

First Steps in Poland

PESEL number

PESEL (Universal Electronic System for Registration of the Population) is a unique 11-digit national identification number in Poland. It is essential for various formalities like tax settlements, opening a bank account or setting up a Trusted Profile. Obtaining a PESEL number is free and it is valid indefinitely.

Check where and how to apply:

<https://welcome.uw.edu.pl/during-your-stay/pesel-number/>



Keep your PESEL number secure and only share it with trusted individuals.

Bank account

Why is it important to have a bank account with a branch in Poland?

Having a bank account in a Polish bank can be crucial for legalising your stay and is important from the perspective of the Doctoral School – this is where your doctoral scholarship will be transferred. Additionally, you can avoid unnecessary currency conversion fees that might occur with foreign accounts.

What should you know about opening a bank account?

Offers and requirements vary depending on the bank, but most commonly, you will need:

- An ID document (ID card or passport),
- A valid residence document (visa or temporary residence card),
- A university certificate confirming student status,
- A PESEL number.

Each bank may have additional requirements, so it is always recommended to check the details directly with the bank.

Transportation discounts for PhD students

As a PhD student in Poland, you are eligible for 51% transportation discounts on public transport up to the age of 35. To take advantage of these discounts, simply present your doctoral ID card when purchasing tickets or passes. Please remember to have the doctoral ID with you whenever travelling. You may also obtain a long-term ticket on your PhD student ID by encoding the ticket in the ticket machines available inside the metro, buses, trams, and public spaces near the stops.

First Steps in Poland

Health insurance

Health insurance is required in Poland for medical purposes and to legalize your stay.

● If you:

- have Polish origins,
- have an employment contract with the University of Warsaw (UW) or another employer,

you will be insured by the UW or your employer under the public insurance system (NFZ).

- **If you have an EHIC**, you can use the public health service (NFZ) free of charge in cases of illness (cold, flu etc.) or accident.

- **If you do not meet the above conditions**, you should self-insure with the public or private insurance.

For more details, visit the Welcome Point website:

<https://welcome.uw.edu.pl/home/phd-students/health-insurance-phd-students/>

Legalisation of stay - Welcome Point

To continue your studies, it is important that you stay in Poland legally. Remember to apply for a temporary residence card (TRC) before your current residence document (visa/visa-free stay/residence card issued by another Schengen country) expires. The type of residence permit depends on several factors such as purpose of stay.

Please check information on:

<https://welcome.uw.edu.pl/during-your-stay/legalisation-of-stay/>



As the legalisation process is complex, consult your case with the Welcome Point team.

How to contact us?

e-mail: welcome.legalisation@uw.edu.pl

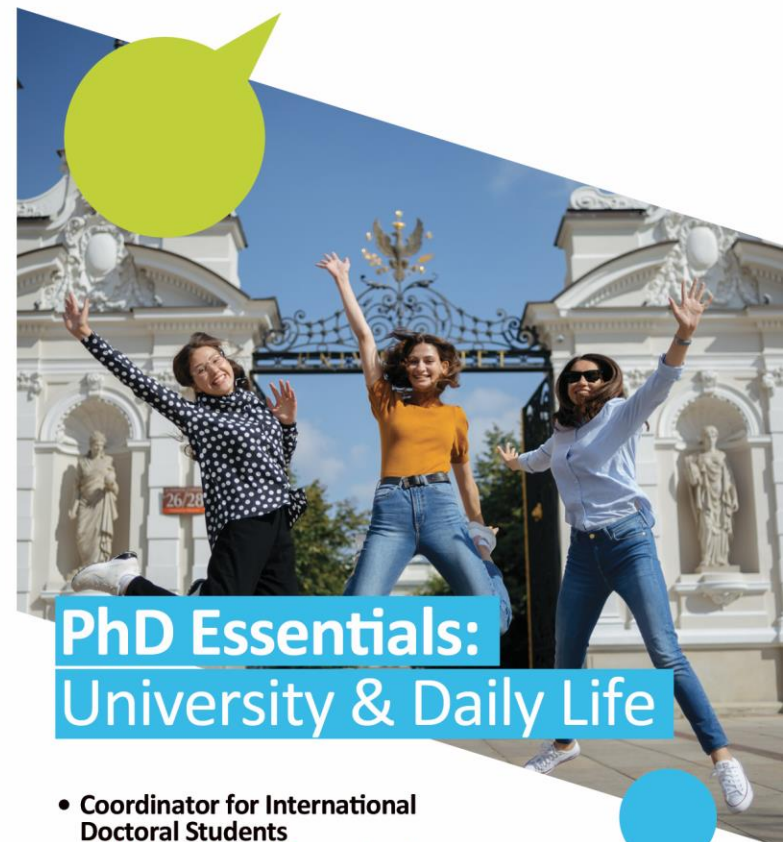
website: www.welcome.uw.edu.pl

in-person: Monday - Friday, 8:30 AM - 4:30 PM:

- **Main Campus**
Krakowskie Przedmieście 32A, Upper Courtyard
00-927 Warsaw, Poland
- **Ochota Campus**
Banacha 2C (CeNT building, ground floor,
on the right-hand side of the building)



