



UNIVERSITY DETAILS	
Name of University	Jan Kochanowski University in Kielce Uniwersytet Jana Kochanowskiego w Kielcach (UJK)
Address	Żeromskiego 5, 25-369 Kielce, Poland
Website	http://www.ujk.edu.pl
Faculties	http://www.ujk.edu.pl/index_en.php

CONTACT INFORMATION Student Exchange Office	
Address	Żeromskiego 5, 25-369 Kielce, Poland
Website	http://www.erasmus.ujk.edu.pl
Office hours	Monday – Friday 7:30 – 15:30
Contact persons	Beata Banach-Rząca tel. +48 41 349 72 67 e-mail: beatabanach@ujk.edu.pl Klaudia Łodejska tel. +48 41 349 70 82 e-mail: erasmus@ujk.edu.pl
Website for incoming students	http://www.erasmus.ujk.edu.pl/info-for-incoming-students

EXCHANGE PROGRAMME	
Winter semester	October 2018 – February 2019
Summer semester	February 2019 – July 2019
Nomination deadlines	for winter semester: 30th June 2017 for summer semester: 30th November 2018
Number of students	according to bilateral agreement * more students may be accepted
Level of study	1st cycle – Bachelor's 2nd cycle – Master's 3rd cycle – PhD
Type of study programme	student mobility for study (1 or 2 semesters) student mobility for traineeship (if available according to IIA)
List of courses for foreign students	http://www.erasmus.ujk.edu.pl/info-for-incoming-students/courses-in-english
Language of teaching	English B1/B2 according to the Common European Framework of Reference for Languages (CEFR) or equivalent http://www.coe.int/t/dg4/linguistic/cadre1_en.asp Exchange students do not need to provide an English language certificate as it is the responsibility of sending institution to select students who have sufficient level of English language ability.
Credit system	Usual work load is 30 ECTS per semester, but we are flexible taking into account individual cases. More about ECTS http://ec.europa.eu/education/resources/european-credit-

	transfer-accumulation-system_en
Grading system at UJK	http://www.erasmus.ujk.edu.pl/info-for-incoming-students/grading-system
Tuition	No tuition, course or registration fees for exchange students
Accommodation	Exchange students are provided with accommodation at a dormitory. Learn more about accommodation possibilities: http://www.erasmus.ujk.edu.pl/info-for-incoming-students/accommodation/
Orientation days	Exchange students are encouraged to participate in orientation sessions which are held at the beginning of each semester
Application procedure	<p>1. Exchange students are nominated by their home university. The nomination should include the following information:</p> <ul style="list-style-type: none"> - name and surname of the nominee - date of birth - e-mail - sex - field of study/academic area - level of study <p>2. Exchange students are invited to fill in and email to UJK the application documents:</p> <ul style="list-style-type: none"> - Incoming Student Exchange Application Form - Foreign Student Accommodation Application Form - Polish Language Course Application Form (optional but advisable) <p>Exchange students will also need to email:</p> <ul style="list-style-type: none"> - a copy of passport ID page or a copy of Identity Card (valid for the period of stay at UJK) - a copy of health insurance - official photo of the participant 2cm x 2.5cm jpg, 236 x 295 pixels. <p>3. After all documents are submitted, exchange students receive the letters of acceptance.</p>
Student support	<ul style="list-style-type: none"> ✓ The officers at the Student Exchange Office are able to advise incoming students on administrative and practical matters relating to their exchange e.g. application process, accommodation, orientation days, events on and off campus, language classes etc. ✓ Faculty and Institute coordinators will assist incoming students with all academic aspects of their study programme ✓ Study buddy programme provides guidance, advice and support to incoming students. Local students – ‘study buddies’ help international students to find their way in a foreign environment

