

# ADAM MICKIEWICZ UNIVERSITY POZNAŃ, POLAND

## Bilateral Exchange Program

Academic Year 2025/2026

Exchange program without  
scholarships

Fact Sheet

## Welcome!



### Thank you for your interest in our University!

Each semester more than 300 students from 60 universities worldwide join our Bilateral Exchange Program. Now it is your turn to become part of our community. We are looking forward to see you in Poznań!



We have two semesters:

○ WINTER (Fall)

1 October 2025 – 18 February 2026

● SUMMER (Spring)

19 February – 5 July 2026

! Deadlines are as follows:

○ WINTER (Fall)

Nomination: 1 June 2025

Application: 15 June 2025

● SUMMER (Spring)

Nomination: 15 November 2025

Application: 30 November 2025

**Nomination** – list of selected students to be send by Partner University Coordinator (name, surname, field of study, gender, **e-mail address\***) with information about dormitory requirements.

**Application** – after nomination, students will receive an e-mail with application instruction and need to register in our application system till deadline indicated above.

### \*VERY IMPORTANT!

Dear Student! You can **use only one e-mail address** which was provided by your Home University Coordinator during nomination.

☒ You use it in order to:

- contact us by e-mail
- create application in our recruitment system

✉ Using one e-mail address is due to security and visa reasons.

**! Messages sent from other e-mail addresses will be ignored and registration made not on provided e-mail address will be rejected!**

#### **Required documents to be prepared:**

- Application Form (to be downloaded after completing the registration),
- Transcript of Records from Home University,
- Language Certificate proving **at least a B2 level of English** (IELTS, TOEFL) or confirmation from Applicant's Home University,
- Scan of an **international passport**,
- Photo for student ID.

#### **What to study? We are flexible**

**Offer of more than 200 courses in English** is available on Short Study Programs list: <https://amupie.amu.edu.pl/>

**Important!** Students are free to choose courses from different faculties (however the majority of chosen courses should concern their main field of study). Students can choose as many courses as they want – they agree their choice with their Home University (which is approving their Learning Agreement).



÷ **In case of foreign philology** students interested in the courses from the **Faculty of Modern Languages and Literatures** can contact e-mail: [erasmusneo@amu.edu.pl](mailto:erasmusneo@amu.edu.pl)

📍 **Students who want to study in Kalisz** (city 130 km away from Poznań) on our **Faculty of Pedagogy and Fine Arts in Kalisz** – can contact Mrs Klaudia Waroch-Ciamciak: [kwaroch@amu.edu.pl](mailto:kwaroch@amu.edu.pl)

During the application process students are choosing their courses. **This is a pre-selection.**

Upon arrival they will be able to confirm their choice or to change it by removing or adding new courses. They will do it in a **special online system** which is launched **upon their arrival at the beginning of each semester** (we inform about details in a separate e-mail).

**Important!** Courses are a subject to change – throughout a year new courses appear on the list, meanwhile some of them might be cancelled. If such situation happens, student can add a new or choose another course.



**!**After choosing courses students will be assigned to one of our **Faculty Coordinators** who will be responsible for assisting with documents in place – like **Transcript of Records** at the end of the stay. This official document confirms that student has completed our Exchange Program. We assign students to Faculties on the basis of courses chosen during recruitment.

#### **Where are classes held?**

We have three campuses in the city which are easy accessible by public transportation (streetcars, buses, regional trains). Classes are held in buildings of the faculties, so depending on student's choice of courses, they can be in one or sometimes on all campuses.



## ! Moving around the city is easy!

Upon arrival we are issuing Student ID card (cost is 22 PLN, approx. 5 EUR) which entitles to 50% reduction on price of public transportation tickets in Poland and to buy a special student tickets in Poznań:

- the **150 days student's special ticket** was for 202 PLN – approx. 48 EUR.

- the **120 days student's special ticket** was for 172 PLN – approx. 41 EUR.

\*Exchange rate 1 EUR = 4,20 PLN from March 2025.



## Where to sleep?

You can rent a private apartment on your own, but they are quite expensive, so majority of students are searching for dormitories. **Due to high demand we can guarantee only 2 places in our dormitories** for each Partner University students. In case there are more than 2 students from Partner University we try to allocate them into non-AMU dormitories.

Students who will be offered our accommodation can stay in one of these dormitories (Babilon, Hanka, Jagienka, Meteor, Nieszawska, Zbyszko):

<https://amu.edu.pl/en/education/amu-dormitories>

Our rates are very convenient. Depending on the dormitory and type of rooms the price range during previous Academic Year (2024/25) were from 620 to 1200 PLN per month (approx. 147 to 286 EUR).

 Assignment to dormitories will be made in cooperation with your Home University Coordinator. Therefore please don't contact any of the dormitories by yourself.

