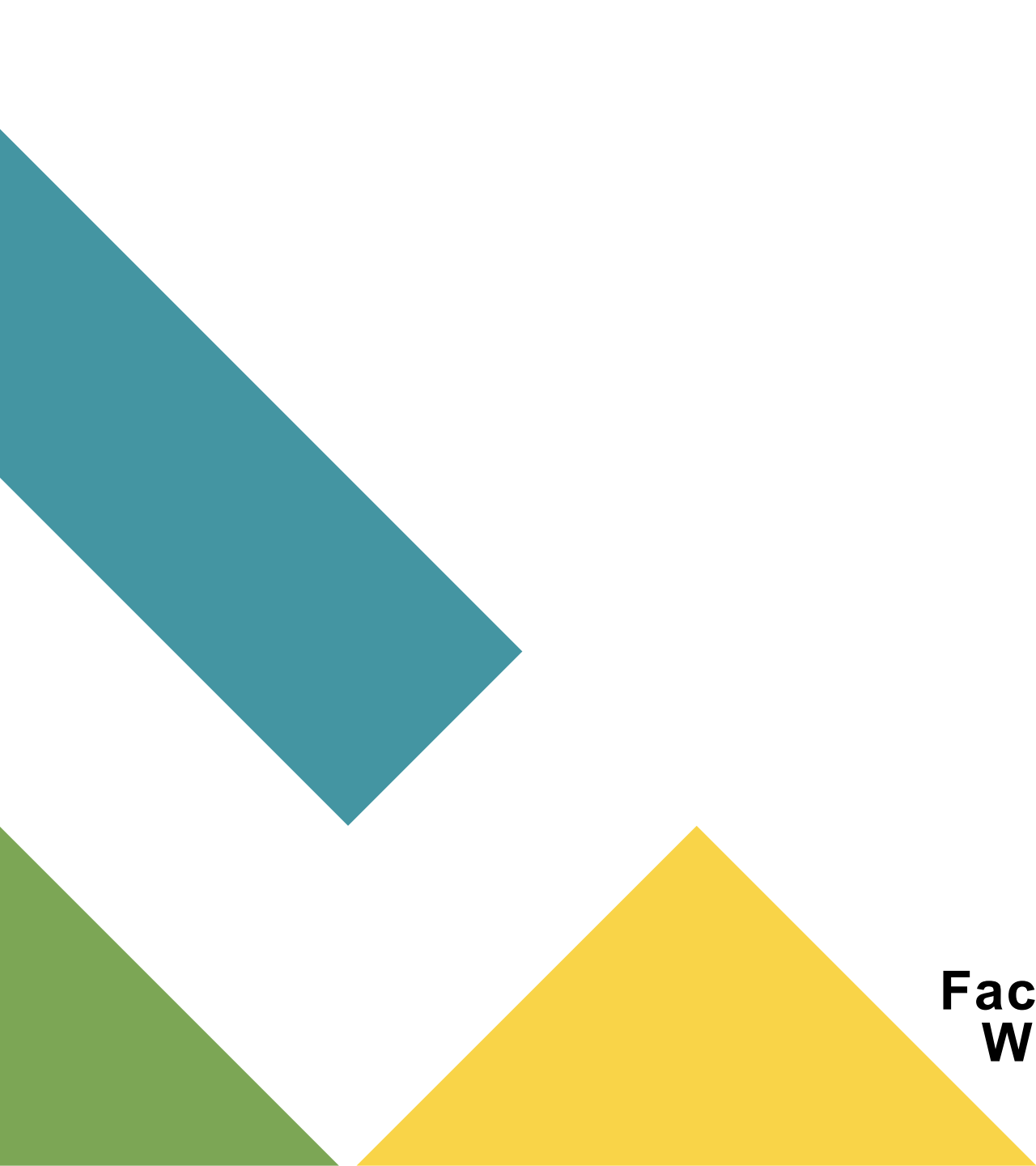




Introduction day 2025

29th of September

**GUIDEBOOK FOR
STUDENTS**

**Faculty of Environmental Engineering
Wroclaw University of Science and
Technology**

Welcome at

Faculty

of

Environmental Engineering :)



Content



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**International Academic Exchange
Coordinator**
PhD Eng Martyna Grzegorzek
martyna.grzegorzek@pwr.edu.pl

