

## FOR PhD STUDENTS

1/ When you are admitted to the University, you need to undergo matriculation and take the oath specified in the University of Szczecin bylaws in order to obtain your PhD student rights. At this point, you are also undertaking to obey a number of specific responsibilities.

All rights and responsibilities are specified in the Regulations of The Doctoral School of the University of Szczecin ( resolution no. 107/2019, of September 26, 2019)

## 2/SCHOLARSHIP

I and II year – PLN 2371,70 gross per month

III and IV year – PLN 3623,70 gross per month

## 3/DISABILITY SCHOLARSHIP

Everyone with certified disability can apply for this scholarship regardless of the financial situation

## 3/DORM

There is not enough room for everyone interested in accommodation. Submit your application as early possible! Please remember that you must pay rent at the beginning of every month in PLN.

## 4/LEGAL STAY

If you are an EU/EEA student, you only need your ID document (e.g. identity card or passport) to enter Poland.

For stays exceeding 90 days please check Information for EU/EEA citizens traveling to Poland at :

[www.udsc.gov.pl/en/cudzoziemcy/obywatele-ue-orazeogszwajcarii-i-czlonkowie-ich-rodzin/wymaganeformalnosci/obywatele-ue/zarejestrowanie-pobytu](http://www.udsc.gov.pl/en/cudzoziemcy/obywatele-ue-orazeogszwajcarii-i-czlonkowie-ich-rodzin/wymaganeformalnosci/obywatele-ue/zarejestrowanie-pobytu)

and register stay at Department for Citizenship and Foreigners' Affairs of the Voivodeship Office in Szczecin

### NON EU / EEA CITIZENS

A citizen of a non-EU/EEA country can enter the territory of Poland on the basis of a valid travel document (passport) and a visa (we recommend long-term national D-type visa).

[www.gov.pl/web/diplomacy/visas](http://www.gov.pl/web/diplomacy/visas)

The list of countries which citizen are exempted from visa duties up to the 3 months and more information regarding entering Poland and visa requirements you can find at the following website:  
[www.udsc.gov.pl/en/cudzoziemcy/obywatele-panstwtrzecich/chce-przyjechac-do-polski/student-mobility](http://www.udsc.gov.pl/en/cudzoziemcy/obywatele-panstwtrzecich/chce-przyjechac-do-polski/student-mobility)

#### REGISTRATION AT THE CITY HALL:

1. EU citizens are obliged to register when their stay in Poland is longer than 90 days.
2. Non EU citizens are obliged to register within 4 days from their arrival

#### OFFICE FOR FOREIGNERS IN POLAND

[www.udsc.gov.pl/en/](http://www.udsc.gov.pl/en/)

#### MINISTRY OF FOREIGN AFFAIRS OF REPUBLIC OF POLAND

[www.gov.pl/web/diplomacy](http://www.gov.pl/web/diplomacy)

#### THE VOIVODESHIP OFFICE

<https://www.szczecin.uw.gov.pl/?type=article&action=view&id=2294>

<https://www.szczecin.uw.gov.pl/?type=article&action=view&id=7433>

ZUW Szczecin. Information for foreigners who want to apply for stay in Poland - ZUW Szczecin. ZUW Szczecin  
2017-04-06.

Information for foreigners who want to apply for stay in Poland. Requires the "D" line – applications for legalization of stay in Poland. The registration for the "d" line shall only be via the internet reservations made at: [rezerwacja.zuw.szczecin.pl](http://rezerwacja.zuw.szczecin.pl)  
[www.szczecin.uw.gov.pl](http://www.szczecin.uw.gov.pl)

<https://www.gov.pl/web/udsc-en>

#### 5/ HEALTH CARE IN POLAND IS PROVIDED IN SCOPE OF:

- public health care services;
- private health care services

The National Health Fund (NFZ) is a state authority.

A foreign student coming to Poland is obliged to purchase health insurance or hold a valid European Health Insurance Card (for EU/ EEA citizens)

#### UE/EEA CITIZENS

Free of charge healthcare services in Poland require a valid passport, student card, and European Health Insurance Card. If you fail to present any of the aforementioned documents, you will be charged with the costs of healthcare. Students need to apply for a European Health Insurance Card in the country of origin.

#### NON-EU / EEA CITIZENS

All students from outside of the EU must have health insurance (covering costs of treatment

#### HOW TO GET HEALTH INSURANCE IN THE NATIONAL HEALTH FUND – STEP BY STEP

Fill out the form available at:

[www.nfz.gov.pl/dla-pacjenta/ubezpieczenia-w-nfz/](http://www.nfz.gov.pl/dla-pacjenta/ubezpieczenia-w-nfz/)

The form must be filled out in Polish

Prepare the following documents:

- proof of identification (passport and student card);
- student status certificate (collect it from the Dean's Office)

Take the application and documents and visit  
THE VOIVODESHIP NATIONAL HEALTH FUND BRANCH

you will be asked to sign the agreement

Voluntary healthcare insurance is also subject to an extra charge, the amount of which is determined by the length of the break in health insurance and premium payments.

After signing the voluntary insurance agreement with the National Health Fund, please visit the nearest Social Insurance Institution branch- ZUS

#### REMEMBER!

You should visit the Social Insurance Institution within 7 days of concluding the agreement

## 6/ SCHOLARSHIP

### REMEMBER!

open a Polish bank account (free of charge)  
it is necessary to obtain scholarship.

## 7/ LEGALIZATION OR APOSTILLE

public documents intended for circulation in foreign states are certified through:

### Legalization

in the case of documents intended for circulation in states that are not parties to the Hague Convention of 5 October 1961 (Abolishing the Requirement of Legalization for Foreign Public Documents; Journal of Laws of 2005, no. 112, item 938)  
Please contact Polish Consulate in order to legalization of your diploma and supplement.

### Apostille

in the case of documents intended for circulation in states that are parties to the Hague Convention of 5 October 1961 (Abolishing the Requirement of Legalization for Foreign Public Documents; Journal of Laws of 2005, no. 112, item 938).  
Please check the list of countries and find where you may bear Apostille

## 8/OFFICE HOURS

We would like to ask you to follow the doctoral students' office hours in the Doctoral School Office.

Office hours for PhD students and candidates to our school:

- \* Monday- **office closed**
- \* Tuesday 10.00-13.00
- \* Wednesday 11.00- 14.00
- \* Thursday- **office closed**
- \* Friday- 08.00-15.00