



GUIDE

for foreign languages
PhD students

Poznan University of Medical Sciences





Poznan University of Medical Sciences

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STER
PROGRAMME



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POZNAN UNIVERSITY OF MEDICAL SCIENCES

The first Poznań academic school, known as the Lubransky Academy was created in 1519. Four hundred years later, a university in Poznań, called the Piast University, was founded. Its name derived from the first Polish royal dynasty.

The Pharmaceutical Department was formed in 1919 and a year later the Faculty of Medicine was founded within it. The Chair of Dentistry was created in 1929.

In the time between the two world wars, the level of instruction in medicine, pharmacy and dentistry at Poznań University was very high. With the outbreak of the Second World War in 1939 Poznań University was closed and remained so for the duration of the war. However, its professors did not cease teaching. In 1941, the Polish School of Medicine at the University of Edinburgh was founded. Its first Dean was Professor Antoni Jurasz of Poznań University, an eminent surgeon. In 1950, the Medical Faculty with the section of Dentistry and the Faculty of Pharmacy were detached to form an independent school — the University of Medical Sciences in Poznań.

In 1984, The Polish Parliament (Sejm) conferred upon the University its present name Uniwersytet Medyczny im. Karola Marcinkowskiego w Poznaniu (English translation: Poznan University of Medical Sciences) in memory of Doctor Marcinkowski (1800–1846), a distinguished Polish physician and patriot of the first half of the 19th century who became a symbol of the highest professional and moral values in medicine.

FAMOUS ALUMNI

Nothing attests to the quality of a school better than the work and integrity of its alumni. Generation by generation, class by class, graduates of PUMS are contributing to the medical, scientific and social discourse in Poland and abroad.

KRZYSZTOF KOMEDA

Medical class of 1955



Komeda specialized in laryngology and was employed in the Laryngology Department of our University.

He's the author of movie scores for such classics as Knife in the Water, Rosemary's Baby, Cul-de-Sac, The Fearless Vampire Killers, Innocent Sorcerers or See You Tomorrow. He was also successful on tour with his modern jazz bands.

MARIA SIEMIONOW

Medical class of 1974



World-renowned expert on reconstruction surgery, microsurgery, nerve regeneration, tissue transplantation, hand and face transplantation.

Currently working as Director of Microsurgery Research at the University of Illinois at Chicago and professor of PUMS Surgery Department. In 2008 she led the team that performed the 1st near-full face reconstructive transplantation in the US on a female patient victim of a shotgun blast.



PUMS NOWADAYS

Poznan University of Medical Sciences (PUMS) is a home to the curious, brave and bold. The main idea of the university is: excellence in teaching and excellence in research. All student success at the heart of our mission, supporting every student from every background to achieve outstanding outcomes; preparing our students to thrive in their future lives and professional career.

At Poznan University of Medical Sciences we combine teaching excellence and high levels of student satisfaction with world class research. We were recognised as a leading medical school and the largest educational centre in Poland (according to the rankings of “Perspektywy”, “Rzeczpospolita”, and “Wprost”). Our success is built on a strong partnership with our students and a clear focus on high performance. Each year we educate over **7000** national students and over **1000** international ones.

But our current goals are not only education but also research and clinical services. While advanced research at the University is carried out in virtually every field of modern medicine pharmacy, health sciences, its contribution is most widely recognized in various disciplines.

Almost **7%** of all the scientific reports released by PUMS academics in 2014–2018 was published in top **10%** of the scientific periodics (accordingly to Web of Sciences)

The University regularly cooperates with universities, scientific institution and companies in France, Finland, Denmark, Germany, Sweden, Finland, Spain, Portugal, Bulgaria, Hungary, Brazil, China, USA, Canada, Peru, Italy, UK, Georgia, Russia, Ireland, Czech Republic, Canada, England, Belarus and Japan.

Many University staff members serve on the boards of international professional and scientific associations or are invited to act as advisers by the WHO and IAEA. MD and PhD degrees awarded at the University enjoy wide international recognition. In some countries, e.g. Germany, they are accepted with no further confirmation requirements. They are routinely accepted in Sweden, Britain, the United States and Canada.

Overall, we are a university where curiosity prevails, and where exploring new ways of thinking and pushing boundaries, isn't just encouraged, it's expected.

PUMS FACULTIES

- Faculty of Medicine
- Faculty of Medical Sciences
- Faculty of Pharmacy
- Faculty of Health Sciences

POLAND

Poland is located in the Heart of Europe — Central Europe. With the total area of 312,679 km² (120,728 sq mi) it's the seventh biggest country on the continent. Polish population is over 38,5 million people. The capital city is Warsaw with (around 2 million inhabitants). Poland is a member of the European Union (since 2004).

Poland borders with 7 countries:

On the west — Germany

On the south: Czech Republic and Slovakia

On the east: Ukraine, Belarus and Lithuania

On the north: Russia

Most of the country is located on lowlands. On the south there are upland areas with two major mountain chains — the Carpathians (Karpaty) and the Sudetes (Sudety). The Baltic sea coastline on the north measures 770 km. The longest river, Vistula (Wisła) is 1,047 km long.

The climate is moderate. The average summer temperature ranges from 20 °C (68 °F) to 30 °C (86 °F). During the Winters the average ranges from 3 °C (37,4 °F) in the northwest to -8 °C (17,6 °F) in the northeast.

