UNIVERSITY OF WARSAW | Faculty of Economic Sciences

USOSWeb (WNE) UW (but not only) : some basic information for new students (2026/27)

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Dean's Representative for the USOS System
(University Study-Oriented System or Student Management Information System)

What we are going to talk about?

- USOSWeb - general idea and oath/clauses
- USOSWeb – registration for courses
- Central registration at UW – languages, physical education, OGUN (general courses)
- Courses linking to your programme
- Tuition fee: Instalment plan selection
- University email account for students and WNE Computer Lab account

USOSWeb general information

Becomes more and more important !!!

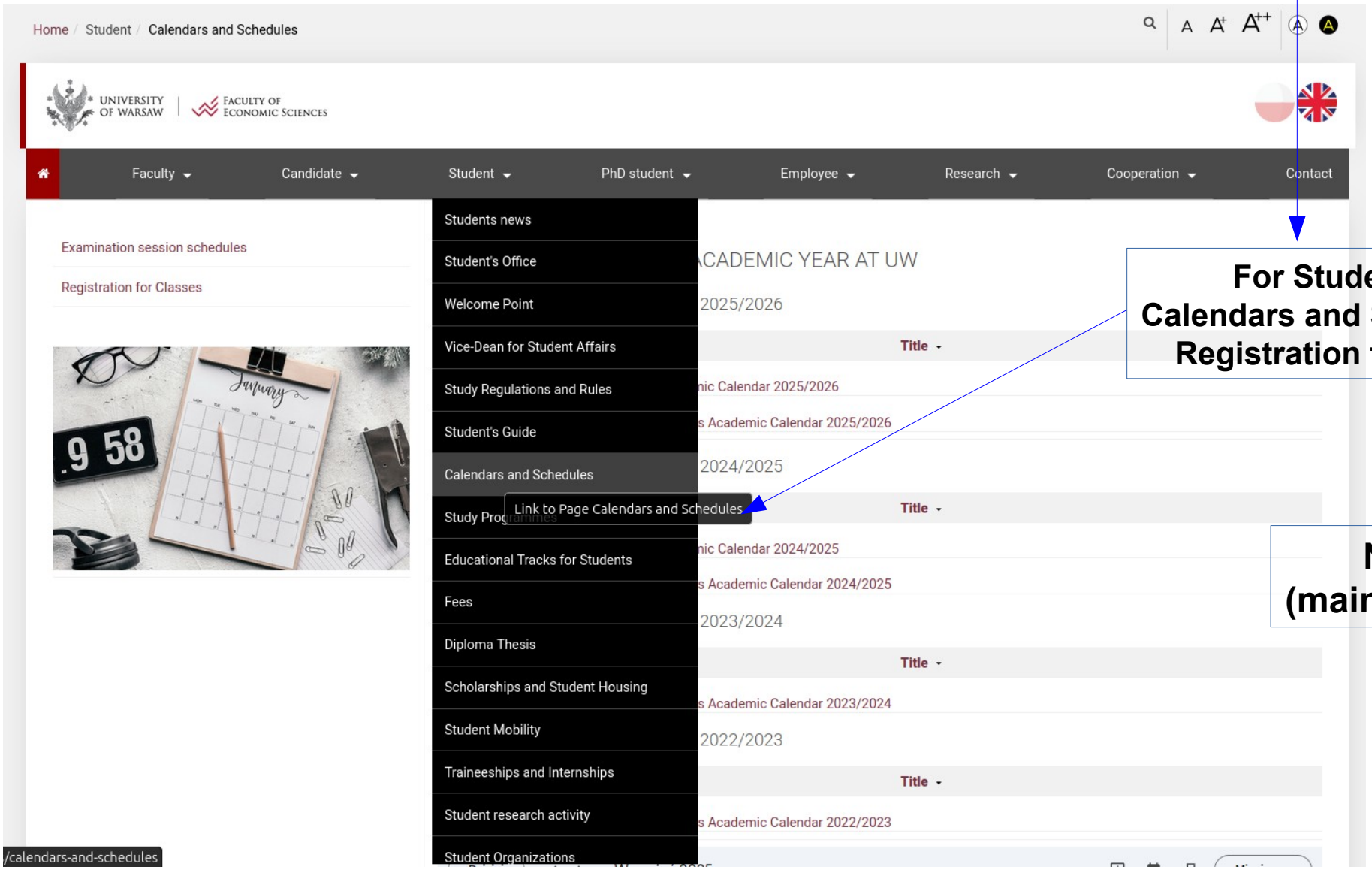
- USOSWeb is a system that in many cases provides access to information that used to be available in the Students' Office (at the Faculty): **courses plan**, assessment / grades, rankings, information about courses, lecturers, student exchange programmes etc.

- USOSWeb in many cases allows to avoid the need for coming to Students' Office: as above + oaths and clauses, registrations, payments, scholarships issues, surveys, applications, student exchange, dormitories etc.

Important websites

- **WNE UW website**
  - http://www.wne.uw.edu.pl/
- **USOSweb – WNE UW**
  - https://usosweb.wne.uw.edu.pl
- **UW web portal**
  - http://www.uw.edu.pl/
- ***Central USOSweb UW + Token registrations***
  - https://usosweb.uw.edu.pl
- ~~*Token registration service*~~
  - ~~*https://rejestracja.usos.uw.edu.pl/*~~
- The Student Welfare and Support Office UW (in Polish and in English)
  - https://bpm.uw.edu.pl/en/
    - https://bpm.uw.edu.pl/en/dormitory/
  - https://welcome.uw.edu.pl/before-you-arrive/accomodation/

WNE UW main website



Registration info

For Students → Calendars and Schedules - Registration for classes

News (main website)

For Students → Calendars and Schedules → Registration for classes

Examination session schedules

Registration for Classes

REGISTRATION FOR CLASSES

First round of registration

Ist year students: Online registration for classes (at the Faculty of Economic Sciences) for Ist year students will start on September 24th. Detailed schedule is available below.

Transfer of token registrations to Central USOSweb

From **22 April 2025** all token registrations (PHYSICAL EDUCATION, LANGUAGE COURSES, OGUNs) will be available only **in the Central USOSweb service (https://usosweb.uw.edu.pl/)**. The current token registration service has been deactivated. Token registrations will not be available in the WNE USOSweb, while registrations for courses run by WNE (for WNE study programmes) will be in the WNE's USOSweb as before.

During the pilotage round of token registrations in USOSweb, which will take place from **March 31, 2025, 9:00 p.m. to April 6, 2025, 11:59 p.m.**, you can report comments and technical problems to **zetonowe.pomoc@uw.edu.pl**

A short user manual describing the token registration module in the Central USOSweb system is available here.

Registration schedule - Fall semester AY 20262027

- Fall (Winter) semester 2026/2027 FIIA – 2 nd and 3 rd year, IEC, QF, DSBA – 2 nd year
- FIIA – 1 st year, DSBA, IEC, QF – 1 st year

Registration in the USOS system is obligatory for all students. Students who do not register in the USOS system will not be able to participate in the classes.

Students are reminded that failure to register will cause their absence from the course participants list, and from the examination sheet. This poses the risk of course retake, even if you will have participated and fulfilled contentwise course requirements. Smooth run of the administrative work demands your cooperation. Below you may find some useful manuals:

Thumbnail	Title
PDF	USOSWeb - Manual

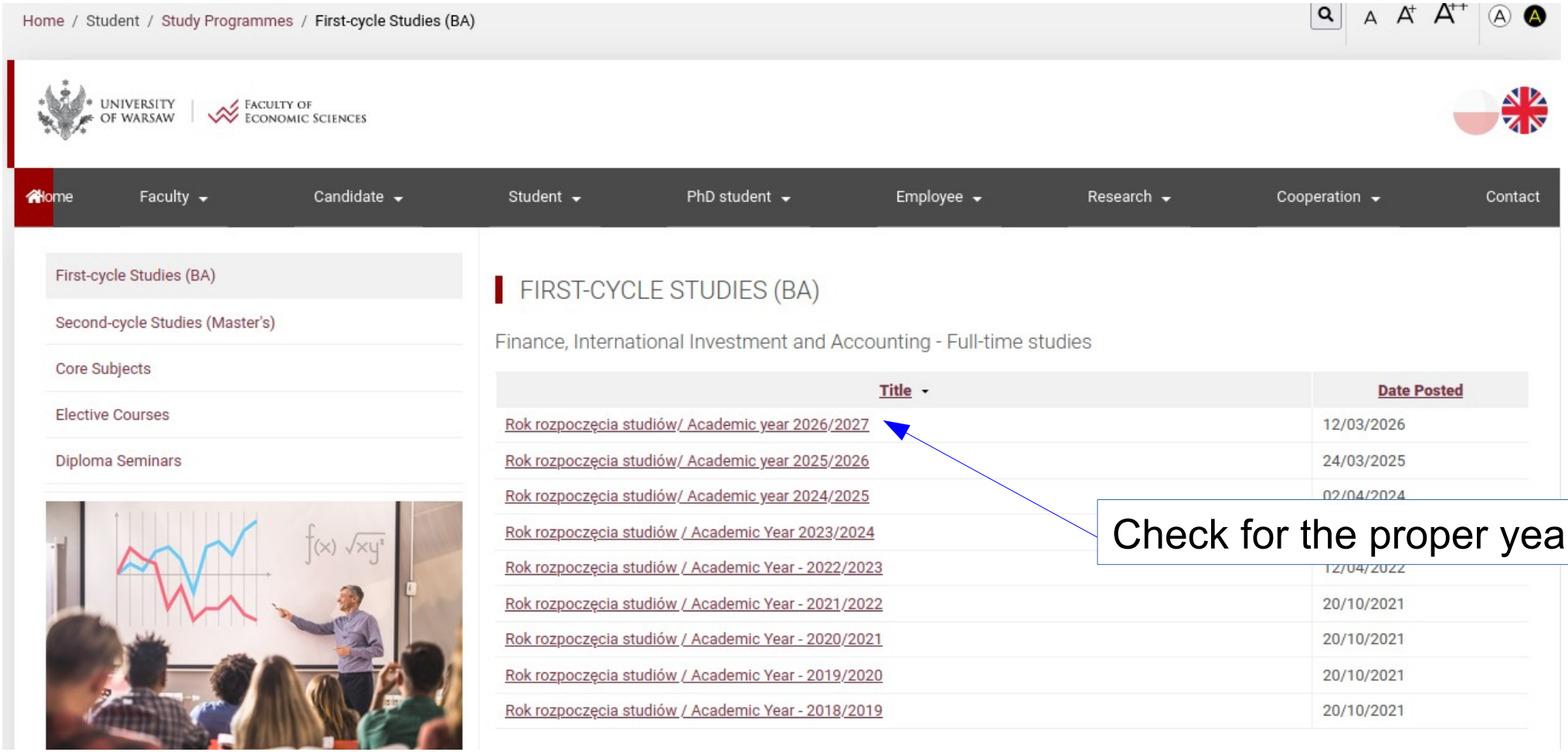
- USOS Training Recording 25.09.2025

Presentation from the training
Recording from the training

Curriculum and classes schedule: Student → Study programmes or

https://www.wne.uw.edu.pl/en/students/study-programmes/first-cycle-studies

https://www.wne.uw.edu.pl/en/students/study-programmes/second-cycle-studies



Curriculum example –
1st year classes are important

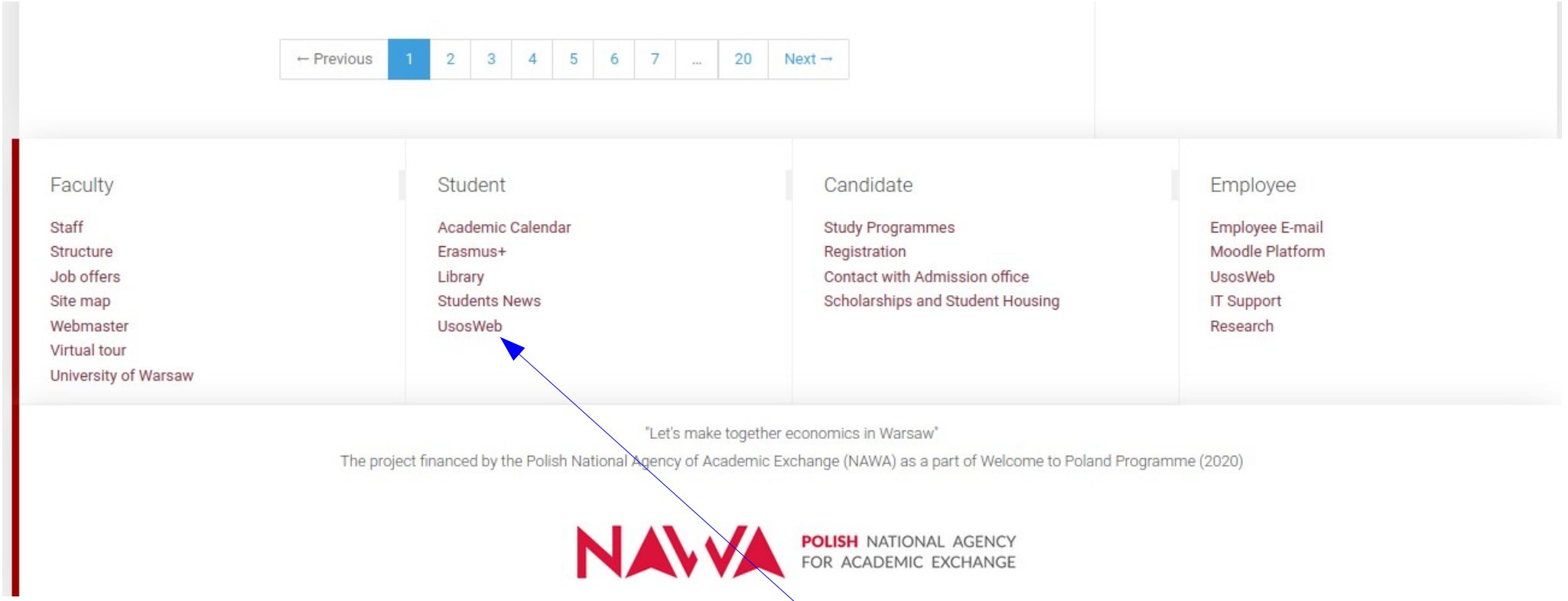
WYDZIAŁ NAUK EKONOMICZNYCH UNIWERSYTETU WARSZAWSKIEGO
Faculty of Economic Sciences, University of Warsaw
Studia I stopnia/ First cycle studies full-time studies
rok akademicki (academic year) 2026/2027
kierunek: **FINANSE, INWESTYCJE MIĘDZYNARODOWE i RACHUNKOWOŚĆ**
field of study: Finance, International Investment and Accounting

	Przedmiot	Course	Course type	hours / ECTS	YEAR						Total hours/ Total ECTS	Form of credit
					I		II		III			
					Semester							
					1	2	3	4	5	6		
A.	Course Code	General courses	godz.									
1	UW offer	Foreign language (different than English, UW offer)*	lab. classes	hours	60	60	60	60			240	credit
				ECTS	2	2	2	2			8	
2	UW offer	Foreign language examination (min B2 level)**	examination	-					4		4	exam
				ECTS					2		2	
3	UW offer	Physical education	classes	hours		30	30	30			90	credit
						0	0	0			0	
4	2400-FIM1NI	IT tools in economics	seminar	hours		30					30	credit
				ECTS		3					3	
5	UW offer	General elective courses humanistic (OGUN)	lecture	hours		60					60	credit
				ECTS		6					6	
5	UW offer	General elective courses (OGUN)	lecture	hours						30	30	credit
				ECTS						3	3	
6	UW offer	Occupational Safety and Health (OSH)	training via internet	hours	4						4	credit
				ECTS	0,5						0,5	
7	2400-FIM1POWI	Intelectual Property Protection	training	hours	6						6	credit
				ECTS	0,5						0,5	
	Total of hours in the group of courses			hours	70	180	90	90	4	30	464	
	SUMA ECTS w grupie			*ECTS*	3	11	2	2	2	3	23	
B.	Przedmioty podstawowe	Core courses										
8	2400-FIM1WDE	Introduction to economics	lecture	hours	30						30	credit
				ECTS	5						5	

Login to USOSweb

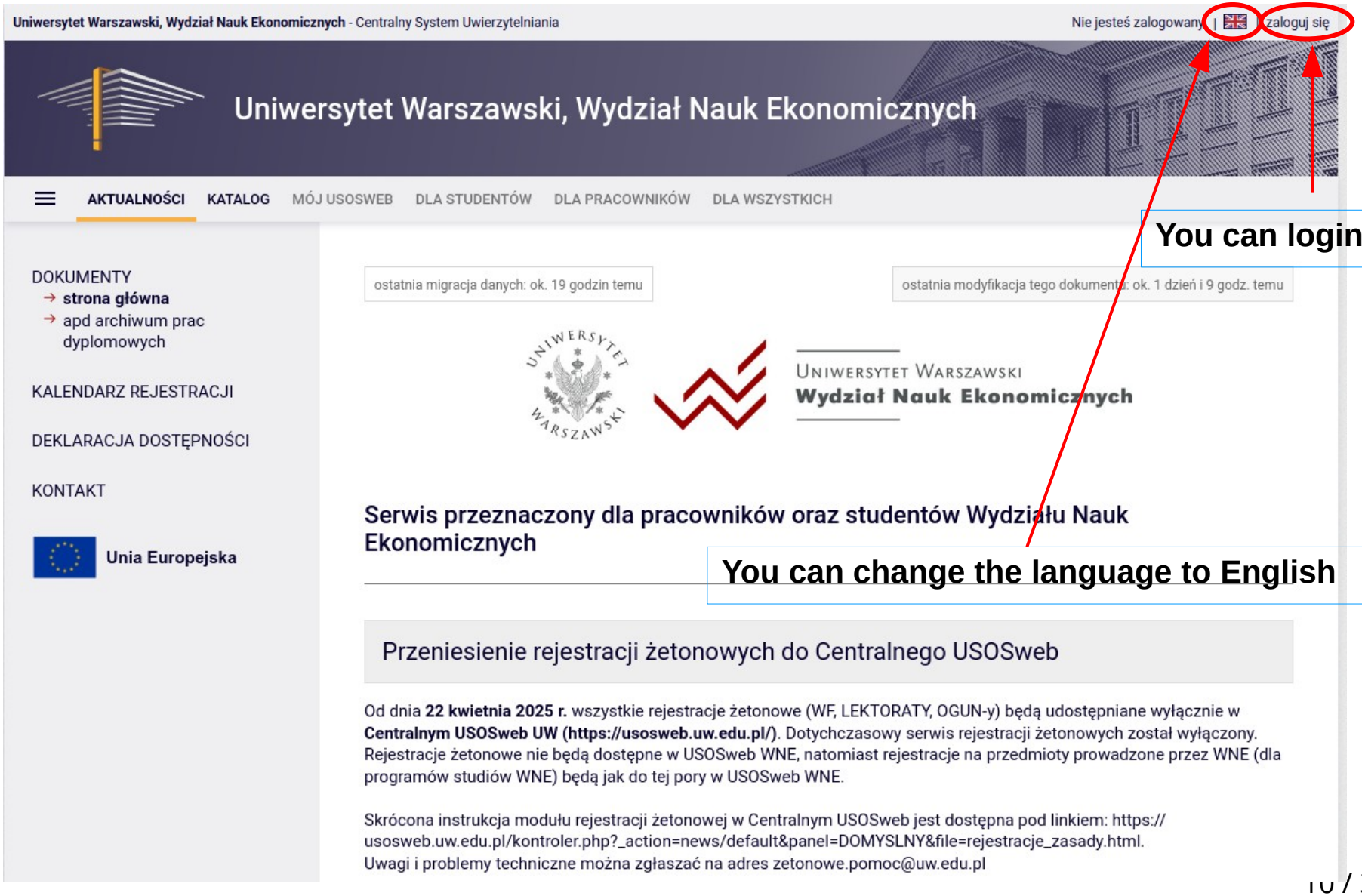
(at the bottom of the main website)

(https://usosweb.wne.uw.edu.pl/)



Registration for courses at WNE UW is possible ONLY through the WNE USOSWeb System

Login to USOSweb



USOSWeb login (and to the other Services)

Central Authentication System (CAS)

Through this service we can get access to many services and pages at UW

Your username is PESEL number (artificial LOGIN ID for foreigners) or university e-mail address

A password you set yourself (link in the email) or the 'forgotten password' option



For foreigners with so-called artificial LOGIN ID (007)… the username is different from the one in the IRK system – new artificial LOGIN is issued in USOS!!!

ektronicznych Uniwersytetu Warszawskiego dla społeczności regionu" realizowany w ramach
racyjnego Województwa Mazowieckiego, współfinansowany przez Unię Europejską ze środków
Europejskiego Funduszu Rozwoju Regionalnego

Login to the other services

Offical on-line services of the University of Warsaw which are compatible with the CAS

USOSweb servers

- USOSweb of the Central Campus
- USOSweb of the Faculty of Chemistry
- USOSweb of the Faculty of Physics
- USOSweb of the Faculty of Mathematics, Informa
- USOSweb of the Faculty of Economics

