

## FORMAL REQUIREMENTS FOR FOREIGNERS

### **Legal basis:**

*Article 323 in conjunction with Articles 326, 327, 328, subject to Article 198(8) of the Law on Higher Education and Science of 20 July 2018 (Journal of Laws 2022, item 574 as amended).*

### **1. Foreigners may undertake education in Polish if they demonstrate knowledge of Polish, i.e. they:**

- 1) completed one-year preparatory course to undertake education in the Polish language in educational institutions designated by the minister in charge of higher education, or
- 2) hold a Polish language certificate issued by the State Commission for the Certification of Proficiency in Polish as a Foreign Language, or
- (3) completed a secondary school abroad in which classes were provided in the Polish language as a language of instruction, or
- 4) completed secondary school in Poland, or
- 5) graduated from university in Poland in the field conducted in the Polish language as a language of instruction, or
- 6) they will receive confirmation during the interview that their preparation and level of knowledge of the Polish language allows them to undertake education in Polish.

### **2. Foreigners may undertake education in a foreign language if:**

- 1) they shall hold a document which confirms knowledge of the foreign language in which the education is provided, listed in the register of documents, provided that documents confirming knowledge of a foreign language also include certificates, diplomas or other documents confirming the completion of a secondary school abroad in which classes were conducted in the same foreign language as the one in which a foreigner will undertake education in Poland, as well as a diploma of completion of studies in Poland conducted in the same foreign language as the one in which a foreigner will undertake studies at a doctoral school, or
- 2) they will receive confirmation during the interview that their preparation and level of knowledge of a foreign language allows them to undertake education in a foreign language.

### **3. In addition to the documents listed in the Recruitment tab, foreigners are obliged to submit:**

- (1) legalization or recognition documents of the diploma and supplement (the University may ask the candidate to submit an ordinary translation of the diploma and supplement into Polish);
- (2) a copy of an identity document;
- (3) photocopies of documents which enable them to stay on the territory of the Republic of Poland, if they were issued before or during the recruitment procedure, or a statement made by a foreigner that they will present the relevant documents immediately after the commencement of their studies and admission to a doctoral school/doctoral seminar;
- (4) one of the documents referred to in point 1(1-5) confirming knowledge of Polish if they wish to undertake education in Polish, or one of the documents referred to in point 2(1) confirming knowledge of a foreign language if they wish to study in a foreign language;
- 5) a photocopy of the European Health Insurance Card or a statement made by a foreigner that they will join the National Health Fund immediately after commencing studies.

**DECLARATION OF THE FOREIGN NATIONAL'S CANDIDATE ON THE OBLIGATION TO JOIN THE NFZ IMMEDIATELY AFTER THE START OF THE STUDIES**

I, the undersigned....., hold a passport No..... issued by....., declare that I am aware that I am aware that my health insurance is compulsory throughout my stay in Poland.

Upon arrival in Poland, I undertake to insure with the National Health Fund (to this end I will sign a voluntary insurance contract with the NFZ and pay my own health insurance premium) and will also provide a copy of the contract with the NFZ. Failure to submit a copy of the required document will prevent me from continuing my studies.

.....

(signature of the candidate)

*\*for a student, a foreign national who is not a national of a Member State of the European Union and of a Member State of the European Free Trade Agreement (EFTA).*

**FOREIGN CANDIDATE'S DECLARATION THAT HE/SHE IS OBLIGED TO JOIN THE NATIONAL HEALTH FUND (NFZ) UPON THE INITIATION OF STUDIES**

I, the undersigned,....., holder of passport No.....issued by....., hereby declare that I am aware that my health insurance is compulsory throughout my stay in Poland.

I undertake to take out insurance with the National Health Fund (NFZ) on arrival in Poland (for this purpose I will sign a voluntary insurance contract with the NFZ and pay my own health insurance contributions) and will also provide a copy of the contract concluded with the National Health Fund. The failure to provide a copy of the required document will prevent me from continuing my studies.

