1. Erasmus office
2. Courses
3. Websites
4. Academic calendar
5. Libraries
6. Computer laboratories
7. Student’s association
• **Administration** – Ms. Izabela Barzycka
  – Students’ Office, room M.
  – opened everyday, 10:00-14:00
  – registration and unregistration for courses
  – information on schedule changes etc
  – problems with USOS

• **Erasmus Coordinator** – Dr. Grzegorz Kula
  – room 106
  – office hours on Thursday, 13:15-14:50
  – gkula@wne.uw.edu.pl
  – help in choosing courses
  – all formal signatures
  – problems with exams etc
Step 1: Compare your Learning Agreement with the courses we offer.

Step 2: Find replacements for courses not offered in this semester, add some other interesting courses.

Step 3: Choose courses for 30 ECTS.

Step 4: Try to register!!!!!!!!!!

   Registration ends on Feb. 28th.

Step 5: Go & see courses.

Step 6: If you like it – just stay; if do not like it – you have 3 weeks from now to delete courses from your list – do it in the Students’ Office on the paper form.

Step 7: After 3 weeks no changes are possible! (adding and deleting)

Step 8: Learn and pass the exam!
Websites

- [www.wne.uw.edu.pl](http://www.wne.uw.edu.pl) - Faculty website
- [http://erasmus.wne.uw.edu.pl/](http://erasmus.wne.uw.edu.pl/) - Erasmus office website
- [http://en.uw.edu.pl/](http://en.uw.edu.pl/) - University website
Academic Calendar

Spring semester

Classes
Degree examinations

Fall semester re-sit examination period
Language re-sit exams
Dean announces:
- an academic calendar 2015/2016
- GPA required for ITS
- the list of key courses
Deadline for closing protocols of credits in fall semester re-sit examination session
Spring Recess
Classes (contd.)
University Festival (Juwenalia) - no-class days
Spring course credit resignation deadline* (in accordance with § 23 b item 6 of the Rules of Study at the University of Warsaw)
Deadline for submitting applications for resignation from the elective course (in accordance with § 31 item 2 of the Rules of Study at the University of Warsaw)
Deadline for submission of degree dissertations
Language exams
Spring semester examination period
1st round of registration for fall semester 2015/2016 courses:
- 3rd year of the 1st cycle studies
- 2nd year of the 2nd cycle studies
BA degree examinations
MA degree examinations

Summer holidays

18 Feb - 30 Sept 2015
18 Feb 2015 - 1 Apr 2015
23-27 Feb 2015
04-10 March 2015
07 March 2015
30 March 2015
25 March 2015
02-07 Apr 2015
08 Apr - 09 Jun 2015
08-09 May 2015
05 June 2015
18 Sept 2015
till 15 June 2015
10 June 2015
12-28 June 2015
16-27 June 2015
29 June - 01 July 2015
01-03 July 2015
01 July - 30 Sept 2015
• Library
• At our Faculty
  - Monday-Friday 9:00-19:00, Saturday 9:00-16:00
  - contact: wmagnuszewski@wne.uw.edu.pl
• Library of Warsaw University (BUW: Biblioteka Uniwersytetu Warszawskiego) – www.buw.uw.edu.pl
LAB / computers / Internet → We have 3 labs: rooms H, I, J – you can use those computers when free (no class)

Cafeteria → in the basement

Copying room → at the ground floor on the left hand side.

Student’s government → room 15

AIESEC → room 14

Sport facilities → http://www.kuazsuw.pl

http://maps.google.pl/?ll=52.24664,21.00364&spn=0.000903,0.001206&t=k&z=20