

ADAM MICKIEWICZ UNIVERSITY
POZNAŃ, POLAND

Exchange Program

Spring Semester 2025
Fact Sheet

Welcome!



Thank you for your interest in our University!
Each semester more than 300 students from 50 universities worldwide join our Bilateral Exchange Program. Now it is your turn to become part of our community. We are looking forward to see you in Poznań!



We are currently recruiting for the **Spring Semester 2025: 24th February – 6th July 2025**

Deadlines are as follows:

Nomination – list of selected students to be send by Partner University Coordinator (name, surname, field of study, sex, **e-mail address***) with information about dormitory requirements till **15th November 2024**.

Application – after nomination, students will receive an e-mail with application instruction and need to register in our application system, which will be open till **30th November 2024**.

***VERY IMPORTANT!** Due to security reasons students need to use this e-mail address (provided by Partner University Coordinator during nomination) when registering in the application system and contacting us electronically. **Messages sent from other e-mail addresses will be ignored and registration made not on provided e-mail address will be rejected!**

Required documents to be prepared:

- Application Form (to be downloaded after completing the registration),
- Transcript of Records from Home University,
- Language Certificate proving at least a B2 level of English (IELTS, TOEFL) or confirmation from Applicant's Home University,
- Scan of an **international passport**,
- Photo for student ID.

What to study? We are flexible

Offer of more than 200 courses in English is available on Short Study Programs list: <https://amupie.amu.edu.pl/>

Important! Students are free to choose classes from different faculties (however the majority of chosen classes should concern their main field of study). Students can choose as many classes as they want – they agree their choice with their Home University (which is approving their Learning Agreement).

In case of foreign philology students interested in the courses from the Faculty of Modern Languages and Literatures and Faculty of English can contact Faculties directly and agree on possibilities of joining classes individually.

During application process students are choosing their courses. **This is a pre-selection.** Upon arrival they will be able to confirm their choice or to change it by removing or adding new courses. They will do it in a special online system which is launched upon their arrival.



Important! Courses are a subject to change – throughout a year new courses appear on the list, meanwhile some of them might be cancelled. If such situation happens, student can add a new or choose another course.

After choosing courses students will be assigned to one of our **Faculty Coordinators** who will be responsible for assisting with documents in place – like **Transcript of Records** at the end of the stay. This official document confirms that student has completed our Exchange Program.

Where are classes held?

We have three campuses in the city which are easy accessible by public transportation (streetcars, buses, regional trains). Classes are held in buildings of the faculties, so depending on student's choice of courses, they can be in one or sometimes on all campuses.



Moving around the city is easy!

Upon arrival we are issuing Student ID card (cost is 22 PLN, approx. 5 EUR) which entitles to 50% reduction on price of public transportation tickets. Public transport is convenient and cheap:

- the **30 days student's ticket** in August 2024 for all buses, streetcars and regional trains within the boundary of Poznań was for 74,50 PLN – approx. 17 EUR,
- the **120 days student's special ticket** was for 155 PLN – approx. 36 EUR. Exchange rate 1 EUR = 4,30 PLN in August 2024.

Where to sleep?

Due to high demand we can guarantee only **2 places** for each Partner University students. However we can provide you with information where to search for accommodation (non-AMU dormitories or private apartments for rent).



Students who will be offered our accommodation can stay in one of these dormitories:

<https://amu.edu.pl/en/education/amu-dormitories>

Our rates are very convenient. Depending on the dormitory and type of rooms the price range from 620 to 1200 PLN per month (approx. 144 to 279 EUR, exchange rate 1 EUR = 4,30 PLN in August 2024).

Where to eat, drink and entertain yourself?



Poznań, home to 540 thousand people (metro area **1,1 million**) is one of the biggest cities of Poland with about **1 thousand** restaurants, pubs, cafes and clubs. Easy access to different type of supermarkets and shops – students will find all products and services which they need.

Learn more about the city:

<https://visitpoznan.pl/en>

Be a part of our community!

Our International Office Team is always eager to meet students. We have a Welcome Centre office where we can help to solve problems. We have ESN (Erasmus Student Network) group which supports new students and helps them to discover our city& region (Buddy Program). We organize different events, cultural meetings and tourist trips.



Our main goal is to make your students a true members of our University team!



Our Bilateral Exchange Students come from countries outside of the European Union. **Therefore they need to apply for visa in order to enter and stay in Poland.**

Dear Student!

*Please read carefully the schedule of the admission procedure: **all steps from nomination to arrival to Poznań.***



1. Nomination from Partner University [Your Home University Coordinator]

Your Home University Coordinator sends to us your nomination. We are waiting for nominations till **15th November 2024.**

2. Application in our Recruitment System [You]

After nomination, we are sending e-mail with application instruction and link to the system (system will be open from 15th September till **30th November 2024**). You need to register in our application system and provide all necessary documents. You have to do it **till 30th November 2024 end of the day (Polish time).**

3. Check of submitted applications and assignment to dormitories [AMU]

After the deadline we are checking all applications submitted by candidates and assigning to faculties (so each of the students will have a Faculty Coordinator at AMU). **We are also assigning to dormitories (in cooperation with your Home University Coordinator)** depending on the availability of places and rooms as well as your choice regarding courses (and faculties). **Do not contact our dormitories** – only we, Exchange Program Team, have the power to assign places. What means also that you don't have to register in any other system to receive place in the dormitory. We do this check and assignment procedures in order to prepare Letters of Acceptance. System will automatically issue a confirmation that your application was accepted. **Please note that such confirmation won't be valid for Polish authorities.** That is why we will prepare you a Letter of Acceptance.

