

Thank you for your interest in the courses at our language school!

Here is our email address: sjpd@uni.lodz.pl

Recruitment for 2026 courses begins:

KJP450 – January

KJP600/KJP900 and KP850 – May

and consists of several stages before your arrival Poland.

BEFORE COMING TO POLAND

- First, you have to write an email to us in January/May and state which course you are interested in. Then we will send you a registration form to fill in (remember to write all the details of your passport and the name of the course you want to take).
- Please send back the scan or photo of the filled form to sjpd@uni.lodz.pl and please also attach the following documents:
 - o A scan of your passport (page with the photo).
 - o A scan of your secondary school certificate (Atestat, Apostille), recognition of diplomas* (***KP850 only**).
 - o A scan of your parents' statement of consent if you are underage (under 18) at the time of your arrival in Poland.
 - o If you are in Poland already, a scan of your visa/residence card.
- Only then you will receive from us a letter of preliminary acceptance for the course (in English) and a bank account number for the payment of the fee.
- After you pay the fee, please send us a scan of the bank payment – the deadlines:

KJP 450 – 1st of February

KJP650/KJP900 and KP850 – 15th of August.

- When we receive the confirmation from the University Finances that your payment is in our bank account, we will send you a certificate (in Polish) addressed to the Polish Embassy. You need this certificate to apply for a visa at the Polish consulate. You will also get a document from us confirming the reservation of your accommodation in our dormitory. You should also take this document with you when you go to the Embassy.
- If you do not get a visa, please read carefully the procedure of the refund.

AFTER COMING TO POLAND

- As soon as you arrive, you should come to our school at 16/18 Kopcińskiego Street from 8 am to 2 pm room 2.10, second floor.
- You should have with you all the original documents:
 - o Passport, visa/residency card.
 - o Secondary school certificate* (***KP850 only**).
 - o Secondary school certificate legalisation (ask for it at the Embassy or Ministry of Education)* (***KP850 only**).
 - o Parents' statement of consent (if under 18).
 - o Health certificate stating there are no impediments to your participation in the course (you can do it with a general practitioner in your country).
 - o Two photos.
- Head to our Dormitory no. 14 at 21/23 Matejki Street any time you want – it is open 24/7
- Remember, you do not have to reserve a place at the dormitory. After you pay the fee you automatically get a place at the dormitory.
- You will be able to sign up for general health insurance with National Health Fund (NFZ) as well as for accident insurance. Mor information upon your arrival.

If you have any questions, do not hesitate to write to us.