



THE WITELON UNIVERSITY
OF APPLIED SCIENCES
IN LEGNICA





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Device of Polish Republic



Flag of Polish Republic



Silesian coat of arms bottom



Coat of arms of city Wrocław



Coat of arms of city Legnica



I. INTRODUCTION

Facts about the Republic of Poland

- Area:** 312,685 square kilometers (9th largest country in Europe)
- Location:** central Europe (the Republic of Poland borders the Federal Republic of Germany, the Czech Republic, the Slovak Republic, Ukraine, the Republic of Belarus, the Republic of Lithuania and the Russian Federation)
- Population:** 38 million
- Climate:** moderate
- Capital:** Warszawa (Warsaw)
- Language:** Polish
- Religion:** Catholicism
- Currency:** złoty (PLN)
- Government:** parliamentary republic
- Since May 1st 2004, Poland has been a Member State of the European Union, Poland is also a member of the UN, the Council of Europe, the Organization for Economic Cooperation and Development, the Central European Free Trade Association, the Central European Initiative, the World Trade Organization and NATO.



Coat of arms of city Warszawa



Warszawa

Facts about Lower Silesia Region

The region of Lower Silesia (Dolny Śląsk) covers an area of around 20,000 sq km and is populated by approximately 3 million people. It is bordered by Lubuskie and Wielkopolskie provinces to the north, Opolskie province to the east, Germany to the west and the Czech Republic to the south.

There are a number of tourist attractions in the Lower Silesia region including: the Sudetes, Stołowe, Karkonosze and Rudawy Janowickie mountains; the Kłodzko valley; a large number of castles; and many other architectural monuments. Lower Silesia is also home to lots of geological curiosities such as caves, rocky labyrinths and several long-extinct volcanoes. Among the many mineral springs there are some thermal and radioactive ones!

The river system of Lower Silesia is formed by the Odra (Oder) and its tributaries; there are also a number of large artificial lakes and interesting waterfalls. Large parts of Lower Silesia are forested, including the Sudetes and Lower Silesian forests. There are two national parks and numerous nature reserves, the best-known of which is Milicz Ponds, the largest bird reserve in southern Poland.

The capital and perhaps major tourist attraction of the province is the city of Wrocław. Other interesting towns and cities include: Głogów, Jelenia Góra, Kłodzko and Legnica.



Travel directions for visitors to Legnica

By road

From Warszawa – about 6 hours (412 km)
From Wrocław – about 50 minutes (77 km)
From Zgorzelec – about 1 hour (103 km)

By plane

Legnica can easily be reached from **Copernicus Airport in Wrocław** (Port Lotniczy im. M. Kopernika we Wrocławiu – <http://www.airport.wroclaw.pl>) by train, coach or minibus (it is only 70 km away from it).

To get to your destination from **Fred-eric Chopin Airport in Warsaw** (Port Lotniczy im. F. Chopina w Warszawie – <http://www.lotnisko-chopina.pl>) you need to take a train (distance: 350 km).

By train

From **Copernicus Airport in Wrocław** you can catch the 406 bus to the central railway station (*Dworzec Główny*), which takes approx. 40 min. (bus fare – about 3,00 zł; get off at *Dworcowa Street*) or you may use one of the licensed taxi services (for example: Radio Taxi, phone: +48 71 196 22). Then continue your journey to Legnica by train.

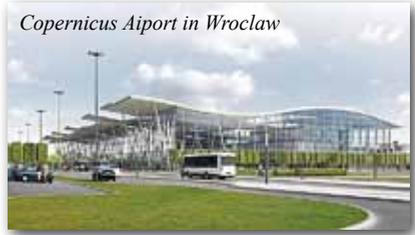
From **Frederic Chopin Airport in Warsaw** you can catch the 175 bus (or the N32 night bus service) to Warsaw central railway station (*Dworzec Centralny*), which takes approx. 30 min. Buy your bus ticket at a newsagent's at the airport (bus fare – about 3,00 zł). Alternatively, use one of the licensed taxi services (for example: MPT Radio Taxi, phone: +48 221 91 91 or Merc Taxi, phone: +48 226 777 777). Then continue your journey to Legnica by train.

