

Exchange programme Academic Year 2025/2026



UNIVERSITY DETAILS	
Name of University	Jan Kochanowski University of Kielce Uniwersytet Jana Kochanowskiego w Kielcach (UJK)
Address	Żeromskiego 5, 25-369 Kielce, Poland
Website	https://en.ujk.edu.pl/

CONTACT INFORMATION International Relations Office	
Address	Żeromskiego 5, 25-369 Kielce, Poland
Office hours	Monday- Friday, 7:30-15:30
Contact persons	<p>Justyna Palacz – Head of International Relations Office tel. +48 41 349 72 67 e-mail: jpalacz@ujk.edu.pl</p> <p>Kinga Koziarska – Incoming Students tel. +48 41 349 70 82 e-mail: kinga.koziarska@ujk.edu.pl</p> <p>Agnieszka Wilczkowska – Outgoing Students tel. +48 41 349 72 73 e-mail: agnieszka.wilczkowska@ujk.edu.pl</p> <p>Monika Abram-Koziel – Outgoing and Incoming Staff tel. +48 41 349 72 97 e-mail: monika.abram-koziel@ujk.edu.pl</p>
Website for incoming students	https://erasmus.ujk.edu.pl/info-for-incoming-students/

EXCHANGE PROGRAMME	
Winter semester	October* – February (*Orientation Days – the end of September)
Summer semester	February – July
Nomination deadlines	for winter semester: 30th June for summer semester: 15th January
Application deadlines	for winter semester: 30th July for summer semester: 30th January
Number of ECTS	30 ECTS per semester More about ECTS http://ec.europa.eu/education/resources/european-credit-transfer-accumulation-system_en
Level of study	1st cycle – Bachelor's 2nd cycle – Master's long cycle studies

List of courses for exchange students	http://www.erasmus.ujk.edu.pl/info-for-incoming-students/courses-in-english
Language of teaching	English B1 according to the Common European Framework of Reference for Languages (CEFR) or equivalent http://www.coe.int/t/dg4/linguistic/cadre1_en.asp
Grading system at UJK	http://www.erasmus.ujk.edu.pl/info-for-incoming-students/grading-system
Accommodation	Accommodation at a dormitory is provided. Learn more about accommodation possibilities: http://www.erasmus.ujk.edu.pl/info-for-incoming-students/accommodation/
Orientation days	Exchange students are encouraged to participate in the orientation sessions which are held at the beginning of each semester
Application procedure	<p>1. Exchange students are nominated by their home university. The nomination should include the following information:</p> <ul style="list-style-type: none"> - name and surname of the nominee - date of birth - e-mail - gender - field of study/academic area - level of study <p>2. Exchange students are invited to fill in and email to UJK the application documents:</p> <ul style="list-style-type: none"> - Learning Agreement - Incoming Student Exchange Application Form (online) <p>Exchange students will also need to email:</p> <ul style="list-style-type: none"> - a copy of passport ID page (valid for the period of stay at UJK) - a copy of health insurance - official photo of the participant 2cm x 2.5cm jpg, 236 x 295 pixels. <p>3. After all documents are submitted, exchange students receive the letters of acceptance.</p>
Student support	<ul style="list-style-type: none"> • The officers at the International Relations Office are able to advise incoming students on administrative and practical matters relating to their exchange e.g. application process, accommodation, orientation days, events on and off campus, language classes etc. • Faculty and Institute coordinators will assist incoming students with all academic aspects of their study programme • Study buddy programme provides guidance, advice and support to incoming students. Local students – ‘study buddies’ help international students to find their way in a foreign environment