Dean's office:
MSc Eng Marta Bartosiewicz
marta.bartosiewicz@pwr.edu.pl

**Vice Dean for International
Cooperation**
PhD Karol Leluk
karol.leluk@pwr.edu.pl

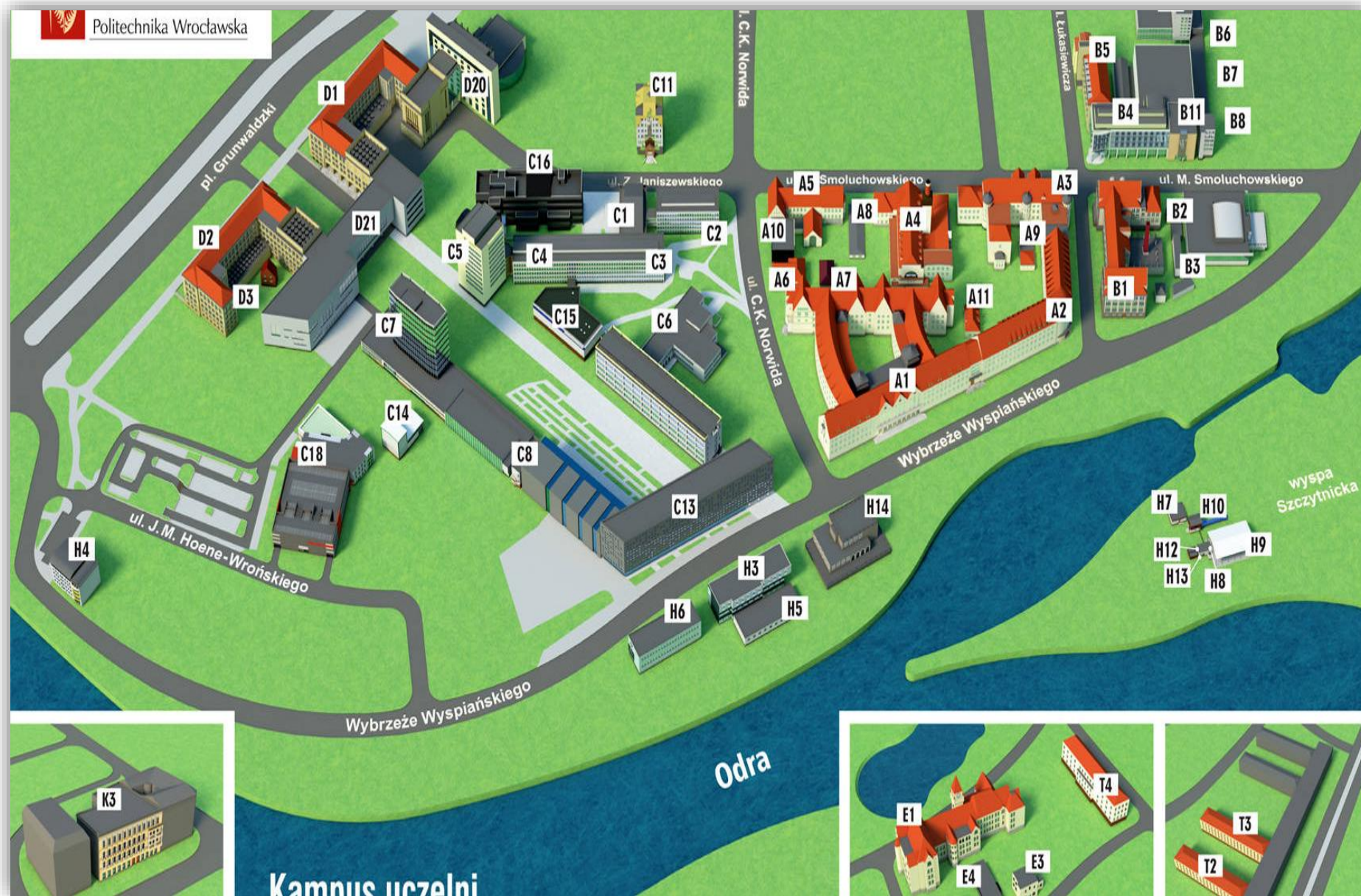
Electronic Student's Card
MSc Zofia Gruszczyńska
zofia.gruszczyńska@pwr.edu.pl

Dean's Office
Plac Grunwaldzki 9, Wrocław
Building D1, room 11.3

Contact



Campus



Certificate of attendance/departure

**If you want to obtain document: certificate of attendance /
departure – please contact Center for National and
International Relations, e.g.,**

**barbara.jarosz@pwr.edu.pl, karolina.jozwiak@pwr.edu.pl,
anna.wojcik@pwr.edu.pl**

**Faculty Coordinator does not have authorization to sign
those types of documents!**



Student card



You need to submit an application for a student ID in the USOS system.

In the USOS system you will find the account number at which you are supposed to pay fee for your students card

You will be informed when your students card will be ready for pick up at Dean's Office

Academic calendar

<https://pwr.edu.pl/en/students/academic-calendar>

	OCTOBER					NOVEMBER				DECEMBER					JANUARY				FEBRUARY			
MON		6	13	20	27	3	10 Tue/O	17 Mon/O	24	1	8	15	22	29	5	12	19	26	2 Mon/E	9	16	23
TUE		7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	3	10	17	24
WED	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7 Mon/O	14	21	28	4	11	18	25
THU	2	9	16	23	30	6	13 Fri/O	20	27	4	11	18 Tue/O	25	1	8	15	22	29	5	12	19	26
FRI	3	10	17	24	31	7	14	21	28	5	12	19 Fri/O	26	2	9	16	23	30	6	13	20	27
SAT	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	31	7	14	21	28
SUN	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1	8	15	22	1
E - EVEN O - ODD	O	E	O	E	O	E	O	E	O	E	O	E	O	E	O	E	O	E	O	E	O	E

■ Holidays
 ■ Additional days off
 ■ Changes
 ■ Session
 ■ Inter-semester break

Educational platforms

According to University and Faculty Authorities decision, official platforms used for didactic aims are ZOOM, MS Teams and ePortal PWr.

