# Erasmus+ Mobility for Studies in 2024/2025

(winter semester, summer semester or full year)











Wyjedź na Erasmusa!





https://www.uni.lodz.pl/en/international-mobility/erasmus-studies



# Please turn off your camera and microphone

This presentation will be published on the <u>UL</u> webpage dedicated to the Erasmus+ study 2024/2025



















## Agenda of the meeting:

- 1. Information about IRO (International Relations Office).
- Contact to the Faculty Coordinators.
- 3. What is the Erasmus+ programme?
- 4. Why choose Erasmus+?
- 5. Enrolment rules.
- 6. USOSweb application, step by step guide.
- 7. Funding of the student mobility.









## International Relations Office UL = BWZ UŁ

Uniwersytecka 3, Lodz

ground floor, room 6

Office hours: 7.30 a.m. - 3:30 p.m.

Phone: +48 42 635 4036

Webpage:



Facebook:

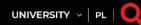












#### **ERASMUS+ STUDIES 2024/2025**

ENROLMENT I HAVE BEEN SELECTED, WHAT'S NEXT? COORDINATORS CONTACT

#### **ENROLMENT**

Enrolment for Erasmus+ studies exchange for 2024/2025 starts on 5 February 2024. We invite all UL students (BA, MA, Doctoral Schools) to take part in!

#### **ONLINE MEETING**

Take part in online meeting about Erasmus+ exchange. We will talk about:

- What is Erasmus+ about?
- Why it's worth going for exchange?
- Enrolment rules.
- Scholarship.
- USOS application, step by step.

Meeting held in English: 16.02.2024, at 10-12, https://tiny.pl/c3525





## **IRO** webpage



IRO contact people, Erasmus+ mobility for studies and placement:

Beata Kamińska

beata.kaminska@uni.lodz.pl

**Dorota Jachimek** 

dorota.jachimek@uni.lodz.pl

If you are going to have any IT problems with sending your application via USOSweb, please email:

**Gabriela Szkup** 

gabriela.szkup@uni.lodz.pl and your <u>Faculty coordinator</u>

## **Faculty Coordinators** - responsible for the enrolment process



Faculty of Biology and Environmental Protection - Dr hab. Tomasz Kowalczyk, prof. UŁ tomasz.kowalczyk1@biol.uni.lodz.pl

Faculty of Chemistry - Prof. dr hab. Bogna Rudolf <a href="mailto:bogna.rudolf@chemia.uni.lodz.pl">bogna.rudolf@chemia.uni.lodz.pl</a>

<u>Faculty of Economics and Sociology</u> - dr Ewa Feder-Sempach <u>ewa.feder@uni.lodz.pl</u>

**Faculty of Philology** (German, Classic, Russian and Slavic Philology) - <u>dr Marcin Michoń</u> [Zakład Literatury Niemieckojęzycznej in USOSweb]

**Faculty of Philology** (Polish Philology, Culture Studies, Library science and Journalism, Media, Theatre Studies) <a href="mailto:dr Paweł Sołodki">dr Paweł Sołodki</a> [Katedra Dramatu i Teatru in USOSweb]

**Faculty of Philology** (English, Spanish, Romance Philology) - <u>dr Monika Kopytowska</u> [Zakład Pragmatyki in USOSweb]

Faculty of Philosophy and History - dr Alicja Piotrowska alicja.piotrowska@uni.lodz.pl

Faculty of Physics and Applied Informatics - Dr hab. inż. Krzysztof Warda krzysztof.warda@uni.lodz.pl

## **Faculty Coordinators**



Faculty of Mathematics and Computer Science - Dr Anna Łazińska anna.lazinska@wmii.uni.lodz.pl

Faculty of Geographical Sciences - Dr Anna Majchrowska anna.majchrowska@geo.uni.lodz.pl

Faculty of Educational Sciences - Dr Anna Jarkiewicz <a href="mailto:anna.jarkiewicz@now.uni.lodz.pl">anna.jarkiewicz@now.uni.lodz.pl</a>

