

Step by step in the "Studies In Poland" Project

The "Studies in Poland" project is a package of activities enabling a foreigner to start and continue studies at a Polish university. This is a pilot project addressed to people who go to Poland to study, not to "jump" into the Schengen area to work.

The organizers will carefully monitor the student's compliance with the reasons for issuing a student visa. Studies can be fully reimbursed and the student receive a scholarship and also another forms of assistance granted to the student by the office of project.

The candidate for the "Studies in Poland" project has an unconditional, obligatory obligation to participate in paid academic - professional internships. Internships will allow you to generate funds for running costs in Poland (tuition, accommodation, scholarship and others).

In the presentation of the possibilities to cover the costs of studies from the funds obtained by student from internships we adopted the statutory minimum wage in Poland and Germany.

Procedures for becoming a participant in the Studies In Poland project and student at a Polish university

In order for your arrival to Poland to become a reality, we recommend that carefully read the information contained in the tables below. Please read and understand the model contracts, statements provided on the website WWW.studiesinpoland.eu

A foreigner applying for entry into Poland (European Union) will come to Poland to study at a university and not to work (illegal). **A student visa is not an employee visa.**

Any irregularities in this respect will be reported by the project office to the border guards.

Due to the great interest of young people to studying in Poland, the Office of project "Studies in Poland" decided to announce a free competition for the selection of people interested in obtaining:

- 1) full reimbursement of study costs in Poland,
- 2) obtaining a cooperative student scholarship,
- 3) obtaining other material and assistance resources constituting a discretionary prize of the project office for a good participation in student internships.

Diagram for describing the process of obtaining the status of student partner university and ensuring reimbursement of study costs and return of invested funds.	
Stage I.	Checking if it is worth studying in Poland?
	WWW.studiesinpoland.eu
✓	General information about the offer of universities in Poland implementing pilot projects.
✓	Familiarization with documents for obtaining a student visa to Poland.
✓	Getting acquainted with the conditions for obtaining reimbursement of study and living expenses in Poland
✓	Familiarization with the offer of universities participating in the Studies In Poland project
✓	Acquaintance with the financial conditions for obtaining university student status
Stage II.	Obtaining an electronic signature (free, as a student in Studies In Poland)
The SiP Office Recruitment Team automatically assigns a signature to the person who submitted the declaration of participation in SiP. All documents can be signed only in the form of an electronic signature.	
✓	Making a smartphone face scan of the candidate
✓	Taking fingerprints (biometrically) from a smartphone
✓	A scan of the candidate's iris will be performed in Poland.
Stage III.	Getting to know the information about the Studies in Poland project
✓	Familiarization with the content of the application for granting the status of a participant of the

	project: Studies In Poland
✓	Familiarization with the content of the declaration before applying for student status.
✓	Acquaintance with documents related to the establishment of an economic entity.
✓	Familiarization with the content of the socio-educational contract
✓	Familiarization with the content of the internship agreement concluded with the Internship / Placement Founder
Stage IV. Participant status Studies in Poland	
✓	Submission of the application for project participant status: Studies in Poland.
✓	Signing of a social contract with the Social Economy Foundation.
✓	Submission of a general application for student status at the recommended university.
✓	Pre-filling and signing with a pre-electronic signature of a document about readiness to take up the function of the president of the management board of a micro-company in Poland that can be set up by the SiP project office.
✓	Obtaining confirmation of granting the status of participant in the "Studies in Poland" project.
✓	Printing and signing legibly with the name of the document previously signed with an electronic signature (declaration of readiness to take up the function of the president of the management board of a micro company in Poland. The name of the company will be provided after prior submission of the statement with an electronic signature. The signature should be made in Latin alphabet (English)
✓	Obtaining confirmation from Poland of entrusting the function of the president of the management board of an economic entity.
Stage V. Promise to grant student status to a Polish university	
Access to the package of documents allowing to start the procedure of applying for student status will only be possible after obtaining the status of participant in the "Studies in Poland" project	
✓	Familiarization with the offer of universities participating in the Studies In Poland project
✓	Acquaintance with the financial conditions for obtaining university student status
✓	On-line completion of the university recruitment form (electronic signature)
✓	Filling out the model contract with the University. Signing the contract electronically.
✓	Proving (showing) the University and the SiP project office in Poland with a document about having funds (payment for the first year of studies) in Poland. (Electronic information bank - bank on collection of funds in the form of SCROW)
✓	Obtaining a promise (conditional) to grant student status to a Polish university
✓	Participation in a teleconference with the participation of a family that can host a student in Poland
✓	Participation in a teleconference with the Founder of Internships
Stage VI. Obtaining the status of a student of a Polish university (after obtaining the promise)	
After successfully completing a teleconference meeting with the Internship Founder and a representative of persons providing accommodation in Poland, the appropriate stage of applying for student status at one of the partner universities in Poland will begin.	
In order not to expose the candidate to unspecified perturbations in the environment of the candidate's family related to securing financial resources, the project organizers waived the obligation to make a payment to the university's account before obtaining the promise to issue a student visa.	
Important information. Participation in student internships will allow you to recover the invested funds (payment for the first year of study and other invested funds).	
✓	Obtaining a conditional agreement (signed with the Rector) with the university in Poland.
Funds owed to the university for the first year of study will be accumulated on the student's private account. It will not be possible to withdraw them. In the event of obtaining a promise to issue a student visa based on the document received from the Polish Consulate, the funds should be transferred to the university's account.	

