



RECRUITMENT HANDBOOK



Vistula University
Vistula School of Hospitality
Vistula Group of Universities

vistula.edu.pl
vistulahospitality.edu.pl

ABOUT THE UNIVERSITY

What studies should I choose? This must be an informed and rational decision. Choose a field of study and a university that will prepare you for the future. The Vistula Group of Universities is the right choice.

The Vistula Group of Universities means 27 years of experience, prestige, innovative education model, high standards and a focus on practice. Its cornerstones are two modern universities operating on one campus in Warsaw:



Vistula University



Vistula School of Hospitality

joined by



University of Business in Wrocław

and recently, also by



Pułtusk Academy of Humanities

and



Józef Rusiecki University in Olsztyn



We are at the forefront of the best non-public universities in Poland, our academic staff is recognized experts and practitioners. We offer over 40 BA and MA degree programs—both full-time and part-time—conducted in Polish and English, also available online.

We wish to be close to young people. We will help you bring out and develop your individual potential. From the very beginning, you will be included in a unique mentoring program.

VU is the most internationalized university in Poland. Our multicultural environment will allow you to gain the most marketable competencies, i.e. self-confidence and openness to the world. In the era of globalisation, they are the keys to success.

We focus on developing student's IT skills and we implement innovative solutions - interactivity, new media, and multimedia. We are up to date with the development of Big Data, artificial intelligence (AI), and robotics.

In addition, we develop mobile technologies. We hold a leading position in e-learning, and our innovative E-Career portal brings together all communication channels between students, graduates and employers.

YOU ARE WELCOME TO JOIN US!

I CONTENTS

About the University	2
Table of Contents	3
Vistula Group of Universities' assets	4
CHOOSE YOUR STUDIES AT THE VISTULA GROUP OF UNIVERSITIES	
Architecture	6
Journalism and Social Communication	7
Economics	8
Philology: English Studies	9
Philology: Spanish Studies	10
Finance and Accounting	11
Graphic Design	12
Computer Engineering	13
International Relations	14
Management	15
Lifestyle Coaching	16
Dietetics	17
Tourism and Recreation	18
Postgraduate Studies	19
Online Studies	20
Erasmus+ Program	21
Careers Office	22
Scholarship	24
Student Clubs and Organisations	25
Mentoring Program	26
Recruitment rules	27

VISTULA GROUP OF UNIVERSITIES' ASSETS

At the Vistula Group of Universities you will find all you need to exploit the full potential of your studies, from support provided by experienced mentors, to a possibility of pursuing your passions in student clubs!

Join us, and use the opportunities offered by our University!



CHOOSE YOUR STUDIES AT THE VISTULA GROUP OF UNIVERSITIES

vistula.edu.pl
vistulahospitality.edu.pl

All first and second degree programs are conducted in Polish and English
+ Postgraduate studies, MBA.

VISTULA UNIVERSITY					
	BACHELOR'S DEGREE PROGRAMS	MASTER'S DEGREE PROGRAMS	ONLINE STUDIES MASTER'S DEGREE PROGRAMS	ENGINEERING STUDIES	POSTGRADUATE STUDIES
Architecture	●			●	
Journalism and Social Communication	●				
Economics	●	● ●			●
Philology					
<i>English Studies</i>	●	●			
<i>Spanish Studies</i>	● ●				
Finance and Accounting	●	●			
Graphic Design	●	●			
Computer Engineering	●	●		●	
International Relations	●	●			
Management	●	●	●		

VISTULA SCHOOL OF HOSPITALITY					
	BACHELOR'S DEGREE PROGRAMS	MASTER'S DEGREE PROGRAMS	ONLINE STUDIES BACHELOR'S DEGREE PROGRAMS	ENGINEERING STUDIES	POSTGRADUATE STUDIES
Lifestyle Coaching		● ●			
Dietetics	●				
Tourism and Recreation	●	●			

The 1st semester starts providing that a defined number of candidates enrol on a particular field of stu

- programs are conducted in Polish or English
- programs are conducted only in Polish

ARCHITECTURE

Architecture means high prestige and a great adventure. Studies at Vistula University will provide you with a unique opportunity for development and allow you to obtain the professional title of engineer in architecture.

Nowadays, over 40% of an architect's work can be automated. However, a computer will not make design decisions. Studies at Vistula University will allow you to develop your talents and creativity. You will learn how to use, in your work, all available modern tools.