Pozostałe serwisy systemu USOS

- ~~Token Registration System~~
- Archive of Diplomas
- Room Reservation System
- ECTS Course Catalogue

Centrum Kompetencji Cyfrowych

- Kampus
- Kampus Recruitment
- Kampus Projects
- Page Templates

Pozostałe serwisy

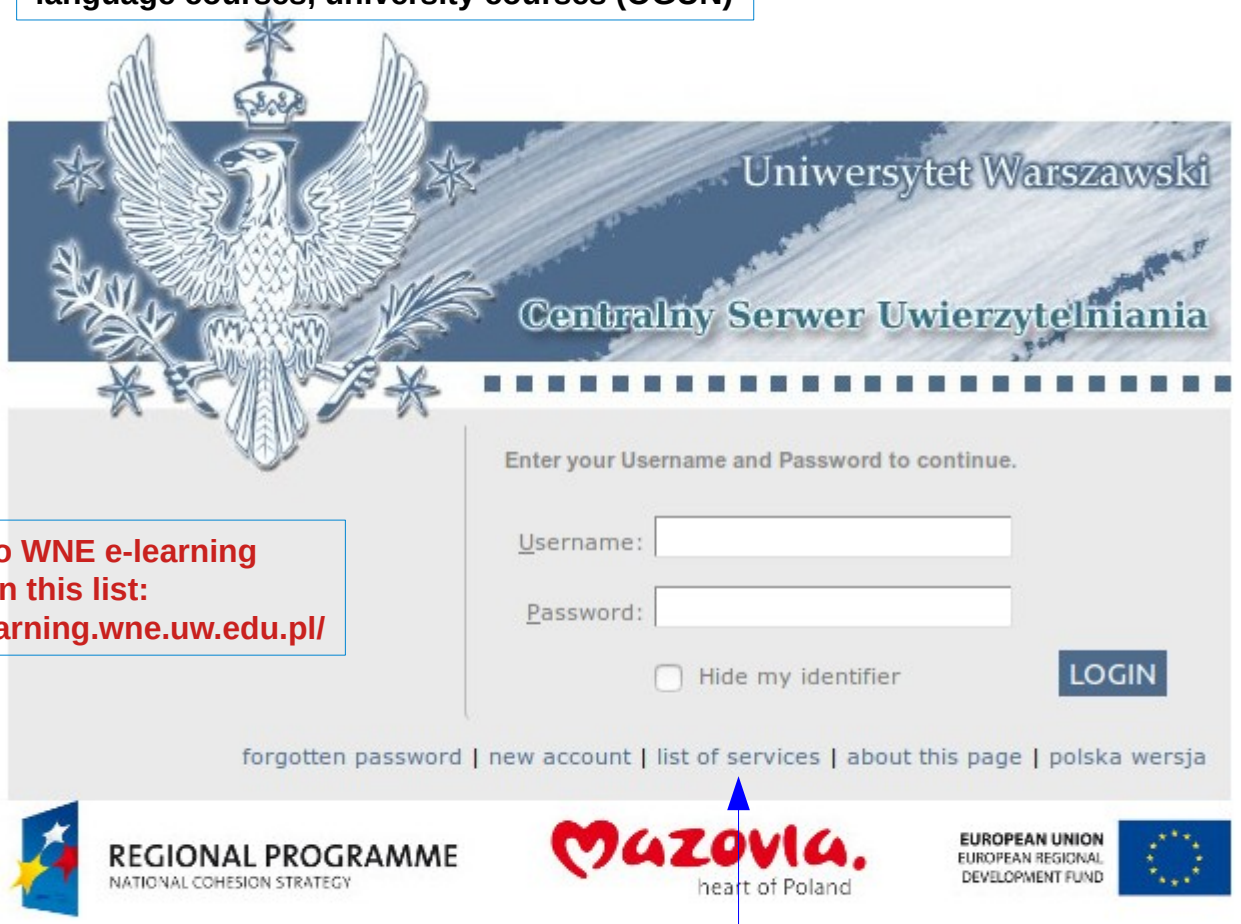
- Student email account setup
- Web portal of University of Warsaw
- Issue Tracking System JIRA

Serwisy wydziałowe

- Web portal of the Faculty of Mathematics, Inform
- Ankieter (Surveyor) of the Faculty of Mathematics
- E-learning platform of the Faculty of Mathematic
- Room Reservation System of the Faculty of Math
- Web portal of the Faculty of Physics
- E-learning platform of the Institute of Applied Linguistics
- Wiki of the Faculty of Biology
- Intership Registration System of the Faculty of Law and Administration

Registration for physical education, language courses, university courses (OGUN)

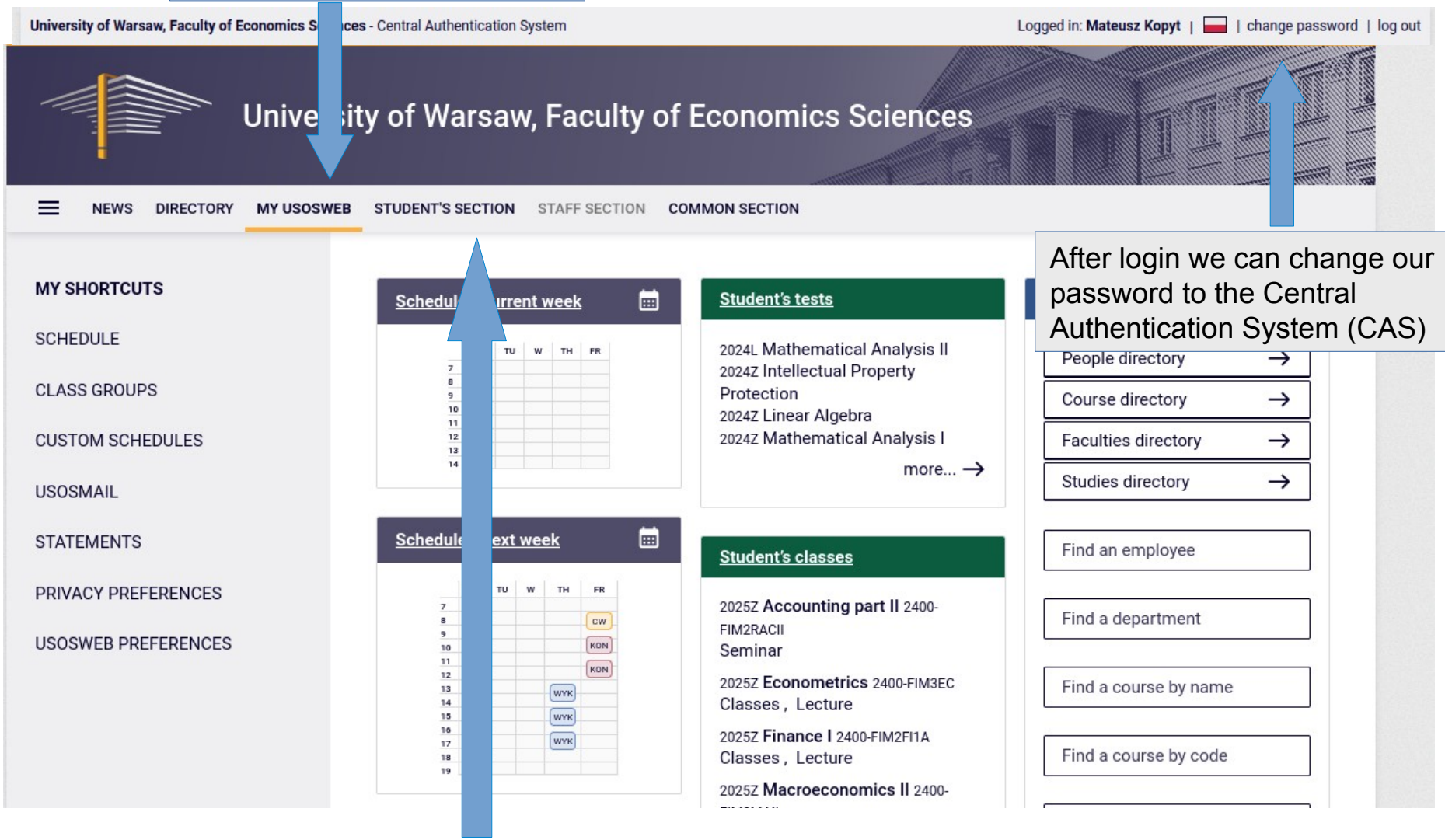
There is no WNE e-learning platform on this list: https://elearning.wne.uw.edu.pl/



Access to the other services with CAS (common) login

USOSweb – after login

MY USOSWEB View

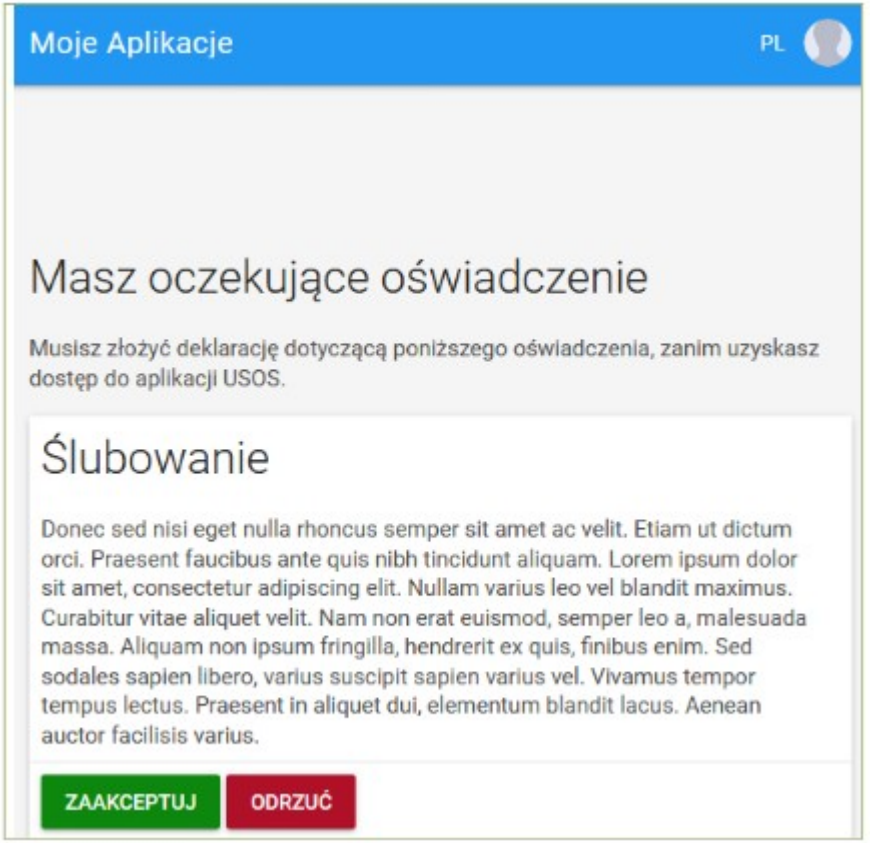


After login we can change our password to the Central Authentication System (CAS)

