for every student to develop his or her own potential; the diploma supplement with detailed descriptions of courses attended (in both – English and Polish), gives any employer a better view on the actual education of the individual.

📊 Evaluation. Students at TEU are not just being evaluated but also get a chance to evaluate. They have a say on who teaches them and how they are being taught. Each term students are asked to fill in a detailed anonymous questionnaire on the quality of their education. In this way everyone is involved in maintaining high standards of teaching.

✨ Magical Kraków. TEU is located in a city whose atmosphere encourages both study and entertainment. A wide variety of cinemas, theatres and museums are on offer as well as the possibility of meeting interesting new people; there are about 200 thousand students in Kraków. With countless tempting cafes, bars and clubs there is little chance of getting bored!
## TEU structure, addresses and contact details

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
<th>Telephone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rector</strong></td>
<td>prof. Marek Pałasiński</td>
<td><a href="mailto:mpalasinski@wse.krakow.pl">mpalasinski@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 03</td>
<td></td>
</tr>
<tr>
<td><strong>Rector’s Office</strong></td>
<td>Ms Ewa Giebułtowska</td>
<td><a href="mailto:rektorat@wse.krakow.pl">rektorat@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 14</td>
<td></td>
</tr>
<tr>
<td><strong>Vice-Rector</strong></td>
<td>dr Błażej Sajduk</td>
<td><a href="mailto:bsajduk@wse.krakow.pl">bsajduk@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 41</td>
<td></td>
</tr>
<tr>
<td><strong>Chancellor</strong></td>
<td>Ms Małgorzata Gosek</td>
<td><a href="mailto:mgosek@wse.krakow.pl">mgosek@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 06</td>
<td></td>
</tr>
<tr>
<td><strong>Dean</strong></td>
<td>dr Grażyna Urbanik-Papp</td>
<td><a href="mailto:gurbanik@wse.krakow.pl">gurbanik@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 15</td>
<td></td>
</tr>
<tr>
<td><strong>Department of Philology/Applied Linguistics</strong></td>
<td>Head (vice-Dean): dr Clarinda Calma</td>
<td><a href="mailto:ccalma@wse.krakow.pl">ccalma@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 15</td>
<td></td>
</tr>
<tr>
<td><strong>Konrad Adenauer Chair of European Integration</strong></td>
<td>Head: prof. Arkadiusz Stempin</td>
<td><a href="mailto:astempin@wse.krakow.pl">astempin@wse.krakow.pl</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Chair of International Political and Economic Relations</strong></td>
<td>Head: dr Rafal Prostak</td>
<td><a href="mailto:rprostak@wse.krakow.pl">rprostak@wse.krakow.pl</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Chair of Interdisciplinary Linguistic Research</strong></td>
<td>Head: prof. Tadeusz Sławek</td>
<td><a href="mailto:tslawek@wse.krakow.pl">tslawek@wse.krakow.pl</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
#### Administration and Services

<table>
<thead>
<tr>
<th>International Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms Judyta Mutwil-Grodecka</td>
</tr>
<tr>
<td>Head of the International Office and the Erasmus Programme Coordinator: (English and French speaker)</td>
</tr>
<tr>
<td>e-mail: <a href="mailto:jmutwil@wse.krakow.pl">jmutwil@wse.krakow.pl</a></td>
</tr>
<tr>
<td>tel.: +48 (0) 12 683 24 82</td>
</tr>
<tr>
<td>fax: +48 (0) 12 683 24 32</td>
</tr>
</tbody>
</table>

| Ms Agnieszka Kulnianin |
| International Office Assistant (English and German speaker) |
| e-mail: akulnianin@wse.krakow.pl |
| tel.: +48 (0) 12 683 24 81 |
| fax: +48 (0) 12 683 24 32 |

#### Institutional ECTS Coordinators

- For Linguistics: dr Jolanta Rzegocka  
  e-mail: jrzegocka@wse.krakow.pl  
  tel.: +48 (0) 12 683 24 15

- For International Relations: dr Wojciech Michnik  
  e-mail: wmichnik@wse.krakow.pl  
  tel.: +48 (0) 12 683 24 15

- For Sociology: dr Konrad Pędziwiatr  
  e-mail: kpedziwiatr@wse.krakow.pl  
  tel.: +48 (0) 12 683 24 15

#### Foreign Languages Centre

address: ul. Filipa 25, 31-150 Kraków

Head: Ms Marta Zachariasz-Janik  
  e-mail: mzachariasz@wse.krakow.pl  
  tel.: +48 (0) 12 683 24 92

#### Admissions Office

Head: Ms Katarzyna Kozłowska  
  e-mail: rekrutacja@wse.krakow.pl  
  tel.: +48 (0) 12 683 24 04  
  fax: +48 (0) 12 683 24 14

#### Dean’s Office

duty hours: Tuesday, Wednesday, Thursday 10.00 am – 3.00 pm  
and Friday 10.00 am – 5.00 pm

Head: Ms Eliza Maławska-Klusek  
  e-mail: dziekanat@wse.krakow.pl  
  tel.: +48 (0) 12 683 24 10  
  fax: +48 (0) 12 683 24 14
<table>
<thead>
<tr>
<th>Department</th>
<th>Head</th>
<th>e-mail</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curriculum and Instruction Office</td>
<td>Ms Kinga Słowiak</td>
<td><a href="mailto:kslowiak@wse.krakow.pl">kslowiak@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 21</td>
<td></td>
</tr>
<tr>
<td>Career Office</td>
<td>Ms Dorota Szmigielska</td>
<td><a href="mailto:biurokarier@wse.krakow.pl">biurokarier@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 70</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>+48 (0) 12 683 24 32</td>
<td></td>
</tr>
<tr>
<td>Centre for Strategic Development</td>
<td>Ms Małgorzata Grzelewsksa</td>
<td><a href="mailto:mgrzelewksa@wse.krakow.pl">mgrzelewksa@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 61</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>+48 (0) 12 683 24 76</td>
<td></td>
</tr>
<tr>
<td>Centre for Professional Development Studies</td>
<td>Ms Renata Juraszczyk</td>
<td><a href="mailto:podyplomowe@wse.krakow.pl">podyplomowe@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 68</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>+48 (0) 12 683 24 66</td>
<td></td>
</tr>
<tr>
<td>Promotion and PR</td>
<td>Ms Monika Banasik</td>
<td><a href="mailto:promocja@wse.krakow.pl">promocja@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 31</td>
<td></td>
</tr>
<tr>
<td>Administration Office</td>
<td>Ms Monika Tokarczyk</td>
<td><a href="mailto:monikatokarczyk@wse.krakow.pl">monikatokarczyk@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 08</td>
<td></td>
</tr>
<tr>
<td>Secretariat</td>
<td>Ms Ewelina Podżorska</td>
<td><a href="mailto:wse@wse.krakow.pl">wse@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 00</td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td></td>
<td><a href="http://www.biblioteka.wse.krakow.pl">www.biblioteka.wse.krakow.pl</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ms Anna Stawarczyk</td>
<td><a href="mailto:astawarczyk@wse.krakow.pl">astawarczyk@wse.krakow.pl</a></td>
<td>+48 (0) 12 683 24 56</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>+48 (0) 12 694 19 28</td>
<td></td>
</tr>
</tbody>
</table>
## International Cooperation

