



UNIWERSYTET GDAŃSKI

FACULTY OF ECONOMICS



ECTS INFORMATION PACKAGE

Academic year 2017/2018

ECTS information package prepared by:

Editor
Magdalena Reszka

Academic teachers lecturing particular subjects are responsible for the information included in the description of the subjects

CONTENTS

INTRODUCTION TO ECTS	IV
A. General information about the Faculty	V
A.1. Address of the Faculty	V
A.2. Faculty authorities	VI
A.3. Obligatory division of the academic year	VI
A.4. History of the Faculty	VI
A.5. Organisational structure of the Faculty.....	VII
B. Information about studies at the Faculty.....	VIII
B.1. ECTS at the Faculty.....	VIII
B.2. Forms of education at the Faculty	VIII
B.3. Educational and social environment	X
B.4. Rules of assigning ECTS credits.....	XII
B.5. Scale of grades.....	XII
C. Information for Erasmus students.....	XIII

INTRODUCTION TO ECTS

The European Commission promotes co-operation between universities, having acknowledged its importance to the upgrading of the level of education and the students visits to study abroad (one or two semesters) are the dominant element of such co-operation. Indispensable requirement for the development of that form of education is full recognition of the period of studies abroad and foreign diplomas. For that purpose the European Credit Transfer System (ECTS) have been created.

The objective of ECTS system is to enable studying of students at the foreign universities (e.g. in the frames of ERASMUS programme) and exchange of students between Polish universities as well (e.g. in the frames of MOST programme).

Full acknowledgement of studies means that the period of studies abroad or at other Polish university (in this exams and other forms of evaluation) substitutes comparative period of studies at the mother university (in this: exams and other forms of evaluation). Using ECTS is based on the mutual confidence between co-operating universities and every university chooses its own partners for the co-operation. Introduction of the credit transfer system is the instrument which presents clear rules of carrying and assessment of studies abroad or at other Polish universities.

ECTS Credits

ECTS credits mean a certain figure related to the particular subjects on the basis of amount of work done by the individual student to pass the exam. Within the ECTS framework, the load of work in the whole academic year required from each student amounts for 60 credits, with recommendation to equal division for 30 credits in each semester.

ECTS credits relate to subjects, but are given those students who fulfilled requirements necessary to obtain the assessment of the subject. Students do not receive credits for the participation in classes but have to get assessment according to the evaluation criteria obligatory in particular university.

A. General information about the Faculty

A.1. Address of the Faculty



Fot. T. Kamiński

FACULTY OF ECONOMICS

Armii Krajowej 119/121

81-824 Sopot

tel. (48 58) 523-10 –00, 523-11 -10

fax (48-58) 550-11-10

<http://ekonom.univ.gda.pl>



A.2. Faculty authorities

Dean of Faculty of Economics UG

Prof. Monika Bąk

Deputy Dean for Science: Prof. Przemysław Borkowski

Deputy Dean for Education: Tomasz Gutowski, PhD

Deputy Dean for Development and Cooperation with Business: Magdalena Markiewicz, PhD

A.3. Obligatory division of the academic year

ACADEMIC YEAR 2017/2018			
<i>Winter semester</i>		<i>Summer semester</i>	
29.09.2017	inauguration of academic year	19.02.2018 – 08.06.2018	courses
02.10.2017 – 28.01.2018	courses	29.03.2018 – 03.04.2018	spring holidays
23.12.2017 – 02.01.2018	winter holidays	20.03.2018, 02.05.2018, 01.06.2018	days off from classes
29.01.2018 – 11.02.2018	exam session (courses excluded)	09.06.2018 – 29.06.2018	exam session (courses excluded)
12.02.2018 – 18.02.2018	semester break	30.06.2018 – 30.09.2018	summer holidays
19.02.2018 – 04.03.2018	corrective exam session	03.09.2018 – 16.09.2018	corrective exam session

A.4. History of the Faculty

The origins of the Faculty of Economics date back to the tradition of the Maritime Institute established in Warsaw in 1942 at the underground University of Western Lands and connected with the Polish Immigration Government in London. The Maritime Institute traditions were continued by: Higher School of Seaborne Trade (1945-1952), Higher Economic School (1952-1970), and at present by the Faculty of Economics and the Faculty of Management of Gdansk University, established in 1993 after the transformation of the Faculty of Transportation Economics and the Faculty of Production Economic which existed in 1970-1993.

