



**SGH**

Warsaw School  
of Economics



# SGH Fact Sheet

2025/2026

THE UNIVERSITY			
Full name	SGH Warsaw School of Economics (Szkola Główna Handlowa w Warszawie)		
Location	Warsaw, Poland   Population: 1,758,143 (city metropolis)		
Erasmus+ code	PL WARSZAW03		
ECHE number	43645-EPP-1-2014-1-PL-EPPKA3-ECHE		
PIC	998695705	OID	E10205120
Website	www.sgh.waw.pl/en		
About university	<div><div></div>Authorities</div> <div><div></div>Research</div>	<div><div></div>Rankings and Accreditations</div>	
INTERNATIONAL CENTRE (CWM)			
Mailing address	Enquiries and nominations (student exchange)		
SGH Warsaw School of Economics International Centre al. Niepodległości 162 02-554 Warsaw Poland	email: <a href="mailto:incoming@sgh.waw.pl">incoming@sgh.waw.pl</a>  <a href="#">website for exchange students</a>		
CONTACTS			
Director Erasmus+ KA 1 Institutional Coordinator	Ms Małgorzata CHROMY	Email: <a href="mailto:mchromy@sgh.waw.pl">mchromy@sgh.waw.pl</a>	
Deputy Director CEMS Program Manager at SGH	Mr Grzegorz M. AUGUSTYNIAK	Email: <a href="mailto:august@sgh.waw.pl">august@sgh.waw.pl</a> ; <a href="mailto:cems@sgh.waw.pl">cems@sgh.waw.pl</a>	
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CEMS Corporate Relations Manager Promotion Manager	Ms Aneta SZYDŁOWSKA	Email: <a href="mailto:aszydlo@sgh.waw.pl">aszydlo@sgh.waw.pl</a> ; <a href="mailto:cems@sgh.waw.pl">cems@sgh.waw.pl</a>	
Incoming Student Mobilities			
European & CEMS students, Erasmus+ KA131	Ms Marta SENT-PAWŁOWSKA Ph: +48 22 564 98 47	Email: <a href="mailto:incoming@sgh.waw.pl">incoming@sgh.waw.pl</a> <a href="mailto:msent@sgh.waw.pl">msent@sgh.waw.pl</a>	
Overseas & Freemover students, Erasmus+ KA171	Ms Monika KOMOREK Ph: +48 22 564 98 43	Email: <a href="mailto:incoming@sgh.waw.pl">incoming@sgh.waw.pl</a> <a href="mailto:mkomore@sgh.waw.pl">mkomore@sgh.waw.pl</a>	
Outgoing Student Mobilities			
Erasmus+ KA131 (study abroad and internships)	Ms Marta TYMIŃSKA Ph: +48 22 564 78 23	Email: <a href="mailto:mtymmin@sgh.waw.pl">mtymmin@sgh.waw.pl</a>	
Erasmus+ KA131 (study abroad and internships)	Ms Karolina KULCZYCKA Ph: +48 22 564 78 23	Email: <a href="mailto:kkulcz@sgh.waw.pl">kkulcz@sgh.waw.pl</a>	
Bilateral & PIM exchange, CEMS MIM without Erasmus+, Erasmus+ KA171, Freemovers	Ms Agata Krukowska Ph: +48 22 564 97 60	Email: <a href="mailto:akruko@sgh.waw.pl">akruko@sgh.waw.pl</a>	
Double Degree Programs Coordinator	Prof. Tomasz SIKORA, PhD	Email: <a href="mailto:tsikora@sgh.waw.pl">tsikora@sgh.waw.pl</a>	
Double Degree Programs Manager	Ms Agnieszka KÜHNEL-KINEL, PhD Ph: +48 22 564 87 21	Email: <a href="mailto:akinel@sgh.waw.pl">akinel@sgh.waw.pl</a>	
Visiting Staff	Ms Aleksandra ŻOŁĄDEK	Email: <a href="mailto:azolad@sgh.waw.pl">azolad@sgh.waw.pl</a>	
WWW address:	International Centre – English version SGH International Cooperation information International Centre – Polish version	<a href="http://www.sgh.waw.pl/international">http://www.sgh.waw.pl/international</a> <a href="http://www.sgh.waw.pl/en/about/international-cooperation">http://www.sgh.waw.pl/en/about/international-cooperation</a> <a href="http://www.sgh.waw.pl/uczelnia/wspolpraca-miedzynarodowa">http://www.sgh.waw.pl/uczelnia/wspolpraca-miedzynarodowa</a>	

