



WELCOME GUIDE

UNIVERSITY

OF GDAŃSK



University of Gdańsk
50th Anniversary



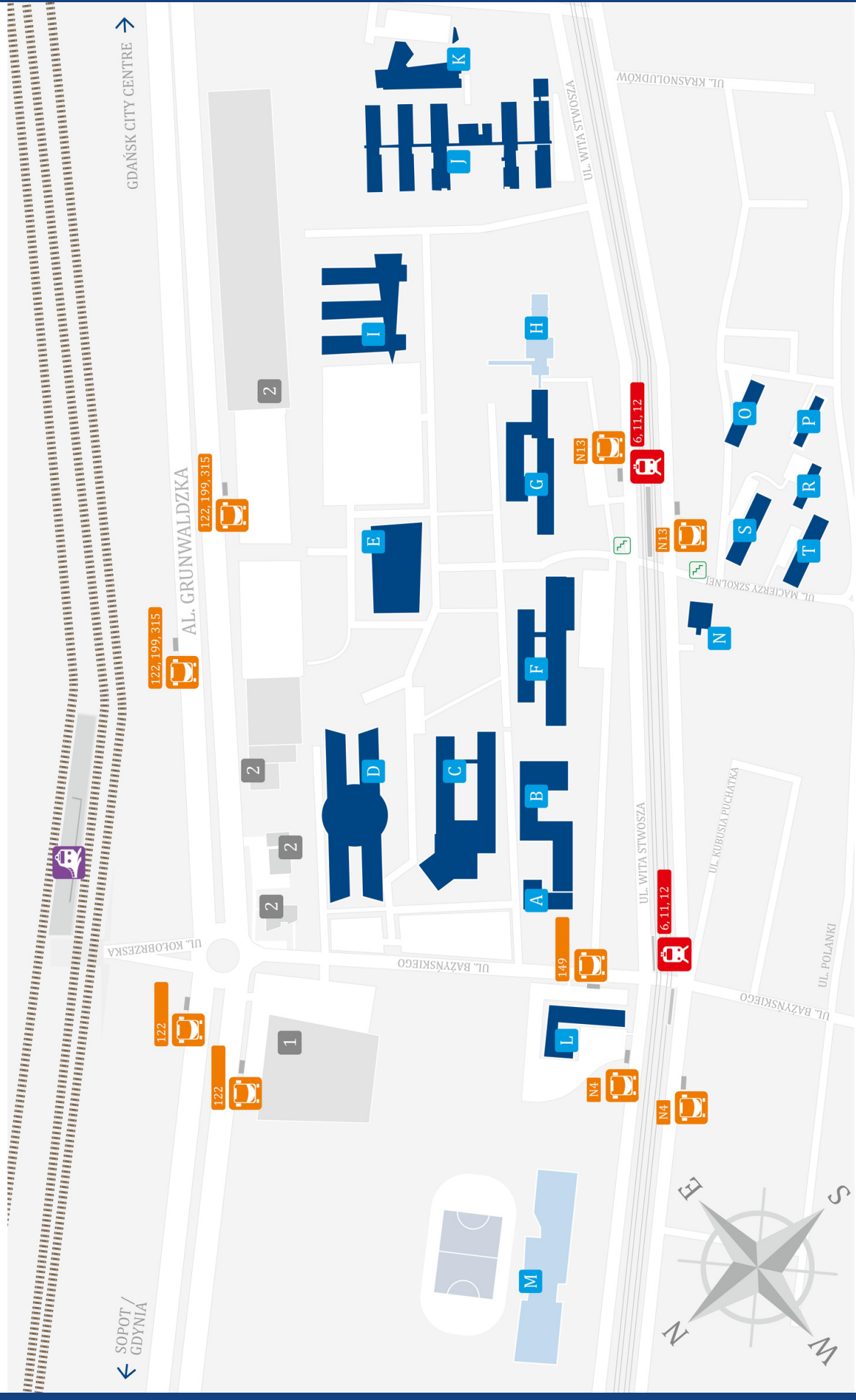
A SHORT GUIDE FOR STUDENTS
INCLUDES TIPS ON PROCEDURES AND DAILY LIFE.











