



DETAILED INSTRUCTIONS

FULL-TIME STUDIES (BA, MA) & “DOUBLE-DEGREE PROGRAMME”

I am a candidate from:

European Union		Follow this link
Kazachstan		Follow this link
Belarus		Follow this link
Turkey		Follow this link
Ukraine		Follow this link
Uzbekistan		Follow this link
Vietnam		Follow this link



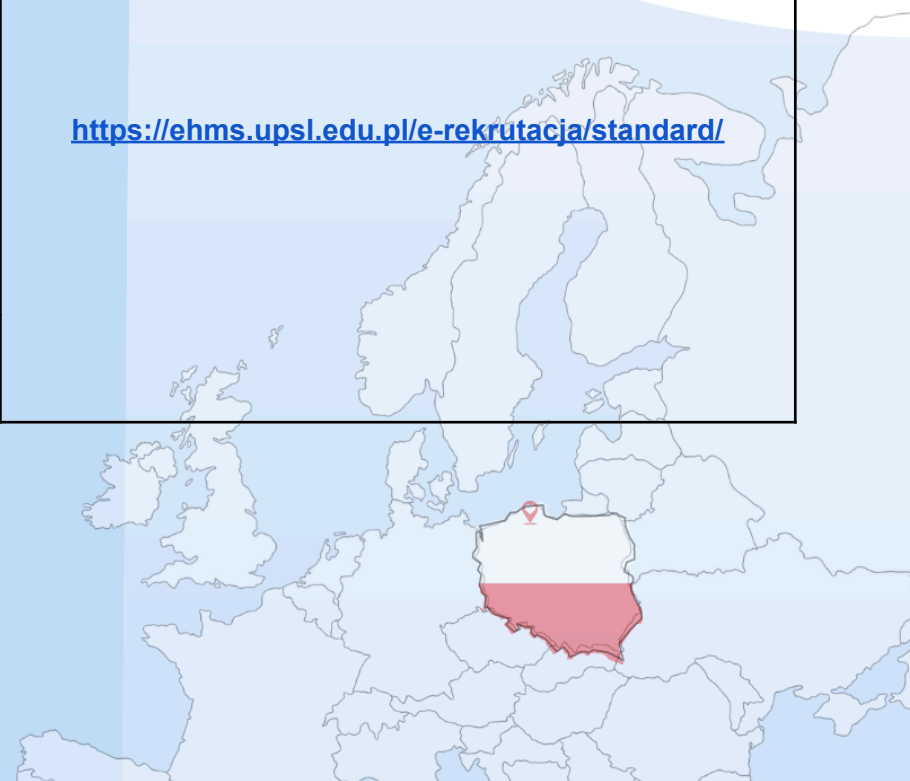


Full-time studies (BA, MA)/ Program “Double Degree Programme”

I am a citizen of an EU country

Step 1: Online registration (electronic)

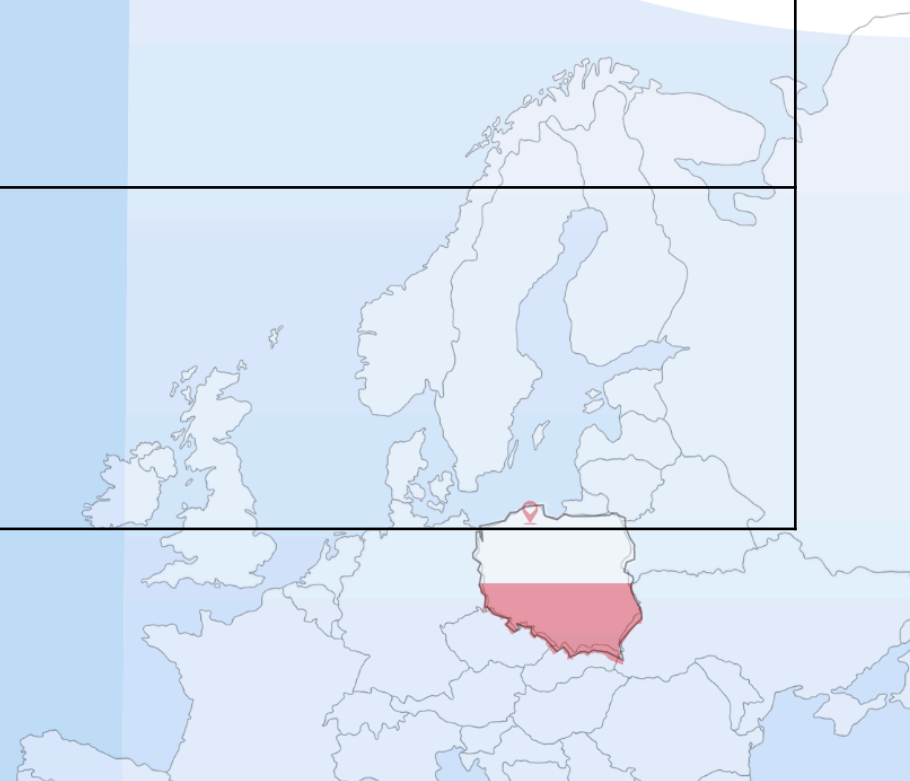
No.	Document	Explanation	Additional information / links
1	Registration in the PU e-admission system		
2	Selection of studies	Selection of the mode: <ul style="list-style-type: none">• “Registration for foreigners” - <i>for candidates applying for full-time studies;</i>• "Registration for double degree program" - <i>for candidates of the “Double Degree” program.</i>	https://ehms.upsl.edu.pl/e-rekrutacja/standard/
3	Completing data online	Entering personal data and uploading an ID photo to the candidate’s profile.	





Step 2: Preparation of documents (in electronic form)

No.	Document	Explanation	Additional information / links
1	Personal questionnaire (scan)	The personal questionnaire must include the candidate's signature and photo.	The questionnaire should be printed from the candidate's profile after completing personal data.
2	Foreign passport (scan)		
3	Document confirming education (scan)	<p>1. For Bachelor's degree candidates – secondary school certificate and transcript confirming full secondary education.</p> <p>2. For Master's degree candidates – higher education diploma with transcript.</p>	





4.	Apostille for the certificate/diploma with transcript (scan)	The Apostille is issued by the Ministry of Education in the country where the certificate/diploma was issued.”	
5	Sworn translation of the certificate/diploma with transcript into Polish (scan)	Translation made by a Polish sworn translator.	List of sworn translators: https://arch-bip.ms.gov.pl/pl/rejstry-i-ewidencje/tlumacze-przysiegli/lista-tlumaczy-przysieglych/search.html
6	Proof of payment of the recruitment fee (scan)	150 PLN - for candidates applying for Art Education in Music 100 PLN - for candidates applying for English Philology (Master's degree) 85 PLN - for candidates applying for other fields of study	The bank account number will appear in the candidate's profile (Payments tab) after online registration.



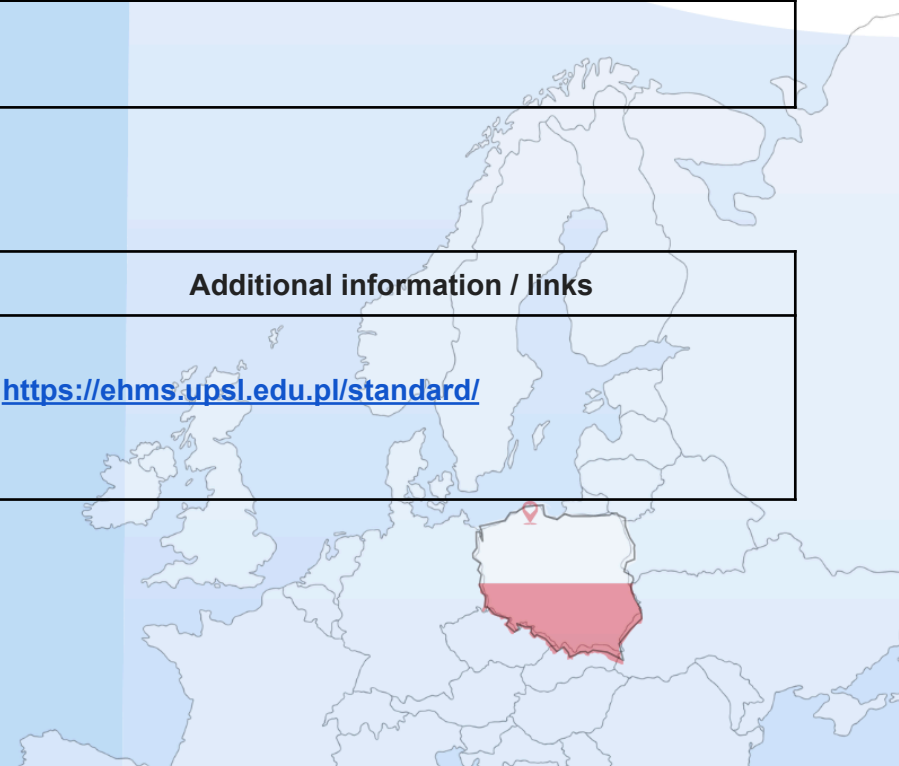


Step 3: Submission of documents (electronic form)

No.	Document	Explanation	Additional information / links
1	Documents required for admission (Step 2)	Scans of the documents must be sent by e-mail: <ul style="list-style-type: none">• rekrutacja@upsl.edu.pl - for full-time studies candidates;• international@upsl.edu.pl - for "Double Degree" program candidates.	
2	Deadline for submitting documents electronically	By the end of September of the current year.	

