GENERAL INFORMATION FOR STUDENTS

COST OF LIVING

The currency of Poland is the Polish new zloty (PLN or zł). 1 PLN = 0.25 Euro, 1 Euro = 3.95 PLN (September 2010). Money can be exchanged at banks, hotels, airports, railway stations or exchange offices.

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 – 2,00 - 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 bottle
- Rice - 1,50 zł / kg
- Sugar - 3,00 zł / kg
- Chocolate - 2,00 zł
- Apples – 3,50 zł / kg
- Bananas - 5,00 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 bottle
- Cinema / theatre ticket - 15 zł

ACCOMMODATION

The Witelon University of Applied Sciences in Legnica provides accommodation for 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.

More information can be found in the section “Study facilities” below.

Accommodation for Polish students

The detailed information on the accommodation of Polish students can be found at the website http://www.pwsz.legnica.edu.pl/strona-960-akademik-2.

Accommodation for Erasmus Students

The Witelon University of Applied Sciences in Legnica provides accommodation for all exchange students in the University's Dom Studenta (Hall of residence).

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

Deadline

The accommodation deadline for the winter semester is May 31st, and for the summer semester – November 30th.
Accommodation cost for Erasmus students

<table>
<thead>
<tr>
<th>Room</th>
<th>Per month</th>
<th>Day</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rooms with shared bathroom and a kitchen on the floor</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single room</td>
<td>400 zł per person</td>
<td>35 zł per person</td>
</tr>
<tr>
<td>Double room</td>
<td>350 zł per person</td>
<td>30 zł per person</td>
</tr>
<tr>
<td>Room for three</td>
<td>300 zł per person</td>
<td></td>
</tr>
<tr>
<td><strong>Rooms with bathroom and a kitchen on the floor</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single room</td>
<td>425 zł per person</td>
<td>40 zł per person</td>
</tr>
<tr>
<td>Double room</td>
<td>375 zł per person</td>
<td>35 zł per person</td>
</tr>
<tr>
<td>Room for three</td>
<td>300 zł per person</td>
<td></td>
</tr>
<tr>
<td>Room for four</td>
<td>275 zł per person</td>
<td></td>
</tr>
<tr>
<td><strong>Rooms with bathroom and a kitchen</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single room</td>
<td>450 zł per person</td>
<td>45 zł per person</td>
</tr>
<tr>
<td>Double room</td>
<td>400 zł per person</td>
<td>40 zł per person</td>
</tr>
</tbody>
</table>

Method of Payment
Payment should be made in cash at the Dormitory Office before 10th of each month.

Deposit
Student has to pay a security deposit of 200 zł in beginning. The deposit will be returned to you before your departure if the accommodation is vacated without any damage.

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 50% 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://rozklad-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
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

STUDY FACILITIES
The didactic base of the Witelon University of Applied Sciences in Legnica comprises buildings located in the building complex situated between Hutników Street and Sejmowa Street with total area exceeding 5 hectares. The following four objects have been located on this territory: three didactic buildings (5A, 5C and 5E) and one to be adapted for a didactic building (5B).

The Building at 5A Sejmowa Street. Its usable area is 9.275 square meters. The following rooms have been located in this building: 7 lecture halls, 6 language rooms, 25 class rooms, 5 computer study rooms.

In the didactic rooms academic teachers can use dry wipe green boards, screens, computers, multimedia equipment, TV sets and videos, radio tape-recorders and CD-players. Students are educated in comfortable conditions in spacious rooms. In the classrooms and language rooms there are 2- and 3-person tables with chairs.

The lecture rooms are equipped with OHPs, boards, sound systems with microphone stations, audio-visual systems, multimedia projectors integrated with computers, electronically controlled curtains and blinds, automatically operated projection screens linked with projectors, tape-recorders, videos, CD players and tuners, tablet arm chair desks and ventilation systems.

Language classrooms have been fitted out with audio-visual equipment. TV sets, videos, tape-recorders and CD-players.

Computer laboratories are equipped with 16 independent computer desks with individual access to the Internet, and at the same time linked with one another to form one network.

In addition building 5A houses rector’s office, chancellery, Administration, Humanities, Medicine and Political Science faculty offices, faculty directors’ offices and the administration offices.