4. Letters of Acceptance [AMU]

Letter of Acceptance is official invitation which is signed by our Rector. It includes period of study, type of program and information about accommodation in dormitory (if you are receiving assignment to the dormitory). In such case Letter of Acceptance is valid also as a Confirmation of Accommodation, as it includes the address of the dormitory, type of room and price.

5. Distribution of Letters of Acceptance [AMU]

Once Letters of Acceptance are signed in person by Rector, we scan them and send as PDF file to Home University Coordinators. We are also sending them (if that is necessary) by express mail to Home University Coordinators. It is due to the fact that some Polish Embassies accept only hard copies. **Delivery time is usually 2-4 weeks.** Please remember about it when scheduling your visit to Embassy or Consulate! We want to prepare and send all Letters of Acceptance from our office till **20th December 2024** (what means they should arrive till mid of January 2025 to your Home University).

6. Applying for visa [You]

After receiving a Letter of Acceptance you may start obtaining a Polish visa. **Please note**

that we are not assisting in this process. It is your duty to check all the requirements by contacting Polish Embassy or Consulate in your country:

www.gov.pl/web/diplomacy/polands-missions-abroad

Remember about the delivery time of hard copies of Letters of Acceptance – include additional time when scheduling your visit to Embassy.

7. You are becoming an AMU student! [AMU]

Therefore we will send you e-mails at the beginning of February with information about: internal student's services system named USOS, Buddy Program, Inauguration Week, payments for dormitories and Student ID-cards and registration for courses in internal system (that is very important, system will be open only for 2 weeks upon your arrival).

8. Arrival to Poznań [You]

Upon arrival you check-in to dormitory, then sign contract of stay and do the first payment. And begin your adventure in Poznań! Our dormitories allow to check-in usually 3 days before the start of the semester.


IMPORTANT!

Faculty Exchange Coordinators - > Please contact them in any case regarding your studies and course choice at a specific department:

<https://erasmus.amu.edu.pl/en/contact/faculty-coordinators>

Registration for courses -> the registration for courses opens at the beginning of each semester, during this time you must register for the courses you indicated in the application. Any changes to the course selections must also be made during the course registration period.



Name of the University	Adam Mickiewicz University, Poznań (AMU)
Postal Address (<i>Headquarters – use this address for visa purposes</i>)	ul. Wieniawskiego 1 (<i>street and house number</i>) 61-712 (<i>postal code</i>) Poznań, Poland General phone +48 61 829 4000 (we don't have and don't use fax!)
Website	https://amu.edu.pl/en
Airport	Poznań – Ławica (POZ), Henryk Wieniawski Airport https://poznanairport.pl/en/
Incoming Students (Exchange Program Team) contact persons (<i>phones and e-mail address</i>) Our office: building of Collegium Martineum ul. Święty Marcin 78, 61-809 Poznań second floor, rooms 201 (Paweł), 216 (Magdalena)	Ms. Magdalena Antoniewska Phone +48 61 829 4368 Mr. Paweł Sowa Phone +48 61 829 4738 bilateral@amu.edu.pl
Faculty Coordinators	https://erasmus.amu.edu.pl/en/contact/faculty-coordinators
Courses Offer	https://amupie.amu.edu.pl/
Credit system	ECTS
Is it possible to select courses from different faculty?	YES
Transcript of Records to be issued after each semester	YES
Language of Instruction	English
GPA requirement	NO
English requirement: Language Certificate (IELTS, TOEFL or confirmation from Applicant's Home University) proving at least a B2 level of English	
Housing options	University Dormitories/ private flats
Is the room of on-campus dormitory guaranteed for Exchange students?	for 2 students from each Partner University
Average dormitory's rent per month	620 to 1200 PLN (approx. 144 to 279 EUR)
Paying method of the dormitory rent	Cash, card, bank transfer
Other costs from AMU side	Student ID card: 22 PLN (approx. 5 EUR)
Support system or activities available for international students	https://uam.esn.pl/en
	Academic Schedule – Spring Semester 2025 Nomination Deadline: 15th November 2024 Application Deadline: 30th November 2024 Spring Semester (including Final Exams): 24th February – 6th July 2025 Arrival Date (and Dormitory Check-in): from 21st February 2025 Orientation Week: 24th – 28th February 2025

Get to know more about us!

Facebook: <https://www.facebook.com/AMUPoznanENG>

Instagram: <https://www.instagram.com/amu.poznan/>

Download our Welcome Guide:

https://amu.edu.pl/_data/assets/pdf_file/0038/494399/AMU-Welcome-Guide_light_3.pdf