POZNAN UNIVERSITY OF MEDICAL SCIENCES (PUMS), POLAND
CENTER FOR MEDICAL EDUCATION IN ENGLISH

INFORMATION FOR THE INCOMING STUDENTS ACCEPTED TO
THE 4 MD, 6MD, 5 DDS, PHARMD AND PHYSIOTHERAPY PROGRAMS
IN THE ACADEMIC YEAR 2013/2014

THE CALENDAR FOR FIRST-YEAR STUDENTS

August 5 to 24, 2013 – first part of the Pre-study course provided online, mandatory for the 6MD, DDS, PharmD and Physiotherapy Programs
August 28 to September 1, 2013 – Orientation Days
September 2 to 27, 2013 – second part of the Pre-study Course held at PUMS, mandatory for the 6MD, DDS, PharmD and Physiotherapy Programs
September 2, 2013 – beginning of classes for the first year of the 4MD Program
September 30, 2013 – beginning of classes for the 6MD, DDS, PharmD and Physiotherapy Programs
October 3, 2013 – official inauguration of the academic year
December 23, 2013 to January 3, 2014 – Christmas Break (Winter Break)
April 17 to April 22, 2014 – Easter Break (Spring Break)
July 11, 2014 – deadline for the 4MD students to collect credits and pass exams
September 15, 2014 – deadline for the 6MD, DDS, PharmD and Physiotherapy students to collect credits and pass exams

ORIENTATION DAYS

All first-year students are strongly advised to participate in the Orientation Days starting on August 28 and ending on September 1, 2013. During these days new students will receive a lot of useful information regarding student loans and visas. They will also meet students from student organizations and members of the Faculty.

PRE-STUDY COURSE

Both parts of the Pre-study course – Part 1 offered online and Part 2 with students present at PUMS – is mandatory for all students accepted to the first year of the 6-year MD Program, the 5-year DDS Program, the 3-year B. Sc. Physiotherapy Program and the 6-year Pharm. D. Program taught in English at the University.

Part 1 will be held on August 5 to 23. Online access will be e-mailed to all admitted students prior to August 1. Please note that for this part of the course students are advised to have access to the Internet once a day every day throughout the entire duration of Part 1.

The second part of the pre-study course will be held at PUMS starting on September 2 and ending on September 27.

THE TO-DO LIST FOR THE NEWLY ACCEPTED STUDENTS BEFORE CLASSES BEGIN

Each student who has not paid the 3000 PLN non-refundable part of tuition fee by the deadline specified in the acceptance letter will be automatically removed from the list of accepted students and will not be allowed to start classes.

Please keep in mind that the following documents must be submitted to PUMS prior to the beginning of classes in order to receive the student ID upon arrival in Poznan:
1. A copy of vaccination records for TB and hepatitis B.
2. Proof of health insurance valid in Poland, the EHIC for the citizens of the European Union member countries.
3. A copy of student visa or other document confirming that the student’s stay in Poland is legal.

DORMITORY ASSIGNMENTS

Dormitory accommodations are available only to those first-year students who have paid their dormitory deposit fee of 1500 PLN.

Please be advised that PUMS dormitory assignments for incoming students will be made based on online applications that should be submitted by July 31, 2013 deadline.

In the “Dorm” section of the PUMS applicant on-line system you will be able to choose your preferred dormitory facility and room type.

Students who are planning to live off-campus are kindly requested to indicate that in the form as well.

This online application helps collect the information about each student’s individual preferences in order to facilitate the dormitory room and roommate matching process.

Starting from May 31, 2013 please direct any questions regarding first-year student dormitory assignments to the following email address: dorm@ump.edu.pl.
As you may know, we offer **double rooms** to first-year students. The University will guarantee places in its dormitories to all students who decide to stay in a dormitory. Information confirming dormitory assignments will be e-mailed to all students concerned no sooner than the first week of August. Therefore, please add the following e-mail address to your address book to avoid mistaking incoming messages for spam: dorm@ump.edu.pl.

