

LET'S TALK ABOUT POLAND

PRACTICAL TIPS FOR WSEI STUDENTS



GEOGRAPHY

LOCATION

In the centre of the Europe.

AREA

312,679 km² - the seventh biggest country in Europe.

POPULATION

approximately 38 523 000 inhabitants – the 8th most populous country in Europe.

THE LOWEST POINT

2 meters below sea level in the Vistula Delta.

THE LONGEST RIVER

Vistula (Wisła) is 1,047 km (678 miles) long.

LAKES

Poland has more than 1,300 lakes throughout the country.

CAPITAL

Warsaw

POLAND'S NEIGHBOURS

Germany, Czech Republic, Slovakia, Ukraine, Belarus, Lithuania, Russia.

THE BIGGEST CITIES

Warsaw, Cracow, Wrocław, Łódź, Poznań, Gdańsk, Szczecin, Bydgoszcz, Lublin, Białystok.

THE HIGHEST POINT

The peak of Rysy, 2,499 meters in elevatio.

TERRITORY

Poland's territory is for the most part lowlands, the country has an amazing and versatile natural environment.

LANDSCAPE

There is a diverse landscape in Poland: two major mountain chains – the Carpathians (Karpaty) and the Sudetes (Sudety) in the south and the Baltic Sea in the north.

ADMINISTRATION

- The official name of the country is the **Republic of Poland** (PL: Rzeczpospolita Polska).
- Poland is a **parliamentary republic**.
- The official language of Poland is **Polish**.
- The **emblem of the country** is an image of a white eagle with a golden crown on its head, the head is turned to the right, the eagle has its wings spread, it has a golden beak and claws, the whole bird is placed on a red shield.
- The colours (flag) of the Republic of Poland are **white and red**, the colours are arranged in two horizontal, parallel stripes of the same width, of which, the upper one is white and the lower one is red.
- Over 80% of Poles are **Catholics**.
- **The territorial administrative structure:** 1. Voivodeships (similar to provinces), 2. Powiats (similar to counties or districts), 3. Gminas (similar to communes or municipalities).
- **The Złoty** is the **official currency**. The Złoty is subdivided into 100 groszy.

WHAT TO EXPECT IN POLAND?

Poles are simply not used to interacting with strangers and smiling at people they do not know, without reason. However, this doesn't mean that you shouldn't approach them! You just have to observe their culture and daily behaviours in order to understand them better.

- Polish people are **helpful**, if you get lost in a new place, they will help you for sure!
- You should note that the Poles are one of Europe's **most hardworking nations**.
- There is an old saying that when "a guest is in the house, God is in the house" and indeed **hospitality is one of the basic elements of Polish culture**.
- Many Poles put their **family first**. Cooking at home and eating together is very common in many families.
- Poles also **honour their traditions and religion**. They place a special importance on particular religious occasions and events.
- **Chivalry is not dead!** In Poland, a man will very often let a woman through the door first and hold it for her, even in formal or business situations.
- Poles might seem to be overly serious and they certainly don't smile at strangers in the street, but once you get to know a particular Pole on a personal level, they will most likely reveal themselves to be **very open and friendly**.



WEATHER

Poland is situated in a moderate zone with mixed continental and oceanic climate influences. However, the weather can be very suprising! Check out the tips below and talk with your friends and colleagues before packing your luggage!

There are actually six seasons of the year in Poland; in addition to the four typical ones such as spring, summer, autumn (fall) and winter, there are also two seasons described as early spring and early winter.

Early SPRING – Spring arrives slowly in March or April, it brings sunny days as well as rain and light frost. The daily temperature ranges from 5 C to 15 C.

SPRING – Changable with moderate temperatures. There is a Polish saying "W marcu jak w garnku," which translates to "March is like a pot." This means that you can never quite know what to expect.

SUMMER – Usually sunny with temperatures reaching 35°C. The summer solstice is the day with the most hours of sunlight of the whole year (16 hours 46 minutes, sunrise: 4:14 am, sunset: 9 pm) and is seen as the end of spring and the beginning of summer.

Early AUTUMN – It's generally sunny and warm; in September and October the leaves on the trees change colour.

AUTUMN – This time in Poland is poetically called the 'Golden Polish Autumn' (Złota Polska Jesień). This season can be cold and wet or warm and sunny.

WINTER – Cold and snowy, the temperatures from December to late February usually fluctuate around 0 °C to -10°C.

REMEMBER!

Keep your umbrella handy as it can be useful regardless of the season.

Select clothing items that are versatile and can be worn with different outfits. It is also recommended to pack layers of clothing so that you can be prepared for weather and temperature changes.



WEATHER – TIPS

Polish weather can be unpredictable, especially if you are coming from a different continent and time zone. Choosing which clothes to pack for a trip to Poland might be the most time consuming part of your packing routine!