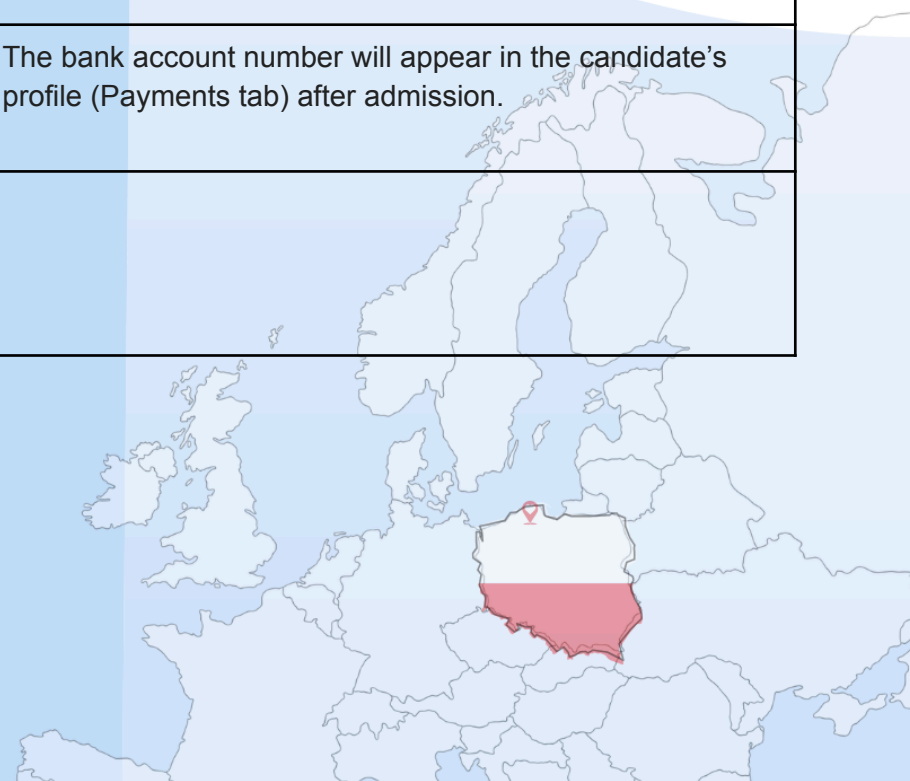
Step 4: After being admitted

No.	Document	Explanation	Additional information / links
1	Oath	The oath must be signed electronically via the <i>Virtual Dean's Office</i> within 14 days from the date of admission.	https://ehms.upsl.edu.pl/standard/





2	Application for a place in a student dormitory	The application must be submitted electronically via the <i>Virtual Dean's Office</i> .	https://ehms.upsl.edu.pl/standard/
3	Proof of payment for tuition (scan)		The bank account number will appear in the candidate's profile and in the <i>Virtual Dean's Office</i> after admission.
4	Issuance of an invitation and certificate for a visa application	After sending the proof of payment for tuition, an invitation and a certificate for the visa application may be issued upon the candidate's request.	
5	Student ID card fee	The fee for a student ID card is 22 PLN .	The bank account number will appear in the candidate's profile (Payments tab) after admission.
6	Visa requirements	You should familiarize yourself with the current rules for entry into the territory of the Republic of Poland."	





Step 5: After arrival in Poland

No.	Document	Explanation	Additional information / links
1	Originals of the documents listed above (Step 2)	The original documents must be submitted to the <i>Admission Office</i> .	
2	Residence registration (Meldunek) / PESEL	To obtain residence registration and a PESEL number, a foreign student must go with a foreign passport and residence document to the Town Hall for registration.	Urząd Miejski Słupsk - Sprawy

[Urząd Miejski Słupsk - Sprawy](#)



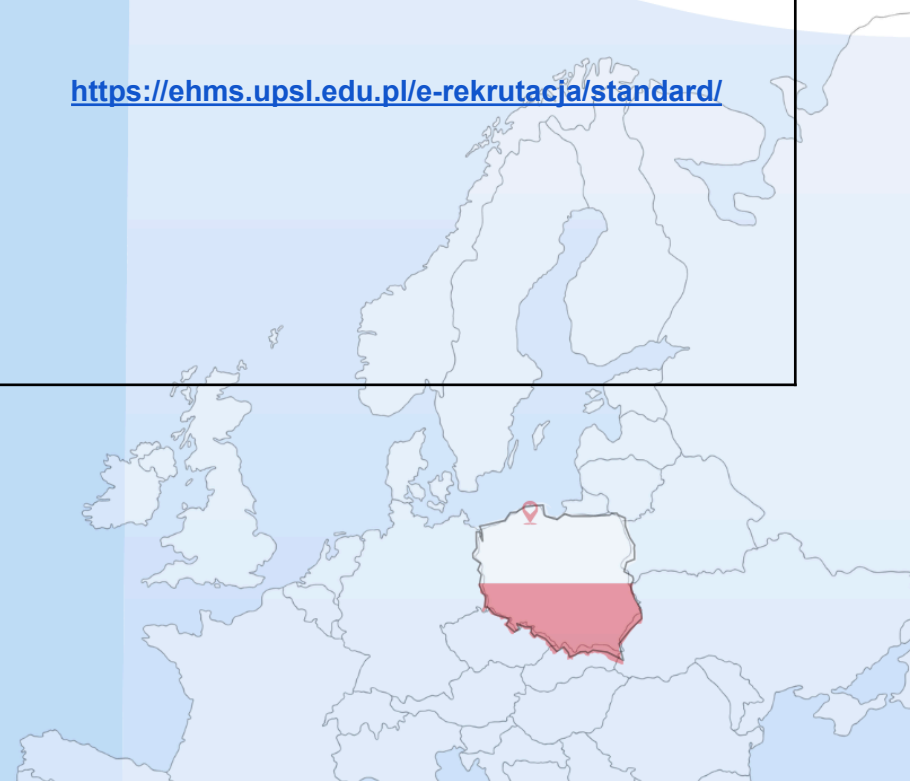


Full-time studies (BA, MA)/ Program “Double Degree Programme”

I am a citizen of Kazakhstan

Step 1: Online registration (electronic)

No.	Document	Explanation	Additional information / links
1	Registration in the PU e-admission system		
2	Selection of studies	Selection of the mode: <ul style="list-style-type: none">• “Registration for foreigners” - <i>for candidates applying for full-time studies;</i>• "Registration for double degree program" - <i>for candidates of the “Double Degree” program.</i>	https://ehms.upsl.edu.pl/e-rekrutacja/standard/
3	Completing data online	Entering personal data and uploading an ID photo to the candidate’s profile.	



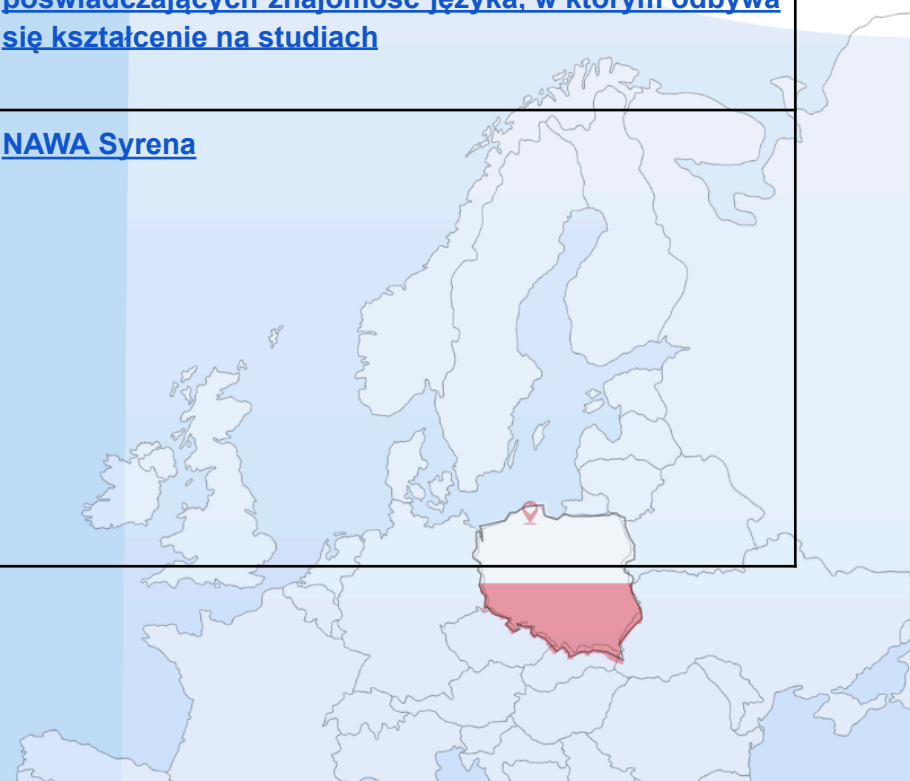


Step 2: Preparation of documents (in electronic form)

