

# Erasmus+ Incoming students

ERASMUS+ INCOMING STUDENTS

*guide for Students who want to study at the Medical University of Silesia  
within the Erasmus + Programme*



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# ERASMUS+

## DEADLINES FOR INCOMING STUDENTS

### *Nomination*

- For the whole academic year: from 01/04 to 10/05
- For winter semester: from 01/04 to 10/05
- For summer semester: from 01/04 to 31/10

### *Online Learning Agreement & Application form*

- For the whole academic year: from 11/05 to 31/05
- For winter semester: from 11/05 to 31/05
- For summer semester: from 01/11 to 21/11



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## NOMINATION

Your university should send your nomination to the address [erasmus@sum.edu.pl](mailto:erasmus@sum.edu.pl) by May 10th (winter semester / whole academic year) or October 31st (summer semester).

Once we have received the nomination sent by the partner university, our Erasmus+ office will contact you by e-mail and send you the documents required for your application, as well as information about the available courses, including their descriptions.



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## NECESSARY DOCUMENTS

### *Online Learning Agreement & Application Form*

- ❖ Before you prepare your Online Learning Agreement check „*The list of available courses for Erasmus students*”. This list will be published in the second half of March.
- ❖ The maximum number of ECTS points is 30 ECTS per semester and 60 ECTS per whole year.
- ❖ You should submit your Online Learning Agreement between May 11th and May 31st - deadline for students coming for winter semester and the whole academic year.
- ❖ You should submit your Online Learning Agreement between November 1st and November 21st – deadline for students coming for summer semester.
- ❖ If your university is not connected to the EWP network, please send us a scan of the paper LA signed by the student and the coordinator of the partner university
- ❖ You should send your Application Form (signed by you and your Coordinator) to the address [erasmus@sum.edu.pl](mailto:erasmus@sum.edu.pl) between May 11th and May 31st - deadline for students coming for winter semester or whole academic year - or between November 1st to November 21<sup>st</sup> – for students coming for summer semester. In the subject of the message, type "*Incoming Student Application Form*".



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## NECESSARY DOCUMENTS

### *VISA / Invitation Letter*

- ❖ In the Application Form you have to mark whether you will apply for a Visa and whether you need Invitation Letter.
- ❖ The Invitation Letter will be sent to you as soon as possible after your Online Learning Agreement is signed by You, Your Faculty Coordinator and our Faculty Coordinator
- ❖ In case you apply for a Visa, the address of your stay in Poland will be entered in your Invitation Letter. This is the address of one of our dorms. If you do not intend to live in a dormitory, you should inform the Erasmus+ Office about where you will live during your stay in Poland immediately after arriving in Poland.



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## NECESSARY DOCUMENTS

### *DORMITORY*

In the Application Form you have to mark whether you will need the Dormitory. If yes, we will provide you with more detailed information.



### *Buddy*

If you want to have a Buddy – please mark it in the Application Form 😊



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# ERASMUS+

## ARRIVAL

In order to obtain **Confirmation of Arrival**, you must visit the Erasmus+ Office.

**Erasmus+ Office** is located in the SUM's Campus Katowice-Ligota

ul. Medyków 4,

Room no. 6

40-752, Katowice



We invite you from **Monday to Thursday** from **9:00 to 14:00**



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## STUDENT ID

In order to obtain **Student ID**, you must report to the Dean's Office of the Faculty where you will study a few days before your arrival.

To obtain an ID card you will need to provide a photo, provide the necessary personal data and pay the ID card fee - just like Polish students.



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## CONFIRMATION OF STAY

In order to obtain **Confirmation of Stay**, you must report to  
The Erasmus+ Office a few days before your departure.

The **Office** is located in the SUM's Campus in Katowice-Ligota:

ul. Medyków 4,  
Room no. 6  
40-752, Katowice

We invite you from **Monday to Thursday from 9:00 to 14:00**



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## TRANSCRIPT OF RECORDS

The Dean's Office, together with your Faculty Coordinator, will prepare the Transcript of Records for you, which will indicate the courses you have completed as well as your grades. You will receive the Transcript at the end of your mobility, no later than 4 weeks after the ending date.



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# CONTACT INFORMATION

Each of our Erasmus+ Coordinators and the Erasmus+ Programme administrative staff will be happy to help you with various questions about studying in SUM.

Please do not hesitate to contact us.



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# INSTITUTIONAL COORDINATOR

Prof. dr hab. n. med. Damian Kawecki



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# FACULTY COORDINATOR

Faculty of Medical Sciences in Katowice

Dr n. med. Zofia Parma



III Department of Cardiology - Clinic of Cardiology and  
Structural Heart Diseases  
Faculty of Medical Sciences in Katowice  
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# FACULTY COORDINATOR

Faculty of Medical Sciences in Zabrze

Dr n. med. Paweł Ziora



Department of Pathomorphology  
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3 Maja 13



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# FACULTY COORDINATOR

Faculty of Pharmaceutical Sciences in Sosnowiec

Dr hab. n. farm. Małgorzata Dołowy



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Faculty of Pharmaceutical Sciences in Sosnowiec  
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# FACULTY COORDINATOR

Faculty of Health Sciences in Katowice

Dr hab. n. o zdrowiu Dariusz Górka



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[dgorka@sum.edu.pl](mailto:dgorka@sum.edu.pl)



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# FACULTY COORDINATOR

Faculty of Health Sciences in Bytom

Dr hab. n. o zdrowiu Joanna Kobza



Department of Public Health  
Faculty of Health Science in Bytom  
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41-902 Bytom



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# ERASMUS+ OFFICE

## Location:

Campus SUM  
Katowice-Ligota  
ul. Medyków 4  
40-752 Katowice

tel. 32 364 1015

tel. +48 798 027 859

[erasmus@sum.edu.pl](mailto:erasmus@sum.edu.pl)



## Open:

from Monday to Thursday  
9:00 to 14:00  
Room no. 6



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