Incoming students may start moving into the dormitories on **August 24, 2013**. While making dormitory reservation decisions in the online application system, each new student may choose from the following two options:

1. **Reserve a dormitory room for the whole academic school year.**
2. **Reserve a dormitory room just for the duration of the Part 2 of the pre-study course (one month).**

You may also choose to:

3. **Rent an off-campus apartment using the following web site addresses:**
   a. [http://international.simplerent.pl/](http://international.simplerent.pl/)
   c. [http://www.laskowskicom.pl](http://www.laskowskicom.pl)
   d. [http://www.sofa-hostel.com](http://www.sofa-hostel.com), e-mail: biuro@sofa-hostel.com
   e. [http://www.plp-inwestycje.pl](http://www.plp-inwestycje.pl), e-mail: m.lewandowski@pl-inwestycje.pl
   f. [http://fusiohostel.com](http://fusiohostel.com)
   m. [http://international.simplerent.pl/](http://international.simplerent.pl/)
   n. [http://www.novahaus.pl](http://www.novahaus.pl), e-mail: biuro@novahaus.pl
   o. and/or peruse the housing bulletin board in the PUMS Dean’s Office ground floor area

### Administrative Staff Handling Incoming Student Financial Matters at the Dean’s Office

For assistance in financial matters, students admitted to the 4 MD and 5 DDS Programs should contact Karolina Rogalska, e-mail: krogalska@ump.edu.pl, tel. +48 61 854 72 21; whereas students admitted to the 6 MD, PharmD and Physiotherapy Programs should contact Beata Matyszewska, e-mail: matysz@ump.edu.pl, tel. +48 61 854 72 33.

### Administrative Staff Handling Incoming Student Affairs at the Dean’s Office

- **4MD** – Grzegorz Chewusz, e-mail: chewusz@ump.edu.pl, tel. +48 61 854 71 47
- **6MD** – Joanna Zalewska, e-mail: zalewska@ump.edu.pl, tel. +48 61 854 71 44
- **5DDS** – Michał Pasikiewicz, e-mail: micpas@ump.edu.pl, tel. +48 61 854 72 24
- **PharmD** – Magda Słoniec, e-mail: pharmacy@ump.edu.pl, tel. +48 61 854 72 31
- **Physiotherapy** – Magda Słoniec, e-mail: physioth@ump.edu.pl, tel. +48 61 854 72 31

### Tuition and Other Fee Schedules for Incoming Students

The expenses for INCOMING students for the academic year 2013/2014 are estimated as follows:

**Tuition Fees**

1. A non-refundable first part of the tuition fee in the amount of **3,000 PLN** is payable by the date specified in the acceptance letter received by each student.
2. The tuition fee is payable in two installments:
   a. **First installment (second part of the tuition fee)** due by September 30, 2013.
   b. **Second installment (third part of the tuition fee)** due by February 15, 2014.
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61 400 PLN — new students in the 4MD Program
55 600 PLN — new students in the 6MD Program
55 600 PLN — new students in the 5DDS Program
42 700 PLN — new students in the PharmD Program
42 700 PLN — new students in the Physiotherapy Program

DORMITORY FEES
Depending on the dormitory, the monthly rental fees are:

Double room occupancy:
- 325 PLN in Eskulap,
- 400 PLN in Aspirynka or Medyk,
- 500 PLN plus meter charges for cold & hot water and electricity in Karolek.

Single room occupancy:
- 480 PLN in Eskulap,
- 550 PLN in Aspirynka or Medyk,
- 650 PLN plus meter charges for cold & hot water and electricity in Karolek.

DORMITORY DEPOSIT:
1,500 PLN payable by June 30, 2013

PRE-STUDY COURSE FEE:
Required for the 6MD, 5DDS, PharmD and Physiotherapy Programs
3,200 PLN payable by June 30, 2013

BOOKLISTS
All booklists for first-year students are available on PUMS website at www.pums.ump.edu.pl in the INFORMATION FOR INCOMING STUDENTS tab.

