

Dear Applicant,

Below you will find the key information you should review if, in the admissions system (<https://rekrutacja.ur.edu.pl>), you have received the status "Przeniesiony do dziekanatu" ("Admitted - Transferred to the Dean's Office") - before starting your studies at the University of Rzeszów.

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Student ID

In Poland, the student ID is available in two forms: the mLegitymacja and the Electronic Student ID (ELS). Below you will find information about each available form of student authentication.

mLegitymacja

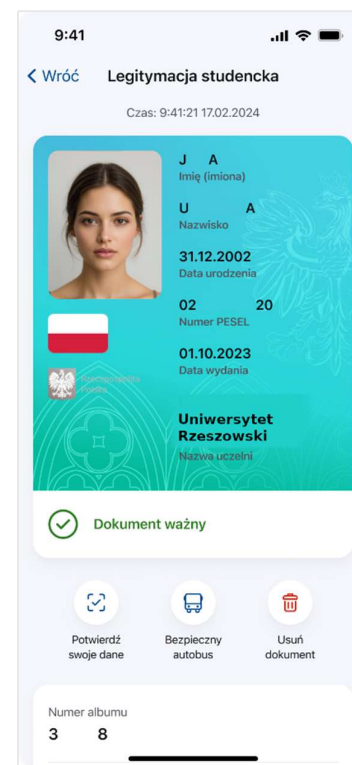
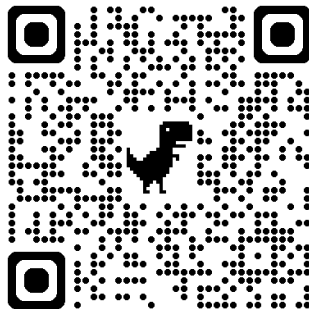
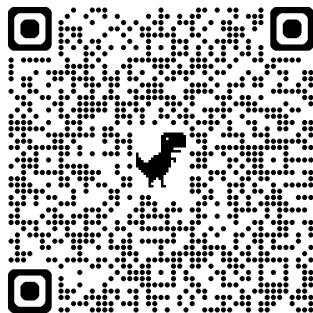
The mLegitymacja is a free student ID issued in digital form and accessed via the government [mObywatel](#) app. It has the same legal force as the Electronic Student ID (ELS).

Who can use mLegitymacja

You can use the mLegitymacja if you:

- have student status;
- **have a PESEL number;**
- have the mObywatel app installed on your phone

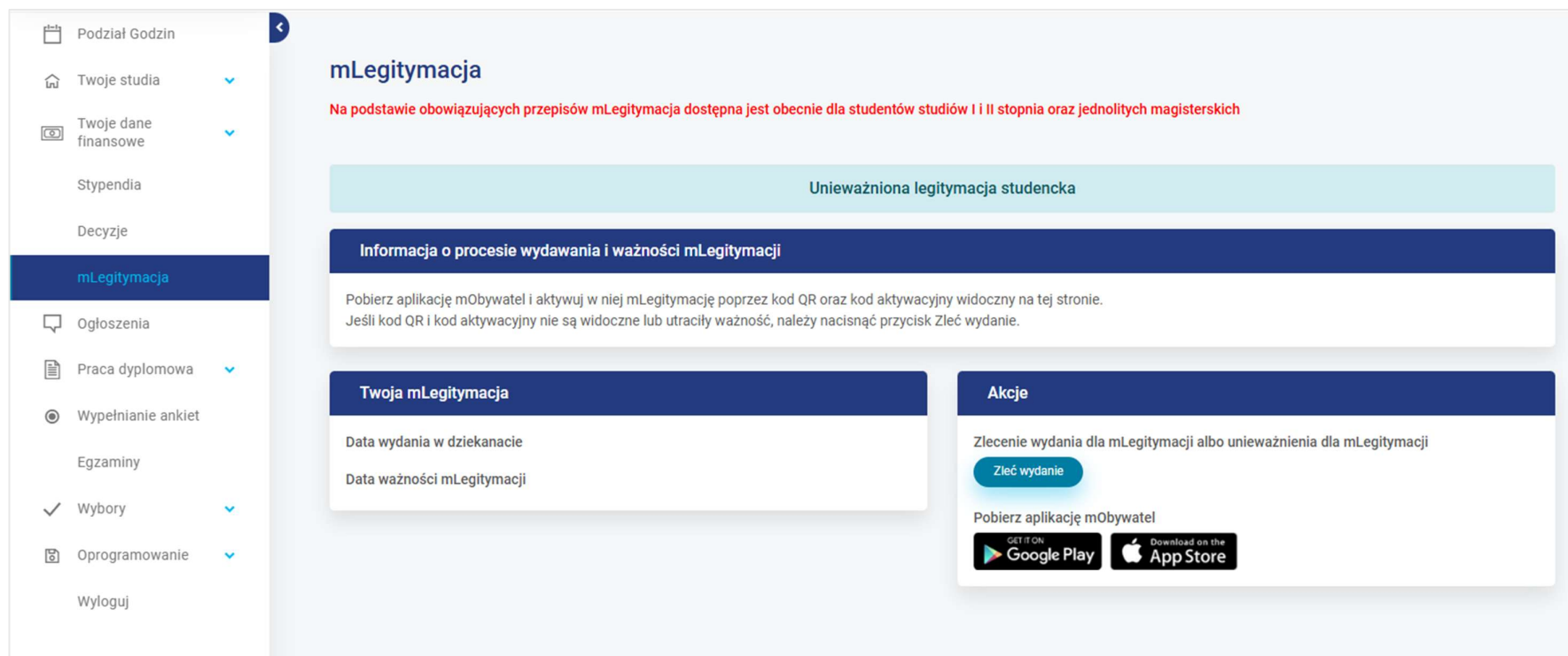
The [mObywatel](#) app is available for both Android and iOS.