The studies will provide you with knowledge about architecture, urban planning and art. You will learn about advanced design techniques, the latest discoveries in materials and structures. You will develop competencies enabling you to transform the surrounding space and translate your artistic visions into practical solutions all the while gaining recognition and success.

The majority of our teachers are architects actively engaged in implementing the most modern projects. They will share with you their experiences and thus provide you with solid foundations for your future job. They will also inspire you to find your own path.

Our mission is an emphasis on practical knowledge. Consequently, you will master the use of specialised design tools and get acquainted with visualisation and graphic presentation. Practice and field training will give you a chance to develop your own architectural and urban concepts.

We also put a lot of emphasis on developing our students' business approach to their future profession. You will learn how to run your own design studio and how to protect intellectual property and copyrights. The acquired competencies in the field of self-presentation and marketing will allow you to stand out in a competitive environment, not only in Poland, but also abroad.

DURATION:

4 years (8 semesters) of first degree Engineering studies



JOURNALISM AND SOCIAL COMMUNICATION

Are you curious about the world? Do you have a penetrating mind, and, are you ready to ask difficult questions in pursuit of the truth? Do you want to work in media or create your own media? If yes, then the studies in the field of Journalism at Vistula University are tailor-made just for you.

In today's dynamically and rapidly changing world, the role of journalists has gained significance. Nowadays, they must be even more versatile and alert. Studies at Vistula University will allow you to develop such competencies. We will prepare you for a profession that will soon turn into a passion.

You will develop the ability of critical thinking and the ability of proper selection of information. You will acquire communication and discussion skills and master the tools that will allow others to learn about and understand the surrounding world and thus help them make key decisions. Thanks to this, you will succeed in the profession and join the elite group of the best.

Quality journalism is the most important challenge for future media and for societies. Therefore, you will start your adventure with the media by learning from outstanding experts, who will share with you their unique knowledge and experience. We focus on the practical dimensions of education. In the course of workshops and internships in popular media, you will practise various forms of journalism, learn to work under time pressure, you learn about the day-to-day nitty-gritty work of the journalist. You will also learn how to use journalist competencies to conduct effective business and social communication in advertising and marketing. With us, you will gain an unrivalled position in the market. You will set standards and trends.

DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SPECIALITIES:

- Social Communication
- Media in a Globalized World



ECONOMICS

**YOU CAN ALSO
STUDY ONLINE**



Economics has an established position among the most popular areas of study due to high demand for specialists in this field in all industries as well as to economists' substantial earnings. After studies at Vistula University, you will also join this elite circle.

We stand out among other universities by stepping away from the mainstream. We respond to the challenges and demands of the market, and our study programs and specialities are developed with the view of our student's future. You will gain knowledge of micro- and macro-economics. You will get acquainted with the latest trends and discover the secrets of global and local phenomena. Knowledge of the New Silk Road Economics will give you a competitive advantage in the market.

We focus on the practical dimension of education. You will work with outstanding, experienced academics and business practitioners who will help you to take the first steps in the profession. You will learn how to create a business plan and conduct a threat and risk analysis. You will get acquainted with the legal, financial, and organisational issues, as well as the conditions and principles of enterprise operation. You will find out about effective ways of conducting trading, marketing and investment activities, both at home and abroad. You will learn how to conduct market analysis, develop effective negotiating skills, conclude contracts and carry out transactions in an intercultural environment. Practical skills are what employers seek for. The acquired knowledge and practical experience will become a guarantee of your success.

DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SPECIALITIES:

- Economics of the Enterprise I
- Economics of the New Silk Road

2 years (4 semesters) of Master's Degree Program

SPECIALITIES:

- International Business II
- Economics of the Enterprise II
- International Economics



PHILOLOGY: ENGLISH STUDIES

In the era of globalisation, cultural awareness and knowledge of foreign languages, especially English, are essential. Today, every sixth person in the world speaks English. The language dominates politics, business, science, and diplomacy.

Studies in the field of English Philology at Vistula University, will allow you to acquire a fluent command of the language. You will also learn a second language of your choice. This will help you make an excellent start in your career.

All lectures and classes have an interactive form and put a lot of emphasis on practical skills. We stand out among other universities by providing our students with a cosy atmosphere, individual approach and a dynamic, multi-cultural environment. This experience will immediately allow you to strengthen your position in the labour market.