National currency — Polish zloty (PLN), currency exchange rates: ↪ www.nbp.pl

POLISH NATIONAL HOLIDAYS

November 1st — All Saint's Day

November 11th — Polish Independence Day

December 25th-26th — Christmas

March/April — Easter

May 1st — Polish Labour Day

May 3rd — Constitution Day

June — Corpus Christi Day

📷 Morskie Oko, or Eye of the Sea in English, is the largest and fourth-deepest lake in the Tatra Mountains, in southern Poland (Photo: Aneta Pawska)





Old Market Square

POZNAŃ

Poznań is a city with more than 800 years of history; it is a capital of Wielkopolska — one of the main regions of Poland. It is located on the way from Warsaw to Berlin. It is here where history meets with modernism in an unusual way. It is here where monumental, stately buildings coexist with beautiful historic tenements with interesting and diverse architecture as well as streets and busy city arteries with charming spots of the Old Town.

This city from hundred years is a place where Polish people coexist with representatives of other nationalities. Here lived Germans, Jews, Italians, Greek, Scots and Hungarian people. Due to this fact the residents of this city are characterized with tolerance, kindness as well as practical way of living.

The modern Poznań is full of life metropolis, place of business, education, trade, culture and entertainment. Every day, 130 thousand students set the city in motion, during the night filling up numerous pubs, cafes and clubs where the fun does not end fast! In addition international festivals, concerts, happenings, exhibitions in museums and galleries, performances, presentations, festivities do not allow anyone to be bored.

The city attracts talent. It's a magnet for ambitious, entrepreneurial people who are ready to face new challenges. Interesting course offers and numerous development opportunities draw students' attention to Poznań.

It's a place where you can pursue your passions and exchange experiences in an international academic environment.

More info about Poznań:

www.poznan.pl/mim/main/en

One of the largest Polish cities (population **551,000**)

Over **130,000** students

Over **200** majors at **28** universities

Almost **100,000** job offering companies

One of the country's **lowest** unemployment rate

The best city in terms of the learning atmosphere and public transport

Worth to see

Town Hall and Old Market Square (on the photo) – Ratusz i Stary Rynek
The Cathedral – Katedra
Museum of Musical Instruments – Muzeum Instrumentów Muzycznych
Działyński Palace – Pałac Działyńskich
Royal Castle – Zamek Królewski
Imperial Castle – Zamek Cesarski
Raczyński Library – Biblioteka Raczyńskich
The Great Theatre – Teatr Wielki
National Museum – Muzeum Narodowe
Polygonal fortress – **The Citadel** – Cytadela
The New Zoo – Nowe Zoo
Botanical Gardens – Ogród Botaniczny
Palm House – Palmiarnia
Poznań International Fair – Międzynarodowe Targi Poznańskie
Old Brewery – Stary Browar
Lech Visitors Centre
Malta Ski

📷 Poznań Town Hall. The display of mechanical fighting goats, played out daily at noon, is one of the city's main tourist attractions

POZNAŃ PUBLIC TRANSPORT

📍 Lake Malta – one of the oldest man-made rowing venues in Europe – The Malta Regatta Course

City Public Transport Company:

➔ www.ztm.poznan.pl/en/komunikacja

Public transport in Poznań is called MPK and there are time tickets and season tickets for public transport in the city. All tickets are valid for trams and buses.

Trams: day lines from 1 to 18, night lines: 201

Buses: day lines from 121 to 911, night lines: from 231 to 257

TARIFF ZONES

Agglomeration of Poznań is divided into 4 tariff zones:

A Zone A

City of Poznań (except of bus-stop „Wielkie”)

B Zone B

- Babki
- Baranowo
- Biedrusko
- Bogucin
- Borówiec
- Bylin
- Bytkowo
- Cerekwica
- Chyby
- Czapury
- Czerwonak
- Dachowa
- Daszewice
- Gądki
- Gowarzewo
- Janikowo
- Jaryszki
- Jelonek
- Kamionki
- Kicin
- Kiekrz
- Kleszczewo
- Kobylniki
- Komorniki
- Komorniki (gm. Kleszczewo)
- Koninko
- Koziegłowy

- Krzyszkowo
- Luboń
- Łęczycza
- Mrowino
- Nagradowice
- Napachanie
- Pawłowice
- Plewiska
- Poznań Wielkie
- Przeźmierowo
- Przybroda
- Robakowo
- Rokietnica
- Rogierówko
- Rostworowo
- Skórzewo
- Sobota
- Starzyny
- Suchy Las
- Swadzim
- Swarzędz
- Szczytniki
- Szewce
- Tanibórz
- Trzek
- Tulce
- Wiry

C Zone C

- Batorowo
- Biernatki
- Błażejewko
- Błażewo
- Bolechowo-Osiedle
- Bolechówko
- Brzezno
- Bytyni
- Ceradz Dolny
- Ceradz Kościelny
- Chłudowo
- Chomęcice
- Dąbrowa

D Zone D

- Jeziory Małe

- Dąbrówka
- Dębogóra
- Dopiewiec
- Dopiewo
- Dzieścimerowo
- Gaj Wielki
- Głuchowo
- Gołczewo
- Gołuski
- Góra
- Grzebienisko
- Jankowice
- Karłowice
- Dąbrowa