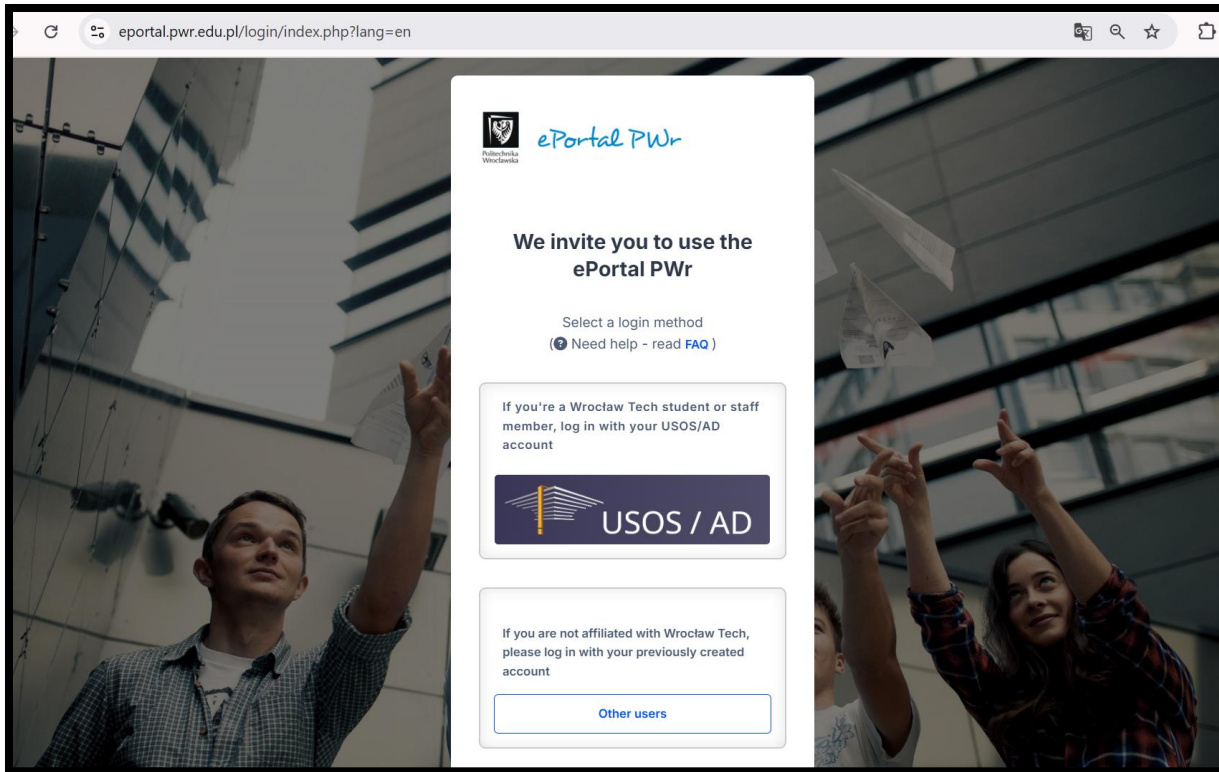


Microsoft Teams



ePortal

www.eportal.pwr.edu.pl



ePortal is a platform where tutors implement necessary materials and manuals for classes.



Some tutors also collect your assignments via ePortal. You will be informed about the rules by the tutor during the first classes.



Center for National and International Relations sent by e-mail instruction regarding ePortal.

All Tutors at Faculty of Environmental Engineering has a profile page (visit card) where they may implement materials to courses as well as current important information, e.g. regarding office hours:

<https://wis.pwr.edu.pl/pracownicy>

The screenshot displays the website of Politechnika Wrocławska, specifically the profile page for a tutor in the Faculty of Environmental Engineering. The header includes the university's logo and name, the faculty name 'Wydział Inżynierii Środowiska', and a green gear icon. A navigation bar contains links for 'Strona główna', 'O wydziale', 'Kandydaci', 'Studenci', 'Pracownicy' (highlighted in green), and 'Współpraca'. Below the navigation bar, a breadcrumb trail shows 'Strona główna > Pracownicy'. The main content area features a sidebar with a 'Lista zakładek' (List of bookmarks) containing links to various topics like 'Oczyszczanie ścieków', 'Wybrane zagadnienia z technologii oczyszczania wód', 'Oczyszczanie wody', 'Techniki membranowe w bioinżynierii środowiska', and 'Membrane separation proc. in'. The main profile section for 'dr inż. Martyna Grzegorzek' displays her name, email address 'martyna.grzegorzek@pwr.edu.pl', and her department 'Wydział Inżynierii Środowiska » Katedra Inżynierii Ochrony Środowiska'.

AA⁺AA⁺⁺ | AA⁺AA⁺ | PL · EN | Logowanie

 Politechnika Wrocławska

Wydział Inżynierii Środowiska 

Strona główna | O wydziale ▾ | Kandydaci ▾ | Studenci ▾ | **Pracownicy ▾** | Współpraca ▾

Lista zakładek Strona główna > Pracownicy

Oczyszczanie ścieków 3 ▸
Wybrane zagadnienia z technologii oczyszczania wód ▸
Oczyszczanie wody 3 ▸
Techniki membranowe w bioinżynierii środowiska ▸
Membrane separation proc. in

dr inż. Martyna Grzegorzek

Email: martyna.grzegorzek@pwr.edu.pl

Jednostka: Wydział Inżynierii Środowiska » Katedra Inżynierii Ochrony Środowiska

Tutor's visit cards

Note	Meaning
5.5	The highest possible mark. It is given rather rarely for some extraordinary activities and knowledge.
5.0	The course is passed.
4.5	The course is passed.
4.0	The course is passed.
3.5	The course is passed.
3.0	The lowest possible note. The course is passed.
2.0	The course is not passed

Grading scale

If you have any problems please
contact:

contact pomoc+poczta@pwr.edu.pl

Please remember to check your
e-mails regularly!

Please note that students are
obligated to use only the official
student's e-mail given by WUST!

Most WUST employees have the
following email address:
name.surname@pwr.edu.pl



Official student's e-mail
<https://s.student.pwr.edu.pl>

USOS system

<https://web.usos.pwr.edu.pl/>

Wrocław University of Science and Technology

NEWS DIRECTORY MY USOSWEB STUDENT'S SECTION STAFF SECTION COMMON SECTION

MY SHORTCUTS

- SCHEDULE
- CLASS GROUPS
- CUST
- USOSMAIL
- STATEMENTS
- PRIVACY PREFERENCES
- USOSWEB PREFERENCES
- NOTIFICATIONS
- MESSAGES

Custom schedules

- lato 2023/2024

Schedule - current week

	MO	TU	W	TH	FR
7					
8					
9					
10					
11					
12					
13					
14					

Schedule - next week

	MO	TU	W	TH	FR
7					
8					
9					
10					
11					
12					
13					
14					

Quick grade

Find a stud... Continue

My exam reports →

Teacher's tests

Currently you don't have any tests.
more... →

Teacher's classes

- 2025/26-Z Advanced Water and Wastewater Treatment Systems
W07OKS-SM0017L
Laboratory
- 2025/26-Z Modern separation and

