

Registration for the Polish courses Winter semester 2018/19

Classes start: October 8, 2018 (Monday)

Registration from **September 27, 2018 only on the website:** www.sjo.pw.edu.pl

- The final timetable and the information about classrooms – October 5, 2018
- Teacher's duty hours - room 425 4th floor Gmach Główny PW/The Main Building/:

◦ 2.10.2018	11.00-12.30
◦ 3.10.2018	10.00-11.30
◦ 4.10.2018	11.00-12.30
◦ 5.10.2018	10.00-11.30

Enrolment procedures

1. Fill in the e-registration form and register to the appropriate group (In case of doubts about the level consult the teacher).
2. IMPORTANT! Registration at the Virtual Dean's Office (or USOS) is not enough but obligatory! You must register directly to the group in the SJO system.
3. Come for classes according to the final version of the timetable.
4. During the first week of classes you can change the group or join the already existing groups.
5. IMPORTANT! No individual e-mail invitations to classes are going to be sent!
6. What and for whom?
 - Erasmus – 60 hours for one semester (not applicable to students of MEiL faculty)
 - For full-time English-medium studies (engineering degree) 2/4 ECTS – most 1st year students get the permission for the Polish language for 30/60! Other years – register at the faculty system / virtual dean's office
 - For full-time English-medium master studies – get the permission for the Polish language for 30/60 hours or pay for the course
 - PhD students – get the document: „zlecenie z wydziału na język polski 30/60 godzin” from your Dean's Office
7. Sample [application](#) to the Dean for consent to attendance of Polish classes
8. SJO PW account number: 65 1240 1053 5111 6420 0010 0091

Title of payment: (Name and Surname) za zajęcia z języka polskiego 30 (60) godzin

Students who are not entitled to a free course or didn't get the permission for the course from their Dean, have to pay. The fee is 360 zł for 30 hours per semester /or 720 zł for 60 hours/ if you are a WUT student.

