



Dear WSGE students!

We're happy to know that you have granted visa and soon you are coming to Poland to start your study in our University

Please read this guide and follow **all information** below.

1. Prepare yourself for the trip and life in Poland

- Take **warm clothes** – winter in Poland starts in November and ends in March – April and temperature will start to increase in the end of April / beginning of May. Therefore for winter time you'll need warm jacket or coat, shoes, scarf, hat and gloves.
- Take basic medicines which you may need during your stay in Poland. Medical services in Poland are very developed and present high standards but students from Asia usually prefer to use medicines which they know. Think about basic diseases such as diarrhoea, cold, flu, sore throat, stomach ache.
- **Prepare documents which you'll have to submit in the Deanery Office:** original educational documents (for Bachelor students higher secondary certificate + marksheet + apostilles / Master students: bachelor's degree + marksheet + apostilles and additionally higher secondary certificate with marksheets but without apostilles), **travel insurance, 2 identical photographs, passport copy, visa copy.**

2. Make a plan for your trip to Poland

Information applicable for students who paid for accommodation in our hostels (Miłkowskiego Street and Niemodlińska Street)

Please book a ticket and send copy to your consultancy eg. Edugo Abroad (admission.wsge@edugoabroad.com) **with CC to Mrs. Edyta Banaszak (wsgehotel@wsge.edu.pl).**

Please note that University needs to receive information about your arrival at least 2 days before your flight. We need to have a time to arrange pick up from the airport and inform hostel about your arrival. If you're coming Saturday / Sunday / Monday morning, we have to know about it at least on Thursday.

3. Your trip to Poland

Please remember to put all original documents and copy of invitation letter into your **hand language** (you may need them in front of the immigration control, before you collect your checked baggage). Moreover in this way you'll avoid possibility of losing your documents in case if your bag is lost or stays somewhere else during your transit.

4. Airport pick up – read precisely!

When you arrive to Poland, please collect your baggage and go next to McDonald restaurant (**McDonald** NOT McCafe !) in the arrival area of the airport, next to exit no. 1



Please wait next to McDonald for the taxi driver (in front of restaurant not inside). The driver be there about 1 hour after your arrival. Please don't go anywhere else, wait patiently.

In case of emergency please call to Mrs. Edyta Banaszak (+48 695 370 600 – available on whatsapp) but do it only **if you do not meet our driver at all**, even after mentioned period of one hour!

We ask the driver to be in the airport one hour after your arrival because it is estimated time which students need from the moment of landing, through passport control and collection of baggage to leave the airport.

Driver will take you to the hostel. Please don't pay anything to him – it's on our side.

Students who'll not send us ticket at least two days before arrival **need to take taxi and reach hostel by themselves**. Address of the hostel is Niemodlińska 29 Street, Warszawa Wawer or Miłkowskiego 2a Street, Warszawa Wawer. Cost of taxi should be about 100 PLN – 120 PLN – 150 PLN (depends on hour / company).

If you decided to stay in another hostel than the WSGE hostel in Niemodlińska or Miłkowskiego, you have to take taxi and reach this place. Please remember that you should come to the University for the registration. Of course, first of all you should take a rest, but please visit WSGE (room no. 27) max. 2 days after arrival. Please note that University is open Monday – Friday from 8 AM till 3 PM.

5. In the hostel please do the **check-in**.

6. At the University, during the registration, you may receive the **free Lyca Mobile Sim-Card**. You'll have free phone calls and text messages for users of Lyca Mobile (almost all WSGE students use this cards). The sim card must be registered – you can ask the admission officer at the WSGE (room 27) to activate and register your sim card. You can also do it by yourself at any of Lyca Mobile dealers.

7. In the hostel you have access to WiFi, kitchen, bathroom, which you need to share with other students. There is also one common laundry room.

Please keep the cleanness in your room, kitchen, corridor.

- Please note that academic semester starts on **2nd October 2017**. The first day at the University **you'll submit** your original documents mentioned in the point no. 1, sign agreement with the University and collect decision about admission for the study. Two days after you can collect your student ID card.