Stage VIII.	Obtaining a student visa to Poland - formal and preparatory activities
✓	To obtain a visa, you will need to have (conditionally) a student status at a Polish university and have funds for the costs of the first weeks of your stay in Poland. Requirements resulting from the provisions of the Act on foreigners. Business entity (pre-concluded contracts with the entity whose head will be the student) is the guarantor paying for study costs in the following weeks of his stay in Poland.
✓	Downloading a package of documents to obtain a student visa.
✓	Signing the power of attorney for the person recommended by the Social Economy Foundation in Warsaw to represent the student in front of the Consulate of the Republic of Poland in the process of obtaining a student visa.
✓	Forwarding the package of documents for visa to the Consulate:
a)	conditional agreement with the university together with confirmation of payment for the costs of the first year of study,
b)	information about the student assuming the function of the president of the management board of an economic entity
c)	confirmation of the student's place of stay in Poland,
d)	confirmation of the place of paid student internships,
e)	Confirmation of participation in the training "Microbusiness Partner" including language learning.
✓	After receiving the notification about obtaining the preliminary opinion of the Polish Consulate regarding the issue of a student visa, at the request of the local office of the project representative will transfer to the bank account of the university in Poland the set amount of funds - the amount required for the given field of study for the first year of study, i.e. (from 1.10.2019 year).
✓	Additional funds in the amount of EUR 2,650 should be accumulated on the student's private account. You should issue to the bank an order to dispose of funds in the form of SCROW. The amount is required to cover the cost of staying in Poland for 90 days. Obligatory student's obligation results from the provisions of the Act on foreigners and the ordinance to the act: pursuant to art. 26 section 1 of the Act of 12 December 2013 on foreigners (Journal of Laws, item 1650 and of 2014, items 463 and 1004. The amount will be required by the Polish Consulate to issue a student visa. The legal basis is given in the translation of the Regulation of the Minister. After issuing the visa, the deposited funds in the amount of 2,650, - Euro will be transferred to the bank account of the Social Economy Foundation in Warsaw within 24 hours. The funds will then be transferred to the bank account of the new social cooperative, whose president, i.e. the head and statutory member (shareholder) the student will be in person. The student will have funds to be used personally after arriving in Poland. The social cooperative will be established to create a business platform for the student to provide a stable source of income including scholarship, student fees and other student expenses in Poland. Conditions, appointment procedure cooperative and student role in this the process is given in the file to download: student president LSS.2019.pdf
Stage IX.	Receipt of a student visa, trip to Poland
	Information on granting a visa to a student will be forwarded to the student's attorney
	On the basis of the ticket reservation made earlier, the student purchases the ticket. He notifies the representative's office about the trip and sends an email to the SiP project office in Poland.
	He is obliged to make a phone call to the host of the apartment, who will rent a room to the student during the student's stay in Poland.
	He is obliged to make a phone call to the representative of the internships founder. The student made contact with the company during a conference call. The SiP project office in Poland after receiving notification from the student when he receives a visa together with the internship founder will prepare a workplace at the student's disposal. The SiP office will also notify the host of the student's place of arrival of the student to their town. An agreement on the organization of internships / apprenticeships will be concluded before the student applies for a visa.
	The information from the student will only be the implementation of the next stage of this agreement,

including previously conducted teleconference interviews student - placement founder.