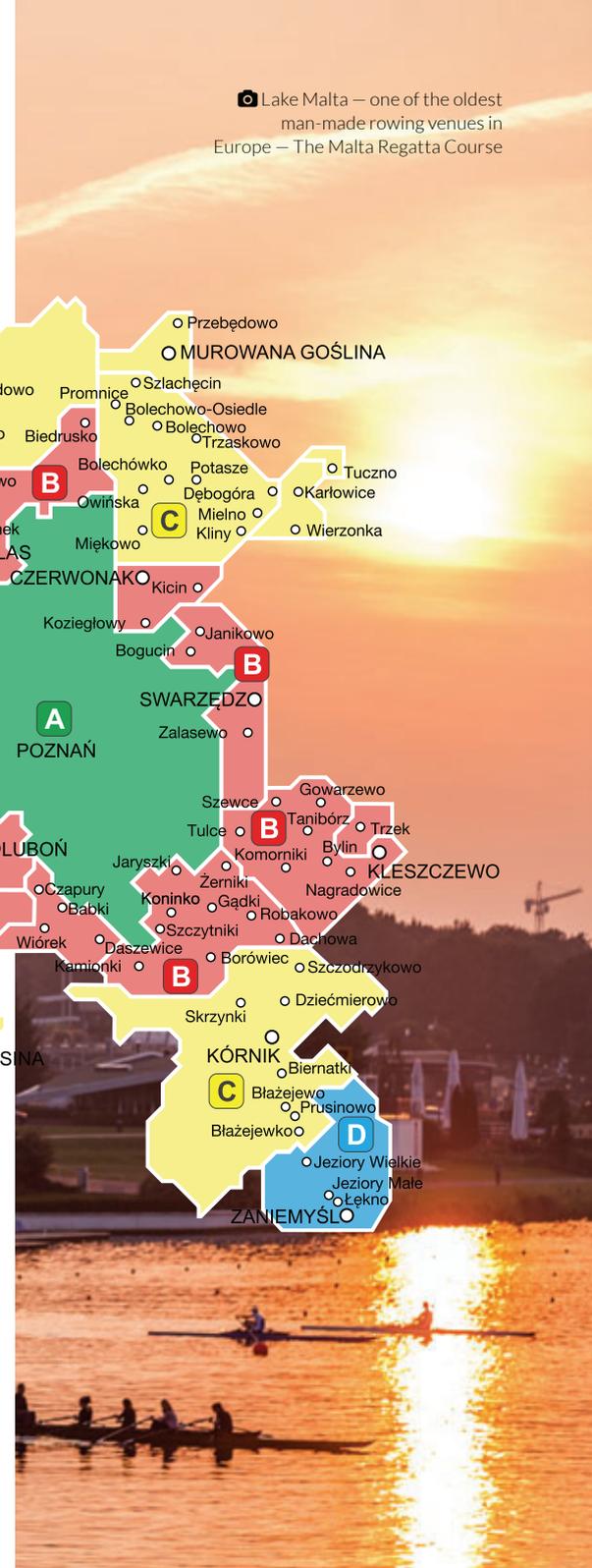
- Jeziory Wielkie

- Kliny
- Kokoszczyń
- Konarzewo
- Kórnik
- Lisówki
- Lusowo
- Lusówko
- Mielno
- Miękowo
- Młodasko
- Mosina
- Murowana Goślina
- Owińska
- Pałędzie

- Łęknio

- Piersko
- Potasze
- Promnice
- Prusinowo
- Przebędowo
- Przeclaw
- Puszczycowoo
- Rosnowo
- Rosnówko
- Rumianek
- Sady
- Sierosław
- Skrzyńki
- Szczodrzykowo

- Zaniemyśl



TIME-LIMIT TICKET

A time-limit ticket entitles to an unlimited number of journeys for a period not exceeding 15 or 45 minutes from its validation, with as many changes of lines as necessary. The time-limit ticket entitles to travel by all ZTM lines, i.e. by bus (city or suburban) or tram. This is a bearer ticket.

During the first journey the ticket should be validated immediately after boarding the vehicle in the validating machine.

After validation, the time-limit ticket remains valid throughout the number of minutes as indicated by its nominal value. Real time of the journey is counted.

ZTM offers the following types of time-limit tickets:

- 15-minute which costs 4 PLN
- 45-minute which costs 6 PLN

SINGLE-JOURNEY TICKET

A single-journey ticket entitles to one journey made on the vehicle we have got on. It can be the journey from the 1st to the last stop on the line. The single-ride ticket entitles to travel by all ZTM lines, i.e. by bus (city or suburban) or tram. This is a bearer ticket.

During the journey the single-journey ticket should be validated immediately after boarding the vehicle in the validating machine.

SHORT-TERM TICKET

A short-term ticket entitles to many journeys within a specified number of hours or days from its validation, with an unlimited number of changes made during its validity period. The short-term ticket entitles to travel on all ZTM lines, i.e. by bus (city or suburban) or tram. This is a bearer ticket.

During the first journey the ticket should be validated immediately after boarding the vehicle in the validating machine.

Short-term tickets include the following 2 types:

- 24-hours A zone which costs 15 PLN
 - 24-hours A + B + C + D zone which costs 20 PLN
- * all the prices above are from the standard tariff.*

TICKETS ON PEKA CARD

PEKA (Poznań Electronic Card for Agglomeration) is a modern, multifunctional, contactless city card used mainly as the only carrier of long-term tickets (season-tickets) and the carrier of so called tPurse (transportPurse) from which passenger can pay for the number of stops made on her/his journey (regardless the time of the journey). You can get the PEKA card via the Internet:

➔ www.peka.poznan.pl/SOP/registration/register.jsp?execution=e1s1&locale=en

You can also submit an application at one of the ZTM (Public transport) Customer Service Points:

➔ www.ztm.poznan.pl/en/cennik

IMPORTANT

You will need to add a picture (40 x 50 mm or 35 x 45 mm) to your application. If you apply for the card via Internet, you will have to upload it as JPEG-file (light consistent background, without any headwear or sunglasses).