ACADEMIC CALENDAR FOR 2025/2026






SGH works within the semester system. The current academic calendar is available below.  
In Fall Term **CEMS MIM classes end before Christmas break**. Exchange students, who begin Term 2 earlier than in January may also have the opportunity to pass exams before Christmas provided they have the consent of the course instructor.

	FALL 2025	SPRING 2026
Expected arrival date for exchange, double degree and freemover students	20-23 September 2025	14–17 February 2026
CEMS Students for Block Seminar/GCS	13-14 September 2025	14-17 February 2025
Orientation Week	24 – 26 September 2025	18 – 20 February 2026
Classes	1 October 2025 – 25 January 2026	21 February – 14 June 2026
Exam period I	26 January – 8 February 2026	15 – 28 June 2026
Exam period II	14 – 20 February 2026	18 – 24 September 2026
HOLIDAYS & EVENTS		
All Saints Day (holidays)	1-2 November 2025	
Independence Day (National Holiday)	10-11 November 2025	
Christmas/New Year Break	24 December 2025 – 6 January 2026	
Epiphany (holiday)	6 January 2026	
Winter Break	9 – 13 February 2026	
Easter Holidays		3 – 8 April 2026
Labour / Constitution Day Holidays		1 – 3 May 2026
Pentecost		23 -24 May 2026
Corpus Christi (holiday)		4 June 2026

DEADLINES

	FALL / ACADEMIC YEAR 2025/2026	SPRING 2026
Nomination on-line period for non-degree students:	13 February – 10 April 2025	13 August – 10 October 2025
Students' Application period (nominated students & freemovers):	13 February – 19 April 2025	13 August – 19 October 2025
Required Documents:	Application on-line system is available at: <a href="https://irk.sgh.waw.pl/">https://irk.sgh.waw.pl/</a> Access code to the recruitment is sent to partner coordinators by email	
Deadlines and documents for degree students:	All information is provided by SGH Admission & Promotion Office: <a href="#">Information for candidates</a>	

SUMMER PROGRAMS OR SHORT-TERM PROGRAMS	
German Summer School	<a href="https://www.sgh.waw.pl/en/sommerschule">https://www.sgh.waw.pl/en/sommerschule</a>
Summer University Warsaw (in English)	<a href="http://suw.sgh.waw.pl">http://suw.sgh.waw.pl</a> Dates: 2 – 12 July 2025
Upon agreement: internships and study tours can be offered.	

