**Dear Students,**

**congratulations on your succesful admission to study at Faculty of Management!**

You will be assigned a student ID number (for graduates of WUST, the number remains the same), which will be your main identification number during your studies. You can find it in the IRK system in the Personal forms in the Education tab (https://irk.usos.pwr.edu.pl/pl/profile/dataset/education/) in the field Student number. The number is six digits long.

**If you already know your student ID number, please follow the next steps::**

1. Activate your student email box. The email address has consists of: ID\_number@student.pwr.edu.pl.

Detailed information regarding activating the student mailbox can be found at https://di.pwr.edu.pl/uslugi/poczta/pierwsze-logowanie. In case of any problem, please send a report to pomoc+poczta@pwr.edu.pl.

2. In order to log in to the information systems, it is necessary to use a unique login for the account\_AD and set an individual password for access. Using the active student mailbox, you can proceed activating your individual account\_AD. Instruction is available at <https://di.pwr.edu.pl/uslugi/uslugi-katalogowe>. In case of problems, please send a report to [pomoc+ad@pwr.edu.pl](mailto:pomoc+ad@pwr.edu.pl).

3.The login and password set in the previous step allows you to log into the USOS system at <https://web.usos.pwr.edu.pl>.

4. After logging in at <https://web.usos.pwr.edu.pl> you must accept the oath, statements related to Regulations of Studies at Wroclaw University of Technology and the procedures for paying fees.

5. Enrollments for courses available in USOS system - <https://wz.pwr.edu.pl/studenci/organizacja-toku-studiow/zapisy>

6. Candidate who wants to receive the Electronic Student ID card should apply in the Dean’s Office for its issuance and pay the fee in the amount of PLN 22 to the individual student account numer available in the USOS system.

First degree graduates of Wrocław University of Technology who start second degree studies at the University in the semester immediately following the semester of graduation of their first degree studies, or students studying simultaneously on first and second degree studies (in different fields of study) may use their existing Student ID card - do not pay the fee. They retain the right to use the ELS card from the first degree studies. In that case you should submit to the dean's office a completed student statement regarding the place where you received the ELS.

7. All social matters information can be found at: https://prs.pwr.edu.pl/.

8. Other information regarding other shared IT services and other information on studying will be provided on the ongoing basis through the USOS system and student mail.

9. Health and safety training is obligatory for each student and takes place on-line. A person who was previously the student of Wrocław University of Technology and had already passed the training during last 5 years is excepted from training.

The health and safety training is available on [**Occupational Health And Safety (OHS) Training Course**](https://ohs-training.pwr.edu.pl/) ([**https://szkoleniebhp.pwr.edu.pl/**](https://szkoleniebhp.pwr.edu.pl/)).

The date of the training will be announced in the second half of March.

You are also welcome to visit the Faculty website **https://wz.pwr.edu.pl/**

Good luck!