You can pick up your card after 10 days at one of the Customer Service Points.

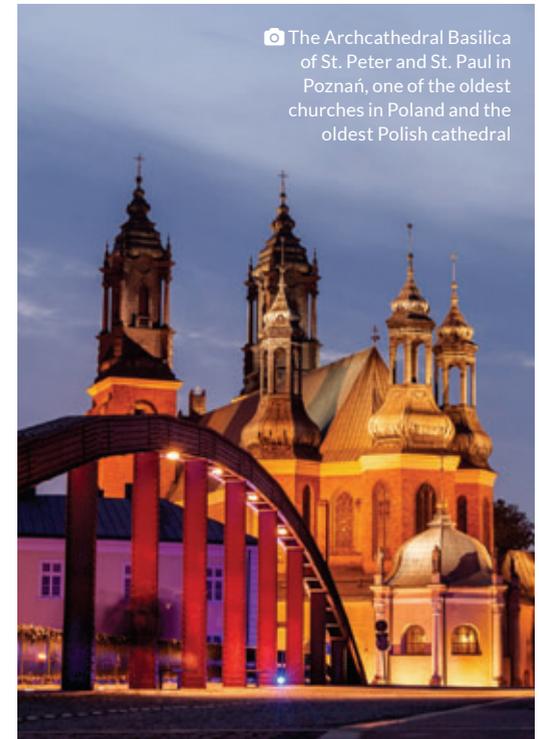
Long-term tickets (season tickets) are valid in any chosen area (check Zones) and for the selected number of days – from 14 to 366 (network ticket) and from 14 to 90 days (route ticket). There are two types of long-time ticket (season ticket): personal or bearer. With a long-term ticket, passenger doesn't have to put PEKA CARD to the card-reader when enters and exits the tram or bus. Long-time tickets (season tickets) are available at Customer Service Points, Ticket Sale Points, via the Internet (on: ➔ www.peka.poznan.pl) or in the new Ticket Machines.

PEKA card has also a functionality of the tPurse – an account designed for paying single fares in public transport or for parking a vehicle in Poznań Parking Zone. The fare will depend on the number of stops travelled. The fare decreases with every bus/tram stop travelled. Remember! To start the journey paying from the tPurse passenger must have funds for at least one-stop journey (0,72 PLN standard price). A passenger can start another journey paying

from the tPurse when she/he recharges her/his tPurse account. ➔ www.peka.poznan.pl/en/web/portal/tportmonetka

Remember! If the total costs of journeys made during one day exceed the value of 24-hour ticket (15 PLN – standard price), no more funds will be taken from the tPurse account – until the end of the day passenger travels for free.

When passenger uses tPurse to pay for the journey and changes the line number (or vehicle on the same line) within 20 minutes, fare for travelled stops is counted as one journey. **This is the change advantage in peka system.** It means in another line/vehicle fare is not counted from the 1st stop but as a next stop. Max. number of available changes for one journey is 3. Remember of putting the PEKA CARD to the card-reader when get on and get off the vehicles!



📷 The Archcathedral Basilica of St. Peter and St. Paul in Poznań, one of the oldest churches in Poland and the oldest Polish cathedral

POZNAŃ PUBLIC BIKE SYSTEM

A popular transport solution is Poznań City Bike, which offers over 100 locations across Poznań. Using the bicycles for up to 20 minutes is free and the fee for the time between 20 and 60 minutes amounts to 2 PLN. To be able to use the bikes you must register online first.

Pricing without PEKA card

Initial fee — 20 PLN
From 1 to 20 minutes — free or charge
First rental hour (21-60 minutes) — 2 PLN
Second rental hour — 4 PLN

Pricing with PEKA card

Initial fee — 20 PLN
From 1 to 30 minutes — free or charge
First rental hour (31-60 minutes) — 1 PLN
Second rental hour — 2 PLN
Every next hour — 4 PLN

More info: poznanskirower.pl/en
How it works: poznanskirower.pl/en/polski-jak-to-dziala

TRAVEL TO POZNAŃ

Railway

Polish Railway Company (PKP)
Poznań is linked with several cities in Poland and also with few cities abroad: Berlin, Brussels, Hannover. There are regular and express inner country trains and IC (inter-city) trains, which link main cities in Poland and some within EU.
Main Railway Station is located in the city center.
More info: www.pkp.pl/en

Bus

There are many local and international couches connecting Poznań and EU cities. For details see the website.
Main Couch Station is situated in the city center.
More info:
• Polish Couch Communication Company (PKS):
pks.pl
• Flixbus: global.flixbus.com
• Singbad: www.singbad.pl/en/home

Plane

Lawica Aiport (Poznań Airport):
www.airport-poznan.com.pl/en

Poznań Airport is located on the suburbs of the city. It is linked with city centre by City Public Transport Company (MPK).

You can choose one of lines listed below.

- Line 59: Airport — Bałtyk (Rondo Kaponiera) (journey time about 30 minutes)
- Express Line L: Airport — Central Railway Station (journey time about 20 minutes)
- Line 48: Wyszewska (200 m straight from terminal building) — Bałtyk (Rondo Kaponiera) (journey time about 30 minutes)
- Night bus line 242: Airport — Central Railway Station (journey time about 30 minutes)

... or choose a taxi. They are located in the front of arrival hall.

Cars

Poznań is very well connected within national and international road network. The city centre is covered by the Parking Zone. Fare is collected for each vehicle parked within the zone. Drivers pay the parking fee in parking meters located along streets in the city centre.