**UL Women's Studies Centre** - Prof. Karolina Prykowska-Michalak <u>karolina.prykowska@uni.lodz.pl</u>

Faculty of Law and Administration - Mrs Marta Mucha mmucha@wpia.uni.lodz.pl

Faculty of International and Political Studies - Dr Agata Włodarska-Frykowska agata.wlodarska@uni.lodz.pl

Faculty of Management - Dr Bogna Kaźmierska-Jóźwiak bogna.kazmierska@uni.lodz.pl

UL Branch in Tomaszów Mazowiecki - Dr Rafał Rouba rafal.rouba@uni.lodz.pl



## Why choose Erasmus+?



- To learn how to deal with non-standard situations.
- To improve your foreign language skills.
- To find international friends.
- To exchange views and inspire discussion in international groups of students.
- To learn about new cultures, places, and education systems.
- To increase your self-knowledge.
- To upgrade your CV.
- To have memorable adventures and life experiences.







## Go and study with Erasmus+ programme



The University of Lodz signed over 900 inter-department agreements with Erasmus+ partner universities across Europe.

#### EU Member States and third countries associated with the Erasmus+ Programme:

- 26 Member States of the European Union.
- Third countries associated with the Programme: Republic of North Macedonia, Turkey, Serbia, Norway, Iceland, Liechtenstein.
- UK only for students of Faculty of Law and Administration.



## **Enrolment rules for Erasmus+ student mobility for studies**



- 1. Ensure your student status (full-cycle UL student) during mobility.
- 2. Applications for all fields are open to any gender/sex or age group.
- 3. Applications are open to any (Polish/EU or other) citizenship.
- You can spend up to 12 months abroad in total, for each study cycle (your Bachelor, Master, or PhD degree cycle of studies).
- 5. You can spend up to **24 months abroad** for your study cycle if you are a long-cycle (direct Master's degree) student.







## **Enrolment rules for Erasmus+ student mobility for studies**



- 6. Your earlier Erasmus+ student mobility for studies, traineeships or BIP (with or without a grant) will be counted to the Erasmus+ total capital for your study cycle i.e., as part of the 12-month sum for 1st, 2nd or 3rd cycle, or 24 months for long-cycle (direct Master's degree) studies.
- 7. If you go on an Eramus+ during your **final study year**, please have with you and present your **Thesis Supervisor's permission form**.
- 8. If you are a student of the <u>final year (Bachelor degree cycle)</u> submit a <u>Declaration</u> to continue your studies for the next study cycle at the same UL Faculty, in which you are currently studying.







## **Enrolment rules for Erasmus+ student mobility for studies (SMS)**



- Your stay on the Erasmus+ should be longer than 2 months Erasmus+/ but shorter than 12 months. The study mobility period (one or two semesters) should start after 1<sup>st</sup> July 2024.
- 10. There is no option of extending the study period for the summer semester 2024/25, if you were nominated for SMS only in the winter semester 2024/25.
- 11. There is no option of extending study period for the winter semester 2025/26, if you were nominated for SMS only in the summer semester 2024/25.
- 12. If at the stage of the enrolment you are determined to go on an Erasmus+ that lasts one year (2 semesters), you should select it in the USOSweb system and the period should be confirmed by the Coordinator in the USOSweb.

## **Enrolment rules for Erasmus+ and Education student mobility for studies**



### 10. General UL criteria for mobility applicants:

- **Grade average** (3,5 or higher).
- Ability to use the foreign language of instruction (i.e. classes) at the chosen University.
- Stated earlier participation (if any) in mobility for studies/placement within the Erasmus+, LLP
  Erasmus, FSS, or Campus Europae first time mobilities may have priority.
- High degree of motivation.

