

Erasmus Summer semester 2021



Lublin University of Technology

Faculty of Management

How to register in Dean's Office

Registration to EHMS

Pollub email

Microsoft Office365

Student ID card

All of the classes in the coming semester will be conducted remotely on the Microsoft Teams platform.

To log in to the platform, you need an active address in the pollub.edu.pl domain.

Contact dean's office m.sordyl@pollub.pl in order to get student record book number. You should also inform in this e-mail, if you are coming to Poland or you will be studying from your country, please attach your photo (.jpg) and the Dean's Office Questionnaire with personal details:

<https://bkm2.pollub.pl/en/international-students/51-incoming-exchange-students/forms>

FORMS

Forms to be completed before arrival

Before you start completing your Learning Agreement, please read the instructions below on how to do it properly (How to complete your Learning Agreement - instructions). Please complete ONLY Learning Agreement and PDPA Statement before your arrival. DO NOT complete other forms before your arrival.


1. LA_2020_21.doc
2. How-to-complete-your-Learning-Agreement-instructions.pdf
3. PDPA_Statement.pdf

Forms to be completed during your stay at LUT

1. Deans-Office-Questionnaire.pdf
2. Changes-to-LA.doc
3. ClearanceSheet.doc
4. Confirmation-of-study-period.doc

Having the student record book number, create an account at <https://ehms.pollub.pl/standard/register.php>

You will receive also individual account number in order to pay 22 PLN for student ID card



registration/students' accounts recovery

Name

Surname

Foreigner no

PESEL (national identification number)

Date of birth dd-mm-rrrr

I stay in DS., but I am not a student

student's record book nr


Faculty Faculty of Civil Engineering and Architecture

next

[back]

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keyboard



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Enter data (do not use characters that are not in Polish, if you provided, for example, 2 names during registration, you must enter them)

registration/students' accounts recovery

Name

Surname

Foreigner no

PESEL (national identification number)

Date of birth dd-mm-yyyy

I stay in DS., but I am not a student

student's record book nr

Faculty Faculty of Management

next

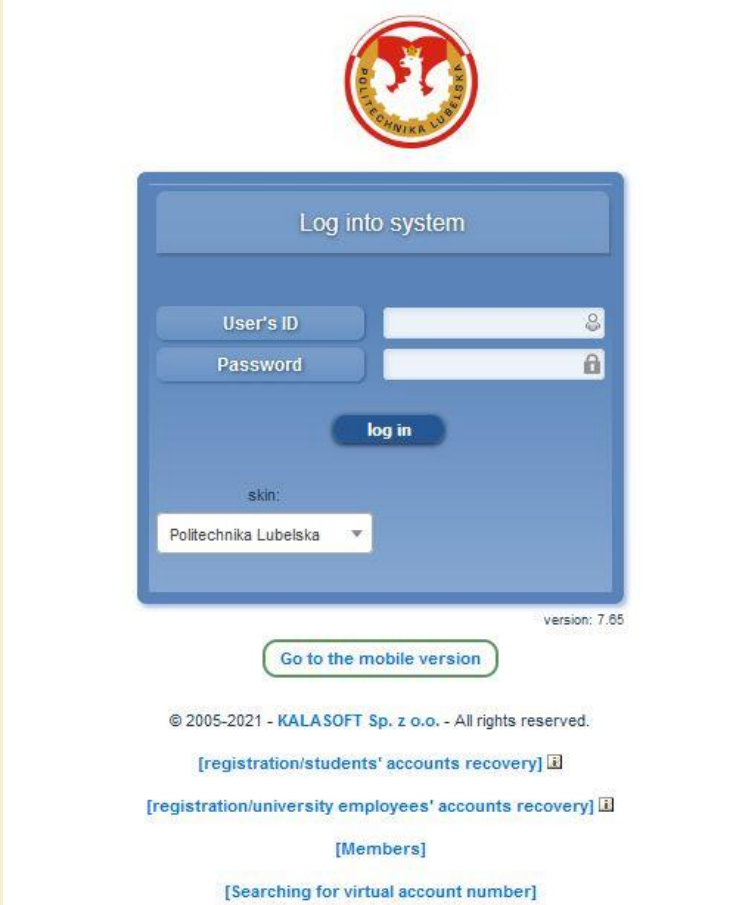
[back]

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keyboard

Polish British English German Czech

Your account will be created and you can log into ehms with your UID number and password



Politechnika Lubelska logo

Log into system

User's ID

Password

log in

skin:
Politechnika Lubelska

version: 7.65

[Go to the mobile version](#)

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[\[registration/students' accounts recovery\]](#)

[\[registration/university employees' accounts recovery\]](#)

