Welcome to University of Lodz!
United in Diversity!
WELCOME MEETING FOR INTERNATIONAL EXCHANGE STUDENTS
AGENDA

• WELCOME!
• COVID-19
• MEDICAL INSURANCE
• SAFETY
• ABOUT THE UL
• IRO AND DEAN’S OFFICE
• REQUIRED DOCUMENTS
• CLASSES
• SURVEY, EVENTS
Rector

prof. Elżbieta Żądzińska

University of Lodz Rector
Vice-Rector prof. Łukasz Bogucki

UL Vice-Rector for International Relations
University of Lodz:

- Foundation date: **1945**
- Number of Faculties: **13**
- Number of students: **26 000**
- Number of international exchange students in 2019/20: over **1 200**
- UL participates in exchange programmes such as Erasmus+, Credit Mobility, bilateral agreements mobility, Free Mover, Scholarship and Training Fund.
#UniversityDiversity

There are 95 nationalities currently found at the University of Lodz. Our University builds academic community around the values of respect for cultural, religious and community identities as well as social sensitivity.

The University wants to form active global citizens who think critically, understand the complexity and the diversity of perspectives which underline most global problems.
COVID-19 INFO

Check our dedicated website: https://covid19.uni.lodz.pl/?lang=en

In POLAND, remember to:

• Wear a face mask in public spaces such as vehicles, shops, cinemas;
• Keep a distance of 1.5 metre from other people (2 metres if on trains);
• Disinfect your hands before shopping or touching shared items in public.

Usually, you can find distance marks on the floor of the shops, cash desks etc. where people usually queue. You can also often find a disinfectant dispensers at the door of the shops, train stations or post offices. Be aware that the rules are changing, so please make sure to stay updated. We suggest you follow the current rules to avoid paying a fine.

All-Polish hotline of Polish Ministry of Health (24/7; incl. English, Russian and Ukrainian): 800 190 590
MEDICAL INSURANCE

Each of you SHOULD HAVE insurance valid in Poland.

Students outside EU: Use your private insurance. Check if it states medical service costs in Poland. Or, you can buy one in Lodz (see our Guide for details).

EU citizens: insured on the EHIC card basis or see above.
I need to visit a doctor – what to do next?

There are two possibilities that apply to majority of students:

1. **You have the EHIC (European Health Insurance Card) insurance**: go to any health centre with “NFZ” sign and fill in declaration (in Polish) on site. For visit, you need to make appointment at the reception desk (you can try calling them). With EHIC, visit is free, as well as most medical examinations that are ordered by a doctor.
I need to visit a doctor – what to do next?

2. **You have private insurance:** first, call your insurance provider and describe what is happening. They should give you address of a specific health centre that will assist you. Please know that you will be required to pay for the visit and then the cost is reimbursed by the health insurance company, but please verify your agreement attentively so you are aware which medical consultations/procedures can be refunded.

If the insurance company in your home country does not pay benefits abroad, you must get insurance after arriving in Poland, as soon as possible. To get health insurance, you can apply to the local branch of the National Heath Fund.
Without insurance valid in Poland, you have to pay for all medical services.

With EHIC/ NFZ insurance, many are free (but only basic service works fine).

With private insurance, you first pay (except emergency) and then the insurance company repays the costs to you.
IMPORTANT ADDRESSES

Hospital „Barlickiego” (has an emergency ward)
ul. Kopcińskiego 22, Łódź
tel: +48 42 677 66 00
Please note that emergency wards are for emergency situations only. For less serious conditions, or usual treatment of illness, please use regular doctor appointments.

A non-stop emergency medical service center (Pogotowie Ratunkowe) is in 137/141 Sienkiewicza Street (in the neighborhood of Galeria Łódzka). You may use their service in emergency cases, such as injuries, when no other service is available.
Welcome to Poland!
To Łódź!