Please read ENROLMENT RULES for 2024-2025





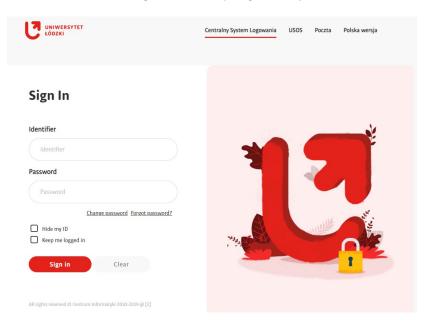


## **Enrolment for Erasmus+ and Education study exchange**



## **Stage 1: online application through the USOSweb platform**

5th February 2024 (2 p.m.) – 1st March 2024 (2 p.m)



Log in <a href="https://logowanie.uni.lodz.pl/">https://logowanie.uni.lodz.pl/</a>
Press "USOS" button

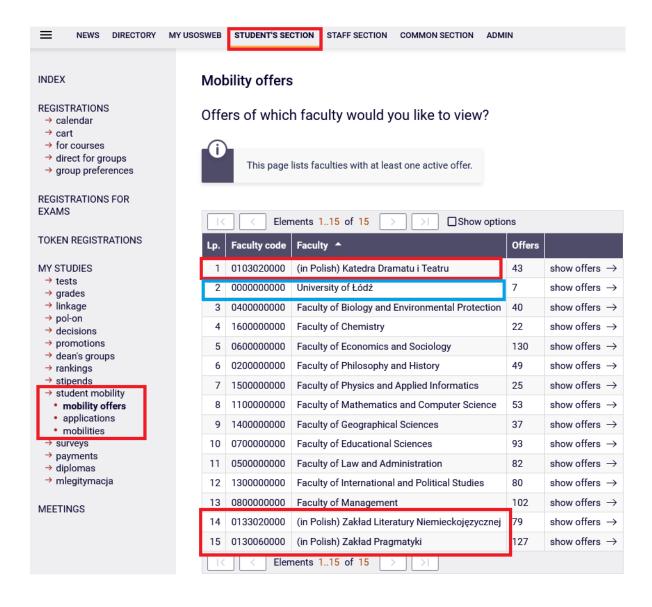
Do not wait to apply on the last day – the USOSweb may experience a system overload!

<u>Erasmus application in USOSweb</u> – useful material, if you have any technical doubts about the application



## Interface of the Student Mobility offers in USOSweb





When it comes to mobility from the Faculty of Philology of the University of Łódź, the list of outgoing mobilities to foreign universities under the Erasmus + programme can be found in the USOSWeb platform, marked as available for the following units:

- Katedra Dramatu i Teatru (Department of Drama and Theatre) – for students of Polish Philology, Journalism, Library Science, Cultural Studies.
- Zakład Pragmatyki (Department of Pragmatics) – English, Spanish, Romance (French) and Italian Philology.
- Zakład Literatury Niemieckojęzycznej
   (Department of German Literature) German,
   Slavic, Russian, and Classical Philology.

#### REGISTRATIONS

- → calendar
- → cart
- → for courses
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- → group preferences

### REGISTRATIONS FOR EXAMS

#### TOKEN REGISTRATIONS

#### MY STUDIES

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- → mlegitymacja

#### **MEETINGS**

## Mobility offers offered by Faculty of: Faculty of Mathematics and Computer Science

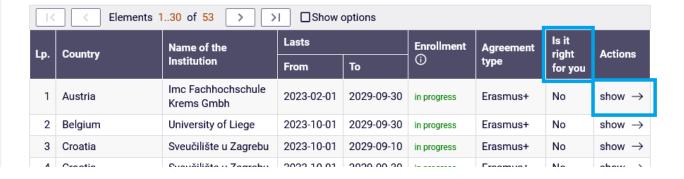


Faculty of Mathematics and Computer Science - enrollment in progress for student mobilities in the academic year **24/25**. Student may apply until **2024-03-01 14:00**. This list contains all visible offers. To see where they actually belong view the column "Recruitment".



Erasmus+ Programme: The basic evaluation criteria for applicants: the grade point average, the knowledge of relevant foreign language. For assessment of the application not only the grades indicated by the student will be taken into account. Before choosing a university, the student should on her/his own find courses at the partner university suitable for her/his study programme. Information about the enrollment and the rules: https://www.uni.lodz.pl/en/international-mobility/erasmus-studies/erasmus-studies-2024-2025 NOTE. The Faculty Recruitment Committee for Erasmus Programme requires submission to the Faculty Erasmus Coordinator (dr Anna Łazińska, anna.lazinska@wmii.uni.lodz.pl room A318) until 01.03.2024 (up to 14:00) a copy of the written statement of the knowledge of required foreign language (certificate or document from a language school). Language requirements are written in the offer notes.