Our academic staff is comprised of, among others, interpreters, culture managers and employees from the Publishing sector. They will help you discover the culture, history, literature and the media of the English-speaking world. You will also gain knowledge in the area of marketing, business, and tourism. We will boost your confidence allowing you to cope with any situation.

You will also develop all soft skills, including the ability to chair meetings, lead discussions and present arguments. You will get acquainted with rhetorical strategies that are useful in any job, both in business and politics. Ultimately, you will find your feet in every corner of the world.

Language studies will enable you to develop in accordance with your interests.



DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SPECIALITIES:

- Cultural and literary studies
- Translation studies

2 years (4 semesters) of Master's Degree Program

SPECIALITIES:

- Cultural and literary studies
- Translation studies

PHILOLOGY: SPANISH STUDIES

Spanish is the language of the future. It is spoken by over a billion people, and this number is constantly growing. After English, Spanish is the second language of Twitter and Facebook. It is as useful as English in business, politics and culture.

Spanish Studies at Vistula University will enable you to learn Spanish from the basic level. You will also learn another foreign language. This will be your considerable asset that will open up a lot of opportunities and boost your salaries.

Our academic staff includes outstanding teachers, interpreters and culture managers. You will gain extensive knowledge of the history and geography of the Spanish-speaking regions, their everyday life culture, art and traditions. You will acquire the most marketable competencies and you will be able to develop

in a variety of fields: economy, trade, literature, film industry, television, and music.

You will master the art of listening and selecting information, formulating thoughts and conducting discussions. You will also learn the basics of international communication as well as business, marketing and tourism. This will allow you to stand out in the labour market.

We do not run classic lectures. All classes have an interactive and practical character. Consequently, you will be involved in real projects - translate, develop promotional materials, write and edit texts. Internships in language schools or international companies will help you start your career, also in the international environment.

DURATION:

3 years (6 semesters) of Bachelor's Degree Program



FINANCE AND ACCOUNTING

YOU CAN ALSO
STUDY ONLINE



Knowledge and competencies in Finance and Accounting mean recognition and prestige. However, there is still a growing demand for specialists in this area since they are needed in almost any company and institution or in state and local administration. Without them, it is impossible to conduct any business.

The Finance and Accounting degree program at Vistula University meets international standards and can boast a prestigious ACCA accreditation. By choosing ACCA specialities, you will obtain the title of international class specialist in corporate financial management. This will make you stand out from the competition and raise your value in the job market stimulating your career development.

You also have a choice of other selected specialities, allowing you to get familiar with the areas of the financial sector in

which you would like to specialize. Outstanding academics and practitioners will get you acquainted with the ins and outs of the Polish and foreign markets. You will gain practical knowledge allowing you to develop in the fields of entrepreneurship, banking and financial services, accounting and financial market analysis.

After graduation, you will have the door open to accounting and tax offices, banks, the world's largest corporations, insurance companies and financial institutions. You can become a business leader, manager or adviser. If you focus on developing your own business, you will also achieve success.

Our University's international environment and the opportunity to study in English will give a fresh boost to your career. This is the type of specialists that employers seek for.

DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SELECTED SPECIALITIES:

- Entrepreneurship
- Banking and Financial Services
- ACCA Accounting and Finance
- Financial Market Analyst

2 years (4 semesters) of Master's Degree Program

SELECTED SPECIALITIES:

- Tax Advisory and Tax Control
- Financial Analyst
- Banking and Private Wealth



I GRAPHIC DESIGN

The art market is growing rapidly both in Poland and in the world. The advertising industry is thriving which means good times for graphic designers.

The Graphic Design degree program at Vistula University's European Faculty of Arts will engage you in the progressing digital revolution. You will combine traditional artistic techniques with modern ones based on a digital photo workshop. Up to 70% of classes have a practical character and professional internships together with open air painting workshops are an integral part of the studies. This will allow you to develop your passion and along with the most marketable skills.

You can choose one of two specialities. Artistic Graphic Design, will provide you with solid foundations in drawing, painting and illustration. You will get acquainted with at least 10 graphic techniques. You will learn how to use selected means and tools

of artistic expression and become a self-sufficient artist. You will be ready to commence your own, independent, creative work and raise your position in the job market.