We do the assignment according to the availability of places in different dormitories (also in non-AMU facilities). We offer mostly double rooms, followed by triple rooms. Availability of single rooms is very limited.

In case you are not satisfied with assignment, you can resign from it (and search accommodation on private market), in such case the place will be offered to other student who is need of securing a place in dormitory.

## Where to eat, drink and entertain yourself?



Poznań, home to 540 thousand people (metro area **1,1 million**) is one of the biggest cities of Poland with about **1 thousand** restaurants, pubs, cafes, clubs, museums and art galleries. Easy access to different type of supermarkets and shops – students will find all products and services which they need.

[Learn more about the city:](https://visitpoznan.pl/en)

<https://visitpoznan.pl/en>

## Be a part of our community!

Our International Office Team is always eager to meet students. We have a Welcome Centre office where we can help to solve problems. We have ESN (Erasmus Student Network) group which supports new students (both Bilateral Exchange and Erasmus+) and helps them to move around (**Buddy Program – students helping students during first days of stay**). We organize different events, cultural meetings and tourist trips.

## ! IMPORTANT!

You are a **Bilateral Exchange Student**, that is why you have a dedicated Bilateral Exchange Officers:

**Ms. Magdalena Antoniewska**

Phone +48 61 829 4368

**Mr. Paweł Sowa**

Phone +48 61 829 4738

whom you contact by e-mail:

[bilateral@amu.edu.pl](mailto:bilateral@amu.edu.pl)

However you attend classes together with Erasmus+ students and you also have the same Faculty Coordinators as Erasmus+ students:

<https://erasmus.amu.edu.pl/en/incoming-students2/contact/faculty-coordinators>



Because our main goal is to make all students a true members of our University team – that is why you study together with Erasmus+ students.



Our Bilateral Exchange Students come from countries outside of the European Union. Therefore they need to apply for visa in order to enter and stay in Poland.



## EXCHANGE PROGRAM – step by step

Please read carefully the schedule of the admission procedure **from nomination to your arrival to Poznań**.

### 1. Nomination from Partner University [Your Home University Coordinator]

Your Home University Coordinator sends to us your nomination. **Please remember about the one e-mail address rule!**

### 2. Application in our Recruitment System [You]

After nomination, we are sending e-mail with application instruction and link to the recruitment system. You need to register in our application system and provide all necessary documents. **Please remember about the deadline!**

### 3. Check of submitted applications and assignment to dormitories [AMU]

After the deadline is passed we are starting to check all applications submitted by candidates and assigning to faculties (so each of the students will have a Faculty Coordinator at AMU). **We are also assigning to dormitories (in cooperation with your Home University Coordinator)** depending on the availability of places and rooms as well as your choice regarding courses (and faculties). **Remember not to contact our dormitories – only we, Exchange Program Team, have the power to assign places.** What means also that you don't have to register in any other system to receive a place in the dormitory. We do this check and assignment procedures in order to prepare Letters of Acceptance. Check of applications takes usually three weeks.

### 4. Letters of Acceptance [AMU]

Letter of Acceptance is an official invitation which is signed by our Rector. It includes

period of study, type of program and information about accommodation in dormitory (if you are receiving assignment to the dormitory). In such case Letter of Acceptance is valid also as a Confirmation of Accommodation, as it includes the address of the dormitory, type of room and price.

#### 5. Distribution of Letters of Acceptance [AMU]

Once Letters of Acceptance are signed in person by Rector, we scan them and send as PDF file to Home University Coordinators. We are also sending them (if that is necessary) by express mail to Home University Coordinators. It is due to the fact that some Polish Embassies accept only hard copies. Delivery time is usually 2-3 weeks. Please remember about it when scheduling your visit to Embassy or Consulate! We want to prepare and send all Letters of Acceptance from our office till:

for ○ WINTER (Fall) the end of July 2025,

for ● SUMMER (Spring) the end of December 2025.

#### 6. Applying for visa [You]

After receiving a Letter of Acceptance you may start obtaining a Polish visa. Please note that we are not assisting in this process. It is your duty to check all the requirements by contacting Polish Embassy or Consulate in your country:

[www.gov.pl/web/diplomacy/polands-missions-abroad](http://www.gov.pl/web/diplomacy/polands-missions-abroad)

Please remember about the delivery time of hard copies of Letters of Acceptance – include additional time when scheduling your visit to Embassy.

#### 7. Information before arrival [AMU]

We will send you e-mails about 4-5 weeks before the beginning of semester with information about:

- internal student's services system named USOS,
- Buddy Program,
- Inauguration Week,
- payments for dormitories (payment is made after arrival to Poznań)
- Student ID-cards and registration for courses in the internal system.

#### 8. Arrival to Poznań [You]

We invite you to join the Inauguration Ceremony which is held during the first (Inauguration) week of each semester, but we know that due to travel or visa problems it is not always possible. Don't worry, in such case later arrival is possible.

