



Faculty of Political Science
and International Studies
University of Warsaw

STUDENT GUIDE 2021 2022

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1. Faculty of Political Science and International Studies

(Wydział Nauk Politycznych i Studiów Międzynarodowych, WNPiSM)

The Faculty of Political Science and International Studies (WNPiSM) is one of the largest teaching and research units of its kind, not only in Poland, but also throughout Central and Eastern Europe. The Faculty operates as a part of the best and the largest Polish university - the University of Warsaw. Close to three and a half thousand students gain knowledge within our Faculty walls on both full-time and part-time basis. Educational offers consist of **nine highly attractive and prestigious programmes in Polish and five in English** (Graduate Programme in International Relations, Graduate Programme in Political Science, Undergraduate Programme in European Politics & Economics, Undergraduate Programme in International Relations, Undergraduate Programme in Political Science), which for years have enjoyed unwavering popularity among candidates.

Faculty of Political Science and International Studies in a nutshell:





- o More than 200 teaching and research staff
- o BA, MA and PhD in Polish and English
- o 3 500 Polish and international students
- o Worldwide research cooperation
- o Visiting Professors from all over the world
- o Numerous national and international research projects

Structure of the Faculty („Department“ translates to „Katedra“ in Polish):

- o Department of Diplomacy and International Institutions
- o Department of Strategic Studies and International Security
- o Department of Regional and Global Studies
- o Department of Methodology of Political Science
- o Department of Internal Security
- o Department of Labor System and Labor Market
- o Department of Social Policy
- o Department of Political Theory and Political Thought
- o Department of Political History
- o Department of Political Sociology and Political Marketing
- o Department of Political Systems
- o Department of State Sciences and Public Administration
- o Department of European Union Policies
- o Department of Law and European Union Institutions
- o Department of Eastern Studies

Every year the Faculty sends approximately 200 students abroad on the International Exchange Programmes. You can go to one of our partner Universities for one or two semesters. Please check our offer of: [Erasmus/other EU exchange programmes](#), [Bilateral agreements](#).

Authorities of the Faculty

	<p>Daniel Przastek, PhD</p>	<p>Dean of the Faculty of Political Science and International Studies UW</p>	<p>wnpism@uw.edu.pl</p>
	<p>Maciej Raś, PhD</p>	<p>Vice Dean for Student Affairs</p>	<p>kid.wnpism@uw.edu.pl</p>
	<p>Prof. Jolanta Itrich-Drabarek</p>	<p>Vice Dean for Development</p>	<p>j.itrich-draba@uw.edu.pl</p>
	<p>Joanna Starzyk-Sulejewska, PhD</p>	<p>Vice Dean for Science</p>	<p>j.starzyk@uw.edu.pl</p>

For details about the office hours and venue, please go to the [Faculty's website](#).

English Programme Administration (UPIR/UPPS/GPIR/GPPS)



Dorota Heidrich,
PhD

Head of UPIR/UPPS/
GPIR/GPPS Programs

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Administration of
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Karolina Poleszak

Administration of
UPPS/ 2nd and 3rd
year of UPIR


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Aneta Rachwał




Administration of
GPIR/GPPS


international.office.ism@uw.edu.pl

	Linda Masalska	Admissions	admission.wnpism@uw.edu.pl
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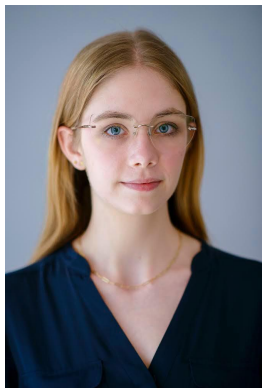

For details about the office hours and venue, please go to the [Faculty's website](#).

English Programme Administration (European Politics and Economics)

	Jadwiga Nadolska, PhD	Head of EPE	jadwiga.nadolska@uw.edu.pl
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	Linda Masalska	Admissions	admission.wnpism@uw.edu.pl
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For details about the office hours and venue, please go to the [Faculty's website](#).

