

# ERASMUS



# Contacts and links

Coordinator:

dr inż. Andrzej Szewczak

[a.szewczak@pollub.pl](mailto:a.szewczak@pollub.pl), room 512

dr inż. arch. Michał Dmitruk

[m.dmitruk@pollub.pl](mailto:m.dmitruk@pollub.pl), room 337

Dean's Office:

[wb.dziekanat@pollub.pl](mailto:wb.dziekanat@pollub.pl)

Faculty Website:

<https://wbia.pollub.pl/en/>

# How to register in Dean's Office

Registration to EHMS

Pollub email

Microsoft Office365

Student ID card

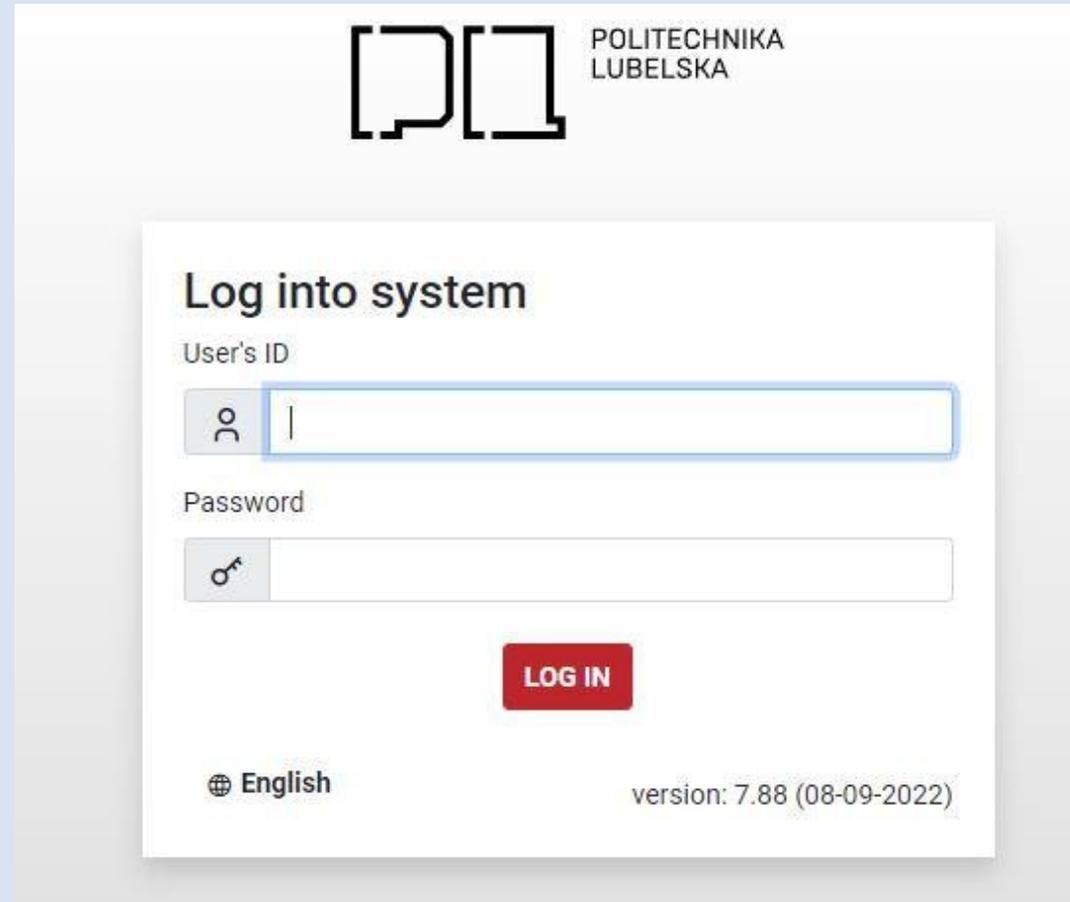
Contact dean's office [wb.dziekanat@pollub.pl](mailto:wb.dziekanat@pollub.pl)  
in order to get UID number.

## **Forms to be completed during your stay at LUT**

### **Changes to Learning Agreement**

In case of LA changes, you are requested to complete 'Changes to Learning Agreement' (the 'During the Mobility' section of Learning Agreement) only.

You will receive a UID number and a temporary password for ehms in reply. You can log on to the system <https://ehms.pollub.pl/standard/>