- It is recommended to pack **layers of clothing** so that you can be prepared for weather and temperature changes.
- You have to remember to pack **warm clothes** for the winter time. It would be a good idea to invest in some thermal leggings, and a few warm sweaters to wear indoors. Outdoor coats must be removed when you arrive indoors so you would be well advised to wear a sweater or a jacket.
- Remember to buy good **winter shoes** which are water resistant and have a good grip.
- Make sure that you have **comfortable clothes** as well as something for **formal occasions**.
- Remember to bring **something smarter** as well – you will never go wrong with a few white shirts! These might be useful for examinations or any other formal event at your university, as Polish students still tend to wear smart clothes on such occasions.
- Do not forget to bring a **cap and sunglasses** for the summer period as well as a warm hat, gloves and a scarf for the winter period.
- There are a lot of weather apps which you can use in order to check the weather conditions and select the best clothes.

CULTURE AND PLACES OF INTEREST

The motto of Lublin is “The city of Inspiration”. This is because of the amazing atmosphere within the city and the number of inspirational ideas and new visions that are born there.

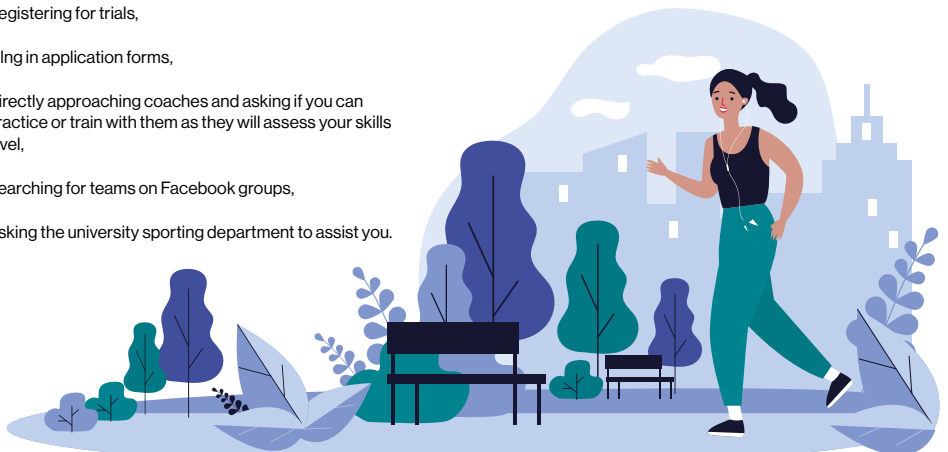
- Lublin has its own **local speciality** called “**Cebularz**” - it's a wheat cake with poppy seeds and onions.
- There are great museums, churches, castles and restaurants that reflect its wealthy past as a thriving city. Because of its strategic location in between Kraków, Lviv and Vilnius, Lublin has a long history as a **multicultural city** of trade and commerce in the region.
- Lublin has a **great culinary scene** with lots of cheap restaurants serving traditional food from the region. Of course you can find traditional Polish cuisine, but Lublin has its own specialities too as well as food from neighbouring Lithuania and Ukraine.
- Lublin is a **city in the limelight**; a lot of Polish and foreign movies and TV series directors have made movies in the city. Examples include “The Reader”, a movie filmed in the area of Majdanek, which was nominated for an Oscar.
- Lublin has its own **radio studios**, its history dates back to the 1940s. It broadcasts and reports fresh information from the region. It also provides information about upcoming concerts in Lublin.
- **The Lublin Heynal** is a unique piece of music that is played daily from the balcony of the New Town Hall. This tune has been played for more than 400 years. Its author is unknown, but the names of the trumpeters who performed it have obviously become legends and a part of history. Daily at **12:00 o'clock** you may hear the heyнал. These ancient sounds tell the city that life goes on.

SPORT IN THE CITY

Lublin is home to many social activities with sporting activities being one of the most important amongst many others like joining social clubs.

Sports such as football, volleyball, rugby and basketball are both easily accessible and common which has allowed quite a few sporting teams and clubs to be formed. One can easily join a team without any hassle through:

- 1 Registering for trials,
- 2 Filing in application forms,
- 3 Directly approaching coaches and asking if you can practice or train with them as they will assess your skills level,
- 4 Searching for teams on Facebook groups,
- 5 Asking the university sporting department to assist you.



STUDENT ORGANISATIONS IN LUBLIN

There are a number of organisations offering support or activities for students. Here are the basic details and contacts.

Europejskie Forum Studentów AEGEE

address: ul. Czwartaków 15/1
e-mail: office@aegee.lublin.pl
www.aegee.lublin.pl

ACK Chatka Żaka

address: Radziszewskiego 16
e-mail: sekretariat@chatkazaka.pl
www.ack.lublin.pl/index.html

AIIESEC – Lublin

address: ul. Radziszewskiego 17
e-mail: aiesec.lublin@aiesec.net
www.aiesec.org/poland/lublinumcs

ESN Oddział Lublin

address: ul. Czwartaków 15
e-mail: erasmus.umcs@esn.pl
www.umcs.esn.pl

SUPPORT FOR FOREIGNERS – IN LUBLIN

There are a number of organisations offering support or activities for students. Here are the basic details and contacts.