Graphic Design for Business will allow you to become a graphic designer in the advertising industry. We will provide you with the knowledge and experience indispensable in visual communication.

You will get acquainted with graphic programs and how to use different techniques in your artistic work. You will be able to prepare and process graphic materials into a digital and printable form and design implementation of multimedia projects. You will also learn to create films, cartoons, photos, and illustrations. New skills and competencies will raise your confidence and enable you to enter the professional environment. You will realize your potential and achieve success.

DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SPECIALITIES:

- Artistic Graphic Design
- Graphic Design for Business

2 years (4 semesters) of Master's Degree Program

SPECIALITIES:

- Artistic Graphic Design
- Graphic Design for Business



COMPUTER ENGINEERING

Computer science is today the most popular field of study and it is for everyone. Vistula University will provide you with sound training in this area. You will make the first steps towards a brilliant career in IT.

We listen carefully to young people's opinions and ideas and hence, we are well acquainted with their expectations. Our University will open up for you great opportunities for multilateral development. You can explore the secrets of artificial intelligence, machine learning, Big Data, and robotics. You will gain knowledge in automation, digital and multimedia technologies, mathematics, and physics. You will get acquainted with programming languages and the latest trends. You will learn how to develop secure computer networks, databases, applications, websites or games and learn a number of programming languages, e.g. CSharp, Java, XHTML, CSS3 and JavaScript.

With us, you will become a valued, creative programmer.

Thanks to our academic team of qualified experts and co-operation with such companies as Fat Dog Games, Simulation Games Manufacture, Microsoft, Cisco, and Oracle, you will develop practical skills and have a smooth start into a professional career.

The curriculum covers 420 hours of vocational internships. You will prepare assignments and the diploma thesis in co-operation with leading Polish IT companies. Scientific Seminars, in turn, will allow you to start research into computer science and its applications in various fields. The UV IT engineer diploma, will open up for you global opportunities, prospects of immediate career development and excellent salaries.

DURATION:

3.5 years (7 semesters) of first degree Engineering studies

SELECTED SPECIALITIES:

- Web Technologies Engineering
- IT Business Applications Engineering
- Information Systems Engineering
- Computer Games Engineering
- IT Security Engineering

1,5 years (3 semesters) of Master's Degree Program

SELECTED SPECIALITIES:

- Design and Application of Wireless Networks
- Design and Applications of Mobile Applications



I INTERNATIONAL RELATIONS

A professional career in an international environment is an exciting adventure. International Relations degree program at Vistula University will provide you with excellent preparation for it. The program, academic staff and infrastructure received a highly positive evaluation by the Polish Accreditation Commission. Competencies developed in the course of study will allow you to realise your potential in a chosen field.

You will gain extensive knowledge of global problems and mechanisms of international co-operation and competition in the political, economic, and military spheres. You will learn about the role of cultural, religious, and regional factors and discover the secrets of negotiation and diplomacy. You will also learn two foreign languages, which will allow you to freely navigate in the international environment.

We will also help you develop soft competences, i.e. communicativeness, a capacity of co-operation, exerting influence, entrepreneurship, and flexibility. These skills are highly valued by employers and they will help you find your feet in a variety of professional situations.

You will combine theoretical preparation with practical knowledge by completing internships in Poland or abroad. You will get the support of outstanding diplomacy practitioners, politicians, and experts in various fields of international relations. You will establish valuable contacts, and distinguish yourself with knowledge unavailable in textbooks.

The competencies acquired in our University will allow you to climb the career ladder in international corporations, public and financial institutions, in the media, or in the area of diplomacy.



DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SPECIALITIES:

- International Business Relations I
- Global, Regional and Civilisation Studies I
- National and International Security I

2 years (4 semesters) of Master's Degree Program

SPECIALITIES:

- International Business Relations II
- Transatlantic Studies
- International Security, Migration and Terrorism

MANAGEMENT

YOU CAN ALSO
STUDY ONLINE



Company means people, infrastructure as well as financial and material resources. Proper management of all those components requires sound knowledge and creative imagination.

Vistula University educates people who will be ready and willing to take responsibility for the company. Studies in Management will enable you to become a leader and achieve success.