There is a train connection between *Dworzec Centralny* in Warsaw or *Dworzec Główny* in Wrocław and the railway station in Legnica.

Please consult: <http://www.rozklad.pkp.pl> for up-to-date train schedules.

Go to the ticket hall and queue to buy a one-way ticket to Legnica.

Copernicus Aiport in Wroclaw



Frederic Chopin Aiport in Warsaw



Train Station in Wroclaw



Train Station in Legnica



Facts about the city of Legnica

Legnica is situated in the south-west of Poland. It is the third largest city of Lower Silesia and one of the oldest in this part of the country. The city is situated on the River Kaczawa in Silesian Lowlands, the warmest region of Poland. Legnica covers an area of 56.29 square kilometers and has a population of 106,000. The city cooperates with the following foreign cities: Wuppertal (Germany) since 1993, Drohobycz (Ukraine) since 1999, Blansko (The Czech Republic) since 2000 and Roanne (France) since 2006.



A complex of eight Renaissance three-storey houses called „Herring Stalls” (Śledziówki), first mentioned in 1574



St. Mary's Church dating back to the 14th century

Distances to other cities:

Berlin – 240 km

London – 1330 km

Madrid – 2467 km

Paris – 1212 km

Prague – 175 km

Rome – 1578 km

Vienna – 350 km

Warsaw – 330 km



*Historical tenement-house in Legnica
„At quail basket” quot*

Tourist attractions



A 13th –century castle



Urban park of Legnica



Old Town Hall



Museum of Copper in Legnica



The Piast Mausoleum



II. THE WITELON UNIVERSITY OF APPLIED SCIENCES IN LEGNICA

Early beginnings

On 16th June, 1998 the first independent university was established in Legnica. In its early days, the institution had no academic didactic staff or material property of its own. Despite those difficulties, within a few years the school has become one of the largest of the kind in Poland. Today over nine thousand daily, extramural and post-graduate students are educated here and the area of the didactic halls exceeds 21 thousand square meters.



Property

Building A houses administrative rooms, lecture halls, language laboratories, classrooms, computer study rooms, a weight room, fitness club and a café.

Building C houses lecture rooms, computer laboratories, language study rooms, classrooms, the library and a reading room.

Building E houses four lecture rooms for over 1,000 people in total.



Licentiate studies
Engineering studies
Master's degree studies

Field of Administratuin

Field of Economy

*Field of Environmental
Protection*

Field of Philology

Field of Pedagogy

Field of Nursing

Field of Political Science

*Field of Emergency
Medical Care*

*Field of Tourism
and Recreation*

Field of Psyhical Education

Field of Managment

Field of Computer Science

*Field of Managment
and Production Engineering*



Fields of study

1. Faculty of Administration

- 1) Field of Administration (BA studies) including the following specializations:
 - a) public administration
 - b) environmental protection administration
 - c) public safety and security administration
 - d) municipal and economic administration
- 2) Field of Environmental Protection (engineering studies) including the following specialization:
 - a) environmental protection systems



2. Faculty of Humanities

Field of Philology (BA studies) including the following specializations:

- 1) English philology and computer science
- 2) English philology
- 3) German philology
- 4) Russian philology



3. Faculty of Management and Computer Science

- 1) Field of Computer Science (engineering studies) including the following specializations:
 - a) computer systems and networks
 - b) multimedia and Internet systems
 - c) computer graphics
 - d) information systems management
- 2) Field of Management (BA studies) including the following specializations:
 - a) enterprise management
 - b) small and medium enterprise management
 - c) financial management
 - d) human resources management
- 3) Field of Management and Production Engineering (engineering studies) including the following specializations:
 - a) industrial systems controlling
 - b) logistics
 - c) occupational safety engineering
- 4) Field of Management and Production Engineering (MA studies) including the following specializations:
 - a) energy from renewable resources
 - b) information technologies in production engineering
 - c) security
- 5) Field of Economy (BA studies) including the following specializations:
 - a) economic analysis
 - b) accounting and internal audit