- Association “For the Earth”**
Deals with the activities of young people, in particular those from rural areas, and the promotion of volunteer activities. The projects implemented by the Associates are also aimed at refugees/migrants.
- Homo Faber Association**
The goal of the organization is to critically and substantively observe whether the public authority effectively fulfills its obligations and respects human rights and freedoms. The association undertakes advocacy for minority and excluded groups.
- Foundation: the Institute for the State**
Established to support initiatives aimed at raising legal awareness in society, improving the professional qualifications of lawyers, promoting European law and the ideal of European integration.
- Volunteer Centre**
Undertakes social projects in the city. Nearly 20,000 volunteers Volunteer Centre. It's an organization that comprehensively deals with volunteering.
- The Centre of support for migrants and refugees - Caritas of the Archdiocese of Lublin**
Offers social assistance for persons remaining in the asylum procedure, intercultural support.
- Municipal Family Support Centre in Lublin**
Assistance is addressed to foreigners - residents of the city of Lublin. It applies to people with a settlement permit, refugee status, subsidiary protection, residence permit for humanitarian reasons, tolerated stay permit and EU citizens who have been granted a residence permit in Poland.



IMPORTANT PHONE NUMBER



EMERGENCY CALLS ARE FREE

Universal number: **112**
 Emergency Services: **999**
 Fire Services: **998**
 Police: **997**
 Roadside Assistance: **981**
 Municipal Police: **986**

- The number: **+48** is the **country calling code** assigned to Poland by the International Telecommunication Union.
- **A prefix** is simply the set of numbers that come before the country and area codes of a telephone number. Poland's telephone numbers are made up of 9 numbers split into groups of 3. So, if you're going to make a call to Poland using a mobile phone, you should dial the country code+area code+7-digit number.
- In the case of long distance calls, the dialling rules differ depending on whether one makes the call from a mobile or a landline. You need to remember that regardless of whether you want to make a local or a long-distance call, the area code has to be dialled.
- You can make a **free phone call via the Internet** (e.g. with Skype, Tlenofon and many others).
- Depending on what you need, keep contacts of: family and friends, your travel agent, your insurance provider, employer, university, and/or airline as a part of your emergency contact lists.

DAILY LIFE AND YOUR SAFETY

Serious crime against foreigners is rare, but crimes do occur and in some cases attacks have been racially motivated. It's important to be aware of any potential dangers or scams, carrying important documents securely, avoiding unsafe areas, and staying vigilant in crowded places. Be sure to have emergency contact information.

- Walkers and cyclists must wear a reflective item during the hours of darkness when outside a built-up area. Anyone hit by a car or bike when not wearing a reflective item may be held responsible for the accident. You may get a 100zł (around €20) police fine for not wearing reflective items.
- You must validate your public transport ticket at the start of your journey. You will be fined on the spot if you're found to be travelling with an invalid ticket, this fine usually amounts to 266zł (around €54). Students qualify for a cheaper fare. You'll be fined if you travel with a cheaper fare ticket that you're not entitled to.
- Health insurance is mandatory for all students for the whole duration of their stay in Poland, even if it's a short-term study period, and the students must apply for it on their own.
- Every time you visit a hospital or a clinic you will need to present some kind of ID (personal ID, passport or student ID).
- Be aware of the risk of drink spiking. Keep an eye on your food and drink.
- Only use official taxis, which have the name and telephone number of the taxi company on the side of the door and also on the top of the taxi.
- To protect yourself against petty theft and pickpockets, it is worth hiding valuables and cash more thoroughly and trying not to carry large sums of money with you. Especially at the main railway stations and on trains.
- Check your bill carefully when buying drinks in bars and nightclubs.

MONEY MATTERS – POLISH CURRENCY

Poland has its own currency called the zloty (PLN) - zł for short.

There are 100 groszy in 1 zł which is the equivalent of 100 cents in 1 dollar. Coins are available in small denominations of 1, 2, 5, 10, 20 and 50 groszy and larger denominations of 1, 2 and 5 PLN. Notes are available in denominations of 10, 20, 50, 100, 200 and 500 PLN.

I'm sure that you would like to start with the currency exchange rate. So, what are the figures?

1 Euro is -4.7 zł | 1 GBP is -5.3 zł | 1 USD is -4.3 zł

Ever since Poland joined the European Union, the exchange rate for the zloty has been fairly stable.

Here is a useful website for converting your currency quickly:



- Even though Poland is not part of the Eurozone, the large number of options for getting cash and exchanging money to zloty makes our country very convenient to visitors.



- **Interesting fact:** In order to help the blind and partially-sighted, Polish banknotes carry a special mark. The distinctive embossed shape is used to identify the value of the banknote.
- **Useful tip:** Be sure to always have some coins and small denomination banknotes in your wallet. Various newsagents, vendors, or even small shops might not have enough cash for your change if you pay with a larger denomination.

