

Documents required from the international students for Study in English programme.

1. Candidates from EU, OECD, EFTA members*

(Australia, Austria, Belgium, Bulgaria, Canada, Chile, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Israel, Japan, Latvia, Liechtenstein, Lithuania, Luxembourg, Mexico, Malta, Netherlands, New Zealand, Norway, Portugal, Romania, Slovakia, Slovenia, South Korea, Spain, Sweden, Switzerland, Turkey, United Kingdom, USA).

Bachelor's degree:

- A) Copy (the original for insight upon arrival) of the **secondary school leaving certificate** with all final grades, or International Baccalaureate or European Baccalaureate or another document, **entitling to undertake the university-level education** in the country of the certificate / document was issued (translation of the documents into Polish **)
- B) **Passport copy**, with visa page (the original for insight upon arrival)
- C) Visa copy or Residence permit (if applicable),
- D) **Payment confirmation:** application fee, student ID card, annual tuition
- E) **English language certificate**, min. B2 level or equivalent
- F) **Application documents** - personal questionnaire, terms and conditions, student's oath, testimony of third parties, the agreements in 2 copies (English, Polish)
- G) **2 front photographs** 3,5 / 4,5 cm, as for passport.
- H) **Health certificate**, that there are no objections to undertake studies by a foreign candidate (can be done in Poland)
- I) **Health insurance**, covering the cost of treatment and fatal accidents, or European Health Insurance Card (EHIC).

Master's degree:

- A) Copy (the original for insight upon arrival) of the **higher education diploma (MA, BA, engineer diploma or equivalent)** with all final grades obtained during the course of study, **entitling to continue the university-level education** in the country of the diploma was issued (translation of the documents into Polish**)
- B) **Passport copy**, with visa page (original for insight)
- C) Visa copy or Residence permit (if applicable)
- D) **Payment confirmation:** application fee, student ID card, annual tuition
- E) **English language certificate**, min. B2 level or equivalent
- F) **Application documents** - personal questionnaire, terms and conditions, student's oath, testimony of third parties, an agreement in 2 copies (English, Polish),
- G) **2 front photographs** 3,5 / 4,5 cm, as for passport
- H) **Health certificate**, that there are no objections to undertake studies by a foreign candidate (can be done in Poland)
- I) **Health insurance**, covering the cost of treatment and fatal accidents, or European Health Insurance Card (EHIC).

2. Other candidates (countries not being part of EU, OECD, EFTA) .

Bachelor's degree

A) A copy (original for insight upon arrival) of the **secondary school leaving certificate** with all final grades, or International Baccalaureate or European Baccalaureate or another document, **entitling to undertake the university-level education** in the country of the certificate / document was issued*** (translation of the documents into Polish**)

- **legalisation or apostille** of the above mentioned documents****
- **recognition (nostrification)** of the documents or confirmation of the level of education by the Education Superintendent (Kuratorium Oświaty)***

B) **Passport copy**, with visa page (original for insight)

C) **Visa copy or Residence permit** (if applicable)

D) **Payment confirmation:** application fee, student ID card, annual tuition

E) **English language certificate**, min. B2 level or equivalent

F) **Application documents** - personal questionnaire, terms and conditions, student's oath, testimony of third parties, an agreement in 2 copies (English, Polish)

G) **2 front photographs** 3,5 / 4,5 cm, as for passport

H) **Health certificate**, that there are no objections to undertake studies by a foreign candidate (can be done in Poland)

H) **Health insurance**, covering the cost of treatment and fatal accidents, or European Health Insurance Card (EHIC) copy.