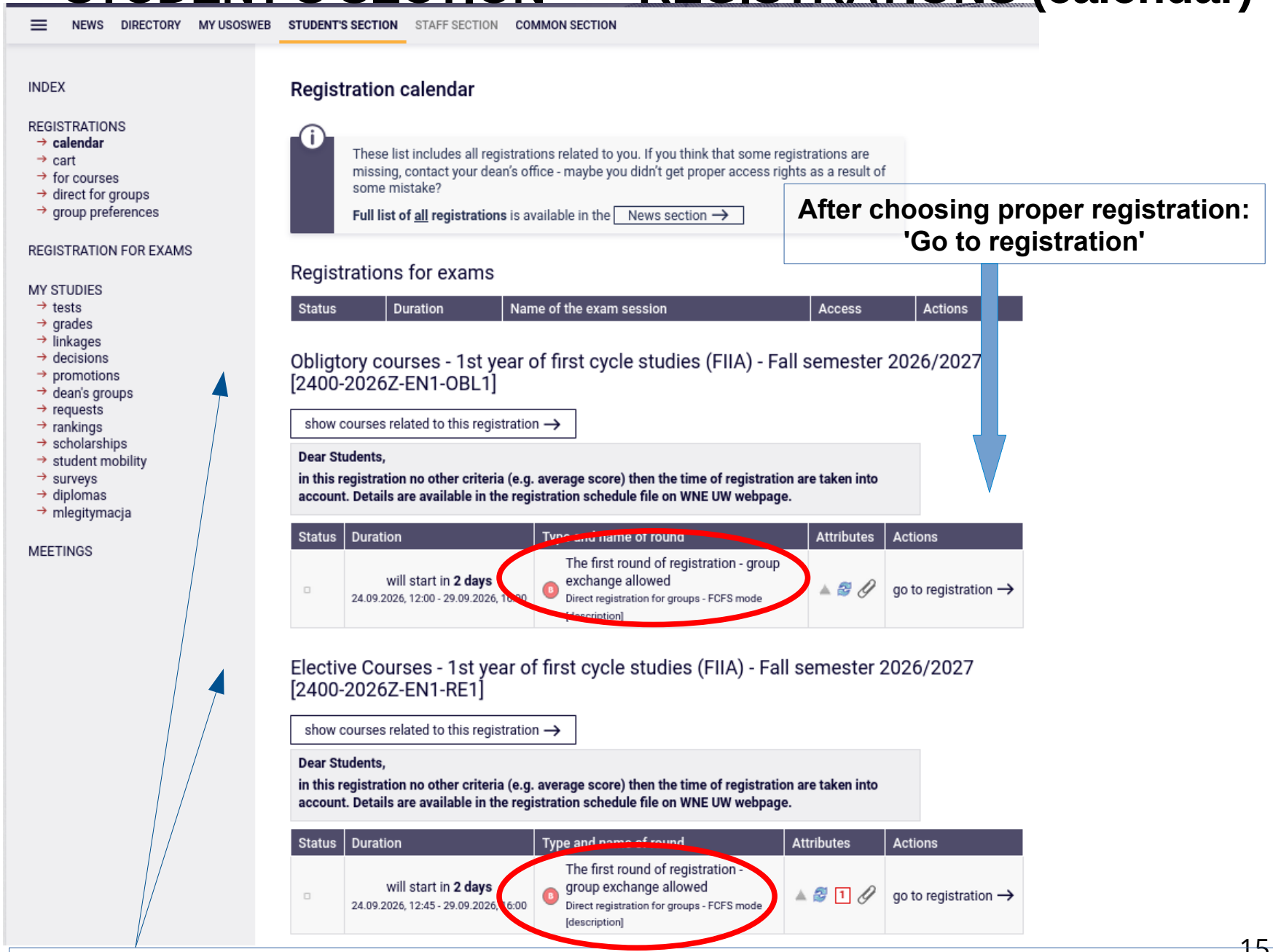
How to get to registrations:
STUDENT'S SECTION → REGISTRATIONS *(Registration for courses or Direct for groups)*

USOSweb – the oath, clauses

- A student ‘is created’ ☺ at the moment of ‘matriculation’ and signing/taking the oath (generally from 1 October).
- A student at the University of Warsaw signs:
  - the RODO (General Data Protection Regulation) clause (cannot be rejected)
  - the oath (can be rejected, but... **there are significant consequences**)
  - Other clauses … (sometimes)
- **Not signing the clause or rejection of the oath will result in access to USOSweb being denied.**



USOSweb registration for courses: STUDENT'S SECTION –> REGISTRATIONS (calendar)

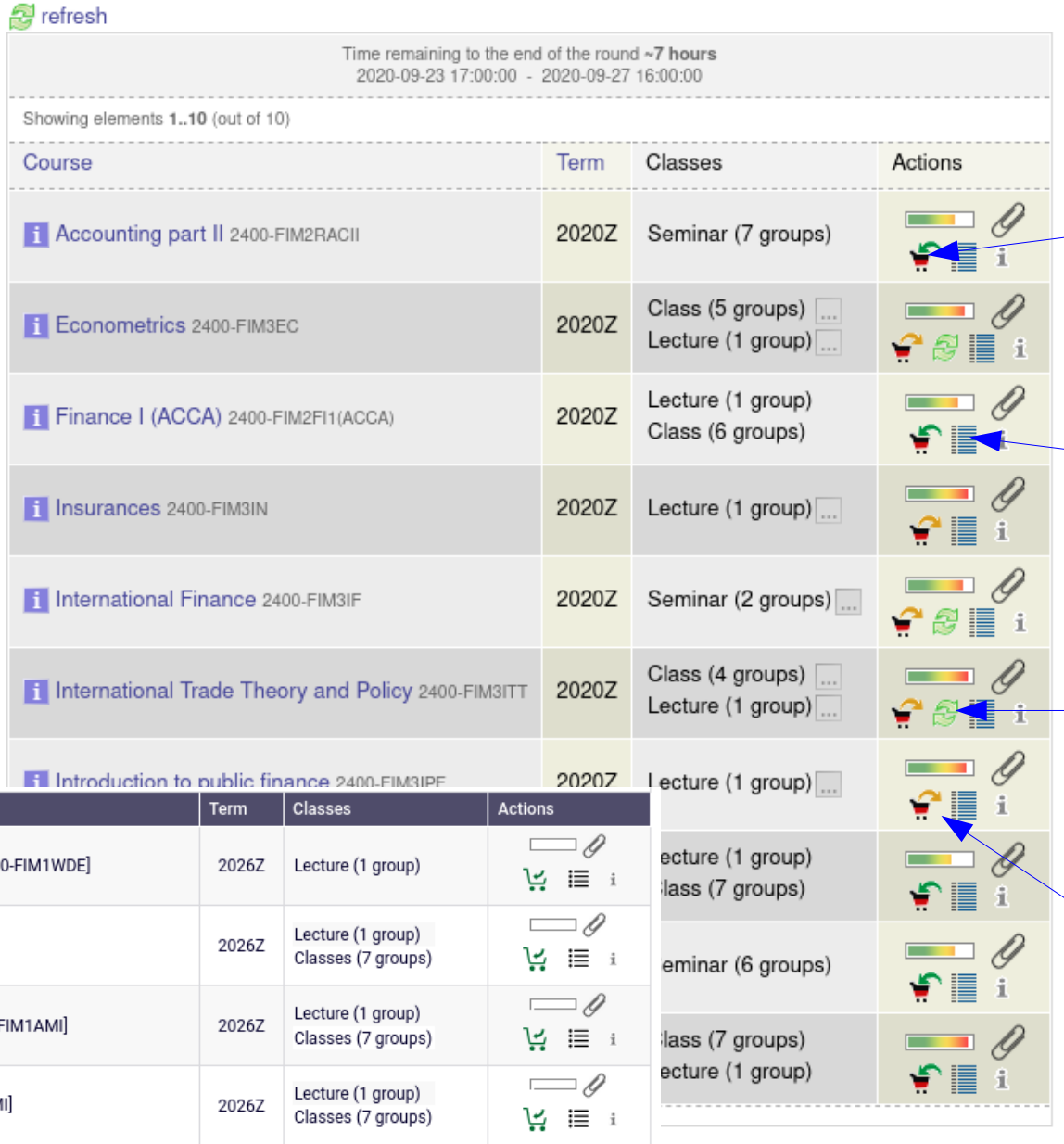


We search from the list of registrations the proper one – we wish to register

USOSweb registration for courses

(the example in an older colour scheme!!!)

We choose only proper courses according to the curriculum – not (always) all from the registration group



Course	Term	Classes	Actions
Introduction to Economics [2400-FIM1WDE]	2026Z	Lecture (1 group)	
Linear Algebra [2400-FIM1AL]	2026Z	Lecture (1 group) Classes (7 groups)	
Mathematical Analysis I [2400-FIM1AMI]	2026Z	Lecture (1 group) Classes (7 groups)	
Microeconomics I [2400-FIM1MI]	2026Z	Lecture (1 group) Classes (7 groups)	

To register: 'shopping cart with green arrow' – you will be asked to choose specific groups (if it is more than one)

The list of free / occupied places

Group exchange → (if applicable, it looks different on different screens)

To unregister: 'shopping cart with orange arrow'

USOSweb registration for courses (Group exchange)

Linear Algebra (2023Z) [2400-FIM1AL]
Obligtory courses - 1st year of first cycle studies (FIIA) - Fall semester 2023/24 [2400-2023Z-EN1-OBL1]

← go back to the list of courses

refresh — Round will be open **in 20 hours 13 min**

☐ show location of classes — Change settings

If you want to change these settings permanently, edit your preferences in the My USOSweb menu.