Selected specialities, will provide you with knowledge on effective management of capital, time, staff skills and entire projects. You will gain sound, practical knowledge in the fields of economics, finance and accounting, business law and marketing. You will get acquainted with the latest management trends and find out for yourself that management is both craft and art. At Vistula, you will start your life adventure, which will give you a real adrenalin boost and a lot of satisfaction.

Outstanding academics and business practitioners will help you gain both hard and soft competencies. You will develop resilience and flexibility and acquire strategic and organisational skills. You will know how to set goals and mobilise people. You will also learn about the company mission and corporate social responsibility.

Over the course of your studies, we will actively support your own entrepreneurship. You will gain relevant experience during internships in Polish and international corporations.

Our business-oriented, practical, and individual approach to education will pay off in the future. You will stand out among other job candidates and you will operate in the environment of professionals having a strong position in the market and the highest income.

DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SPECIALITIES:

- Marketing and Sales
- Human Resource Management
- Business Management
- Project Management

2 years (4 semesters) of Master's Degree Program

SELECTED SPECIALITIES:

- International Company Management
- International Marketing Management
- International Human Resources Management



LIFESTYLE COACHING

We strive to respond both to your interests and market demand. Nowadays, more and more people want to live in harmony with their surroundings and themselves. They begin to realize more clearly that lifestyle influences their health, image, energy and career and, consequently, start seeking professional advice and support. In other words, people need professionals to strengthen their motivation in discovering their needs, bring out the potential and find a balance in life - in the physical, spiritual and professional dimensions. Master's degree program in the field of Lifestyle Coaching is an avant-garde project.

Studies at the Vistula School of Hospitality will provide you with comprehensive, inter-disciplinary knowledge in the area of wellness coaching and diet coaching. This will open up for you the door to a career in a dynamically growing industry that

is conquering the world, i.e., life style coaching. It focuses on motivating people to opt for healthy behaviours and on ensuring their well-being.

The studies will prepare you to conduct a personalized lifestyle coaching. You will gain competencies enabling you to work in areas that have a huge impact on a person's well-being, such as proper diet, physical activity, as well as a balanced mental state – psychological, spiritual and emotional. Lifestyle Coaching degree program provides education for future consultants for individual customers and institutions which care about the condition and well-being of their staff, consultants in the area of sustainable lifestyles, planning their own development, as well as for employees of the lifestyle industry.

DURATION:

2 years (4 semesters) of Master's Degree Program



I DIETETICS

Healthy and rational nutrition is not only fashionable, it is a genuine, ever-growing need of modern societies. Specialists having solid, comprehensive knowledge in the area of dietetics, are now in high demand. You will become one of them through studies at the Vistula School of Hospitality.

The graduate program in Dietetics provides education for future experts. You will acquire competencies that will enable you to work in areas having an immediate impact on human health and well-being. You will gain adequate qualifications and start a successful professional career.

Our lecturers are professional and experienced dietitians, and we base on a curriculum that is unique in Poland. Besides learning how to diagnose and recognise the needs of people

seeking advice of a dietitian, you will learn about the proper diet for a healthy person, taking into account varied physical activity, age, physiological condition, as well as nationality or culinary preferences. Thanks to this acquired knowledge, you will be able to develop your own, individualized diets. You will improve your customers' physical fitness, body performance and mental condition.

You will develop your practical skills in the University laboratory and get acquainted with food processing technologies and food composition. You will also hone your professional skills in the course of internships in specialist institutions. **With us, you will earn the reputation of a professional and an unrivalled position on the market. You will commence a highly rewarding work with people and make a fascinating career.**

DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SPECIALITIES:

- Dietetics for the Physically Active
- Dietary Counselling



TOURISM AND RECREATION

Tourism and recreation is one of the fastest growing sectors of the world economy. Studies at the Vistula School of Hospitality will enable you to develop your full potential in this area. They will open up for you the door to a career in a dynamic environment. You will travel, explore the world and meet people.

The Tourism and Recreation degree program will provide you with the practical knowledge and skills required for the successful operation in the tourism industry. You will get acquainted with the arcana of effective management in the field of leisure and business tourism, hotel and gastronomic facilities, and sport. You will learn how to organise attractive trips or business events, how to manage a hotel, restaurant, or club. This business will become your passion, it will bring you a lot of satisfaction and high salaries.

You will master the issues related to marketing, law, people and risk management. You will get acquainted with the latest information technologies, intercultural relations and human impact on the environment. Our recognized experts and practitioners will help you develop other marketable competencies, such as communication skills, knowledge of foreign languages, organisational skills, and entrepreneurship.