HEALTH INSURANCE AND VISA — REGULATIONS AND RENEWAL PROCEDURES MANDATORY FOR ALL STUDENTS

All incoming students are required to have a health insurance policy valid in Poland for the whole duration of their studies at PUMS. By December 31 of the current year students must submit to the Dean's Office a copy of their valid health insurance policy or another document confirming that they have started the process to obtain health insurance coverage for Poland. A student's failure to do so absolves the University from any responsibility for covering the costs of his/her possible medical treatment in Poland.

Furthermore, when entering Poland, students are required to have a valid visa or another document confirming the legality of their stay in Poland. All students with dual citizenship who have a Polish passport do not need a visa. All other international students intending to study in Poland must obtain student visas from the appropriate Polish consulate before arriving in Poland.

After arriving in Poland and prior to the expiration of their visas, students must apply to the local Visa Office for the temporary stay card. These cards are valid for a one-year period and are renewable. Application for a temporary stay card should be submitted to the immigrations office in Poznan no later than 45 days prior to the student's visa expiration date. Please keep in mind that granting the permission to stay is not automatic and takes some time. Hence the mere act of beginning the application process for the visa renewal or for issuing a temporary stay card does not entitle the student to remain in Poland. Therefore, students are strongly advised to begin the application process well in advance of the respective visa expiration dates.

Students who are Norwegian or EU member country citizens are also required to register their stay in Poland for the whole duration of their studies at PUMS.

PSYCHOLOGICAL COUNSELING SERVICES AND DIRECT SUPPORT AT THE DEAN'S OFFICE

COUNSELING AND PSYCHOLOGICAL SERVICES, CAPS
The University offers counseling and psychological services to students who are part of the English language programs. The mission of CAPS is to support students and their performance throughout the duration of their studies. The English-speaking counselors and psychologists may be contacted by any student regarding such matters as problems with cultural adaptation, learning issues, adaptation to a foreign country, life crises, coping with stress, dormitory issues, social problems, interpersonal problems including personal or peer relationships etc.
STUDENT ADVISOR AT THE PUMS DEAN'S OFFICE
For other, more mundane questions and issues that newly-arrived students must face the School also offers assistance of one additional advisor. He has experience assisting students with resolving various challenges and he is eager to be there for you, should you choose to contact him:

Marcin Kucharski, M.D., e-mail: marcinku@ump.edu.pl, a mediator between the School Authorities and students. Dr Kucharski serves as the first contact person to address students’ issues and concerns. Being a graduate of PUMS 4-year MD program himself, he has great insight into everyday student life at our University. Dr. Kucharski may be contacted in matters regarding dormitory issues, social problems, general problem-solving, etc.

RESIDENTIAL ADVISOR (RA) SYSTEM
Students who reside in the four dorms designated to PUMS have created a Residential Advisor (RA) system to act as dorm counselors and mediators on each floor occupied by international student residents. Its goal is to foster a sense of community and to ensure that the dorm life provides to everyone all required amenities and a sense of comfort in this home away from home. Residential Advisors (RAs) can also be contacted for assistance in such issues as details of everyday life in Poznań, help with filling out Polish documents and applications for, e.g., visa renewals, health insurance, etc.

PUMS CONTACT INFORMATION
Please visit our website at http://www.pums.edu.pl for more up-to-date information on all topics covered in this handout, or write and visit us at:
POZNAN UNIVERSITY OF MEDICAL SCIENCES
CENTER FOR MEDICAL EDUCATION IN ENGLISH
DEAN'S OFFICE
UL. JACKOWSKIEGO 41
60-512 POZNAń
POLAND
Fax + 48 61 845 74 89
E-mail: pums@ump.edu.pl
Our office hours are Monday through Friday 10:30 a.m. – 3:30 p.m (GMT +1)