MONEY MATTERS – HOW TO OPEN A BANK ACCOUNT?

Opening a bank account can be a straightforward process as long as you have all of the necessary information and documents. However, there are some additional points to keep in mind:

- **Here are the documents you will be required to present when opening a bank account:**
 - a valid student card, a certificate from the university,
 - a passport or a national identification card,
 - a proof of address such as a rental contract or a residence card,
 - for credit cards or overdraft options - an employment history and salary slips will be required.
- Many banks now offer the option of **opening an account online** or through the use of a mobile app.
- It's an opportunity to **keep your money in a safe place**, use the necessary amounts when needed.
- After opening an account the bank issues a payment card which you can use when you want to withdraw money from a cash machine or make payments up to a set limit.
- Detailed bank offers may differ. As always, remember to **pay attention to fees and charges**, especially for cash withdrawals. Ask your bank agent for a list of banking fees.
- Bank accounts in Poland comply with the IBAN format, also used for international money transfers. Credit cards are widely accepted in Poland and ATMs can be used for cash withdrawal.
- **Consider the different types of accounts**, such as checking, savings, or money market accounts, and which one may be best suited to your needs and financial goals.
- Finally, once you have opened your account, be sure to monitor it regularly to **check for any unauthorized transactions or fees**. Many banks now offer online or mobile banking options that make it easy to keep track of your account activity.

MONEY MATTERS – CURRENCY EXCHANGE POINTS

KANTOR is an important word! The Polish word “kantoor” means currency exchange point, it is a place where you can exchange different currencies.

- **Currency exchange points** (kantors) are usually located in city centres, at railway stations, airports, shopping centres, at some hotels and in places with many tourists.
- If you decide to exchange money - banks will generally offer a more favourable exchange rate.
- Official currency exchange rates are set by the National Bank of Poland (NBP).
- Be sure to **avoid kantors located close to the Main Square** as they are often suspect.
- For the most part, there are **no ATM fees in Poland**. Local cash machines do not usually charge a fee for using foreign cards.
- If you are collecting cash from an ATM in a busy spot, be sure to **watch out for bank card skimmers**. It's smart to block the view of the key pad with your fingers when entering your PIN code to protect you card code from any spy cameras around the ATM. For extra security, choose a cash machine located inside a bank or a busy shopping centre. These are considered to be the most secure ATM machines.

PAYMENT METHODS

Cash is still the most common form of payment in Poland, followed by payment cards and bank transfers.

• BLIK

BLIK is a mobile payment service with a unique model of cooperation between the banks, payment receivers and merchants.

BLIK is available to smartphone users who have installed mobile banking apps available from participating banks. It facilitates the immediate transfer of funds to a recipient's mobile phone account. More information may be obtained by using the appropriate QR code.

• PAYPAL

PayPal has remained at the forefront of the digital payment revolution for more than 20 years.

This easy-to-use e-wallet makes digital payment, and other financial services, more convenient, affordable, and secure. More information may be obtained by using the appropriate QR code.

• PAYU

PayU bank transfer is one of the most popular payment methods used among Polish consumers.

It offers real-time bank transfer payments, PayU allows consumers to make payments for e-commerce purchases directly from their bank accounts. More information may be obtained by using the appropriate QR code.



VISA

Having all of the documents necessary for legal residence in another country is an important task for every candidate. Formalities may take some time, so you have to be prepared and be familiar with all of the procedures in advance in order to avoid any stress or problems with your legal stay.

- Be sure to **find out whether you require a visa before you arrive** at the University. Find out how much time it will take to obtain your visa before you travel.
- **After receiving a certificate of admission** from the university, you will have to **submit documents to the appropriate consular office in your new country of residence** in order to obtain a category D national student visa (unless there are other reasons for your stay in Poland).
- **Wait for the arrival of the documents which must be submitted in order to apply for a Visa.** A Final Acceptance Letter, a Recommendation Letter to the Polish Embassy and a Certificate of Enrollment will all be required.

Legal basis - Pursuant to Art. 58

A foreigner may be issued with a Schengen visa or a national visa. A national visa entitles the holder to entry into the territory of the Republic of Poland and a continuous stay there or alternatively to several consecutive stays in this territory, lasting a total of more than 90 days during the period of validity of the visa:

CASE 1

A national study visa is issued by a consul competent to deal with the foreigner's country of permanent residence.

CASE 2

In the case of a foreigner residing legally in the territory of another EU/EEA/Switzerland Member State – a consul whose seat is located in a given country may issue a study visa provided that the foreigner justifies submitting the application outside the country of permanent residence.



Check the **consulate's website for a list of the required documents** to be submitted for your visa application apart from the documents issued by the University. Check out the following Polish website www.secure.e-konsulat.gov.pl – just choose your country from the list.

RESIDENCE CARD

During its period of validity, a residence card may be used to confirm your identity during your stay in Poland. Along with a valid travel document (passport), it entitles you to stay legally in Poland without the need to obtain a visa. You will also be able to travel to other Schengen Member States as a tourist and visit your home country when necessary.