This is also the place where the students can use student’s café, fitness bar, selling point and the cloakroom. Students may also use Internet café equipped with fourteen independent computer desks with individual broadband Internet access (100 Mb/s). This is where you can also watch TV on a wall screen, play pool, table football or chess.

Since October 2007 one can have free Internet access on the territory of building 5A and on the whole campus of the Witelon University of Applied Sciences in Legnica. Units of WiFi network have been set up. Thanks to that the students who have been equipped with wireless network card can use Internet on the territory of campus free of charge.
Since April 2008 in the hall building there has been an Internet kiosk – a multifunctional device managed by intelligent program, providing Internet access. The kiosk has been equipped with modern Internet search engine with the same functionality as Internet Explorer.

The main building at 5A Sejmowa Street was awarded in the all-Poland competition organized under the patronage of the President of Poland called The Modernization of the Year 2000 in the category „Objects of Science” and in the competition „Lower Silesia Investment of the year 2001”.

**The building at 5B Sejmowa Street.** The building at 5B Sejmowa Street has the area of nearly 9 000 square meters.

It is going to house the school library and reading rooms for 70 people, the archives and 28 teaching rooms- including 5 lecture rooms, 5 seminar rooms, 7 classrooms and 11 language study rooms. The school library is to serve both the students and the teaching staff of the School, collecting above all academic school books, course books and scientific literature corresponding with the fields of study.

The construction of the library and of the reading room is one of the primary tasks connected with the carrying out didactic activities. The adaptation of the building at 5B Sejmowa will contribute to the improvement of conditions and quality of education, the increase of attraction of studying, the improvement of conditions of using the library collections, the increase of the role of the Witelon University of Applied Sciences in Legnica in the regional development processes and the increase of possibilities of studying for young people from rural areas and small towns of the western part of the province.

Additionally, the project includes the construction of an underground garage with the total usable area of 6 580,02 square meters and courtyard development with the area of 12 485,00 square meters. The planned investment comprises altogether the area of 27 991,34 square meters. The planned project also includes green land development like planting trees, buses and hedges.

**The building at 5C Sejmowa Street.** In June 2005 year the whole building was made available for use. The building at 5C Sejmowa Street has the area of over 9000 square meters. There are, among others, 4 lecture rooms, 2 computer laboratories, 4 language study rooms and 49 classrooms.

In this building temporarily there is also the school library. The Scientific Reading Rooms may be used at the same time by 56 people, Newspapers and Periodicals Reading Room - by 22 people and the Computer Reading Room – by 10 people. Library collection includes around 50 thousand of volumes and 144 Polish and foreign titles. Moreover, the library acquires special collections.

The school’s library is fully computerized. It has 18 computer workstations with the permanent Internet access. All the computer workstations are provided with PROLIB basis, which is the source of all information containing descriptions of books, periodicals and articles stocked at the PWSZ Library.

Additionally, in the building there are specialist chemistry, physics and materials science laboratories, which allow students and didactic staff to conduct scientific research.

In addition building 5C houses Pedagogy, Organization of Tourism and Recreation faculty office and Management and Computer Science faculty office, faculty directors’ offices and the administration offices.

This is also the place where the students can use student’s café. Two pool tables and a dart bard have been made available for students’ use. The recording studio has been placed on the third floor.

In the hall building there is another Internet kiosk. Thanks to that students have access to student announcements and study schedule.

The building also houses the Academic Grammar School. The school’s profile allows pupils to acquire competencies necessary to undertake higher studies, providing the pupils with perspective of employment on the demanding European job market.

The building at 5C Sejmowa Street was awarded in the competition Modernization of 2005 Year in category “The School Buildings in Poland”. Also in December 2007 the building at 5C Sejmowa
Street was awarded in the competition Lower Silesia Investment of the year 2005-2006 in category „Monumental Buildings”.

**Multi-purpose halls at 5E Sejmowa Street.** The total area of the building is 1900 square meters. There are four lecture rooms there for over 1000 people in total. The rooms take up 916.2 square meters of the area.

It is the most modern building of the kind both in the Lower Silesia and in Poland, and some of the used technical solutions are unique in Europe. Its modular construction enables a free configuration, depending on the needs, it is possible to combine the three halls into one which will hold up to 700 people or to divide into three smaller ones, for 250 people each. After the division each hall is independent with its own lectern with full equipment and is separated from the others with a sound-proof sliding wall. When the halls are connected the vision from one lectern is transmitted into the three screens. It is also possible to transmit the sound and vision to the fourth hall. This way nearly a thousand people can participate in one lecture at the same time.