No.	Document	Explanation	Additional information / links
1	Personal questionnaire (scan)	The personal questionnaire must include the candidate's signature and photo.	The questionnaire should be printed from the candidate's profile after completing personal data.
2	Foreign passport (scan)		
3	Document confirming education (scan)	1. For Bachelor's degree candidates – secondary school certificate and transcript confirming full secondary education. 2. For Master's degree candidates – higher education diploma with transcript.	
4	Apostille for the certificate/diploma with transcript (scan)	The Apostille is issued by the Ministry of Education of Kazakhstan.	Апостилирование официальных документов, исходящих из организаций образования



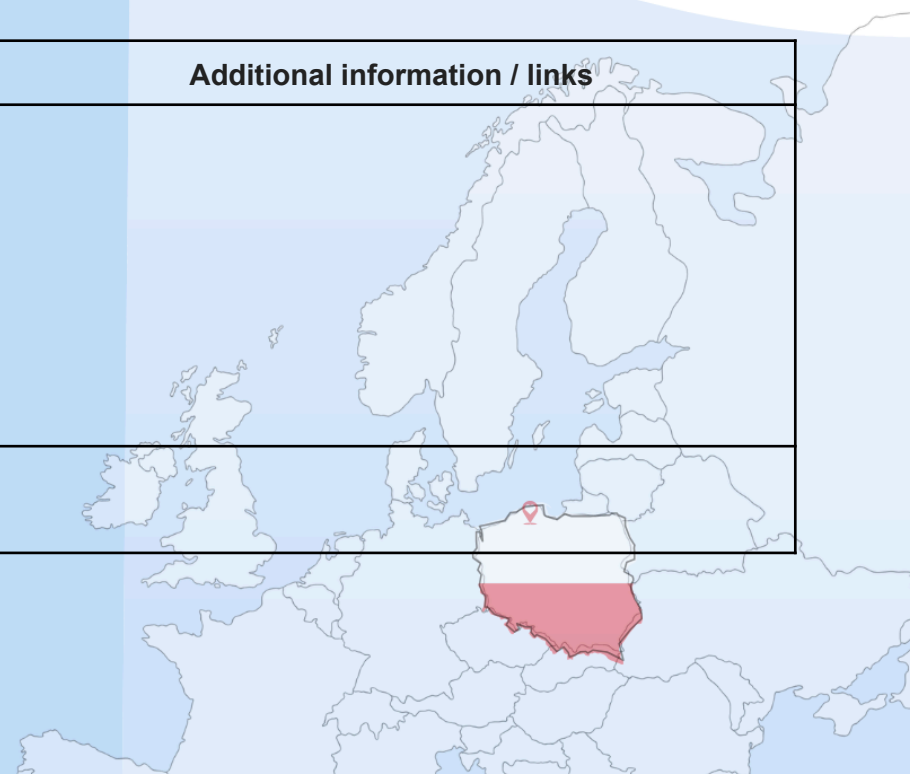
5	Sworn translation of the certificate/diploma with transcript into Polish (scan)	Translation made by a Polish sworn translator.	List of sworn translators: https://arch-bip.ms.gov.pl/pl/rejestry-i-ewidencje/tlumacze-przysiegli/lista-tlumaczy-przysieglych/search.html
6	Certificate confirming proficiency in the language of instruction (scan)	A certificate confirming proficiency in the language of instruction (Polish / English / Russian) at CEFR level B2 (scan).	The certificate must be included in the list of documents confirming proficiency in the language of instruction, as specified in the Regulation of the Minister of Science and Higher Education: Rozporządzenie Ministra Nauki i Szkolnictwa Wyższego z dnia 30 lipca 2025 r. w sprawie rodzajów dokumentów poświadczających znajomość języka, w którym odbywa się kształcenie na studiach
7	Information from the Director of NAWA	In order to obtain information (confirmation) from the Director of NAWA regarding the recognition of education, an application must be submitted electronically in the <i>SYRENA</i> system. A scan of the certificate/diploma together with the diploma supplement must be attached to the application.	NAWA Syrena





Step 3: Submission of documents (electronic form)

No.	Document	Explanation	Additional information / links
1	Documents required for admission (Step 2)	Scans of the documents must be sent by e-mail: <ul style="list-style-type: none">• rekrutacja@upsl.edu.pl - for full-time studies candidates;• international@upsl.edu.pl - for "Double Degree" program candidates.	
2	Deadline for submitting documents electronically	By the end of September of the current year	





Step 4: Subject-specific entrance examination (according to the selected field of study)

No.	Document	Explanation	Additional information / links
1	Subject-specific entrance examination	The subject-specific examination applies only to candidates for first-cycle (Bachelor's degree) studies.	The examination is conducted online.

Step 5: After being admitted

No.	Document	Explanation	Additional information / links
1	Oath	The oath must be signed electronically via the <i>Virtual Dean's Office</i> within 14 days from the date of admission.	https://ehms.upsl.edu.pl/standard/





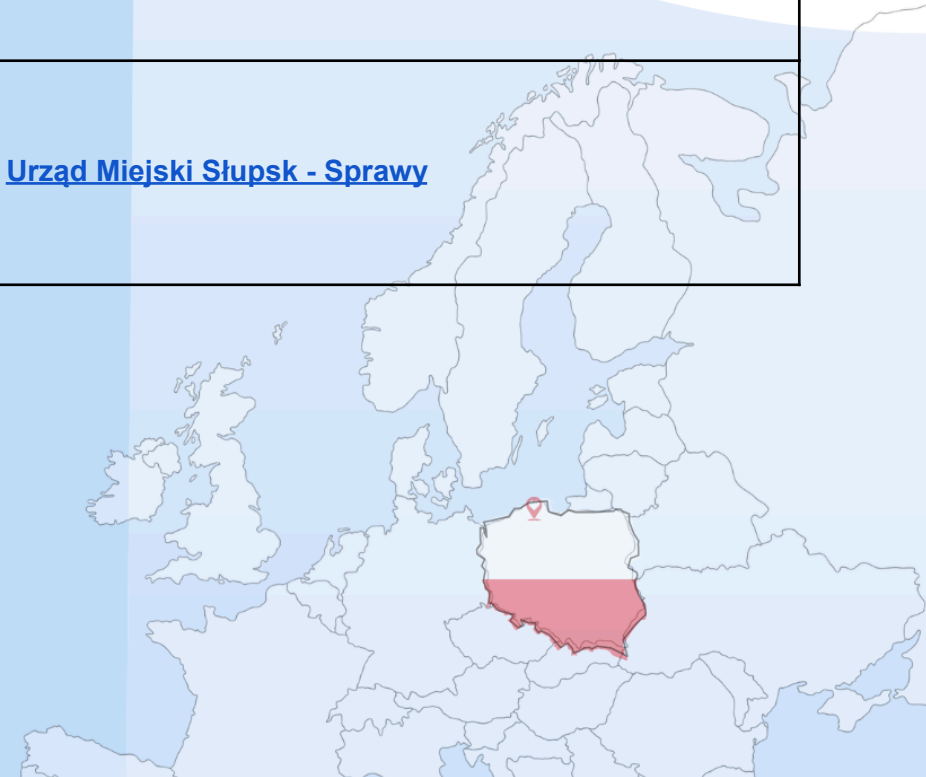
2	Application for a place in a student dormitory	The application must be submitted electronically via the <i>Virtual Dean's Office</i> .	https://ehms.upsl.edu.pl/standard/
3	Proof of payment for tuition (scan)		The bank account number will appear in the candidate's profile and in the <i>Virtual Dean's Office</i> after admission.
4	Issuance of an invitation and certificate for a visa application	After sending the proof of payment for tuition, an invitation and a certificate for the visa application may be issued upon the candidate's request.	
5	Student ID card fee	The fee for a student ID card is 22 PLN .	The bank account number will appear in the candidate's profile (Payments tab) after admission.
6	Visa requirements	The candidate must have a student visa to enter Poland. You can apply for a visa at the local Embassy or Consulate of the Republic of Poland in your country of residence.	Placówki - Polska w Kazachstanie - Portal Gov.pl