UNIVERSITY OF GDAŃSK – BALTIC CAMPUS

UNIVERSITY OF GDAŃSK



← SOPOT / Gdynia

Gdańsk City Centre →

-  Bus stop
-  Tram stop
-  Rapid Urban Railway
-  Gdańsk Przymorze – Uniwersytet
-  Planned buildings
-  Underpass
- A** Rector's Office, Central Administration
- B** Faculty of Languages – Neophilology
- C** Faculty of Law and Administration
- D** Faculty of Social Sciences and Institute of Geography
- E** Main Library
- F** Faculty of Languages and Faculty of History
- G** Faculty of Mathematics, Physics and Informatics
- H** Institute of Informatics
- I** Faculty of Biology
- J** Faculty of Chemistry
- K** Intercollegiate Faculty of Biotechnology UC and MUG
- L** Administration building, Physical Education and Sports Centre (SWFIS), Careers Office, Technology Transfer Office, Student Social Affairs, "Zatoka Nauki", Confucius Institute
- M** Academic Sports and Recreation Centre
- N** "Trzymasztka": Administration building, Student organisations (AZS UG, Parliament, ACK "Alternator"), Department of Logopaedics
- O** Hall of residence no. 3
- P** Hall of residence no. 4
- R** Hall of residence no. 5
- S** Hall of residence no. 10
- T** Staff accommodation no. 1
- U** Olivia Sports Hall
- V** Shops and restaurants

WELCOME TO UNIVERSITY OF GDAŃSK



Dear Students!

We hope that you'll enjoy studying at our university and this will be a very special and rewarding experience. Remember that you can always contact us if you have any question regarding any matters related to the duties of the International Office and its sections.

With this short guide we would like to give you some some pieces of advice and tips to make your life in a new country easier.

In case of any doubts, don't hesitate to contact us!

Erasmus office

+48 58 523 24 42

erasmus@ug.edu.pl

International Admissions

(Non- EU Citizens)

+48 58 523 25 56

fso@ug.edu.pl

International Office

+48 58 523 31 70

+48 58 523 31 58

io@ug.edu.pl

ABOUT UNIVERSITY OF GDAŃSK



The University of Gdańsk is a dynamically developing institution of higher learning and one that combines respect for tradition with a commitment to the new. It offers education in nearly all fields of academic knowledge, in sought-after professions on the job market and state-of-the-art facilities in its Gdańsk, Sopot, and Gdynia campuses. It is currently one of the most modern academic centres in Poland. Our University offers a wide range of forms of education. Some of these are interdisciplinary, and several can be undertaken in cooperation with other academic centres in Poland and abroad (including ERASMUS student exchanges). Our programs are directed to a wide range of potential students, irrespective of age, profession, place of residence, or previous education, by the principle of lifelong learning. The University of Gdańsk cooperates with institutions of higher education in most countries in Europe and also with many countries around the world. Research and other activities are conducted within the framework of over one hundred international agreements with foreign partners. A series of University institutes and departments have obtained, or are in the process of obtaining, the prestigious status of centres of excellence, which is the European certificate and stamp of quality. The numerous foreign placements are undertaken by the University's academic staff to help them to offer students a modern and open education.

ABOUT UNIVERSITY OF GDAŃSK



Faculties:



Faculty of Biology



Faculty of Chemistry



Faculty of Economics



Faculty of Languages



Faculty of History



Faculty of Mathematics, Physics and Informatics



Faculty of Social Sciences



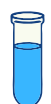
Faculty of Oceanography and Geography



Faculty of Law and Administration



Faculty of Management



Intercollegiate Faculty of Biotechnology UG& MUG

FACTS & FIGURES



3 CAMPUSES



11 FACULTIES



212 SPECIALTIES



7 DORMITORIES



8 LIBRARIES

22 SPORTS SECTIONS



UNIVERSITY BUILDINGS



The University buildings are scattered over an area of more than 60 km - from Gdansk to Hel - that is why the University is being called the longest university in Europe



Rector's Office



Faculty of Biology



Faculty of Languages



Faculty of Chemistry



Faculty of Economics

UNIVERSITY BUILDINGS



Faculty of History



Faculty of Law and Administration



Faculty of Management



Faculty of Mathematics, Physics and Computer Science



Faculty of Oceanography and Geography



Faculty of Social Sciences

UNIVERSITY BUILDINGS



Intercollegiate
Faculty of Biotechnology
of UG and MUG (GUMed)



