

First Steps in Poland

PESEL number

PESEL (Universal Electronic System for Registration of the Population) is a unique 11-digit national identification number in Poland. It is essential for various formalities like tax settlements, opening a bank account or setting up a Trusted Profile. Obtaining a PESEL is free and valid indefinitely.

Check where and how to apply:

<https://welcome.uw.edu.pl/during-your-stay/pesel-number/>

Keep your PESEL number secure and only share it with trusted individuals.

Bank account:

Why is it worth having a bank account with a branch in Poland?

Having a bank account in a Polish bank can be crucial for legalising your stay and is important from the perspective of the Doctoral School – this is where your doctoral scholarship will be transferred. Additionally, you can avoid unnecessary currency conversion fees that might occur with foreign accounts.

What should you know about opening a bank account?

Offers and requirements vary depending on the bank, but most commonly, you will need:

- An ID document (ID card or passport)
- A valid residence document (visa or temporary residence card)
- A university certificate confirming student status
- A PESEL number

Each bank may have additional requirements, so it's always recommended to check the details directly with the bank.

Transportation discounts for PhD students

As a PhD student in Poland, you're eligible for 51% transportation discounts on public transport up to the age of 35. To take advantage of these discounts, simply present your doctoral ID card when purchasing tickets or passes. Please remember to have the doctoral ID with you whenever travelling. You may also obtain a monthly ticket on your PhD student ID by uploading the ticket in the ticket machines available inside the metro, buses, trams, and public spaces near the stops.

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Health insurance

Health insurance is required in Poland for medical purposes and to legalize your stay.

If you:

- have Polish origins,
- have an employment contract with the University of Warsaw (UW) or another employer,

you will be insured by the UW or your employer under the public insurance system (NFZ).

- **If you have an EHIC**, you can use the public health service (NFZ) free of charge in cases of illness (cold, flu etc.) or accident.

- **If you do not meet the above conditions**, you should self-insure with the public or private insurance.

For more details, visit the Welcome Point website:

<https://welcome.uw.edu.pl/home/phd-students/health-insurance-phd-students/>

Legalisation of stay - Welcome Point:

To continue your studies, it's important that you stay in Poland legally. Remember to apply for a temporary residence card (TRC) before your current residence document (visa/visa-free stay/residence card issued by another Schengen country) expires. The type of residence permit depends on several factors such as purpose of stay.

Please check information on:

<https://welcome.uw.edu.pl/during-your-stay/legalisation-of-stay/>

As the legalisation process is complex, consult your case with the Welcome Point team.

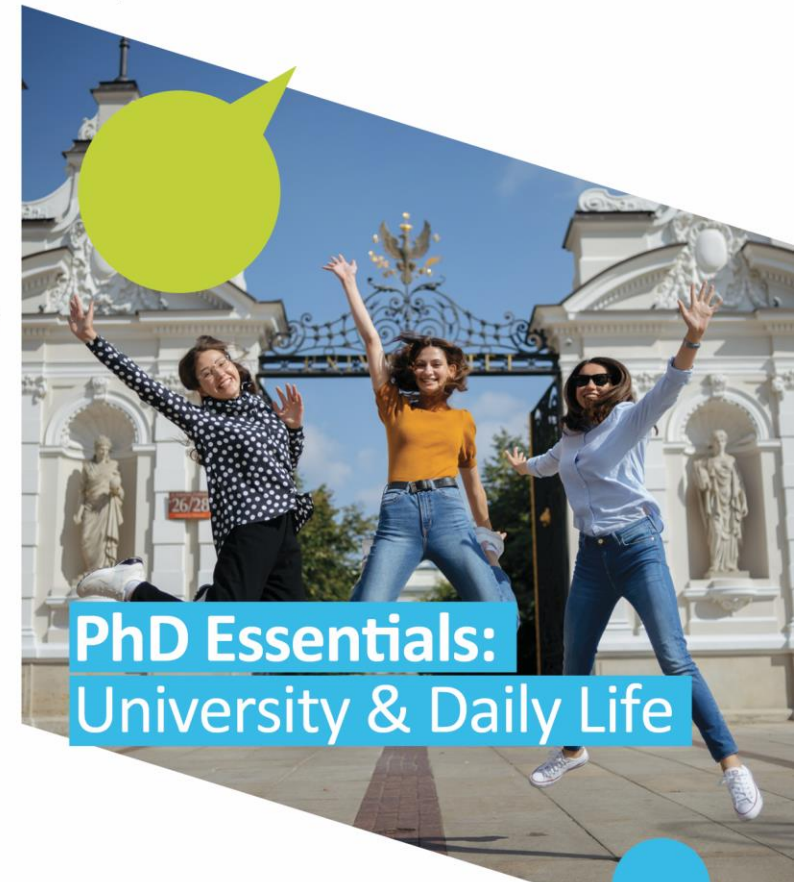
How to contact us?

email: welcome.legalisation@uw.edu.pl

website: www.welcome.uw.edu.pl

In person (Monday - Friday, 9 AM - 4:30 PM):

- **Main Campus**
Krakowskie Przedmieście 26/28 St (small courtyard, opposite ATM)
- **Ochota Campus**
Banacha 2c St (CeNT building, ground floor, next to the Doctoral School of Natural and Exact Sciences)