The used solution is the only in Poland and perhaps in Europe system of telescopic collapsible stands with the semi-circular setting of seats. Before such a system has only been used with the straight spaces. The hall is multifunctional because the full folding and sliding of the stands creates the hall where sports events, trade fairs, exhibitions and cultural events can be organized. All didactic rooms have been equipped with state-of-the-art appliances for the needs of education, visualizers, multimedia computer projectors, visual screens, cameras, etc.

**The Students Dormitory at 10 Adama Mickiewicza Street.** The building was erected in 1874 and primarily served as Spa-Balneotherapy Institution.

The building is located in the city centre in Ochota District, under the protection of conservator, in the immediate vicinity of the park and sporting facilities (stadium, tennis courts). Thanks to its location the students do not have to cruise around the town. It takes them ten minutes to get from Mickiewicza Street to School at Sejmowa Street. There are also shops, banks and a post office in the proximity of the students’ dormitory.

The students dormitory covers the area of 4,500 square meters and can accommodate 152 students in single, double and three-person rooms. Living modules equipped with sanitary units and kitchen annexes have been designed.

The object will fulfill a function complemented by education and will provide accommodation for students, which will enable the increase of enrollment of students from more remote parts of the country. The building also holds a canteen and students’ club.

During refurbishment every effort was made to maintain the historical urban layout and to emphasize its architectural quality.

**Sports-rehabilitative centre** of cubature of 75 000 square meters is to enable the students to use a Olympic swimming pool (16 m x 50m + spectators’ stands), recreational swimming pools and water back up of total water surface of 1400 square meters, to use a bar, medical facility and a biological renewal centre.

In addition to that the complex is going to hold a sports hall, a gym, a weight training room, a bowling hall and an outdoor pitch. The object is going to constitute the sports, rehabilitation, medical and didactic base. It is intended to increase comfort of students and will facilitate the planning of the sports classes. The object is also going to be made available to schools, institutions and the inhabitants of Legnica and its region.

**Rector’s office at 20 Rataja Street.** The planned transfer of the School authorities to a new building is aimed at separation of administrative functions from didactic functions.
LIBRARY

The Library began its organizational and serving activities in May 2000. The first business seat was located in the Legnica Piast Castle. Since February 2004 the Library has been continuing its didactic, scientific-technical and service activity in its new premises at 5C Sejmowa Street.

Within ten years of its existence, the Library has collected 60 thousand volumes. The library subscribes to professional journals and newspapers. In the academic year 2009/2010 Library subscribed to 144 titles in print journals, 17 titles in electronic journals and electronic archives. Moreover, the Library stores special collection, such as: diskettes, audio cassettes, video cassettes, maps, CDs and DVDs. Currently, there is accumulated over 2 500 units of special collections.

The organizational structure of the library is as follows: Cataloguing Department, Scientific Reading Room No.1, Scientific Reading Room No.2, Newspapers and Periodicals Reading Room, Computer Reading Room, Lending Room.

The school’s Library is fully computerized. It has 32 computer workstations and 2 notebooks with permanent Internet access and access to databases. All the workstations are equipped with modern computers.

In the Scientific Reading Rooms there is free access to racks. Modern and comfortably furnished reading rooms create favourable conditions for learning. The Scientific Reading Rooms and the Newspapers and Periodicals Reading Room have been equipped with 56 and 22 places, respectively.

Since the year 2000 the Library has been equipped with a Complex Library Management System PROLIB – an integrated, professional software that makes it possible to automate various library procedures, such as: acquisition, cataloguing, searching, circulation, managing check-out and check-in functions of the books and magazines, as well as managing users and collections. The library’s own catalogues are made available on the Internet (OPAC graphic module).

The program guaranties as follows: friendly and unified way of communication with the user, who is additionally supported by catchwords, the work based on client-server configuration with the observance of norms and standards for library and Information Science, systems and equipment independence as well as full security of the system and databases. The „OPACWWW” module is the source of all information containing descriptions of books, periodicals and articles stocked at the Witelon University of Applied Sciences in Legnica Library, which provides the aforementioned information online. Thanks to this module it is possible to search through the database wherever and whenever you want to, and therefore it makes the library user friendly. In the Newspapers and Periodicals Reading Room the readers can use the electronic issues of journals – e-newspapers: Gazeta Prawna, Gazeta Wyborcza, Polska Gazeta Wrocławska, Rzeczpospolita.