Despite the socialist era of early years of the Faculty its teaching programme has always been based on experience of western research institutions and foundations of market economy. After the economic transformation of Poland the role of the Faculty as one of the leading education centres of the region has been further strengthened.

At the beginning, academic staff represented both specialists connected with Polish pre-war maritime economy and lecturers of higher schools. Among the most outstanding were Tadeusz Ocioszyński, Bolesław Kasprowicz, Władysław Kowalenko. Tadeusz Kwiatkowski was also one of the first lecturers. Its teaching programme was based on experience of western research institutions.

Faculty of Economics – up to 1993 Faculty of Economics of Transportation – at the University of Gdansk offers the university level of education and has full academic rights. There are about 3800 students (in this nearly a hundred of foreign students) every year at different specialisations and forms of studies at the Faculty.

A.5. Organisational structure of the Faculty

INSTITUTE OF INTERNATIONAL BUSINESS

ul. Armii Krajowej 119/121, 81-824 Sopot
tel./fax 523- 13- 90

Chair of Economics and Organisation of Foreign Trade
Chair of Marketing
Chair of International Economic Relations
Chair of International Currency Relations
Chair of International Transportation and Forwarding

INSTITUTE OF MARITIME TRANSPORTATION AND SEABORNE TRADE

ul. Armii Krajowej 119/121, 81-824 Sopot
tel./fax 523- 14-26

Chair of Seaborne Trade
Chair of Global Economy
Chair of Electronic Commerce

CHAIR OF MACROECONOMICS

ul. Armii Krajowej 119/121, 81-824 Sopot
tel./fax 523- 13- 24

CHAIR OF MICROECONOMICS

ul. Armii Krajowej 119/121, 81-824 Sopot
tel./fax 523- 13-58

CHAIR OF ECONOMIC POLICY

ul. Armii Krajowej 119/121, 81-824 Sopot
tel. 523- 14- 20
fax. 523- 12- 31

CHAIRS OF TRANSPORTATION AND LOGISTICS

ul. Armii Krajowej 119/121, 81-824 Sopot
tel./fax 523- 13-45

Chair of Transport Economics
Chair of Economics and Management of Transportation Companies
Chair of Logistics
Chair of Transportation Policy
Chair of Transportation Market

CHAIR OF EUROPEAN INTEGRATION ECONOMICS

ul. Armii Krajowej 119/121, 81-824 Sopot
tel./fax. 523-12-23

RESEARCH CENTRE OF EUROPEAN INTEGRATION

ul. Armii Krajowej 119/121, 81-824 Sopot
tel./fax 523-12-23

B. Information about studies at the Faculty

B.1. ECTS at the Faculty

Incoming students coordinator:

Prof. Przemysław Borkowski,
ul. Armii Krajowej 119/121
81-824 Sopot
Room 230
e-mail: przemyslaw.borkowski@univ.gda.pl

Outgoing students institute coordinators:

Prof. Przemysław Borkowski, - outgoing students of specializations: Transport and Logistic, Economic Assessment and Functioning of Enterprises, Theory of Enterprises
e-mail: przemyslaw.borkowski@univ.gda.pl

Prof. Joanna Bednarz, - outgoing students of specializations: Foreign Trade, International Finances and Banking, International Business, International Marketing; International Marketing Strategies
e-mail: j.bednarz@ek.univ.gda.pl