Directory

- People directory →
- Course directory →
- Faculties directory →
- Studies directory →

Find a person

Find a department

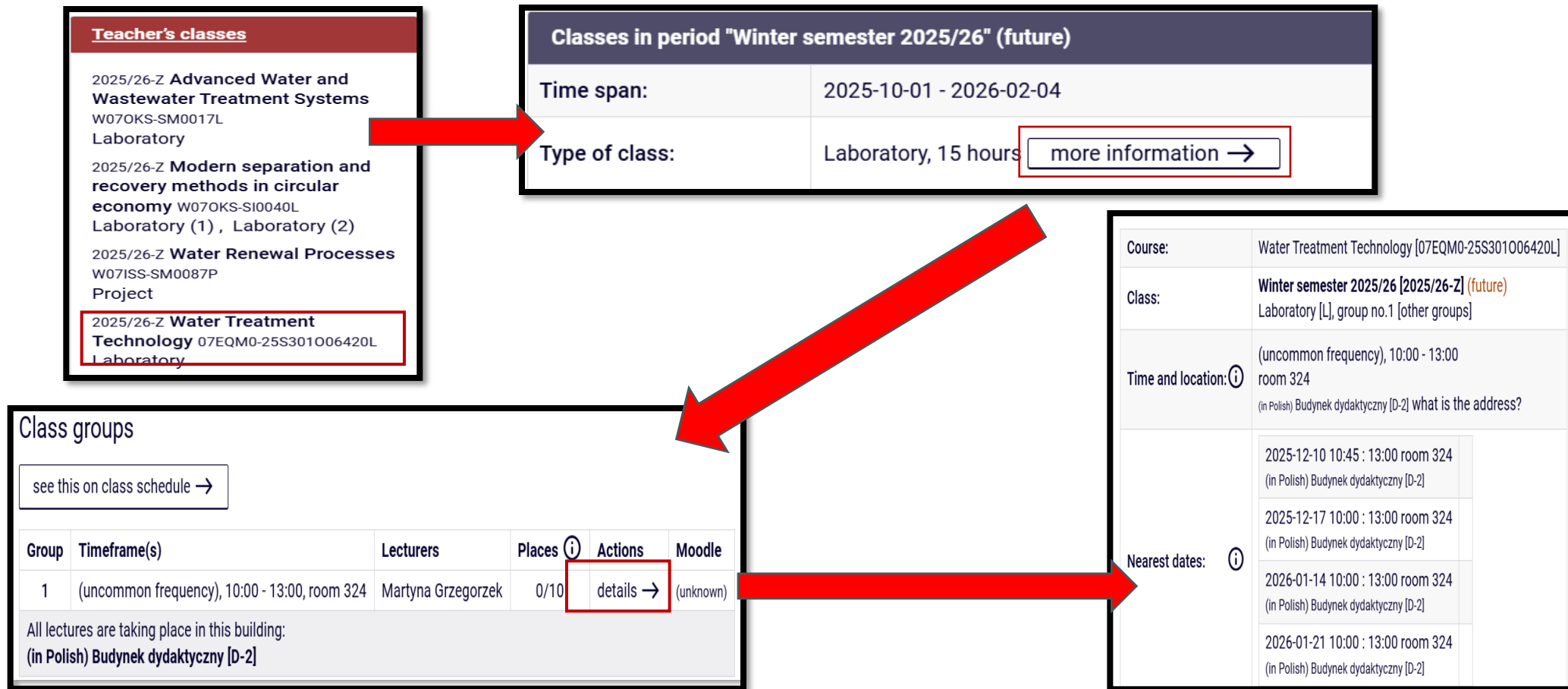
Find a course by name

Find a course by code

Find a study program

In USOS system you can check your timetables and enrollment in particular courses.

How to check detailed dates of the classes?



ECTS for particular courses

Kindly please check ECTS enrolled to particular course in USOS system – according to this data Transcript of Records will be issued

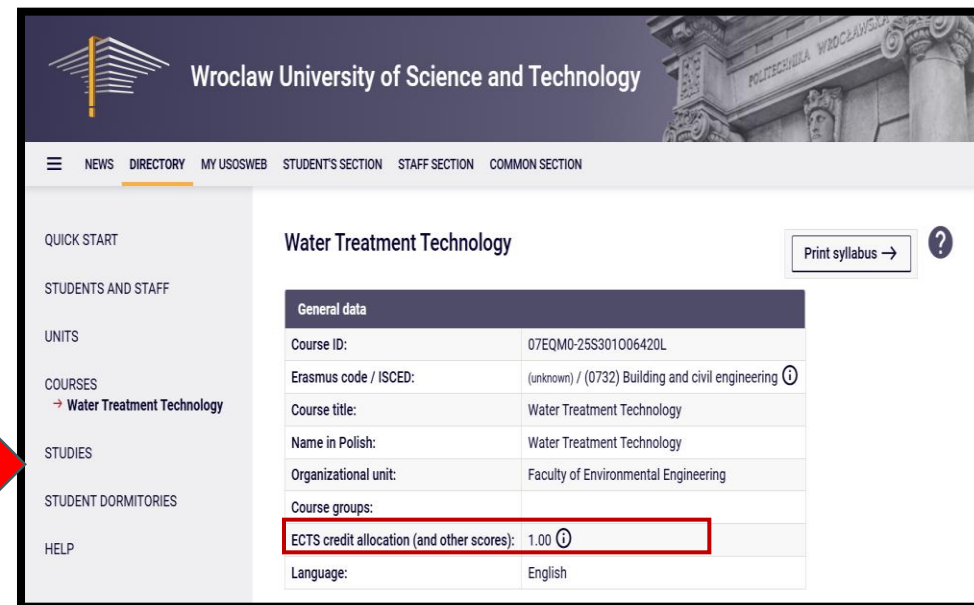
Teacher's classes

2025/26-Z **Advanced Water and Wastewater Treatment Systems**
W07OKS-SM0017L
Laboratory