Step 6: After arrival in Poland

No.	Document	Explanation	Additional information / links
1	Originals of the documents listed above (Step 2)	The original documents must be submitted to the <i>Admission Office</i> .	
2	Residence registration (Meldunek) / PESEL	To obtain residence registration and a PESEL number, a foreign student must go with a foreign passport and residence document to the Town Hall for registration.	Urząd Miejski Słupsk - Sprawy



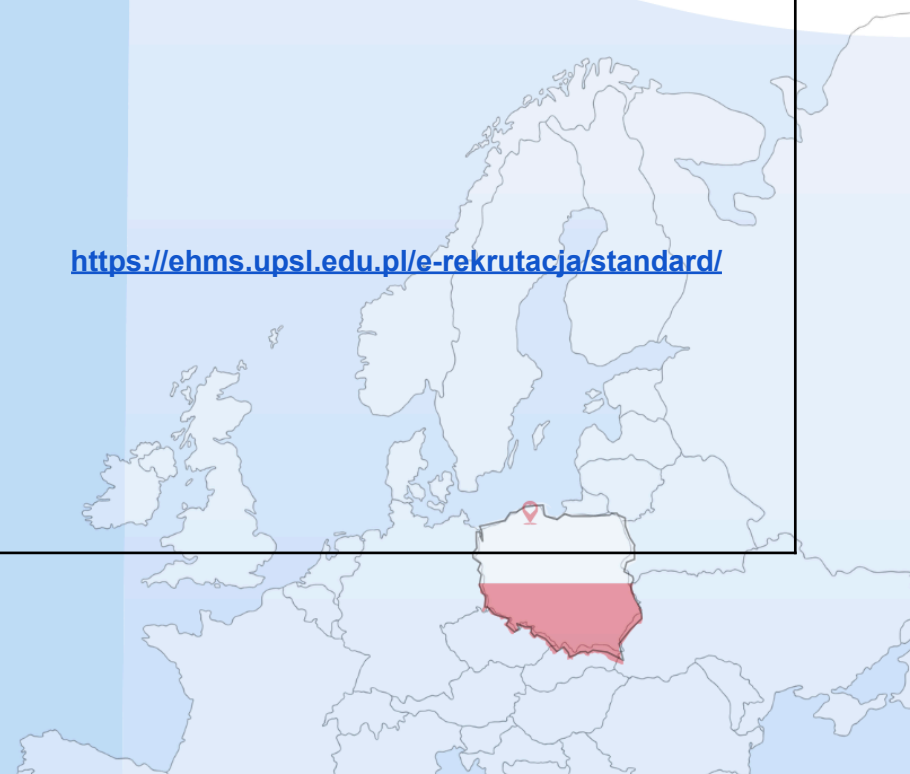


Full-time studies (BA, MA)/ Program “Double Degree Programme”

I am a citizen of Belarus

Step 1: Online registration (electronic)

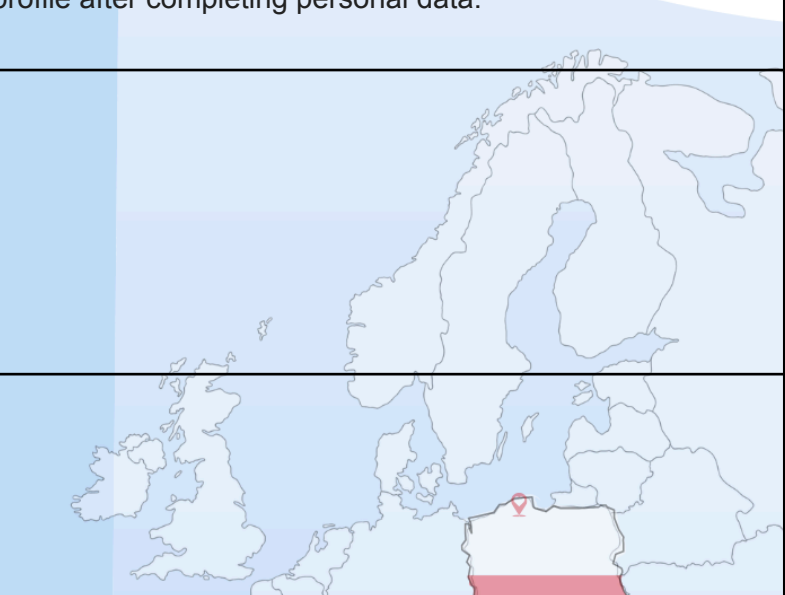
No.	Document	Explanation	Additional information / links
1	Registration in the PU e-admission system		
2	Selection of studies	Selection of the mode: <ul style="list-style-type: none">• “Registration for foreigners” - <i>for candidates applying for full-time studies;</i>• "Registration for double degree program" - <i>for candidates of the “Double Degree” program.</i>	https://ehms.upsl.edu.pl/e-rekrutacja/standard/
3	Completing data online	Entering personal data and uploading an ID photo to the candidate’s profile.	



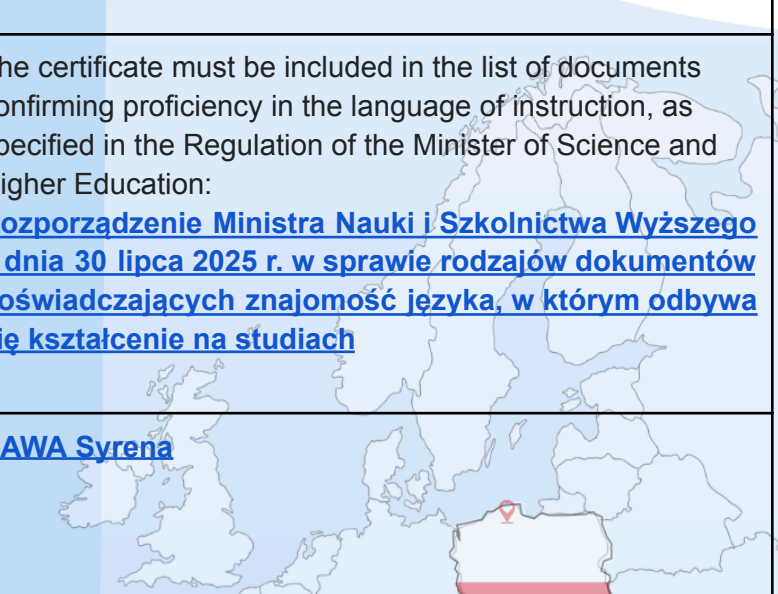


Step 2: Preparation of documents (in electronic form)

No.	Document	Explanation	Additional information / links
1	Personal questionnaire (scan)	The personal questionnaire must include the candidate's signature and photo.	The questionnaire should be printed from the candidate's profile after completing personal data.
2	Foreign passport (scan)		
3	Document confirming education (scan)	1. For Bachelor's degree candidates – secondary school certificate and transcript confirming full secondary education.	

A map of Europe is visible in the background, with the country of Poland highlighted in red. A small red location pin is placed on the Polish map.



		2. For Master's degree candidates – higher education diploma with transcript.	
4	Apostille for the certificate/diploma with transcript (scan)	The Apostille is issued by the Ministry of Education of Belarus.	
5	Sworn translation of the certificate/diploma with transcript into Polish (scan)	Translation made by a Polish sworn translator.	List of sworn translators: https://arch-bip.ms.gov.pl/pl/rejestry-i-ewidencje/tlumacze-przysiegli/lista-tlumaczy-przysieglych/search.html
6	Certificate confirming proficiency in the language of instruction (scan)	A certificate confirming proficiency in the language of instruction (Polish / English / Russian) at CEFR level B2 (scan).	The certificate must be included in the list of documents confirming proficiency in the language of instruction, as specified in the Regulation of the Minister of Science and Higher Education: Rozporządzenie Ministra Nauki i Szkolnictwa Wyższego z dnia 30 lipca 2025 r. w sprawie rodzajów dokumentów poświadczających znajomość języka, w którym odbywa się kształcenie na studiach
7	Information from the Director of NAWA	In order to obtain information (confirmation) from the Director of NAWA regarding the recognition of education, an application must be	NAWA Syrena 



		<p>submitted electronically in the SYRENA system. A scan of the certificate/diploma together with the diploma supplement must be attached to the application.</p>	
8	Proof of payment of the recruitment fee (scan)	<p>150 PLN - for candidates applying for Art Education in Music</p> <p>100 PLN - for candidates applying for English Philology (Master's degree)</p> <p>85 PLN - for candidates applying for other fields of study</p>	<p>The bank account number will appear in the candidate's profile (Payments tab) after online registration.</p>





Step 3: Submission of documents (electronic form)

No.	Document	Explanation	Additional information / links
1	Documents required for admission (Step 2)	Scans of the documents must be sent by e-mail: <ul style="list-style-type: none">• rekrutacja@upsl.edu.pl - for full-time studies candidates;• international@upsl.edu.pl - for "Double Degree" program candidates.	
2	Deadline for submitting documents electronically	By the end of September of the current year	

Step 4: Subject-specific entrance examination (according to the selected field of study)

No.	Document	Explanation	Additional information / links
1	Subject-specific entrance examination	The subject-specific examination applies only to candidates for first-cycle (Bachelor's degree) studies.	The examination is conducted online.



