

WARSAW FILM SCHOOL HANDBOOK



BANK

The base unit for Polish currency is the “złoty”, Common abbreviations are “zł” and “PLN” Denominations less than a “złoty” are “groszy”.

One of the first things that you should do after you arrival is opening a bank account. It is safer to put your cash in the bank than keeping it on hand.

ATMs. “Bankomats”, as called in Poland, are conveniently located throughout the city. You can use your credit card, debit card, or, depending on your bank, even your regular ATM card to get cash.

Credit cards & traveler’s checks. Many shops and restaurants in Warsaw accept credit cards. You should look for the stickers on the windows or near the register. Traveler’s checks are **not accepted**. You may have to convert them to cash.

VAT. A value added tax (VAT) is levied on most goods and services in Poland. The VAT rate varies depending on the particular product, but generally is from 3% to 23% and is **included in the price**.

Changing Money. Almost each money currencies may be changed to “złoty” at any of the “kantors”, exchange offices or banks, around the city. Exchange rates can vary.

PUBLIC TRANSPORTATION

Trams, Buses and Metro. Public transportation routes cover a lot of ground in Warsaw. The same kind of ticket can be used for each mode of travel. Tickets may be purchased from “kiosks” and in vending machines (at metro stations, in selected buses and trams). Consider buying a monthly or quarterly pass, which offers savings over a daily ticket. You can get a special id card with a passport size photo at a central transport store or “ZTM”.

Note: As a student, you are entitled to purchase a ticket with a student discount, provided that you have a valid student ID (you will need to show it during the ticket control).

You must validate your ticket immediately after boarding. If your ticket is not validated, you may be fined on the spot by a non-uniformed ticket controller.

Taxis. Taxis in Warsaw are relatively inexpensive, and most use meters so you can keep track of the cost of your trip (Prices range from about 1.70 PLN to 2.80 PLN per km). It is best to either call a cab, order thru the app or catch a taxi at a taxi stand.

Note: If you hail one on the street, make sure that is a well-known company the firm’s logo and phone number will be prominently displayed on the side of the cab and on the lighted bar on the roof. If you choose a cab without markings or a meter, you risk being “taken for a ride;” make sure to establish what the fare will be before you get in.

Veturilo. Urban rental bike system. Alternative means of transport, allowing quick navigation through our city. It is a good complement to public transport in Warsaw.

<https://www.veturilo.waw.pl/en/>

MOBILE PHONES

Mobile phones are readily available in Poland. You can choose from several service plan providers, with monthly & per use fees, or you can purchase a pay as you go sim card that is inserted into an unlocked cell phone. Cell phone charges can add up quickly, and you pay a surcharge for connection to a cell phone even if you are calling from a regular phone. Cell phones and service from providers such as, Orange, Plus, Play, T-Mobile, nju, Vigin Mobile can be purchased on the local economy at many different stores and malls.

HEALTH

Insurance. Foreign students do not participate in the Polish national health care system.

EU or EEA citizen - European Health Insurance Card (EHIC). If you are a EU or EEA citizen and you already have a valid health insurance in your country, you are entitled to receive free health care services from the health care providers who have contracts with Polish National Health Fund (NFZ)

Non-EU citizen – Voluntarily Insurance. If you are non-EU citizen and you do not have any valid health insurance from your country you will have to make a so-called “voluntarily insurance”. In order to do so you will have to submit along with the filled in registration form:

1. the copy of your passport,
2. certificate from the School or your student ID
3. confirmation place your residence (agreement or confirmation from Dorm House) to **Mazowiecki Regional Branch of National Health Fund**

Address :

ul. Chałubińskiego 8
Warsaw 00-613
Poland

Phone: 48225828002

Email: wf07@nfz.gov.pl

<http://www.nfz-warszawa.pl>

Contribution: per month

Private Medical Healthcare. Foreign students who do not participate in the Polish national health care system (EHIC or voluntarily insurance) are able to get a private medical service. The most popular private medical providers in Poland are:

MEDICOVER

LUX MED GROUP

PZU

WARTA

RESIDENCE

EU Citizens. A student who is a citizen of a Member State of the European Union, of a Member State of the European Free Trade Association (EFTA) and Switzerland who plans to stay longer than 3 months in Poland should register his/her stay in Poland.

Check details and requirements on the website: <https://www.gov.pl/web/uw-mazowiecki/zezwozenie-na-pobyt-rezydenta-dlugoterminowego-ue>

The voivode competent for the EU citizen's place of residence Warsaw:

In person, at 3/5 Marszałkowska St., mezzanine, stand 21 (ticket with the letter I)

or make a reservation for the submission of the application:

<https://kolejka-wsc.mazowieckie.pl/rezerwacje/pol/login>

office hours: 10:00 a.m.-5:30 p.m. (Monday), 8:00 a.m.-3:00 p.m. (Tuesday - Friday).

Note: Advance booking is not obligatory.

Non EU Citizens. Students from outside the EU, the purpose of whose stay in Poland is education at full-time university studies, who plans to stay longer than 3 months in Poland.

Temporary residence permit.

Check details and requirements on the website: <https://www.gov.pl/web/uw-mazowiecki/studia-i-absolvenci>

The voivode competent for the non EU citizen's place of residence Warsaw:

In person at the office of **the Department of Foreigners** located at **3/5 Marszałkowska Street in Warsaw 1st floor, stands 14, 16**

open: 10 am - 5:30 pm (Monday), 8 am - 3 pm (Tuesday - Friday)

NOTE: Obligatory booking - only after prior arrangement for a specific day and time; please use the contact form <https://kolejka-wsc.mazowieckie.pl/rezerwacje/pol/login>

By mail to: Mazowiecki Urząd Wojewódzki w Warszawie
Wydział Spraw Cudzoziemców
ul. Marszałkowska 3/5, 00-624 Warszawa

Contact.

In order to obtain additional information, please contact us by phone:

on Mondays from 10:00 to 18:00 and on Tuesdays, Wednesdays, Thursdays and Fridays from 8:00 to 16:00

+48 22 695 67 70

+48 22 695 67 73

or please use the contact form, which is available on the website of the Mazovian Voivodeship Office in Warsaw, in the tab "Foreigners"

(<https://kontaktwsc.mazowieckie.pl/>).

Residence card.

Check details and requirements on the website: <https://www.gov.pl/web/uw-mazowiecki/wydaniewymiana-karty-pobytu2>

The voivode competent for the non EU citizen's place of residence Warsaw:

In person at the office of **the Department of Foreigners**

located at **3/5 Marszałkowska Street in Warsaw 2nd floor, stand 16**

open: 10 am - 5:30 pm (Monday), 8 am - 3 pm (Tuesday - Friday)

NOTE: Documents submitted to the Registry Office are not verified and are not certified to be true copies.

By mail to:

Mazowiecki Urząd Wojewódzki w Warszawie
Wydział Spraw Cudzoziemców
ul. Marszałkowska 3/5, 00-624 Warszawa