If that is going to happen you need to inform us in advance on e-mail that you won't be able to arrive on Inauguration week. Please also contact lecturers of your chosen courses and dormitory management to inform them as well. Remember also to do the online registration for courses.

Please note that we do not organize an airport pick-up. Airport is just 6 km away from the city centre with easy access by public transport:

<https://poznanairport.pl/en/before-the-trip/access-to-the-airport/>

#### IMPORTANT!

Faculty Exchange Coordinators -> Please contact them in any case regarding your studies and course choice at a specific faculty: <https://erasmus.amu.edu.pl/en/incoming-students2/contact/faculty-coordinators>

Registration for courses -> opens at the beginning of each semester, during this time you must register for the courses indicated in the application or other after agreeing with your Home University Coordinator. These changes to the course selections must also be made during the course registration period (which lasts only 2 first weeks of the semester).

Our dormitories -> allow to check-in usually 2-3 days before the start of the semester.



Name of the University in English	Adam Mickiewicz University, Poznań ( <b>AMU</b> )
Postal Address ( <i>Headquarters – use this address for visa purposes</i> )	ul. Wieniawskiego 1 ( <i>street and house number</i> ) 61-712 ( <i>postal code</i> ) Poznań, Poland General phone +48 61 829 4000 ( <b>wedon't have and don't use fax!</b> )
Website	<a href="https://amu.edu.pl/en">https://amu.edu.pl/en</a>
Airport	Poznań – Ławica (POZ), Henryk Wieniawski Airport <a href="https://poznanairport.pl/en/">https://poznanairport.pl/en/</a>
Incoming Students (Exchange Program Team) <b>contact persons</b> ( <i>phones and e-mail address</i> ) <b>Our office:</b> building of Collegium Martineum ul. Święty Marcin 78, 61-809 Poznań second floor, rooms 201 (Paweł), 216 (Magdalena)	<b>Ms. Magdalena Antoniewska</b> Phone +48 61 829 4368 <b>Mr. Paweł Sowa</b> : Phone +48 61 829 4738 <a href="mailto:bilateral@amu.edu.pl">bilateral@amu.edu.pl</a>
Faculty Coordinators	<a href="https://erasmus.amu.edu.pl/en/incoming-students2/contact/faculty-coordinators">https://erasmus.amu.edu.pl/en/incoming-students2/contact/faculty-coordinators</a>
Courses Offer	<a href="https://amupie.amu.edu.pl/">https://amupie.amu.edu.pl/</a>
Credit system	ECTS
Is it possible to select courses from different faculty?	YES
Transcript of Records to be issued after each semester	YES
Language of Instruction	English
GPA requirement	NO
<b>English requirement:</b> Language Certificate (IELTS, TOEFL or confirmation from Applicant's Home University) <b>proving at least a B2 level of English</b>	
Housing options	University Dormitories/ private flats
Is the room of on-campus dormitory guaranteed for Exchange students?	for 2 students from each Partner University
Average dormitory's rent per month (2024/25)	620 to 1200 PLN (approx. 147 to 286 EUR)
Paying method of the dormitory rent	Cash, card, bank transfer – after arrival (no pre-payments)
Other costs from AMU side	Student ID card: 22 PLN (approx. 5 EUR)
Support system or activities available for international students (both Bilateral Exchange and Erasmus+)	<a href="https://uam.esn.pl/en">https://uam.esn.pl/en</a>
	<b>Academic Schedule 2025/2026</b> <input type="radio"/> <b>WINTER (Fall) Semester</b> (including Final Exams): <b>1 October 2025 – 18 February 2026</b> Arrival Date (and Dormitory Check-in): from 29 September 2025  <input checked="" type="radio"/> <b>SUMMER (Spring) Semester</b> (including Final Exams): <b>19 February – 5 July 2026</b> Arrival Date (and Dormitory Check-in): from 16 February 2026

**Get to know more about us!**

Facebook: <https://www.facebook.com/AMUPoznanENG> Instagram: <https://www.instagram.com/amu.poznan/>  
Download our Welcome Guide: [https://amu.edu.pl/data/assets/pdf\\_file/0038/494399/AMU-Welcome-Guide\\_light\\_3.pdf](https://amu.edu.pl/data/assets/pdf_file/0038/494399/AMU-Welcome-Guide_light_3.pdf)

Please apply for this opportunity via the following link: <https://forms.gle/Tjowx9YkDEuxKo7v8>

**An incomplete application will be considered ineligible.**

**All documents in Arabic should be translated into English language.**

**Exchange program without scholarships.**

The deadline for applying is fixed on: **31-05-2025.**

For any specific question or information, you can contact The International Relations Office ([sci@usf.tn](mailto:sci@usf.tn)) at your home institution.