### Partner Universities and Institutions

<table>
<thead>
<tr>
<th>UNITED KINGDOM:</th>
<th>SPAIN:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liverpool John Moores University</td>
<td>Universitat Internacional de Catalunya</td>
</tr>
<tr>
<td>University of Leeds</td>
<td>Universitat Pompeu Fabra</td>
</tr>
<tr>
<td>University of East Anglia</td>
<td>Universidad de Málaga</td>
</tr>
<tr>
<td>Nottingham Trent University</td>
<td></td>
</tr>
<tr>
<td>University of Huddersfield</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IRELAND:</th>
<th>PORTUGAL:</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Limerick</td>
<td>Instituto Politecnico de Braganca</td>
</tr>
<tr>
<td></td>
<td>Universidade Nova de Lisboa</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FRANCE:</th>
<th>ITALY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institut d'Etudes Politiques de Rennes</td>
<td>Università degli Studi di Napoli Federico II</td>
</tr>
<tr>
<td>Université de Marne-La-Vallée</td>
<td>Università degli Studi di Firenze</td>
</tr>
<tr>
<td>Université de Versailles Saint-Quentin-en-Yvelines</td>
<td>Università degli Studi di Modena e Reggio Emilia</td>
</tr>
<tr>
<td>Institut Catholique d'Etudes Superieures</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GERMANY:</th>
<th>HUNGARY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Martin-Luther-Universität Halle-Wittenberg</td>
<td>Kodolányi János Főiskola</td>
</tr>
<tr>
<td>Ernst-Moritz-Arndt-Universität Greifswald</td>
<td></td>
</tr>
<tr>
<td>Ludwig-Maximilians-Universität München</td>
<td></td>
</tr>
<tr>
<td>Universität Osnabrück</td>
<td></td>
</tr>
<tr>
<td>Universität Bremen</td>
<td></td>
</tr>
<tr>
<td>Universität Siegen</td>
<td></td>
</tr>
<tr>
<td>Philipps-Universität Marburg</td>
<td></td>
</tr>
<tr>
<td>Zeppelin University</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NORWAY:</th>
<th>CZECH REPUBLIC:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buskerud University College</td>
<td>Univerzita Palackého v Olomouci</td>
</tr>
<tr>
<td></td>
<td>Vysoká škola ekonomická v Praze</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SWEDEN:</th>
<th>LITHUANIA:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Malmö Högskola</td>
<td>Vilniaus Universitetas</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DENMARK:</th>
<th>TURKEY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aarhus Universitet</td>
<td>Kastamonu Üniversitesi</td>
</tr>
<tr>
<td></td>
<td>Marmara Üniversitesi</td>
</tr>
<tr>
<td></td>
<td>Istanbul Gelişim Üniversitesi</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FINNLAND:</th>
<th>SWITZERLAND:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laurea-University of Applied Science</td>
<td>Université de Freibourg</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ICELAND:</th>
<th>USA</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Iceland</td>
<td>Benedictine College</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| CHINA | |
|-------| |
| Hebei University | |

We also manage a wide range of various international seminars, conferences, internships etc. with many more partners from abroad. Details of these projects can be found at [www.teu.krakow.pl](http://www.teu.krakow.pl).
Erasmus

Erasmus ("European Community Action Scheme for the Mobility of University Students") is the European Commission's educational programme for Higher Education students, teachers and institutions. It was introduced in 1987 with the aim of increasing student mobility. The programme is targeted at all 27 Member States of the European Union, Turkey and the three countries of the European Economic Area, i.e. Iceland, Liechtenstein and Norway.

Since 2007, Erasmus programme has become a part of the new Life Long Learning programme. Erasmus involves student mobility, teacher mobility and curriculum development and is based on co-operation agreements between Higher Education Institutions in different participating states.

In March 2004 Tischner European University was awarded the Erasmus University Charter, entitling it to participation in the Erasmus programme. The TEU received the Erasmus code: PL KRAKOW20. Our University has already signed bilateral Erasmus agreements with 40 Universities. In the academic year 2012-2013 TEU send to partner Universities 29 students and welcomed in Kraków 19 incoming Erasmus students.
**Study programs**

**European Credit Transfer System**

ECTS is the acronym for “European Credit Transfer System”. It is not only a system for the transfer of credits but also for their calculation. ECTS is used within all kinds and modes of studies. It enables students to be educated in their own countries and abroad, ensuring that those who spend some time at a host university complete a similar workload to those who spend all their studies at their home university. ECTS constitutes a set of procedures and tools regulating the transfer of credits between universities. ECTS is also an instrument for accumulating credits in order to organise and integrate an individual student’s study programme. ECTS facilitates student mobility and is compulsory at most universities participating in exchanges, providing the opportunity to compare syllabi and ensuring the formal recognition of students’ achievements in other institutions.

At TEU there are ECTS credits assigned to each particular course. This assessment takes into consideration the student’s contribution and the amount of work required to achieve learning outcomes (evaluated by an exam, a test, a position paper etc.). Student obtains ECTS credits for every course successfully completed at TEU.

TEU Academic Regulations guarantee that ECTS works as a transfer and accumulation system. In ECTS the whole academic year is 60 credits, one semester – 27 credits. One must obtain 180 credits to be granted a Bachelor degree in full- or part-time studies at TEU and 120 credits for a Master degree (full- or part-time studies).

The ECTS grading scale, converted to TEU marks, is as follows.