Olga Debicka, PhD - outgoing students of specializations: Electronic Business, Human Resources Management, International Maritime Transport and Trade, International Managerial Economics
e-mail: olga.debicka@gmail.com

Anna Blajer-Gołębiewska, PhD - outgoing students of Finance in enterprises
e-mail: a.blajer@ug.edu.pl

Maciej Krzemiński, PhD - outgoing students of specializations: Innovations in Economy, European Dimension of Entrepreneurship
e-mail: m.krzeminski@univ.gda.pl

Student affairs office

Anna Żebrowska
ul. Armii Krajowej 119/121
81-824 Sopot
Room 126
Mondays, Tuesdays and Thursdays from 9 to 13.30
tel. (48-58) 523-13- 68
anka@ug.gda.pl

Administrative support (ECTS Information Package's editor)

Magdalena Reszka
ul. Armii Krajowej 119/121
81-824 Sopot
tel. (48-58) 523-13- 51
planyek@ug.edu.pl

B.2. Forms of education at the Faculty

The Faculty offers education in several fields, in full- and part-time modes: Economics, International Economic Relations, Business and Environmental Technology, Chemical Business (together with the Faculty of Chemistry). In accordance with the Bologna Declaration, the studies at the Faculty of Economics are of three-tier character: 1st degree study (BA), 2nd degree study (MA) and 3rd degree study (PhD). Moreover, the Faculty offers numerous postgraduate studies, including MBA (together with the Faculty of Management).

Economics:

The Faculty of Economics offers 1st-, 2nd- and 3rd-degree (BA, MA and PhD respectively) studies in economics. In accordance with the Bologna system of education, the 1st degree graduates of other fields may carry on their 2nd-degree studies in economics. Students are required to learn two foreign languages. They also have an opportunity to study at one of several dozen foreign universities under the Erasmus programme. Students have access to the library with its vast collection of

textbooks, to the Internet (also wireless) and to the dealing room, where they learn how to make foreign exchange transactions in real time. Since 2008, they have had an opportunity to use the specialised Thomson Reuters Data Suite lab and obtain Thomson Reuters certificate. They can broaden their interests in numerous scientific societies. From the academic year 2010/2011 Faculty offers English Language Part-time Doctoral Studies in Economics (phdeconomics.ug.edu.pl).

International Economic Relations:

The Faculty of Economics of Gdańsk University is one of the few elite Polish universities that were given the approval by the Minister of Science and Higher Education to open the field of study - INTERNATIONAL ECONOMIC RELATIONS (1st- and 2nd-degree studies). In accordance with the Bologna system of education, the 1st-degree graduates may carry on their 2nd-degree education of International Economic Relations. Students are required to learn two foreign languages to obtain B2 CEFR certificate. Students also have an opportunity to study at one of several dozen foreign universities under the Erasmus/Socrates programme. Since 2008, they have had an opportunity to attend "Thomson Reuters Academy" classes and obtain the Thomson Reuters certificate. Students have access to the library with its vast collection of textbooks, to the Internet (also wireless), and to the dealing room (the only one in Poland), where they learn how to make foreign exchange transactions in real time. They can broaden their interests in numerous scientific societies. The International Economic Relations also offers a specialisation: International Business, where classes are held entirely in English (Bachelor and Master Degree).

Specialisations offered at the Faculty of Economics (offered in Polish):