Step 5: After being admitted

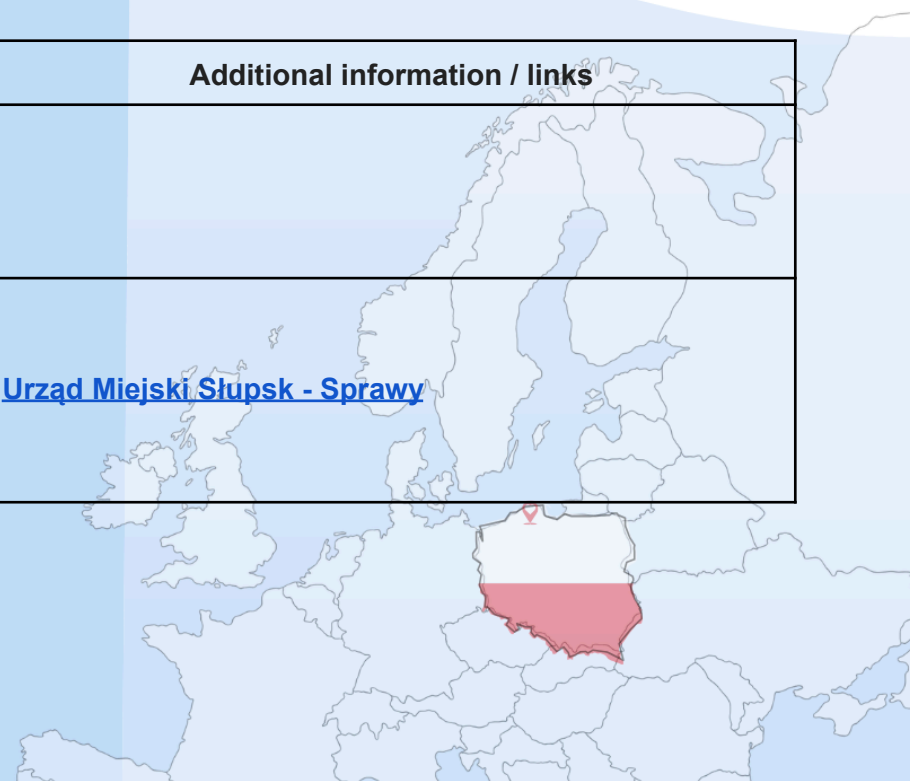
No.	Document	Explanation	Additional information / links
1	Oath	The oath must be signed electronically via the <i>Virtual Dean's Office</i> within 14 days from the date of admission.	https://ehms.upsl.edu.pl/standard/
2	Application for a place in a student dormitory	The application must be submitted electronically via the <i>Virtual Dean's Office</i> .	https://ehms.upsl.edu.pl/standard/
3	Proof of payment for tuition (scan)		The bank account number will appear in the candidate's profile and in the <i>Virtual Dean's Office</i> after admission.
4	Issuance of an invitation and certificate for a visa application	After sending the proof of payment for tuition, an invitation and a certificate for the visa application may be issued upon the candidate's request.	
5	Student ID card fee	The fee for a student ID card is 22 PLN .	The bank account number will appear in the candidate's profile (Payments tab) after admission.



6	Visa requirements	The candidate must have a student visa to enter Poland. You can apply for a visa at the local Embassy or Consulate of the Republic of Poland in your country of residence.	Placówki - Polska na Białorusi - Portal Gov.pl
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Step 6: After arrival in Poland

No.	Document	Explanation	Additional information / links
1	Originals of the documents listed above (Step 2)	The original documents must be submitted to the <i>Admission Office</i> .	
2	Residence registration (Meldunek) / PESEL	To obtain residence registration and a PESEL number, a foreign student must go with a foreign passport and residence document to the City Office for registration.	Urząd Miejski Słupsk - Sprawy



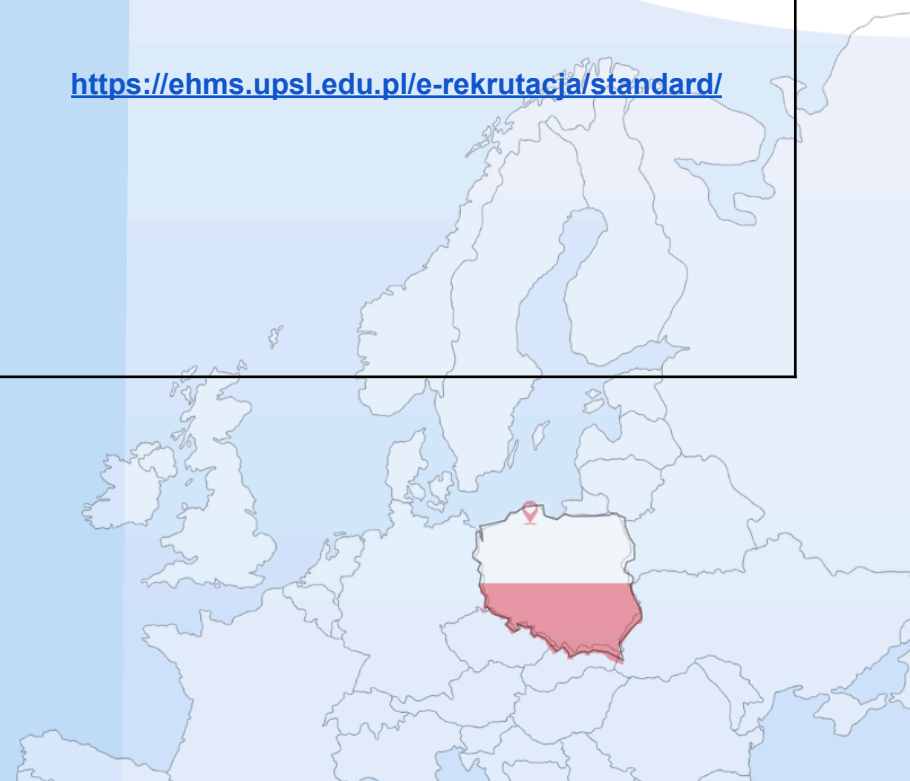


Full-time studies (BA, MA)/ Program “Double Degree Program”

I am a citizen of Turkey

Step 1: Online registration (electronic)

No.	Document	Explanation	Additional information / links
1	Registration in the PU e-admission system		
2	Selection of studies	Selection of the mode: <ul style="list-style-type: none">• “Registration for foreigners” - <i>for candidates applying for full-time studies;</i>• "Registration for double degree program" - <i>for candidates of the “Double Degree” program.</i>	https://ehms.upsl.edu.pl/e-rekrutacja/standard/
3	Completing data online	Entering personal data and uploading an ID photo to the candidate’s profile.	



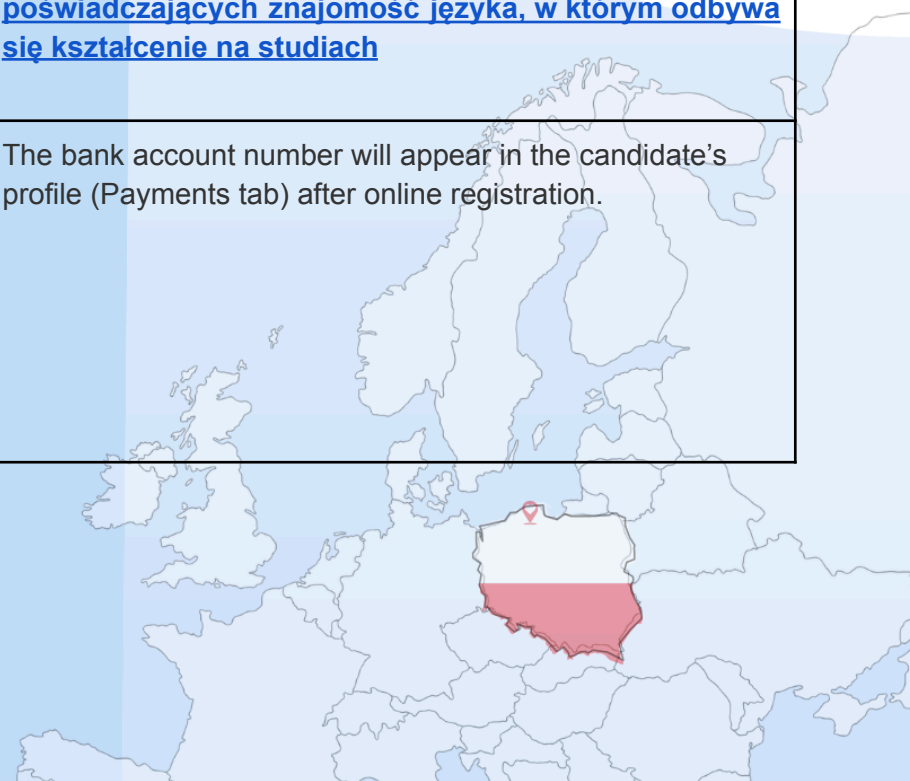


Step 2: Preparation of documents (in electronic form)