Institute of
Oceanography



Institute of Archeology
and Ethnology, Institute
of Art History



Library of the
University of Gdansk



Research vessel
'OCEANOGRAPH'



Main Campus Oliwa

INFORMATION PACKAGE



In this part of the brochure you will find some basic information about practical aspects of studying at the University of Gdańsk and living in Poland



✓ **Legalization of stay**

✓ **Dormitory**

✓ **Public transport**

✓ **Medical care**

✓ **Useful informations**

✓ **Short dictionary EN/PL**

✓ **UG's 50th Anniversary**

✓ **Welcome to Poland Programme**

LEGALIZATION OF STAY



EU STUDENTS

Step 1

You have to go to: Pomeranian Voivodeship Office (Pomorski Urząd Wojewódzki- located in Gdańsk 80-810, 21/27 Okopowa Str. - entrance from Rzeźnicka Str.; first floor, room 93 and file an application for registering your residence in Poland.

Submit the following documents:

- an Application for Registering the Residence (Rejestracja pobytu obywateli państw członkowskich Unii Europejskiej)

<https://uwgdansk.bip.gov.pl/oddzial-ds-cudzoziemcow/zarejestrowanie-pobytu-obywatela-unii-europejskiej.html>

- ID or passport
- the confirmation of registration at the University of Gdańsk written in Polish
- (the Erasmus Students) the confirmation of obtaining Erasmus grant issued by your home university (original and translated into Polish or a copy of your credit card
- a copy of your European Health Insurance Card (EHIC)

**ALL THE REQUIRED DOCUMENTS HAVE TO BE PREPARED
IN 3 COPIES!!!**

LEGALIZATION OF STAY



EU  STUDENTS

Step 2

TO COMPLETE STEP 2 YOU NEED THE CONFIRMATION OF YOUR RESIDENCE REGISTRATION!!!

After having received the document confirming the registration of your residence, go to the City Hall (Urząd Miejski), to file for temporary residence

There are 3 City Halls located in the Tricity region: Gdańsk, Sopot, Gdynia. Choose the appropriate one based on your current place of residence in Poland.

!!!SUBMIT, WITHIN 30 DAYS FROM YOUR ARRIVAL, THE FOLLOWING DOCUMENTS!!!

- a Temporary Residence Registration Form (Zgłoszenie pobytu czasowego) available on the website:

<https://www.gdansk.pl/download/2018-01/100892.pdf>

- the certificate of residence registration
- a passport or ID Card
- the proof of residence (a rental agreement or in case of students living in UG's dormitories, the document issued by the dormitories' administration)

LEGALIZATION OF STAY



NON- EU STUDENTS

You were granted in your home country visa valid through the whole period of your stay in Poland.

STEP 1

Go to the City Hall (Urząd Miejski), to file for temporary residence there are 3 City Halls located in the Tricity region: Gdańsk, Sopot, Gdynia. Choose the appropriate one based on your current place of residence in Poland.

SUBMIT WITHIN 4 DAYS FROM YOUR ARRIVAL THE FOLLOWING DOCUMENTS:

- a Temporary Residence Registration Form (Zgłoszenie Pobytu Czasowego) available for the download on the website:

<https://www.gdansk.pl/download/2018-01/100892.pdf>

- a passport or ID Card
- the proof of residence (a rental agreement or in case of students living in UG's dormitories, the document issued by the dormitories' administration)

