Getting your Student ID Card

USOSweb Guide

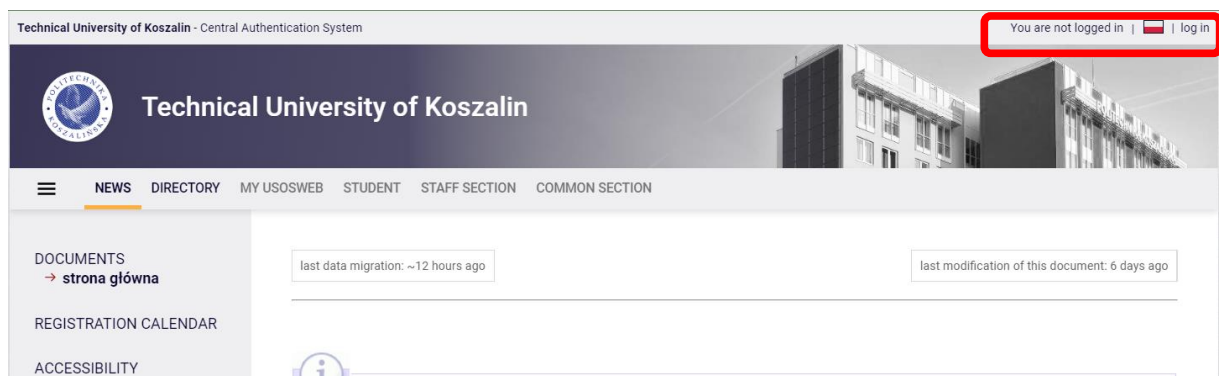Student Affairs Office

Technical University of Koszalin

How to get your Student ID Card in 6 steps?

Step 1. Logging in

Log into your student's account on the USOS website.

To go there click on this link:

https://usosweb.tu.koszalin.pl/kontroler.php?_action=actionx%3Anews%2Fdefault%28%29&lang=en
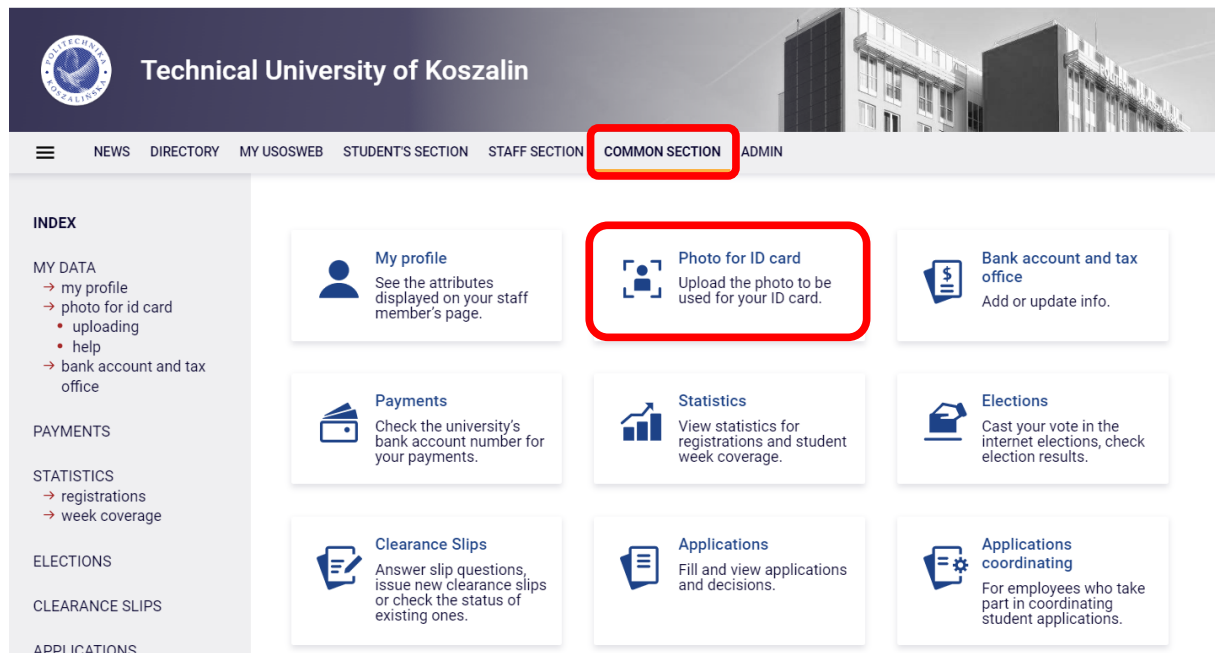
Your ID is your e-mail from Learning Agreement. Please use Reset password button to create your own password. Should you have any problems with logging in, please write an e-mail to the Erasmus+ Coordinator in the Student Affairs Office: zaklina.kaminska@tu.koszalin.pl.
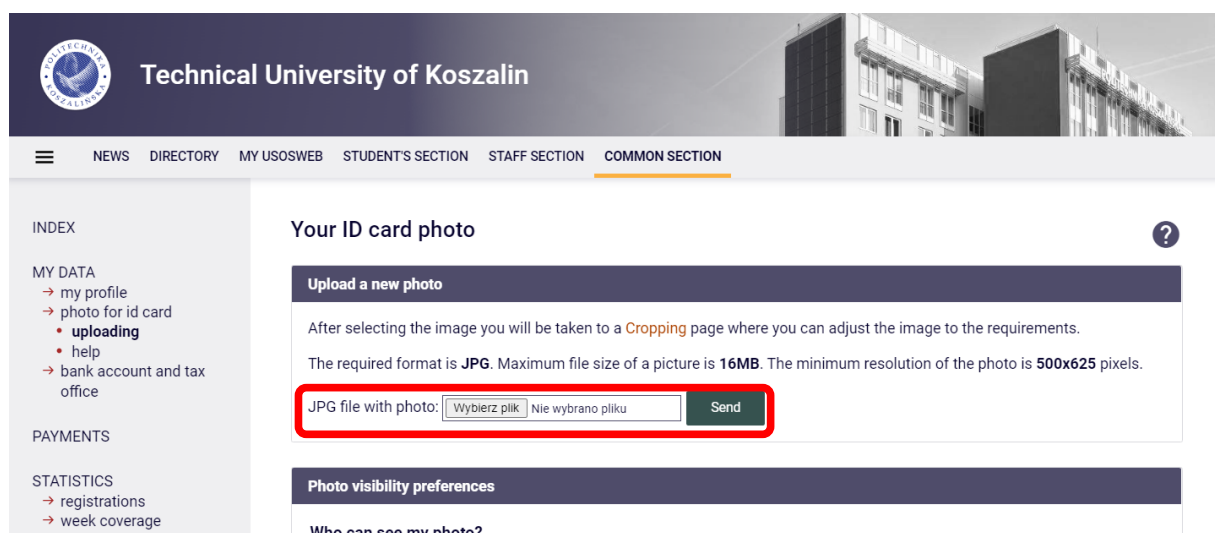
Step 2. Uploading your photo

Please choose "Photo for ID card" in the COMMON SECTION part.
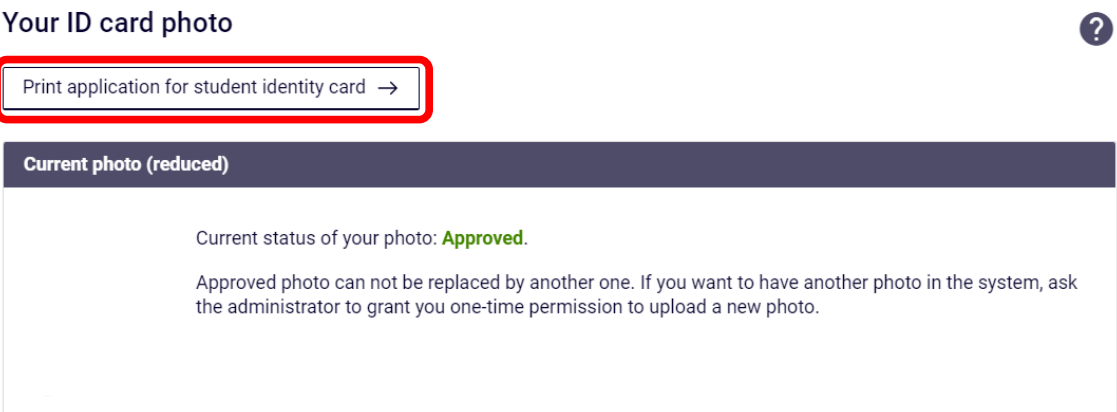
Choose a photo from your device and upload it into this site:

Step 3. Downloading the application form

After your photo is approved download the application by clicking "Print out your application for a Student ID Card" from the website:
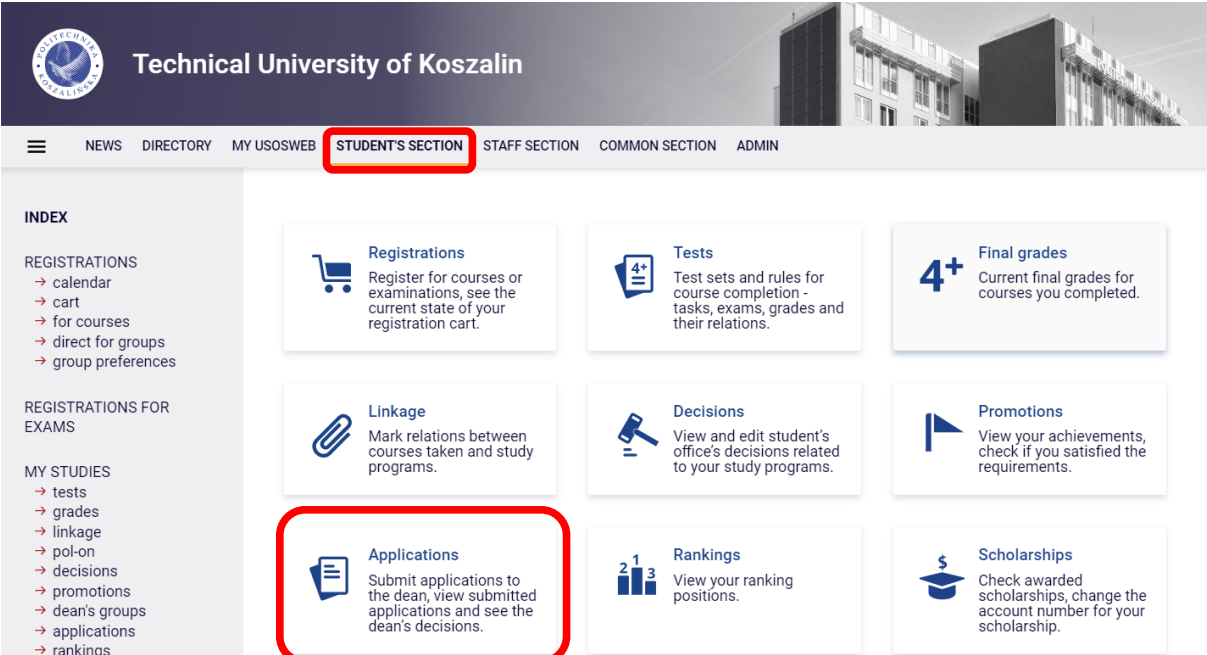
Step 4. Applying for your Student ID Card

After downloading your application go to STUDENT'S SECTION and choose Applications.

Click on Submit a new application button.

Find Student ID Card Request Form and fill the form (Remember to attach the previously downloaded application to it):

Step 5. Payments

You need to pay 22 PLN for the Student ID Card. You can find your individual bank account number and your due payment in the COMMON SECTION:

Step 6. Collecting your ID card

When your ID card is ready to be collected you will be informed via e-mail.