Specialisation / studies' degree	BA study		MA study	
	Full-time studies	Extra-mural studies	Full-time studies	Extra-mural studies
Economics:				
Electronic Business	+	+	+	+
Economic Assessment and Functioning of Enterprises	-	-	+	+
Human Resources Management	-	-	-	+
Innovations in Economy	+	-	+	-
Economic Policy and Entrepreneurial Strategy	+	-	+	+
Theory of Enterprises	+	-	-	-
Market Analyst	-	+	-	-
Economics of Transport and Logistics	+	+	+	+
Enterprises auditor	+	-	-	-
Finance in enterprises*	-	-	-	+
International Economic Relations:				
Projects in international business	+	+	-	-
Economy of the European Union	-	-	+	+
International Finances and Banking	+	+	+	+
Foreign Trade	+	+	+	+
International Marketing	+	+	-	-
International Marketing Strategies	-	-	+	+
International Maritime Transport and Trade	+	+	+	+
International Managerial Economics	+	+	+	+
International Tourism	-	-	+	+
International Business (fully in English)	+	-	+	-

* Specialization Finance in companies was established in cooperation with the ACCA (The Association of Chartered Certified Accountants) and the Accountants Association in Poland. Is offered as part-time master studies. Specialization is divided into two groups: I. Finances in companies and II. Finances in companies - accredited by ACCA.

Every specialisation has the limited number of places, and the basic criteria of admission are declarations of interested students in regards to particular specialisation and results achieved by them during the first two years of studies. A programme of studies at particular specialisation embraces subjects common for the whole Faculty and specialisation subjects (obligatory and

facultative). Students with very good results have the right to study according to an individual programme.

The full-time studies at the Faculty might be supplemented with one semester or one-year studies abroad within the frameworks of the ERASMUS programme.

Post graduate, extra-mural, studies are carried during one or two semesters and they concern:

- ◆ International Business (Polish language),
- ◆ International Business (English language),
- ◆ Transportation and Logistics,
- ◆ International Marketing,
- ◆ Public Procurements,
- ◆ Regional Development and Structural Funds of EU. Projects Management,
- ◆ Human Resources Management in International Trade
- ◆ Innovative practices of PR

Doctorate Studies are carried in the extra-mural system and they are created for people with high economic and non-economic education. They last 3 years. Doctorate studies are open for people with master diploma (including academic teachers of Gdansk University). The teaching programme includes methodology subjects, theory of economics, international economic relations, computer science, finance management and specialist subjects including the most advanced economic knowledge.

MBA interfaculty studies are designed for people with high economic and non-economic education. MBA studies last 4 semesters and are carried in the extra-mural system, in two days weekend modules. After completing, a graduate receives a diploma of postgraduate studies at the University of Gdansk according to the pattern approved by the Ministry of National Education. Additionally a graduate receives a MBA diploma of Gdansk University, signed also by the other Universities creating consortium, that is, University in Antwerp (RUCA), Copenhagen Business School and Fachhochschule fur Technik und Wirtschaft in Berlin.

B.3. Educational and social environment

- **Libraries**

The Main UG Library has a collection of over 1,400,000 volumes. This includes books and journals, including foreign publications, covering all fields of university subjects, particularly those taught at the University of Gdansk. A significant part of the collection consists of publications concerning the sea and Pomerania. There are priceless special collections about the history and culture of Pomerania: manuscripts, old prints, cartographic publications, documents about social life and also audio-visual and multimedia collections. Among the Library's cimelia are old texts from Polish and world literature, particularly Gdansk texts, the so-called gedaniana. Apart from the resources in traditional forms, the library offers its readers increasingly more information in an electronic form, including, above all, access to electronic periodicals - over 15,000 titles. Thanks to widespread access to the Internet, it is possible to make available broad access to information about the library's own resources and to make use of information about the resources of other academic libraries in Poland and abroad. Since 1993 the Library has actively participated in the computerization of academic libraries in Poland.

The Library of the University of Gdansk includes 8 lending libraries, 19 reading rooms, 7 specialistic libraries, 1 Main Library of the University of Gdansk , 1100 places in the reading-rooms. Annually over 1,000,000 books and journals pass through the hands of our readers.