Submit exchange wish

Group	Registered	Lower limit ⓘ	Upper limit	Requests ⓘ	Teacher	Group description	Time	
Lecture								
1	**154**	**1**	**210**	**0**	**Oskar Kędzierski**	**none**	**Monday 15:00-16:30**	**YOUR GROUP**
Class								
1	**28**	**1**	**28**	**0**	**Bruno Stonek**	**(In Polish) gr dz. / f.t.**	**Tuesday 09:45-11:15 Thursday 09:45-11:15**	**YOUR GROUP**
2	23	1	28	0	André Saint Eudes Mialebama Bouesso	(In Polish) gr dz. / f.t.	Tuesday 08:00-09:30 Thursday 08:00-09:30	☐
3	26	1	28	0	Francesco Galuppi	(In Polish) gr dz. / f.t.	Tuesday 13:15-14:45 Thursday 13:15-14:45	☐
4	25	1	28	0	Francesco Galuppi	(In Polish) gr dz. / f.t.	Tuesday 11:30-13:00 Thursday 11:30-13:00	☐
5	28	1	28	0	Oskar Kędzierski	(In Polish) gr w. / ev.	Thursday 16:45-18:15 Tuesday 16:45-18:15	☐
6	24	1	28	0	Oskar Kędzierski	(In Polish) gr w. / ev.	Thursday 15:00-16:30 Tuesday 15:00-16:30	☐

Submit exchange wish

HERE: **doesn't** mean that the group is in Polish

Group already assigned

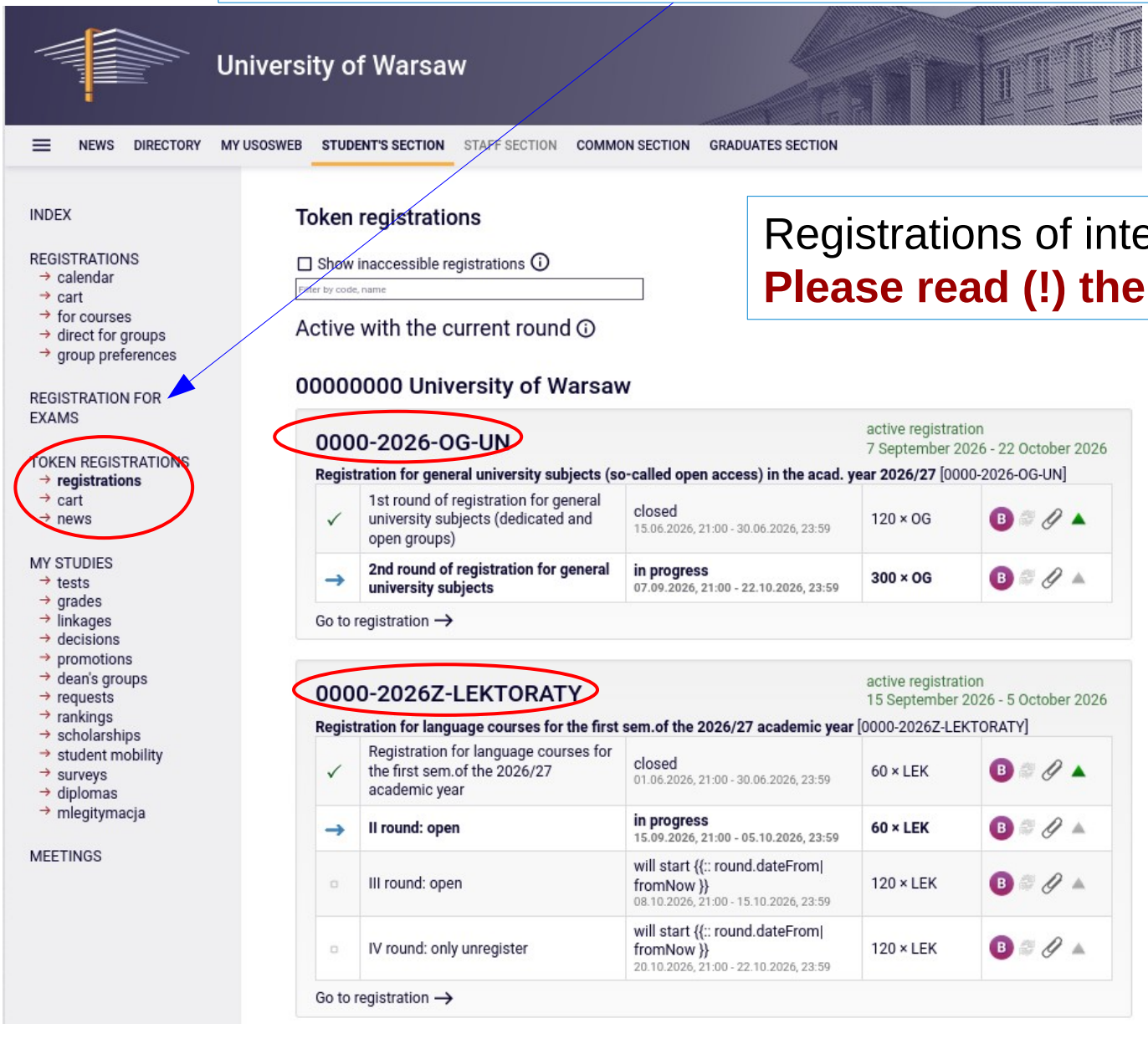
You can indicate the desired group

IPP and OSH (BHP)

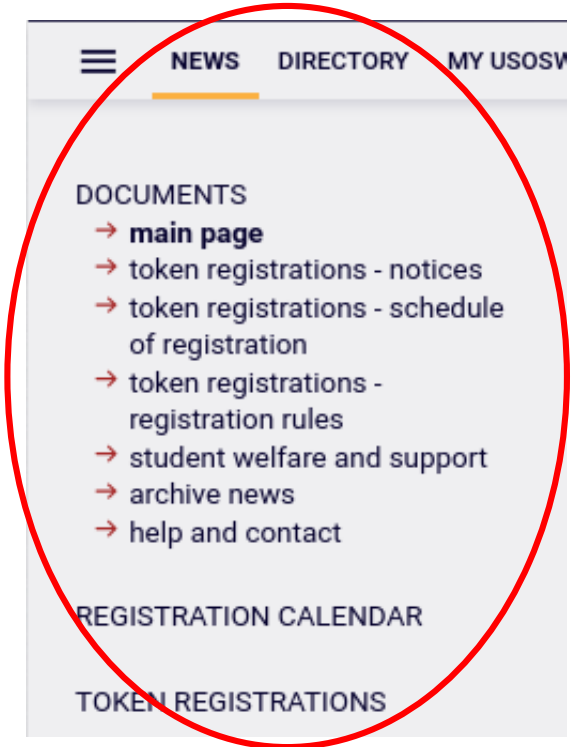
- **There will be separate registration for IPP classes**, or you will be enrolled administratively (some programmes).
- **IPP** classes will be held:
  - For some PL and all EN programmes in November/December (registration may start in October) – information coming soon
- You are / will be soon automatically registered by the Students' Office for the **OHS** (Occupational Health and Safety) course.
- **OHS** classes are offered **remotely** on the CKC UW Campus platform: https://kampus.uw.edu.pl/

Token registration: https://usosweb.uw.edu.pl/
Language courses, physical education, university courses (OGUN)

After login to Central USOSweb (as for USOSWeb WNE)
we have to choose STUDENT'S SECTION → TOKEN REGISTRATIONS



Registrations of interest to us are **LEK,OG, WF**
Please read (!) the descriptions carefully.



Token registration: https://usosweb.uw.edu.pl/
Language courses, physical education, university courses (OGUN)

Language Placement Tests

Before registering for an **English, French, Spanish, German, Russian, Italian** language class, you are required to take an online placement test, which is available on webpage kampus. The test result will help you choose the most suitable level (A1, A2, B1, B2, C1, C2, according to the Common European Framework of Reference). If you encounter any issues accessing the placement test, please report them to pomoc-ckc@uw.edu.pl

Due to data migration, it is recommended to take the placement test two days before the start of registration for language courses.

The Office for Innovation in Teaching and Learning

TOKEN REGISTRATIONS
- registrations
- **cart**
- news

last modification of news: 6 days ago

Cart

Here you will find information about your registrations and tokens spent. Token registrations are deleted after some time and information about tokens spent is archived. The Show archived registrations button allows you to see the archived data. Notice that not all data is stored, for instance, locations and times of classes will not be available.

Tokens

Type	Description	Granted	Spent	Purchased
EGZ-JO	(in Polish) Egzaminy z języków obcych	2	0	0
LEK	(in Polish) Zajęcia z języków obcych	240	60	0
OG	(in Polish) Przedmioty ogólnouniwersyteckie (wolnego dostępu)	300	150	0
WF	(in Polish) Zajęcia wychowania fizycznego	90	30	0

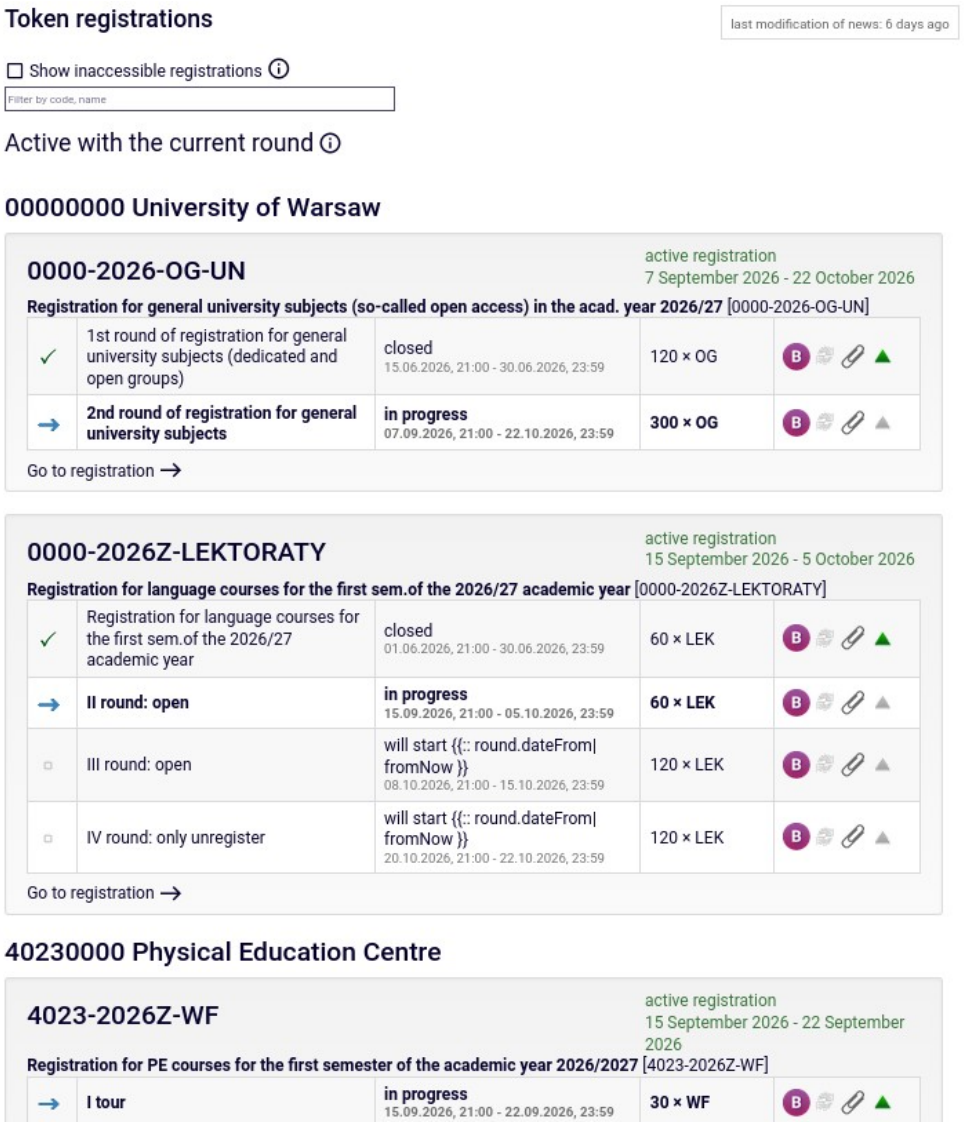
Courses

Course	Group	Cost	Payment		
Film Academy. Semester VII. [8111-AF13-OG] (2026Z)	1	90 × OG			details go to registration