You have to find out what kinds of legal procedures apply to your situation.

The residence card is a document issued by the voivode (this is the competent authority with respect to all aspects of the foreigner's place of residence) **to foreigners who have been granted the following in Poland:**

- temporary residence permit,
- permanent residence permit,
- long-term residents EU residence permit,
- residence permit for humanitarian reasons,
- international protection (refugee status or subsidiary protection granted in Poland).

The residence card is a document which entitles its **holder to travel within the territories of other Schengen Member States** for a period not exceeding 90 days within each 180-day period, if the foreigner:

- has a valid travel document,
- is able to justify the purpose and conditions of the intended stay,
- has sufficient means of subsistence or the ability to obtain them in accordance with the law,
- has proof of sickness insurance cover or proof of travel medical insurance with a minimum insurance amount of EUR 30 000, valid for as long as the foreign national intends to stay within the territory of the Republic of Poland

After a temporary residence permit is issued and printed, it must be collected by the foreigner in person.

APPLY FOR A TEMPORARY RESIDENCE PERMIT (TRC)

The student visa you are given before you come to Poland is valid for a set period of time. Before it expires, it is very important to apply for a temporary residence permit, otherwise your stay will be illegal and you will be asked to leave Poland.

- Book a date online to submit your TRC application at the "Citizens' Affairs and Foreigners Department" office website www.bezkolejki.eu/luw-cudzoziemcy
- Remember to **bring a valid passport with your student visa**.
- You need to bring the **contract you signed with your landlord**, as proof of residence.
- Your **student status confirmation letter** which is issued by the University to prove your student status. You may obtain this certificate from the English-language studies office at the university. You can apply for it via email.
- **Remember that you will require photocopies of all of the pages in your passport, including the blank ones!**
- **A bank statement from you bank showing that you possess enough funds**, this is required to prove that you will be able to sustain yourself for at least 15 months.
- **Pay stamp duty fees (340 PLN)** into the bank account of the authorities for administration purposes and provide proof of payment when submitting your documents.
- Filled in **TRC application form**, which is obtainable from the immigration office or online.
- Make sure you submit these documents to the TRC office **before your student visa expires**.

PESEL NUMBER

The student visa you are given before you come to Poland is valid for a set period of time. Before it expires, it is very important to apply for a temporary residence permit, otherwise your stay will be illegal and you will be asked to leave Poland.

- Before 31 days have lapsed from the day you entered Poland, you will need to have a PESEL number.

Visit the "**Administrative Affairs Department**" (PESEL) office at Lublin Town Hall. You will need the following documents:

- 1 – **A valid passport, with a student visa.**
- 2 – **The contract you signed with your landlord**, as proof of residence.

Fill in the PESEL application form. The staff on duty will assist you, if any difficulties are encountered.

You will be assigned an 11 digit number as your PESEL number, this will serve as a permanent means to identify you in Poland.



- You will need your PESEL number to open a bank account.
- You will also need your PESEL number to apply for a loan and also to buy certain assets like a car, for example.



GET HEALTH INSURANCE COVER

During your legal stay in Poland, it is important to obtain insurance health cover. This is a crucial task as it will cover you against all your potential medical needs and it is required when you apply for a temporary residence permit (TRC).

YOU WILL NEED:

- to bring a **valid passport** with your **student visa**.
- the **contract you signed with your landlord**, as proof of residence.
- your **PESEL certificate**, to indicate your 11 digit identification number.
- Also, your **student certificate** to prove that you are a student at the university.

- When you have all of your documents, visit a health insurance agent's office and tell them that you need health insurance cover.
- Apart from a private insurance company, you should also visit the ZUS office at Zana street, in order to register your insurance cover. This applies to NFZ (National Health Fund) insurance cover. You will be asked to sign a contract and then your health insurance cover will be activated.
- You will have to make monthly payments to keep your medical cover active.
- Please remember that private companies often set so-called delay periods, which means that patients only have access to certain services after a longer period of paying their insurance contributions (e.g. 60 days). That is why we strongly recommend that you obtain public insurance from the National Health Fund.
- Keep your health insurance contract and declarations safe. You will need them for your temporary residence permit (TRC).



TAKE CARE OF YOURSELF

When travelling to a new country, there are many factors that may affect your physical state and health. You must be aware of so that we can act.

- **Climate change.** Let yourselves adapt to the new environment as your body might not be familiar with higher/lower humidity, wind intensity, or freezing temperatures.
- **Food is definitely impacting your well being.** Getting used to a new cuisine may cause some tummy problems so try to take it slow when incorporating new ingredients or dishes into your diet.

REMEMBER!

- **If you are allergic to any products, make sure that you order or ingredients you buy are checked.** If you are at the restaurant ask waiter, if you are with your friends let them know about your allergies.
- **Exposure to illnesses that are common in the target country.** While, for example, the flu and stomach flu are generally a prevailing illness in Poland, your immune system may not be resistant to those. So make sure you take any precautions needed.
- **Additional stress when dealing with a new environment and living in a foreign society may lower you immune system.** Make sure you take some vitamins.



