



**UNIVERSITY
OF LODZ**

Info from IRO UL to University of Lodz students

For UL students outgoing Erasmus+ grant holders

As regards the dynamically changing situation with COVID-19 disease, let us send a handful of useful information below, as we care for your safety and are willing to answer your questions that have been directed to our e-mail addresses. Each and every student may decide to discontinue their mobility due to the COVID-19 coronavirus spread.

If so, you should contact the International Relations Office (BWZ UŁ) via e-mail and report the discontinuation of your mobility. Before returning, make sure if it is safe and possible for you to return. Many countries close their borders, partly or fully. Your message should be sent simultaneously to all the following e-mail addresses:

- beata.kaminska@uni.lodz.pl
- dorota.jachimek@uni.lodz.pl
- gabriela.szakup@uni.lodz.pl
- (CC:) bwz@uni.lodz.pl

When the situation goes back to the norm, we will ask you to provide the original of the letter/declaration of mobility participant, forming the basis for the International Relations Office (BWZ UŁ) to apply to the National Agency (FRSE) for your case to be treated as „force majeure”.

For the next two weeks, the International Relations Office staff work from their homes (remote working mode) so we will communicate via e-mail.

Please specify your return date in your message. Each person returning to Poland from another country is placed under obligatory quarantine order for two weeks. All the necessary information related to COVID-19 and sanitary procedures are available at the following UL website:

<https://covid19.uni.lodz.pl>

Please be informed that the Polish Government has made it possible for Polish citizens (and permanent inhabitants) to return to Poland with special transport connections, see the website <https://www.lot.com/pl/pl/> (#LOTdoDomu action). The Ministry of Foreign Affairs has started a special hotline on transfer possibilities +48 22 523 8880. According to the information on the website of the Office of the Polish Prime Minister (<https://www.premier.gov.pl/>) the #LotDoDomu options are open to: Polish citizens, foreign citizens being married to Polish citizens, children of Polish citizens, holders of the Polish Charter (Karta Polaka), holders of work permit or residence permit valid in Poland. If you are outside this group, please fill out the survey anyway and describe your situation or call the hotline in

bwz@uni.lodz.pl

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ul. Uniwersytecka 3/5, 90-137 Łódź

www.bwz.uni.lodz.pl

order to obtain information if you can use the transport option from the Polish Government or contact a Polish diplomatic post.

Those of you who decide they continue their mobility abroad, are kindly asked to monitor the situation in your host country, stay in touch with your host university as well as our office (BWZ), ensure your safety and obey the recommendations and regulations in force. We suggest you stay at the place of your accommodation and follow the sanitary regime that is necessary to avoid contraction of the virus, and check how to use medical service in the country you stay in. Please also contact your insurance provider and ask about the range of services that are covered by your insurance policy.

The student who decides to discontinue their mobility should start with consultation with the host university or receiving institution. Then, with the message to BWZ UŁ on your plan to discontinue the mobility, you should state the reason and an approximate calculation of the costs borne which cannot be reclaimed (and attach copies of receipts and other documents that certify such spendings). All these documents should be directly submitted to the home university (UŁ). A mobility that is suspended and discontinued due to a „force majeure” event, and certified as such by the National Agency (FRSE – Fundacja Rozwoju Systemu Edukacji) should be financially settled by the host university (UŁ). The University will reimburse the costs to the mobility participant if the National Agency agrees so.

We kindly remind you that the mobility participants are obliged to verify if the airline whose ticket they booked allows to reclaim the amount paid. If such information is unavailable at the website of the airline, or they inform on the lack of possibility to reclaim ticket costs (such are the cases of the so-called low-cost airlines), please include this information in your signed letter/declaration (either include this information in the main document or make it an attachment).

Also, be informed that the student who returns to Poland and resumes their studies by distance learning mode, will no longer receive the Erasmus+ funding. The grants are allocated to cover the subsistence costs during your stay abroad. If you return to your home institution's country before the minimum duration period of your mobility, you will likely be classified as a „force majeure” case (but without further options). The Erasmus+ funding is never paid to participants after they return to their home institution's country because this would contradict its purpose (to cover part of the costs related to your study mobility abroad).

We are eager to assist you. If you have any questions, please contact us via e-mail to the addresses listed above. In matters of special urgency related to your health or safety please consult the BWZ UŁ by phone: +48 511 952 922

While staying in touch, we wish you all the best and thank you for staying in touch with our office!

BWZ UŁ team