Organizational Note:

Regardless of when a student obtains a visa, he will be required to use a distance learning system and participate in the training course "Partner of Microbusiness". The rest of the training will be carried out in Poland. The Act on foreigners enforces the obligation to learn basic words and phrases used in Poland.

Funds deposited on the student's special bank account will be transferred to the account of the company in Poland managed by the student only on the day of the student's departure to Poland.

If, on the day of departure to Poland, the business entity in which the student is the president has not yet been registered, the funds will remain on the student's cash account in his country of origin. In this case, the student after arriving in Poland will be required to sign a contract to open a private bank account. The bank indicates the SiP project office. A student should not open an account in a bank of his choice. After registering the company, a bank account will be opened in Poland. The account opening process will begin even before the visa application is submitted.

The optimal solution will be obtaining registration of a local social cooperative and opening a bank account of this social cooperative. The account will be opened by the Supervisory Board of the social cooperative. The student will be the president of this microfirm and a member - co-owner of this business entity. **This company will pay for studies in Poland.**

Statement of expenses required by the provisions of the Act on foreigners to provide funds for the costs of stay in Poland for a minimum period of 3 months

sections	Amounts according to the provisions of the Act on foreigners.
1	Fees for the University for the period of study: from October 1, 2019
2	Value of funds from § 1 item 1 number 2) costs of stay (without accommodation)
	<p>§ 2. 1. A foreigner entering the territory of the Republic of Poland must have the financial means referred to in § 1 point 1 lit. a, in the amount of at least:</p> <p>1) PLN 300, if the planned period of stay does not exceed 4 days,</p> <p>2) PLN 75 for each day of the planned stay if the period of the planned stay exceeds 4 days - or the equivalent in foreign currency.</p> <p>30 days x PLN 75 = PLN 2,250 x 3 months = PLN 6,750</p>
3	Costs of buying a return ticket to the student's country
	<p>§ 3. The foreigner must have the financial means referred to in § 1 point 1 lit. b or c, in the amount representing the equivalent of a ticket, on the basis of which he arrived in the territory of the Republic of Poland, not less however:</p> <p>1) (...)</p> <p>2) (...)</p> <p>3) PLN 2,500, if it came from a non-member of the European Union – or equivalent of this amount in foreign currency.</p>
4	Accommodation costs
	The minimum cost of renting a student dormitory room is calculated at the minimum rental cost. Costs can be up to 30% higher depending on the region of Poland
	We have assumed that the cost of rent per month will be PLN 600 per room (assigned to only one student) x 3 months = a minimum of PLN 1,800.
	Total value of the amount to be collected by the student
	6,750 PLN. + PLN 2,500 + PLN 1,800 = PLN 11,050 (4.2 PLN / EURO) = 2.630, - EURO

EXPENDITURE SCHEDULE (basic groups of cost of living items)		
		Groups of expenses for individual financing by the student
Group 1		Fees for the University for the period of study: October 1
Group 2		The cost of renting a dwelling
Group 3		The cost of purchasing food products
Group 4		Expenses for recreation and culture
Group 5		The cost of buying clothing and footwear
Group 1	PLN	Fees for the University for the period of study:
		depends on the university chosen
Group 2	PLN	The cost of renting a dwelling
600 PLN/ month		Cost for 3 months: 600 x 3 months = PLN 1,800.
Group 3	PLN	Purchase costs for food and industrial products
75 PLN / day		75 zł x 90 days = 6.750,- zł.
		Food purchase costs
		The cost of purchasing clothing and footwear and other industrial products of this type
		The cost of buying winter and autumn clothing
		The cost of buying autumn and winter footwear
		Other goods useful for the student
Group 4		Expenses for recreation and culture
		Cinema, social gatherings
		Other expenses acceptable in our cultural zone (Poland).
<p>Student participation in internships, student internships in the formula of the "Studies In Poland" project will be implemented under an agreement between the company (Internship Founder) creating educational workplaces and the social cooperative where student will be the president.</p> <p>The amount of funds that will be transferred to the cooperative's bank account every month depends only on the place of performance of activities as part of student internships. The student, as the company's president, will receive a bank card with a limited access function. Financial resources will be systematically accumulated on the cooperative's account. A social cooperative for the Polish authorities will also be the guarantor of paying the student's deportation costs if the student fails to deliver his visa.</p> <p>in case of obtaining a diploma (graduation), the accumulated funds will be used to open a company in Poland and obtain European funds for starting the professional activity of this new business entity. In this entity, a student and ultimately a university graduate will be able to be the head of this company.</p>		