Rys 1 Visualization of the mObywatel app.

How to activate mLegitymacja?

To activate the mLegitymacja, log in to your [Wirtualna Uczelnia](#) account (if you do not know how to access the Wirtualna Uczelnia system, go to the stage [Access to the Wirtualna Uczelnia system](#)). Then open the mLegitymacja tab. In that tab, click „Zleć wydanie” (“Request issuance”), and on your smartphone, in the mObywatel app, choose „Dodaj dokument” (“Add document”) and from the list select „Legitymacja studencka” (“Student ID”). After selecting the document, scan the QR code displayed in Wirtualna Uczelnia. More information about how the mObywatel app works can be found [HERE](#).



Rys 2 Illustrative view of the Wirtualna Uczelnia system.

Electronic Student ID (ELS) – a paid ID issued as a smart card, upon the student’s written request

If:

- you have a PESEL number (and thus access to mLegitymacja) but **still wish to obtain an ELS**, or
- **you do not have a PESEL number** and therefore do not have access to the mObywatel app and mLegitymacja,

you are required to submit a written application for its issuance at the Dean’s Office and pay a fee of **PLN 22.00**, in accordance with the instructions provided below.

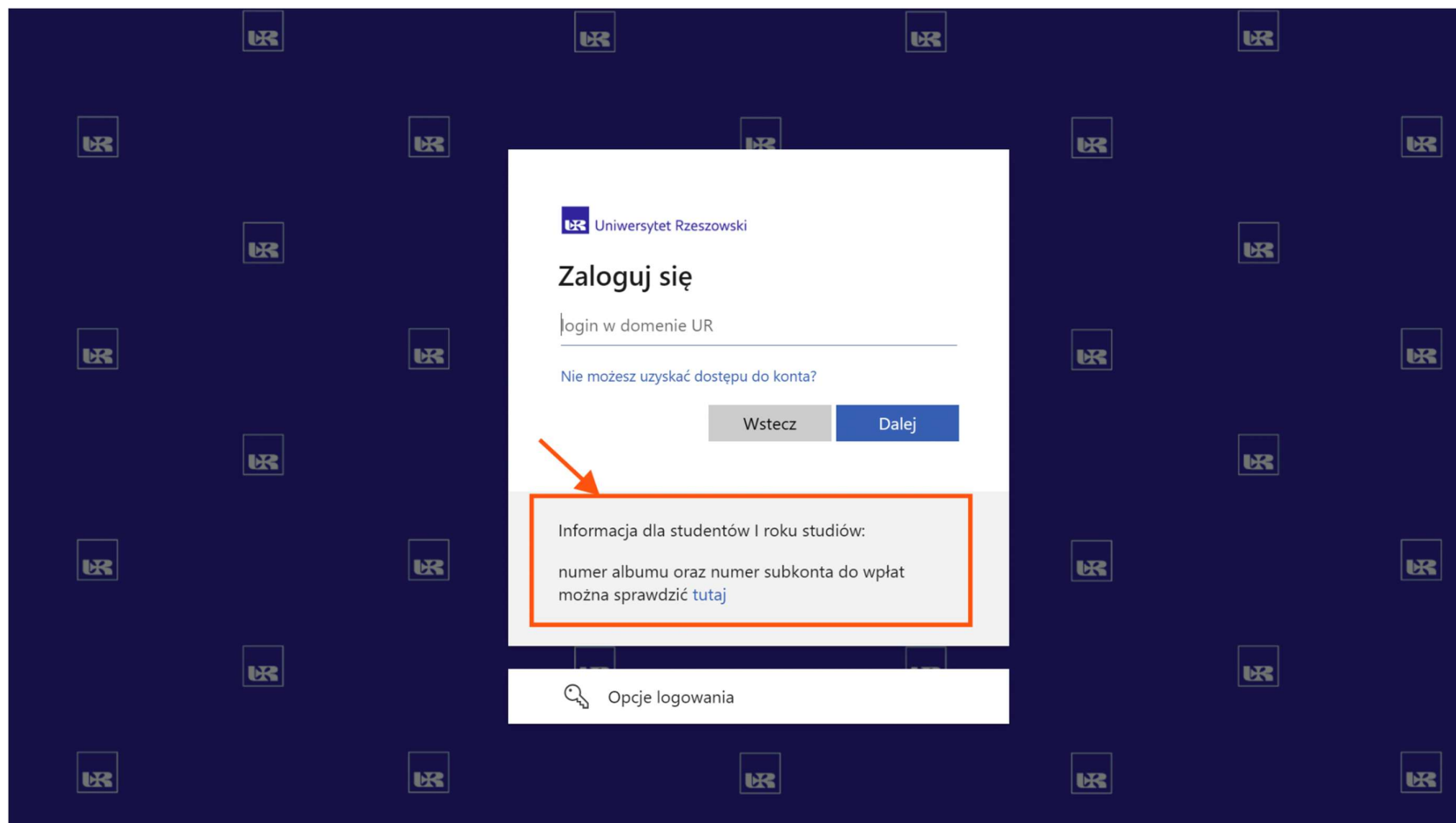


Rys 3 Sample image of the Electronic Student ID (ELS).

The ELS contains the following information:

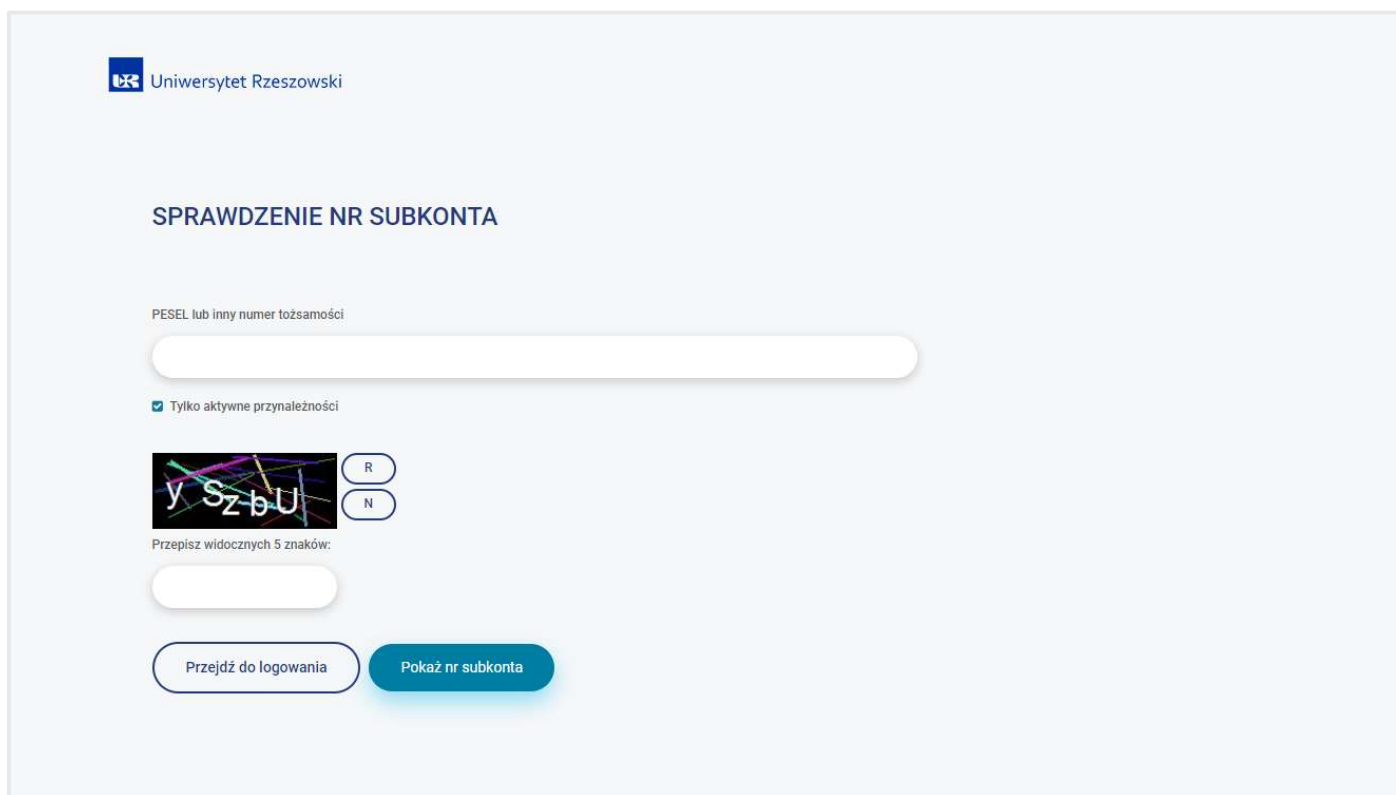
- photo uploaded during the admissions process (displayed on the right-hand side of the card);
- Wydana – the date the card was printed;
- Nr albumu – the student’s index/ID number, required, for example, to log in to Wirtualna Uczelnia;
- PESEL – the student’s PESEL number.

To pay for the printing of the ELS, make sure that in the admissions system (<https://rekrutacja.ur.edu.pl>) your status is „Przeniesiony do dziekanatu” (“Admitted - Transferred to the Dean’s Office”). If this status appears on your account, you may proceed; otherwise, wait for the status to change from „Przyjęty” (“Admitted”) to „Przeniesiony do dziekanatu” (“Admitted - Transferred to the Dean’s Office”). The bank subaccount number for the payment can be retrieved at <https://wu.ur.edu.pl/>. After opening the Wirtualna Uczelnia page, on the right side of the screen where the information is displayed, click „[tutaj](#)” (“[here](#)”).



Rys 4 Illustrative view of the Wirtualna Uczelnia system.

After being redirected to the appropriate page, enter your PESEL or the passport number provided during admissions, then transcribe the code from the image and click “Pokaż nr subkonta” (“Show subaccount number”). Once you complete these steps, the SUBACCOUNT NUMBER will appear on the screen—this is the account to which you must pay PLN 22.00 for the ELS. Additionally, in parentheses next to your first and last name, **you will see your student record number (“nr albumu”) (student ID)**. If it is not visible, please wait for the Dean’s Office to assign the number.



Uniwersytet Rzeszowski

SPRAWDZENIE NR SUBKONTA

PESEL lub inny numer tożsamości

☒ Tylko aktywne przynależności

y Sz b U

Przepisz widocznych 5 znaków:

Przejdź do logowania Pokaż nr subkonta

Rys 5 Illustrative view of the Wirtualna Uczelnia system.