.....

(Candidate's signature)

*\*applies to a foreign student which is not a national of a Member State of the European Union and of a Member State of the European Free Trade Agreement (EFTA).*

**LIST OF CERTIFICATES CONFIRMING KNOWLEDGE OF A MODERN FOREIGN LANGUAGE**

1. A certificate confirming knowledge of a foreign language issued by the National School of Public Administration obtained as a result of linguistic verifying proceedings.

2. Certificates confirming knowledge of foreign languages at least at a B2 level on a global scale of language proficiency in accordance with the Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR):

1) Certificates issued by institutions affiliated to the Association of Language Testers in Europe (ALTE) – Levels ALTE Level 3 (B2), ALTE Level 4 (C1), ALTE Level 5 (C2), in particular:

(a) First Certificate in English (FCE), Certificate in Advanced English (CAE), Certificate of Proficiency in English (CPE), Business English Certificate (BEC) Vantage – at least Pass, Business English Certificate (BEC) Higher, Certificate in English for International Business and Trade (CEIBT),

(b) Diplôme d'Étude en Langue Française (DELFF) (B2), Diplôme approfondi de Langue Française (DALF) (C1), Diplôme approfondi de Langue Française (DALF) (C2); Test de Connaissance du Français (TCF), levels 4 (B2), 5 (C1), 6 (C2); Diplôme de Langue Française (DL) (B2), Diplôme Supérieur Langue et Culture Françaises (DSLFCF), Diplôme Supérieur d'Études Françaises Modernes (DS1) (C1), Diplôme de Hautes Études Françaises (DHEF) (C2),

(C) Test Deutsch als Fremdsprache (TestDaF); Zertifikat Deutsch für den Beruf (ZDfB) (B2), Goethe-Zertifikat B2, Goethe-Zertifikat C1, Zentrale Mittelstufenprüfung (ZMP) (C1), Goethe-Zertifikat C1 (Zentrale Mittelstufenprüfung) (ZMP), Zentrale Oberstufenprüfung (ZOP) (C2), Goethe-Zertifikat C2 (Zentrale Oberstufenprüfung) (ZOP), Kleines Deutsches Sprachdiplom (KDS) (C2), Grosses Deutsches Sprachdiplom (GDS) (C2), Goethe-Zertifikat C2: Grosses Deutsches Sprachdiplom (GDS),

(D) Certificato di Conoscenza della Lingua Italiana CELI 3 (B2), Certificato di Conoscenza della Lingua Italiana CELI 4 (C1), Certificato di Conoscenza della Lingua Italiana CELI 5 (C2); Certificato Italiano Commerciale CIC A (C1),

(e) Los Diplomas de Español como Lengua Extranjer (DELE): EL Diploma de Español Nivel B2 (Intermedio), El Diploma de Español Nivel C1, El Diploma de Español Nivel C2 (Superior),

(F) Diploma intermédio de Português Língua Estrangeira (DIPLE) (B2), Diploma Avançado de Português Língua Estrangeira (DAPLE) (C1), Diploma universitário de Português Língua Estrangeira (DUPLÉ) (C2),

(g) Nederlands als Vreemde Taal/Dutch as a Foreign Language (CNaVT) – Profiel Professionele Taalvaardigheid (PPT) (B2)/Profile Professional Language Proficiency (PPT) (B2), Profiel Taalvaardigheid Hoger Onderwijs (PTHO) (B2)/Profile Language Proficiency Higher Education (PTHO) (B2), Profiel Academische Taalvaardigheid (PAT) (C1)/Profile Academic Language Proficiency (PAT) (PAT); Nederlands als Tweede Taal II (NT2-II) (B2)/Dutch as a Second Language II (NT2-II) (B2),