**WELCOME
POINT**



PhD Essentials: University & Daily Life

- **Coordinator for International Doctoral Students**
phd.international@uw.edu.pl
- **Interdisciplinary Doctoral School**
szkola.m@uw.edu.pl
www.msd.uw.edu.pl/en/home/
- **Doctoral School of Humanities**
phd.nh@uw.edu.pl
www.sdnh.uw.edu.pl/en/home-page/
- **Doctoral School of Social Sciences**
phd.ns@uw.edu.pl
<https://sdns.uw.edu.pl/en/strona-glowna-english/>
- **Doctoral School of Natural and Exact Sciences**
szkola.nsip@uw.edu.pl
<https://szkolydoktorskie.uw.edu.pl/en/sdnsip-2/>
- **PhD Students' Union**
doktoranci@samorząd.uw.edu.pl
www.doktoranci.uw.edu.pl/en/home-page

Accommodation

University Dormitories

The University of Warsaw provides 2722 places in seven dormitories across the city. Each dormitory features a quiet study room, TV room, computer room, and laundry facilities. Monthly rent ranges from EUR 120-260 (PLN 520 -1100) per person, depending on the room type. Applications are submitted via the USOSweb system.



Apply early, as applications are processed on a first-come, first-served basis. Deadlines vary annually, so stay informed through official announcements.

University Hotels

Please contact the Student Welfare and Support Office at bpm@uw.edu.pl in case you require help with the accommodation.

For more details visit: www.bpm.uw.edu.pl/en

Doctoral Spaces at the University of Warsaw

There are two Doctoral Spaces at the University of Warsaw. One of them is located at the BUW library (Dobra 56/66), near the Volunteer Centre (ground floor). The second one is located at the Faculty of Psychology (Stefana Banacha 2D). These spaces are designed to support your research in a welcoming and well-equipped environment.

Amenities

- conference and meeting rooms,
- workout room,
- kitchen (with fridge and coffee machine),
- comfortable desks,
- Wi-Fi, LAN, and power outlets.

To access, please use your doctoral ID card.

The Doctoral Space in the BUW library is open 24h a day, while the one at the Faculty of Psychology is open from 8AM to 9PM, Mon-Fri.
doktoranci@samorzad.uw.edu.pl

Scholarships

PhD scholarship

In order to receive a PhD scholarship, Doctoral Students who took part in the so-called regular recruitment have to sign a declaration with their account number.



The PhD scholarship is available only to those who do not have a doctoral degree.

Additionally, there are different scholarships and forms of financial support available such as:

Scholarship to Start

It is addressed to the most outstanding first year PhD students who started doctoral studies in the ongoing academic year. For more details, please visit the website of the Student Welfare and Support Office: www.bpm.uw.edu.pl/en/start-scholarship-for-doctoral-students

Increased Scholarship (for Students with Disabilities)

Applications are processed by the Office for Persons with Disabilities (PL: BON).
website: www.bon.uw.edu.pl/en/support-for-doctoral-students/increased-doctoral-scholarship
email: bon@uw.edu.pl

Non-refundable financial aid: komisja.zapomogi@uw.edu.pl
www.bssoc.uw.edu.pl/en/financial-aid

Holiday subsidies: bssoc@adm.uw.edu.pl
www.bssoc.uw.edu.pl/en/holiday-subsidies

Applications should be made via the Office for Personnel Social Benefits (PL: BSS).

Mobility and Research Opportunities

Mobility

The **International Relations Office (IRO)** manages UW's participation in programmes like Erasmus+, Erasmus Mundus, and others. PhD students can explore opportunities for research mobility, exchange programmes, and internships abroad.
website: www.bwz.uw.edu.pl/en/home



If you are interested in a student exchange we encourage you to contact the mobility coordinator at your Doctoral School.

Research in Poland and abroad

The **Research Services Office (PL: Biuro Obsługi Badań, BOB)** offers essential information on Polish national research support programmes. If you're seeking research funding, BOB specialists are ready to provide expert advice and assistance.

Website (only in Polish): www.bob.uw.edu.pl

Moreover, BOB coordinates the Excellence Initiative – Research University (IDUB) program, providing doctoral students with support such as microgrants and mobility co-funding.
<https://inicjatywadoskonalosci.uw.edu.pl/en/idub-2026/activities/>
email: bob@uw.edu.pl
email: idub@uw.edu.pl

The **Office for International Research and Liaison (PL: Biuro Międzynarodowych Programów Badawczych, BMPB)** oversees UW's international partnerships and provides information on grants like ERC and Marie Skłodowska-Curie. **Check their website for funding and internship opportunities:**

<https://bmpb.uw.edu.pl/en/programms/>

USOS & WiFi

USOS (University Study-Oriented System) is a student management information system in which each student has their own account. In USOS you can register for courses, check your grades, or apply for a place in a student dormitory. Before the academic year, the Doctoral School administration will enter your data into the USOS system, if you are admitted.

There are additional courses you can register for: P.E. classes, foreign language courses, Polish language courses, and more. In case you would like to participate in such courses, please contact the Doctoral School to receive tokens, which are virtual 'money' at the University.

Website: www.usosweb.uw.edu.pl

EDUROAM

Eduroam is a worldwide system of wireless network access for the academic and scientific community. University staff and students have access to the Internet through the eduroam WiFi network provided they obtain a personal login and password to USOSWeb. If you have been using eduroam at your home university, you can connect automatically to our network.

How to configure the network?

www.it.uw.edu.pl/en/uslugi/UslugiInternetWiFiEduroam



Republic of Poland

Co-funded by the European Union