International Students' Union WNPiSM			
	<p>Tamuda Usayiwevu</p> <p>Head of the International Students' Union WNPiSM</p> <p>t.usayiwevu@student.uw.edu.pl</p>		
	<p>Karolina Molska</p> <p>Vice-Head of the International Students' Union WNPiSM</p> <p>ka.molska2@student.edu.pl</p>		
	<p>Isha Agarwal</p> <p>Supervisor of the first year International Students' Union WNPiSM</p> <p>i.agarwal@student.uw.edu.pl</p>		

Please remember that problem solving should take the following steps:

1. Checking the [Faculty International Students' Union Facebook fun page](#) and [Faculty website](#) for updates and announcements pertaining to your problem (if no announcements have been made, the issue is most likely covered in the Student Guide).
2. Checking this Student Guide for possible solutions to your issue. If it is not there, move to step 3.
3. Contact a Students' Union representative. If they are unable to find a solution or it is beyond their expertise, move to step 4.
4. Send an email to international.office.ism@uw.edu.pl with your student number (*index number on your student ID*), full name, year and program, plus a detailed description of the issue.

Attention! When dealing with issues that arise, it is customary to work your way from step 1 to 4 successively.

The Students' Union representatives will be present in each student group (you will elect your own representatives during the first week of classes). These students will work as a connection between the student body and the administration. They will guide you on how to deal with issues that have been faced previously by our international students and how to proceed beyond their expertise. New representatives will receive training in a multitude of areas and will be involved in the organization of a variety of activities.

Students' Union representatives will be available for consultation during online office hours (detailed schedule is available [here](#))

Buildings and Rooms

The Faculty is split between different buildings:

- **Auditorium Building (Collegium Politicum)** at the Main Campus of UW - main building of our Faculty; Faculty's International Office; Administration; classrooms
- **Krakowskie Przedmieście 3** at the front of the Main Campus of UW – classrooms, the seat of the Department of European Union Policies (room 205, 206), Department of Law and European Union Institutions (room 203, 204), Department of Eastern Studies (room 200)
- **Nowy Świat 69** – classrooms and the Faculty Library
- **Nowy Świat 67** – classrooms, the seat of the Department of Methodology of Political Science (room 108, 109), Department of Internal Security (room 101, 101 B), Department of Labor System and Labor Market (room 103, 104), Department of Social Policy (room 105 B, 106, 107), Department of Political Theory and Political Thought (room 208, 209), Department of Political History (room 204, 205), Department of Political Sociology and Political Marketing (room 210), Department of State Sciences and Public Administration (room 201, 202)
- **Old Library Building** (Main Campus UW) – classrooms
- **Żurawia 4** – administration, the seat of the Department of Regional and Global Studies (room 501, 502, 503), Department of Strategic Studies and International Security (room 406, 407), Department of Diplomacy and International Institutions (room 419, 420, 421)

Most of the courses take place in **the Auditorium Building (Collegium Politicum)**.



The Faculty's International Office is also in the Auditorium Building (Collegium Politicum), room 127. Moreover, you can find there the Head of the Undergraduate and Graduate Programmes in International Relations, Political Science and European Politics and Economics, should you need to visit them during their office hours.

See [Main Campus Map](#)

Libraries

The library is the cornerstone of any education. It is the informational hub of the university that holds any resource a student would want. Once in possession of your student card, you will be able to access the [on-line resources](#) of the university which include many digital databases. Please check current restrictions related to the COVID-19 pandemic on the libraries' websites.



BUW (main University Library)

BUW (pronounced bOOv) is the short name for Biblioteka Uniwersytetu Warszawskiego, which is the main library of the entire University. It has many comfortable study areas that are both closed off and open. It is the center of student life during exam sessions and you will find it to be an odd home away from home. It isn't just a library but a small city full of restaurants, various services and facilities, entertainment and a rooftop garden. There are a few buses that will take you from the Faculty to BUW:

Nowy Swiat – take bus 105 from Nowy Swiat 03 stop.

Faculty Library

For more specialized literature you can venture to our faculty library. It is located one door down from our Nowy Swiat location at Nowy Swiat 69 on the 1st floor. It is a substantially smaller library but offers a good array of books. Professors will order the reading materials for classes to this library.

2. Important information about your studies

Academic Calendar

The academic calendar is our University's official calendar where you can find all of the official holidays and the dates for exams and retake sessions. These dates are valid unless otherwise specified. You will find the latest calendar for the academic year 2021/2022 [here](#).