COURSES	
Study program:	<p>SGH has a non-faculty structure, offering programs at all three levels:</p> <ul style="list-style-type: none"> <li>▶ undergraduate (Bachelor's) – 180 ECTS,</li> <li>▶ graduate (Master's) – 120 ECTS and</li> <li>▶ doctoral (PhD) – 3-4 years.</li> </ul> <p>The offer for exchange students includes subjects at undergraduate and graduate levels from SGH existing majors including:</p> <ul style="list-style-type: none"> <li>▶ Advanced Analytics-Big Data,</li> <li>▶ Business Administration,</li> <li>▶ Corporate Financial Management,</li> <li>▶ E-business,</li> <li>▶ Economics,</li> <li>▶ Economic Analysis of Law,</li> <li>▶ Finance &amp; Accounting,</li> <li>▶ Global Business, Finance and Governance,</li> <li>▶ HR Business Partner,</li> <li>▶ International Business,</li> <li>▶ International Economics,</li> <li>▶ Logistics</li> <li>▶ Management,</li> <li>▶ Project Management,</li> <li>▶ Public Policy,</li> <li>▶ Sustainable Business and Finance</li> <li>▶ Taxation</li> <li>▶ Quantitative Methods in Economics and Information Systems.</li> </ul> <p>Exchange students may also take selected courses offered within CEMS Master in International Management (only electives) and courses in German of the German-Polish Academic Forum. Those students who speak Polish may attend all courses offered at SGH at the given level.</p> <p><b>Students may only take courses at the level at which they are registered/nominated.</b></p> <p>Master students are not allowed to take bachelor-level courses. Bachelor students (pursuing a 3-year-long bachelor's degree) are not allowed to take master-level courses.</p> <p>An exception to this rule applies to students pursuing a bachelor program longer than 3 years and are in at least 7<sup>th</sup> semester of studies when on an exchange program at SGH. In such a case bachelor students are allowed to register for master-level courses (letter of support from home university required).</p>
Courses:	<p>Teaching programs and study plans for bachelor and master levels are available in <a href="#">USOSweb</a></p> <p>Schedules with courses offered in a given semester are published on the websites of the respective Dean's Office:</p> <ul style="list-style-type: none"> <li>• <a href="#">Undergraduate</a></li> <li>• <a href="#">Graduate</a></li> </ul>
Academic / Experience Requirements:	<p>Selected courses may require prerequisites indicated in the course outlines in USOSweb – <a href="https://usosweb.sgh.waw.pl/kontroler.php?action=katalog2/przedmioty/index">https://usosweb.sgh.waw.pl/kontroler.php?action=katalog2/przedmioty/index</a></p>
Full-time Workload:	<p>To validate a semester an exchange student should pass 30 ECTS credits, but the workload depends on home school requirements.</p> <p>One full course (30 contact hours) equals 3 ECTS credits. Free movers must take at least 21 ECTS in courses.</p>
Learning Expectations:	<p>The format of courses varies. Mostly these are a combination of lectures and tutorials with case analysis. Participation and attendance are evaluated on the professor's perception. The maximum number of students admitted to a course is between 30 and 40 and there is a higher limit for lectures and core major courses.</p>
Grading:	<p>The grades are from 2.0 (Fail) to 5.0 (Very Good).</p> <p>3.0 is a minimum Pass, and 4.0 is a good, average grade. Transcripts are issued after the semester and contain information about the grading system (ECTS Grading Table). They are then sent to the partner schools.</p> <p>The grading scale is available at the bottom of this document.</p>
Exams:	<p>Exams are usually held at the end of the course or during exam session periods. Most exams are written; several courses include group projects and individual essays instead of formal written exams.</p>
Collegia: (research units headed by Deans and composed of chairs and institutes)	<div>  Business Administration  Economic Analysis  Management and Finance </div> <div>  Socio-Economics  World Economy </div>

LANGUAGES	
Language of instruction:	The majority of courses are offered in Polish, but students may complete a full semester or academic year in English since SGH offers full-time BA and MA programs in English in selected majors as well as part-time PhD programmes in Management and Economics in English.
Language requirement:	Partner schools must ensure the candidate has appropriate proficiency <b>in English (or Polish) at least at the level of B2</b> in the CEFR scale. It means that we require as a minimum: CAE (C), TOEFL iBT 79, IELTS 6.0, LCCI Level 3 (Pass), TOEIC – 750 or the confirmation from partner school that the student is demonstrating equivalent proficiency.
Language courses:	All exchange students may attend classes of Polish for beginners. Upon request (and with permission of SGH Centre for Foreign Languages) students may join our language tutorials (German, English, French, Russian, Spanish, and Italian). For more advanced we may offer: intermediate Polish and Advanced Polish (Business Polish).