Speed limits in Poland:

- town 50 km/h from 5 a.m. to 11 p.m., 60 km/h from 11 p.m. to 5 a.m.
- open road — 90 km/h
- single carriageway — 110 km/h, dual carriageway — 120 km/h
- motorway — 130 km/h
- with trailer — 70 km/h (on highways — 80 km/h)

COSTS OF LIVING

- Accommodation in the dormitories: double room: 400 PLN (approx. 100 €), single room 1000 PLN (approx. 250 €) per month, per person.
- Public transport (bus, tram) for students — one ticket for 15 minutes: 1,40 PLN; one ticket for 30 minutes: 1,80 PLN; 1 month ticket for all lines: 53,50 PLN (with name PEKA card), 36,00 PLN (maximum 18 stops) or 22,50 PLN (maximum 6 stops). The prices of tickets regularly change (approx 1-1,5 a year)
- Food — 1000,00 PLN (approx 250 €)
- Leisure activities — additional cost.

SHOPPING CENTERS

The shopping in Poznań is mostly concentrated around the area of strict centre of city near streets

św. Marcin or Półwiejska. Here you can find departments stores but also small shops in all price ranges. Outside the city centre there are lots of discount shops or supermarkets.

General opening hours:

- Shops in centre: Monday to Friday 10 a.m. – 9 p.m.,
- Saturday 9 a.m. – 9 p.m.
- Supermarkets: 9 a.m. – 9 p.m.

POZNAŃ CUISINE

Poznań cuisine is dominated by potatoes — as locally called PYRY. At first sight potatoes seem to be most ordinary vegetable but it offers innumerable culinary possibilities (cooked, roasted, casserole, served in soups etc.). The most popular dishes from potatoes in Poznań and Wielkopolska Region are: pyry z gziem (potatoes cooked in skin and served with cottage cheese mixed with onion, chives and cream); szagówki (sort of dumplings with flour and cottage cheese cut at slant — in Polish called na szagę); szare kluski (round dumplings made from raw and grated potatoes); kopytka (made from cooked potatoes mixed with eggs and flour) and of course plendze (made from raw and grated potatoes fried in pan).

Only in Poznań you can eat special croissants called Rogale Marcińskie (St. Martin croissants) previously baked only on November 11 (St. Martin's Day), but today baked all year long. The shape of these cakes resembles the horn of animal. They are made from yeast dough with filling of almonds, nuts and white poppy-seed.



UNIVERSITY FACILITIES

MEDICAL LIBRARY

The library system of the University comprises the following units: the Main Library, two branch libraries, two faculty libraries (the Faculty of Pharmacy Library and the Faculty of Nursing Library and Health Care Sciences) and twenty department libraries. The main collection is housed at 37a, Przybyszewskiego St., Poznań. Webpage of the Main Library: [➔ www.bg.ump.poznan.pl](http://www.bg.ump.poznan.pl). Library opening hours:

	Monday-Friday	Saturday-Sunday
Information Desk	9 a.m. – 6 p.m.	
Circulation Desk	9 a.m. – 6 p.m.	
General Reading Room	closed	
Periodicals Reading Room	closed	closed
Multimedia Room	closed	
Study Rooms	9 a.m. – 6 p.m.	
The Research and Teaching Staff Reading Room	9 a.m. – 6 p.m.	
Individual Work Cabins	closed	

HOUSING

We offer our students spot in a room in one of our four dormitories. All of them are located within walking/biking distance from most of the University hospitals, teaching facilities, sports facilities and the library. They are also quite close to Poznań downtown and include a private cafeteria, laundry facilities, internet access, study room and social rooms, parking, etc.

Student housing is protected by campus security.

Our dorm community is also supported by a dedicated English-language Resident Assistance team, made up of student volunteers.

A Resident Assistant (R.A.) will help to provide a safe, quiet environment within each dormitory so that residents will have a place that is free from distractions for studying and sleeping. R.A.s will work with dorm administrators and porters. R.A.s will insure that students are informed of the dormitory's rules and regulations upon moving in and will enforce them throughout the year.

Please send all inquiries to: [✉ resadv@pums.edu.pl](mailto:resadv@pums.edu.pl)

RA Facebook page: [➔ www.facebook.com/groups/pumsdormitories](https://www.facebook.com/groups/pumsdormitories)

ESKULAP

39 Przybyszewskiego St.
60-356 Poznań
room 3

☎ +48 61 658 44 22

Contact person:

Ms. **Beata Grzybek**

✉ eskulap@ump.edu.pl

office hours:

7:15 a.m. – 3 p.m.

KAROLEK

5E Rokietnicka St.
60-806 Poznań
room 2.7

☎ +48 61 844 52 02

Contact person:

Ms. **Małgorzata Bujak**

✉ karolek@ump.edu.pl

office hours:

7:15 a.m. – 3 p.m.

ASPIRYNKA & MEDYK

6 Rokietnicka St. (Aspirynka)
4 Rokietnicka St. (Medyk)
60-806 Poznań

room 20 in Aspirynka

☎ +48 61 658 41 16

Contact person:

Ms. **Regina Kubiak**

✉ aspirynka@ump.edu.pl

office hours:

7:15 a.m. – 3 p.m.





COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

PUMS offers counseling and psychological services to students in the English language programs. The mission of CAPS is to support students and their performance during their studies by providing psychological counseling services.

The counselors and psychologists may be contacted by any student seeking help with such issues as cultural adaptation and learning problems, adaptation to life in a foreign country, personal crises, coping with stress, dormitory issues, social problems, interpersonal problems, or personal relationship issues.