4. Faculty of Political Science

- 1) Field of Political Science (BA studies) including the following specializations:
 - a) public services
 - b) public communication and public relations
 - c) European integration





5. Faculty of Pedagogy, Tourism and Recreation

- 1) Field of Pedagogy (BA studies) including the following specializations:
 - a) social work
 - b) care pedagogy and health promotion
 - c) integrated early pre-school education with the English language



- 2) Field of Tourism and Recreation (BA studies) including the following specializations:
 - a) organization of tourism and recreation
 - b) tourism and hospitality industry
 - c) agrotourism
- 3) Field of Physical Education (BA studies) including the following specialization:
 - a) teacher training

6. Faculty of Medicine

- 1) Field of Nursing (BA studies)
- 2) Field of Emergency Medical Care (BA studies)



Term dates and public holidays

The academic year commences on 1st October and ends before 30th June.

Autumn/Winter Semester

Classes start in the last week of September/ first week of October and finish in the third week of January.

Christmas break: 22 December – 2 January.

End-of-term examination session: January/February.

Spring/Summer Semester

Classes start in the second week of February and finish in the second week of June.

A week-long Easter break, May long weekend break: 1st–3rd May.

End-of-term examination session: June.



Public Holidays in Poland

New Year's Day	– 1 st January
Easter Sunday	– March or April
Easter Monday	– March or April
May Day	– 1 st May
Constitution Day	– 3 rd May
Corpus Christi	– June
Feast of the Assumption	– 15 th August
All Saints' Day	– 1 st November
Independence Day	– 11 th November
Christmas Day	– 25 th December
Boxing Day	– 26 th December



Language of instruction

The language of instruction is Polish, however other languages (English, French, German and Russian) are also used in particular classes and lectures.

Please visit our site: <http://www.bw.pwz.legnica.edu.pl>

Polish language course

The University offers free Polish language courses for foreign exchange students. The courses are provided in each semester, on elementary level; no ECTS credits are awarded for attendance.



Grading scale

Polish scale:	ECTS grade:
five (pięć)	A excellent
four and a half (cztery i pół)	B very good
four (cztery)	C good
three and a half (trzy i pół)	D satisfactory
three (trzy)	E sufficient
2 two (dwa)	FX/F fail

III. FORMALITIES UPON ARRIVAL

The deadline for Erasmus Programme Coordinator of the sending school to submit via e-mail an official note specifying the students to be sent to our school is **15th May (winter semester)** and **15th November (summer semester)**.

The note should be sent to the following e-mail address: witkowskam@pwsz.legnica.edu.pl and it should include the following information: the student's name(s), surname, sex, specification of the semester (summer, winter), the academic year and the number of months the student is going to study in Poland for.



By 31st May (winter semestr) or **30th November (summer semester)** we should be sent the following documents by regular mail:

- e-version of student's application form and its ordinary version
- learning agreement
- accommodation form
- photocopy of the student's passport and ID
- 4 photos (3,5 x 4,5 cm)





On reception of the above mentioned documents we will send a letter of acceptance to your coordinator via regular mail.

A month prior to the student's departure we should be sent by regular mail the following:

- photocopy of the student's visa (if applicable),
- information form containing details of the trip – „arrival form”.



Please send all the documents to the following address:

**Państwowa Wyższa Szkoła
Zawodowa im. Witelona w Legnicy
Biuro Współpracy z Zagranicą
ul. Sejmowa 5C pok. 117
59–220 Legnica Polska/Poland**

IV. STUDENT LIFE

Library

The library of the Witelon University of Applied Sciences in Legnica was created as early as the second year of the school's activity. Currently, our book stock is convergent with the fields and specializations of study and it includes 60,000 volumes, both in Polish and foreign languages, as well as 144 Polish and foreign magazines.