Exam Sessions and Retake Sessions

According to your Academic calendar, after each semester you will have an exam session. If you don't pass the exam during the first exam session, you have to attend the retake session; the exact dates are specified in the academic calendar. **It is your obligation to pass the exam either during the exam session or the retake session. There are no other exam sessions than the first one and the retake one.**

Organisation of education in the upcoming academic year 2021/2022

In accordance with the Regulations issued by the Rector of the University of Warsaw **all the classes in the Academic Year 2021/2022 will be held on-site** (more information you will find [here](#)).

Please make sure that you become familiar with:

1. [Important acts at our Faculty:](#)
Especially - [Rules of Study at the University of Warsaw](#)
2. [Academic programme](#) of your studies

Useful site for incoming University of Warsaw students: [Welcome Point](#)

University Study Service System USOS

The University's Student Mail Service

For information on how to create and manage the university email account @student.uw.edu.pl - please visit <https://it.uw.edu.pl/en/uslugi/UslugiMojaPocztaGmailStudent/>. You are obligated to create the university email account: account@student.uw.edu.pl. Please note that all updates and information from the International Office as well as from the academic staff will be sent to the university email account: account@student.uw.edu.pl. Failure to create the university email account will result in your failing to receive the official email updates and information from the University administration and academic staff. Important: You will be able to join online classes only using the official student mail account. Please, be aware that you have to send all the files (i.e. your thesis) from that student mail account.

Having an email address in the University of Warsaw's domain enables online communication with the professors who teach your classes, and with students who attend the same classes as you. This is possible thanks to the U-MAIL service in the USOSweb system. You don't have to know the addresses of these people: it's enough if they are entered into the USOS database. Also, **many professors that teach elective courses outside of our Faculty will use the university mail system to contact students.** You may also use the search function to look up the email of any professor that works at the university. It is a very helpful resource.

Polish address for correspondence - IMPORTANT!

After your arrival in Poland you will be legally obliged to provide the International Office with a mailing address based in Poland. The address is necessary for official correspondence from the University of Warsaw. If your mailing address changes, please inform the International Office immediately.

Registration

First of all, you have to remember that the registration process for elective courses has to be done through your own USOS account (Student's Section -> Registrations). There are three types of registrations/applications.

- o [University's USOS](#) - application for dormitories and scholarships, bank account.
- o [Faculty's USOS](#) - registration for elective courses offered by our and other Faculties.
- o For other classes (such as PE, language classes and so on) you register through a special [token registration](#) service.

There are web platforms used for a variety of administrative tasks at the majority of Polish universities. In order to sign in you will need a valid login and a password. Students, who have the **Polish PESEL number**, can use it as a login, together with a password from the IRK account. Students, who do not have the Polish PESEL number, use the **personal number from the IRK system** as a login, together with a password from the IRK account. The password can be changed by you at any time (look for the "change password" field in the top right corner of the screen).

Below you can find a list of requirements you need to meet to pass **the first year of the programme:**

Programmes in International Relations and Political Science

Undergraduate Programme in International Relations (UPIR)

Undergraduate Programme in Political Science (UPPS)

1) Earn credits for all of the courses listed in the academic programme

- a. The course schedule is available [here](#). It is also visible in your USOSweb accounts, together with the information which study group you are assigned to.

2) Earn credits for language courses

- a. According to the programme curriculum (available [here](#)) you will need to pass 4 foreign language courses during your studies (each 60 hours per semester through 4 semesters). Please remember that apart from the language courses you will need to pass a university language exam on a **B1 level** (minimum). You can choose a language **other than the one that you have studied, but it can be neither the official language of your home country nor English**. For the language classes you will need to pay with special tokens (tokens are an official currency preloaded to your USOSweb accounts). You will have enough tokens to register for 4 language courses (apart from Polish language classes). If you don't attend the course, yet fail to unregister from it (within the same deadline as given for registration), you will lose the tokens spent on that course. It means that you will need to pay for additional tokens to meet the programme requirements. **Students who registered for the winter semester will be automatically registered to continue the course in the summer semester (even if the student has no tokens left, which will result in an additional payment)**. Please remember to unregister from the summer term course as soon as you decide not to take part in it.
- b. Prior to registration for some of the language courses, you will be asked to take a placement test [here](#). You will need to take it, even if you want to choose the beginners level. More information about placement tests can be found [here](#).
- c. Registration for foreign language courses should be made via this [link](#) (registration manual is available [here](#)). Registration schedule is available [here](#). Before you register, please check the language of instruction of the course!
- d. We offer 4 semesters of Polish language courses for foreign students. The registration process is similar to other language courses. The registration is available [here](#). You can simultaneously attend Polish language classes and other foreign language classes or use Polish language class as a foreign language class and fulfil programme requirements on that part.