LEGALIZATION OF STAY



NON- EU STUDENTS

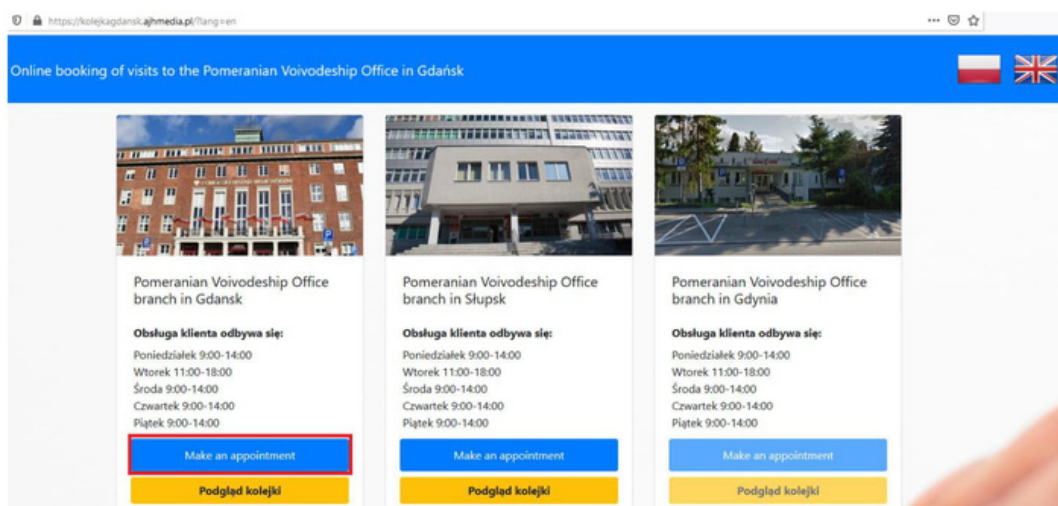
STEP 2

Temporary Residence Permit

Legalization of stay in Poland (temporary residence permit)

Appointment in Pomeranian Voivodship Office in Gdańsk

<https://kolejkagdansk.ajhmedia.pl/>



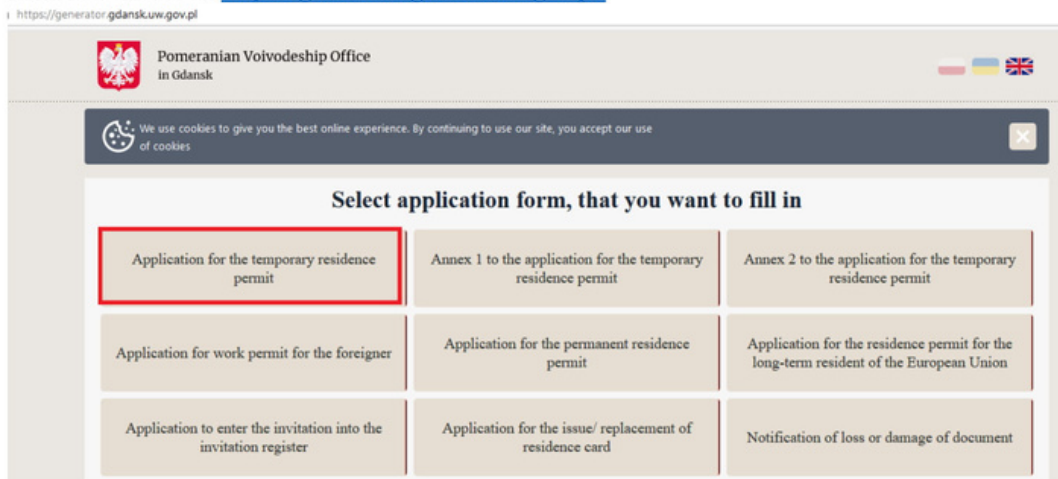
Online booking of visits to the Pomeranian Voivodship Office in Gdańsk

Office Location	Hours	Action
Pomeranian Voivodship Office branch in Gdańsk	Poniedziałek 9:00-14:00 Wtorek 11:00-18:00 Środa 9:00-14:00 Czwartek 9:00-14:00 Piątek 9:00-14:00	Make an appointment Podgląd kolejki
Pomeranian Voivodship Office branch in Słupsk	Poniedziałek 9:00-14:00 Wtorek 11:00-18:00 Środa 9:00-14:00 Czwartek 9:00-14:00 Piątek 9:00-14:00	Make an appointment Podgląd kolejki
Pomeranian Voivodship Office branch in Gdynia	Poniedziałek 9:00-14:00 Wtorek 11:00-18:00 Środa 9:00-14:00 Czwartek 9:00-14:00 Piątek 9:00-14:00	Make an appointment Podgląd kolejki

Required documents:

1. 2 filled application forms for the temporary residence permit

Form is available on <https://generator.gdansk.uw.gov.pl/>



Pomeranian Voivodship Office in Gdańsk

Select application form, that you want to fill in

Application for the temporary residence permit	Annex 1 to the application for the temporary residence permit	Annex 2 to the application for the temporary residence permit
Application for work permit for the foreigner	Application for the permanent residence permit	Application for the residence permit for the long-term resident of the European Union
Application to enter the invitation into the invitation register	Application for the issue/ replacement of residence card	Notification of loss or damage of document