In 2006 a new Main Library Building was added of the resources of the University of Gdansk. It is the most up-to-date library in Pomeranian region covering a space of almost 90,000 cubic meters. Designed as a local center of scholarly and scientific information, the library serves the entire academic community. The wholly computerized building holds 500,000 volumes (books and journals) as free access, and 200,000 items in special collections (old prints, maps, films, audio materials etc.). It contains 500 places readers, 170 computer terminals and 32 rooms for individual study. In one day it can be visited by up to 2000 readers.

the UG Central Library

ul. Wita Stwosza 53
80-308 Gdańsk

Monday - Friday	9.00-20.00
Saturday	10.00-17.00
Sunday	10.00-15.00

The University of Gdansk Economics Library (near the Faculty of Economics)

Monday - Friday	9.00-20.00
Saturday	9.00-15.00

There is also a bookshop in the Faculty building.

- **Computer labs**

Courses for students of Faculty of Economics take place in buildings situated in Sopot in 119/121 Armii Krajowej St. The Faculty has 6 computer labs and general access terminals; students may also use special computer labs: Thomson Reuters Data Suite and a dealing room; all the lecture halls are fitted with multimedia equipment, and the Faculty buildings have wireless access to the Internet under the EDUROAM programme.

- **Student associations:**

- Students' Parliament at the University of Gdańsk
- Student Scientific Circles
- Academic Cultural Centre
- Academic Sporting Union of the University of Gdańsk
- Graduates of the University of Gdańsk

- **Accommodation**

Close to the Faculty, there are two students' hostels, no 7 and no 8. Most rooms in student dormitories are double. Rooms are furnished, bed clothes are changed every three weeks. There are shared showers and kitchens equipped with a cooker, a sink, some cupboards and a shared refrigerator. In each dormitory there is a laundry. For Erasmus students there is no separate application for accommodation required - students only have to put a sign at the appropriate place in the application form. Information about assigned places will be given out about one month before the date of arrival. Please, note that not every Erasmus students could be provided with dormitory place.

The University also has two Teacher's Hostels, where young scientific staff members live.

- **Cost of living**

Banks: Being registered as a foreign student, you have a choice of bank accounts in Poland :

- Polish currency bank account (ROR -type) - you need your passport and letter from Erasmus Office confirming your status.
- Foreign currency bank account - besides passport, you are required to deliver your custom declaration you are given at crossing border. The declaration must describe how much money you have brought.

You can also use your credit cards : Visa, American Express , Eurocard, Eurocheque are accepted in most hotels and banks in all large cities in Poland.

Shopping: In the city you will find many shops where you can get almost everything you need. There are several big Shopping Centres also. There is students' cafeteria in the Faculty building and a canteen in the hostel no 8.

Approximate cost of living:

- Dinner in student cafeteria – 15-25 PLN
- Milk – 2,5 PLN
- Bread - 2-3 PLN
- Butter - 3,5 PLN
- Egg - 0,60 PLN
- Apples - 3,5PLN
- Pizza – 20-25 PLN
- Yoghurt – 2-2,5PLN
- Cigarettes - 6-10 PLN
- Beer - 4 PLN (in shops , more in pubs)
- Tram / Bus ticket:
 - o 1,50-1,80 PLN bus fare
- Cinema – 20-30 PLN
- Daily newspaper - 2-2,5 PLN
- Washing powder - 15 PLN
- Toothpaste - 5-7 PLN

- Shampoo – 10-20 PLN
- Students preparing meals themselves have to be prepared for expenses of about 450PLN per month.