First-year students who have paid the PLN 22.00 fee for the ELS should collect it from their faculty’s Dean’s Office by the deadline set by the Dean’s Office. Graduates and former students of the University of Rzeszów applying for admission may continue to use their existing ELS.

Access to the Wirtualna Uczelnia system

To access your account, go to <https://konto.ur.edu.pl/> and then, in the "Send password to e-mail" tab, enter your login, i.e. the first letter of your first name, the first letter of your surname, your student record number*, @stud.ur.edu.pl (e.g. ab123456@stud.ur.edu.pl), then your private e-mail address provided during admissions, and check the reCAPTCHA box "I'm not a robot". After completing these steps, click the "Send password to e-mail" button.

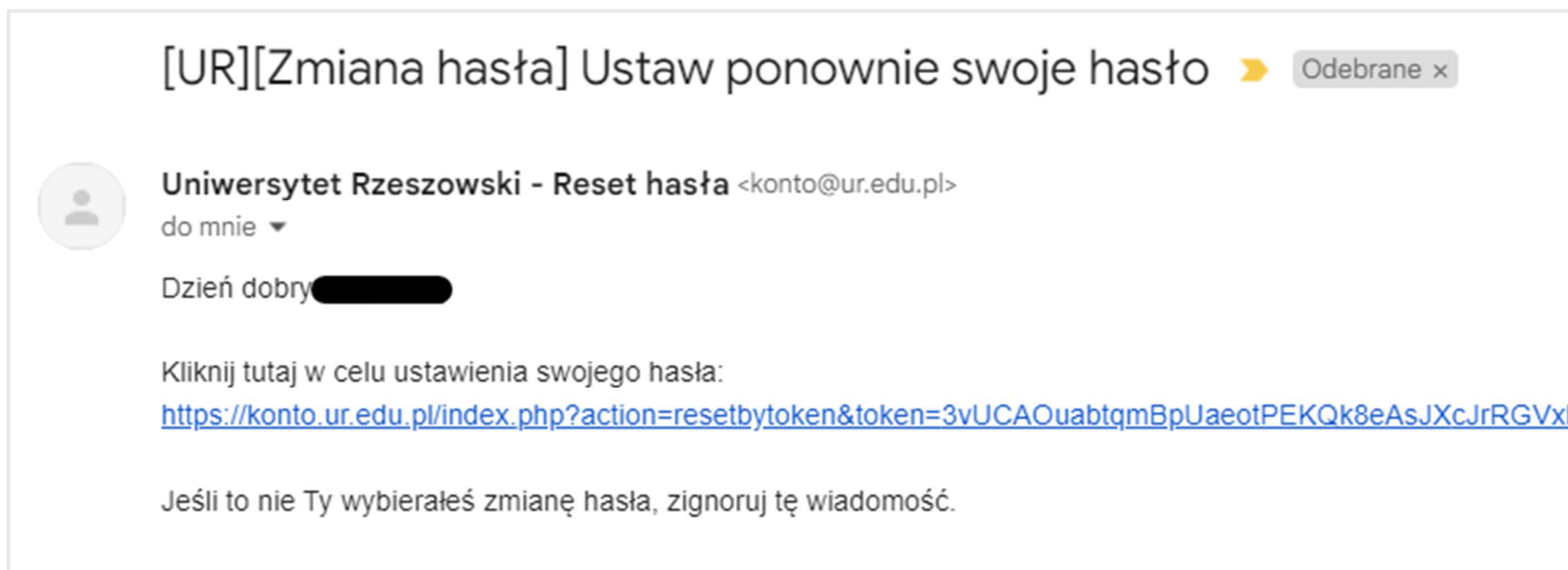
The screenshot shows a web interface for password reset. On the left is a blue sidebar with the 'Uniwersytet Rzeszowski' logo and a 'Wymagania' (Requirements) section. The requirements list: 1. Login wraz z domeną (@ur.edu.pl / @stud.ur.edu.pl / @dokt.ur.edu.pl) and 2. Prywatny adres email podawany podczas rekrutacji / zatrudnienia. The main content area has a tabbed interface with 'Zmiana hasła' and 'Wyślij hasło na adres e-mail'. The 'Wyślij hasło na adres e-mail' tab is active, showing a form with fields for 'Login wraz z domeną' and 'Email*'. Below the fields is a reCAPTCHA box with the text 'Nie jestem robotem' and a 'Wyślij hasło na maila' button. The footer of the sidebar mentions 'Powered by: LDAP Tool Box Self Service Password - version 1.7.2' and the main content area footer says 'Designed by: D.Jamroz'.