No.	Document	Explanation	Additional information / links
1	Personal questionnaire (scan)	The personal questionnaire must include the candidate's signature and photo.	The questionnaire should be printed from the candidate's profile after completing personal data.
2	Foreign passport (scan)		
3	Document confirming education (scan)	1. For Bachelor's degree candidates – secondary school certificate and transcript confirming full secondary education. 2. For Master's degree candidates – higher education diploma with transcript.	
4	Apostille for the certificate/diploma with transcript (scan)	The Apostille is issued by the Ministry of Education of Turkey.	<u>REPUBLIC OF TÜRKİYE MINISTRY OF NATIONAL EDUCATION</u>



5	Sworn translation of the certificate/diploma with transcript into Polish (scan)	Translation made by a Polish sworn translator.	List of sworn translators: https://arch-bip.ms.gov.pl/pl/rejestry-i-ewidencje/tlumacze-przysiegli/lista-tlumaczy-przysieglych/search.html
6	Certificate confirming proficiency in the language of instruction (scan)	A certificate confirming proficiency in the language of instruction (Polish / English / Russian) at CEFR level B2 (scan).	The certificate must be included in the list of documents confirming proficiency in the language of instruction, as specified in the Regulation of the Minister of Science and Higher Education: Rozporządzenie Ministra Nauki i Szkolnictwa Wyższego z dnia 30 lipca 2025 r. w sprawie rodzajów dokumentów poświadczających znajomość języka, w którym odbywa się kształcenie na studiach
7	Proof of payment of the admission fee (scan)	150 PLN - for candidates applying for Art Education in Music 100 PLN - for candidates applying for English Philology (Master's degree) 85 PLN - for candidates applying for other fields of study	The bank account number will appear in the candidate's profile (Payments tab) after online registration.





Step 3: Submission of documents (electronic form)

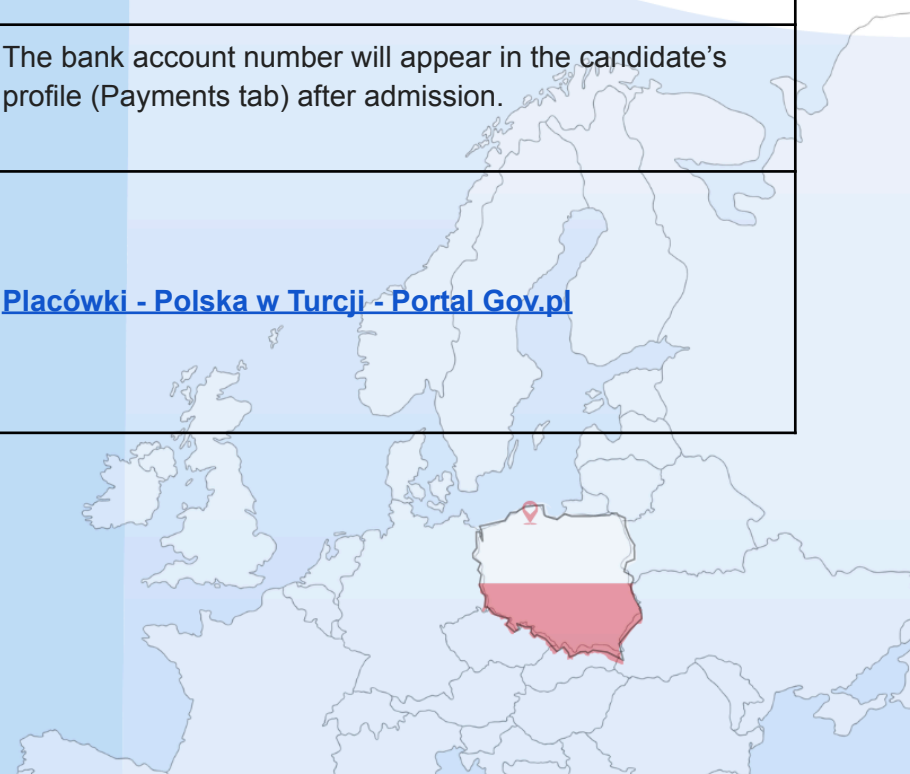
No.	Document	Explanation	Additional information / links
1	Documents required for admission (Step 2)	Scans of the documents must be sent by e-mail: <ul style="list-style-type: none">• rekrutacja@upsl.edu.pl - for full-time studies candidates;• international@upsl.edu.pl - for "Double Degree" program candidates.	
2	Deadline for submitting documents electronically	By the end of September of the current year.	

Step 4: After being admitted

No.	Document	Explanation	Additional information / links
1	Oath	The oath must be signed electronically via the <i>Virtual Dean's Office</i> within 14 days from the date of admission.	https://ehms.upsl.edu.pl/standard/



2	Application for a place in a student dormitory	The application must be submitted electronically via the <i>Virtual Dean's Office</i> .	https://ehms.upsl.edu.pl/standard/
3	Proof of payment for tuition (scan)		The bank account number will appear in the candidate's profile and in the <i>Virtual Dean's Office</i> after admission.
4	Issuance of an invitation and certificate for a visa application	After sending the proof of payment for tuition, an invitation and a certificate for the visa application may be issued upon the candidate's request.	
5	Student ID card fee	The fee for a student ID card is 22 PLN .	The bank account number will appear in the candidate's profile (Payments tab) after admission.
6	Visa requirements	The candidate must have a student visa to enter Poland. You can apply for a visa at the local Embassy or Consulate of the Republic of Poland in your country of residence.	Placówki - Polska w Turcji - Portal Gov.pl





Step 5: After arrival in Poland

No.	Document	Explanation	Additional information / links
1	Originals of the documents listed above (Step 2)	The original documents must be submitted to the <i>Admission Office</i> .	
2	Residence registration (Meldunek) / PESEL	To obtain residence registration and a PESEL number, a foreign student must go with a foreign passport and residence document to the Town Hall for registration.	Urząd Miejski Słupsk - Sprawy



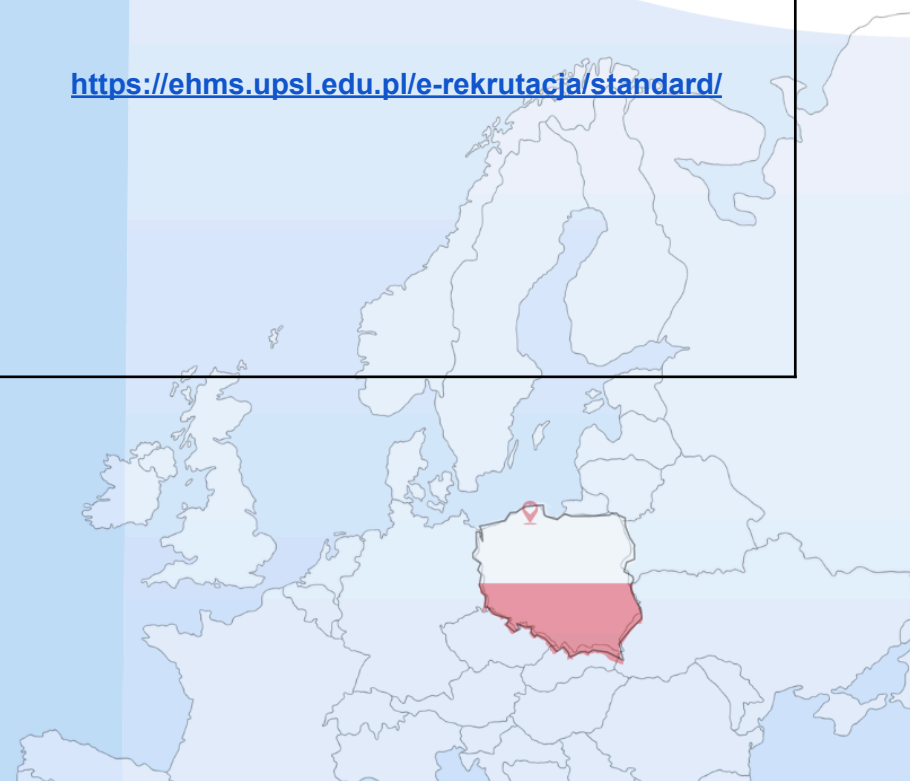


Full-time studies (BA, MA)/ Program “Double Degree Programme”