3) Pass PE classes

- a. According to the programmes curriculum (available [here](#)) you will need to pass 3 terms of Physical Education classes during your studies (altogether 90 hours; each course is 30 hours; students need to register for 30 hours of PE in semesters 1-2-3). You have enough tokens to register for three PE classes. If you do not attend the class you will lose the credits, resulting in failure of the classes and extra payment for the missing PE course (similar to language courses regulation)
- b. Depending on the COVID-19 Pandemic, PE classes during the Autumn term 2021/2022 will be held stationary or remote. Course offer registration schedule for PE are available [here](#)

4) Earn credits for general elective course / courses - the required ECTS - follow the respective study programme¹. In the course of the programme students must earn 5 ECTS for courses taught in humanities.

¹ ECTS for general elective courses are not calculated per respective semester of study but per respective year of study

- a. General elective course (called OGUN in Polish) is a course offered by different faculties of the University of Warsaw. Registration and rules for those courses are similar to the rules of registration for language and PE classes.
 - b. All of the general elective courses are listed [here](#). Please, check the language of the instruction before registration (students of programmes taught in English must not take General elective courses in Polish).
 - c. Additionally, we offer courses covering Polish culture, prepared for foreigners. The list of these courses is available [here](#). **Please, check the language of instruction before registration (some of the courses are taught in Polish).**
 - d. Courses prepared for incoming ERASMUS+ programme students can be also chosen as a general elective for your programme. The schedule for those courses will be available soon. Registration for those courses will start in September (registration via [Faculty's USOSWeb](#)).
- 5) **Every Student is required to complete Occupational Safety and Health during their 1st year (online course; more information will be available in October)**
- 6) **During the three-year-cycle, every Student is required to complete Introduction to International Protection of Intellectual Property (on-site course; more information will be available in October)**

Graduate Programme in International Relations (GPIR)

Graduate Programme in Political Science (GPPS)

- 1) **Earn credits for all of the courses listed in the academic programme**
- a. The course schedule will be available [here](#).
 - b. Students are obliged to pass general elective courses - **the required ECTS – follow the respective study programme². In the course of the programme students must earn 5 ECTS for courses taught in humanities.**
 - c. General elective course (called OGUN in Polish) is a course offered by different faculties of the University of Warsaw.
 - d. Registration for general elective courses should be made via [token registration](#) (a manual for the registrations is available [here](#)). The full list of general elective courses is available [here](#). Please, check the language of the instruction before registration (students of programmes taught in English must not take General elective courses in Polish).
 - e. Additionally, we offer courses covering Polish culture designed for foreign students. The list of the courses will be available [here](#). **Please, check the language of instruction before registration (some of the courses are taught in Polish).**
 - f. Courses prepared for incoming ERASMUS+ programme students can be also chosen as a general elective for your programme. The schedule for those courses will be available soon. Registration for those courses will start in September (registration via [Faculty's USOSWeb](#)).
- 2) **Every Student is required to complete Occupational Safety and Health course during their 1st year (online course; you will receive more information about it in October)**
- 3) **During the two-year-cycle every student is required to complete Introduction to International Protection of Intellectual Property (on-site course; you will receive more information about it in October)**

² ECTS for general elective courses are not calculated per respective semester of study but per respective year of study

Programme in European Politics and Economics

1) Earn credits for all of the courses listed in the academic programme

- a. The course schedule is available [here](#). It is also visible in your USOSweb accounts