Please keep in mind that you are in a foreign country:

• the culture is different
• the customs are different
• you are foreigners and as such you have rights and obligations
• IRO would be happy to answer your questions
• if you have problems, please contact our office
SAFETY IN THE CITY

• Avoid quiet, poorly illuminated areas.
• Do not leave your belongings unattended.
• Be careful in the crowd where you can be robbed.
• Watch your drinks in the pubs.
• React appropriately in an emergency.
• Inform public services/police about crimes you see.
• Use tickets in public transport.
IMPORTANT REGULATIONS IN POLAND:

• consuming alcohol outside designated areas is punishable by a fine: 100 PLN for drinking, 20-100 PLN for attempting to consume;

• possession of drugs is punishable by up to 3 years of imprisonment;

• fastening seatbelts in the car is compulsory;

• driving after drinking alcohol is prohibited!
In case of incidents, please contact the Police (in Polish „Policja”)

997 or 112

LUMUMBY AND CITY CENTRE:
Komisariat I Policji
Komendy Miejskiej Policji w Łodzi
ul. Sienkiewicza 28/30, 90-114 Łódź
kp1@lodz.policja.gov.pl
Duty Officer: tel. (42) 665 14 00, 665 14 01

MANUFAKTURA AND ITS NEIGHBORHOOD
Komisariat II Policji
Komendy Miejskiej Policji w Łodzi
ul. Ciesielska 27, 91-308 Łódź
kp2@lodz.policja.gov.pl
Duty Officer: tel. (42) 665 15 00, 665 15 01
UL DORMITORIES – IF YOU HAVE FRIENDS THERE, YOU CANNOT VISIT THEM!

ANY ENTRANCE OF A NON-RESIDENT TO UL DORMS IS FOBIDDEN.
EU CITIZENS!

If you stay in Poland 3 months in a row, you need to register at the City of Lodz Office – not later than on the first day of 4th month!
University of Lodz offers Polish Language Course (4 ECTS) designed especially for exchange students. To sign up, send an email to iso@uni.lodz.pl until 20 October!
TYPES OF CLASSES

Due to pandemics, check carefully how each class is conducted! Most classes will be held in blended mode: mostly online, partially face-to-face.

Practice class (ćwiczenia)
- These are tutorial, practice, or discussion classes
- Groups are small (5-20)
- Rigorous attendance check (!)
- May be needed to complete before the lecture exam of the same subject

Lectures (wykłady)
- These are standard lectures
- Groups tend to be large (up to 100 and more)
- May require signing up for practice class (same field)
- Extensive exam
STUDENT’S ID CARD

- Student’s ID Card allows you to enter the University’s Library, Sport Centre and to travel with a half-price ticket.
- Always remember to take your Student’s ID Card with you!
- Payment: 22 zł
- Please pick up your ID card at the Faculty – Dean’s Office.
INTERNATIONAL RELATIONS OFFICE

3 Uniwersytecka Street, Room 7
Kasia, Karolina, Monika and Patrycja
Monday – Friday, 7:30 – 15:30

It is possible to visit us (in urgent cases) only after previous appointment by e-mail or phone.

Feel free to contact us:
iso@uni.lodz.pl
www.iso.uni.lodz.pl
Tel: +48 42 635 4790
Please send us information about:

- your arrival date;
- type of medical insurance;
- visa details (for students outside EU, it’s about your legal stay in Poland);
- address of your place of stay in Łódź.

Feel free to contact us:

iso@uni.lodz.pl
www.iso.uni.lodz.pl
Tel: +48 42 635 4790
DEAN’S OFFICE

In Polish: *DZIEKANAT*. There is one per each Faculty.

**Please check by yourself if previous appointment is required. It is preferred to contact by phone or e-mail.**

- Ask about schedule of classes.
- Enquire about UL student account.
- Get your student ID card.
- Update your personal data.
WAKE UP AND LISTEN 😊
Presentation of required documents at the University of Lodz

- UL student account
- Changes to LA
- Transcript of Records
- Local Grading Scale
Every student is **obliged** to activate and use the @edu.uni.lodz.pl account.

It gives you access to: USOSweb (schedules, grades, etc.), Wi-Fi in UL buildings, MS Office package. **UL Staff will contact you only by this email!** You can activate your @edu.uni.lodz.pl account with help of Dean’s Office (at the Faculty).

Make sure it’s one of the first things you do at the UL.
STUDENT ACCOUNT
@edu.uni.lodz.pl

Detailed instruction is available [HERE](#).

- A message with a link to **activate your account** in the new domain will be sent (exceptionally) to your private email address.

- The login includes your USOS ID, which gives you access to UL services and Microsoft Office 365 Professional Plus package.