Token registration: https://usosweb.uw.edu.pl/
Language courses, physical education, university courses (OGUN)

- First-cycle studies PL/EN full-time/evening – token registration for language classes
- Second-cycle studies EN: no language classes, *possibility of 30 hours of language classes from a special group: 0000-2026Z-LEKTORAT2*
- ***Registering for more subjects than you have tokens will result in a fee.***

- **Students receive 300 OG tokens for their entire first and second cycle studies.**



Token registrations

last modification of news: 6 days ago

☐ Show inaccessible registrations ⓘ

Filter by code, name

Active with the current round ⓘ

00000000 University of Warsaw

0000-2026-OG-UN — active registration 7 September 2026 - 22 October 2026

Registration for general university subjects (so-called open access) in the acad. year 2026/27 [0000-2026-OG-UN]

✓	1st round of registration for general university subjects (dedicated and open groups)	closed 15.06.2026, 21:00 - 30.06.2026, 23:59	120 × OG	
→	**2nd round of registration for general university subjects**	**in progress** 07.09.2026, 21:00 - 22.10.2026, 23:59	**300 × OG**	

Go to registration →

0000-2026Z-LEKTORATY — active registration 15 September 2026 - 5 October 2026

Registration for language courses for the first sem.of the 2026/27 academic year [0000-2026Z-LEKTORATY]

✓	Registration for language courses for the first sem.of the 2026/27 academic year	closed 01.06.2026, 21:00 - 30.06.2026, 23:59	60 × LEK	
→	**II round: open**	**in progress** 15.09.2026, 21:00 - 05.10.2026, 23:59	**60 × LEK**	
▫	III round: open	will start {{:: round.dateFrom| fromNow }} 08.10.2026, 21:00 - 15.10.2026, 23:59	120 × LEK	
▫	IV round: only unregister	will start {{:: round.dateFrom| fromNow }} 20.10.2026, 21:00 - 22.10.2026, 23:59	120 × LEK	

Go to registration →

40230000 Physical Education Centre

4023-2026Z-WF — active registration 15 September 2026 - 22 September 2026

Registration for PE courses for the first semester of the academic year 2026/2027 [4023-2026Z-WF]

→	**I tour**	**in progress** 15.09.2026, 21:00 - 22.09.2026, 23:59	**30 × WF**	

Token registration: https://usosweb.uw.edu.pl/
Language courses, physical education, university courses (OGUN)

last modification of news: 6 days ago

Registration for language courses for the first sem.of the 2026/27 academic year 0000-2026Z-

LEKTORATY

active registration
15 September 2026 - 5 October 2026

Current round will end za 14 days

My registrations (1) My tokens (180 × LEK) Linkages required

Show only courses with vacancies ☑
Hide courses I can not register to ☑
Show only those courses and groups that have groups dedicated to me ☐
Filter by day of the week
Filter by classes time --:-- - --:--
Filter by ECTS points
Filter by number of hours
Filter by examiners
Search by name...
Filter by courses' groups

filter: expand descriptions show groups hide not pinned courses less filters

Number of displayed courses: **94** of 232. Use filters to easily find groups. Sorting courses by course c

☐ [3005-BULOB1] Bulgarian Language Classes B1 - intermediate level Wi

☐ [3005-CZEOB1] Czech Language – Intermediate Level Wi

BA English programme: you CANNOT choose English language courses!

☐ [3623-JAPB1] Japaneese language - intermediate level Winter semester 2026/27

☑ [3623-JAPB1-eng] Japanese language - intermediate level taught in English Winter semester 2026/27

LEK - Foreign language classes

1	14 / 20		(in Polish) 5th semester of language learning. Language classes are held in annual cycles (except for e-lectures).... show more	details	60 × LEK or 1330.2 PLN

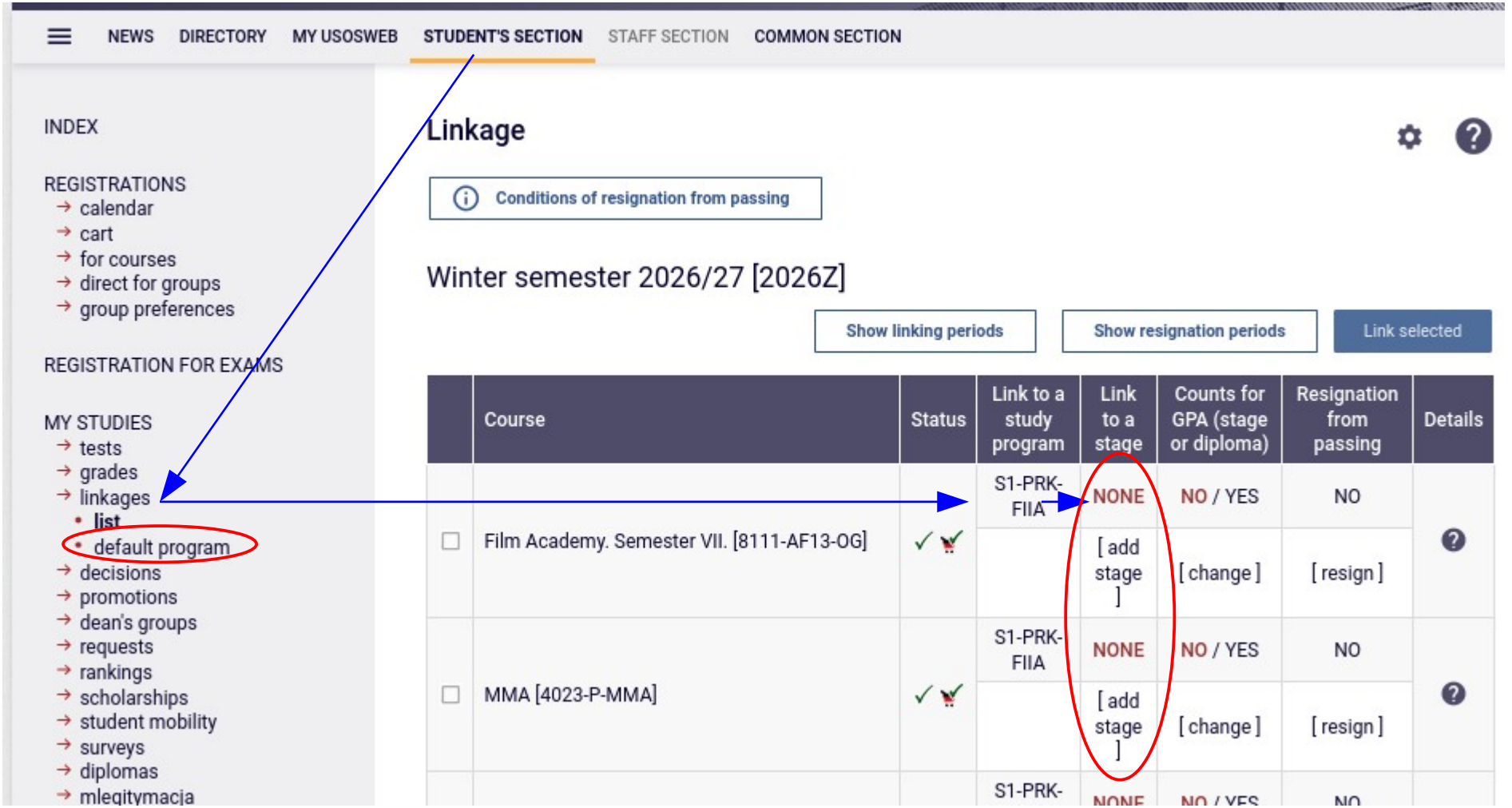
Linking courses to your programme

- The idea:

To credit current *study term* and to enrol for a new one, each student should indicate which courses are to be taken into consideration as part of the *study curriculum* for which he/she has obtained credit in a given study term, and which are to be regarded as extracurricular or for another programme.

- From 2015/16 linking courses are obligatory during registration for courses
  - **If a student studies in one programme, links are automatically added !!!**
  - **One may set default programme to be linked to your courses !**
- The need to verify linkage for the study term prior to settlement (finishing a year of studies).