Rys 6 Illustrative view of the password reset system.

*If you do not know your student record number, we remind you that you can check it on the website <https://wu.ur.edu.pl/subkonto.aspx>.

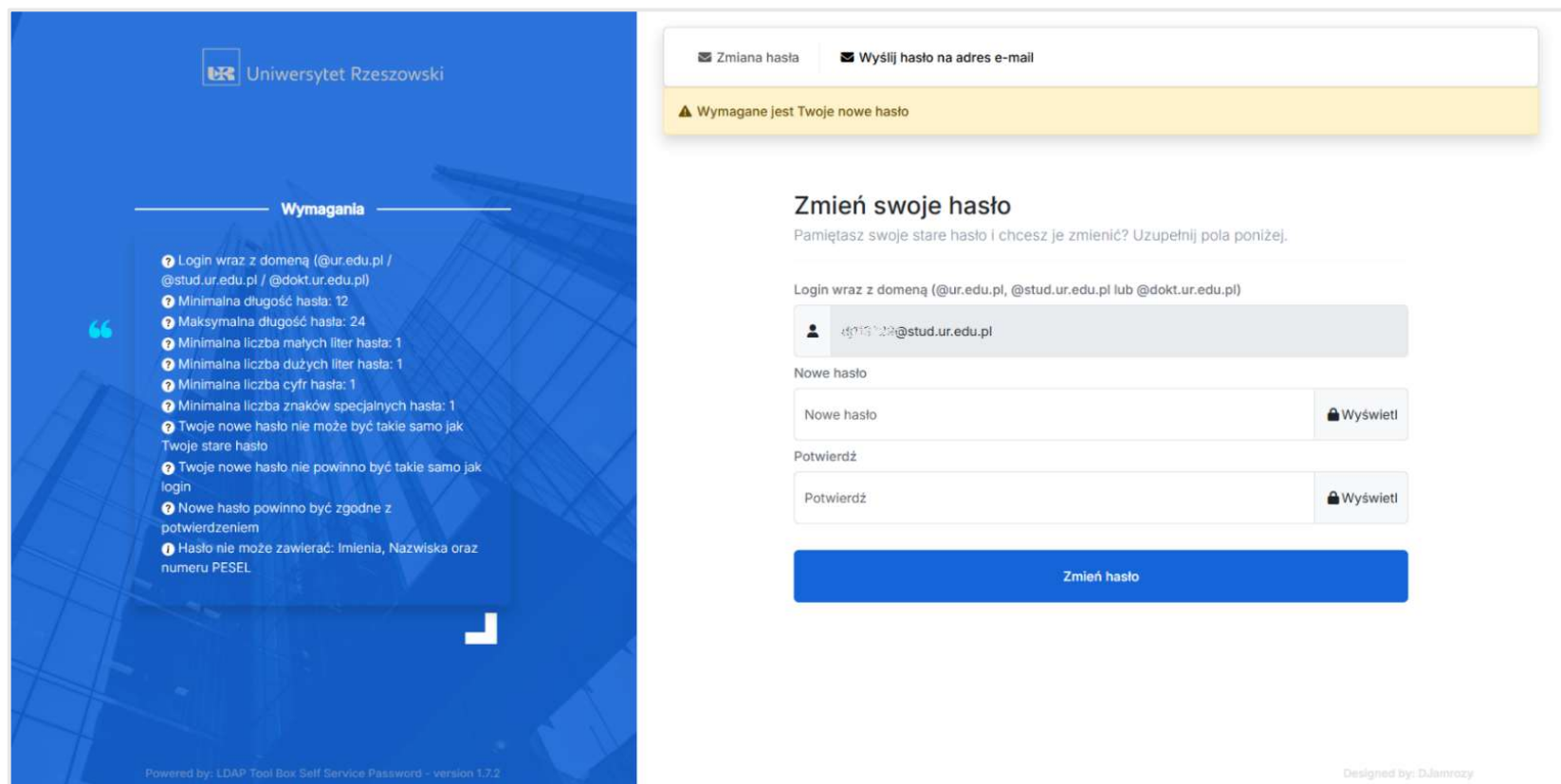
An e-mail with a link to set your password should arrive at your e-mail address (the link is active for 30 minutes from the time it is sent; after that time, you will need to repeat the above-described process to generate a new link).