#### ← go back to the faculties





# Mobility options offered, listed in USOSweb



#### INDEX

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### REGISTRATIONS FOR EXAMS

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#### MEETINGS

#### Offer details

← go back to the offer list

Higher education institution				
Institution name:	University of Liege			
Erasmus code:	B LIEGE01			
	omepage: https://www.international.uliege.be/cms/c_18643738/en/international-exchange-student			
Institutional homepage:	https://www.international.uliege.be/cms/c_18643738/en/international-exchange-student			
Institutional homepage:	https://www.international.uliege.be/cms/c_18643738/en/international-exchange-student show from partner • show from USOS •			

#### Cooperating faculties



#### Cooperation duration

Valid from:	2023-10-01			
Expires:	2029-09-30			

#### Conditions of cooperation

Cubined	ICOED	Number of	144-	Study level			In it sinks for	
Subject	ISCED	students	Length	BSc	MSc	PhD	Is it right for you	
11.3 Informatics, Computer Science	<b>0610</b> Information and Communication Technologies (ICTs), not further defined	1	5		~	<b>V</b>	Yes Submit an application	

#### Notes

Wymagana znajomość języka angielskiego i francuskiego: poziom B1. W przypadku studentów I stopnia oferta dostępna tylko dla studentów 3-go roku, którzy podejmą na wydziale studia II stopnia. Required knowledge of English and French: level B1. In the case of first-cycle (Bachelor) students, the offer is available only to third-year students who will start second-cycle (Master) studies at our faculty.

## 7

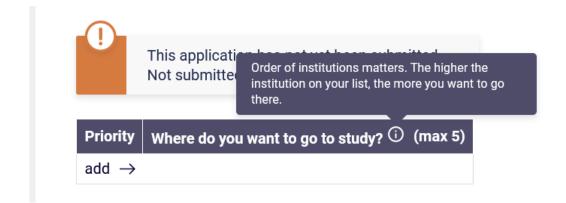
## Mobility offer details in USOSweb





### Each student provides:

1. Names of the universities they prefer for their Erasmus+ mobility, according to the list shown by the USOSweb for their Faculty.



The first university shown on your list will have the highest priority.

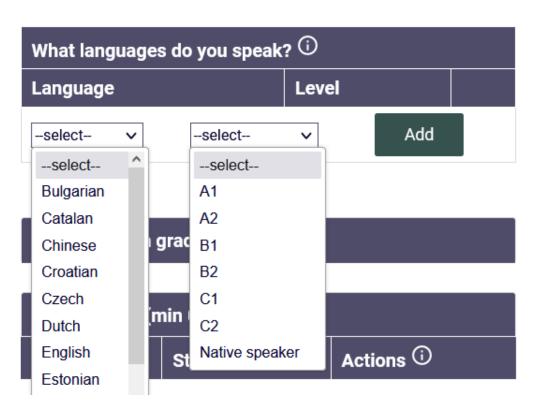
When you choose a target university, please check: **the field of study mobility**, **the instruction language**, and **the course list** – all should match your language skills and your current study programme at the UL.

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2. Choose and add languages you know and assess your level of skills (A1-C2, Native speaker)

3. **If available**: choose and add courses you finished at the UL (and enjoyed!)