At the moment the library has 2,500 special tape recordings (CDs, video recordings, etc.).

The school library has a computerized catalogue and it is equipped with up-to-date software as well as electronic appliances.

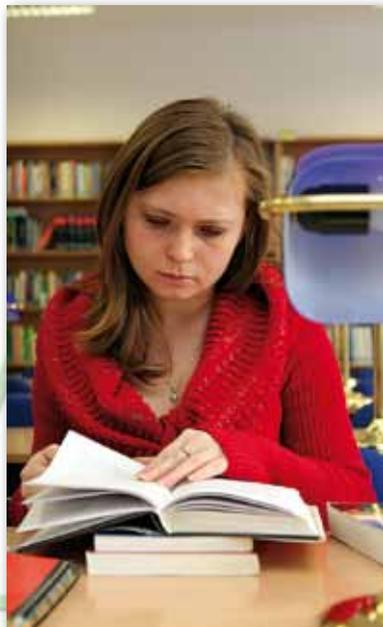
Opening hours:

Monday – Tuesday: 8:00 – 18:00

Wednesday: 11:00 – 18:00

Thursday – Friday: 8:00 – 18:00

Saturday: 9:00 – 16:00



Student societies

- „Consumer protection” – Faculty of Administration
- „Young political scientists” – Faculty of Political Science
- „Young Administrators” – Faculty of Administration
- „Negotiator” – Faculty of Political Science
- „Contemporary Computer Science” – Faculty of Management and Information Technology
- „Earth Lovers” – Faculty of Administration
- „Entrepreneur” – Faculty of Management and Information Technology
- „Quality Management” – Faculty of Management and Information Technology
- „Constitutional Law” – Faculty of Administration

Academic Sports Association

Academic Sports Association (AZS) was established in 2001, granting students an opportunity to develop their skills in a number of sports, including: football, basketball, volleyball, swimming, table tennis, cross-country running, cheerleading and break-dancing. Our students participate in taekwondo, karate, chess, sports climbing, tennis, triathlon and men's handball competitions and tournaments. Students of the Witelon University of Applied Sciences in Legnica organize inside-school championships in many sports disciplines. They also take part in a variety of events within Lower Silesia Inter-School League.



Academic Club of Tourism

The Academic Club of Tourism (AKT), established in November 2002, embraces students interested in broadening their knowledge of tourism and recreation, both through organizing and participating in various events, such as white water canoeing, trekking expeditions, extreme rallies or sightseeing tours.





**Address: Dom Studenta (Hall of Residence)
ul. A. Mickiewicza 10, 59 -220 Legnica, Poland**

Accommodation

The accommodation deadline for the winter semester is **May 31st**, and for the summer semester – **November 30th**.

The Witelon University of Applied Sciences in Legnica provides accommodation for all exchange students in the University's dormitories.

All rooms have free Internet access. They are equipped with new furniture, beds, desks, chairs, pillows and quilts; there is no bed linen.

Accommodation costs vary according to the type of accommodation provided (single, double, triple or quatro room with shared bathroom and a kitchen on the floor or with a bathroom and a kitchen on the floor or, alternatively, with an en-suite bath and kitchen. The minimum rent is 275 PLN per person per month, with the maximum of 450 PLN.

Payment should be made in cash at the Dormitory Office before 10th day of each month. At check-in every student is obliged to pay a returnable security deposit of 200 PLN. The deposit is to be returned at final check-out provided that the accommodation is vacated without any damage.



Health insurance

Medical insurance is obligatory for all foreign students.

European Students

The European Health Insurance Card makes it easier for citizens of the 27 EU Member States (plus Iceland, Liechtenstein, Norway and Switzerland) to access health care services during their temporary stays abroad.