- You will set the password yourself. Follow instructions from the email.

- **IMPORTANT!** All messages from the Dean’s Office, IRO, Lecturers or University Authorities will be sent **ONLY to your @edu.uni.lodz.pl account**. Make sure to use it when you want to contact any UL unit/ Staff member.
The **USOS** (University System of Student Service) is a networked IT system for comprehensive service of UL students. There you can check your schedule and the grades given from your teachers after exams.

To get access, activate your student account and use the same login (@edu.uni.lodz.pl).

[www.usosweb.uni.lodz.pl](http://www.usosweb.uni.lodz.pl)
Changes to LA are allowed if:

- Some classes happen to be at the same time
- Content of a course has changed

Changes must be agreed on with the Coordinator at your Faculty of the University of Lodz between 20.10 and 3.11.2020!
Changes to LA must be made online at:

www.enrolment.uni.lodz.pl

A guide will be sent by e-mail.

REMEMBER TO SEND THE DOCUMENT BY EMAIL TO THE UL FACULTY COORDINATOR FOR APPROVAL!
The document must be signed by your Faculty Erasmus+/Mobility Coordinator at UL. Make sure that UL Dean’s Office has a copy, as well as your home University Coordinator – send an email to them!

IMPORTANT: attending classes not included in the LA – no grade. Erasing the classes you did not pass – impossible.
Changes to LA Faculties' codes:

- 0100 Faculty of Philology
- 0200 Faculty of Philosophy and History
- 0400 Faculty of Biology and Environmental Protection
- 0500 Faculty of Law and Administration
- 0600 Faculty of Economics and Sociology
- 0700 Faculty of Educational Sciences
- 0800 Faculty of Management
- 1100 Faculty of Mathematics and Computer Science
- 1300 Faculty of International and Political Studies
- 1400 Faculty of Geographical Sciences
- 1500 Faculty of Physics and Applied Informatics
- 1600 Faculty of Chemistry
Transcript of Records (TR)

Issued by the Dean’s Office and then signed by the Dean of the Faculty.

The TR is **sent by post to your University** so as the course of your study is recognized.
OSH TRAINING

Don’t miss the Occupational Safety and Health training. It’s about safety rules and equipment in the University of Lodz.

Soon you will receive details of the training by email.

By failing the OSH training you might not get your final documents at UL!
If you are nominated for winter semester only and **would like to extend** your stay for summer semester as well, your University must agree on it and you have to send us such information by e-mail **until 10 November 2020.**
Local grading scale:

5 (bdb) very good = ECTS equivalent is A
4+ (db+) better than good = B
4 (db) good = C
3+ (dst+) better than satisfactory = D
3 (dst) satisfactory = E
2 (ndst) unsatisfactory (fail) = FX, F
At the end of your stay in Łódź you will receive a survey from Erasmus+ programme.

Please read carefully questions so that you evaluate your mobility correctly.

We noticed that there has been some misunderstanding with the question about subjects and course catalogue. We would like to clarify it.
QUESTION: WAS THE RECEIVING INSTITUTION'S COURSE CATALOGUE...

✓ PUBLISHED ON THE WEBSITE OF THE RECEIVING INSTITUTION?
✓ COMPLETE?
✓ UP TO DATE?
✓ AVAILABLE IN TIME?

✓ PUBLISHED ON THE WEBSITE OF THE RECEIVING INSTITUTION?

IT’S ABOUT THE LIST OF COURSES ON ISO WEBSITE.

WE PUBLISHED IT AT:

HTTP://ISO.UNI.LODZ.PL/ERASMUS/PROGRAMMES/
QUESTION: WAS THE RECEIVING INSTITUTION'S COURSE CATALOGUE...

- PUBLISHED ON THE WEBSITE OF THE RECEIVING INSTITUTION?
- COMPLETE?
- UP TO DATE?
- AVAILABLE IN TIME?

✓ WAS THE COURSE CATALOGUE COMPLETE?