2) Earn credits for language courses

- a. According to the programme curriculum (available [here](#)) you will need to pass 4 foreign language courses during your studies (each 60 hours per semester through 4 semesters). Please remember that apart from the language courses you will need to pass a university language exam on a **B1 level** (minimum). You can choose a language **other than the one that you have studied, but it can be neither the official language of your home country nor English**. For the language classes you will need to pay with special tokens (tokens are an official currency preloaded to your USOSweb accounts). You will have enough tokens to register for 4 language courses (apart from Polish language classes). If you don't attend the course, yet fail to unregister from it (within the same deadline as given for registration), you will lose the tokens spent on that course. It means that you will need to pay for additional tokens to meet the programme requirements. **Students who registered for the winter semester will be automatically registered to continue the course in the summer semester (even if the student has no tokens left, which will result in an additional payment)**. Please remember to unregister from the summer term course as soon as you will decide not to take part in it.
- b. Prior to registration for some of the language courses, you will be asked to take a placement test [here](#). You will need to take it, even if you want to choose the beginners level. More information about placement tests can be found [here](#).
- c. Registration for foreign language courses should be made via this [link](#) (registration manual is available [here](#)). The registration schedule is available [here](#). Before you register, please check the language of instruction of the course!
- d. We offer 4 semesters of Polish language courses for foreign students. The registration process is similar to other language courses. The registration is available [here](#). You can simultaneously attend Polish language classes and other foreign language classes or use Polish language class as a foreign language class and fulfill programme requirements on that part.

3) Pass PE classes

- a. According to the programme curriculum (available [here](#)) you will need to pass 3 terms of Physical Education classes during your studies (altogether 90 hours; each course is 30 hours). It should be done until the end of the second year (30h during 1st year and 60h during 2nd year). You have enough tokens to register for three PE classes. If you do not attend the class you will lose the credits, resulting in failure of the classes and extra payment for the missing PE course (similar to language courses regulation)
- b. Depending on the COVID-19 Pandemic, PE classes during the Autumn term 2021/2022 will be held stationary or remote. Course offer registration schedule for PE are available [here](#)

4) Earn credits for general elective course / courses – the required ECTS – follow the respective study programme³. In the course of the programme students must earn 5 ECTS for courses taught in humanities.

- a. General elective course (called OGUN in Polish) is a course offered by different faculties of the University of Warsaw. Registration and rules for those courses are similar to the rules of registration for language and PE classes.

³ ECTS for general elective courses are not calculated per respective semester of study but per respective year of study

- b. All of the general elective courses are listed [here](#). Please, check the language of the instruction before registration (students of programmes taught in English must not take General elective courses in Polish).
 - c. Additionally, we offer courses covering Polish culture, prepared for foreigners. The list of these courses is available [here](#). **Please, check the language of instruction before registration (some of the courses are taught in Polish).**
 - d. Courses prepared for incoming ERASMUS+ programme students can be also chosen as a general elective for your programme. The schedule for those courses will be available soon. Registration for those courses will start in September (registration via [Faculty's USOSWeb](#)).
- 5) **Every Student is required to complete Occupational Safety and Health (OSH) during their 1st year (online course; more information will be available in October)**
 - 6) **During the three-year-cycle, every Student is required to complete Introduction to International Protection of Intellectual Property (on-site course; more information will be available in October)**

PLEASE NOTE!

Occupational Health and Safety Course & The Introduction to Intellectual Property courses

During your studies, you are obliged to pass the OHS (Occupational Health and safety course) and the Introduction to intellectual property course. **If you have already passed these courses at any Polish university at the undergraduate level or graduate level, and that way you don't have to attend these classes anymore, you have to send the transcript of your grade to the International Office.**

How to link your courses?

Though you may not have to register for your mandatory courses you will have to link them to your study programme, along with your other, non-mandatory (elective) courses, so that the system can count the credits awarded for them. Below you may find a useful guide on how to link your courses.