2025/26-Z **Modern separation and recovery methods in circular economy** W07OKS-SI0040L
Laboratory (1) , Laboratory (2)

2025/26-Z **Water Renewal Processes**
W07ISS-SM0087P
Project

2025/26-Z **Water Treatment Technology** 07EQM0-25S301006420L
Laboratory



The screenshot displays the USOS system interface for Wroclaw University of Science and Technology. The header includes the university logo and name. A navigation menu at the top lists: NEWS, DIRECTORY, MY USOSWEB, STUDENT'S SECTION, STAFF SECTION, and COMMON SECTION. The left sidebar contains a list of links: QUICK START, STUDENTS AND STAFF, UNITS, COURSES (with a sub-link for 'Water Treatment Technology'), STUDIES, STUDENT DORMITORIES, and HELP. The main content area shows the details for 'Water Treatment Technology'. A 'Print syllabus' button with a question mark icon is in the top right. Below it, a table titled 'General data' lists course information. The 'ECTS credit allocation (and other scores)' field is highlighted with a red box and shows a value of 1.00 with an information icon.

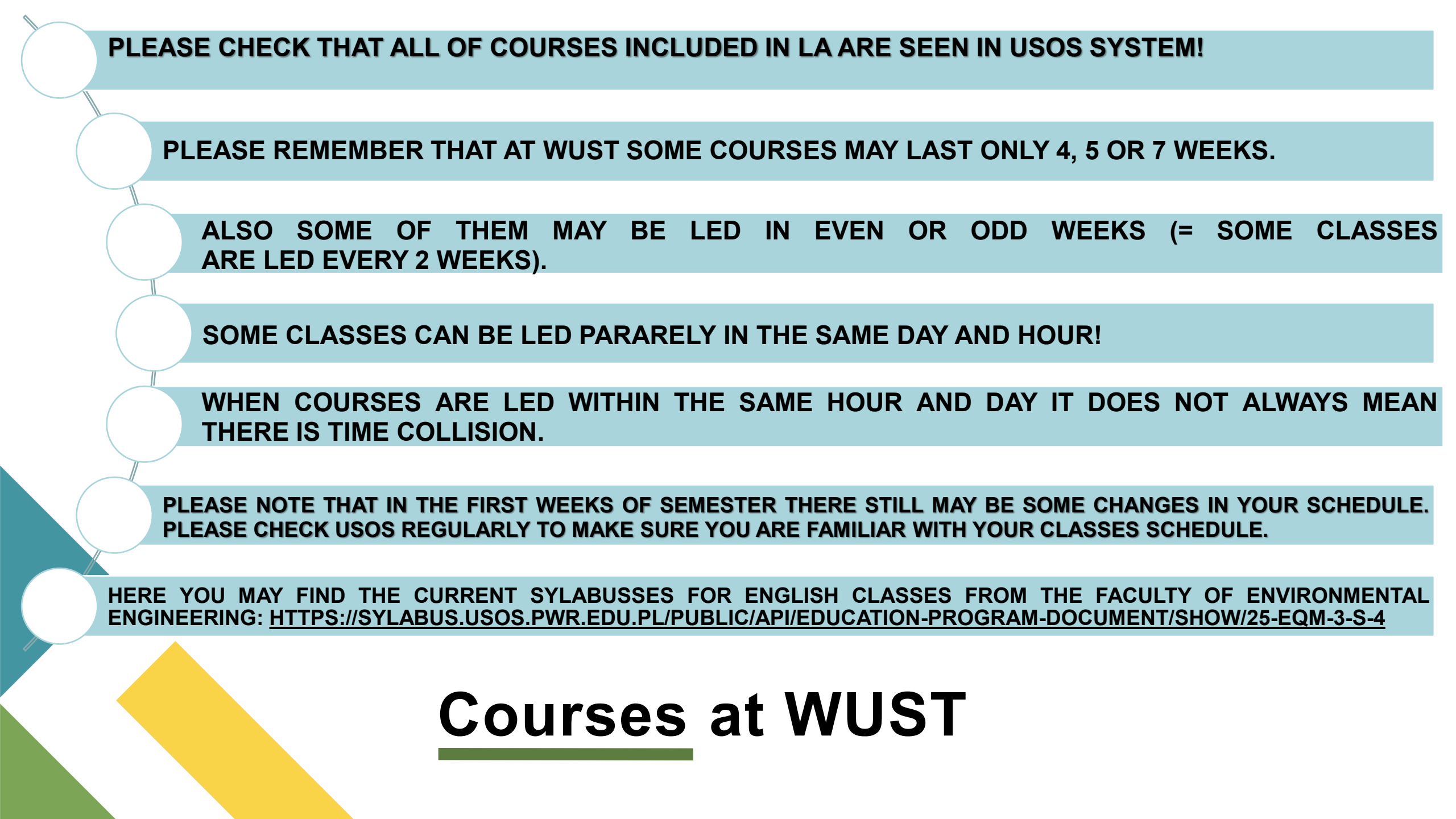
General data	
Course ID:	07EQM0-25S301006420L
Erasmus code / ISCED:	(unknown) / (0732) Building and civil engineering ⓘ
Course title:	Water Treatment Technology
Name in Polish:	Water Treatment Technology
Organizational unit:	Faculty of Environmental Engineering
Course groups:	
ECTS credit allocation (and other scores):	1.00 ⓘ
Language:	English

**PLEASE CHECK THAT ALL THE
COURSES CHOSEN IN LA ARE
SEEN IN USOS SYSTEM!**

You were enrolled to courses from
Environmental Engineering Faculty
administratively.