LEGALIZATION OF STAY



NON- EU STUDENTS (STEP 2 CONT)

2. 4 biometric passport photos: 35 mm x 45 mm, facial photo in frontal position, white background, made within last 6 months; face covers 70-80% of the photo;

3. 1 copy of passport - each page

4. 2 passport copies - page with photo and personal data

5. 1 confirmation of registration at the University of Gdansk (issued by the Dean's office at your Faculty- has to be issued within one month before the appointment)

6. 1 confirmation of payment for studies issued by the University of Gdansk (issued by Foreign Students Office- has to be issued within one month before the appointment)

7. 1 copy of health insurance covering treatment in Poland (covering health treatment cost of 30 000 euro) – for period of 15 months (if it's issued in language other than Polish, it has to be translated to Polish by sworn translator)

8. 1 confirmation of sufficient financial support

Sufficient financial support has to cover:

at least 702 PLN per month, for the period of at least 15 months (10530 PLN)

+

200PLN if you're citizen of the country that borders with Poland

2500PLN if you're from other country

+ rent for the period of at least 15 months

Documents that confirm the possibility of obtaining the required funds are:

- confirmation from the Polish bank stating current status of funds on your bank account
- traveler's cheque
- credit card together with a bank statement confirming the card limit (if confirmation is issued in language other than Polish, it has to be translated to Polish by sworn translator)
- confirmation of obtaining scholarship issued by the University
- proof of employment and earnings.

9. Confirmation of payment of stamp duty 340PLN to the bank account of the Pomeranian Voivodeship Office (payment can also be made in cash on the spot)

Account details:

Pomorski Urząd Wojewódzki w Gdańsku

ul. Okopowa 21/27

80-810 Gdańsk

Account number: 93 1010 1140 0169 1313 9120 0000

Transfer title: „Opłata skarbową - zezwolenie na pobyt czasowy”

CITY HALL ADDRESS



IN GDAŃSK, THERE ARE 3 LOCATIONS THAT YOU MAY FILE FOR TEMPORARY RESIDENCE

1. Partyzantów 74 street, 80-254 Gdańsk
2. Nowe Ogrody 8/12 street, 80-803 Gdańsk
3. Wilanowska 2 street, 80-809 Gdańsk

IN SOPOT YOU NEED TO VISIT THE CITY HALL TO FILE FOR TEMPORARY RESIDENCE

1. Tadeusza Kościuszki 25/27 street, 81-704 Sopot



DORMITORY



- In the first week of your stay in a dormitory, you will be charged a deposit (which equals a one month's rent)
- The deposit is refundable providing your room is left in the order before your departure. The students have to inform the dormitory's administration a few days before the planned date of their departure so as to be able to take the money back in cash at the university's cash desk (in the Rektorat, Bazynskiego 8 street, room 307, 3rd floor),
- In order to apply for access to the INTERNET in dormitories please print and fill in the application form from the website:

https://ug.edu.pl/sites/default/files/_nodes/strona/18248/files/d_eklaracjausea_erasmus.pdf

- submit the application in the Rektorat, room 122, 1 st floor
- In order to apply for changing the dormitory please contact the dormitories' administration; Bażyńskiego 1A street, rooms 110-113
- From the moment of your registration in one of the university's dormitories, all the matters connected with your accommodation have to be reported to its administration

PLEASE, RESPECT THE "QUIET HOURS" WHICH, ACCORDING TO THE DORMITORIES' RULES, BEGIN AT 11 PM!

PUBLIC TRANSPORT



Public transport in Gdańsk and Tricity is very well organized. You can travel by tram, bus or commuter rail.

- Timetable for public transport as well as information about tickets is available online:

<https://ztm.gda.pl/> (trams and buses) and <https://www.skm.pkp.pl/> (commuter rail). The timetable is also connected within Google Maps navigation.

- Tickets for public transport are divided. There are different tickets for trams and buses and different for commuter rail (two types of rail: SKM and PKM). You may buy long-term tickets (monthly tickets and semester tickets). You may also encode a long-term ticket on your electronic student ID card.