(ALL NEEDED INFORMATION TO MAKE CHOICES WAS AVAILABLE, INCLUDING LANGUAGE OF INSTRUCTION AND GRADING DISTRIBUTION)

THIS REFERS TO THE COURSES YOU COULD FIND IN THE ONLINE REGISTRATION AT WWW.ENROLMENT.UNI.LODZ.PL. BASICALLY, THE QUESTION MEANS: COULD YOU FIND COURSES IN THE ONLINE CATALOGUE? DID THE COURSES INCLUDE ECTS INFORMATION? WE BELIEVE ALL OF THAT WAS IN THE SYSTEM.
QUESTION: WAS THE RECEIVING INSTITUTION'S COURSE CATALOGUE... 

✓ PUBLISHED ON THE WEBSITE OF THE RECEIVING INSTITUTION?
✓ COMPLETE?
✓ UP TO DATE?
✓ AVAILABLE IN TIME?

✓ WAS THE COURSE CATALOGUE UP TO DATE?

(THERE WERE NO CHANGES IN THE COURSES YOU HAD CHOSEN DURING YOUR STAY)

THIS MEANS IF THERE WERE MANY COURSES THAT FINALLY DIDN’T OPEN AS A UNIVERSITY FAULT (COURSES THAT DISAPPEARED DUE TO LITTLE INTEREST OF STUDENTS). IT’S NOT ABOUT IF YOU MADE CHANGES TO LA BECAUSE, FOR EXAMPLE, YOU DECIDED TO TAKE OTHER COURSE OF INTEREST THAN IN YOUR INITIAL LA. IT MEANS ‘WERE THERE SIGNIFICANT DIFFERENCES IN THE COURSE OFFER BEFORE YOUR DEPARTURE TO LODZ AND AFTER YOUR ARRIVAL IN THE UNIVERSITY?’
QUESTION: WAS THE RECEIVING INSTITUTION'S COURSE CATALOGUE...

- PUBLISHED ON THE WEBSITE OF THE RECEIVING INSTITUTION?
- COMPLETE?
- UP TO DATE?
- AVAILABLE IN TIME?

✓ WAS THE COURSE CATALOGUE AVAILABLE IN TIME TO PREPARE YOUR LA?

“In Time” refers to the deadlines set at the University of Lodz only. It asks if you were able to prepare your LA before the online registration finished at the University of Lodz. It’s not about deadlines of your home university which often vary due to certain reasons. Each receiving institution sets its own deadlines for incoming students to prepare necessary documents for the exchange period.
UL Academic Support Centre

It offers free psychological support, mostly in the scope of equalizing opportunities in the process of studying and functioning in the academic community. Among others, they organize thematic trainings and provide educational advice. The office also supports students with various challenges and / or disabilities.

Academic Support Centre can assist you in a remote way.

Email: acw@uni.lodz.pl
Phone: +48 690694317 (in English)
“Brighter side of life: how to stay positive”

The handbook has been prepared having you, UL students, in mind. Particularly those of you who are dealing with tough moments resulting from the current limitations imposed on all of us for the sake of our health and safety.

Brighter side of life - how to stay positive (CLICK HERE)
JOIN US ON FACEBOOK!

International Students Office – University of Lodz

facebook.com/polishuniversity
Erasmus Student Network
UŁ Łódź

facebook.com/esnul
KNOW UL MENTORS!

They are easily recognized. Just look at the awesome Mentor ESN hoodies.
Their aim is to help you, to guide you, to make your first coming to the University of Lodz soft and comfy!
If you see one of the Mentors at the UL faculties, you can ask them (keeping the 1,5 m distance) a question about something that is related to your studies.

Project „Building the competence of academic and administrative staff and development of institutional capability for the internationalisation of the University of Lodz”
ONBOARDING...
UL WELCOMES YOU ABOARD!

Student friendly introduction to University of Lodz:

https://moodle.uni.lodz.pl/course/view.php?id=1416

Additionally, read carefully Guide sent to you on 25.09.2020!
2020/21 DAYS OFF:

31st October – day off

1st November – All Saints’ Day

23rd December – 6th January – Christmas Break

2nd-6th April – Easter Break

1st May – Labour Day

3rd May – Constitution Day

24th May – The UL Celebration Day

3rd June – Corpus Christi
Platform for students:

• easy access to courses offered by universities
• most important info about universities and cities

UL coordinates the project!
WE ARE HAPPY TO HOST YOU IN THE UNIVERSITY OF LODZ!

Be with us, share your experience and enjoy your stay!
Thank you for your attention and good luck with your studies!

You can always count on us – IRO 😊