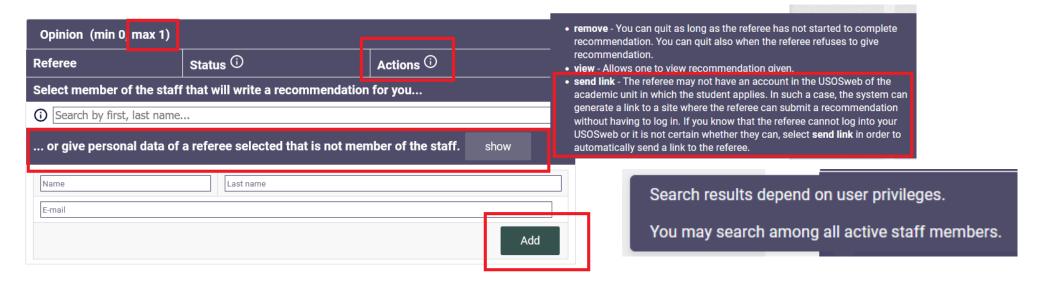








4. The **OPINION** section (this is optional, but can be useful).



If available search for a UL staff member or click the "SHOW" button and write the name, surname and email address of someone outside the UL (eg. your tutor, teacher, lecturer) who is able to write references for you (and answer the set of questions Faculty Coordinators prepare for the assessment of students' performance).

- Without references or opinions your application is still valid you can still continue.
- When sending reference requests, do not wait until the last day your references take time, and they may not be ready before the online application platform closes.



5. Your CV (Curriculum Vitae) and motivation letter (Cover Letter). The layout is up to you. Make sure to write it down individually (on your own, and only concerning yourself). You are responsible for giving true information. Please save each field after filling it in, preferably in Polish or English (possibly Spanish, French, Russian, or German – please remember that your Faculty Coordinator should be able to understand the message).

Wymagane dokumenty				
CV in Polish	Limit 4000, entered 12 characters  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	save $ ightarrow$		
CV in a foreign language	(none)	edit $ ightarrow$		
Motivation letter in Polish	(none)	edit $\rightarrow$		

If you are unable to use a foreign language other than the one you used in the previous box, please copy and paste the same CV text again (i.e. use the same language version twice).





- **6. INTERNATONAL INTERNSHIPS** Please click "edit" and write a list of <u>international activities</u> <u>you took part in</u>, such as work experience, active participation in conferences, research projects, or students international experience. This is not obligatory; however it may boost your application.
- 7. OTHER EXPERIENCE Please click "edit" and write (in Polish, or one of the languages listed above) a list of <u>international internships</u> (placement) you took part in. This is not obligatory; however it may boost your application.

	Limit 4000, entered 0 characters	_	
		^	
Internships abroad			save $ ightarrow$
		//.	
Other experience	(none)		edit $ ightarrow$

Please save each field after filling it in.



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8. If you are enrolled for more than one study programme you should choose the one from which you are applying for the Erasmus+ study mobility in the USOSweb.

When no receiving institution is indicated, the list of study programs is empty.				
Study program	Ü	Not specified	$choose  \to $	
Are you applying for student mobility a	Not specified	$choose  \to $		

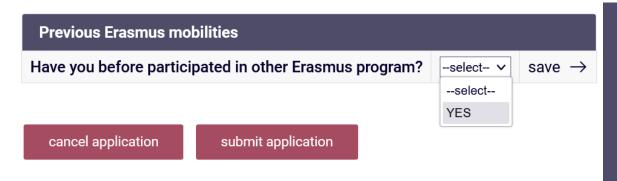
You can choose "Yes" for the above question only if wish to apply within Gender Studies option.



9. Declaration of the previous Erasmus mobilities

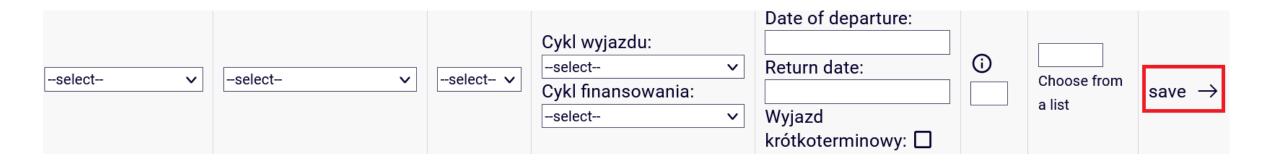


Mobilities within the framework of the Erasmus+ program are also possible even if the student already benefited from an Erasmus, Erasmus+ or Erasmus Mundus mobility. Please list all your past Erasmus, Erasmus+ and Erasmus Mundus mobilities (studies and placements).



Please add all physical and blended Erasmus, Erasmus+ and Erasmus Mundus mobilities granted at this HEI by means other than the USOS system or at other HEIs. Please do not add any virtual mobilities. In case of blended mobilities, please state only the length of the mobility's physical part.