(H) Prøve and Dansk 3 (B2), Studieprøven (C1),

(I) Certificate of Slovenian at an Intermediate Level (B2), Certificate of Slovenian at an Intermediate Level (B2), Certificate of Slovenian at an Advanced Level (C1);

(2) certificates issued by the following organizations:

(a) Educational Testing Service (ETS) – in particular the following certificates: Test of English as a Foreign Language (TOEFL) – at least 87 points taken as Internet-Based Test (iBT); Test of English as a Foreign Language (TOEFL) – at least 180 points taken as Computer-Based Test (CBT) plus at least 50 points from Test of Spoken English (TSE); Test of English as a Foreign Language (TOEFL) – at least 510 points taken as Paper-Based Test (PBT) plus at least 3.5 points from the Test of Written English (TWE) and at least 50 points from the Test of Spoken English (TSE); Test of English for International Communication (TOEIC) – at least 700 points; Test de Français International (TFI) – at least 605 points,

(b) European Consortium for the Certificate of Performance in Modern Languages (ECL),

(C) City & Guilds, City & Guilds Pitman Qualifications, Pitman Qualifications Institute – in particular: English for Speakers of Other Languages (ESOL) – First Class Pass at Intermediate Level, Higher Intermediate Level, Advanced Level; International English for Speakers of Other Languages (IESOL) – Communicator level, Expert level, Mastery level; City & Guilds Level 1 Certificate in ESOL International (reading, writing and listening) Communicator (B2) 500/1765/2; City & Guilds Level 2 Certificate in ESOL International (reading, writing and listening) Expert (C1) 500/1766/4; City & Guilds Level 3 Certificate in ESOL International (reading, writing and listening) Masters (C2) 500/1767/6; Spoken English Test (SET) for Business – Stage B level Communicator, Stage C Expert level, Stage C Master level; English for Business Communications (ECB) – Level 2, Level 3; English for Office Skills (EOS) – Level 2,

(D) Edexcel, Pearson Language Tests, Pearson Language Assessments – in particular the following certificates: London Tests of English, Level 3 (Edexcel Level 1 Certificate in ESOL International); London Tests of English, Level 4 (Edexcel Level 2 Certificate in ESOL International); London Tests of English, Level 5 (Edexcel Level 3 Certificate in ESOL International),

(e) Education Development International (EDI), London Chamber of Commerce and Industry examinations Board – in particular the following certificates: London Chamber of Commerce and Industry examinations (LCCI) – English for Business Level 2, English for Business Level 3, English for Business Level 4; London Chamber of Commerce and Industry examinations (LCCI) – Foundation Certificate for Teachers of Business English (FTBE); London Chamber of Commerce and Industry examinations (LCCI) – English for Tourism Level 2 – Pass with Credit level,

(F) University of Cambridge ESOL examinations, British Council, IDP IELTS Australia – in particular the following certificates: International English Language Testing System IELTS – above 6 points,

(g) Chambre de commerce et d'industrie de Paris (CCIP) – in particular the following certificates: Diplôme de Français des Affaires 1er degré (DFA 1) (B2), Diplôme de Français Professionnel (DFP) Affaires B2, Diplôme de Français des Affaires 2ème degré (DFA 2) (C1), Diplôme de Français Professionnel (DFP) Affaires C1,

(H) Goethe-Institut, Deutscher Industrie und Handelskammertag (DIHK), Carl Duisberg Centren (CDC) – in particular Prüfung Wirtschaftsdeutsch International (PWD) (C1),

(I) Kultusministerkonferenz (KMK) – in particular Deutsches Sprachdiplom II der Kultusministerkonferenz der Länder – KMK (B2/C1),

(J) Österreich Institut, Prüfungszentren des Österreichischen Sprachdiploms für Deutsch (ÖSD) – in particular certificates: Österreichisches Sprachdiplom für Deutsch als Fremdsprache (ÖSD) – B2 Mittelstufe Deutsch, Mittelstufe Deutsch (C1), C1 Oberstufe, Wirtschaftssprache Deutsch (C2),

