

KOZMINSKI UNIVERSITY FACT SHEET 2027/2028

Information about the Institution

University Name	Kozminski University / Akademia Leona Koźmińskiego
Address	57/59 Jagiellonska street, 03-301 Warsaw, Poland
University Erasmus Code	PL WARSZAW21
Website	www.kozminski.edu.pl/en/
Language of instructions	English / Polish



ACADEMIC CALENDAR

Academic year structure	2 semesters (Fall & Spring) – 15 weeks each semester
Dates of the semesters Fall semester	▪ Welcome week: 20.09.2027 – 26.09.2027 ▪ Beginning of classes: 27.09.2027 ▪ National holidays: 1st of November – All Saints Day 11th of November – Polish Independence Day 24th – 26th of December – Christmas 1st of January – New Year 6th of January – Epiphany • Classes until : 31.01.2028 ▪ Dates of the exam session: 01.02.2028 – 11.02.2028 ▪ Retake exam session: beginning of March*

Spring semester	▪ Welcome week: 14.02.2028 – 20.02.2028 ▪ Beginning of classes: 21.02.2028 ▪ National holidays: 16th-17th of April - Easter break 1st and 3rd May – Labor Day and Constitution Day 15th of June 2028 – Corpus Christi ▪ Classes until: 16.06.2028 ▪ Dates of exam session: 17.06.2028 – 30.06.2028 ▪ Retake exam session: first half of September* <i>* <u>dates of the retake session are not included in the mobility period</u></i>
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APPLICATION PROCEDURE

Nominations – deadlines for the <u>Universities</u>	For the Fall semester & Academic year – 1st of May For the Spring semester – 1st of December Nominations are to be submitted online, an adequate notification and link will be sent to Partners by Incoming Coordinator directly
Documents submission – deadlines for <u>Students</u>	For the Fall semester & Academic year – 1st of June For the Spring semester – 1st of January Students submit the application via link that each of them receives after their home university submits the nominations
Language requirements	<u>B2 level of English</u> Accepted Certificates: TOEFL (TOEFL IBT, TOEFL ITP), IELTS (IELTS online), TOEIC, FCE (Cambridge), CAE, CPE, LCCI, ESOL, Pearson, Toles, Online Language Support (OLS), Oxford Test of English (OTE). * Unless English is a native language of instruction at the home University (in such cases, the <u>confirmation</u> concerning language of instruction is <u>required</u>)



Contact details – INCOMING STUDENTS COORDINATORS

(International Relations Office – iro@kozminski.edu.pl):

Aleksandra Ryniewicz aryniewicz@kozminski.edu.pl incoming.students@kozminski.edu.pl +48 22 519 23 14	Mariia Kravets mkravets@kozminski.edu.pl incoming.students@kozminski.edu.pl + 48 22 519 23 39
▪ Before arrival and during the mobility support ▪ Courses selection and registration	▪ Nomination and application process ▪ Learning agreements ▪ Documents and formalities connected with Scholarships (for non-EU students) the Exchange program

INFORMATION FOR INCOMING STUDENTS

Required documents / Student's set	The list of required admission documents is available HERE (Frequently Asked Questions – P 2-3).
Course information Syllabus	The list of courses with syllabi (with download option) is available at the following link: https://kozminski.my.site.com/s/syllabus-exchange-incoming-students

Course selection Procedure Registration	- List of courses is available at https://www.kozminski.edu.pl/pl/spolecznosc/incoming-students section: List of courses and classes. - Students select by themselves their preferred courses in Kozminski's online system (selection needs to be approved by student's home university). - Access to the platform will be given 2 weeks before the semester starts. - Undergraduate and graduate students may choose courses from Bachelor and/or Master programs (selection needs to be approved by student's home university). - Law students may choose courses from Law and Business studies as well from both levels. - Polish course for beginners is available but not mandatory.
Signing the Learning Agreement (deadlines)	Fall semester – before mobility: second half of October; during mobility: end of November Spring semester – before mobility: first half of March; during mobility: first half of April
Course load per semester	30 ECTS credits per semester (total number depends mainly on home university's requirements, students have to attend at least 1 course during the mobility at KU). Exchange students <u>are not allowed to take more than 35 ECTS</u>
Language of instruction	English
Welcome Week	Fall semester – 20.09.2027 – 26.09.2027 Spring semester – 14.02.2028 – 20.02.2028
Approximate expenses/month/ Student	Accommodation: 500-700 Euro/per room Food: 170-250 Euro Public Transport: 13 Euro (student 1-month pass) Utilities: 100-150 Euro https://www.numbeo.com/cost-of-living/in/Warsaw
Visa	Depending on a country: please check on http://www.msz.gov.pl/en/travel_to_poland/visa/ More information can be found in FAQ (Page 5)

Insurance	EU-citizens: European Health Insurance Card is required. Non-EU citizens: appropriate health and accident insurance with minimum coverage 30.000 EUR.
Accommodation	Off the Campus (to be arranged directly by the students) More information can be found HERE
Recommended arrival dates	Fall semester: last week - 10 last days of September Spring semester: second week of February
Arrival information	Pick-up assistance: yes, by previously appointed person (KU Mate Program managed by Welcome Point Officer Adrian Traczyk welcome@kozminski.edu.pl) The application for KU Mate Program is required.

Check out where potentially you will be spending your mobility – see KU and its premises for yourself before arrival ☺

http://x.alk.edu.pl/Virtual_visit_of_KU

KU GRADING SYSTEM

Definition	KU grade	ECTS grade	%
Excellent: outstanding performance with minor errors	5,0	A	100-92
Very good: above average standard but with some errors	4,5	B	91-84
Good: generally sound works with number of notable errors	4,0	C	83-76
Satisfactory plus: fair, but with number significant shortcomings	3,5	D	75-68
Sufficient: performance meets minimum criteria	3,0	E	67-60
Fail: considerable further work is required	2	F	59-lower
http://www.kozminski.edu.pl/uploads/import/Kozminski/files/english_website/important_documents/study_regulations.doc			

INTERNATIONAL RELATIONS OFFICE CONTACT DETAILS

Prof. Mariola Ciszewska-Mlinarić	Vice Rector for International Relations and ESR	
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Welcome Point Officer	Adrian Traczyk welcome@kozminski.edu.pl	
International Relations Office	iro@kozminski.edu.pl	

KOZMINSKI INTERNATIONAL BUSINESS SCHOOL (KIBS)

Prof. Mariola Ciszewska-Mlinarić	Vice-Rector for International Relations & ESR Dean of College of Management	mariolac@kozminski.edu.pl
Prof. Jacek Tomkiewicz	Dean of College of Finance and Accounting	tomkiewj@kozminski.edu.pl
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KOZMINSKI LAW SCHOOL

Kozminski Law School	prawo@kozminski.edu.pl	
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