Erasmus, Erasmus+ or Erasmus Mundus mobilities (studies and traineeships) granted on this HEI and existing in the USOS system are automatically declared as past mobilities.



## **Notes: USOSweb application**

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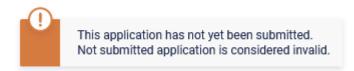
- 1) Before you submit your application, you can edit it and make changes.
- Read your text again to check for errors. If it looks OK, submit it.

cancel application

submit application

- 2) You can submit your application even if it has no references or opinions.
- 3) If your printout misses some of the information, you can write it by hand.
- 4) You cannot edit a submitted application. Cancel it and make a new one.

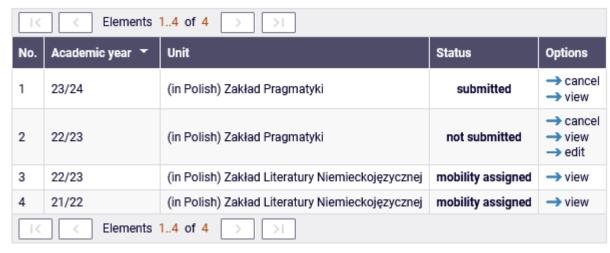
- → student mobility
- mobility offers
- · applications
- mobilities



5) Note that the USOSweb platform may experience system overload on the deadline day.

Do not wait until the last day to submit everything!

#### Your current applications







## Stage 2 – held at your Faculty from 02/03 to 11/03

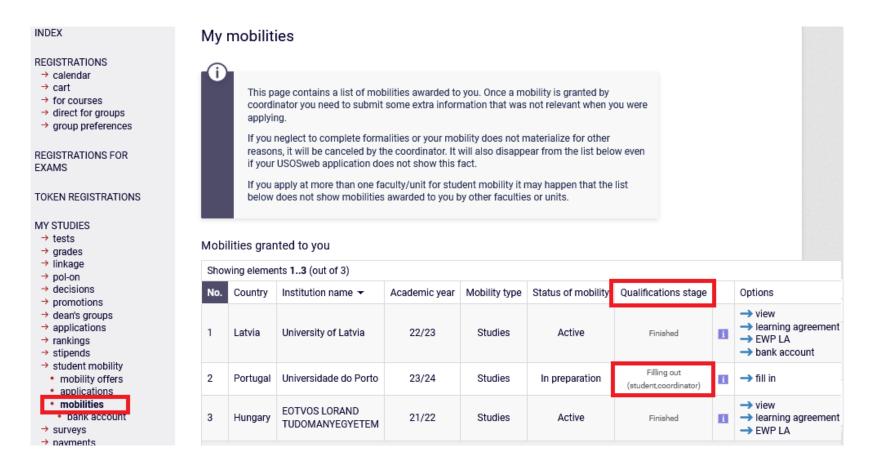
- Your Faculty may need more documents, e.g. language certificates.
- Your Faculty may decide if you should have interviews (via MS Teams).
- Your **Faculty** can set **extra criteria**, e.g. your previous active participation in university events, student networking,/sports/artistic achievements, etc. Critiria are described in the USOSweb under the mobility offers list, on the Faculty's webpage or will be sent by email/via USOS only to those students who submit the application form up to 1/03/2024 (2 p.m.).

You may ask your home Faculty coordinator about additional faculty critiera during the consulation hours or via email.











## **Enrolment** results

The enrolment should be finalised in the **USOSweb** (or in a different way if your Faculty Coordinator decides otherwise) up to **12**<sup>th</sup> **March**.

Please check the **Mobility** tag between 12<sup>th</sup> and 22<sup>nd</sup> March to see if there is some information about the granted mobility.