Below is a sample of the e-mail message described above.



Rys 7 Illustrative view of the e-mail notification.

After opening the selected link, enter your password, then re-enter the previously entered password, check the “I’m not a robot” box, and click “Send”.



Uniwersytet Rzeszowski

Wymagania

- 1 Login wraz z domeną (@ur.edu.pl / @stud.ur.edu.pl / @dokt.ur.edu.pl)
- 2 Minimalna długość hasła: 12
- 3 Maksymalna długość hasła: 24
- 4 Minimalna liczba małych liter hasła: 1
- 5 Minimalna liczba dużych liter hasła: 1
- 6 Minimalna liczba cyfr hasła: 1
- 7 Minimalna liczba znaków specjalnych hasła: 1
- 8 Twoje nowe hasło nie może być takie samo jak Twoje stare hasło
- 9 Twoje nowe hasło nie powinno być takie samo jak login
- 10 Nowe hasło powinno być zgodne z potwierdzeniem
- 11 Hasło nie może zawierać: Imienia, Nazwiska oraz numeru PESEL

Powered by: LDAP Tool Box Self Service Password - version 1.7.2

Zmień swoje hasło

Pamiętasz swoje stare hasło i chcesz je zmienić? Uzupełnij pola poniżej.

Login wraz z domeną (@ur.edu.pl, @stud.ur.edu.pl lub @dokt.ur.edu.pl)

Nowe hasło

Wyświetl

Potwierdź

Wyświetl

Zmień hasło

Designed by: D.Jamroz

Rys 8 Illustrative view of the password reset system.

When you complete the password setup process correctly, your login to the Wirtualna Uczelnia service should be active. Please note that students are required to sign the matriculation oath in order to study at the University of Rzeszów. The oath can be signed digitally via the Wirtualna Uczelnia system.

Matriculation oath and declaration regarding the terms of charging fees for educational services in electronic form

You will receive access to your student account in the Virtual University system from 1 October. After logging in to the Virtual University, you must electronically confirm the Student Oath and the Statement confirming that you have read and understood the terms and conditions governing fees for educational services.

To do so, go to the website and select the degree programme you wish to log in to. Then, under the text of the Student Oath and the Statement, select the appropriate checkbox marked "I confirm" for the selected degree programme.

When confirming the Student Oath, you also electronically confirm the submission of the Statement. The Statement is included in your personal records and will remain permanently available for viewing in electronic form in your account in the Virtual University system. The Statement confirms that:

- **You are familiar with the rules and amounts of fees** – you have read the Rector's orders of the University of Rzeszów concerning the rules and amounts of fees for educational services (available at bip.ur.edu.pl).
- **You undertake to make payments on time to your individual bank account** – payments may be made as a one-time payment or in 2 or 4 instalments. Fees apply, among other things, to part-time studies, repeating courses or classes, education in a foreign language, and additional classes.
- **You are aware of the consequences of failing to make payments** – statutory interest is charged on late payments, and in the event of withdrawal from studies or removal from the student register without settling outstanding payments, the University will initiate debt collection proceedings.

IMPORTANT: If you have been admitted to more than one degree programme and you know that you will study in more than one programme, when logging in you must select the degree programme you wish to access and then separately confirm the Student Oath together with the Statement confirming that you have read and understood the terms and conditions governing fees for educational services for each programme.

Confirming the electronic version of the Student Oath and the Statement is equivalent to acquiring student rights and obligations and being admitted to the student body of the University of Rzeszów. This includes, among other things, the obligation to make payments to the University on time, in the amounts and by the deadlines specified in separate regulations. The Statement also constitutes the basis for any potential debt collection proceedings.