The screenshot displays the USOSweb interface. At the top, there is a navigation bar with links: NEWS, DIRECTORY, MY USOSWEB (highlighted), STUDENT'S SECTION, STAFF SECTION, and EXTRA MODULES. On the left, a sidebar contains 'MY SHORTCUTS' with links to SCHEDULE, CLASS GROUPS, CUSTOM SCHEDULES, USOS MAIL, and PREFERENCES. The main content area is divided into several sections. A red arrow points to the 'LINKAGE' section, which states 'You have 9 unlinked courses.' and lists courses with a countdown: '220 days remain to deliver for checkup study program Graduate Program in International Relations, stacjonarne, drugiego stopnia.' Below this are sections for 'STUDENT'S TESTS' (showing no tests) and 'STUDENT'S CLASSES' (listing various seminars and courses). To the right, there is a 'DIRECTOR' section with search filters, a 'SCHEDULES' section with a table for staff member's schedule, and a 'PREFERENCES' section with settings for email confirmation, rows on single page, order by name, and favourite department. At the bottom right, the 'USER INFORMATION' section displays student details and permissions.

INTRODUCTION

REGISTRATIONS

- calendar
- cart
- for courses
- direct for groups
- group preferences
- for exams

MEETINGS

MY STUDIES

- tests
- grades
- linkage
- list
- default program
- POL-on
- decisions
- promotions
- dean's groups
- applications
- rankings
- stipends
- student mobility
- surveys
- payments FK
- diplomas

Linkage

Each completed course (most commonly, failed courses also) gets finally **linked with one specific study stage. If you won't link the course by yourself, student's office will do it for you (foreign students usually don't have to do it themselves).**

On the course list below **you won't find** external courses or any other courses related to individual **decisions** made in reference to your study program - links to such courses might be edited by student's office only.

To link many courses with a specific study program or stage you should first choose courses and then click "link selected". All selected courses should be from the same cycle.

Winter semester 2019/20 [2019Z]

LINKING PERIODS [show](#) RESIGNATION PERIOD [show](#) LINK SELECTED

Click „add stage” to attach the course to your studies

Course	Status	Link to a study program	Link to a stage	Counts for average (stage/diploma)	Resignation from passing	Help
<input type="checkbox"/> (in Polish) Nowe media i polityka 2102-M-D3NMIP		S2-PO [delete link]	NONE [add stage]	NO / NO [change]	NO [resign]	i
<input type="checkbox"/> (in Polish) Współczesne przywództwo polityczne : modele i praktyka 2102-MON-WPPO		S2-PO [delete link]	NONE [add stage]	NO / NO [change]	NO [resign]	i
<input type="checkbox"/> (in Polish) Zmiany systemowe we współczesnym świecie 2102-M-D3ZSWS		S2-PO [delete link]	NONE [add stage]	NO / NO [change]	NO [resign]	i

(in Polish) Nowe media i polityka
Winter semester 2019/20

If you link the course to a particular stage of the study program, it will be irreversible.

Political Science, full-time studies, second cycle - edit link

☐ I want to link this course to specific stage of this program [i](#)

ADD LINKS

Mark the box of the course (only those on your schedule)

(in Polish) Nowe media i polityka
Winter semester 2019/20

If you link the course to a particular stage of the study program, it will be irreversible.

Political Science, full-time studies, second cycle - edit link

☒ I want to link this course to specific stage of this program [i](#)

☐ PO-MPO-1 - (in Polish) Pierwszy rok, politologia, specjalność marketing polityczny 2017

☒ **PO-MPO-1 - (in Polish) Pierwszy rok, politologia, specjalność marketing polityczny 2018**

ADD LINKS

1. Chose the program you would like to attach the course to (it will be bold)

2. Click „add links” and you are done.

Linkage



i Each completed course (most commonly, failed courses also) gets finally **linked** with one specific study stage. If you won't link the course by yourself, student's office will do it for you (foreign students usually don't have to do it themselves).

On the course list below **you won't find** external courses or any other courses related to individual **decisions** made in reference to your study program - links to such courses might be edited by student's office only.

i To link many courses with a specific study program or stage you should first choose courses and then click "link selected". All selected courses should be from the same cycle.

GIVING UP PASSING CONDITIONS **i** [show/hide](#)

DISPLAY OPTIONS

Include also:

☐ full names of programs and stages **i**

☐ use chronological order

[APPLY](#)

If you have followed the instructions correctly, you will see this notification. Now you can repeat with other courses.

