

VISA SUPPORT

GLOSSA offers students interested in Polish language courses free of charge assistance in applying for a visa. The assistance concerns only students enrolling on **INTENSIVE COURSES**, i.e. courses of not less than 20 lessons per week. In case of non intensive courses GLOSSA does not issue any documents enabling students to apply for a visa.

When you register at GLOSSA (by sending us the booking form and paying the deposit payment) we will send you the cost-estimate and the confirmation of your booking. After we receive the **full payment** we will send by fax a formal letter of acceptance to the Polish Embassy suggested by the student. Additional two copies (Polish and English versions) will be sent by registered mail to the address provided by student/agent carrying out the registration. The template is placed at the next page.

IMPORTANT:

- 1. We do not issue invitations.**
- 2. Any other documents connected with participation on the course will be issued only upon a direct embassy request addressed to GLOSSA.**
- 3. We strongly advise you to contact the Polish Embassy before booking the course and making the payment in order to make sure that the document offered by GLOSSA will be sufficient for the purpose of applying for a visa.**
- 4. We do not help the student to find the suitable Embassy in his/her country.**

Before you go to an interview with a Visa Officer it is a good idea to think about why you want to study Polish in Poland, why you have chosen GLOSSA and how learning Polish will help further your career in your home country.

A student should convince a Visa Officer that after completing the course he/she will leave Poland. A student must document the possession of financial resources sufficient to cover the costs of travel, accommodation and maintenance during the stay in Poland (e.g. to present a bank statement of the personal account or account of the person providing funds for the course).

It is important to present to the Visa Officer confirmation of the course booking and the payments issued by GLOSSA.

You should NOT buy an airline ticket before you have been granted your visa as a delay or refusal of your visa application may result in financial loss.

Kraków 10.08.2008

LETTER OF ACCEPTANCE (AN EXAMPLE !)

Visa Department
Embassy of the Republic of Poland

We would like to kindly ask you to issue a visa for Mr John Smith (born on 14th November 1978, Cairo, Egypt; passport number: EG174395, expires on: 23rd January 2002), which will enable him to study Polish language in GLOSSA School of Foreign Languages.

At the same time we would like to inform you that the aforementioned student enrolled and was accepted on the following course:

Type:	General Intensive Polish
Dates:	06/10/2008-17/10/2008
Classes/week:	20
Duration:	2 weeks
Total costs:	1290 PLN

A tuition fee of 1290 PLN was paid in full on 10/08/2008 by bank transfer directly to our bank account by Mr John Smith / by the Student Services agency.

Mr John Smith has also booked accommodation from 05/10/2008 to 18/10/2008 and the full amount was transferred to our bank account.

We do hope that you will be able to help Mr John Smith and therefore take this opportunity to thank you in advance for your kind attention to our request. Should you have any questions please contact us on (12) 429-40-51 or info@glossa.pl

Yours faithfully,

Agnieszka Karpińska

Kraków 10.08.2008

POTWIERDZENIE PRZYJĘCIA NA KURS (PRZYKŁAD !)

Sekcja Wizowa
Ambasady RP

Zwracamy się z uprzejmą prośbą o wydanie wizy panu Johnowi Smithowi (urodzony 14 listopada 1978, w Kairze, Egipt; nr paszportu EG174395, ważny do: 23 Stycznia 2002), która umożliwi mu podjęcie nauki języka polskiego w Szkole Języków Obcych GLOSSA.

Jednocześnie informujemy, że wyżej wymieniona student zapisał się i został przyjęty na następujący kurs języka polskiego:

Rodzaj	Kurs języka ogólnego
Termin:	06/10/2008-17/10/2008
Liczba godz/tydz:	20
Długość:	2 weeks
Cena:	1290 PLN

Opłata za kurs w wysokości 1290PLN została w całości opłacona dnia 10/08/2008 przelewem na nasze konto bezpośrednio przez pana Johna Smitha / za pośrednictwem agencji Student Services.

Pan John Smith dokonał także rezerwacji zakwaterowania w okresie od 05/10/2008 do 18/10/2008 i pełna należność została również wpłacona na nasze konto.

Z góry dziękujemy za wszelką pomoc okazaną Panu Johnowi Smithowi i w przypadku jakichkolwiek pytań bardzo prosimy o kontakt z nami +48 12 429-40-51 lub info@glossa.pl

Z poważaniem,

Agnieszka Karpińska