Linking courses (after registration)



Instalment plan choosing

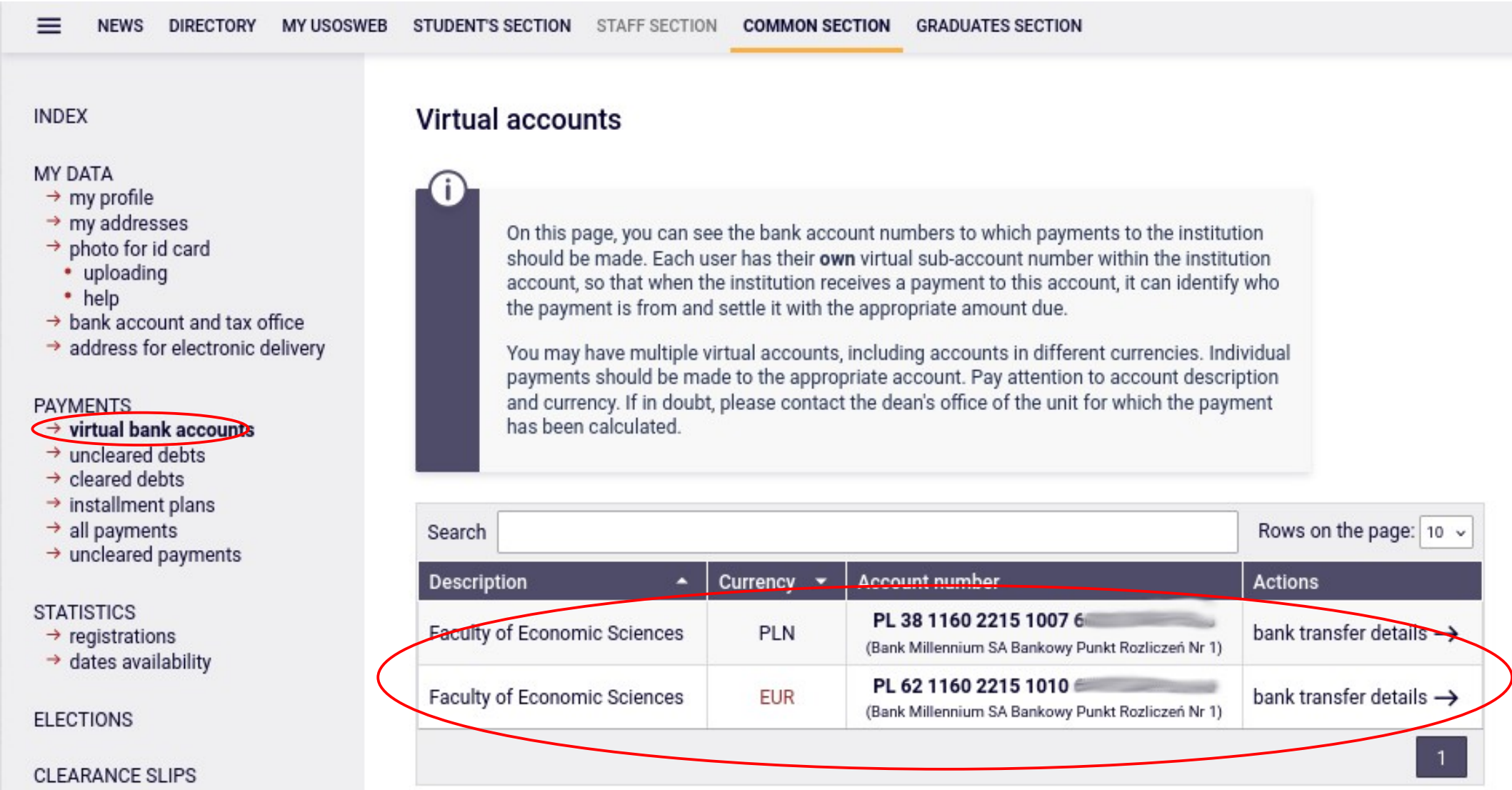
(Only for those who pay tuition fee for studies)

- **Until 12 Oct. you must choose how to pay tuition fees**
  - 1 instalment, 2 instalments or 10 instalments (EUR / PLN depending on study programme)
  - 1 instalments in EUR for foreigners on full-time / stationary programmes in Polish language /S1-…, S2-.../)*
- **After this date, the system automatically assigns one (1) instalment plan**
- **As soon as possible select your plan – it allows a quick settlement of the amounts already paid**
- Students of programmes in English and foreigners on full-time / stationary programmes in Polish: **transfer money to EUR account** *(except some fees)***; others to PLN account**

More on USOSweb

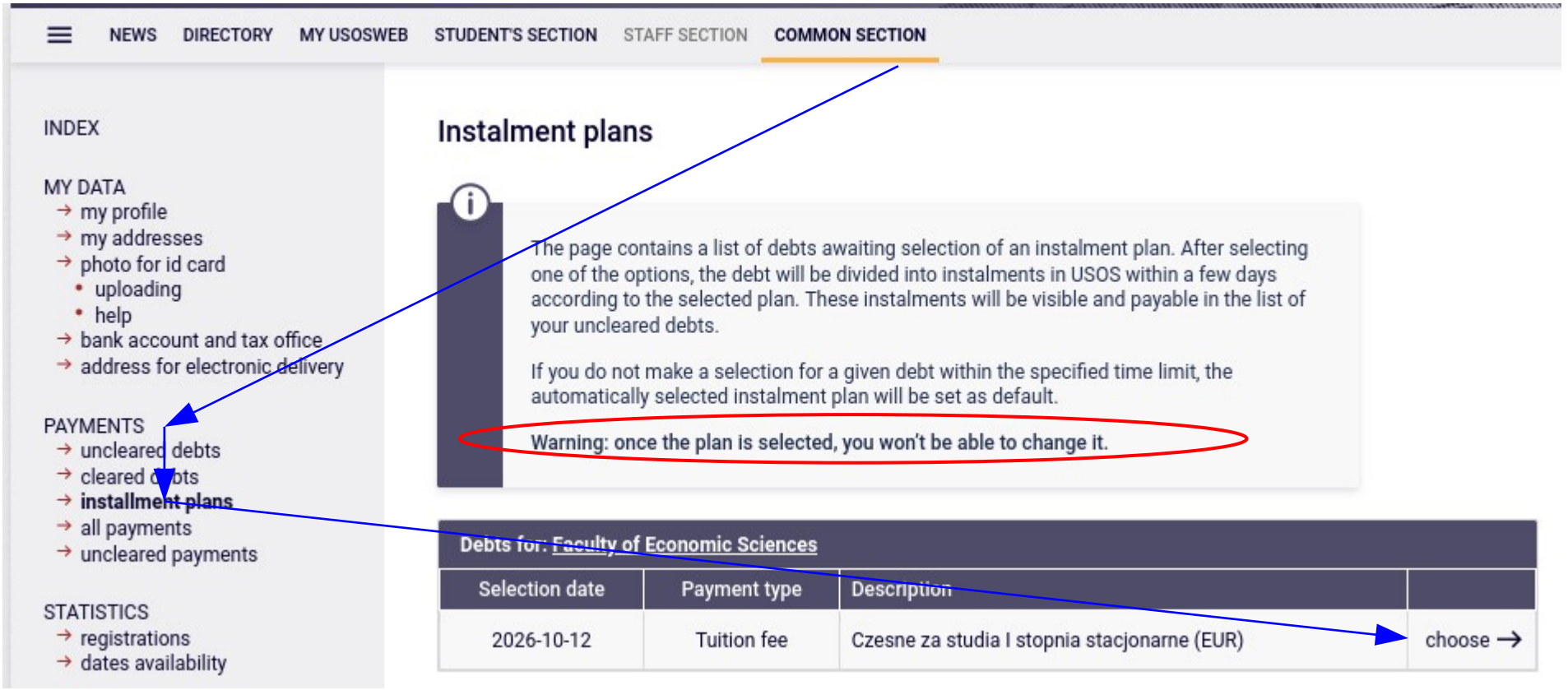
Instalment plan choosing

(Only for those who pay tuition fee for studies)