MEDICAL CARE



HEALTH INSURANCE

- The EU Erasmus Students should have the European Health Insurance Card (EHIC) issued at their home country (valid for the whole period of their stay at the UG). In order to get more information please visit the web page of The Polish National Health Fund (NFZ).
- The non-EU Students are required to have commercial health insurance (valid for the whole period of student's staying at UG) which covers medical costs and consequences of accidents. Health insurance will be verified after the students' arrival.
- Foreign students from outside the EU also can take out insurance in Poland by concluding a voluntary health insurance agreement with the appropriate branch of the National Health Fund and finance themselves the monthly health insurance contribution, unless they have a Pole's Card or a certificate of Polish origin, then the obligation to pay health insurance contributions rests with the university at which they study. A person interested in such insurance must submit an application for voluntary health insurance to the provincial branch of the National Health Fund. In this case, it is necessary to present the following documents:
 - a passport
 - a document confirming legal stay in Poland (visa, Residence Card)
 - a document confirming the status of a student (student ID or certificate from the university)

USEFUL INFORMATIONS



UG'S IMPORTANT PHONE NUMBERS:

ERASMUS INCOMING STUDENTS

+48 58 523 24 42



INTERNATIONAL ADMISSIONS

+48 58 523 25 56

SECURITY AND RISK MANAGEMENT OFFICE

+48 58 523 31 30, +48 58 523 21 12

IT CENTRE (INTERNET IN DORMITORIES)

RECTOR'S OFFICE ROOM 122,

+48 58 523 25 88

USEFUL INFORMATIONS



EMERGENCY NUMBERS:



GENERAL EMERGENCY NUMBER:

112



POLICE

997



FIRE BRIGADE

998



AMBULANCE

999

USEFUL INFORMATIONS



WHILE IN POLAND, ARE YOU EXPERIENCING DIFFICULTIES?

HAVE YOU LOST YOUR PASSPORT, ARE YOU IN NEED OF MEDICAL HELP OR ROAD ASSISTANCE BUT YOU ARE NOT SURE WHOM TO CONTACT IN AN EMERGENCY?

You can dial the
Tourist Emergency Helpline!

+48 22 278 77 77

+48 608 599 999

<http://www.gdansk.policja.gov.pl/pm1/kontakt/english-version/tourist-emergency-help/41087,TOURIST-EMERGENCY-HELPLINE.html>

SHORT DICTIONARY EN/PL



AUDITORIUM- AULA
BAKERY- PIEKARNIA
BUS- AUTOBUS
CANTEEN- STOŁÓWKA
CAR- SAMOCHÓD
CINEMA- KINO
CREDIT- ZALICZENIE
DEAN- DZIEKAN
DEAN'S OFFICE- DZIEKANAT
DOCTOR- LEKARZ
DORMITORY- AKADEMIK
EMERGENCY- POGOTOWIE
EXAM- EGZAMIN
EXAM SESSION- SESJA EGZAMINACYJNA
EXERCISES- ĆWICZENIA
FIRE BRIGADE- STRAŻ POŻARNA

GROCERY- SPOŻYWCZY
HOSPITAL- SZPITAL
LECTURE- WYKŁAD
LIBRARY- BIBLIOTEKA
OPTIONAL CLASSES- FAKULTET
PHARMACY- APTEKA
POLICE- POLICJA
POST OFFICE- POCZTA
RECTOR- REKTOR
SEMESTER- SEMESTR
SEMINAR- SEMINARIUM
SHOP- SKLEP
STUDENT CARD- LEGITYMACJA
STUDENCKA
TELEPHONE- TELEFON
TEST- KOLOKWIMUM
TICKET- BILET
TRAM- TRAMWAJ

SHORT DICTIONARY EN/PL



1, 2, 3, 4, 5- JEDEN, DWA, TRZY, CZTERY, PIĘĆ

FOR RENT - DO WYNAJĘCIA

GOOD/ BAD - DOBRZE/ ŹLE

GOODBYE - DO WIDZENIA

GOOD NIGHT - DOBRANOC

HELLO- DZIEŃ DOBRY

HI- CZEŚĆ

HOW ARE YOU?- JAK SIĘ MASZ?

HOW DO I GET TO...?- JAK DOJDĘ / DOJADĘ DO...?

HOW MUCH DOES IT COST?- ILE TO KOSZTUJE?