PLN = zł

**Extract from the Regulation of the Minister of the Interior of February 23, 2015.
regarding the funds required from the entering foreigner**

on the territory of the Republic of Poland

Warsaw, 9 March 2015. Item 326 RO of the Republic of Poland and documents that can confirm the possibility of obtaining such funds, as well as the purpose and duration of the planned stay On the basis of art. 26 section 1 of the Act of 12 December 2013 on foreigners (Journal of Laws, item 1650 and of 2014, items 463 and 1004), the following is ordered:

§ 1. The ordinance specifies:

- 1) the amount required from a foreigner entering the territory of the Republic of Poland financial resources intended to cover the costs of:
 - a) the alien's maintenance during his stay in this territory,
 - b) return journey to the country of origin or residence,
 - c) transit through this territory to a third country which grants entry;
- 2) documents that can confirm the possibility of obtaining the funds referred to in point 1, accordance with the law;
- 3) documents that can confirm the purpose and duration of the foreigner's planned stay, if due to the amount of funds varies for the purpose or duration of the planned stay.

§ 2. 1. A foreigner entering the territory of the Republic of Poland must have financial resources, referred to in § 1 point 1 lit. a, in the amount of at least:

- 1) PLN 300, if the planned period of stay does not exceed 4 days,
- 2) PLN 75 for each day of the planned stay if the period of the planned stay exceeds 4 days
- or the equivalent in foreign currency.

2. A foreigner entering the territory of the Republic of Poland who:

- 1) participates in a tourist event, youth camp, sports competition,
- 2) has paid for the costs of staying in the Republic of Poland,
- 3) comes to a health resort and sanatorium,
- 4) is a participant in the program enabling the performance of summer work on the territory of the Republic of Poland, which is not the main purpose of his stay, regulated by an international agreement to which the Republic of Poland is a party - must have the financial means referred to in § 1 point 1 lit. a, in the amount of at least PLN 20 for each day of the planned stay, however not less than PLN 100,
or the equivalent in foreign currency.

A foreigner entering the territory of the Republic of Poland to:

- a) taking up or continuing studies,
- b) participating in scientific research or training,
- c) conducting development works and
- d) taking up or continuing education must have the financial resources in question in § 1 point 1 lit. a, in the amount of at least PLN 1086 for the first 2 months of the planned stay or the equivalent in foreign currencies.

§ 3. The foreigner must have the financial means referred to in § 1 point 1 lit. b or c, in the amount being the equivalent of a ticket, on the basis of which he arrived in the territory of the Republic of Poland, not less however:

- 1),
- 2),
- 3) PLN 2,500, if it came from a non-member of the European Union -
or the equivalent in foreign currency.

§ 4. 1. The documents that can confirm the possibility of obtaining by a foreigner the funds referred to in § 1 point 1 are:

- 1) traveler's check;
- 2) certificate on the amount on the credit card issued by the bank or credit institution that issued the credit card;
- 3) certificate of having means of payment at a bank or cooperative savings and credit union or credit institution having its registered office on the territory of the Republic of Poland
or in another Member State of the European Union.

2. A document that can confirm the foreigner's possession of the funds referred to in § 1 point 1 lit. b and c, there may also be a return ticket entitling to travel to that country.

3. A document that can confirm the foreigner's possession of the funds referred to in § 2 para. 3, there may also be a document confirming the granting of a scholarship to this foreigner.

4. The certificates referred to in para. 1 points 2 and 3, must be issued not earlier than one month before the day of crossing the border.

§ 5. Documents that can confirm the purpose and duration of the planned stay by foreigners referred to in § 2 para. 2 are:

- 1)
- 2) proof of payment of the cost of stay in the Republic of Poland to the extent including

at least the cost of room and board;

- 3)
- 4)

§ 6. A document that can confirm the purpose and duration of the intended stay by the foreigner referred to in § 2 para. 3, there is a certificate of admission to studies or continuation of studies, participation in scientific research, training, conducting development works and starting or continuing education.

§ 7. For conversion into Polish currency of funds held by a foreigner in a foreign currency, the average exchange rate of that currency announced by the National Bank of Poland on the last business day preceding the entry of the foreigner into the territory of the Republic of Poland shall apply.

§ 8. The Regulation shall enter into force 14 days after its publication.