Since 2008 the Library has made available full-text newspaper databases, such as: EBSCO, PROQUEST and SCOPUS. EBSCO and PROQUEST are the biggest information consortiums that offer electronic access to bases with full-text scientific periodicals from a wide scope of fields: sciences, humanities, social sciences, psychology, religion, theology, education, economic sciences, business, computer science, technical science, biology, chemistry, physics, medical sciences, biomedical sciences and many others. SCOPUS, the abstract and citation database, developed by Elsevier company, contains 29 million abstracts from over 15,000 titles of journals from over 4,000 publishers. The base contains scientific literature from such fields like: technical science, medicine and social sciences.

Since January 2010 Library of the Witelon University of Applied Sciences in Legnica has the ability to use the new electronic databases of journals included in the nationwide academic license.

These databases are funded by the Ministry of Science and Higher Education and be made available within the Virtual Library of Science:
1. ScienceDirect
   Elsevier journals are available in the form of database Science Direct on Site (SDOS) on the Science Server in the ICM and in a parallel database Science Direct On Line (SDOL) on the publisher’s server. Since 2010 the license covers all academic journals from a list of Science Direct Freedom Collection, including about 1,650 titles with annals since 1995 and the archives of over 370 non-pursued titles. The license does not include journals from Science Direct database, which would be issued directly by Elsevier.

2. Springer
   1140 titles of Springer electronic journals are available in parallel on a server in the ICM and the publisher’s server SpringerLink. Access to the server SpringerLink comprises a set of archival annals, on the ICM server are stored by now annals since 1996.

3. Base on the Web of Knowledge platform
   Database includes package Web of Science and CPCI and JCR databases. Databases are available with two servers:
   - On the ICM server:
     Science Citation Index Expanded (since 1996, on-going)
     Social Sciences Citation Index (since 1996, on-going)
     Arts & Humanities Citation Index (since 1996, on-going)
   - On the Thomson Reuters Web of Knowledge server:
     Science Citation Index Expanded (a test since 1975, on-going)
     Social Sciences Citation Index (a test since 1975, on-going)
     Arts & Humanities Citation Index (a test since 1975, on-going)
     Conference Proceedings Citation Index - Science (a test since 1990, on-going)
     Conference Proceedings Citation Index - Social Science & Humanities (a test since 1990, on-going)
     Journal Citation Reports (born 2003)

LOWER SILESIAN DIGITAL LIBRARY
   Since February 2010, Library of the Witelon University of Applied Sciences in Legnica proceeded to the Lower Silesian Digital Library Consortium, working at Wrocław University of Technology.
   The aim of DBC is:
   - development of the collection of digital library collections in the Lower Silesia;
   - ensuring universal access to the collections of a scientific - educational, cultural and regional character;
   - create projects related to the dissemination of knowledge through electronic media;
   - promoting the development of information society and distance learning.

In addition, since 11.12.2009 the resources from the DBC are shown in EUROPEANA - the European multimedia digital library, a gateway to nearly 5 million digital objects from the collections of libraries and institutions in twenty-seven Member States of EU (including the British Library in London and the Louvre in Paris).

Under the agreements made between other universities, the students may also use the collections of libraries of Wrocław, such as: Wrocław University, Wrocław University of Economics, Wrocław University of Technology and Legnica branch of Wrocław University of Technology and the library of Higher Theological Seminary of Legnica Diocese.
**PRACTICAL INFORMATION FOR MOBILE STUDENTS**

All exchange students are asked to fill in an Arrival Form and send it to the International Office well ahead of the planned arrival date. Information in the form will help to organize best your arrival. If you plan to come to Legnica by train or bus, there will be a person waiting for you at the place to take you to the dormitory.

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)

**LANGUAGE COURSES**

The University offers free Polish language courses for exchange students. The courses are provided during each semester, have one level for the student: beginners, without ECTS credits.

