

# Poland – University of Business in Wrocław



## Basic information:

The University of Business in Wrocław was established in 1997 as one of the first private schools in Wrocław. It is situated in Wrocław, which is the largest city in western Poland. UB in Wrocław offers its candidates six BA thematic modules (Tourism and Recreation, Management, European Studies, Information Technology, Economics, Internal Security) and two MA modules (Tourism and Recreation, and Management).

## Useful links

- official university webpage - <http://www.handlowa.eu/>
- information for incoming students - <http://www.handlowa.eu/496,wspolpraca-z-zagranica-studenci-przyjezdza-jacy-program>

## Transportation

- **By bus** – you can use either Czech buses companies or Polish ones, the main bus station in Wrocław is just next to the PKP main station and is called “Dworzec Autobusowy”; the most popular national bus company is PKS
  - website of PKS <http://www.rozklady.com.pl/>
  - private transport systems <http://www.polskibus.com/> or [http://sindbad.pl/en/1712/about\\_us](http://sindbad.pl/en/1712/about_us)
- **By train** – the most popular is a national train system PKP, the main train station in Wrocław is called “Dworzec Główny PKP”
  - website of PKP <http://rozklad-pkp.pl/bin/query.exe/en>
  - you can always use Czech route planner [www.idos.cz](http://www.idos.cz)
- **By air** – there are also the flights available, the best way to fly to and from Wrocław Airport is to find a cheap flight by low-cost companies
  - Wrocław airport <http://airport.wroclaw.pl/en/>
- **Public transport in Wrocław** – Wrocław city has a very well developed public transport system <http://www.wroclaw.pl/rozklady-jazdy>

## Courses and syllabi

You can get current offer of courses for incoming Erasmus+ students on the university webpage:

<http://www.handlowa.eu/496,wspolpraca-z-zagranica-studenci-przyjezdajacy-program>

If you need syllabi of courses, contact directly the University of Wrocław (its international office).

## Academic year

Every academic year consists of two semesters – spring and winter. You can check exact days on university website (link see above).

## Application and registration

Firstly you have to apply at your home university. If you are nominated, the University of Business in Wrocław will receive an official nomination from your home university stating that you have been selected.

After that you have to send an application packet (a scan with all required signatures and stamps) to the University of Business in Wrocław by e-mail (address see below) before the deadline. You can send all documents also in paper format to the University address. The application packet consists of (you can find blank forms on the university website):

- University of Business in Wrocław International Programme Application Form
- University of Business in Wrocław Registration Form
- Learning Agreement
- Transcript of Records
- CV
- ID photo (JPG format, dimension 236 x 295 pix, resolution 300 dpi).

Note, please, that there is a limited number of places for exchange students from the Erasmus+ programme, therefore wait for the acceptance letter sent by e-mail.

## Application deadlines

for the winter semester      31<sup>st</sup> May

for the spring semester      30<sup>th</sup> November

## Arrival and accommodation

### Arrival

The first week of your stay is designed for welcoming of foreign students by University's authorities, preparing and signing documents regarding your stay within the frames of Erasmus+ Programme, and final selection of the courses taught in the English language. Additionally, during the first week you will be given time to integrate as well as familiarize with Polish culture, thanks to two 1-day trips for sightseeing Wrocław city and the Lower Silesia Region.

### Accommodation

The University of Business in Wrocław helps foreign students find accommodation for the study period. You can stay in a hostel in the centre of Wrocław with reduced prices for students of the University of Business, for example Friends Hostel (<http://friendshostel.pl/>). Another possibility is stay in one of dormitories for the price of about 400 PLN per month in a shared room. If you are interested in dormitories, you must highlight this fact in your application.

### Public holidays in Poland

|                    |  |
|--------------------|--|
| 1 January          | New Year's Day                             |
| 6 January          | Epiphany                                   |
| variable           | Easter (Easter Sunday, Easter Monday)      |
| 1 May              | Labour Day                                 |
| 3 May              | Constitution Day                           |
| variable           | Pentecost Sunday (7th Sunday after Easter) |
| variable           | Corpus Christi (9th Thursday after Easter) |
| 15 August          | Assumption of the Blessed Virgin Mary      |
| 1 November         | All Saints' Day                            |
| 11 November        | Independence Day                           |
| 25 and 26 December | Christmas Day + Boxing Day                 |

## Do not forget to pack

- all necessary documents
- valid passport or personal identity card
- passport photos
- credit / debit card

## Contact

### International Office

Dr Marta Drozdowska, Mgr Aleksandra Dzierżypolska, Mgr Krystyna Viniavska

Address: Wyższa Szkoła Handlowa we Wrocławiu (University of Business in Wrocław)  
Ul. Ostrowskiego 22; 53-238 Wrocław; Poland

E-mail: [erasmus@handlowa.eu](mailto:erasmus@handlowa.eu) or [marta.drozdowska@handlowa.eu](mailto:marta.drozdowska@handlowa.eu)

Tel.: +48 71 333 11 15