I am a citizen of Ukraine

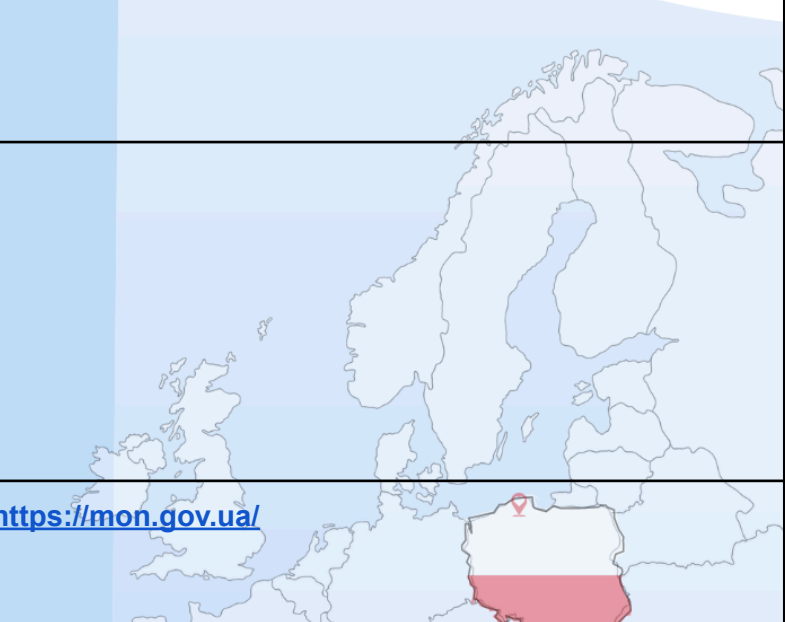
Step 1: Online registration (electronic)

No.	Document	Explanation	Additional information / links
1	Registration in the PU e-admission system		https://ehms.upsl.edu.pl/e-rekrutacja/standard/
2	Selection of studies	Selection of the mode: <ul style="list-style-type: none">• “Registration for foreigners” - <i>for candidates applying for full-time studies;</i>• "Registration for double degree program" - <i>for candidates of the “Double Degree” program.</i>	
3	Completing data online	Entering personal data and uploading an ID photo to the candidate’s profile.	



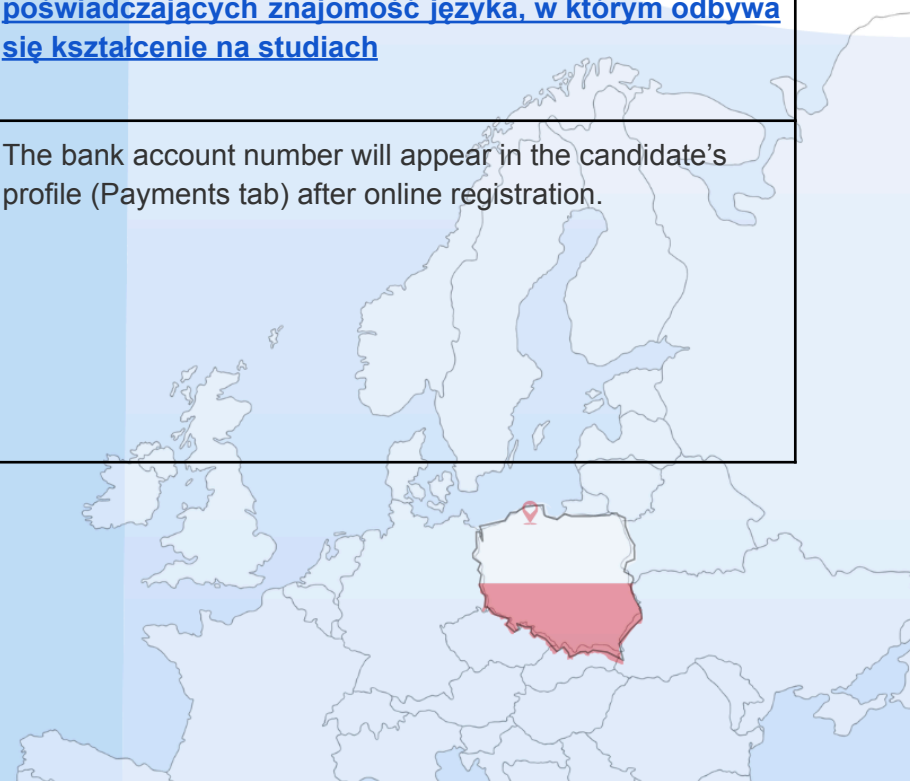


Step 2: Preparation of documents (in electronic version)

No.	Document	Explanation	Additional information / links
1	Personal questionnaire (scan)	The personal questionnaire must include the candidate's signature and photo.	The questionnaire should be printed from the candidate's profile after completing personal data.
2	Foreign passport (scan)		
3	Document confirming education (scan)	<p>1. For Bachelor's degree candidates – secondary school certificate and transcript confirming full secondary education.</p> <p>2. For Master's degree candidates – higher education diploma with transcript.</p>	
4	Apostille for the certificate/diploma with transcript (scan)	The Apostille is issued by the Ministry of Education of Ukraine.	https://mon.gov.ua/ 



5	Sworn translation of the certificate/diploma with transcript into Polish (scan)	Translation made by a Polish sworn translator.	List of sworn translators: https://arch-bip.ms.gov.pl/pl/rejestry-i-ewidencje/tlumacze-przysiegli/lista-tlumaczy-przysieglych/search.html
6	Certificate confirming proficiency in the language of instruction (scan)	A certificate confirming proficiency in the language of instruction (Polish / English / Russian) at CEFR level B2 (scan).	The certificate must be included in the list of documents confirming proficiency in the language of instruction, as specified in the Regulation of the Minister of Science and Higher Education: Rozporządzenie Ministra Nauki i Szkolnictwa Wyższego z dnia 30 lipca 2025 r. w sprawie rodzajów dokumentów poświadczających znajomość języka, w którym odbywa się kształcenie na studiach
7	Proof of payment of the recruitment fee (scan)	150 PLN - for candidates applying for Art Education in Music 100 PLN - for candidates applying for English Philology (Master's degree) 85 PLN - for candidates applying for other fields of study	The bank account number will appear in the candidate's profile (Payments tab) after online registration.



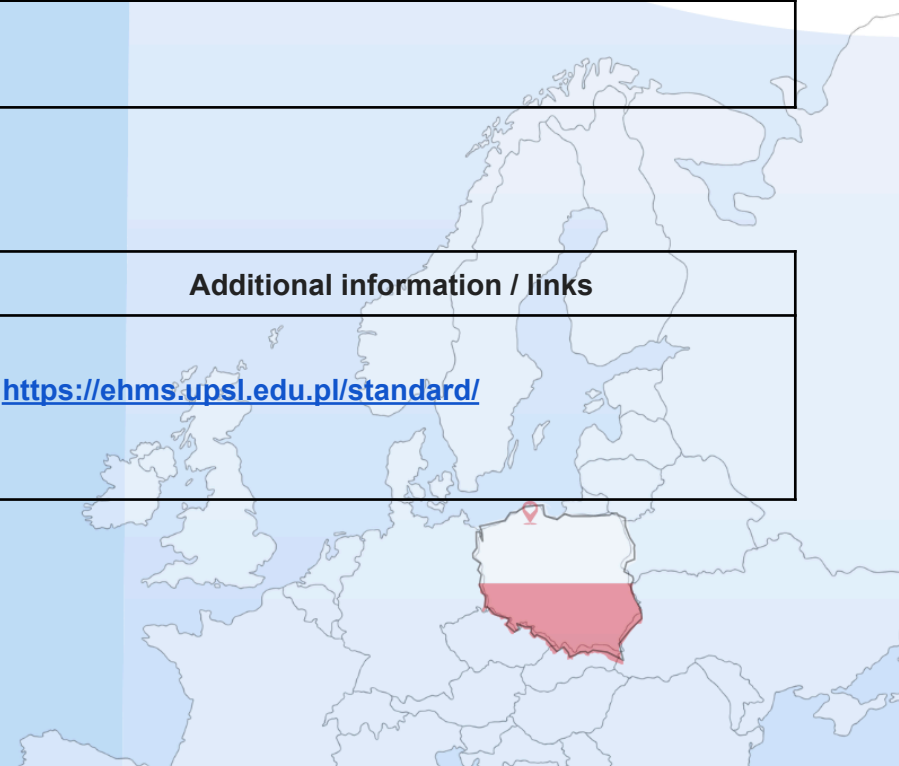


Step 3: Submission of documents (electronic form)

No.	Document	Explanation	Additional information / links
1	Documents required for admission (Step 2)	Scans of the documents must be sent by e-mail: <ul style="list-style-type: none">• rekrutacja@upsl.edu.pl - for full-time studies candidates;• international@upsl.edu.pl - for "Double Degree" program candidates.	
2	Deadline for submitting documents electronically	By the end of September of the current year	