If you chose courses from Faculty
different than the Faculty of
Environmental Engineering please
contact the adequate Dean's office to be
enrolled (according to the Table: „Person
responsible in Dean's Office for Changes
to LA"). Please attach the file with the
signed Learning Agreement/Learning
Agreement Changes in the e-mail.

Enrollment to courses



PLEASE CHECK THAT ALL OF COURSES INCLUDED IN LA ARE SEEN IN USOS SYSTEM!

PLEASE REMEMBER THAT AT WUST SOME COURSES MAY LAST ONLY 4, 5 OR 7 WEEKS.

ALSO SOME OF THEM MAY BE LED IN EVEN OR ODD WEEKS (= SOME CLASSES ARE LED EVERY 2 WEEKS).

SOME CLASSES CAN BE LED PARARELY IN THE SAME DAY AND HOUR!

WHEN COURSES ARE LED WITHIN THE SAME HOUR AND DAY IT DOES NOT ALWAYS MEAN THERE IS TIME COLLISION.

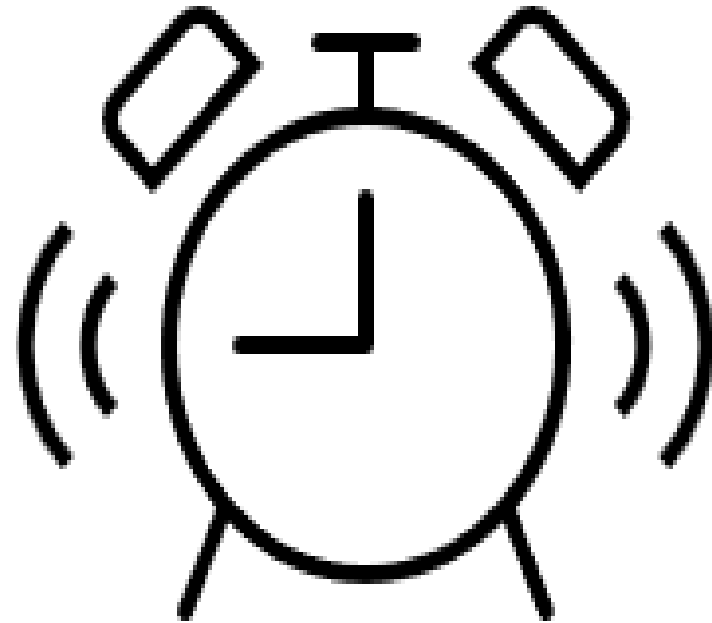
PLEASE NOTE THAT IN THE FIRST WEEKS OF SEMESTER THERE STILL MAY BE SOME CHANGES IN YOUR SCHEDULE. PLEASE CHECK USOS REGULARLY TO MAKE SURE YOU ARE FAMILIAR WITH YOUR CLASSES SCHEDULE.

HERE YOU MAY FIND THE CURRENT SYLABUSSES FOR ENGLISH CLASSES FROM THE FACULTY OF ENVIRONMENTAL ENGINEERING: [HTTPS://SYLABUS.USOS.PWR.EDU.PL/PUBLIC/API/EDUCATION-PROGRAM-DOCUMENT/SHOW/25-EQM-3-S-4](https://syllabus.usos.pwr.edu.pl/public/api/education-program-document/show/25-EQM-3-S-4)

Courses at WUST

Learning agreement changes deadline

Changes in learning agreement (ChLA) may be implemented maximally up to the ***15th of October 2025!***



How to implement LA changes?



Firstly:

Fix and consult the necessary changes with the Faculty coordinator , also, you need to have permission for changes from your Home University Coordinator!



All changes need to be approved by two coordinators.



Kindly note that the final decision regarding enrollment/withdrawal from a course is up to the Deans' Office!

Fill the ChLA file using form available in the account at IRC (registration) system.

When you log in to your IRC account, find the section “Changes to Learning Agreement”. There is the list of your LA courses for the WINTER semester.

You can click a course you want to remove and select a reason or click the “+New” button to add a new course. The rest courses will be marked as “no change”. When you finish, download the filled ChLA from the right upper section titled “DOWNLOAD”, then print and sign it by yourself

Send ChLA via e-mail to your HOME university coordinator to sign it.

When you have it signed, upload ChLA in the IRC system.

You get it signed by WUST coordinator in the system.

REMOVE/ADD deleted courses from USOS in a Dean’s office (the coordinator does not have authorization to implement changes in the USOS system).

If you do not need to make changes to your LA, you have to select in the IRC system the checkbox: “I don’t need to make Changes to Learning Agreement”.

LA changes (ChLA) – next steps

Changes in IRC ≠ automatically changes in USOS

Please remember that after deleting/adding a course in your LA using ChLA it also has to be removed/added in the USOS system.

To do it you have to contact a people listed in the Table: Person responsible in Dean's Office for Changes to LA).

If the course will not be cancelled from USOS, the course will appear on your Transcript of Record (TR) as a failed one.

If your added course will not appear in USOS, it will NOT appear on your TR.

A TR has to be coherent with your LA and ChLA.

Please note that Your Faculty Coordinator do not have authorization to implement changes in USOS system.

You need to send signed file to adequate person in a Dean's Office to be enrolled\removed from the course. Exception are courses from our Faculty of Environmental Engineering, where you can send a signed LA changes file to martyna.grzegorzek@pwr.edu.pl and it will be forwarded to marta.bartosiewicz@pwr.edu.pl.

