

Attention- The changes in Declarations !!!

Dear Students,

Please be informed that from the **winter semester 2012/2013** you can send us the declarations for the subjects by e-mail. We DO NOT require your presence in the Dean's Office, BUT YOU MUST PAY YOUR ATTENTION TO THE FOLLOWING THINGS:

1. Every declaration must be the same as the one in Verbis Dean Office, which means that if you made the declaration once and send it to us, you can not make any changes in it afterwards.
2. In case of adding the seminar, Engineering Diploma Thesis, Master Diploma Thesis or Intermediate Engineering Project you are obliged to send us the attachment "Declaration of Project/Diploma Thesis- available on our website or in Dean's Office. This attachment must be SIGNED BY you and BY your Supervisor. Please remember that there is many versions of the project depending on the Division responsible for the project. The full list of versions and divisions is available on the bottom of the page.
3. Remember that the subjects taught in English have different course number than the Polish ones. You must always put A in front of the number, for example: ML.NW101 is Polish "*Algebra z geometrią*", English version is going to have the course number: ML.ANW101- Algebra and Geometry.
4. In case of any mistakes be prepared that the Dean's Office will send you the e-mail back with information how to fix the problem.
5. The e-mail boxes for English speaking students are listed below with the information about divisions:
declarations@meil.pw.edu.pl
deklaracje-zagraniczni@meil.pw.edu.pl
declarations-foreign@meil.pw.edu.pl

Wersja/ Version	Zakład/ Division	Kierownik/ Director	E-mail address
A	Zakład Aerodynamiki	J. Rokicki	jack@meil.pw.edu.pl
B	Zakład Automatyki i Osprzętu Lotniczego	J. Narkiewicz	zaoczne@meil.pw.edu.pl
C	Zakład Aparatury Procesowej i Chemicznej	Z. Pluta	pluta@itc.pw.edu.pl
D	Zakład Mechaniki	R. Maroński	maron@meil.pw.edu.pl
E	Zakład Maszyn i Urządzeń Energetycznych	A. Miller	miller@itc.pw.edu.pl
F	Zakład Podstaw Konstrukcji	S. Bogdański	bogdast@meil.pw.edu.pl
G	Zakład Pomp, Napędów i Siłowni	W. Jędrał	jedral@itc.pw.edu.pl
H	Zakład Samolotów i Śmigłowców	Z. Goraj	goraj@meil.pw.edu.pl
J	Zakład Silników Lotniczych	P. P. Wolański	wolanski@itc.pw.edu.pl
K	Zakład Termodynamiki	R. Domański	rdoma@itc.pw.edu.pl
L	Zakład Teorii Maszyn i Robotów	T. Zielińska	teresaz@meil.pw.edu.pl
M	Zakład Wytrzymałości Materiałów i Konstrukcji	T. Zagrajek	tzagra@meil.pw.edu.pl

Every student should check in the Verbis Dean Office (his/hers personal account) if the declaration had been accepted. If he/she discovers that it has not been accepted he/she should contact the Dean's Office individually. The declaration and the attachment should be sent as the **signed scans**.

There is no possibility to accept the declaration for students, who has some delays in payments, if the payment was required.