


## Information for Students on Exchange

<b>A. University</b>	<b>Warsaw University of Technology (WUT)</b>  <a href="https://www.cwm.pw.edu.pl/index.php/en/Education-programmes/Bilateral-exchange/Incoming-students">https://www.cwm.pw.edu.pl/index.php/en/Education-programmes/Bilateral-exchange/Incoming-students</a>
<b>B. Country</b>	Poland
<b>C. Academics</b>	
<b>i) Module Mapping &amp; Credits Transfer</b>	<p>Please ensure that your Study Plan is approved by the academics at your home faculty before the exchange. You can check with the SEP Coordinator in the Dean's Office of your home faculty.</p> <p>Modules approved in the past might not be offered by the host university or approved by your faculty when it is time for your exchange. Please check the latest course offerings at the host universities while you are preparing your Study Plan.</p>
<b>ii) Academic Calendar</b>	<p><b>Semester 1:</b> Early October to late January  <b>Semester 2:</b> Mid-February to mid-June</p> <p><a href="http://www.pw.edu.pl/engpw/University2/Students/Timetable-of-the-Academic-Year">http://www.pw.edu.pl/engpw/University2/Students/Timetable-of-the-Academic-Year</a></p>
<b>iii) Exchange Duration</b>	<b>Students should go for exchange in semester 2 due to severe overlapping of academic year calendar.</b>
<b>iv) Examination</b>	<p>Students are expected to attend the mandatory examination in late January if no alternative assessment is given for semester 1 exchange.</p> <p>NUS students have to seek approval from their home faculty for returning late to start semester 2 in NUS.</p> <p>Only students major in Architecture might be able to get alternative assessment while on exchange in semester 1.</p>
<b>v) Curriculum Structure</b>	<p>Total workload for full time undergraduate programme is based on the European Credit Transfer System (ECTS). One semester is worth 30 ECTS.</p> <p>Students should choose modules offered by <b>ONE</b> faculty while on exchange so as to have closer affinity to one hosting faculty.</p>
<b>vi) Entry Requirements</b>	(a) be a student of good standing at NUS with:

	<p>(i) a minimum CAP score of 3.0 out of 5.0 or a minimum 'B' average grade or 70% average marks or ranking in the top one-third of the class;</p> <p>(ii) a minimum 'B' grade in the current/intended discipline/major; and</p> <p>(iii) no single grade below 'C';</p> <p>(b) propose an appropriate programme of study at the host university;</p>										
<b>vii) Language Proficiency Requirements</b>	<p>All courses are open to exchange students under the condition of proficiency in the language of instruction.</p> <p>Students are reminded to check the list of English courses carefully.</p>										
<b>viii) Modules Compatibility</b>	<p>Students are reminded to check the <a href="#">list of English courses</a> carefully.</p> <p>Students should choose modules offered by <b>ONE</b> faculty while on exchange so as to have closer affinity to one hosting faculty.</p> <p>Please note that <b>Faculty of Power and Aeronautical Engineering</b> has its own application system and forms. WUT will provide the link to the system to the relevant candidates nominated by NUS.</p> <p><b>SEP Compatibility</b></p> <table border="1"> <thead> <tr> <th>Faculty</th><th>Major</th></tr> </thead> <tbody> <tr> <td>FoE</td><td> <ul style="list-style-type: none"> <li>Civil and Environmental Engineering</li> <li>Electrical Engineering</li> <li>Mechanical Engineering</li> <li>Aeronautical Engineering</li> <li>Computing Engineering</li> </ul> </td></tr> <tr> <td>FoS</td><td> <ul style="list-style-type: none"> <li>Mathematics</li> <li>Chemistry</li> </ul> </td></tr> <tr> <td>SDE</td><td> <ul style="list-style-type: none"> <li>Architecture</li> </ul> </td></tr> <tr> <td>SoC</td><td> <ul style="list-style-type: none"> <li>Computer Science</li> </ul> </td></tr> </tbody> </table>	Faculty	Major	FoE	<ul style="list-style-type: none"> <li>Civil and Environmental Engineering</li> <li>Electrical Engineering</li> <li>Mechanical Engineering</li> <li>Aeronautical Engineering</li> <li>Computing Engineering</li> </ul>	FoS	<ul style="list-style-type: none"> <li>Mathematics</li> <li>Chemistry</li> </ul>	SDE	<ul style="list-style-type: none"> <li>Architecture</li> </ul>	SoC	<ul style="list-style-type: none"> <li>Computer Science</li> </ul>
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<b>ix) Module restrictions</b>	<p>Students are reminded to <b>review the online course list carefully</b> as it contains important information which is often ignored. Please read so that you will save time, effort and have less stress in your application process.</p>										