<table>
<thead>
<tr>
<th>ECTS grade</th>
<th>Description of the ECTS grade</th>
<th>TEU grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>excellent, outstanding performance, without any errors</td>
<td>celujący/excellent</td>
</tr>
<tr>
<td></td>
<td>outstanding performance with only minor errors</td>
<td>5.0</td>
</tr>
<tr>
<td>B</td>
<td>above the average standard, but with a few errors</td>
<td>4.5</td>
</tr>
<tr>
<td>C</td>
<td>good, generally sound work with a number of errors</td>
<td>4.0</td>
</tr>
<tr>
<td>D</td>
<td>satisfactory, but with significant shortcomings</td>
<td>3.5</td>
</tr>
<tr>
<td>E</td>
<td>sufficient, performance meets the minimum criteria</td>
<td>3.0</td>
</tr>
<tr>
<td>FX</td>
<td>fail, some additional work required before the credit can be awarded</td>
<td>2.0</td>
</tr>
<tr>
<td>F</td>
<td>fail, considerable further work is required</td>
<td></td>
</tr>
</tbody>
</table>

Outgoing students completing part of their programme in another country within the framework of Erasmus are guaranteed recognition of their studies abroad. The recognition is made on the basis of ECTS documents, by the ECTS Institutional Coordinator.

- Learning Agreement – a “trilateral contract” between the student and the co-operating universities (TEU and the host university), in which a student undertakes to accomplish a recorded study programme during her/his exchange. An agreement is concluded before the student’s departure on exchange.
Home institution’s transcript of academic records – a document prepared by the home university before the student’s departure on exchange, which states all the academic records which a student has obtained before her/his exchange.

Host university’s transcript of academic records – a document prepared by the host university with all the academic records obtained during the exchange, which a student receives after completing her/his studies abroad.

In both transcript of academic records, all of a student’s courses from the period are mentioned, as well as the amount of credits received and the marks awarded.

Courses available to Erasmus/exchange/visiting students

TEU is among the best Polish private universities which can truly compete with western academic institutions. Thanks to support from the intellectual and moral authorities represented in the Board of Patrons, our University has attracted a high-ranking faculty. Modern teaching programmes are adapted to the European labour market's needs. A model of education at TEU is grounded on foreign languages, practical skills of human resources, public relations, negotiation; on training and work placements, voluntary work as well as developing aptitudes for creative, innovative thinking, which are the most valuable in the contemporary labour market. The teaching and assessment methods and principles are clearly determined and followed. Tutorial classes play an important role in the TEU teaching system, enabling the individual student to follow his or her educational path more consciously.

Tischner European University offers to the Erasmus/exchange/visiting students courses in English in both (autumn and spring) semesters.

The list of courses in English is available on the website (http://wse.krakow.pl/en/Erasmus/do_pobrania).

If you know Polish well enough to participate in courses conducted in Polish, you can combine English-taught classes with regular courses in Polish offered to Management, Sociology, Philology - Applied Linguistics and International Relations students, or, if you prefer, choose a programme entirely in Polish.

Incoming Erasmus/exchange/visiting students are obliged to participate in a tutorial course in English.

Tutorial

A separate form of classes is the tutorial (in Polish or in English) which is obligatory for all TEU students. This form of classes is delivered in small, maximum 12-student groups, with the chosen tutor. A tutor should help her/his students with didactic and social problems and also give an opinion on individual academic matters, connected with the course of students’ education (at the request of a student or the Dean). Classes in the form of tutorials are generally aimed at preparing students for independent study. Tutors teach students the skills of reading original documents and texts, independent thinking, and composing written texts. Moreover, a tutorial provides for direct contact between a student and a professor, which gives the professor an opportunity to recognise a student's potential and her/his shortcomings and to focus on detailed academic issues, connected with disciplines explored by students.
Language courses

Polish for foreigners

During the Orientation Week at our University you will be able to take part in the Polish Language Crash Course (3 lessons, 90 minutes each) for free.

Usually most Erasmus students decide to continue the classes, despite the semester-long course is to be additionally paid for. The tuition fee depends on the number of participants and the number of hours provided. There are three options (when there are at least 8 participants):

- 30 hours – 400 PLN; 2 ECTS
- 60 hours – 750 PLN; 4 ECTS
- 90 hours – 1150 PLN; 6 ECTS

Foreign language courses

Anyone can participate in one foreign language regular TEU course for free (apart from the Polish Language Instruction, which is an additional offer, provided by the TEU especially for Erasmus/exchange and visiting students). Those regular language courses are: English, German, Spanish and French.

There are also other language courses, offered not only to TEU students but to anyone interested in them. However, the price for TEU students are 50% lower than the normal price for people outside TEU and it is 6 PLN per hour of tuition. Those of you, who are interested for example in Russian, are kindly asked: firstly, to register for the course in the Dean’s Office (Dziekanat) and secondly, to pay the total of 6 PLN x 30 hours of tuition or 6 PLN x 60 hours of tuition (depending on the language).

Guest Lectures and Meetings

Each academic year TEU hosts a number of guests lectures in English. A list of guest lecturers is available on the TEU website www.teu.krakow.pl

More details regarding courses for international Erasmus/exchange/visiting students available with the Erasmus Coordinator, Ms Judyta Mutwil-Grodecka (e-mail: jmutwil@wse.krakow.pl; tel: +48 12 683 24 82).
Teaching and Assessment Methods

According to the Academic Regulations, an assessment of obligatory courses is made by a lecturer on the basis of the student's activity during classes and of achieved marks from tests, essays, papers, exercises, research laboratories. A lecturer is obliged to notify students about the final assessment methods at the beginning of the semester. If a course is evaluated by an examination, a lecturer notifies students about the extent of the knowledge required and the form of an examination. An appraisal/mark is confirmed by an examination card and an appraisal/examination official record.

Courses in all types of studies at TEU have the form of group classes (lectures and seminars). In contrast to lectures, seminars consist of independent analysis of texts and discussions. There are also modes of individual delivery, for example distance learning and consultation with the faculty during their duty hours. ECTS credits and final marks for lectures are given on the basis of a final examination, which can be written (an essay, a test etc.) or oral. Active participation and inter-semester tests, sometimes a final examination as well, are the basis of giving marks for seminars. If a course consists of a lecture and a seminar, the final course mark takes into account an evaluation of both lectures and seminars. Distance learning is added to the general number of contact hours of seminars and the final mark for the course is combined of two evaluations of these teaching methods.

