



## 6-month Vocational Business Course Entrepreneurship and Startups

We are pleased to offer the following business courses in 2022:

### 1. Next 6-month business courses:

- 3 January 2022 – 30 June 2022
- 1 February 2022 – 31 July 2022
- 1 March 2022 – 31 August 2022
- 4 April 2022 – 30 September 2022
- 4 May 2022 – 31 October 2022

### 2. Programme of the business course includes:

#### A. Entrepreneurship

- creating business models
- business plans
- establishment of start-ups
- tax policy and regulation
- support for small business
- tools of economic analysis

#### B. E-commerce

- establishment of e-commerce business
- operating e-commerce
- creating business models
- business plans
- e-business security
- regulation for e-commerce

#### C. Marketing

- e-marketing
- social media in business
- brand creating in e-business
- internet advertising
- public relation
- market research

#### D. Business environment

- incubators
- accelerators
- business angels
- venture capital funds
- business networks

#### E. Polish language course - level A1

### 3. Learning system

- The number of the course hours: 160 (1 course hour = 45 minutes)
- Language of instruction: English
- Place of the course: centre of Warsaw/Nowy Świat Street
- Training methods: presentations, workshops, case studies, projects.
- For the certificate of the course completion is preparation of the business project required.
- Group size: up to 10 participants.

## 4. Fees:

- registration fee: 250 EUR or equivalent in PLN, paid during application, not refunded, also if visa will be refused.
- course fee: 1400 EUR or equivalent in PLN, paid within 3 days after visa receiving, and no later than 7 days before date of arrival to Poland.

## 5. Admission process:

- 1) Sending signed application form with scan of the passport to: [office@wmsb.edu.pl](mailto:office@wmsb.edu.pl)
- 2) Receipt by e-mail an offer letter. The offer letter is free of charge, is only informative for applicant, and is not a document in visa procedure.
- 3) Payment of the registration fee. The registration fee is not refundable, also if the visa will be refused.
- 4) After receiving of registration fee the Warsaw Economic Institute begins to prepare the declared in the application course.
- 5) Issuance of the final documents confirming admission to the course such as acceptance letter and proof of payment.
- 6) Payment by the applicant of the course fee within 3 days after visa receiving and no later than 7 days before the date of arrival to Poland.
- 7) The course fee includes cost of trainer, rooms, learning materials for the participants, evaluation of the final project, preparation of the certificate after completion of the course.
- 8) During the pandemic period, obligatory 14-days quarantine after arrival to Poland /on-line contact.
- 9) After quarantine first meeting, signing the contract with timetable.
- 10) Start of the course.

**6. Warsaw Economic Institute** is a private, registered, independent educational and research institution, offering the vocational business courses and Polish language courses for the applicants from EU countries, from non-EU countries and foreigners residing in Poland.

**7. Institute provides only educational services** and does not intermediate in visa procedures. The visa requirements are to find on the website of Polish embassy in the country of applicant. Institute is not responsible for the activities of agents and other organisations helping the candidates in arrival to Poland.

Should you have any questions, please do not hesitate to contact us.

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