If you see the granted mobility, please fill in **some information** in the USOSweb system. When the qualification stage is "finished" then you may download "Student mobility nomination form".

	y nomination form nic year2023/24				
Sending unit:	Sending superior unit:				
Faculty of Management					
Given names:	Last name: Gender				
E-mail:	Correspondence address:				
Student ID number:	e-mail is sufficient PESEL No. (if applicable):				
Study programme:	Study schedule:	Study year:			
Managament, full-time second-cycle studies	full-time	1			
Level of studies: second-cvcle studies	not applicable				
Do you apply for a scholarship with regard to certified disability?	Erasmus code and name of the re	ceiving institution:			
Yes	(HR SPLIT01) Sveučilište	u Splitu			
I state that I have never participated in the student mobility under the LLP Erasmus, Erasmus+ or Erasmus Mundus from any higher education institutions.  I declare that at the receiving institution, I will study in the english language which I can use at B2 level.  I declare that I have read the enrollment rules for student mobility for studies under the Erasmus+ programme including information about processing my personal data. I agree on processing my data for the need of carrying out the student mobility under the Erasmus+ programme.  I declare that I have read the Privacy Notice (processing and protection) of my personal data within the Erasmus+ and European Solidarity Corps programmes set and published by the European Commission on the website: https://webgate.ec.europa.eu/erasmus-esc/index/privacy-statement.    Signed by nominated student   Signed by nominat					
Interinstitutional agreement's number :	Planned study mobility period:				
BI/41/23	summer semester				
Subject area with ISCED:	List of languages under mobility co	onditions:			
(0410) Business and administration, not further defined	English B2				
equested number of months with Erasmus+ grant:  Requested number of months without Erasmus+ grant:					
0					
Scope of financial support from sending unit:	Host institution coordinator's data:				
non applicable					
Additional information:					
Signature of home Faculty coordinator:	Signature and stamp of Dean/Vi	ice-dean			

Erasmus+ Programme - student mobility for studies



## **Enrolment results**

After you are qualified, fill in the "Student mobility nomination form" in the USOSweb system. Please download it, sign and submit to your Faculty Coordinator, in the required format, up to 22/03/2024.





### **Enrolment results**

Your Faculty makes the ultimate decision on your mobility, on the UL (home institution) level. However, the final decision regarding your Erasmus+ mobility belongs to your target university (host institution).

IRO UL will send the UL students' nomination to the receiving universities in April/May.

In May 2024 there will be a meeting dedicated to the outgoing students for the Erasmus+ student mobility for studies organised by the IRO UL.









## ERASMUS+ GRANT RATES at the University of Lodz for the student mobility during the WINTER SEMESTER 2024/25 NO OPTION TO EXTEND THE MOBILITY PERIOD FOR SUMMER SEMESTER

**Group 1 – EUR 670 per month:** Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden

**Group 2 – EUR 670 per month:** Austria, Belgium, Cyprus, France, Greece, Spain, Netherlands, Malta, Germany, Portugal, Italy

**Group 3 – EUR 600 per month:** Bulgaria, Croatia, Czech Republic, Estonia, Republic of North Macedonia, Hungary, Lithuania, Latvia, Romania, Serbia, Slovakia, Slovenia, Turkey

The Erasmus+ scholarship shall be paid for max. 6 months = 180 days from the Erasmus+ KA131 project awarded to the UL in the Call 2023



Not confirmed ERASMUS+ GRANT RATES at the University of Lodz for the student mobility during the SUMMER SEMESTER 2024/25 and two semesters, if the student was granted one-year student mobility Below grant rates are not yet confirmed by the Ministry of Higher Education.

**Group 1 – EUR 670 per month:** Austria, Belgium, Denmark, Finland, France, Germany, Ireland, Iceland, Italy, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden.

**Group 2 – EUR 670 per month:** Cyprus, Czech Republic, Estonia, Greece, Latvia, Malta, Portugal, Spain, Slovakia, Slovenia.

**Group 3 – EUR 600 per month:** Bulgaria, Croatia, Lithuania, Republic of North Macedonia, Hungary, Romania, Serbia, Turkey.

The Erasmus+ scholarship shall be paid for max. 12 months = 360 days from the Erasmus+ KA131 project which should be awarded to the UL in the Call 2024.

UL expects the UE funding from the Call 2024 in September 2024.



## **ERASMUS+ GRANT RATES at the University of Lodz**



**Extra financial support** of EUR 250 monthly for social benefit receivers. Only for students entitled to the UL social benefit for the 2023-2024 Summer semester.