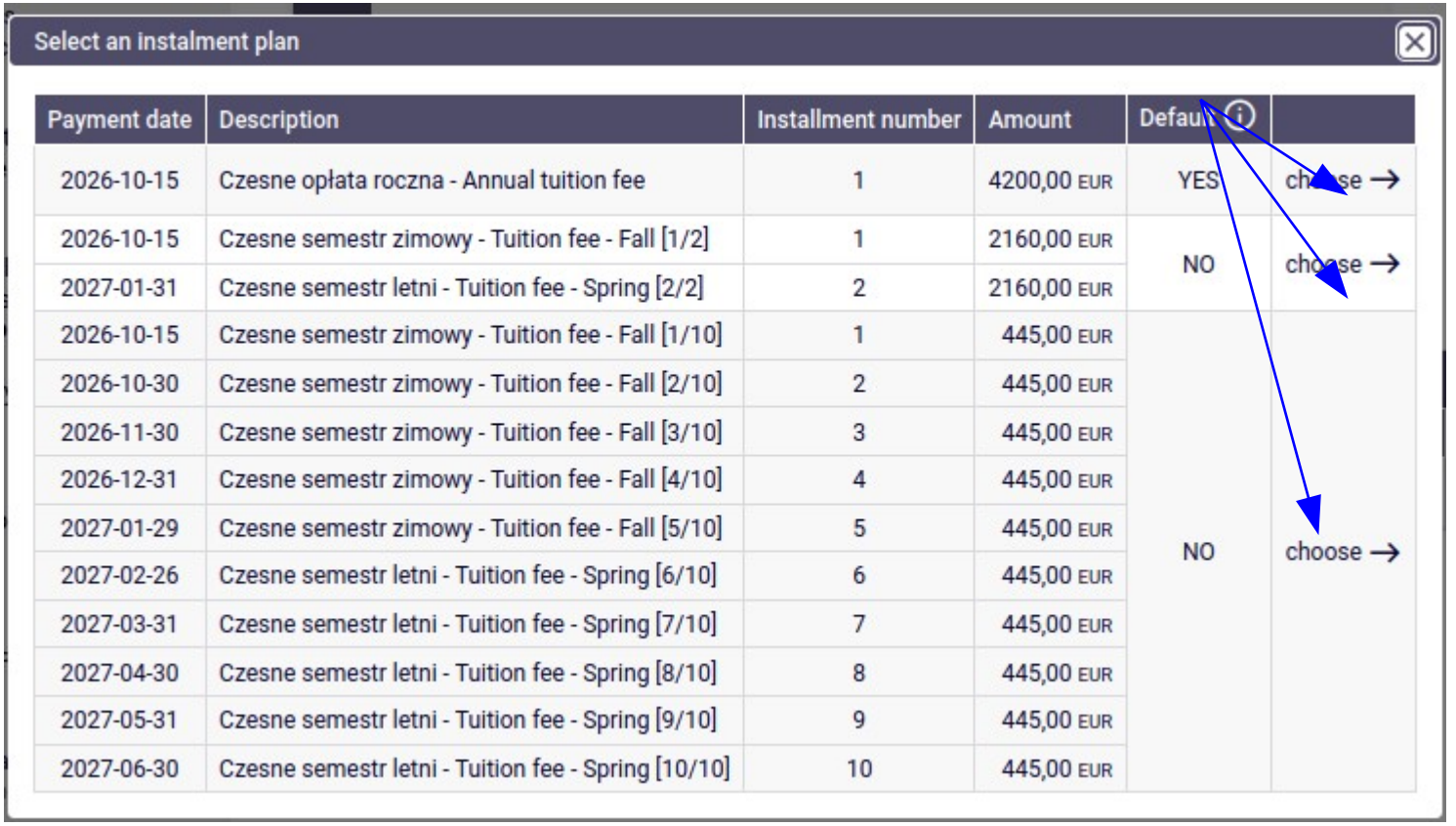
Instalment plan choosing

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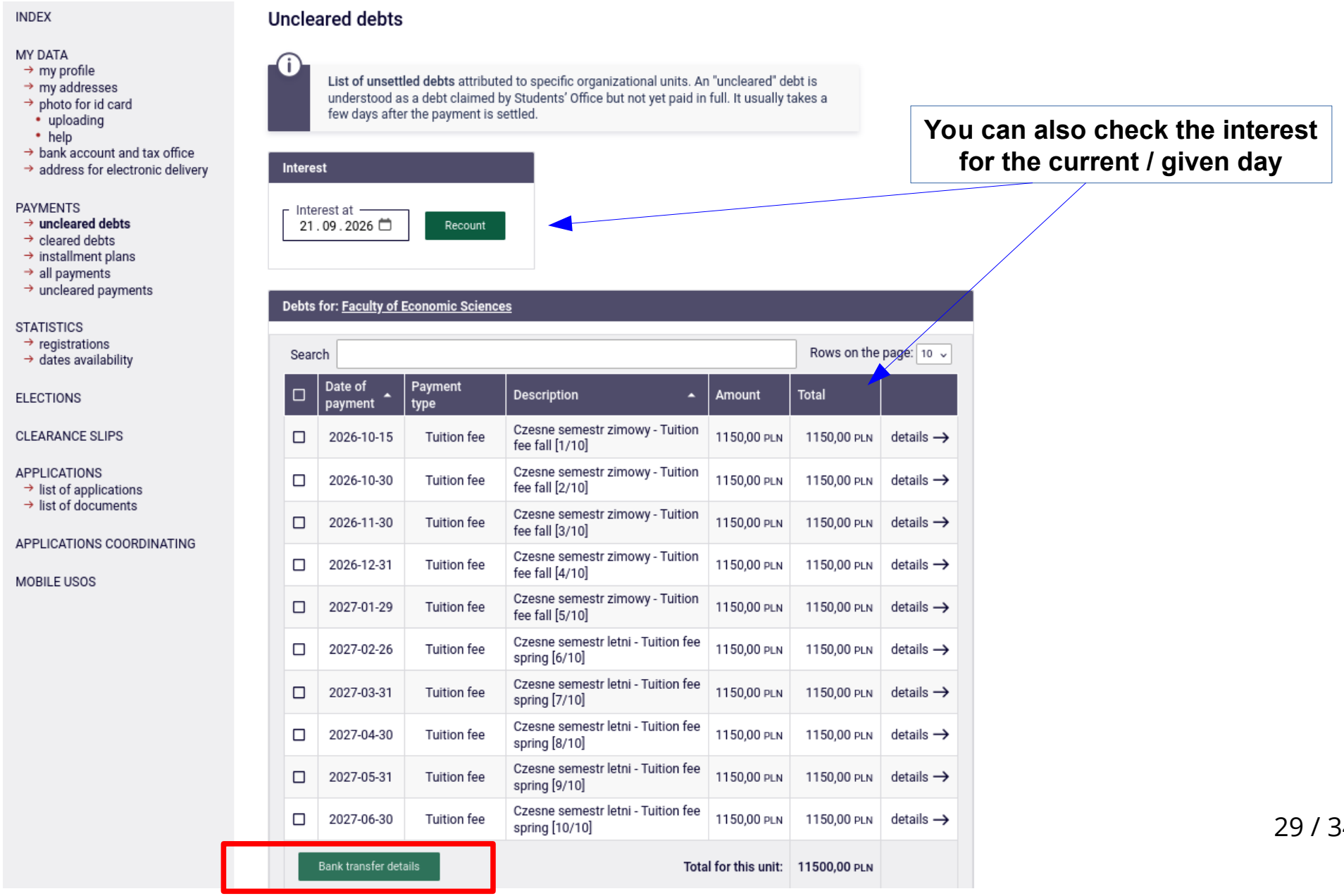


Instalment plan choosing

(Only for those who pay tuition fee for studies)



Uncleared debts



University student's email account and WNE Computer Lab account

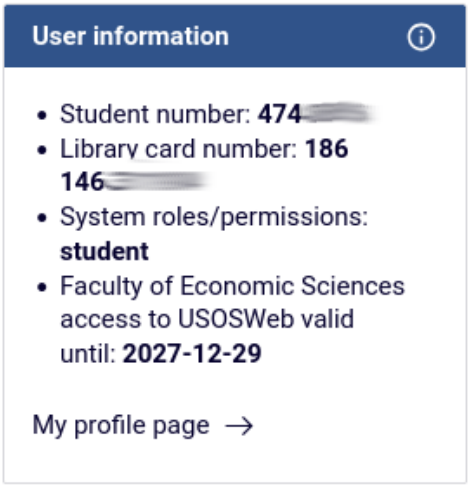
1) After ‘matriculation’ your account to the WNE Computer lab has been / will be created by the IT administrator.

The user account form:

- Login: the first letter of your name, the first letter of your surname and the student ID number *(to be found in USOSWeb)*
- Password: the same as login but starting with CAPITAL letter and with * at the end
- After the first login the system asks you to change above password (current one is temporary)

Example:
Jan Kowalski student’s ID 123456
Login: jk123456
Password: Jk123456*

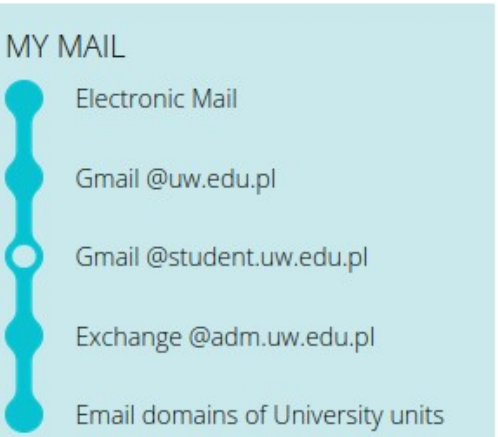
Your student's ID can be found on MY USOSWEB



2) Logging in and out of computers in the WNE lab (Windows 10/

- ***use CTRL-ALT-DEL to show login screen***
- ***log out after you finish – do not turn computers off***

University student's email account and WNE Computer Lab account



3) Creating student's university e-mail account – the full information may be found on:
https://it.uw.edu.pl/en/uslugi/UslugiMojaPocztaGmailStudent/
To CREATE OR PASSWORD RECOVERY GO TO:
https://mojekonto.uw.edu.pl

- **UW e-mail accounts should be created automatically for WNE students**
  (you should have get an e-mail information about it)

Gmail in the @student.uw.edu.pl domain

Who is it for?

An account in the @student.uw.edu.pl domain is created for:

- students (first and second cycle, long-cycle master's);
- postgraduate study participants.

A functional account for a university student organisation or doctoral organisation is created upon the request of the organisation's **supervisor**, submitted in DocSense.

How to create a Gmail account?

Accounts for students and postgraduate study participants are created automatically when the user's data appears in USOS (from the date of admission / matriculation).
A functional account for a university student organisation or doctoral organisation — via DocSense (Create document -> Application for Google services), with the approval of the organisation's supervisor.

Where to log in to Gmail?

- mail.google.com
- if you already use another Gmail account, select the "add new account" option.

Password reset and change

- Change and forgotten password reset: mojekonto.uw.edu.pl.

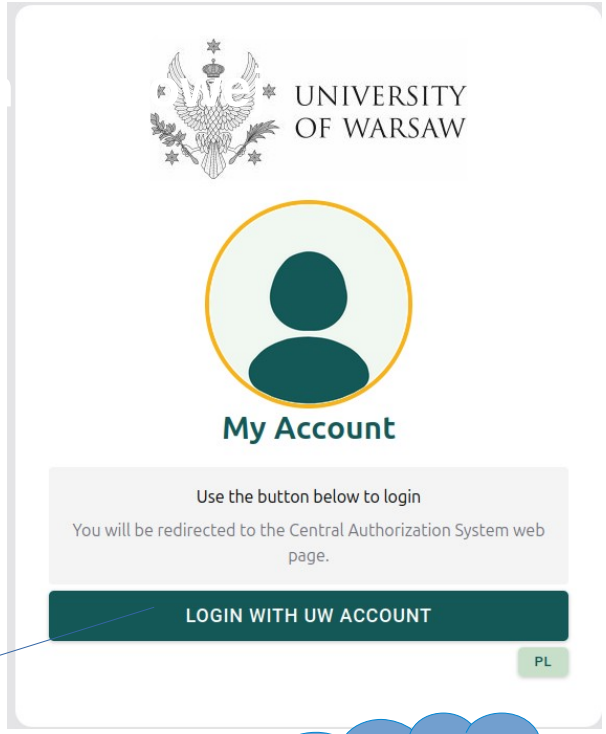
Password policy

The password must:

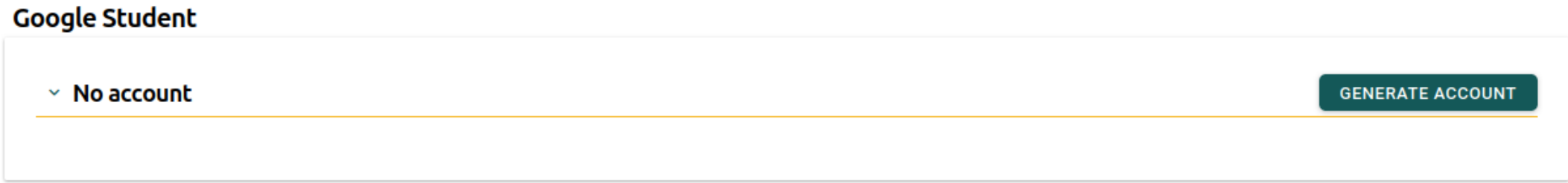
- consist of at least 14 characters;
- contain at least 1 uppercase letter, 1 lowercase letter and 1 digit;
- not contain the user ID or first/last name;
- allowed special characters: `!-_?#.,%$*+=()`.

University student's email account and WNE Computer Lab account

3) To CREATE GO TO: https://mojekonto.uw.edu.pl



CAS login



University student's email account and WNE Computer Lab account

Students are obligated to have student's e-mail account in the UW domain (!) - according to the Study rules

- At WNE e-mail accounts are created on the UW central e-mail server (provided by google) – *it **can't** be a private gmail account*

- **OBLIGATION TO HAVE A WORKING / ACTIVE EMAIL ACCOUNT IN THE USOSWeb SYSTEM**
- **Once you create UW e-mail account, it should be transferred to USOSweb automatically.**
- *There is no obligation to report the creation of an account – **check your profile on USOSWeb after 24 hours***

UNIVERSITY OF WARSAW | Faculty of Economic Sciences

Thank you for your attention!

Mateusz Kopyt
Dean's Representative for the USOS System
usosweb@wne.uw.edu.pl *

** Please provide your name, surname, programme, student's ID number (no USOS ID or IRK number)*