You will gain your first practical experience in the industry, thanks to our internships program. You will expand it by getting involved in the activities of student science clubs and during training camps.

The knowledge and competencies acquired at the Vistula School of Hospitality will allow you to climb the career ladder in the industry - in Poland or abroad.



DURATION:

3 years (6 semesters) of Bachelor's Degree Program

SELECTED SPECIALITIES:

- Hotel Business
- Catering Business Manager
- Business Tourism
- Leisure Tourism

2 years (4 semesters) of Master's Degree Program

SELECTED SPECIALITIES:

- Management in Tourism
- Sports Management
- Meeting Management

POSTGRADUATE STUDIES

Narrow specialization is today the key to success. Employers take into account all diplomas, permits, and qualifications. Consequently, a diploma in postgraduate studies is a great asset and an extra opportunity for a successful professional career and advancement.

Postgraduate studies at Vistula University, are tailored to the market demand. We offer unique fields of study, which are not available at other universities. You can choose from many specialities, such as Coaching for Managers, Specialised Translations, Software Testing or Forensic Audit.

The studies are addressed to BA, MA and Engineer title holders and they can be of a totally different profile than the previous ones. They will provide you with an opportunity of expanding your knowledge, acquiring new skills and specializing in a chosen area. You will broaden your horizons and gain new

experiences learning from experts and practitioners, who will share with you their professional expertise. It will help you stand out in the labour market and you enable you to achieve your goals.

Postgraduate studies involve many advantages, including convenience. Classes are conducted during weekends, so they will not collide with your job. Some employers partly or fully subsidize employee education, consequently, you can save some money.

Completing postgraduate studies will strengthen your position in the market, and in your corporation. You will become a better, more valued employee and you will find it easier to handle your office duties.



SELECTED PROGRAMS:

- Finance and Accounting with ACCA accreditation
- Foreign Language Teaching Methodology
- Methodology of Teaching Polish as a Foreign and Second Language
- Technical Communication
- Certified Insurance Specialist
- Audit and Internal Control
- Forensic Audit



ONLINE STUDIES

A Bachelor's or a Master's degree without everyday classes at the university or on-campus activities every second weekend? Yes, Vistula University makes it possible. Online learning is a global trend, and we hold a leading position in this field.

Our online degree programs provide unique opportunities. They are flexible and very convenient. You can study wherever and whenever you want, at your own pace, organizing your own time. All you need is a computer and Internet access. This way, you can study and work or take care of your family at the same time. It is also an excellent solution if you live abroad, or at a long distance from academic centers.

The main tool of online studies are multimedia e-learning classes and webinars, i.e. live sessions during which the lecturer

conducts classes using a webcam and is thus able to interact directly with students while delivering a presentation. You can ask questions via chat and communicate with your classmates. All study materials are available on a modern platform. There is no weekly timetable. You decide when you listen to lectures, or read the sent materials. Since those are archived, you can recurrently get back to them. The only scheduled classes take place at the beginning and at the end of the semester during weekend sessions.

Online Studies are of equal value to on-campus programs, except for the course delivery mode. They are based on a curriculum which is identical to that of extra-mural studies. Graduates also receive exactly the same diploma.



DURATION:

3 years (6 semesters) of Bachelor's Degree Program

PROGRAMS:

- Economics
- Finance and Accounting
- Management

2 years (4 semesters) of Master's Degree Program

PROGRAM:

- Management

ERASMUS+ PROGRAM



International experience is a huge capital for the future. The **Erasmus+ program**, an EU project in the field of education, training, youth, and sports, opens up for you an opportunity to obtain it. Within the program, you can study for a year and raise your qualifications in one of our 40 partner universities abroad. **You will receive monthly funding of up to 500 euros for studies, and up to 600 euros for an internship.**

Erasmus+ changes young people – their lives and minds. This is a crash course in adulthood, due to the fact that you will have to make many decisions and deal with problems related to university, accommodation and various everyday situations using a foreign language. You will gain confidence and the ability of adapting to new circumstances or problem-solving. Those skills will be much appreciated by employers.

