



Institutional Factsheet of the University of Opole

1. Institutional Information

1.1. Institutional details

Name of the institution	UNIVERSITY OF OPOLE
Erasmus Code	PL OPOLE01
EUC	51412
PIC number	996872396
Institution website	www.uni.opole.pl , www.hello.uni.opole.pl
Online course catalogue	http://www.courses.uni.opole.pl

1.2. Main contacts

Contact person	Mrs Halina Palmer-Piestrak, MA
Responsibility	Institutional Erasmus+ Coordinator
Contact details	Phone: +48775415975 Email: erasmus@uni.opole.pl

Contact person	Mrs Halina Palmer-Piestrak, MA
Responsibility	International Credit Mobility – Erasmus+ KA107
Contact details	Phone: +48775415975 Email: erasmus@uni.opole.pl

Contact person	Ms Katarzyna Herok, MA
Responsibility	International Credit Mobility – Erasmus+ KA107
Contact details	Phone: +48775415975 Email: erasmus@uni.opole.pl

Contact person	Ms Magdalena Rudy, MA
Responsibility	Contact person for Teaching Staff Mobility, Training Staff Mobility, Bilateral Agreements
Contact details	Phone: +48775415975 Email: erasmus@uni.opole.pl

Contact person	Mr Mohammad Murtaza Kohistani, MA
Responsibility	Contact person for incoming students
Contact details	Phone: +48775427028 Email: erasmus@uni.opole.pl

Contact person	Mrs Karolina Młotek, MA
Responsibility	Contact person for outgoing students, SMS, SMP
Contact details	Phone: +48775415975 Email: erasmus@uni.opole.pl

Contact person	Ms Daria Gogol, BA
Responsibility	Contact person for outgoing students SMS, SMP
Contact details	Phone: +48775415975 Email: erasmus@uni.opole.pl

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our 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	0230 (English studies)	English	B2 - proof of English proficiency language (language certificate or other document of English language skills)
	other subject areas	Polish, English (limited courses)	B1 in English - proof of English proficiency language (language certificate or other document of English language skills)
Staff mobility	0230 (English studies)	English	C2
	other subject areas	Polish, English (limited courses)	B2 in English recommended

Additional requirements/information

The university welcomes students and staff with disabilities and offers the necessary facilities and support. Useful information:

2.2. Calendar

2.2.1. Nomination/Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	Nominations: May 15 th Applications: June 15 th
Spring term	Nominations: November 30 th Applications: December 30 th

Students will receive the Newsletter with the instructions and link to the Online Registration System (IRK). They have to upload the Learning Agreement and Application for Accommodation (for those willing to stay in UO dormitories). All documents should be upload before the deadline (for the fall term – 15th June; for the spring term – 30th December).

For staff mobility, the Teaching Programme (http://hello.uni.opole.pl/formularze-dla-nauczycieli-akademickich-2/?et_fb=1) or the Training Programme (http://hello.uni.opole.pl/formularze-dla-pracownikow-w-celu-udzialu-w-szkoleniu/?et_fb=1) should be discussed and prearranged with the particular Departmental Coordinator.

The students are guided by Departmental Coordinators for didactic issues as well as by the Department for Scientific Research and International Relations for practical issues like registration, residence permit, student ID, transportation options, accommodation, etc.

Decision Response

We will send our decision within 4 weeks.

2.2.2. Transcripts of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at the respective department.

2.2.3. Termination of Agreement

In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20xx will only take effect as of 1 September 20xx+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

3. Additional information

3.1. Grading system

<u>Evaluation</u>	<u>Grade point</u>	<u>Letter grade</u>
Excellent	5	A
Very good	4,5	B
Good	4	C
Acceptable	3,5	D
Satisfactory	3	E
Fail	2	F

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Contact	Mr Mohammad Murtaza Kohistani
Contact details	Phone: +48775415975 Email: erasmus@uni.opole.pl
Website	http://studies.uni.opole.pl/

3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Contact	Mr Mohammad Murtaza Kohistani
Contact details	Phone: +48775415975 Email: erasmus@uni.opole.pl
Website	http://studies.uni.opole.pl/

3.4. Housing

Our institution will guide incoming student/staff in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following persons and information sources:

Contact	Mr Mohammad Murtaza Kohistani
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Contact details	Phone: +48775415975 erasmus@uni.opole.pl
Website	http://studies.uni.opole.pl/ http://www.kampus.uni.opole.pl