



ERASMUS+ INSTITUTIONAL FACT SHEET

1. Institutional Information

1.1. Institutional details

Name of the institution	POLITECHNIKA GDAŃSKA (GDAŃSK UNIVERSITY OF TECHNOLOGY, Gdańsk Tech)
Postal address	11/12 Narutowicza Str., 80-233 Gdańsk, Poland
Erasmus Code	PL GDANSK02
PIC Code	999588784
OID	E10207973
ECHE	101013215
Institution website	https://pg.edu.pl/en , https://www.facebook.com/PolitechnikaGdanska , https://www.instagram.com/politechnika_gdanska/
Online course catalogue	https://ects.pg.edu.pl/en/search-of-degree-programmes ; https://pg.edu.pl/internationalization/results

1.2. Main contacts

Contact person	Responsibility	Contact details
Ms. Maria DOERFFER	ERASMUS+ Institutional Coordinator	Tel.: +48 58 347 20 42 e-mail: mdoerffer@pg.edu.pl , international@pg.edu.pl , erasmus@pg.edu.pl

Faculty of Architecture	
Contact person	Justyna Borucka, PhD, Eng. Arch., Asst. Prof.
Responsibility	ERASMUS+ Faculty Coordinator
Contact details	Tel.: +48 58 347 19 44, +48 58 348 63 83, e-mail: erasmus.wa@pg.edu.pl
Contact person	Mr. Bartosz MACIKOWSKI, PhD
Responsibility	ERASMUS+ Faculty Coordinator
Contact details	Tel.: +48 58 347 21 82, +48 58 348 63 83, e-mail: erasmus.wa@pg.edu.pl
Contact person	Ms. Dorota NAŁĘCZ, Ms. Anna KIBART

Responsibility	Faculty International Relations Office
Contact details	Tel.: +48 58 348 63 83, e-mail: erasmus.wa@pg.edu.pl

Faculty of Civil and Environmental Engineering	
Contact person	Karolina Makowska – Jarosik PhD
Responsibility	ERASMUS+ Faculty Coordinator
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Contact person	Ms. Magdalena WROCLAWSKA
Responsibility	Faculty International Relations Office
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Faculty of Chemistry	
Contact person	Mr. Pawel KUBICA, PhD
Responsibility	ERASMUS+ Faculty Coordinator
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Faculty of Electronics, Telecommunications and Informatics	
Contact person	Ms. Krzysztof BIKONIS, PhD
Responsibility	ERASMUS+ Faculty Coordinator
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Faculty of Electrical and Control Engineering	
Contact person	Ms. Beata PAŁCZYŃSKA, PhD
Responsibility	ERASMUS+ Faculty Coordinator
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Faculty of Applied Physics and Mathematics	
Contact person	Prof. Justyna SZOSTAK

Responsibility	ERASMUS+ Faculty Coordinator, staff mobilities
Contact details	Tel.: +48 58 347 20 12, e-mail: justyna.szostak@pg.edu.pl
Contact person	Ms. Magdalena Chmara, PhD
Responsibility	Incoming and outgoing students of mathematics
Contact details	Tel.: 48 58 347 17 12, e-mail: magdalena.chmara@pg.edu.pl
Contact person	Ms. Natalia WÓJCIK, PhD
Responsibility	Incoming students of physics, nanotechnology, materials engineering
Contact details	Tel.: +48 58 348 66 06, e-mail: natalia.wojcik@pg.edu.pl
Contact person	Ms. Marta PRZEŚNIAK-WELENC, PhD
Responsibility	Outgoing students of physics, nanotechnology, materials engineering
Contact details	Tel.: +48 58 348 66 06, e-mail: marwelen@pg.edu.pl

Faculty of Mechanical Engineering and Ship Technology	
Contact person	Karolina Chodnicka-Wszelak
Responsibility	ERASMUS+ Faculty Coordinator
Contact details	E-mail: karolina.wszelak@pg.edu.pl
Contact person	Ms. Ewa Kozłowska, PhD
Responsibility	Incoming students
Contact details	e-mail: ewa.kozlowska@pg.edu.pl
Contact person	Ms. Dominika Zakrzewska PhD
Responsibility	Outgoing students
Contact details	e-mail: dominika.zakrzewska@pg.edu.pl

Faculty of Management and Economics	
Contact person	Ms. Katarzyna STANKIEWICZ, PhD
Responsibility	ERASMUS+ Faculty Coordinator
Contact details	Tel.: +48 58 348 60 05, e-mail: kst@zie.pg.gda.pl

International Relations Office	
Contact person	Ms. Maria DOERFFER
Responsibility	Erasmus+ University Coordinator
Contact details	E-mail: mdoerffer@pg.edu.pl , erasmus@pg.edu.pl