Participation in the Erasmus+ program broadens horizons. You will get to know a new country, meet many new people and learn about their culture, improve language skills or even learn a completely new language. You will gain valuable contacts, and make interesting acquaintances and friendships. This can be one of the most interesting periods in your life, and the developed competencies will pay off in the future. International experience will facilitate your success, you will find it easier to get a job and employers will be more willing to entrust you with more responsibility.

Erasmus+ is a great opportunity.
You decide how to use it.





The sooner you establish first contacts with the business world, the better. At the Vistula Careers Office, you will find professionals who will make it easier for you and help you plan a career. You will take part in interesting trainings and workshops allowing you to develop the most marketable competencies sought by employers, including interpersonal ones. You will discover your own strengths, which the key to success.

The Careers Office maintains close cooperation with employers. It establishes contacts with reputable companies and institutions, both Polish and foreign. It also organizes interesting meetings with business practitioners and successful persons. Every year, it holds job fairs for students, 'JobSpot' and 'JobDay' providing students with an excellent opportunity to talk in person to recruiters. You will be informed in advance about the fair and companies taking part in it which will allow you to get acquainted with their profile and prepare for a meeting with potential employers.

The Careers Office also seeks job offers and runs an employer database. It will provide you with offers of internships, practices and job, inform you about current proposals, as well as co-ordinate and help you prepare the necessary documentation.

We will also support you in the application process and help prepare a professional CV. We will advise you on what information is relevant, how to present your strengths and how to choose the best layout. Your CV will highlight your best points and help you find a dream job.





In order to help you design your ideal career path, the Careers Office has created **an E-Career portal, an innovative tool, the first of its kind in Poland**. It brings together all communication channels used by young people who have the ambition to find a satisfying, well-paid job and by employers who need qualified staff with specific education and skills. Such a combination of user groups offers a unique chance of creating a shared e-community, helping students to prepare for functioning in the labour market.



If you set up your account on the E-Career portal, you will have a personalized website, enabling you to post information about yourself. You will also gain access to personalized job offers.



The E-Career rests on the online competence testing system. Such an assessment will allow you to identify your most marketable skills and, at the same time, it will prove to the employers that you are aware of the necessity to develop them. You will meet with employment counsellors and receive some tips on possible trainings.

Job offer and internship database will help you contact potential employers, who post their offers on the portal, and make it easy to send them your CV.

Development database will provide you with training offers recommended by Vistula – both external and conducted at the University. It also contains links to well-known development databases.

The portal also includes a survey system, which allows us to track the career development of our graduates.

E-Career simplifies and accelerates recruitment. Participation in the project will give you an advantage before entering the labor market.

SCHOLARSHIPS

Education is synonymous with expenses: tuition, maintenance, books and teaching materials amount to substantial expenditure. However, those can be significantly reduced. The Vistula Group of Universities offers a rich scholarship system. This is non-repayable financial support from the state budget.

Social scholarship is granted to full-time and part-time students of the first and second degree studies who are in difficult financial situation, regardless of their age.

Such students may also receive a **social scholarship in an increased amount** due to their residence in a student dormitory or in a facility other than a student dormitory, if daily commuting from the place of their permanent residence to the university would prevent or significantly hinder the study.

The Rector's scholarship is being awarded to students who have achieved high average grade or have scientific, artistic or sports achievements in international or national competition. For outstanding achievements in those areas, students may receive the Minister's scholarship.

At Vistula, no one is left without support. If you are in need, we will help.



STUDENT CLUBS AND ORGANISATIONS

You are of course aware of the fact that success in life often takes more than just completing your studies. It is always a good idea to try to “go the extra mile” and stand out among other young people. You can achieve that by getting involved in the activities of student clubs and organisations. Combine business with pleasure and gain real benefits.

Vistula provides you with a variety of choice. We have, for instance Academic Clubs of International Relations, Dietetics, HR, Hospitality, Robotics, Aviation, Photo Club and many more. They are focused on students who share similar interests and hobbies. You will meet interesting people, and by working together, you will gain extra knowledge and valuable experience. You will learn to discuss and develop new projects, which will boost your self-confidence. Your additional activity will be perceived as an asset by employers. So, you will have a much better start to your career development.

Student organisations are aimed at social work. Their members are students involved in scientific activity in various fields. What they have in common, however, is their passion and dedication to work for the common good. They are creative, ambitious and inspiring. Cooperation with such people is a wonderful adventure. You will gain a unique experience and may meet someone who will change your whole life.