Removing /adding courses in USOS system

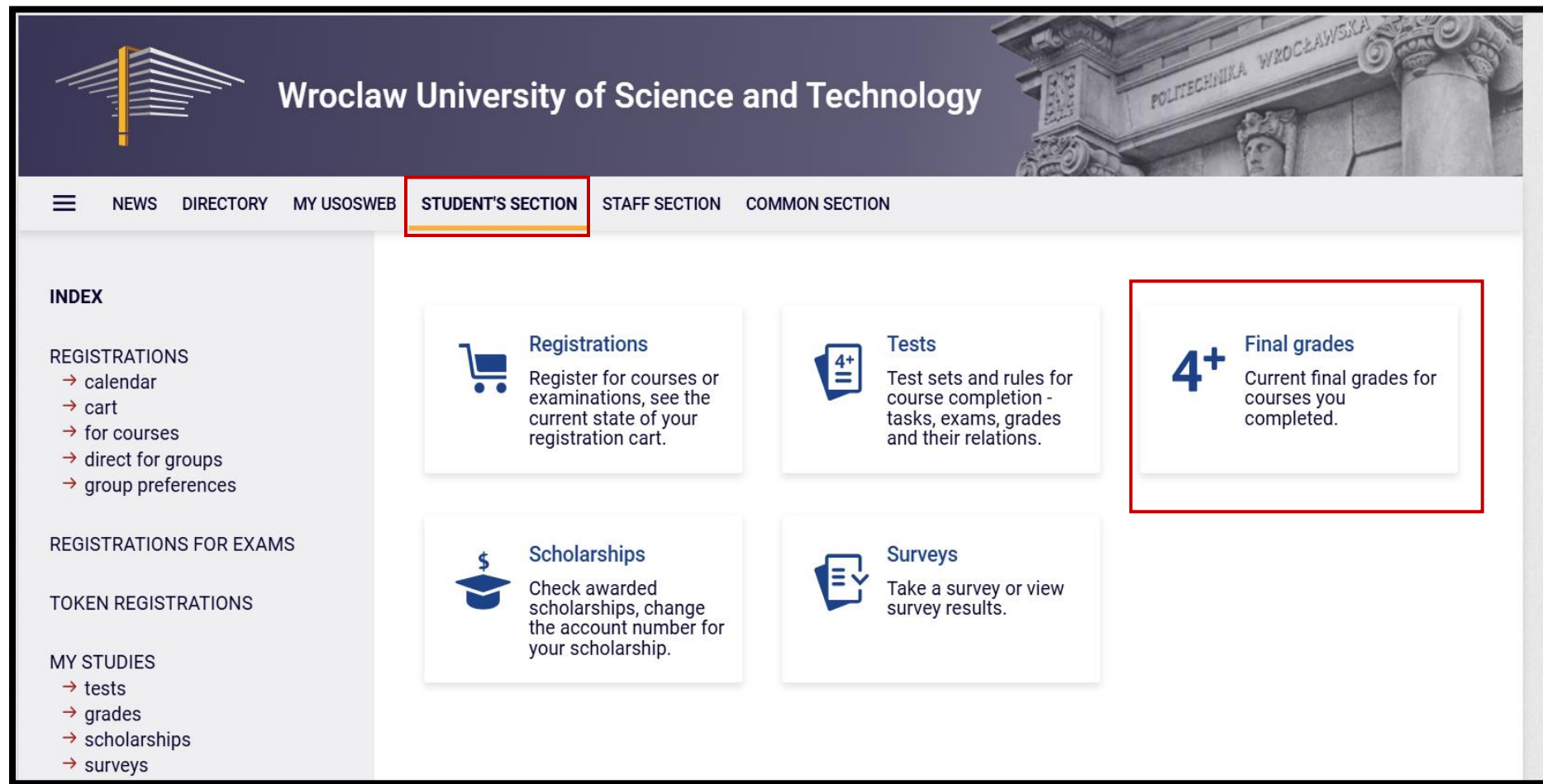
Person responsible in Dean's Office for Changes to LA

PLEASE SEND SIGNED LA CHANGES FILE TO ADEQUATE PERSON IN DEAN'S OFFICE FROM THE LIST TO BE ENROLLED/WITHDRAWN FROM THE COURSE

Faculty of	Name and Surname	E-mail
Architecture	Patrycja Wdowiak	patrycja.wdowiak@pwr.edu.pl
Civil Engineering	Mariusz Szóstak	mariusz.szostak@pwr.edu.pl
Chemistry	Agnieszka Hamerska-Dudra	agnieszka.hamerska-duda@pwr.edu.pl
Information and Communication Technology	Marek Krupa	marek.krupa@pwr.edu.pl
Electrical Eng.	Wiktoria Grycan	wiktoria.grycan@pwr.edu.pl
Geoengineering, Mining and Geology	Julia Drag	julia.drag@pwr.edu.pl
Faculty of Environmental Engineering	Marta Bartosiewicz	marta.bartosiewicz@pwr.edu.pl
Management	Iwona Obiedzińska	iwona.obiedzinska@pwr.edu.pl
Mechanical and Power Eng.	Paweł Regucki	pawel.regucki@pwr.edu.pl
Mechanical Eng.	Dagmara Mudrak	dagmara.mudrak@pwr.edu.pl
Fundamental Problems of Technology	Urszula Wesołowska	urszula.wesolowska@pwr.edu.pl
Microsystems, Electronics and Photonics	Marta Liszkowska	marta.liszkowska@pwr.edu.pl
Pure and Applied Mathematics	Edyta Landkauf	edyta.landkauf@pwr.edu.pl

PLEASE NOTE THAT DEAN'S OFFICE AT THE FACULTY OF ENVIRONMENTAL ENGINEERING IS ONLY ABLE TO IMPLEMENT CHANGES IN COURSES FROM THE FACULTY OF ENVIRONMENTAL ENGINEERING

How to check final grades?



