

Organization of WTiCh Dean's Office work during the COVID-19 epidemic

1. Due to the continuing COVID-19 epidemic, the work of Dean's Office is organized with limitations on direct contacts. Communication via electronic media and by phone is recommended.
2. Each visit in the Dean's Office (of a student, doctoral student, employee or other people) should be preceded by a phone call, an e-mail or a contact by MS TEAMS. Visitors entering the office are obliged to have their noses and mouths covered.
3. All necessary information regarding the Dean's Office work will be published on the Faculty website on regular basis.
4. It is recommended to follow the communications on both Faculty and University websites.

Education Department

1. Issuing all types of certificates must be preceded by a request via e-mail, phone or MS TEAMS.
2. In all didactic issues regarding students a contact by phone is recommended: 91-449-49-64 (in case of online work calls will be redirected to a mobile phone), or by MS TEAMS or e-mail:
e-mail: mrusin@zut.edu.pl for students of *nanotechnology* and *chemical technology*,
international exchange and **doctoral students**;
e-mail: kkrzemanska@zut.edu.pl for students of **chemical engineering**, *chemistry* and *chemical and process engineering*;
3. Vice-deans' duty hours will be performed online and stationary. Vice-deans should be contacted directly via e-mail, phone or MS TEAMS:
 - e-mail: karolina.kielbasa@zut.edu.pl, 91-449-48-25 for students of *nanotechnology* and *chemical technology*;
 - e-mail: aneta.wesolowska@zut.edu.pl, 91-449-49-29 for students of **chemical engineering**, *chemistry* and *chemical and process engineering*;
4. In all didactic issues regarding doctoral students a contact by phone is recommended: 91-449-44-36, or by MS TEAMS or e-mail: lewandowski-piotr@zut.edu.pl;
5. Head of Doctoral Programmes should be contacted directly via e-mail: urszula.narkiewicz@zut.edu.pl, phone 91-449-46-87 or MS TEAMS;
6. Coordinator of the ERASMUS+ Programme should be contacted directly via e-mail: halina.murasiewicz@zut.edu.pl, phone 91-449-47-22 or MS TEAMS;
7. As for the academic courses – teachers responsible for a given course should be contacted individually by phone, e-mail or MS TEAMS.

Information Technology Department

All IT matters will be solved online and stationary. In urgent matters, please contact IT department workers in MS TEAMS, via email: informatyk-wtiich@zut.edu.pl or via:

- e-mail: aorecki@zut.edu.pl, phone: 91-449-43-45 (in case of online work calls will be redirected to a mobile phone);
- e-mail: mbobko@zut.edu.pl, phone: 91-449-41-40 (in case of online work calls will be redirected to a mobile phone).

Finance and Administration Department

In all matters regarding social support for students and doctoral students, please contact via e-mail: maria.bitel@zut.edu.pl, MS TEAMS or phone: 91-449-44-36.