PRACTICAL INFORMATION – PREPARATION AND ARRIVAL		
Support for Individuals with Disabilities	SGH has the infrastructure to welcome students and staff with disabilities which is continuously improved – more information on our <a href="#">website</a> For specific questions please contact <a href="mailto:bon@sgh.waw.pl">bon@sgh.waw.pl</a>	
Health insurance:	All exchange and freemover students are required to have health insurance covering medical expenses for the full period of stay (EU citizens should possess European Health Insurance Card), as well as an accident and personal liability insurance. Non-EU citizens are required to pay for health insurance to the Polish National Health Fund at the monthly rate of approx. 55 PLN that covers all basic health services, including basic dental services. More information to be found at: <a href="https://www.sgh.waw.pl/en/legal-matters-and-other-formalities-and-after-arrival">https://www.sgh.waw.pl/en/legal-matters-and-other-formalities-and-after-arrival</a>	
Visa / Letter of acceptance:	<p>Students outside EU should apply for student visa prior the arrival, especially if they plan to take an internship. Getting the internship may require obtaining the work permit. We strongly advise you to contact local Polish embassy/consulate to learn more about application procedure relevant to your status. In some cases and places, issuing visa may take more time, so it is better to start this formality well in advance.</p> <div> <div>▶</div> <div>Ministry of Foreign Affairs Republic of Poland</div> </div> <div> <div>▶</div> <div>Department for Foreigners, Mazovian Voivodship Office in Warsaw</div> </div> <p>Also, we issue a letter of acceptance to all admitted students.</p>	
Living Expenses:	<div>Housing on-campus</div> <div>Damage deposit</div> <div>Housing off-campus</div> <div>Local transportation (personalised student pass)</div> <div>Food</div> <div>Entertainment</div> <div>Rate of exchange (March 2025):</div>	<div>PL 3500/semester/person (double)</div> <div>PLN 1100/person</div> <div>PLN 1500 – 2500/month/apartment excl. utilities</div> <div>55.00 PLN/month, 140 PLN/3 months; more info at: <a href="#">Warsaw Public Transport</a></div> <div>approx. 1000 PLN/month</div> <div>about 600 PLN/month</div> <div>EUR – 4.20 PLN; USD – 4.00 PLN</div>
Academic Expenses:	Obligatory fee for student ID	22 PLN (33 PLN for a duplicate); paid to individual account number from USOS
Tuition fees	<div>Exchange students</div> <div>Free-mover students</div>	<div>do not pay any tuition fees.</div> <div>from EU/EEA pay 200 PLN per 1 ECTS credit (courses taught in Polish) and 250 PLN per 1 ECTS (courses taught in foreign languages), students outside EU/EEA pay 65 € per 1 ECTS credit (courses taught in Polish) and 80 € per 1 ECTS (courses taught in foreign languages). Free-mover students are requested to apply for a minimum of 21 ECTS credits. Course materials currently are prepared free of charge or at the cost of photocopying. Some books can be purchased at discounted prices (ca. 200 PLN/course).</div>
Other Expenses:	Student fees for courses and Polish language course – none for exchange students, free-movers pay a standard fee for full-time courses. Some courses may require the purchase of textbooks (special discounts from publishers apply) and small fees for course packages.	