The screenshot displays the Wrocław University of Science and Technology website. The header features the university's logo and name. A navigation bar includes links for NEWS, DIRECTORY, MY USOSWEB, **STUDENT'S SECTION** (highlighted with a red box), STAFF SECTION, and COMMON SECTION. The left sidebar contains an INDEX section with links to REGISTRATIONS, REGISTRATIONS FOR EXAMS, TOKEN REGISTRATIONS, and MY STUDIES. The main content area shows four service tiles: Registrations, Tests, Scholarships, and Surveys. A red box highlights the 'Final grades' link, which is accompanied by a '4+' icon and the text 'Current final grades for courses you completed.'

Wrocław University of Science and Technology

NEWS DIRECTORY MY USOSWEB **STUDENT'S SECTION** STAFF SECTION COMMON SECTION

INDEX

REGISTRATIONS

- calendar
- cart
- for courses
- direct for groups
- group preferences

REGISTRATIONS FOR EXAMS

TOKEN REGISTRATIONS

MY STUDIES

- tests
- grades
- scholarships
- surveys

Registrations

Register for courses or examinations, see the current state of your registration cart.

Tests

Test sets and rules for course completion - tasks, exams, grades and their relations.

Scholarships

Check awarded scholarships, change the account number for your scholarship.

Surveys

Take a survey or view survey results.

4+ Final grades

Current final grades for courses you completed.

TRANSCRIPT OF RECORDS (ToR)

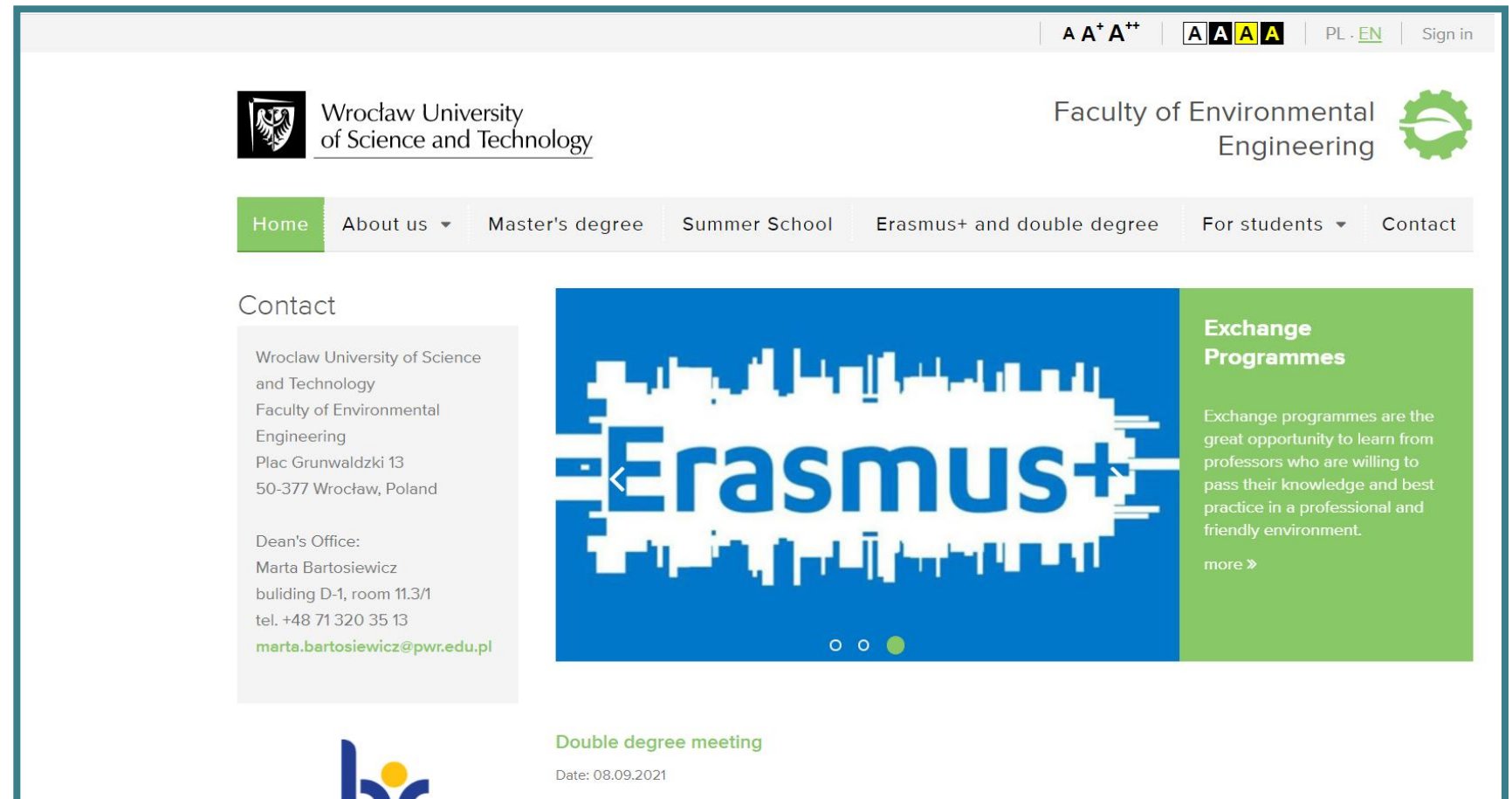


If you arrived for the whole academic year – your transcript will be issued at the end of the second semester. The document will be issued, stamped, and signed by the Dean's Office. It will be forwarded to Center for National and International Relations (CIR). You will be able to download ToR from the IRC system.

The transcript of records will be possible to create only when the protocols for the subjects will be closed (end of the February) and all of the students will have all grades.

Official Faculty website

<https://wis.pwr.edu.pl/en/>



**THANK YOU FOR YOUR ATTENTION
AND ENJOY YOUR TIME AT WUST!**