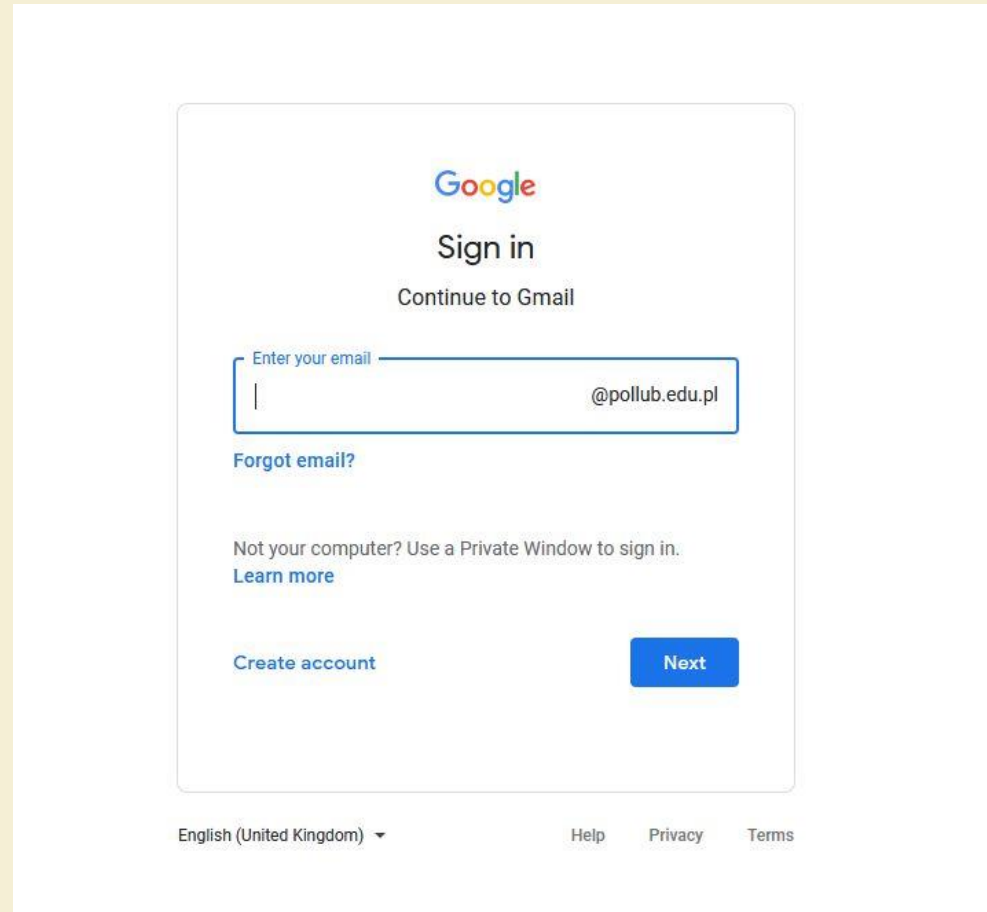
[\[Members\]](#)

[\[Searching for virtual account number\]](#)