The Academic Regulations guarantee TEU students a chance to express their opinion on a study plan and study programmes, on the didactic process and the faculty, on every single course unit. Anonymous evaluation forms are distributed at the end of each semester. The opinions are carefully analysed independently and the outcomes serve to improve and update the TEU educational offer.

TEU Anti-Plagiarism Policy

TEU has launched a modern system of tracking down attempts to copy other people's work or ideas without clear acknowledgement. Plagiarism, in its broadest conception, is strictly forbidden at TEU. Students are expected to obey the principles of appropriate citation of quotations and references to written or multi-media sources and they are encouraged to formulate their own opinions and thesis in their essays and presentations of other kind. Any attempts to infringe upon these rules are severely punished through the TEU anti-plagiarism procedures. If you have any questions or enquiries in this field or you have problems in determining what is and what is not the plagiarism, don't hesitate to ask your tutor for help.
Academic Calendar

At TEU the full-time studies academic year is divided into two semesters (every semester lasts 15 weeks), each followed by an exam and retake exam sessions. The first semester (winter semester) starts in October and the second one (summer semester) – in February. The completion period at TEU is one semester. The closing date for taking exams in the winter semester is usually the first half of March, in the summer semester – the first half of September.

<table>
<thead>
<tr>
<th>2012/2013</th>
<th>winter semester</th>
<th>summer semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erasmus/ exchange/visiting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>students</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Holidays:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Easter</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summer holidays</td>
<td>08.07.2014 – 30.09.2014</td>
<td></td>
</tr>
</tbody>
</table>
How to apply for a study abroad program at TEU?

Admission

There are three categories of non-regular TEU international students:

- **Erasmus TEU students** – spending a semester or a year of their studies at TEU in the framework of the Erasmus bilateral agreements which TEU has concluded with the partner universities from the EU member countries; these students are entitled to participate in the programme offered by TEU free of charge;

- **exchange students** – spending a semester or a year of their studies at TEU in the framework of the bilateral agreements which TEU has concluded with the partner universities from other than EU member countries but on the same principles (e.g. Swiss Université de Freibourg, or the Benedictine College from USA); these students are entitled to participate in the programme offered by TEU free of charge;

- **visiting students** – either from non-partner universities or from the partner universities but beyond the bilateral agreement specifications, spending part of their studies at TEU after their acceptance by the TEU International Office; these students have to pay the tuition fee in order to participate in the programme offered by TEU. Visiting students should also contact the International Office at TEU before they apply, to check which courses would be available for them, since some get fully booked by the full-time (or exchange) students.

Documents required of the foreign candidates for one semester/one year study programme at TEU:

- an application form – to be downloaded from the TEU website: [www.teu.krakow.pl](http://www.teu.krakow.pl)
- a Transcript of Academic Records (issued by a candidate’s home university)
- 2 photographs (35x45 mm, no black-white)
- a copy of applicant’s identity card or passport

The deadline for sending application documents, for those who want to study at TEU in the autumn semester or for the whole year, is 30 July. To study at TEU in the spring semester, the deadline for sending application documents is 1 November.

After receiving your documents via post, TEU sends a “Letter of Acceptance” to your university.

After arrival at TEU, Erasmus and exchange students deliver to the International Office two copies of the Learning Agreement signed by the Erasmus Coordinator (or university’s representative, in case of non-Erasmus exchange students) at the home university.

Immediately after arrival in Kraków TEU will provide you with a student ID and, at your request, a Certificate of Enrolment.

All application documents should be delivered to:

**International Office**

**Tischner European University**

ul. Westerplatte 11

31-033 Kraków

Poland
Services and Study Facilities

International Office

International cooperation is one of TEU’s priorities. TEU International Office keeps broadening the offer of student international exchanges within the framework of Erasmus and serves both incoming and outgoing students. It also organises and coordinates guest lectures by visiting professors in Kraków as well as guest lectures by TEU professors abroad, invites TEU students to take part in numerous international intensive programmes and seminars, provides the whole TEU community with opportunities to participate in international conferences and often assists other TEU departments in launching international projects. TEU International Office also organises summer schools for students from abroad.

<table>
<thead>
<tr>
<th>International Office</th>
<th>e-mail: <a href="mailto:jmutwil@wse.krakow.pl">jmutwil@wse.krakow.pl</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms Judyta Mutwil-Grodecka</td>
<td>tel.: +48 (0) 12 683 24 82</td>
</tr>
<tr>
<td>Head of the International Office</td>
<td>fax: +48 (0) 12 683 24 32</td>
</tr>
<tr>
<td>and the Erasmus Programme Coordinator (English and French speaker)</td>
<td></td>
</tr>
</tbody>
</table>

| Ms Agnieszka Kulnianin       | e-mail: akulnianina@wse.krakow.pl |
|------------------------------| tel.: +48 (0) 12 683 24 81       |
| International Office Assistant (English and German speaker) | fax: +48 (0) 12 683 24 32 |

Career Office

An internship at a prestigious company is often the start of a young person’s career. Work experience gives our students a chance to apply their theoretical knowledge and gain concrete practical skills. It is always kept relevant to student’s studies and needs. A student will learn the basic principles upon which an organisation runs, how to work in a team and how to take on real challenging problems.

The TEU Career Office helps our students to find placements in local government on both regional and municipal levels, international institutions, NGO’s, public administration, cultural and educational institutions, consultancies, advertising agencies, international enterprises, mass media, IT companies, public opinion and market research centres and other areas. TEU students are not restricted to Poland for their work experience and they have an opportunity to gain work experience in other European countries.

The Career Office also provides full-time TEU students with all necessary assistance in deciding upon their future career or further education and in searching for the attractive job offers corresponding with student’s interests. Moreover, it organises various free sessions and workshops whose main task is to help the students plan their professional development.
Library

TEU Library:
ul. Westerplatte 11, tel.: +48 (0) 12 683 24 56, e-mail: biblioteka@wse.krakow.pl

The Library is constantly enlarging its collection of books and periodicals in English. Moreover, it offers access to the most prominent electronic databases of academic journals: EBSCO and JSTOR.