Vistula has also something for music and singing enthusiasts - our University has an Academic Choir. If, in turn, you love sport, then the ASA Club is just for you. Sport builds character, teaches discipline, perseverance and determination. Those qualities are useful both in private life and work.

For a full list of student clubs and organisations, visit: vistula.edu.pl or vistulahospitality.edu.pl



MENTORING PROGRAM



THE MENTORING PROGRAM

Starting your studies may be associated with some stress and sense of pressure. No wonder - a new university, new environment and new people. However, at Vistula University you will not have to deal with it alone. You will be offered friendly advice and help from your Mentor. This person will help you find your feet in the academic community, and then you will spread your wings.

The Mentoring Program is a unique project. It was created to support new students, encouraging them to make full use of their potential and development opportunities offered by the Vistula Group of Universities, as well as help them to improve their academic performance.

Mentors are experienced advisers, supervisors and guides, who support, teach, advise and serve new students as a model to follow. Sharing their knowledge and experience, and indicating the directions of development, Mentors can also encourage positive changes and help make valuable acquaintances. You will develop your skills of study, analytical thinking and reflection. They will help you gain organisational and professional competencies. You will also boost your confidence and a sense of independence, as well as the ability to accept criticism and take risks. You will gain new skills in the field of leadership, counselling and inter-culturalism. These are valuable qualities that you will find useful in your professional career.

The number of Mentors is increasing every year. There is also a growing number of students who appreciate the importance of such 'partner relationships'.

The Mentoring Program is just one of many forms of student support. At Vistula, you can also count on the help of colleagues, supervisors, advisers, and the academic staff.



APPLICATION PROCESS

1

APPLY ON: <https://apply.vistula.edu.pl/>

Fill in the on-line application and attach your documents:

- Passport copy;
- Secondary School certificate with attachment;
- Scan of the photo;
- Language Certificate;
- Bachelor's Diploma (in the case of MASTER's Degree programs);
- Official transcript of records from the previous University, and petition to the Dean (for those who want to TRANSFER to our University).

Please, make sure you SUBMIT your application, so that we can review it.

2

APPLICATION EVALUATION:

The Admissions Committee of the Vistula Group of Universities will evaluate your documents. The evaluation will take up to 5 working days.

After evaluation, you will receive:

- Conditionally Accepted Offer letter;
- Study Contract;
- Invoice for payment

In those cases where documents are missing, you will get further information from us.

If you are a TRANSFER student, you will receive an invoice for an administrative fee payment (85 EUR). After payment, your documents will be forwarded to the Dean's Office. The decision-making process takes up to 2 weeks.

3

MAKE YOUR PAYMENT:

When we get your payment, you will receive confirmation through your on-line profile.

If you do not get it confirmed within 5 days, please e-mail us your confirmation of payment to: cooperation@vistula.edu.pl.

Accept the study contract in your on-line application and receive the documents of acceptance – acceptance letters and invitation letter.

4

APPLY FOR VISA:

Please, check the procedure and the list of required documents, on the internet site of the consulate. Prepare carefully for your visa interview. Make sure you know a lot about Poland, Warsaw, the University, and your program.

If your get a visa refusal, please, write to refund@vistula.edu.pl to proceed with your refund.

5

APPLY FOR ACCOMMODATION:

Please, write to accommodation@vistula.edu.pl to get full details.

6

APPLY FOR THE MENTORING PROGRAM:

Apply for the Mentoring Program and get a local Mentor before you arrive in Warsaw. He/She can also help you arrange an Airport Pick-up through this program.

7

PREPARE YOUR DOCUMENTS:

Please, check the list of documents you should submit upon your arrival at the University.

8

GET ENROLLED

2 days after arrival in Poland, you should submit your original documents to the Recruitment Office (room 28, for preparatory language courses – room 325A). After that, you will get your student ID card and study plan.



LET'S MEET IN PERSON OR ONLINE

VISTULA GROUP OF UNIVERSITIES

Warsaw Campus

International Office

address: 3, Stokłosy St., 02-787 Warsaw

1st floor, room 122

phone: + 48 501 294 962

e-mail: cooperation@vistula.edu.pl



VU



VSH



Vistula University
Vistula School of Hospitality
Vistula Group of Universities

Do you have a question?
Contact us
vistula.edu.pl
vistulahospitality.edu.pl