Psychological counseling support for the English Programs' students

Please note that the information the psychologist receives from you during counseling sessions is kept strictly confidential and is not disclosed to University staff.

If you need help in the following areas:

- problems with cultural adaptation and learning issues
- adaptation to life in a foreign country
- personal life crises
- coping with stress
- interpersonal problems at school
- relationship issues
- coping with pregnancy loss, loss of a baby or a person close to you
- psychosomatic disorders
- sexual problems and dysfunctions
- dependency and codependency
- eating disorders
- drugs or other substance addictions

Please call for appointment:

Hanna Bogacka, Ph.D.

☎ +48 695 595 063

✉ hanna_bogacka@wp.pl

Adam Bekier, M.A.

☎ +48 604 600 621

✉ bekier.adam@gmail.com

Nadia Kruszyńska, Ph.D.

PUMS Department of Family Medicine, Clinical Psychology Unit

☎ +48 501 215 139

✉ nbryl@ump.edu.pl

USEFUL INFORMATION TEMPORARY RESIDENCE PERMIT EU/EEA CITIZENS VISA AND RESIDENCE PERMITS

- A. All students with dual citizenship, if one is Polish, are required to obtain a Polish passport prior to arriving in Poland. The holders of a valid Polish passport will not need a Polish visa to enter and to stay in Poland. However, they should also bring their other foreign passport as well, since they must use it upon the return to their home countries.
- B. All other international students, from a country which is not a member of the European Union, intending to study in Poland — who are planning to stay in Poland for a period longer than three months — are required to obtain a Student Visa from the appropriate Polish consulate before arriving in Poland. These visas may be issued for a period of maximum of one year.
- C. Prior to the visa expiration date, students should apply to the Polish authorities for a temporary stay card. First year students can obtain permission for 15 months. Students of a subsequent year shall be granted the permit until the graduation date and an additional period of three months, however the maximum permit validity period is 3 years.
- D. The application for a temporary stay card should be submitted to the Polish authorities no later than on the last day before the visa expires, but is highly recommended to do it well in advance. The appointment to submit the application needs to be set through: [↪ http://rejestracja.poznan.uw.gov.pl](http://rejestracja.poznan.uw.gov.pl). Student needs to be legal on the appointment day.
- E. An illegal stay in Poland may result in obligation to return (expulsion).

PROCEDURES TO BE FOLLOWED TO OBTAIN THE TEMPORARY STAY CARD (FOR NON-EU CITIZENS)

Students from a country which IS NOT a member of the European Union need to provide to the visa office the following documents:

1. A filled out application for the temporary residence permit that may be obtained from the visa office or on the following website:
[↪ migrant.poznan.uw.gov.pl/en/do-pobrania/](http://migrant.poznan.uw.gov.pl/en/do-pobrania/)

[applications-temporary-residence-permit-forms-proceedings-started-after-april-27-2019](#)

The forms must be completed in Polish and submitted in person. The title of the form in Polish: "Wzór wniosku o udzielenie zezwolenia na pobyt czasowy".

2. Four color, up-to-date photos of the applicant taken within the past six months, size 35 x 45 mm, taken on a plain white background, in full focus, clearly showing the eyes and face from the top of the head to the shoulders, so that the person's image fills 70–80% of the entire frame. The photographs are to provide the person's portrait without head cover or dark glasses, looking straight ahead with eyes open, closed mouth, and with a relaxed facial expression. Anyone who due to a congenital defect or injury must wear glasses with tinted lenses may do so (the application must be accompanied by evidence of disability, and in its absence, the foreigner's statement of having a disability). Also, a person who wears head cover according to his/her religious principles may have the photographs taken with the head cover — but in such a way that it would not cover or distort the contours of his/her face (the application must be accompanied by the foreigner's statement of belonging to a religious community)
3. A photocopy of the student's passport (the original is to be shown at the office).
4. A proof of covering the costs of issuing the temporary resident permit 340 PLN

*Urząd Miasta Poznania
Wydział Finansowy
Oddział Pozostałych Dochodów Podatkowych i Niepodatkowych
ul. Libelta 16/20 61-706 Poznań
bank / account number: PKO BP S.A. / 94 1020 4027 0000 1602 1262 0763*

and the cost of the card itself 25 PLN:

*Wielkopolski Urząd Wojewódzki
Poznań, al. Niepodległości 16/18
bank / account number: NBP / 70 1010 1469 0000 3922 3100 0000*

5. A certificate from the Dean's office signed by the Dean that includes:
 - a. a statement confirming that the applicant is a student and providing the expected

graduation date. Confirmation from the university of acceptance for studies or continuation of studies as the attachment to the email); information about language of studies

- b. a statement confirming that the student has paid for his/ her studies or that s/he is not obliged to pay and for which reason.
 - c. in a case of continuation of studies — periodic student achievement card
6. A bank statement from the student's bank account (in Poland) signed and stamped by authorized bank employee to confirm that student has the financial means to cover his/ her stay in Poland. The statement should show that the student has at least 701 PLN for each month of his/ her stay in Poland after deducting accommodation costs and financial resources necessary to return to the country of origin: at least 200 PLN for students from a neighbouring country (eg. Ukraine) and 2500 PLN from other countries. If a student has a scholarship, he is obliged to provide a statement from the institution that granted him/ her the scholarship.
 7. A proof of valid health insurance coverage (covering all medical expenses in Poland) for a year-long stay in Poland (eg. contract with proof of payments).
 8. A filled in and signed declaration regarding the amount of accommodation costs (if living in dormitory, information about payment of dormitory can be included in the certificate from university about paid tuition fees), it can be obtained on the following website:
[↪ migrant.poznan.uw.gov.pl/en/do-pobrania/declaration-regarding-cost-housing-students](http://migrant.poznan.uw.gov.pl/en/do-pobrania/declaration-regarding-cost-housing-students)
 9. The application fees remain the same when students apply for the consecutive extensions of the temporary stay card. The applications for the extensions should be submitted to the visa office no later than on the last day before the expiration date, but is highly recommended to do it in advance.
 10. Every international student must pick up his/her temporary stay card in person only.