Contact person	Ms. Katarzyna BAUER-MIKOŁAJCZYK
Responsibility	Erasmus+ Inter-institutional agreements Contact Person for incoming students <ul style="list-style-type: none"> - Visa: https://pg.edu.pl/en/international/welcome-office-0/incoming-students/legalisation-stay - Insurance: https://pg.edu.pl/en/students/student-life/health-insurance - Housing: https://pg.edu.pl/en/students/student-life/accommodation
Contact details	E-mail: erasmus@pg.edu.pl , welcome@pg.edu.pl

Contact person	Ms. Rong LI
Responsibility	Contact Person for outgoing students of Faculties of: <ul style="list-style-type: none"> - Applied Physics and Mathematics - Civil and Environmental Engineering - Mechanical Engineering and Ship Technology - Management and Economics
Contact details	Tel.: +48 58 347 16 44, e-mail: rong.li@pg.edu.pl
Contact person	Ms. Inn Sobaszek PhD
Responsibility	Contact Person for outgoing students of Faculties of: <ul style="list-style-type: none"> - Architecture - Chemistry - Electronics, Telecommunications and Informatics - Electrical and Control Engineering
Contact details	Tel.: +48 58 347 27 65, e-mail: inna.sobaszek@pg.edu.pl

Contact person	Ms. Małgorzata ŚWIRYDO
Responsibility	Erasmus+ staff mobility
Contact details	Tel.: +48 58 347 22 90, Email: malswiry@pg.edu.pl

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Type of Mobility	Subject area	Language(s) of instruction	Recommended language of instruction level
Student Mobility for Studies / Internship	Any	Polish / English	B1 B2 for Faculty of Management and Economics
Staff Mobility for Teaching / Training	Any	Polish / English	B2

2.2. Additional requirements

On-line application for Erasmus students: <https://moja.pg.edu.pl/app/erasmus/>. More information about possibilities to learn Polish language can be found at the following website: <https://cio.pg.edu.pl/en/study/welcome>

Grading system of Gdańsk Tech: <https://pg.edu.pl/en/students/international-mobility/incoming-students/grading-system>

Gdańsk Tech welcomes students and teachers with disabilities. For all questions please contact Rector's representative for persons with disabilities tomasz.toloczko@pg.edu.pl, tel.: +48 58 347 17 70. More information: <https://pg.edu.pl/en/students/disability> Rector's proxy for accessibility: Marek Wysocki, PhD, DSc, Eng., Arch, marek.wysocki@pg.edu.pl

There is a variety of events and programmes for incoming students organized by Gdańsk Tech and Erasmus Student Network: <http://gdansk.esn.pl/>

2.3. Calendar

The academic calendar is available online: <https://pg.edu.pl/en/students/studies/academic-calendar>

Exam period: There is no general exam period. Exams are usually scheduled for the last week of classes or the weeks that follow.

Nominations must reach our institution by:

Applications must reach our institution by:

Autumn term	June, 15 th
Spring term	November, 30 th

Autumn term	June, 30 th
Spring term	December, 15 th

Please send the nomination to erasmus@pg.edu.pl

3. Registration

3.1. Registration procedure

In order to start the registration, please enter the following website [How to arrive? Step by step](#). There is information dedicated to incoming students and a link to the registration form.

After creating the application form, a candidate receives a login and a password by e-mail.

Required document:

- 1) Scan of the Transcript of Records signed and stamped by the University
- 2) Biometric photo
- 3) Scan of the ID or passport of the candidate
- 4) Scan of the confirmation of English level – B1, and B2 for Faculty of Management and Economics

3.2. Status of the application

new: application was created but not sent

sent: application was sent to the International Relations Office (IRO); the formal aspects are checked

to improve: the application was not accepted by IRO, candidate needs to change it – information is sent to the e-mail given during registration

accepted by IRO: the formal aspect of your application is approved; it is sent to the relevant faculty where the Learning Agreement and Transcript of Records are checked

accepted by Faculty Coordinator: Learning Agreement and Transcript of Records are already checked and approved by the faculty. The application is sent again to IRO

rejected by Faculty Coordinator: application is not accepted by the faculty. The candidate should contact the relevant faculty coordinator of Gdańsk Tech.

deleted by IRO: in case the candidate resign from the mobility

confirmed: it is the final acceptance

added to the student list: the candidate is already a student of Gdańsk Tech

3.3. Accommodation

During the registration process the candidate can apply for accommodation at one of Gdańsk Tech dormitories. The places are going to be granted at first come **first served basis** – candidates who are **confirmed** first, will be able to receive accommodation.