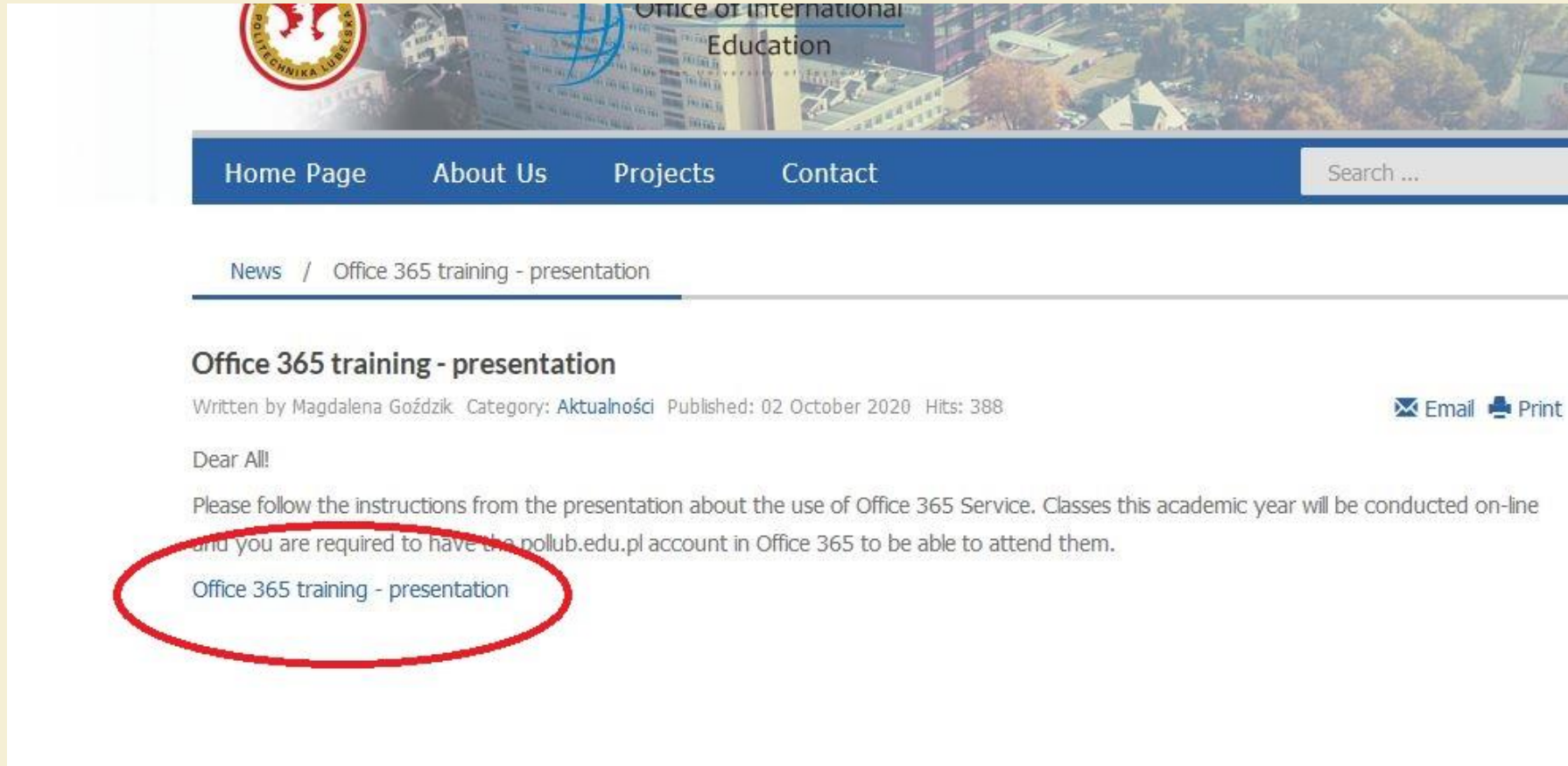
Each student must have an active address in the pollub.edu.pl domain
To check your address, log in to your EHMS account
After logging in to the EHMS account in the "my details" - "address details" tab you can check your address and password.



To verify the address, go to mail.pollub.edu.pl and log in to your account.



From new pollub email address contact IT in order to get the access to Office365 platform,
follow the instruction <https://bkm2.pollub.pl/en/news/356-office-365-training-presentation>



Office of International Education

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News / Office 365 training - presentation

Office 365 training - presentation

Written by Magdalena Goździk Category: Aktualności Published: 02 October 2020 Hits: 388 [Email](#) [Print](#)

Dear All!

Please follow the instructions from the presentation about the use of Office 365 Service. Classes this academic year will be conducted on-line and you are required to have the pollub.edu.pl account in Office 365 to be able to attend them.

[Office 365 training - presentation](#)

Available subjects

Erasmus subjects

Full time program subjects

Changes to Learning Agreement

There are 2 groups of the subjects: from Erasmus proposal and from full circle of study

List of available subjects and timetable will be here

<http://en.wz.pollub.pl/pl/erasmus/academic-calendar-and-timetable>

You can also find teacher email addresses on the list - contact teachers to register for classes and for more information



Lublin University of Technology Faculty of Management

Faculty overview Departments Full time Master's studies Erasmus Contact

Erasmus

Office of International Education

Contact

Academic calendar and timetable

Eduroam for Erasmus students

Academic calendar and timetable

Academic calendar

Timetable winter semester Academic Year 2020/2021

Subject list winter 2020

The Rector's Ordinance on the winter semester

If any of the subject chosen by you is not on the list it means it was cancelled.

In this case you should do Changes to LA

(<https://bkm2.pollub.pl/en/international-students/51-incoming-exchange-students/forms>) and change subjects for any other from Management or other Faculties of LUT

Changes should be delivered to m.sordyl@pollub.pl no later than 2 weeks after the meeting in order to get the signature of the Dean.

Changes should be signed by LUT and also by home university coordinator.

Forms to be completed during your stay at LUT

1. Deans-Office-Questionnaire.pdf
2. Changes-to-LA.doc
3. ClearanceSheet.doc
4. Confirmation-of-study-period.doc

If you make any changes to LA contact the teachers: from the subjects you delete and the one you're going to add.

**Do not wait until the changes paper is signed -
you should contact the teachers earlier!**

Those of you who have subjects from full circle should contact me (m.sordyl@pollub.pl) in order to get email to the teacher.

All information will be available here:

<http://en.wz.pollub.pl/>

I will also create Teams group where you can contact me or you can contact with the group

If you have any questions, please contact me by email m.sordyl@pollub.pl or Teams