Students who didn't pay all required fees (eg. for the medical test), will be asked to pay remaining amount during registration.

Enjoy your trip and have a safe flight. We're looking forward to meet you personally at the University.

Marta Bojaruniec and WSGE team

Necessary contact details:

Address of the **hostel**: Niemodlińska 29 Street, Warszawa Wawer.

Address of the **hostel**: Miłkowskiego 2a Street, Warszawa Wawer.

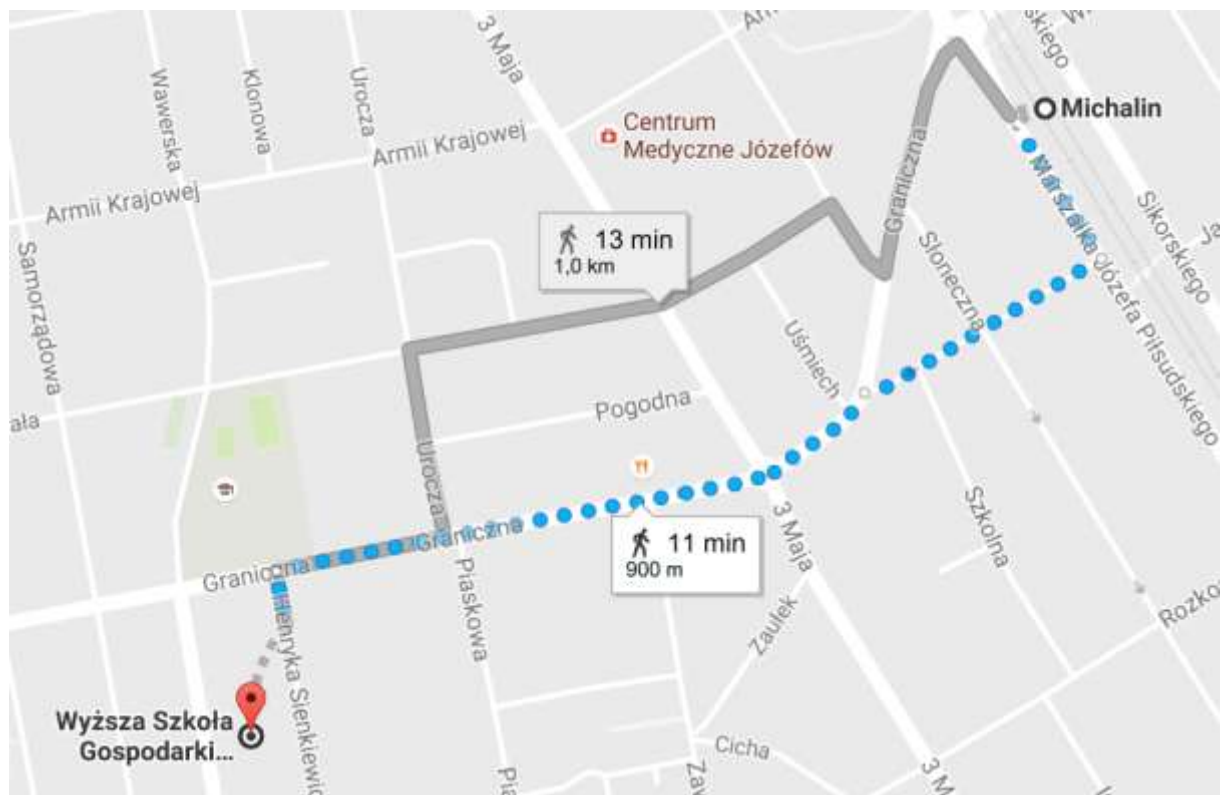
Address of the **University**: Sienkiewicza 4 Street, Józefów (near to Otwock)

Accommodation issues: Mrs. Edyta Banaszak +48 698 780 202, wsgehotel@gmail.com

Mrs. Marta Bojaruniec, Director of International Relations Office: 0048 – 508 323 094

University is open **Monday – Friday** from 8 AM till 3 PM.

Road from Train Station (Michalin) to the University



University building:



www.en.wsge.edu.pl