PRACTICAL INFORMATION – STUDYING AND LIVING IN WARSAW

Orientation	Orientation takes place a week before the beginning of classes. The orientation is not obligatory but strongly recommended and includes cross-cultural training. The exact dates are given in the calendar part.
Facilities	SGH offers the exchange students the access to <a href="#">SGH library</a> (Central Economic Library in Poland) with a reading hall, periodicals library and media services (Pro-Quest database etc.). Computer labs are located in various places of the school, but students may use their own notebooks by plugging in designated areas or using the <a href="#">Wi-Fi network</a> available on campus using <a href="#">Microsoft Office Suite for PC/Mac/mobile</a> . Students may also join selected <a href="#">Physical Education classes</a> . SGH facilities also include banking services (account opening, ATM's), several <a href="#">student clubs</a> with food & snacks, and <a href="#">photocopying services</a> . <a href="#">Grocery shops</a> and other facilities are located close to SGH buildings.
Student Services	Each student has a "buddy" assigned – an SGH student who assists exchange students, especially during the first weeks of their stay at SGH. CEMS Club and Erasmus Student Network are also organizing trips to Polish cities and neighbouring countries, international dinners, celebrations of typical Polish holidays etc. Other activities may include skiing trips, sailing & canoeing camps. SGH also has active student organisations that are willing to involve exchange students (AIESEC, student unions, sports academic clubs etc.)
Internships	Internships are not obligatory at SGH (except for students of CEMS and selected majors), but the Centre assists students in finding the internship on request.
Career services	<a href="#">SGH Career and Alumni Centre</a> publishes job and internship offers on its <a href="#">Career Portal</a> available to all registered students (using login and password) – <a href="https://kariera.sgh.waw.pl/en">https://kariera.sgh.waw.pl/en</a> In the case of CEMS students, they may seek assistance in finding internships, business projects or job offers of the CEMS Corporate Relations Manager.
Exchange Coordinator Services	The Centre is fully responsible for the overall exchange at SGH, except course scheduling, registration and transcripts that are issued by the relevant dean's office.
Medical & psychological assistance, and services for students with disabilities	SGH offers medical assistance to students: <a href="#">Medical facility</a> and psychological assistance: <a href="#">Psychological Assistance</a> As a part of our inclusivity strategy, SGH also offers a variety of services to support students with disabilities. More details at: <a href="#">Opportunities for people with disabilities</a>

OTHER RELEVANT INFO AND LINKS

Warsaw official website	<a href="#">Home - City of Warsaw (um.warszawa.pl)</a> <a href="http://www.poland.pl">http://www.poland.pl</a>	
Alternative City Guide	Guide to Warsaw prepared by Erasmus Student Network SGH <a href="http://issuu.com/esnsggh/docs/guide012015fin.compressed">http://issuu.com/esnsggh/docs/guide012015fin.compressed</a>	
SGH in social media:	SGH Facebook	<a href="https://www.facebook.com/SGHWarsaw">https://www.facebook.com/SGHWarsaw</a>
	International Centre FB:	<a href="https://www.facebook.com/SGHInternational/">https://www.facebook.com/SGHInternational/</a>
	Twitter	<a href="https://twitter.com/SGHWarsaw">https://twitter.com/SGHWarsaw</a>
	Instagram	<a href="https://www.instagram.com/sghwarsaw/">https://www.instagram.com/sghwarsaw/</a>
	LinkedIn	<a href="https://www.linkedin.com/school/15096521?pathWildcard=15096521">https://www.linkedin.com/school/15096521?pathWildcard=15096521</a>
	Flickr	<a href="https://www.flickr.com/photos/sgh_warsaw/sets/">https://www.flickr.com/photos/sgh_warsaw/sets/</a> Albums with official pictures of the University and events. Pictures can be used for promotion purposes providing that the source of pictures is mentioned
Info Dissemination:	We disseminate information by:	
	<input checked="" type="checkbox"/> Web	<input checked="" type="checkbox"/> Email
		<input checked="" type="checkbox"/> Mail

SGH VS. ECTS GRADING SCALE

The grading scale used at SGH ranges from 2.0 to 5.0.

- ▶ 5.0 is the highest grade and the lowest passing grade is 3.0.
- ▶ 4.0 is the norm for a good pass.
- ▶ 3.0 is the lowest passing grade.

SGH GRADE	ECTS GRADE	DEFINITION
5.0	A	<b>Very Good</b> – outstanding performance with only minor errors
4.5	B	<b>Good Plus</b> – above average standard, but with some errors
4.0	C	<b>Good</b> – generally sound work with a notable number of errors
3.5	D	<b>Sufficient Plus</b> – fair, but with significant shortcomings
3.0	E	<b>Sufficient</b> – performance meets the minimum criteria
2.0	F	<b>Fail</b> – considerable further work is required

