**APPLICATION FORM FOR INTERNATIONAL EXCHANGE STUDENTS**

Application should be **completed on a computer** and sent in electronic version

 to arutkiewicz@pk.edu.pl

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|  |
| **FULL NAME (as in Passport)** |
| **First Name/ Names (as in passport)** | **Surname/ Surnames (as in passport)** |
|   |   |
|  |
| **Semester of Studies (while on exchange) – 1st, 2nd, etc. - choose** | **click to choose** |
| **GENDER**  | **Female** [ ]  **Male** [ ]  |
| **PASSPORT NUMBER/ Date of expiry** |    |
| **Date of Birth (day/month/year)**  | **click here to choose date** |
| **Place of birth (as in Passport)** |   |
| **Mother's first Name/ Fathers’ first Name** |   |
| **Nationality (as in Passport)** |   |
| **Permanent address** |   |
| **Address for correspondence (if different from above)**  |   |
| **Telephone number** |   |
| **e-mail address** |   |
|  |
| **HOME UNIVERSITY (full name)** |   |
| **Department** |   |
| **Contact person at Home University**  |   |
| **e-mail address** |  |
| **Telephone number/ Fax number** |   |
| **Correspondence Address of International Relations Office at Home University for sending the Transcript of Records** |    |
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| **Intended period of stay at Cracow University of Technology** |
| **SEMESTER at CUT****1st semester – Oct. – Feb. or 2nd semester – Feb. - June** | **1st semester** [ ]  **2nd semester** [ ]  |
| **PURPOSE OF STAY**  | **courses** [ ]  **final project** [ ]  |
| **Preferred courses to take at Cracow University of Technology (please list at least 8 units of your choice as alternatives may be required)**  |
| **1st semester – October - February** | **click and choose Faculty from the list** |
| 1.  |  |
| 2.  |  |
| 3. |  |
| 4. |  |
| 5. |  |
| 6. |  |
| 7. |  |
| 8. |  |
| **2nd semester – February - June** | **click and choose Faculty from the list** |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |
| 6. |  |
| 7. |  |
| 8. |  |
|  |
| **LANGUAGE COMPETENCES** |
| **MOTHER TONGUE** |   |
| **ENGLISH LANGUAGE (poor/good/fluent)** |  |
|  |
| **ACOMMODATION\*** |
| **ACCOMMODATION (Students' hall of Residence)**  |  **required** [ ]  **not required** [ ]  |
|  |
| **accommodation from (day/month/year)** | **Accommodation until (day/month/year)** |
| **click and choose date of check in 01/10/2016** | **click and choose date of check out 15/02/2017**  |

\*Accommodation

The International Relations Office (IRO) offers assistance in finding accommodation for short-term students in Students’ Halls of Residence. A student who wishes to have university accommodation must state that in the *Application Form.*

**Please note that place in a double room will be booked based on the information submitted by you in the *Application Form*.**

The number of places in university dormitories is limited and therefore accommodation is assigned on a „first come first served” basis. A place in a dormitory is assigned for a whole duration of studies at CUT.

**Changes to the booking: *after 01 September (fall semester) and 1 January (spring semester) changes to the booking are not possible, student is required to cover all expenses (hall rent) according to the booking.***

**Cancellation of the booking: *if you cancel your booking after dates mentioned above you will be obliged to pay a rent for the first two weeks of your stay (175PLN). If you resign from accommodation in students’ hall during your stay in Cracow please inform about that your dormitory manager and IRO.***

**Student is obliged to inform administration of the dormitory about check in/ check out.**

**Please note that hall fee is not calculated on a “daily” basis – if you move in between 16th and 30th/31st or move out between 1st -15th you are required to pay 175 PLN (rent for the half of the month); if you move in between 1st and 15th/ move out between 16th – 30th /31st you will pay rent for the whole month (350 PLN). Only students who arrive before AY begins (in September) pay accommodation fee (for September only) on a daily basis in cash.**

**Additional Documents**

1. **Upload your passport-sized picture (electronic version)\*\***

**\*\*Size of the picture min. 236x295 +/- 3pixels; max. 800x600 pixels**

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**CLICK to upload picture**

1. **Please attach scan of your passport (electronic version)**

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**CLICK to upload picture**

***By submitting this application I certify that the information provided on this application is accurate.***

***By submitting this Application Form I confirm that I have the acceptance of my Home University Coordinator for the courses I have chosen.***

***I hereby authorize you to process my personal data included in my application for the needs of the recruitment process in accordance with the Personal Data Protection Act dated 29.08.1997 (uniform text: Journal of Laws of the Republic of Poland 2002 No 101, item 926 with further amendments).***