For more information please visit: http://wse.krakow.pl/en/biblioteka/art/a,11

Jagiellonian Library:
Al. Mickiewicza 22, tel./fax: +48 (0) 12 633 09 03, e-mail: ujbj@if.uj.edu.pl

Under the framework of an agreement, TEU students are entitled to use the Jagiellonian Library. It is the biggest library in Kraków. For all details please check: http://www.bj.uj.edu.pl/index_en.php

Computer Labs

TEU main building at ul. Westerplatte 11 is equipped with 4 modern computer labs. Students can also use the computers with Internet connection in the TEU main building hall (08:00 – 20:00) and in the TEU Library (during the opening hours of the Library). When TEU computer labs are closed, you can use one of the numerous Internet cafés in the Kraków city centre.
Sport Facilities

TEU students can benefit from the offer of the Centre for Sport and Recreation of Cracow Polytechnic. They can choose from the following sports activities:

- aerobics
- a gym
- tennis
- basketball
- volleyball
- swimming.

Moreover, there are many other opportunities for different kinds of sport activities not only in Kraków itself but also in the whole region (and voivodship) of Małopolska. To the south of Kraków are the Beskidy Mountains (ideal for hiking); while close to the border with Slovakia is the alpine terrain of the Tatra Mountains. From December to March there are appropriate conditions for skiing and other winter sports. To the north west is the Jura region which is ideal for rock climbing. Sailing fans will be able to indulge in this sport on the Czorsztyński Lake (Zalew Czorsztyński) situated 80 km from Kraków, or the Rożnowskie Lake (about 100 km from the city boundaries). On the Dunajec river (in the Gorce Mountains) and in Kraków itself, on a newly constructed artificial track, one can practice white-water canoeing. Also fans of paragliding will find the right terrain and adequate wind. One can also practice other extreme sports such as scuba diving and potholing.

In Kraków itself there are swimming pools and sports fields, while numerous green spaces (e.g. Lasek Wolski or Greenways in Nowa Huta) are ideal for leisure activities and riding a bike.
Studying in Kraków

All citizens of the EU and the European Free Trade Association (EFTA, i.e. Norway, Iceland, Liechtenstein and Switzerland) can cross the Polish border on the basis of a valid ID. A stay longer than three months should (but do not have to) be legalised by a permission for temporary stay permit (Temporary Residence Card), issued by the local Voivodship Office. To obtain the permission you, as a student, will need the following documents:

- an ID (or passport) and its copy (of both sides in case of an ID / a page with your photo in case of a passport);
- an application (original together with three copies) for the legalisation of temporary residence - to be collected at the Voivodship Office or at the address: http://www.wrotamalopolski.pl/NR/rdonlyres/32251C32-C1F1-4CB8-ABE2-1BAD8AE61F1F/220746/wniosekozarejestrowaniepobytu.pdf;
- a document certifying your status as a TEU student (you can obtain it in the International Office after arrival);
- a valid European Health Insurance Card (you have to collect it from your insurance office before departure);
- a bank statement or other document certifying the possession of necessary financial means – a minimum of 477 PLN plus rent for an apartment for each month of your stay in Poland (in case of students - a written statement with your signature is sufficient);
- the document certifying your registration at a given address in Kraków – the so-called “zameldowanie” (or your written statement that you are in the process of organising your registration formalities).

The application has to be applied personally. For the rest of the following procedures you can be represented by a plenipotentiary.

The payment for the formalities concerning your permission for temporary residence is free of charge.

You will get a paper confirmation which will be helpful in administration matters. It is not required to carry this document with you every day.

Remember! Ask your student-mentor to accompany you which will solve any potential language problems.

Address:
Małopolski Urząd Wojewódzki (Malopolska Provincial Office in Kraków)
Department of Nationals' and Foreigners' Affairs
Foreigners' Affairs Unit
Kraków, ul. Przy Rondzie 6 (ground floor, foreigners' affairs room)

Phone no.: (12) 392 18 45

E-mail: so@malopolska.uw.gov.pl

In the Foreigners' Affairs Unit you can settle all issues related to the legalization of foreigners' stay on the territory of the Republic of Poland. For more information please visit: http://www.malopolska.uw.gov.pl/default.aspx?page=Foreigners

Travel to Kraków

By plane

Pope John Paul II International Airport Kraków – Balice
ul. kpt. M. Medweckiego 1, 32-083 Balice
tel: +48 801 055 000, +48 12 295 58 00
fax: +48 12 411 79 77
e-mail: airport@krakowairport.pl
Flight timetable: www.lotnisko-balice.pl

● Connections with the city centre (time required: approximately 35 min):
  Buses 208, 292, 902, bus stop in the city centre – Dworzec Główny Wschód (Main Railway Station).
  Bus timetable: http://rozklady.mpk.krakow.pl/

Direct train connection between the Balice airport and main railway station. The train station at Balice Airport
is located 200 m from the terminal.
Train timetable: http://rozklad-pkp.pl/?q=en/node/143

It is also possible to fly via Warsaw, and connect via an internal flight or an Inter City or Express train to Kraków.

By train

PKP (Polish Rail) Main Railway Station in Kraków
Pl. Kolejowy 1
tel: 00 48 22 511 60 03
e-mail: infoeuropa@intercity.pl

Train timetable
http://rozklad-pkp.pl/bin/query.exe/en

By bus

Kraków has regular bus connections with many European cities, so you should check this with your local tourist office. There are particularly numerous connections with Germany.

By car

The state of Polish roads is the target of jokes not just for foreign visitors but also in Poland. However, the highway from Germany to Kraków is available and you can already travel almost from the Goerlitz/Zgorzelec border to Kraków along most of the A-4 route without much trouble. The journey by car from Berlin or Dresden takes about 5-6h.
Access from the east or south is more of an adventure, because the highways are frequently under construction or, more often than not, only in the planning stage. Travel by national routes should not cause great problems. However, drivers are advised to be patient.
Arrival at TEU

The main TEU building is situated at the very centre of Kraków, near the Main Railway Station and Bus Station, near the Main Post Office and green Planty – a park which circles the Main Market. Other TEU buildings are also located near the Main Market.

- Main building: Westerplatte 11 (2 minutes walking from Main Railway Station) – with the International Office. All tram and bus connections to the “Dworzec Główny” stop (Main Railway Station)
- TEU building on ul. Filipa 25, near Matejko Square, the corner of Filipa and Warszawska Street
Transportation in Kraków

● MPK – Municipal Transport Company

Kraków has relatively efficient public transport. Although there is no underground, one can move around quite quickly by tram.

TEU full-time or exchange students are entitled to a 50% discount on tickets and Kraków transport company (MPK) cards.

Recommended are student cards for all tram and bus lines (all day and night):
1 month – 47.00 PLN
You can also buy a card for just one or two lines.