Failure to submit the Student Oath and the Statement will result in removal from the student register due to failure to commence studies. Until the Student Oath has been submitted, access to your account in the system will be blocked. Without submitting the Student Oath, you will not

be able to fully use the University's resources or confirm your student status (you will not receive a student ID card, a certificate confirming your student status, access to the Virtual University system, etc.).

From the moment you confirm the Student Oath and the Statement, you will have access to all services related to the University:

- **Virtual University website** – it enables you to view your entire study process, from submitted scholarship applications to your class schedule and grades received. We also recommend that you familiarise yourself with the **Software** tab, where tools and software licences made available to students and employees of the University of Rzeszów are published.
- **Microsoft account** – using your Virtual University login credentials, you can sign in to your Microsoft account at **office.com**, where you will find your university email account (**OUTLOOK**) as well as the **Office 365** suite, including applications such as MS Teams, MS Word, MS PowerPoint, and MS Excel.
- **Eduroam Wi-Fi network** – further information is available on the website (**About eduroam – University of Rzeszów**).
- **Electronic student ID card** – you can download your electronic student ID card in the **mObywatel** application.

Please note that, from the moment you confirm the Student Oath and the Statement confirming that you have read and understood the terms and conditions governing fees for educational services, in accordance with the relevant Rector's order, students of the University of Rzeszów are required to use their university email accounts for correspondence with employees of the University of Rzeszów.

For security reasons, the use of private email accounts for communication with the University is not recommended.

Other information

Information about scholarships can be obtained from the Social Affairs Section (Student and Education Affairs Department).

Information regarding the course of studies and other study-related matters can be obtained from the Dean's Office serving your programme.

Contact details for the Dean's Offices:

Dean's Office	Link
Faculty of Biology, Nature Protection and Sustainable Development	https://www.ur.edu.pl/pl/wydzialy/wydzial-biologii-i-ochrony-przyrody/student/dziekanat
Faculty of Economics and Finance	https://www.ur.edu.pl/pl/wydzialy/wydzial-ekonomii-i-finansow/student/dziekanat
Faculty of Philology	https://www.ur.edu.pl/pl/wydzialy/wydzial-filologiczny/student/dziekanat
Faculty of Humanities	https://www.ur.edu.pl/pl/wydzialy/wydzial-humanistyczny/wydzial/dziekanat
Faculty of Music	https://www.ur.edu.pl/pl/wydzialy/wydzial-muzyki/student/dziekanat
Faculty of Social Sciences	https://www.ur.edu.pl/pl/wydzialy/wydzial-nauk-spoecznych/student/dziekanat
Faculty of Exact and Technical Sciences	https://www.ur.edu.pl/pl/wydzialy/wydzial-nauk-scislych-i-technicznych/student/dziekanat
Faculty of Pedagogy and Philosophy	https://www.ur.edu.pl/pl/wydzialy/wydzial-pedagogiki-i-filozofii/wydzial/dziekanat
Faculty of Law and Administration	https://www.ur.edu.pl/pl/wydzialy/wydzial-prawa-i-administracji/student/dziekanat
Faculty of Fine Arts	https://www.ur.edu.pl/pl/wydzialy/wydzial-sztuk-pieknych/student/dziekanat
Faculty of Technology and Life Sciences	https://www.ur.edu.pl/pl/wydzialy/wydzial-technologiczno-przyrodniczy/student/dziekanat
Dean's Office (Collegium Medicum)	Link
Faculty of Biotechnology	https://www.ur.edu.pl/pl/collegium-medicum/wydzial-biotechnologii/student/dziekanat-2
Faculty of Medicine	https://www.ur.edu.pl/en/college/college-medicum/units/faculty-of-medicine/dean-s-office-of-the-faculty-of-medicine
Faculty of Physical Culture Sciences	https://www.ur.edu.pl/pl/collegium-medicum/wydzial-nauk-o-kulturze-fizycznej/student/dziekanat-2
Faculty of Health Sciences and Psychology	https://www.ur.edu.pl/pl/collegium-medicum/wydzial-nauk-o-zdrowiu-i-psychologii/student/dziekanat