I DON'T UNDERSTAND - NIE ROZUMIEM

I LOVE YOU- KOCHAM CIĘ

I'M SORRY- PRZEPRASZAM

LADIES/ GENTS - DLA PAŃ/ DLA PANÓW

LUBIĘ CIĘ- I LIKE YOU

MY NAME IS...- MAM NA IMIĘ...

NO ENTRY - ZAKAZ WSTĘPU

OPEN/ CLOSED- OTWARTE/ ZAMKNIĘTE

PLEASE - PROSZĘ

PUSH/ PULL- PCHAĆ/ CIĄGNAĆ

RIGHT/ LEFT - PRAWO/ LEWO

THANK YOU- DZIĘKUJĘ

WATCH OUT!- UWAGA!

WHAT'S THE TIME?- KTÓRA GODZINA?

WHAT'S THIS/ THAT?- CO TO JEST?

YES/ NO - TAK/ NIE





University of Gdańsk
50th Anniversary

THE UNIVERSITY OF GDAŃSK WAS FOUNDED ON 20 MARCH 1970 FROM AN AMALGAMATION OF THE HIGHER ECONOMICS SCHOOL IN SOPOT AND THE HIGHER PEDAGOGICAL SCHOOL IN GDAŃSK. IT IS A DYNAMICALLY DEVELOPING UNIVERSITY WHICH COMBINES TRADITION AND INNOVATION. IT OFFERS EDUCATION IN NEARLY ALL FIELDS OF ACADEMIC KNOWLEDGE, IN PROFESSIONS SOUGHT AFTER ON THE JOB MARKET AND IN STATE-OF-THE-ART FACILITIES IN ONE OF THE LARGEST UNIVERSITY COMPLEXES IN POMERANIA, EXPANDED AS THE UNIVERSITY OF GDAŃSK CAMPUS.

CURRENTLY, THE UNIVERSITY OF GDAŃSK IS THE LARGEST HIGHER EDUCATION INSTITUTION IN THE POMERANIAN REGION. IT COMPRISES ELEVEN FACULTIES WITH ALMOST TWENTY-SIX THOUSAND STUDENTS, DOCTORAL STUDENTS AND POST-GRADUATES AND OVER ONE THOUSAND SEVEN HUNDRED RESEARCH AND DIDACTIC STAFF. SUCH FIELDS OF STUDY AS BIOLOGY, BIOTECHNOLOGY, CHEMISTRY, OCEANOGRAPHY, QUANTUM PHYSICS, PEDAGOGY, PSYCHOLOGY, LAW OR ECONOMIC SCIENCES ARE CONSIDERED AMONGST THE BEST IN THE COUNTRY.

THE UNIVERSITY OF GDAŃSK STRIVES FOR SUSTAINABLE DEVELOPMENT IN THE FIELDS OF SCIENCE AND EDUCATION WHILE ENHANCING ITS COOPERATION WITH BUSINESS AND STRENGTHENING ITS INTERNATIONALISATION.

INFORMATION ABOUT PROGRAMME: WELCOME TO POLAND



THIS BROCHURE WAS PUBLISHED BY THE SUPPORT OF THE NAWA (NARODOWA AGENCJA WYMIANY AKADEMICKIEJ) AS PART OF THE PROJECT: *WELCOME TO POLAND*.

'TITLE OF THE PROJECT: *INCREASING COMPETENCIES OF THE ACADEMIC STAFF AND THE INSTITUTIONS' POTENTIAL TO RECEIVE PEOPLE FROM ABROAD - WELCOME TO POLAND*

THE PURPOSE OF THE PROJECT IS TO SUPPORT THE INSTITUTIONAL CAPACITY OF POLISH UNIVERSITIES BY INCREASING COMPETENCIES OF THE ACADEMIC STAFF AND THE INSTITUTIONS' POTENTIAL TO RECEIVE PEOPLE FROM ABROAD, PREPARING PLACES DEDICATED TO SERVING STUDENTS AND FOREIGN STAFF IN ORGANISATIONAL TERMS, AND DEVELOPING ACTIVITIES RELATED TO INTERNATIONALISATION AT HOME. THE KEY ACTIVITY WILL ALSO BE SHAPING THE ATTITUDES OF OPENNESS AND TOLERANCE IN THE ACADEMIC AND SOCIAL ENVIRONMENT OF A UNIVERSITY.'

(SOURCE: NAWA.GOV.PL)

FREE PUBLICATION