Extra financial support of EUR 250 monthly for students with certified disability + possibility of additional funding (additional application form – actual costs).

A bonus for the "Green travel" as a top-up amount to the individual support - a single contribution of 50 EUR for travel by train, bus or carpooling (car)

- up to 4 days of additional individual support to cover travel days for the return trip

If the amount of funds obtained by the UL is not enough to cover all the mobilities of qualified students, then each Faculty will make a ranking list of students who have priority in receiving the grant money (if this happens, it is made known by June, before the mobilities start).







#### Art. 16 Enrolment rules:

Students who are granted a mobility must specify the planned period of stay (winter semester; summer semester; whole year) in the USOSweb. The planned duration of the mobility, as approved by the coordinator, has an impact on which project the student will receive funding from and the deadline for receiving funding.

Winter semester mobility - Students who wish to pursue their mobility in the winter semester 2024/25 only, must select this semester in the USOSweb application form. If such mobility is approved by the Coordinator in the USOSweb, the mobility will be funded from the budget of the Erasmus+ project KA131-2023. The UL has got funds from this project at the time of the announcement of these enrolment rules. A student whose mobility is funded from the 2023 project will not be able to extend their mobility to the summer semester 2024/25 due to the time frame of the project.









Two-semester (YEAR) mobility - Students who wish to carry out the mobility in the winter and summer semesters (annual mobility) or in the winter semester with the possibility to extend the mobility to the summer semester will be able to get the funding from the KA131-2024 project, which the UL will apply for in February 2024. Following the signing of the project agreement with the Erasmus+ National Agency, it is anticipated that the UL will receive funding in October/November 2024. This means that students will be able to receive the funding from this project respectively up to max. 30 days from the date of receiving the funds by the UL.

In this case, the student must select "YEAR" as the planned duration of the mobility in the USOSweb application form. If the year-long mobility is approved by the Coordinator, the student acknowledges that they will receive funds from the 2024 project, most likely after the mobility has already begun. Students acknowledge that funding is paid for the first semester, funding for the second semester is contingent on meeting the conditions for continuation of the mobility in the following semester.









Summer semester mobility - Students who wish to pursue their mobility in the summer semester 2024/25 only, must select this semester in the USOSweb application form and acknowledge that the mobility takes place with funding from the 2024 project.

If the student resigns from the year-long mobility in favour of a winter semester mobility before signing the agreement and notifying the International Relations Office, they will be able to complete the mobility with funding from the 2023 project. If there is not enough funding from the 2023 project, the student will receive funding from the 2024 project.







## Santander Scholarship for Erasmus 2024 for UL students

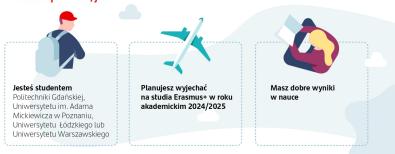


## Stypendium Santander dla Erasmusa

Sprawdź nasze stypendium i zyskaj dodatkowe wsparcie finansowe na wyjazd.



#### Możesz aplikować, jeśli:





#### Jak aplikować:

- 1 Zarejestruj się na platformie Santander Open Academy i aktywuj konto
- Zaloguj się na platformie
- 3 Na stronie programu wciśnij czerwony przycisk "Aplikuj" i wypełnij formularz – otrzymasz od nas potwierdzenie mailowe

#### Co musisz wiedzieć:

- → Aplikacje zbieramy do 19 kwietnia 2024 r.
- → Zwycięzców wyłonimy do 14 czerwca 2024 r.
- → Wybrani kandydaci mają 7 dni na zaakceptowanie przyznanego stypendium

### Skontaktuj się z nami, jeśli masz dodatkowe pytania.

Placówka Santander Universidades na kampusie UŁ

ul. Jana Matejki 22/26

#### Karolina Lipa-Michalec

Karolina.Lipa-Michalec@santander.pl (+48) 519 311 678





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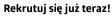
## **QUESTIONS?**

Presentation will be published on the <u>UL</u> webpage

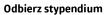


















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