Fees

The fee for all programmes is 3000 EUR per year (1500 EUR per semester). Payments can be made only by a bank transfer to provided bank accounts. Only payments in EUR will be accepted.

You may pay separately for the semesters of each academic year or for the whole respective year (see below for the deadlines)

- 1) The University of Warsaw provides a separate bank account for each student. You can check personal account details in the USOS system.
- 2) Payment deadlines:
 - a) fee for the 1st semester – due by 24th September (50%), **until 22nd October 2021 – for students admitted to the 1st year of studies;**
 - b) **fee for the 2nd semester – by 4th February 2022 (50%);**
 - c) fee may be paid in one amount until the 24th September 2021; **for students admitted to the 1st year of studies – until 22nd October 2021.**
- 3) To pay the programme fees from outside of Poland, please use the following bank account details:

Name of the recipient: University of Warsaw, Faculty of Political Science and International Studies

Address of the recipient: Krakowskie Przedmiescie 3, 00-047 Warszawa, Poland

Name of the bank: Millennium Bank SA

Address of the bank: Stanislaw Zaryna 2A, 02-593 Warszawa, Poland

SWIFT: BIGBPLPW

Account no.: PL <your usos bank account>

Information on the payment: <your name>, <name of study programme> tuition fee

IT IS CRUCIAL TO PROVIDE INFORMATION ON THE PAYMENT (PAYMENT TITLE) AS ABOVE!

If you pay after the deadline the penalty interests will be added to all of your payments.

Bank accounts of the university

On this site you can see the number of the bank account you should make your payments on behalf of the university. Each student has his/her own **virtual** subaccount number within the university account which makes it possible to immediately recognise who has made the payment and reckon it up. Each organizational unit of the university has also got its subaccount within the university account so whenever you are making a payment please check whether you have selected the right account number of the university organisational unit.

You may have numerous virtual accounts. Each payment should be made to appropriate account. In case the uncleared debts site shows more than one virtual account number for the amount due you should choose a proper one according to the description in the table. In case of any doubts please contact the office of the Dean of the organization unit on whose behalf the payment should be made.

Do not disclose or make available your virtual account number to other students, as each student has got a different account number to which his/her payments should be made.

Your virtual accounts		
Account for: Faculty of Journalism and Political Science	34	3090 (Bank Millennium SA Bankowy Punkt Rozliczeń Nr 5)
		download payment slip
Account for: Department of Intercultural Studies in Central-Eastern Europe	10	3090 (Bank Millennium SA Bankowy Punkt Rozliczeń Nr 5)
		download payment slip
Account for: Physical Education Centre	51	3090 (Bank Millennium SA Bankowy Punkt Rozliczeń Nr 5)
		download payment slip

Student's ID payment

- a candidate pays for his/her student ID after being accepted to the study programme
- the student ID fee is 22 PLN

after the payment please provide confirmation of payment.

Bank account number:

Recipient:

Uniwersytet Warszawski
Krakowskie Przedmieście 26/28
00-927 Warszawa

bank: Bank Millenium S.A.

bank address: ul. Stanisława Żaryna 2A, 02-593 Warszawa

account number: 56 1160 2202 0000 0000 7648 6236

payment title: *opłata za wydanie legitymacji*

3. International Students' Union WNPiSM

International Students' Union WNPiSM is a voluntary organization. Its principle goal is to assist you with any issues regarding your studies, everyday life in Warsaw and also to create unforgettable events for you. In the past years we have organized Christmas parties, public debates, guest lectures with ambassadors and many other events for students. We welcome you to take part in similar events this upcoming academic year. Any of you willing to work with us are welcome to contact us at wnpism.internationalsu@gmail.com.

We hope to have all of you on our team! Look out for recruitment on your Facebook groups!



We wish you all the best and hope you will enjoy your studies and stay in Poland! Remember to follow the International Representatives WNPiSM on

Facebook @ /studentsunionWNPISM/

Instagram @ /wnpism_intsu/

We will answer all your questions during the Students' Union office hours (schedule available [here](#))

**We hope you will enjoy your studies
and stay in Poland**

Please follow us on:

<https://www.facebook.com/wnpism/>

https://www.instagram.com/wnpism_uw/



**Faculty of Political Science
and International Studies**
University of Warsaw