

SELECTION FOR ERASMUS+, BILATERAL AND PIM AGREEMENTS - READ BEFORE YOU ASK A QUESTION

Dear Students,

Please read the information below before inquiring International Centre staff involved in the selection process.

Good luck in qualifying!

THE SYSTEM:

- Don't wait until the last minute to fill out your application! It may happen that due to network congestion it will not be possible to submit an application and a student who is not registered in the system has no grounds for appeal.
- The application can be changed / updated for the entire duration of the 1st stage. Therefore, it is worth filling it in as soon as possible, and then applying any corrections.
- When logging in, you will choose which level of study you are applying for (this is very important especially for students studying two fields of study at two different levels). Based on this selection, your data and information about the average from the USOS are uploaded into the system; points from the admission procedure to SGH will also be converted, if you are in the first semester of studies.
- In the case of incorrect data in USOS, you should go to your dean's office during the first stage to correct it.
- Data on competency tests and student activity will also be entered into the system. In the case of students of the 1st semester who were admitted to studies without the enrollment procedure (e.g. students of part-time studies or English-language studies for which there was no exam), the arithmetic mean (in accordance with the Regulations) will be calculated after closing the system and verifying the averages of other students.
- Remember: the arithmetic mean is calculated separately for each level of study.
- International Centre enters the system with data for:
 - GPA (from Dean's office systems) or selection process,
 - CNJO competence tests (not for the certificates of completing language tutorials) and
 - student activity

This process takes place only after the system is closed after the 1st qualification stage .

PARTNER UNIVERSITIES:

- As part of the Erasmus+ program, you can go abroad for a maximum of 12 months during one level of study. This means that apart from going to study, you can also do an internship. This policy only applies to this program. At the same time, we would like to inform you that Erasmus+ is available to all persons with the status of a student (except

for postgraduate vocational studies) at our university, regardless of citizenship or the mode of study (full-time and part-time).

- In the case of universities in the UK, you need to be aware that in connection with the entry into force of an Brexit, Erasmus grants can be awarded only to the end of the project implemented within the framework of selection in 2020 – in the case SGH it is the end of May 2022. After this time, we will not be able to award the Erasmus+ grants. Mobility will still be possible, but on a similar basis to other exchange programs (i.e. tuition waiver but no funding).
- You cannot go abroad at the same level of studies, e.g. for one year / semester under the Erasmus+ program, and for the next one for a bilateral agreement or PIM.
- Read the information about the countries and universities you are interested in before selecting them in the application – you will not be able to change your preferences during the next stages of selection (i.e. after closing the system).
- Also please find out if you will be able to stay in the country you are applying to. This is especially true in countries where we do not offer any financial support and where the student pays all costs himself (except tuition fees). Please, really assess your financial possibilities!
- Familiarize yourself with the current information on safety in a given country before choosing a university (apart from checking the offer of a given university, the level and language of classes). Please read the current information on security as well as the visa requirements in a given country using the website of the Ministry of Foreign Affairs of your country of origin. In case of the website of Polish Ministry of Foreign Affairs this information is published only in Polish. International students should contact their respective foreign ministries for similar information.
- Choose as many universities as possible (16 possible choices from all programs available for selection) by actual preferences. Selecting just a few universities makes it practically impossible to receive an assignment, especially with a lower number of selection points and a large number of interested applicants.
- International Centre does not create a reserve list, and vacancies will not be awarded out of sequence, but will go into additional qualification.
- Remember that you can only apply for university places where there are places available at your actual level of study and according to your language qualifications.
- Remember that if SGH has a contract with a given university, for example, for “Transport and Traffic Studies” or “Science; Mathematics and computing”, it will not be possible to change the scope of studies to, for example, “Business Studies” (sometimes these areas are carried out by other schools / faculties with which SGH has no signed agreement).
- Pay attention to the length of stay at the partner university – in some universities it is not possible to shorten the stay.
- It is not possible to exchange the assigned universities between students!

LANGUAGES:

- Read carefully the information about the language requirements at the universities you are interested in (included in the files with information about available universities) and on the websites of partner universities that update their information on a regular basis.
- In some cases, the requirements are higher than the B2 level for admission to SGH qualifications, so if you do not meet this requirement, the host university may reject your application and you will not be able to go abroad.
- If two languages are given for a given university, it is enough to have confirmation of knowledge of only one of them, and not both (unless the list of available universities includes a note that both languages are required).
- It should also be noted that in some HEIs, for example, English is available only at one level of study (e.g. Master's degree). It is the student's responsibility to verify this information and to meet the criteria.
- The system should be loaded with scans of commercial certificates, CNJO SGH language course completion certificates or a high school / university diploma in a foreign language.
- The results of the CNJO competency test [December exam] are uploaded in the system by International Centre, no confirmations need to be attached.
- Remember that in addition to attaching a scan of the certificate / diploma, you should also declare the language and its level in the "Languages" tab. Without this declaration, we will not be able to verify your certificate.
- In the case of commercial certificates, a certificate of completion of a language course at SGH or a diploma of secondary school / studies in a foreign language, the lack of an uploaded scan of such confirmation and / or no selection in the system will be equal to exclusion from the qualification process and will not be subject to appeal.
- If you have a certificate (e.g. completing a language course or passing an exam) at a university other than SGH, it will not be the basis for recognizing your language competences.
- Remember that the attached scans should be saved as JPG or PDF