TRAVEL INSURANCE

Before coming to Poland, you need to buy travel insurance.

- **Travel insurance is mandatory** if you need a Visa to enter Poland.
- **Polish visa, the minimum insurance are:** Minimum coverage for at least €30,000 in medical expenses; It should cover all member states of the Schengen Area; It should cover any expenses which might arise in connection with repatriation for medical reasons.
- **Look for a plan that covers medical expenses, as healthcare costs can be high in Poland for non-residents.**
- If you plan on **participating in adventure sports or activities**, make sure your plan includes coverage for those activities.
- Check the policy for **any exclusions or limitations**, such as pre-existing conditions.
- **Compare plans from different providers** to find the best coverage and price for your needs. There are many options to choose from when considering private insurance. Insurance agents such as e.g. Allianz, AXA, Vienna, PZU, UNIQA, etc.

PUBLIC HEALTH INSURANCE

The health insurance system in Poland is based on principles of equal treatment and access to healthcare services. The National Health Fund (Narodowy Fundusz Zdrowia; NFZ) is the institution responsible for public medical services in Poland and they manage public funds for healthcare.

University students and doctoral students pay around 55 PLN a month. The most important thing about this insurance is that NFZ will check your previous insurance period. If you have never been to Poland or haven't paid insurance in the last 3 months, you'll have to make a payment for the gap period.

The National Health Fund gives you **free access** to:

- **general practitioner / family doctor** ("lekarz rodzinny" in Polish). Firstly you have to choose one – go to the closest NFZ clinic, ask for application and the name of the doctor you should choose and fill it out according to the nurse's guidance;
- **night and medical care** on holidays, hospital care, and emergency room;
- **rehabilitation**;
- **diagnostic tests** – you firstly must get a referral from the doctor;
- **visits to a specialist**. You must get a referral from your general practitioner and then add your name to the list and wait for your visit. Without a referral you can go to psychiatrist, oncologist, dentist or gynecologist.

NFZ INSURANCE IS MANDATORY FOR WSEI UNIVERSITY STUDENTS!



INSTRUCTIONS TO APPLY FOR NFZ INSURANCE

Follow these simple instructions to apply for NFZ insurance. Go to the NFZ offices to sign a contract with them. In order to do so, the student needs the following:

- Passport
- Visa / Residence Card
- Residency certificate
- PESEL certificate (every person staying in the country for more than 3 months should obtain a PESEL and provide evidence of it)
- A certificate from the university concerning student status
- In the ZUS offices you should fill out a ZZA application
- Go back to the NFZ offices with a confirmation of the ZUS notification and collect your contract
- Pay the fees monthly

LUBLIN CITY BUS SYSTEM

Lublin has an extensive public transport system that includes buses and trolleybuses. Additionally, Lublin has a bike-sharing program called "Lubelski Rower Miejski" that allows users to rent bikes for short periods of time.

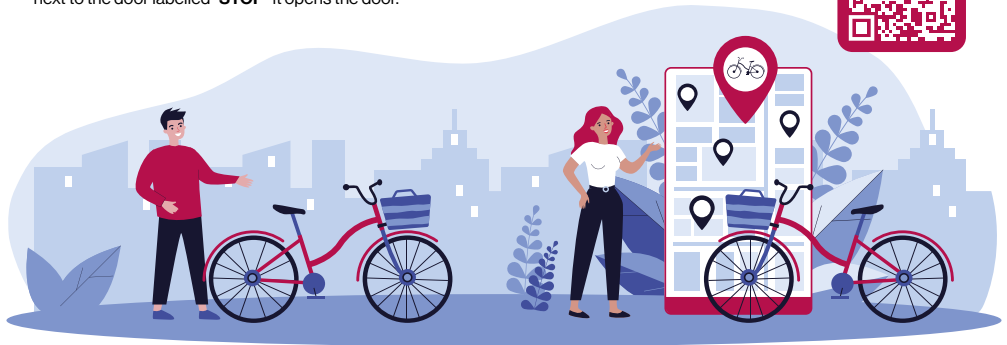
- The public transport service is provided by **13 trolleybus lines, 58 bus lines and 3 night service lines**. Most of the vehicles have the surveillance cameras installed in their cabins for passenger safety.
- A **trolleybus** is an electric bus that draws power from dual overhead wires using spring-loaded trolley poles. Lublin is one of four cities (Sopot, Gdynia and Tychy) in Poland where trolleybuses are operating and it also has the largest trolleybus network.
- **Transport accessibility/Improvements**
For the benefit of people with disabilities, most of the vehicles have a special button that once pressed, informs the driver immediately. The driver is obliged to help wheelchair users to access the vehicle and also to exit it. There are also special seats provided for pregnant women, the elderly, people with disabilities and a special space set aside for prams, buggies, strollers and wheelchairs.
- If you wish to leave the bus then press the **button** installed next to the door labelled "**STOP**" it opens the door.