 POLITECHNIKA  
LUBELSKA

### Log into system

User's ID

Password

**LOG IN**

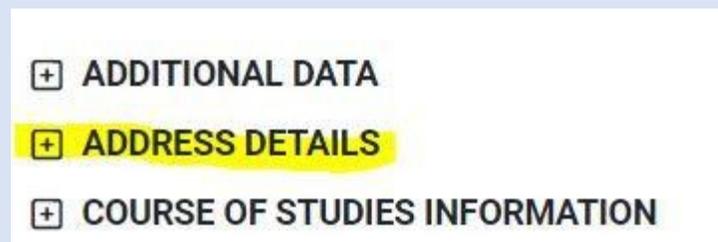
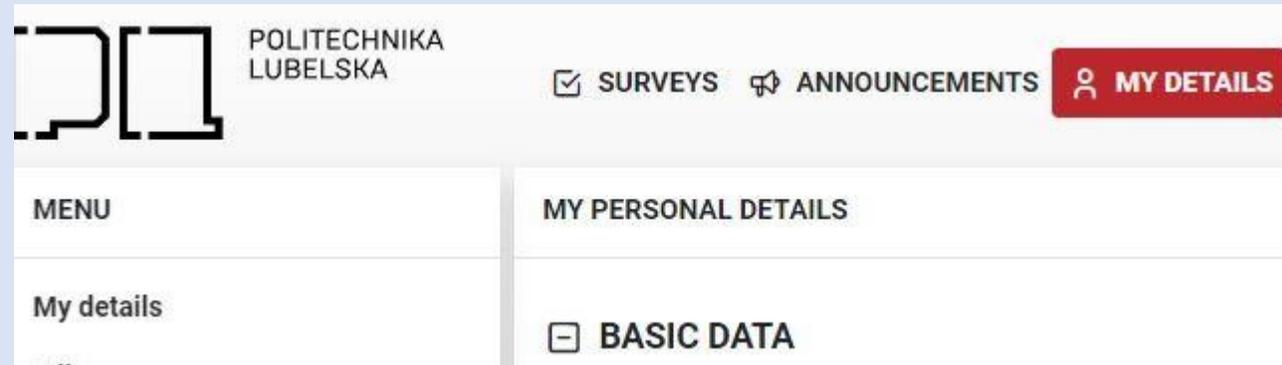
 English

version: 7.88 (08-09-2022)

Each student must have an active address in the pollub.edu.pl domain

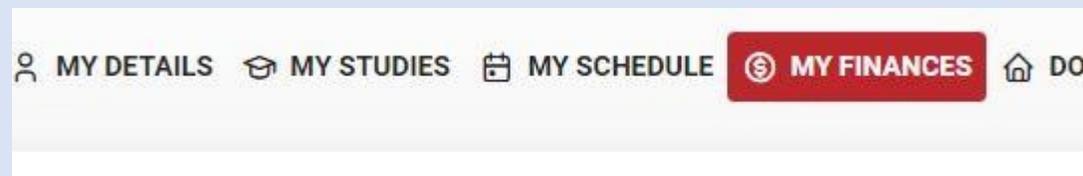
To check your address, log in to your EHMS account

After logging in to the EHMS account in the "my details" - "address details" tab you can check your address and password.



After logging in to the virtual Dean's Office, upload a file with your photo in the "MY DETAILS/EDIT/PICTURE" section in EHMS. Photo requirements are 20x25mm and 300dpi, i.e. 236x295 px. Without this, the IT Centre will not print your student card.

It is also necessary to pay the fee for the Student ID card (PLN 22) to the individual bank account.



Account (PLN):  ⓘ

Title	Academic year	Semester no.	Semester	Amount due	Interest accrued
ID card fee	2021/22	1	Winter	22,00	0,00

To verify the address, go to mail.pollub.edu.pl and log in to your account.