Originals of all documents that are required to be submitted must be shown at the Visa Office. All documents in other than Polish language are required to be submitted together **with** official polish translation.

PROCEDURE OF REGISTRATION (FOR EU CITIZENS)

Procedures for students from countries that are members of the European Union:

1. A filled out application for the registration of residence of an EU-member state citizen must be completed in Polish and submitted in person. A blank form may be obtained at the Visa Office or on the Internet at:

[↪ migrant.poznan.uw.gov.pl/en/do-pobrania/application-registration-stay-eu-citizen](https://migrant.poznan.uw.gov.pl/en/do-pobrania/application-registration-stay-eu-citizen)

The title of the form in Polish: "Wzór wniosku o zarejestrowanie pobytu obywatela UE".

2. A photocopy of a valid travel document or national id card with a photo (the original is to be shown at the office).
3. A certificate from the Dean's office signed by the Dean including:
 - a. a statement confirming that the applicant is a PUMS student also providing the expected graduation date.
 - b. a statement confirming that the student has paid for his/her studies or that he/she is not obliged to pay and for which reason.
4. A proof of valid health insurance coverage for one year.
5. No payment/stamp is necessary.
6. A bank statement from the student's bank account.
7. The registration certificate will be sent to each student by registered mail to the address provided in the application.

Procedures for students from Norway:

Due to the agreements that have been made between Norway and the EU, the procedures are the same as those for students from countries that are members of the European Union.

ADDRESS AND CONTACT INFORMATION

The address and contact information for the Visa Office is:

Department for Foreigners
The Office of Wielkopolska Province
Plac Wolności 17, ground floor entrance A
Poznań, Poland

☎ + 48 61 850 87 77

✉ cudzoziemcy@poznan.uw.gov.pl

↪ migrant.poznan.uw.gov.pl

- Submitting applications for students from a country that is not a member of the European Union is only possible following an appointment via the Internet (website: rejestracja.poznan.uw.gov.pl and selecting option F – Submitting an application) – it is required to make an appointment in advance well before the visa expires.
- Submitting applications for students from countries that ARE members of the European Union is only possible following an appointment via the Internet (website: rejestracja.poznan.uw.gov.pl and selecting option D – Submitting an application for registering the residence) – it is recommended to set an appointment in advance.

Office hours:

Monday 9:30 a.m. – 6 p.m.

Tuesday–Friday 8:15 a.m. – 3:15 p.m.

THE SCHENGEN ZONE REQUIREMENTS

Schengen Visas, with a C mark authorize students to enter and stay in the Schengen member countries for no longer than 90 days within 180 days period.

The Polish visas with a D mark, issued by the Polish consuls will permit the entry and stay in Poland, but

also to travel to Schengen zone countries for no longer than 90 days for tourist purpose only. The Polish visas will remain valid until their expiration date (but no longer than for the number of days mentioned on the visa).

Citizens of the non-Schengen zone countries have to meet specific requirements in order to enter the Schengen zone states:

1. Hold a valid travel document and a visa if it is required from the citizens of a given country
2. Specify the destination country.
3. Possess appropriate funds for the duration of the stay in Poland and for the return to the home country.
4. The person who is planning to enter the Schengen zone must not be identified and listed in the Schengen Information System (SIS) as an undesirable person or a person who poses a threat to the public.

ATTENTION! CORONAVIRUS OUTBREAK

In connection with the current epidemiological situation, there are provided special solutions for foreigners in Poland.

Please read detail information for foreigners in Poland during epidemiological situation:

↪ udsc.gov.pl/en/coronavirus-outbreak-special-solutions-for-foreigners

For citizens of European Union Member States, countries of the European Free Trade Agreement (EFTA), Switzerland please read the information here:

↪ udsc.gov.pl/en/residence-of-eu-eea-swiss-citizens-and-the-coronavirus-epidemic

Please also check regularly information on:

↪ migrant.poznan.uw.gov.pl/en/komunikaty



HEALTH CARE

EU/EEA citizens

Poland has the health care system based on general health insurance. Persons covered by the general health insurance are entitled to free health services in the territory of Poland at the health care providers who have concluded contracts with the National Health Fund (NFZ – Narodowy Fundusz Zdrowia). During a temporary stay in Poland, a person entitled to health care under EEA rules can receive health services in the following areas:

- primary health care
- specialist out-patient care
- hospital treatment
- dental treatment
- rescue services and ambulance transport.

In case of necessity of providing medical care, a student from a member country staying temporarily in the territory of Poland is entitled to free health care on the basis of the special form issued in his country, European Health Insurance Card (EHIC) or in particular cases on the basis of a special certificate. The student is obliged to present one of these documents together with an identity document directly to the health care provider. The student will receive free health services at health care providers who have concluded a relevant contract with NFZ. In case of lack of these documents patient will be obliged to cover costs of treatment by himself. The same obligation arises in case of treatment provided by a health care unit which has no contract with NFZ. If there is a need of hospital treatment, a doctor's referral is required. In case of sudden illness, accident, injury, intoxication, life threat, a patient receives necessary medical benefits without referral.