(K) Hochschulrektorenkonferenz (HRK),

(L) Società Dante Alighieri – in particular certificates: PLIDA B2, PLIDA C1, PLIDA C2,

(m) Università degli Studi Roma Tre – in particular certificates: Int.It (B2), IT (C2),

(N) Università per Stranieri di Siena – in particular the following certificates: Certificazione d'Italiano come Lingua Straniera CILS Due B2, Certificazione d'Italiano come Lingua Straniera CILS Tre C1, Certificazione d'Italiano come Lingua Straniera CILS Quattro C2,

(o) The A.S. Puszkin State Institute of the Russian Language,

(p) Institute for Romanian Language, the Romanian Ministry of Education, Research and Innovation,

(q) Univerzita Karlova v Praze,

(R) Univerzita Komenského v Bratislave; Filozofická fakulta Studia academica Slovaca – centre pre slovenčinu ako cudzí jazyk,

(s) Univerzita Komenského v Bratislave; Centrum d'alšieho vzdelávania; Ústav jazykovej a odbornej prípravy zahraničných študentov,

(T) the Coordination Board for the Certification of Language Proficiency of the University of Warsaw;

3) TELC GmbH, WBT Weiterbildungs-Testsysteme GmbH – in particular the following certificates: B2 Certificate in English – advantage, B2 Certificate in English for Business Purposes – advantage, Certificate in English for Technical Purposes (B2), TELC English B2, TELC English B2 Business, TELC English B2 Technical, TELC English C1; Certificat Supérieur de Français (B2), TELC Français B2; Zertifikat Deutsch Plus (B2), Zertifikat Deutsch für den Beruf (B2) (TELC Deutsch B2 Beruf), TELC Deutsch B2, TELC Deutsch C1; Certificado de Español para Relaciones Profesionales (B2), TELC Español B2; Certificato Superiore d’Italiano (B2), TELC Italiano B2; TELC Русский ИЛДК B2.

3. The Office of Chinese Language Council International: Hanyu Shuiping Kaoshi (HSK) – HSK level (Advance).

4. Japan Educational Exchanges and Services, The Japan Foundation: Japanese Language Proficiency Certificate – Level 1.

5. Diplomas of:

- (1) completion of studies in foreign philology or applied linguistics;
- (2) foreign language teacher training college;
- (3) National School of Public Administration.

6. A certificate, issued abroad, confirming the award of an academic degree or an academic title or an academic degree or an academic title in art– the language of instruction of the training institution is recognised.

7. A certificate of completion of studies or post-graduate studies abroad or in the Republic of Poland – the language of instruction shall be recognised if the language of instruction was only a foreign language.

8. A document issued abroad recognized as equivalent to a secondary school final examination – the language of instruction is recognised.

9. International Baccalaureate Diploma.

10. European Baccalaureate.

11. Certificate of completion of a ministerial examination at:

- (1) the Ministry of Foreign Affairs;
- (2) the office of the Minister in charge of Economic Affairs, the Ministry of Economic Cooperation with Foreign Countries, the Ministry of Foreign Trade and the Ministry of Foreign Trade and the Maritime Economy;
- (3) Ministry of National Defence – level 3333, level 4444 according to STANAG 6001.

12. Certificate issued by the National School of Public Administration confirming qualifications to occupy state executive positions.

13. Document confirming the entry in the list of sworn translators in the Republic of Poland or a document confirming the qualifications of a sworn translator in another Member State of the European Union, a Member State of the European Free Trade Agreement (EFTA) which is a party to the Agreement on the European Economic Area or in the Swiss Confederation.

14. A certificate of proficiency in a modern foreign language at a B2 level issued by an organisational unit of the WSEI University of Lublin providing language training, following an examination before an examination board composed of at least three foreign language university teachers, including at least one holding a doctoral degree.