LUBELSKI ROWER MIEJSKI

If you prefer a more eco-friendly and active approach, then using the "**Lubelski Rower Miejski**" bike-sharing is a great alternative. It has over 30 bikes stations located throughout the city, making it easy to pick up and drop off a bike wherever you go. City bikes are available on a 24/7 basis from April to November.

Bear in mind that Lublin is a bike-friendly city, with designated bike lanes and paths, which makes it safe and enjoyable to ride around. Whether you choose to travel by public transport or rent a bike, Lublin's transportation options offer a convenient and affordable way to explore the city's beauty.

For more information:



SOME TIPS ABOUT TICKETS

You can purchase tickets on board the bus or at kiosks throughout the city. There are ticket machines at bus stops and also inside some buses. You can also buy E-tickets (more info below)

- Remember that **not all ticket machines are equipped with payment card** readers or with slots for banknotes (in this case coins are the only payment option).
- Season tickets with **student discounts** are also available.
- Please take note that if you have **no valid ticket**, you will be asked to leave the bus, show your ID to the inspector and pay a fine.
- Direct contact:
ZTM's Customer Service Office in Lublin:
ul. Nałęczowska 14, 20-701 Lublin
phone: + 48 81 466 96 64
e-mail: bok@ztm.lublin.eu
From Monday to Friday, 7:15 a.m. to 4:45 p.m.

E-TICKET

How to pay for an E-ticket? Use one of the free mobile phone applications - Jak dojadę, SkyCash, moBILET or Moovit.

- **JAK DOJADĘ**

You can use this planner to quickly find a connection between your starting point and the selected point of your destination. It can also be used in other cities and for intercity travel. Just change the name of the city.

Offers:

- city and intercity transport schedules, tickets and navigation
- schedules, bus route finder
- virtual wallet - online purchase of city tickets
- maps, e.g. of bus stops.

- **SKYCASH**

This app facilitates mobile payments for parking, public transportation tickets, trains and highways in one application.

- **MOBILET**

- MoBILET is an application that allows you to:
- buy electronic tickets for public transportation (buses, streetcars, subways, railroads)
 - pay for the actual parking time in paid parking zones (the fee is charged after the end of the parking session!)

- **MOOVIT**

Connects urban mobility and public transport rides. It offers easy access to train and bus schedules, maps and vehicle arrival times in real time. View important announcements about changes in operations or disruptions to your favorite lines. It also displays Bike routes.



HOW TO GET TO THE UNIVERSITY?

The university bus stop names are Melgiewska WSEI 01 and Melgiewska WSEI 02, and depending on the direction you are coming from, you can exit or catch a bus at these stops.

CAR AND SCOOTER SHARING

If you like modern solutions, you can choose car, taxi or electric scooters services.

- **ELECTRIC SCOOTERS**

Electric scooters service In mid-2018, blinkee.city started to offer a pay-by-the-minute sharing service of 38 powered seated scooters. In order to rent a scooter, you must meet some requirements: Be at least 18 years old, have a credit or debit card, this should be connected to the account of the blinkee.city application. If all of these criteria are met, then you can rent a scooter and enjoy riding it.

- **CARSHARING**

There is also a carsharing system - PANEK began to operate in Lublin (the second city of operation after Warsaw) with a fleet of 100 hybrid vehicles. In 2019 Volt and blinkee.city broadened their offering by introducing powered seated scooters. The total numbers of these vehicles has reached around 400.

- **TAXI**

Among the numerous traditional taxi companies, Bolt, Uber, Freenow also offers a taxi-like service. Travel in Lublin costs no more than 6-7 Euro (Bolt) and up to 10 Euro (traditional taxi).

ESSENTIALS OF THE POLISH LANGUAGE

In this section you may discover some interesting facts about the Polish language. It is a West Slavic language written in the Latin script. The Polish language ranks as the sixth most-spoken language among the languages used in the European Union.

- **The Polish language is quite difficult.** But don't worry too much! It is so complicated that even Polish people have many problems with speaking and writing it 100% correctly at all times. There are some useful tips below that may help you to understand it better.
- **The Polish alphabet is based on the latin script,** but in Polish it is extended by nine diacritical signs - ą, ć, ę, ł, ń, ó, ś, ź and ż. Also, there are seven digraphs, which are pronounced like one single letter/sound - ch, cz, dz, dź, dż, rz and sz.
- The Polish language is a **crazy combination of verb conjugation and noun inflexion.** It uses **seven cases** which gives it a very complex grammar structure.
- **It is generally difficult to pronounce and there are many exceptions to every rule.** Note that the same word can take on a different form in different sentences depending on the quantity (singular or plural), cases and gender.