The Card grants them the same access to public sector health care (e.g. a doctor, a pharmacy, a hospital or a health care centre) as the one enjoyed by the nationals of the country they are visiting. Those receiving medical attention in a country that charges fees for health care, will be reimbursed either immediately, or after they return to their home countries.

Non-European Students

Prior to their departure, non-European students should purchase relevant health insurance in their home country, covering the duration of their stay in Poland. It is also possible to purchase such insurance on the spot from National Health Fund (NFZ), which amounts to approx. 49 PLN per month.

NFZ website – <http://www.nfz.gov.pl/ue/?katnr=5&dzialnr=2&artnr+716&czartnr=2>





Residence Permit

Please be prepared to obtain a Residence Permit at the beginning of your stay in Poland. Such a Permit is issued for one year. Your student guide will offer you assistance in the procedure. Required documents:

- proof of insurance (European Health Insurance Card)
- Identity Card or International passport (EU citizens)
- passport valid for minimum 1 year + Visa (non-EU citizens)



Living costs

Minimal living costs in Poland amount to 300–500 PLN per month, accommodation excluded. For your information, below we provide average prices of major products, which however, may vary depending on location.

- Bread – 3,00 zł/loaf
- Butter – 3,50 zł/packet
- Eggs – 0,30 zł/each
- Yoghurt – 1,50 zł
- Milk – 2,00 zł/litre
- Juice – 3,50 zł/litre
- Coke – 2,50 zł/0,5 l bottle
- Rice – 1,50 zł/kg
- Sugar – 3,00 zł/kg
- Chocolate – 2,00 zł/bar
- Apples – 3,50 zł/kg
- Bananas – 3,00 zł/kg
- Potatoes – 1,00–1,50 zł/kg
- Chicken – 6,00 zł/kg
- Cigarettes – 9,00 zł/packet
- Beer – 4,00–5,00 zł/0,5 l bottle
- Cinema/theatre ticket – 15 zł





Money facts

The currency of Poland is the Polish new zloty (PLN or zł); 1 Euro = 4,0 PLN (July 2010). Money can be exchanged at airports, railway stations, banks, hotels or exchange offices.



Public transportation

Bus

The best way to move around the city is by bus (MPK). The fares are the following:

- single ticket – 2,00 PLN,
- day pass – 7,00 PLN,
- monthly pass (one line) – 66,00 PLN,
- monthly pass (all lines) – 90,00 PLN.

Students under 26 are entitled to a 37% discount, provided that they hold a valid Polish student card.

Train

Outside destinations can easily be reached by train – National Rail (PKP). The schedule can be checked on:

<http://rozkład-pkp.pl/?q=en/node/143>

Students under 26 are entitled to a 37% discount for 2nd class tickets in all types of trains except InterCity and EuroCity. Please remember about your ID: a valid Polish student card.

Taxi

Taxi ranks are marked with the TAXI sign. Higher rates are charged for travel out of city limits, on Sundays and holidays, a special night fare is also applied between 10 pm to 6 am.

76 196 22 – Super Radio-Taxi

76 199 23 – Radio-Tele-Taxi

76 196 28 – Radio Taxi





Communication

Telephone

Country Calling Code for Poland: +48
Area Code for Legnica: 76

Mobile

The five major operators in Poland are:

- Era – <http://www.era.pl>
- Heya – <http://www.heyah.pl>
- Orange – <http://www.orange.pl>
- Play – <http://www.playmobile.pl>
- Plus – <http://www.plus.pl>

Postal service

Poczta Polska:

<http://www.poczta-polska.pl/>

Postal service:

<http://www.cennik.poczta.lublin.pl/engindex.php>

Post offices:

Plac Słowiański 1, Dworcowa 4,
Piastowska 72, Złotoryjska 1

Useful phone numbers:

- 999 ambulance
- 998 fire brigade
- 997 police
- 981 road assistance

While calling from a mobile phone, dial 112 or one of the above numbers preceded by the area code (e.g. to call the Police in Legnica, dial 76 997).