● Taxi

In Kraków there are many taxi companies. The use of the taxi services is highly recommended, especially at night. Make sure you use a taxi which belongs to a registered taxi service. Such taxis have signs or stickers with the name of the taxi company and telephone number. The fee for renting a taxi is 7.00 PLN; for every started kilometre about 2 PLN is charged (it is more expensive at night and at weekends).
After Arrival

Mentoring

If, as a foreigner, you are anxious about dealing with Polish authorities, renting a flat, and finding your way in a new country and city, you can count on us. You will be assisted by a Polish student-mentor who will provide you with help and advice. If you are TEU Erasmus/exchange/visiting student, to have a mentor assigned just tick the appropriate box in the application form. We strongly recommend you to take this option.

Orientation Programme

TEU International Office organises the Orientation Programme for all international students incoming to our University – either as regular or as Erasmus/exchange/visiting students.

During the Orientation Programme you will have a chance to:

- meet the authorities and students of TEU
- find out how to use the libraries, computer laboratories, sports facilities etc.
- participate in a crash-course of Polish
- tour Kraków with a guide
- make a final decision as to renting a flat
- buy a mobile phone, open a bank-account and take care of all formalities.

You will obtain a detailed programme of the Orientation Programme before your arrival in Kraków. It will be also available on our website: www.teu.krakow.pl.

Cost of Living

A month spent in Kraków can cost, depending on accommodation and lifestyle, from 300 to about 500 Euro.

<table>
<thead>
<tr>
<th>Accommodation:</th>
<th>800 – 1500* PLN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board:</td>
<td>400 – 600 PLN</td>
</tr>
<tr>
<td>Transportation card:</td>
<td>47 PLN</td>
</tr>
<tr>
<td>Culture and leisure e.g. ticket to the cinema):</td>
<td>15 PLN</td>
</tr>
</tbody>
</table>

*Such large difference occurs because they depend on the standard and location of the flat.

Obviously nothing stands in the way of spending far more, these costs are only an average. The most varied point can be culture and leisure, as Kraków offers a whole spectrum of expensive restaurants and boutiques, cultural events and entertainment, as well as other aspects of student life not only connected with their education.
Employment

Students who are citizens of the European Union have an unrestricted right to employment in Poland on the basis of a valid Residence Card.

It is possible to find a part time or weekend job, so that it is possible to combine it with your study schedule. Unfortunately we have to warn you that the wages are, in comparison with west-European standards, rather low.

Accommodation

TEU does not have its own hall of residence but offers an assistance in finding a flat for incoming students, who tick suitable answers in application forms. A TEU student-mentor – an individual “guardian angel” of every incoming student – also helps with finding a flat.

Kraków is an academic centre and it offers various forms of student accommodation. Private student flats are the most popular method of housing. Students from abroad (especially non-EU) should pay attention to the possibility of formal registration (in Polish: “zameldowanie”) in a flat – it is important regarding the legalisation of the temporary residence in Poland. The student real estate agencies either take very small charges (about 20-50 PLN) or provide addresses of housing for free. The private real estate agencies are more expensive (charges usually around one-month’s rent for a room/flat). Sometimes there is also an extra fee to pay – a returnable deposit equal to one or two-month rent. The Internet is one of the easiest ways of finding a flat.

The private real estate agencies assist in signing a rental agreement with the owner of a flat; otherwise students should take care of the formalities themselves.

A month’s rent for an independent room in a flat, together with fees for electricity, gas, water etc., amounts to between 800 and 1500 PLN on average. In flats of a lower standard, with a roommate and in quarters situated further from the city centre (for example in Nowa Huta, Kurdwanów, Bieżanów) it is possible to find a room for much lower price. The higher the standard of the flat is and the better its location within Kraków is (Old Town, Krowodrza Górka or Bronowice), the higher the rents are.

Climate

Poland lies in the changeable temperate climatic zone, and this is truly the best way of describing the weather in Kraków. The mean temperature in July is 17°C, while in January it is -2°C. But beware! In the winter the temperature might occasionally fall to -20°C, while in the summer it might rise above 30°C (Kraków lies approximately in the same latitude as Prague and Frankfurt, 300km to the south of Berlin).
Food and Drink

Diners and bars

Most of the places worth recommending are located within the circle of the Planty Park surrounding the old city centre and in the Kazimierz quarter. Dinner at a cheap restaurant costs from 15 to 30 PLN (student’s meal) upwards. In the evening it’s worth to visit the extremely fashionable and vibrant old Jewish quarter Kazimierz for a pint of beer. A separate category is the magic places where students wine and dine for an incredibly low price - the famous “milk bars”. You can eat and drink your fill for less than 10 PLN.

Some cheap restaurants:
- Jadłodajnia u Stasi (ul. Mikołajska 16)
- Różowy Słoń (ul. Straszewskiego 24)
- Chimera (ul. Św. Anny 3)
- Pierogarnia (ul. Sławkowska 32)
- Green Way (ul. Mikołajska 14)

Shopping

Food in Poland costs less than in most western European countries, especially meat and cured meats are cheaper. Fresh fruit and vegetables are also relatively cheap and in season you can buy them at one of the markets, e.g. at Stary and Nowy Kleparz (Old and New Kleparz), Plac na Stawach, Hala Targowa (probably the cheapest place) or Plac Nowy in the Kazimierz quarter. In Kraków there are more than a dozen hypermarkets and thousands of smaller grocery stores. Food can be bought in almost any place in the city, though it is worth doing larger shopping in a large store due to the prices. Small grocery stores are usually open from 6.00 am to 6.00 pm (sometimes to 10.00 pm).
Medical Facilities and Insurance

**EMERGENCY**

Police 997  
Fire Brigade 998  
Ambulance Service 999  

General emergency telephone (all services) 112

On the basis of the European Health Insurance Card students from EU countries are entitled to full medical care on the territory of Poland. The EHIC should be collected before your departure to Poland at the local insurance office, and after arrival you should register yourself in the National Health Fund (Narodowy Fundusz Zdrowia) in Kraków, ul. Batorego 24. Medical insurance provided by the EHIC card does not cover misadventure. That is why incoming students should take out additional insurance (for example by buying an ISIC or EURO<26 card which provides such an insurance.) None of the above mentioned medical insurance includes dental treatment fees.