- **Communication**

The public transport system in Gdańsk includes 10 tramlines and 84 bus lines (including 8 night bus lines) and 110 bus lines in Gdynia. There is a time-limit system of fares in Gdańsk; a ticket punched in one vehicle (bus or tram) is valid for a given period of time, even when changing lines. In Gdynia tickets are of single use: one ticket for one ride. In all the three cities the time of punching in buses and trams is printed on the ticket. Students are given 50% discount on ticket fares (after showing their student identity cards). You can also purchase a daily, monthly or quarterly pass. We recommend buying a monthly or quarterly pass which is a reasonably cheap way of travelling. The three cities are interconnected by a local train called SKM (Szybka Kolej Miejska – The Fast City Train). The journey between the main stations of Gdańsk and Gdynia lasts about 35 minutes. In rush hours the train leaves every 10 minutes, at other times every 30 minutes, with break between 1 and 4 a.m. There is a distance-limit system of fares on SKM, so while buying the ticket you should say where you want to get to. The ticket must be punched at a railway station, before ascending the train. Students are given 37% discount on ticket fares. There are weekly, monthly, or quarterly passes available. There is a large system of taxi transportation. Taxis can be called on the phone in such a case they offer various discounts (usually 20-40%).

For more info look here:

<http://www.ztm.gda.pl/en/index.php/ztm/more/about>

<http://www.zkmgdynia.pl/?lang=uk>

<http://www.skm.pkp.pl/en/>

- **Health insurance**

Foreign students should ensure to bring the health insurance issued at their home country which is valid on the Polish territory or the European Health Insurance Card for the whole period of study.

B.4. Rules of assigning ECTS credits

ECTS system refers to subjects at all specialisations realised in the stationary system at the Faculty of Economics. Credits refer to all subjects included in the plan of studies. The ECTS credit system is based on the following assumptions:

- ◆ number of ECTS credits necessary to pass the academic year **amounts to 60**;
- ◆ number of ECTS credits differs depending on the load of work the student must do to pass particular subject – subjects are assessed according to the following criteria: the number of hours, difficulty level (understood as students' effort), experience of academic staff preparing the information package and the status of the subject (obligatory and facultative);
- ◆ according to the number of classes and a difficulty level connected with passing subjects;
- ◆ more credits are given to obligatory subjects than to facultative;
- ◆ for each subject, which is finished with the exam, depending on the difficulties, the following credits are given: 0, 1 or 1,5 credit additionally;
- ◆ there are less credits for foreign languages courses but the exam at the end of the course is specially promoted;
- ◆ lectures (15 hours) in foreign language with a written work at the end, are given 3 credits;
- ◆ lectures (30 hours) in foreign language with a written work at the end, are given 5 credits;
- ◆ master seminar received 30 credits, assuming high concentration of work in the last semester due to the obligation of completing Master thesis and preparation to defence it.

B.5. Scale of grades

<i>ECTS grade</i>	<i>UG grade equivalent</i>	
A	very good	5,0
B	plus good	4,5
C	good	4,0
D	satisfactory plus	3,5
E	satisfactory	3,0
F	unsatisfactory	2,0

C. Information for Erasmus students

Below you will find the specific information regarding ERASMUS students who would like to study at our Faculty.

Dear Erasmus student please bear in mind that you may attend only those classes which are listed in this section. Other programmes (like for instance regular studies in Polish or International Business commercial studies) are excluded from Erasmus. Please note that at the Faculty of Economics there are two semesters: winter and summer. While planning your stay please refer to the specific section (winter or summer semester) for the choice of subjects. Of course if you plan to stay whole academic year refer to both semesters. In the case of staying the whole academic year please note that several subjects are offered both in winter and summer semester so you cannot choose the same subject both in winter and summer semester.

For application procedure, accommodation and other "technical" issues please read the webpage of our university Student's Exchange Office at

http://www.ug.edu.pl/en/?id_cat=17&lang=en

The list of possible subjects is extensive. However please bear in mind that enrolment for subjects is done via electronic enrolment system which will be open to you during first week of each semester (you will be provided technical information how to use this system beforehand). You are free to select from this list - we do not force you to take any specific subjects - it is entirely up to you and your home university coordinator (the phrase: "except IB students" means that students who study at International Business commercial studies aren't allowed to attend that particular courses and it does not concern Erasmus). But this means that Learning Agreement will be finalized (signed by our Faculty coordinator) only after the enrolment procedure.