Legend:

- ① Railway station in Legnica, 2 Kolejowa Str.
- ② ③ The Witelon University of Applied Sciences in Legnica, 5 A Sejmowa Str.
- ④ Hall of Residence, 10 Mickiewicza Str.



V. CONTACTS

International Relations Office

Małgorzata Witkowska, MA
 Institutional Erasmus Co-ordinator
 e-mail: witkowskam@pwsz.legnica.edu.pl
 Phone: +48 76 723 23 47
 Fax: +48 76 723 29 05



Address:

Państwowa Wyższa Szkoła Zawodowa
 im. Witelona w Legnicy
 Biuro Współpracy z Zagranicą
 ul. Sejmowa 5 C, pok. 117
 59–220 Legnica Polska / Poland
www.bw.pwsz.legnica.edu.pl

Departmental Co-ordinators

Department	Co-ordinator	E-mail	Phone
Faculty of Administration	mgr Agnieszka Łakomska	LakomskaA@pwsz.legnica.edu.pl	+4876 723 22 02
Faculty of Humanities	dr Piotr Niemiec	piotrnemiec@interia.eu	+4876 723 22 15
Faculty of Political Science	dr hab. Robert Wiszniowski	wiszniowskir@wp.pl	+4876 723 22 05
Faculty of Pedagogy, Tourism and Recreation	dr Regina Kumala (Field of Tourism and Recreation)	kumalar@pwsz-legnica.eu	+4876 723 23 60
	dr Wiesława Troszczyńska-Nakoneczna (Field of Pedagogy)	wiesia.troszczyńska@gmail.com	+4876 723 23 50
Faculty of Medicine	dr n. med. Marek Syrycki	syryckim@pwsz-legnica.eu	+4876 723 21 54
Faculty of Management and Computer Science	dr Oleksandr Klosov	klosovo@pwsz-legnica.eu	+4876 723 23 24



MINI GLOSSARY

Cześć!	Hello / Hi
Dzień dobry	Good morning
Dobry wieczór	Good evening
Dobranoc	Good night
Do widzenia	Good bye
Do zobaczenia	See you
Do jutra	See you tomorrow
Proszę	Please
Przepraszam	I'm sorry
Dziękuję	Thank you
Tak	Yes
Nie	No
Jak się masz?	How are you?
Co słyhać?	How is it going?
Która godzina?	What time is it?
Jak dojechać do...	How can I get to...
Czy to daleko stąd?	Is it far from here?
Poproszę to	May I have this
Ile to kosztuje?	How much does it cost?
Ile płacę?	How much will it be?
Nazywam się ..	My name is.....
Nie mówię po polsku	I don't speak Polish
Nie rozumiem	I don't understand
Proszę powtórzyć	Please repeat. Repeat please
Przyjechałem/przyjechałam z...	I have come from.....
Semestr	Semester, term
Egzamin semestralny	End -of -term examination
Egzamin ustny	Oral examination
Egzamin pisemny	Written examination
Praca semestralna	End -of -term paper
Sesja egzaminacyjna	Examination period

Poniedziałek	Monday
Wtorek	Tuesday
Środa	Wednesday
Czwartek	Thursday
Piątek	Friday
Sobota	Saturday
Niedziela	Sunday

Pory roku	Seasons of the year
Wiosna	Spring
Lato	Summer
Jesień	Autumn
Zima	Winter

Styczeń	January
Luty	February
Marzec	March
Kwiecień	April
Maj	May
Czerwiec	June
Lipiec	July
Sierpień	August
Wrzesień	September
Październik	October
Listopad	November
Grudzień	December





Państwowa Wyższa Szkoła Zawodowa
im. Witelona w Legnicy
Biuro Współpracy z Zagranicą
ul. Sejmowa 5C, pok. 117
59-220 Legnica Polska/Poland
www.bw.pwsz.legnica.edu.pl