



## **DOCUMENTS ISSUED IN POLAND WHICH QUALIFY THE BEARER TO UNDERTAKE STUDIES**

### **I. SCANS/PHOTOGRAPHS UPLOADED INTO THE IRK SYSTEM PRIOR TO THE ANNOUNCEMENT OF THE CANDIDATE LIST**

**First-cycle and long-cycle studies require candidates to upload** a document which confirms their additional qualifications:

- a) in the case of winners or finalists of school Olympiads – a document issued by the main organisational committee of a given Olympiad or competition, bearing a serial number and certifying the place taken by a given candidate for studies at the central qualifying level,
- b) in the case of sportspersons with outstanding achievements in Olympic disciplines and disciplines in the programme of the Polish Academic Championships – a document issued by a national sports association (in the case of master class and first class) or a district/regional sports association (in the case of second sport class), stating the type of sport class, its validity period and the sporting achievements for which the given class was awarded.

**Scans/photographs are not required for second-cycle studies.**

### **II. DOCUMENTS IN PAPER FORM REQUIRED AFTER THE ANNOUNCEMENT OF THE CANDIDATE LIST**

#### **1. For first-cycle and long-cycle studies:**

- a) a personal questionnaire, generated and printed via the IRK system and bearing a hand-written signature;
- b) an original, original copy or notarised copy of a secondary school final examination certificate (with a possible annex or certificate on the results of the secondary school

final examination). A candidate who took the International Baccalaureate in 2023 and is awaiting the issue of a diploma should submit a certificate of the results of the International Baccalaureate (issued by the IB Foundation Office in Geneva or the school in which education was completed). The copy of the diploma (with the original available for review) should be subsequently submitted to an appropriate dean's office no later than by 1 October 2023;

- c) a document which confirms additional qualifications:
  - in the case of winners or finalists of school Olympiads – a document issued by the main organisational committee of a given Olympiad or competition, bearing a serial number and certifying the place taken by a given candidate for studies at the central qualifying level,
  - in the case of sportspersons with outstanding achievements in Olympic disciplines and disciplines in the programme of the Polish Academic Championships – a document issued by a national sports association (in the case of master class and first class) or a district/regional sports association (in the case of second sport class), stating the type of sport class, its validity period and the sporting achievements for which the given class was awarded;
- d) a current colour photograph, 35 mm x 45 mm in size (an ID or passport photograph);
- e) in the case of the foreign nationals referred to in Article 324 section 2 of the Act of 20 July 2018 – Law on Higher Education and Science – a xerox copy, certified as a true copy by the University of Gdańsk or a notary public, of one of the documents which entitle the bearer to study without paying the tuition fee for education in full-time studies in Polish. Lack of the aforementioned document does not disqualify the candidate from the admissions process but will result in fees being charged for education;
- f) in the case of other foreign nationals – a xerox copy of the passport, certified as a true copy by the University of Gdańsk or a notary public.

## **2. For second-cycle studies:**

- a) a personal questionnaire, generated and printed via the IRK system and bearing a hand-written signature;
- b) an original, original copy or notarised copy of a diploma of higher education (without the supplement). The candidate may also submit an original or a notarised copy of a certificate of completion of higher education, containing the grade which will feature on the diploma;
- c) an original or notarised copy of the student's grade book/student course record/supplement for admissions to fields of study in which the average constitutes a qualification criterion. The candidate may also submit an original of a certificate stating the average calculated in accordance with § 11 sections 1 and 2 of the UG Senate's Resolution no. 30/22 of 26 May 2022 (model of the certificate available in the IRK system);
- d) a current colour photograph, 35 mm x 45 mm in size (an ID or passport photograph);

- e) in the case of the foreign nationals referred to in Article 324 section 2 of the Act of 20 July 2018 – Law on Higher Education and Science – a xerox copy, certified as a true copy by the University of Gdańsk or a notary public, of one of the documents which entitle the bearer to study without paying the tuition fee. Lack of the aforementioned document does not disqualify the candidate from the admissions process but will result in fees being charged for education;
- f) in the case of other foreign nationals – a xerox copy of the passport, certified as a true copy by the University of Gdańsk or a notary public.