D. Application	
i) <b>Procedures</b>	<p>All NUS student has to be nominated by NUS before they can apply online at WUT's online portal for fee-waiver exchange at the host university.</p> <p>The <a href="#">application procedures</a> and list of supporting documents needed by the host university can be found in the SharePoint. Please look for the SEP coordinator at your Dean's Office for the link to the SharePoint.</p> <p>A complete documentation of candidates should be sent by NUS Registrar's Office to the Centre for International Cooperation of the Warsaw University of Technology. Scanned copies of application documents are sufficient. The complete application packet of a candidate should consists of:</p> <ol style="list-style-type: none"> <li>1. Application form for undergraduate student.</li> <li>2. Learning Agreement or Study Plan which is approved by your Dean's office</li> <li>3. Transcript – please approach NUS Registrar's office for the transcript</li> <li>4. Confirmation of proficiency in English – please approach NUS Registrar's Office for the letter</li> <li>5. Copy of passport - page containing personal data</li> </ol> <p>The decision of acceptance belongs to the host Faculty at WUT. Accepted candidates receive a welcome packet containing Letter of Acceptance, Handbook and information on courses of Polish for Foreigners (if available) four weeks after they have submitted the complete application package.</p>
ii) <b>Deadlines</b>	<p>All NUS student must abide by the internal application deadline set by their home faculty for exchange participation in the following academic year. After clearing the internal application and selection process, students have to take note of the application deadline set by the host university</p> <p>Failure to submit a formal application to the host university will result your exchange being forfeited even if you have been selected by NUS for the exchange.</p> <p>The required documents are supposed to reach WUT's International Relations Office before <b>1 May</b> for semester 1 exchange and <b>15 October</b> for semester 2 exchange.</p>
E. Accommodations	

<p><b>i) University Accommodation</b></p>	<p>WUT dormitories are located outside the campus but not very far. WUT offers around 5200 places in 12 dormitories in Warsaw. Most rooms are usually double or triple sharing. University accommodation is not guaranteed.</p> <p>Accommodation process is run by a special section of <b>Students Union - Accommodation Commission</b> (  <i>Komisja Kwaterunkowa</i>). Whole process is run via online system called SEKS2.</p> <p>Students will be informed by WUT about the procedures and the deadlines for dormitory application. Please take note that there are separate intakes for different exchange students. More information can be found here: <a href="https://kwaterunek.sspw.pl/?lang">https://kwaterunek.sspw.pl/?lang</a></p>
<p><b>F. Visa</b></p>	
<p><b>Consular/Visa Regulation</b></p>	<p>All students are advised to apply for the necessary visa immediately after they received the official offer letter/email from their host university.</p> <p>Some visa application process could take up to 2 months to process. Your exchange at the host university depends on the clearance by the immigration of the host country.</p> <p>A citizen of a non-EU country has to obtain the visa from the consulate of Poland in his/her country of residence to support their stay of more than 90 days in Poland. For details please contact the Polish Consulate in your country.</p> <p>All students should legalize their stay exceeding 3 months by obtaining temporary residence permit after their arrival to Poland with the help from WUT.</p>
<p><b>G. Safety, Health &amp; Medical Insurance</b></p>	
<p><b>i) Health/Medical Insurance</b></p>	<p>All exchange students are required to have <b>health insurance</b> from their home country covering medical expenses for the full period of stay (EU citizens should possess European Health Insurance Card), as well as accident and personal liability insurance. All international students are required to submit suitable proof to WUT upon arrival.</p> <p>Alternatively, non-EU citizens may pay for health insurance to the Polish National Health Fund at the monthly rate of 46.80 PLN that covers all basic health services, including basic dental services.</p>

	<p>All registered NUS students are covered under the university health insurance and the blanket travel insurance. For more information on the university health insurance coverage, please refer to <a href="http://www.nus.edu.sg/uhc/services/billing-insurance/insurance-matters.html">http://www.nus.edu.sg/uhc/services/billing-insurance/insurance-matters.html</a></p> <p>For more information on the blanket travel insurance, please refer to <a href="http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html">http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html</a></p> <p>If the NUS insurance coverage is not enough, students are advised to purchase additional health and/or travel insurance from their preferred agent. Insurance should cover not only accidents and but also general practitioner’s consultation.</p>																
ii) Emergency Number	Centre for International Cooperation Tel : +48 22 234 7185																
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