- In the case of an emergency call the Ambulance Service (Pogotowie Ratunkowe), emergency telephone number 999 or 112 (a general emergency phone number for all kinds of aid). You can also go to the closest SOR (Szpitalny Oddział Ratunkowy – Hospital Emergency Ward).

- In case of an illness visit any doctor who has a contract with the National Health Fund (Narodowy Fundusz Zdrowia).

- At night (6.00 pm – 8.00 am) and at weekends (24 hour service) you can access the following health centres:
  - Szpital Uniwersytecki w Krakowie, ul. Kopernika 21, tel. 12 424 70 00
  - 5 Wojskowy Szpital Kliniczny z Polikliniką w Krakowie, ul. Wrocławska 1-3, tel. 12 630 81 62
  - Szpital im. Ludwika Rydygiera w Krakowie, os. Złotej Jesieni 1, tel. 12 646 80 00
  - Szpital im. G. Narutowicza w Krakowie, ul. Praźnicka 35-37, tel. 12 416 24 36
  - Szpital MSWiA w Krakowie, ul. Kronikarza Galla 25, tel. 12 637 42 05
  - Szpital im. Stefana Żeromskiego w Krakowie, os. Na Skarpie 66, tel. 12 644 01 44
  - Uniwersytecki Szpital Dziecięcy w Krakowie, ul. Wielicka 265, tel. 12 658 20 11

- For those who can afford spending 50-150 PLN for a visit, it is recommendable to address one of the numerous private health centres, e.g.:

If you need more information about health care system in Poland visit: [www.nfz.gov.pl](http://www.nfz.gov.pl).

Some specialist medication is available only on doctor’s prescription; others can be purchased without a prescription in any pharmacy, while basic painkillers are available even at a grocery store or a kiosk.
Pharmacies are usually open from Monday to Friday from 8.00 am to 8.00 pm, Saturdays from 8.00 am to 2.00 pm. Some pharmacies are open 24 hours 7 days a week.

**Banks**

Every student can open a bank account in any bank in Kraków. Usually, you will be able to open a student bank account on the basis of a passport and a student ID. The fee for opening and running the student account is either very low (few PLN per month) or it is free of charge. The issue of a Maestro or Visa Electron card costs only few PLN and it enables payment in many points of sale in Kraków and drawing cash from ATMs (free of charge at your bank’s ATMs or at affiliated banks, a few PLN at other ATMs).

All credit cards which you bring are usually accepted in stores, restaurants and in Kraków ATMs (Visa and Mastercard/Eurocard, less frequently American Express), but you cannot take it for granted. Moreover, using them you will lose on the currency exchange rate and fees for the pay out of cash. That is why we advise you to open a bank account in a Polish bank.

If you want to change foreign currency to PLN you can do it in one of the several dozen exchange offices (KANTOR). In the old town the largest number of exchange offices is on ul. Floriańska.

**Post**

Post offices are open from Monday to Friday between 9.00 am and 5.00 pm, although at times longer, at times shorter. Poczta Główna – The Main Post Office – (ul. Westerplatte 20) is open from Monday to Friday from 7.30 am to 8.30 pm, Saturdays between 8.00 am to 2.00 pm, Sundays from 9.00 am to 2.00 pm, while Poczta Dworcowa (Railway Post Office close to the Main Railway Station) is open 24 hours a day, 7 days a week.

**Telephone**

- 00 48/ +48 – area code to Poland
- 00 48 12/ +48 12 – area code to Kraków from abroad

Telephone booths of TP S.A. (Polish Telecommunication Company) accept two kinds of phone cards: magnetic (gradually being withdrawn) and microchip cards. Some phones accept both types of cards, some only one type. Cards can be purchased in all kiosks and TP S.A. outlets. One point provides 3 or 6 minutes of a local phone call depending on time of day.

For cheaper international phone calls there are pre-paid cards, e.g. “Telegrosik”, available at kiosks, at the post office and at cash desks in larger shops.

A separate case is mobile phones. In Poland there are several competitive operators, which try to win customers by offering special promotions, while prices are rapidly falling. For a period of a few months it is a good idea to buy a pre-paid set. If you already have a cell phone it is advisable to bring it with you.
Religion

Poland is 95% Roman Catholic, and on Sunday Roman-Catholic religious services take place in every church and almost at any time.

Roman Catholic religious services in foreign languages:
- English: Kościół św. Idziego, ul. Grodzka (przy Wawelu) Sunday, 10:30am
- French: Kościół św. Jana Apostoła, ul. św. Jana 7, every first Sundays of a month, 11:00am, apart from summer holidays
- Spanish: Bazylika Ojców Franciszkanów, ul. Franciszkańska, every second Sundays of a month, 3:00pm, apart from summer holidays
- German: Kościół św. Barbary, Mały Rynek 8, Sundays, 7:00pm
- Italian: Kaplica Zgromadzenia Sióstr Córek Św. Franciszka z Florencji, ul Sosnowiecka 12; etery second and fourth Sunday of a month; 11:00am
- Slovakian: etery secondo Sunday of a month. 3:30pm, Sanktuarium Bożego Miłosierdzia, kaplica Słowacka

Judaism - Orthodox

On Sabbath day regular prayers take place in the Remuh synagogue, ul. Szeroka 40.

Islam

There is no mosque in Kraków. A small Muslim community (including some students) meets and prays in private flats.

Leisure activities in Kraków

In 2000 Kraków became one of eight European cities of culture. It has long been said that Kraków is “the cultural capital of Poland.” This is not only one of the city’s promotional slogans but an accurate description of the real state of affairs. Kraków already played a leading cultural role in the Middle Ages and reached the peak of its development in the Renaissance period of the 16th century. After the country’s capital moved to Warsaw, Kraków lost some of its political significance but it remained a cultural centre. Cultural life developed vibrantly even in the 19th century when Poland was partitioned among its neighbouring empires. During these times, thanks to the liberal policy of the Habsburg Empire, Austrian, Czech and Hungarian culture freely influenced Kraków. Adding the influence of its large Jewish community which had been present since the 15th century, one can see that Kraków was a Central European cultural melting pot whose charm permeates the city to this day.