A patient who presented the form European Health Insurance Card or a certificate, receives free hospital treatment within the general health care system. Apart from academic and public medical care system there is also a well-developed private sector. The costs of medical care may be reimbursed if a student has purchased a health insurance policy in his country before departure.

Non-EU/EEA citizens

The students from non-EU/EEA countries should purchase health insurance in their home country, before departure. In case of the ISIC or Euro<26, insurance is included in the card and the student does not need to buy another one unless student wants to increase its scope or value. Anyway, according to state health regulations foreigners (except the EU/EEA citizens, see above) have to pay for a medical consultation. The cost is then reimbursed by the health insurance company.

HEALTH INSURANCE

All students of the Poznan University of Medical Sciences are obliged to have a valid health insurance policy, which enables to use Polish medical care. A student's failure to obtain such a health insurance policy absolves the University from responsibility for covering the cost of a student's medical treatment in Poland.

EU STUDENTS

European Union students have to have:

- European Health Insurance Card (EHIC) or a replacement certificate. With this card can receive free health care services from a doctor who has a contract with the National Health Fund (NFZ), or
- have to purchase health insurance in their home country, before departure.

NON EU STUDENTS

Students who are from outside eu:

- have to purchase health insurance in their home country, before departure, or
- have to sign voluntary health insurance agreement.

In case of students from wielkopolska or Poznań it is: Wielkopolski Oddział Wojewódzki NFZ
ul. Piekary 14/15, 61-823 Poznań
phone: +48 61 655 44 44, fax: +48 61 850 63 97

To sign the agreement students should possess:

- Certificate of commencement of studies issued by the university
- Identity document (passport or "Karta pobytu" – resident card).

At the doctor's office:

- Students who have PESEL number can proof that they are insured through the electronic system eWUŚ
- Students who do not have PESEL number can

submit a statement about their insurance status (statement forms should be provided by the doctor) or present a copy of the agreement along with the last month payment sheet.

VOLUNTARY HEALTH INSURANCE FOR FOREIGN STUDENTS FROM NON-EU STATES

Instruction for effecting and exercising an agreement for voluntary health insurance coverage:

Step 1

Signing an agreement with the National Health Fund:

- Location: 14/15 Piekary St., 61-823 Poznań
- Required documents: certificate of commencement of studies issued by the university, passport or residence card.
- Monthly contribution for students: currently 55.80 PLN.

Step 2

Mandatory registration of the agreement with the Social Security Agency (Zakład Ubezpieczeń Społecznych, ZUS) through submission of ZUS ZZA form filled in by the student within 7 days at the Social Security Agency competent for the place of domicile (tables containing information about ranges of competence of ZUS offices and ZUS form specimens shall be available at your Dean's Office). Please remember to fill in field 01 in section VIII (of the ZUS ZZA form) with the following symbol of the National Health Fund office: 15R – National Health Fund, Provincial Branch of the Wielkopolska Province in Poznań.

Step 3

Monthly payment of contributions to the Social Security Agency's account, until the 15th day of each consecutive month for the previous month, and sending the ZUS DRA settlement form to the Agency.

Step 4

Termination of the agreement by the student through submission of a written statement at the NFZ office and filled in ZWUA form at the Social Security Agency – this is necessary as outstanding contributions are charged with interest for 30 days from termination of payments.

Further information can be obtained at:

+48 61 655 44 44, +48 61 658 04 18

www.nfz-poznan.pl

www.zus.gov.pl

LEARN POLISH A LITTLE BIT

Dzień dobry	good morning/ afternoon	bonjour	guten Tag
Dobry wieczór	good evening	bonsoir	guten Abend
Do widzenia	good bye	au revoir	aufwiedersehen
Cześć!	hi! / bye!	salut!	tschüs
Proszę	please	je vous en prie (je t'en prie)	bitte
Proszę	you are welcome	s'il vous plaît (s'il te plaît)	bitte
Dziękuję	thank you	merci	danke
Przepraszam	excuse me	pardon / excusez-moi	entschuldigung
Miłego dnia	have a nice day	bonne journée	schöne Tag
Do jutra	see you tomorrow	à demain	bis Morgen
Tak	yes	oui	ja
Nie	no	non	nein
Otwarte	open	ouvert	geöffnet
Zamknięte	closed	fermé	geschlossen
Nazywam się...	my name is...	je m'appelle...	meine Name ist
Jestem studentem / jestem studentką	I'm a student	je suis étudiant/e	Ich bin ein Student
Jak się masz / co słychać?	how are you	comment ça va?	wie geht es Ihnen
Mówię po angielsku	I speak English	je parle anglais	Ich spreche Englisch
Nie rozumiem	I don't understand	je ne comprends pas	Ich verstehe nicht
Nie mówię po polsku	I don't speak Polish	je ne parle pas polonais	Ich kann nich Polnisch sprechen
Proszę mi pomóc	please help me	aidez-moi, s'il vous plait	bitte helfen Sie mir
Poproszę bilet do...	a single ticket to..., please	un billet/ticket pour..., S.V.P.	bitte eine Fahrkarte nach...
Bilet w obie strony	return ticket	un billet aller-retour	rückfahrkarte
Jak dojechać do...	how can I reach...	comment arriver a...	Wie komme ich zum...
Ile to kosztuje?	how much is it?	combien ça coute?	Wieviel kostet Das
Mieszkam przy ulicy	I live...	je habite...	Ich wohne...
Pochodzę z	I come from...	je proviens de...	Ich komme aus...