Master's degree

A) Copy (original for insight) of **the higher education diploma (MA, BA, engineer diploma or equivalent)**, with all final grades obtained during the course of study, **entitling to continue the university-level education** in the country of the diploma was issued***** (translation of the documents into Polish**)

- **legalisation or apostille** of the above mentioned documents****

B) **Passport copy**, with visa page (original for insight)

C) **Visa copy or Residence permit** (if applicable)

D) **Payment confirmation:** application fee, student ID card, annual tuition

E) **English language certificate**, min B2 level or equivalent

F) **Application documents** - personal questionnaire, terms and conditions, student's oath, testimony of third parties, an agreement in 2 copies (English, Polish)

G) **2 front photographs** 3,5 / 4,5 cm, as for passport

G) **Health certificate**, that there are no objections to undertake studies by a foreign candidate (can be done in Poland)

H) **Health insurance**, covering the cost of treatment and fatal accidents, or European Health Insurance Card (EHIC) copy.

ANNOTATIONS

* Australia, Austria, Belgium, Bulgaria, Canada, Chile, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Israel, Japan, Latvia, Liechtenstein, Lithuania, Luxembourg, Mexico, Malta, Netherlands, New Zealand, Norway, Portugal, Romania, Slovakia, Slovenia, South Korea, Spain, Sweden, Switzerland, Turkey, United Kingdom, USA

- from the countries mentioned above the **recognition (or nostrification)** of a certificate or a level of education or the right to continue education is **not necessary**,

- also certificates issued in countries with which Poland has signed bilateral agreements, concerning the recognition of education do not require the recognition (at present: Ukraine, Belarus, China).

If a certificate or other document qualifies the holder to apply for admission to only certain departments (in certain fields of study) in the country of issuance, also in Poland they can apply to the same or similar departments.

If the international agreements do not provide otherwise, a certificate issued abroad can be recognised by means of administrative decision as a document confirming the following levels of education in Poland: primary, lower secondary, upper secondary, basic vocational or the right to continue education, including the right to continue education at higher education institutions taking into consideration the scope of rights appertaining.

** Translations should be made to Polish, however, the English translation or original in English is acceptable for the application process.

*** The secondary school leaving certificate has to clearly state, that entitles to undertake the university-level education. Such proof should be issued or certified by the educational institution which released the certificate / diploma or by the educational authorities of the country which issued the certificate or in which system of education the school operates.

The recognition (nostrification) of a certificate or the level of education is done by the Education Superintendent (Kuratorium Oświaty) appropriate for the place of residence of the Applicant, and if there is no such place, for the official seat of the institution, where the Applicant is going to submit the certificate:

- in Łódź: **Kuratorium Oświaty w Łodzi** - address: al. Kościuszki 120a, 90-446 Łódź, email: kolodz@kuratorium.lodz.pl

It is obligatory to submit a certificate of recognition until the end of the first semester of studies.

****** Legalisation / apostille** of above mentioned documents according with the regulations of the Hague Convention of 5th of October, 1961 abolishing the requirement of legalizing foreign public documents.

Apostille - is issued by the appropriate institutions in the states that are members of the Organisation. Each country itself designates such institutions. Members of the Hague Convention can be found on the website of the Organisation:

<https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>

Legalization - if the country in which the document was issued, is not a part of the Hague Convention of 5th of October, 1961, legalisation of the documents is made by the Polish consular office in this country.

******* Recognition of foreign higher education degrees in Poland for the purpose of further studies**

A foreign degree, which gives access to further studies or the right to start doctoral proceedings in the country where it was awarded, gives its holder access to second cycle studies, postgraduate studies, third cycle / doctoral studies or the right to start doctoral proceedings in Poland.

A foreign degree may also be recognised for the purpose of further education on the basis of an international agreement.

If degree does not give access to further studies in country where it was obtained, and the student still wish to continue education in Poland, he have to confirm his level of education.

Nostrification is a procedure whereby a foreign educational qualification is compared to its Polish equivalent and their equivalence determined. The competent authorities to conduct the nostrification procedure are higher education institutions holding scientific categories A +, A or B + in the discipline to which the application for "nostrification" applies.

When a foreign secondary school (maturity) certificate, a higher school degree or other document obtained abroad was being recognized by way of nostrification, the candidate is required to submit a certificate stating its equivalence with the Polish degree, **as soon as possible, but not later than till the end of the first semester of studies.**