Historical Buildings

Kraków is a city full of wonderful old buildings. Each of these buildings has its own story, not infrequently stemming from the 13th century. Most of the buildings of interest worth seeing are located within the ring of the Planty Park which surrounds the oldest part of the city, and also in Kazimierz, the old Jewish quarter of Kraków. The complex of 19th century fortifications, known as the “Fortress of Kraków”, however, is spread around the city at a distance of several kilometres from the Main Market Square.
A place that has to be visited is Wawel Castle, the seat of the Polish kings (a gothic cathedral, a castle in the renaissance style, numerous remains of Romanesque architecture), the Main Market Square - Rynek (the largest in Central Europe) with the Cloth Hall (Sukiennice) and the Town Hall Tower (Wieża Ratuszowa), St. Mary's Church (Kościół Mariacki) with an elaborate gothic altar by Veit Stoss, fragments of the old city walls with St. Florian’s Gate (Brama Floriańska), the oldest university building – Collegium Maius from the 14th century, synagogues and the old Jewish cemetery in the Kazimierz quarter, more than a dozen gothic and baroque churches (among the numerous historical churches in Kraków). Most of the old town houses were rebuilt in the period between the 16th and 17th century in the renaissance and baroque style. The original cellars of these buildings, still in their original gothic style, host a vibrant cultural and social life.

Very different in its style but also worth seeing, especially for those who are really keen on Central European history, is the Nowa Huta quarter (literally: New Steelworks). Nowa Huta was a socialist development and the realisation of a working-class model for Stalin’s “brave new world”. However, Polish architects planned it in the Renaissance manner with a solar pattern where streets radiate from a central square (Plac Centralny) and a continuous belt of greenery between buildings. Nowa Huta turned against its benefactor, Stalin, and soon became something of a bastion of the Solidarity movement. Nowa Huta’s long, and ultimately successful, battle for a church has since passed into legend. The quarter is full of contrasts still. Here, the Arka Pana church (Lord’s Ark) and the Cistercian Monastery border a tremendous steelworks Mittal Steel Poland (former Huta im. Tadeusza Sendzimira). Here, the Łaźnia Nowa Theatre (the New Baths) is placed in the middle of grey concrete residential blocks.

On the border between Małopolska and the region of Silesia there are numerous medieval castles and ruins, among which a must-see is the renovated royal castle of Pieskowa Skała. In Tyniec there is a thousand-year-old Benedictine Abbey, and in the nearby forest of Niepołomice one can spot the European bison.

Museums And Galleries

There are about 50 museums and around 100 private art galleries in Kraków. Such a high number indicates that we should focus only on the most popular:

- The Royal Castle of the Wawel Hill (among others a unique collection of tapestries),
- The National Museum (al. 3 Maja 1), Galery of Polish Art XXth century
- The Czartoryski Museum (ul. Św Jana 19), the most famous paintings in the collection are Lady with an Ermine by Leonardo da Vinci and Landscape with the Good Samaritan by Rembrandt,
- The Józef Mehoffer House (ul. Krupnicza 26), a prominent building in the art nouveau style,
- The Old Synagogue (ul. Szeroka 24), Jewish History and Culture exposition,
- The “Manggha” Centre of Japanese Culture and Technology (opposite the Wawel Castle, on the other side of the Vistula River),
- and many others…
In the historical Old Town and in Kazimierz there are numerous galleries, and particularly the “Bunkier Sztuki” Gallery of Modern Art, the Archives Centre of the Art of Tadeusz Kantor – Cricoteka, the Starmach Gallery, Szalom Gallery…

One of the most important tourist attractions in the vicinity of Kraków is the historical salt mine in Wieliczka. More information is available on the website: http://www.kopalnia.pl/home.php?action=&id_language=2&.

Less than two hours drive from Kraków is one of the most important European memorial sites – the Museum of the Auschwitz-Birkenau concentration camp. More information available on the website: http://www.auschwitz.org.pl/.

Theatre

In Kraków there are seven theatres with more than a dozen stages and several dozen theatrical groups. Amongst the most prominent theatres are the Old Theatre - Teatr Stary (founded in 1781), the Juliusz Słowacki Theatre (a beautiful building on the way from the Main Railway Station to the Market Square) and the Folk Theatre – Teatr Ludowy in Nowa Huta. Finding a performance in a language other than Polish might be difficult, but not impossible. One of the most innovative spaces is Teatr Stu. During one of the cultural festivals, such as “Decades” in October, “Kraków Theatrical Reminiscences” in March, the Jewish Culture Festival in June and July there are performances in a variety of languages.

Music

For connoisseurs of classical music, the best site is the Karol Szymanowski Philharmonic (ul. Zwierzyniecka 1). Apart from the Philharmonic, there is the Opera and Operetta (performing in the J. Słowacki Theatre, pl. Św. Ducha 1 and in the new playhouse at ul. Lubicz 48), Capella Cracoviensis, Sinfonietta Cracovia and other ensembles of classical music.

Kraków is a well-known centre for jazz music, where you can listen to live jazz in numerous clubs, and also during festivals, such as the Jazz All Souls’ Day (Zaduszki Jazzowe) or the Summer Jazz Festival. It is advisable to visit music clubs and regular pubs, because you can unexpectedly find a performance taking place there, especially at weekends. Virtually all kinds of music can be found in the pubs and clubs of Kraków.

Film

A dozen or so smaller cinemas and a few multiplexes offer both the newest movies and classical and underground films. In Poland the majority of movies in cinemas are shown in the original language with Polish subtitles. Therefore, there is no real language barrier and you can go to see almost any movie without hesitation.

Those in search of something more sophisticated than the latest Hollywood productions, should first turn to the Cinema Pod Baranami at the Main Market Square, Cinema Mikro (ul.Lea), Cinema-Theater Uciecha (ul.Starowiśna) or Agrańka, a film center – perhaps slightly less than a “proper” cinema (Krowoderska 8). For film buffs interesting events will be the Kraków Film Festival (documentaries and short films) in May and June, “Etudia” (cartoons and short films) in November, “Crackfilm” (commercials) in May, and numerous national and thematic reviews organized at any time of the year.
If you would like to find out more…
...about the cultural events in Kraków, visit the Cultural Information Centre (Centrum Informacji Kulturalnej) at ul. Św Jana 2, which offers comprehensive and competent information in a number of languages. At the Cultural Information Centre and in most kiosks in the city centre you can get the “Karnet” monthly (or check at http://www.karnet.krakow.pl/) which offers a taste of some of the cultural and artistic events in a given month.

More information on cultural events in Poland and Kraków can be found at the following websites:

- http://www.culture.pl/pkpp
- http://www.krakow.pl/
- http://www.e-krakow.com/
- http://www.karnet.krakow.pl/
- http://www.inyourpocket.com/poland/Krakow