MAIN VOCABULARY

Tak	Yes
Nie	No
Dziękuję	Thank you
Dziękuję bardzo	Thank you very much
Proszę	You're welcome
Proszę bardzo	Please
Przepraszam	Excuse me
Cześć	Hello
Do widzenia	Goodbye
Dzień dobry	Good morning
Dzień dobry	Good afternoon
Dobry wieczór	Good evening
Dobranoc	Good night
Nie rozumiem	I do not understand
Ja	I
My	We

Jak masz na imię?	What is your name?
Miło Cię Poznać	Nice to meet you.
Jak się masz?	How are you?
Dobrze	Good
Źle	Bad
Tak sobie	So so
Żona	Wife
Mąż	Husband
Córka	Daughter
Syn	Son
Mama	Mother
Tata	Father
Przyjaciel	Friend
Gdzie jest łazienka?	Where is the bathroom?
	Where is the toilet?
Która godzina?	What time is it?

Ile to kosztuje?	How much does this cost?
Akceptujesz kartę kredytową?	Do you accept credit cards?
Poproszę rachunek	Please bring the bill.
Jeden	One
Dwa	Two
Trzy	Three
Cztery	Four
Pięć	Five
Sześć	Six
Siedem	Seven
Osiem	Eight
Dziewięć	Nine
Dziesięć	Ten
Otwarte	Open
Zamknięte	Closed
Pocztówka	Postcard
Znaczek	Stamps
Mało	A little
Dużo	A lot
Wszystko	All
Śniadanie	Breakfast
Lunch	Lunch
Obiad	Dinner
Vegetarian	Vegetarian
Koszerny	Kosher
Na zdrowie!	Cheers!
Chleb	Bread
Napoje	Beverage
Kawa	Coffee
Herbata	Tea
Gdzie jest...?	Where is ...?
Jak daleko?	How much is the fare?
Bilet	Ticket
Jeden bilet ..., poproszę.	One ticket to ..., please.
Gdzie idziesz?	Where are you going?

Gdzie mieszkasz?	Where do you live?
Pociąg	Train
Bus	Bus
Metro	Subway, Underground
Lotnisko	Airport
Stacja kolejowa (PKP)	Train station
Stacja Autobusowa (PKS)	Bus station
Stacja metra	Subway station, Underground station
Wyjazd	Departure
Przyjazd	Arrival
Hotel	Hotel
Pokój	Room
Rezerwacja	Reservation
Lewo	Left
Prawo	Right
Prosto	Straight
Góra	Up
Dół	Down
Daleko	Far
Blisko	Near
Biuro informacji turystycznej	Tourist Information
Poczta	Post office
Muzeum	Museum
Komisariat policji	Police station
Szpital	Hospital
Apteka	Pharmacy, Chemist
Sklep	Store, Shop
Restauracja	Restaurant
Szkoła	School
Kościół	Church
Toaleta	Toilet
Ulica	Street
Dzisiaj	Today
Wczoraj	Yesterday
Jutro	Tomorrow

WELCOME TO WSEI UNIVERSITY

WSEI University is the largest non-public university in Eastern Poland:

- it is known for its practical preparation for the professions and extensive cooperation with various businesses,
- it enjoys considerable prestige,
- it is a leader in terms of preparing graduates for their chosen careers,
- has received the highest awards in the field of education for the needs of the labour market.

WSEI UNIVERSITY

WSEI University is located in Lublin at **Projektowa 4 street**.

The **Warsaw** branch of WSEI University is situated in the capital of Poland at **Twarda 14/16 street**, close to the city centre.

USEFUL LINKS FOR WSEI STUDENTS

Following these links will ease the experience that our students have while studying:



E-library



Virtual Dean's office



E-learning platform



Admission process



Virtual tour of WSEI University



International cooperation

WWW.WSEI.LUBLIN.PL

MAIN OFFICES FOR FOREIGNERS

Key contacts:

Admissions office

room 02, ground floor
+48 81 749 32 52
studyenglish@eiu.edu.pl

Dean's office in Lublin

room 01, ground floor
+48 81 749 32 39
englishoffice@wsei.lublin.pl

Dean's office in Warsaw

1st floor
+48 502 616 408
rekrutacja.warszawa@wsei.lublin.pl

Career office (scholarships)

room 207, 2nd floor
+ 48 81 749 32 19
biurokarier@wsei.lublin.pl

The Cash Desk

room 110, 1st floor
+ 48 81 749 32 08

Academic Center of Psychoprophylaxis and Therapy

room 06, ground floor
+48 81 749 32 20
centrum.psychologiczne@wsei.lublin.pl

Student house

Unicka 3 street, Lublin
+48 508 245 780
biuro.unicka@wsei.lublin.pl

Erasmus+ program

room 103, 1st floor
+48 81 749 32 27
erasmus@wsei.lublin.pl

IT Support

room 109, 1st floor
+48 81 749 32 53
it@wsei.lublin.pl

The University building is fully equipped with facilities for the disabled and eliminating architectural barriers. To obtain more information about the special needs services at WSEI university you can write an e-mail: bon@wsei.lublin.pl or reach WSEI staff by phone **+48 81 749 32 20**.