Google

Sign in

Continue to Gmail

Enter your email

@pollub.edu.pl

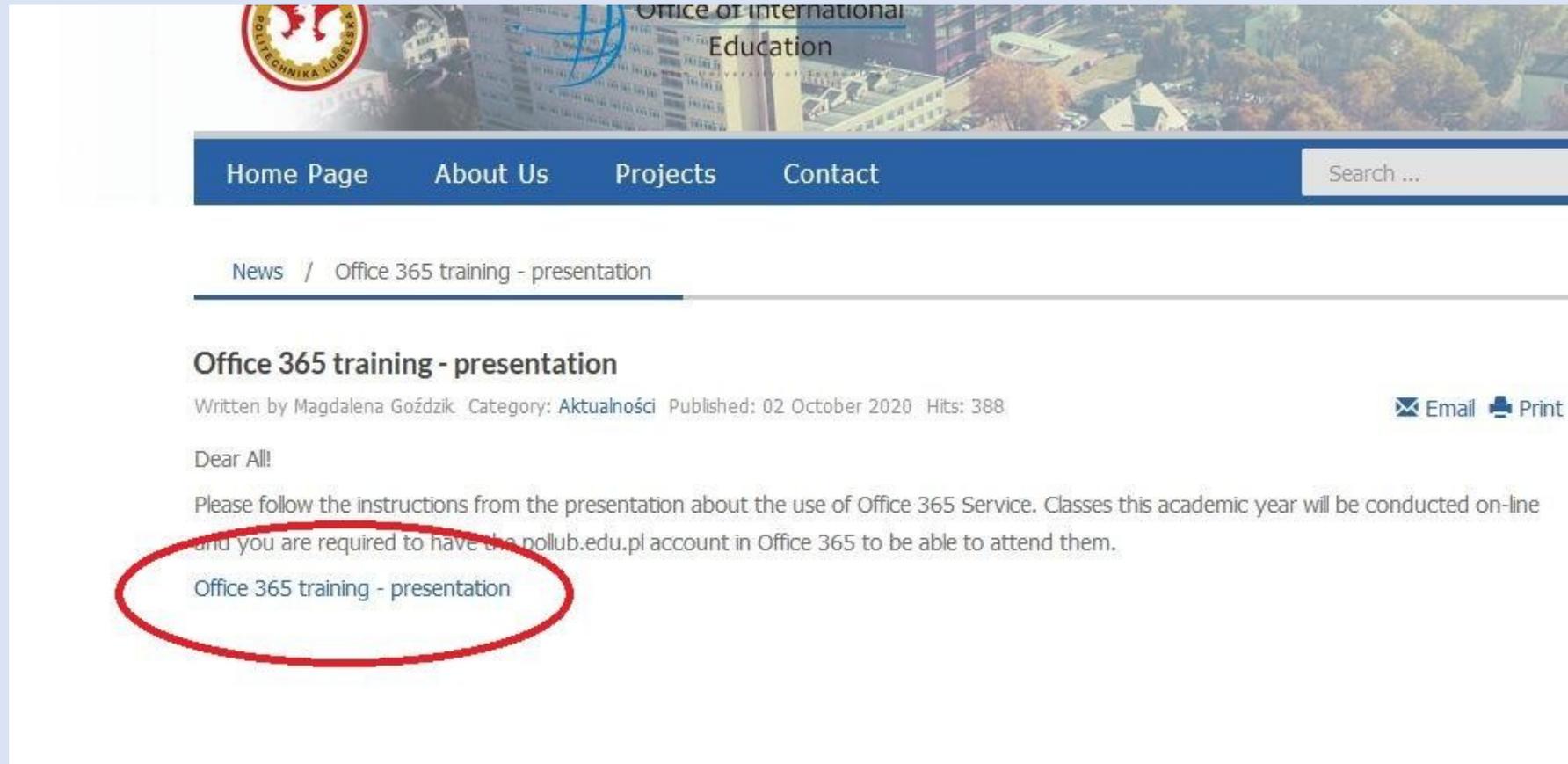
[Forgot email?](#)

Not your computer? Use a Private Window to sign in.  
[Learn more](#)

[Create account](#) [Next](#)

English (United Kingdom) ▾ [Help](#) [Privacy](#) [Terms](#)

From new pollub email address contact IT in order to get the access to Office365 platform, follow the instruction:  
<https://bkm2.pollub.pl/en/news/356-office-365-training-presentation>



The screenshot shows a website page for 'Office 365 training - presentation'. The header includes a logo for 'POLITECHNIKA LUBESKA' and the text 'Office of International Education'. A navigation bar contains links for 'Home Page', 'About Us', 'Projects', and 'Contact', along with a search box. The breadcrumb trail reads 'News / Office 365 training - presentation'. The main heading is 'Office 365 training - presentation', followed by metadata: 'Written by Magdalena Goździk', 'Category: Aktualności', 'Published: 02 October 2020', and 'Hits: 388'. There are 'Email' and 'Print' icons. The body text starts with 'Dear All!' and states: 'Please follow the instructions from the presentation about the use of Office 365 Service. Classes this academic year will be conducted on-line and you are required to have the pollub.edu.pl account in Office 365 to be able to attend them.' A red circle highlights the text 'Office 365 training - presentation' at the bottom of the page.

# Available subjects

Erasmus subjects

Changes to Learning Agreement

List of available subjects and timetable will be here  
<https://planywbia.pollub.pl/>  
(Erasmus)

**ats Internetowy**  
System Planowania Zajęć

| Obsługa rezerwacji | Info

Grupy \ Erasmus

Plan zajęć - Erasmus, semestr zimowy, rok 2025/26

Określ tydzień

Wybierz grupę tygodni: Wszystkie

Pokaż wyłącznie zajęcia zdefiniowane dla wybranego tygodnia

Wyświetl

Dzień	Poniedziałek	
Tydzień	P	N
08:00-09:00	Sustainable revitalisation of degraded areas, proj	

If any of the subject chosen by you is not on the list it means it was cancelled. In this case you should do Changes to LA (<https://bkm.pollub.pl/en/exchange-students/studies/forms> ) and change subjects for any other from Civil Engineering or other Faculties of LUT  
Changes should be delivered to [a.szewczak@pollub.pl](mailto:a.szewczak@pollub.pl) no later than 2 weeks after the meeting in order to get the signature of the Dean. Changes should be signed by LUT and also by home university coordinator.

### **Forms to be completed during your stay at LUT**

#### **Changes to Learning Agreement**

In case of LA changes, you are requested to complete 'Changes to Learning Agreement' (the 'During the Mobility' section of Learning Agreement) only.

If you make any changes to LA contact the teachers: from the subjects you delete and the one you're going to add.

**Do not wait until the changes paper is signed -  
you should contact the teachers earlier!**

All information will be available here:

<https://wbia.pollub.pl/en/>

If you have any questions, please contact

Dean's office:

[wb.dziekanat@pollub.pl](mailto:wb.dziekanat@pollub.pl)

Good luck and enjoy your studies at the  
Faculty of Civil Engineering and Architecture  
of Lublin University of Technology