**STUDENT ORGANIZATIONS**

The Witelon University of Applied Sciences in Legnica, apart from its educational and didactic function for the youth, also plays a role of a cultural centre not only on the map of Lower Silesia, that is, the region on which it has the strongest influence, but also on a larger scale – on the whole country. Since its beginning the principal aim of the school and its people, has been to emphasize the role it plays, among others as an initiator of social life of local inhabitants of Legnica, its areas, and the Lower Silesia province. Therefore, the whole academic society has a chance of participating in various kinds of initiatives and projects such as exhibitions, private views, concerts, or lectures given by famous people of culture, art and science.

The school has the Student Self-government, which is responsible for organization of students’ events of cultural and entertaining character, charitable actions and many more. The School’s self-government always begins its work with the organization of the initiation ceremonies aiming at welcoming first year students to the School.

Apart from organizing ordinary discos, other occasional parties are held, such as the celebrations of St. Andrew’s Day, St. Valentine’s Day, Halloween, the carnival or ceremonies on the occasion of Women’s Day. The Student Self-government also organizes cyclical theme Film Nights, Computer Games Tournament and the Review of Students Amateur Cabarets’ Session. Moreover, Santa Clause charitable action „Students for the Children” is held at the Witelon University of Applied Sciences in Legnica.

The main point of the Students’ Self-Government is the organization of the annual Student’s celebrations „Juvenalia”, which this year will have been held for the tenth time. The students will have a chance of participating in many interesting events. The concerts will be given in the courtyard of the Witelon University of Applied Sciences in Legnica. During such events many stars of popular music have performed here, among others, Russian band Code Red, Velvet, East Clubbers duet, Uniting Nations, Romanian band – Akcent, East West rockers, Paprica Corps, Kult and Kazik, Urszula, Maryla Rodowicz, Lady Pank, or Łzy. On the stage also performed: Jay Delano, Tiddey, Carsten Hell&Kolina, Alchemist project, East Clubbers, DJ W, Strachy na Lachy, COMA, Muhy, Siddhartha, Hope.

Moreover the students can develop their interests by participating actively in the works of numerous scientific circles. The following scientific circles have been established: Young Administrators, Ordo et Ius, Consumer Rights Protection, Earth Enthusiasts, Constitutional Law, Pro Publico Bono, Friends of the UN, Young Political Scientists, Graphic specialists, Contemporary...
The Witelon University of Applied Sciences in Legnica - General informations

Computer Science, Quality Management, Logistics and Transport, Amicus Arte, Negotiators, Young Pedagogians Alternatywa.

The Academic Tourist Club (AKT) established in November 2002 also operates at the School. The club 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 rally, sightseeing tours. The club is governed by a statute, and embraces the students, graduates and the School staff. The statutory objectives are as follows: popularization and broadening the knowledge of different forms of active leisure, popularization of natural, cultural and esthetical values, organization of different forms of qualified tourism, dissemination of tourist skills through participation and organization of tourist events, whose addressees are the students of the whole School.

The students can also develop their sports interests in the Club of Academic Sports Association of the Witelon University of Applied Sciences in Legnica (AZS PWSZ). The AZS PWSZ im. Witelona Club was established in May 2001, and began its activities in December 2001. In the period of seven years there have been 520 both students and employees engaged in the Club. This number places the Club on the first position among students’ organizations operating at school in relation to its number of members.

The following sport sections operate at the club: volleyball, basketball, football for men, futsal for women, table tennis, swimming, cross-country running, cheerleaders and breakdance. Moreover, our student sportsmen have participated in taekwondo, karate, chess, sport climbing, tennis as well as triathlon strength and men’s handball.

Since the year 2001 the students have been taking part in the Polish Championships of Higher Schools’, achieving great success. Since year 2002 KU AZS also participates in the Lower Silesia Inter-School League. AZS PWSZ has organized three PWSZ Championships in men’s Volleyball, four Students Relay Street Runs of PWSZ and the 12th and 13th editions of Men’s Volleyball Polish Championships of Higher Schools. The Club has also organized matches of the Lower Silesia Inter-School League.

The Club also organizes lectures and meetings with famous sportsmen and AZS activists. Since November 2006 the School’s Club KU AZS PWSZ in cooperation with the Student Self-government have organized blood collection – „Vampires at PWSZ” under the patronage the European Blood Donor Foundation. Each such action carried out helps to collect from 30 to 40 liters of precious blood.

The Club also organizes lectures and meetings with famous sportsmen and AZS activists.