• **Interdisciplinary Doctoral School:**
szkola.m@uw.edu.pl

• **Doctoral School of Humanities:**
szkola.nh@uw.edu.pl

• **Doctoral School of Social Sciences:**
szkola.ns@uw.edu.pl

• **Doctoral School of Natural and Exact Sciences:**
szkola.nsip@uw.edu.pl
www.szkolydoktorskie.uw.edu.pl

• **PHD Students' Union:**
doktoranci@samorzad.uw.edu.pl
www.doktoranci.uw.edu.pl/en

Accommodation

University Dormitories

The University of Warsaw provides 2,500 places in seven dormitories across the city. Each dormitory features a quiet study room, TV room, computer room, and laundry facilities. Monthly rent ranges from EUR 115 to 210 (PLN 480 – 950) per person, depending on the room type. Applications are submitted via the USOSweb system.



Apply early, as applications are processed on a first-come, first-served basis. Deadlines vary annually, so stay informed through official announcements.

University Hotels

PhD students can also apply for accommodation at the Hera Hotel or the House of a Scientific Worker, offering single, twin, and triple rooms. Due to limited availability, booking depends on room availability.

- Hera Hotel: herarezew@adm.uw.edu.pl
- House of Scientific Worker: apply via ewa.jelonek@adm.uw.edu.pl

Contact the Student Welfare and Support Office at bpm@uw.edu.pl in case you require help with the accommodation.

For more details visit www.bpm.uw.edu.pl

Doctoral Space at the University of Warsaw

The Doctoral Space is located at the University of Warsaw Library, Dobra Street 56/66. Located near the Doctoral Schools Office (0 level), this space is designed to support your research in a welcoming and well-equipped environment.

Amenities:

- Conference and Meeting Rooms
- Workout Room
- Kitchen (with fridge and coffee machine)
- Comfortable Desks
- Wi-Fi, LAN, and Power Outlets

To access please use your doctoral ID card.

Open daily from 8:00 AM to 10:00 PM (except public holidays)
For questions, contact the PhD Students' Union at doktoranci@samorzad.uw.edu.pl

Scholarships

PhD scholarship:

In order to receive a PhD scholarship, Doctoral Students who took part in the so-called regular recruitment have to sign a declaration with their account number.



The PhD scholarship is available only to those who not have a doctoral degree.

Additionally, there are available different scholarships and forms of financial supports such as:

Scholarship for a start:

It is addressed to the most outstanding first year PhD students who started doctoral studies in the ongoing academic year. For more details, please visit the website of the Student Welfare and Support Office: www.bpm.uw.edu.pl

Scholarship for students with disabilities:

Applications are processed by the Office for Persons with Disabilities (PL: BON)
website: www.bon.uw.edu.pl/home/
email: bon@uw.edu.pl

Non-refundable financial aid: komisja.zapomogi@uw.edu.pl

Co-funding of a vacation: bssoc@adm.uw.edu.pl

Applications should be made via the Office for Personnel Social Benefits (PL: BSS)

website: www.bssoc.uw.edu.pl

Mobility and Research Opportunities

Mobility:

The International Relations Office (IRO) manages UW's participation in programmes like Erasmus+, Erasmus Mundus, and others. PhD students can explore opportunities for research mobility, exchange programmes, and internships abroad.
website: www.en.bwz.uw.edu.pl



If you are interested in a student exchange we encourage you to contact the mobility coordinator at your Doctoral School

Research in Poland and abroad:

The Research Services Office (PL: BOB) offers essential information on Polish national research support programmes. If you're seeking research funding, BOB specialists are ready to provide expert advice and assistance.

Moreover, BOB coordinates the Excellence Initiative – Research University (IDUB), **supporting doctoral students with microgrants and mobility co-funding**. Check out Actions IV.2.3 and IV.4.1 of the programme: <https://inicjatywadoskonalosci.uw.edu.pl/en/actions/list/>
email: BOB@adm.uw.edu.pl

The Office for International Research and Liaison (PL: BMPB) oversees UW's international partnerships and provides information on grants like ERC and Marie Skłodowska-Curie. **Check their website for funding and internship opportunities:**

<http://bmpb.uw.edu.pl/mobility-in-research-education-uw/>
website of the both offices: www.bmpb.uw.edu.pl

USOS & WIFI

USOS (University Study-Oriented System) is a student management information system in which each student has their own account. In USOS you can register for courses, check your grades, or apply for a place in a student dormitory. Once your IRK status is marked as "admitted", the Doctoral School administration will enter your information into the USOS system.
website: www.usosweb.uw.edu.pl

USOS token registration:

A "sister" of the main USOSweb system with the same login credentials created for specific courses and examinations that require "tokens" – virtual money at the university.
www.rejestracja.usos.uw.edu.pl

There are additional courses you can register for: P.E. classes; foreign language courses, Polish language courses. In case you would like to participate in such courses, please contact the Doctoral School to receive tokens.

EDUROAM:

Eduroam (edu-cation roam-ing) is a worldwide system of wireless network access for the academic and scientific community, of which the University of Warsaw is a member. University staff and students have access to the Internet through the eduroam WiFi network provided they obtain a personal login and password to USOSWeb. If you have been using eduroam at your home university, you can connect automatically to our network.

How to configure the network?

www.it.uw.edu.pl/en/uslugi/UslugiInternetWiFiEduroam