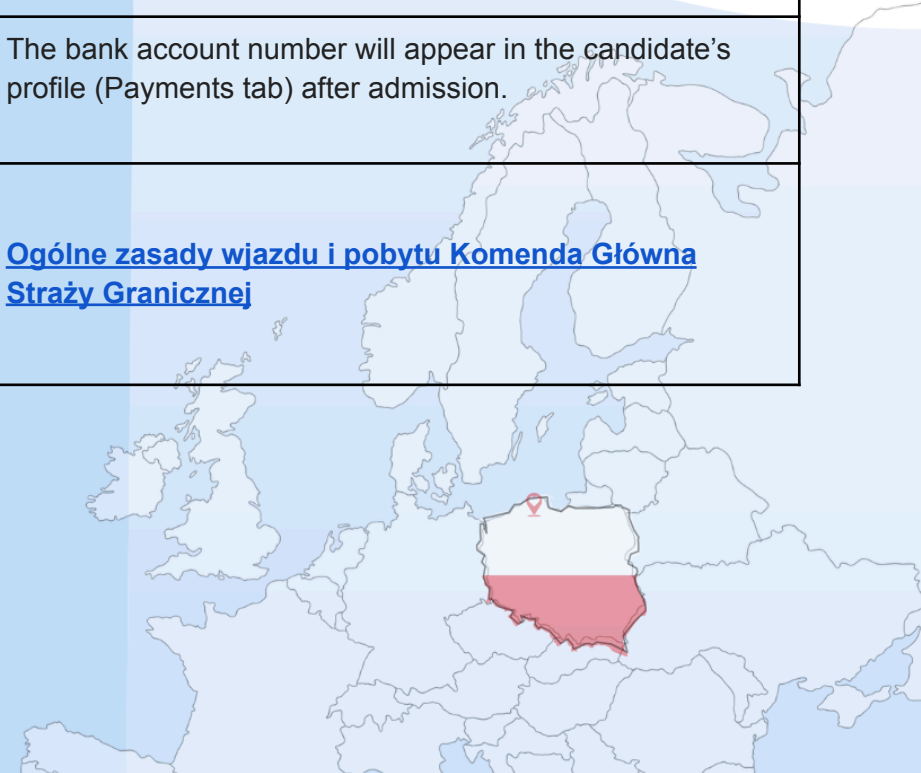
Step 4: After being admitted

No.	Document	Explanation	Additional information / links
1	Oath	The oath must be signed electronically via the <i>Virtual Dean's Office</i> within 14 days from the date of admission.	https://ehms.upsl.edu.pl/standard/





2	Application for a place in a student dormitory	The application must be submitted electronically via the <i>Virtual Dean's Office</i> .	https://ehms.upsl.edu.pl/standard/
3	Proof of payment for tuition (scan)		The bank account number will appear in the candidate's profile and in the <i>Virtual Dean's Office</i> after admission.
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5	Student ID card fee	The fee for a student ID card is 22 PLN .	The bank account number will appear in the candidate's profile (Payments tab) after admission.
6	Visa requirements	You must familiarize yourself with the current rules for entry of Ukrainian citizens into the territory of the Republic of Poland.	<u>Ogólne zasady wjazdu i pobytu Komenda Główna Straży Granicznej</u>





Step 5: After arrival in Poland

No.	Document	Explanation	Additional information / links
1	Originals of the documents listed above (Step 2)	The original documents must be submitted to the <i>Admission Office</i> .	
2	Residence registration (Meldunek) / PESEL	To obtain residence registration and a PESEL number, a foreign student must go with a foreign passport and residence document to the Town Hall for registration.	Urząd Miejski Słupsk - Sprawy



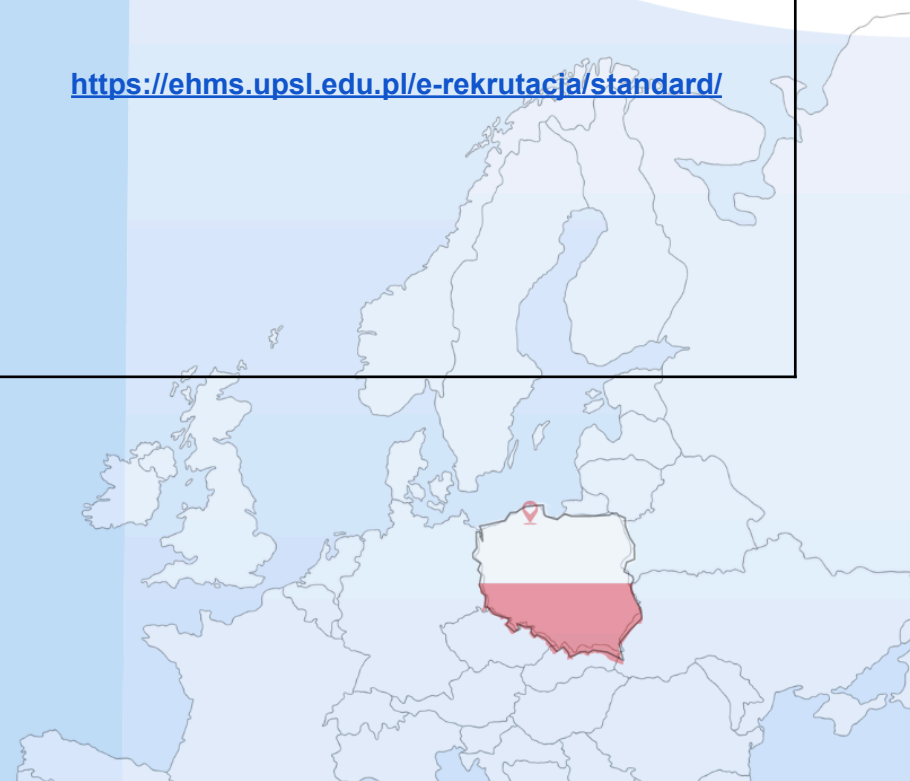


Full-time studies (BA, MA)/ Program “Double Degree Programme”

I am a citizen of Uzbekistan

Step 1: Online registration (electronic)

No.	Document	Explanation	Additional information / links
1	Registration in the PU e-admission system		https://ehms.upsl.edu.pl/e-rekrutacja/standard/
2	Selection of studies	Selection of the mode: <ul style="list-style-type: none">• “Registration for foreigners” - <i>for candidates applying for full-time studies;</i>• "Registration for double degree program" - <i>for candidates of the “Double Degree” program.</i>	
3	Completing data online	Entering personal data and uploading an ID photo to the candidate’s profile.	



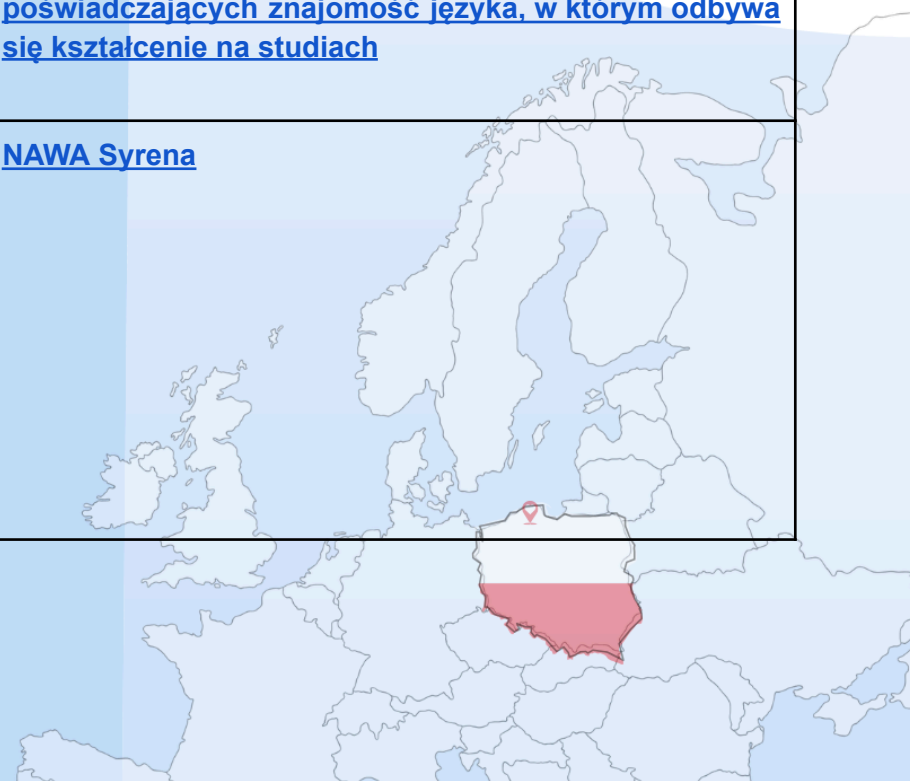


Step 2: Preparation of documents (in electronic form)

No.	Document	Explanation	Additional information / links
1	Personal questionnaire (scan)	The personal questionnaire must include the candidate's signature and photo.	The questionnaire should be printed from the candidate's profile after completing personal data.
2	Foreign passport (scan)		
3	Document confirming education (scan)	1. For Bachelor's degree candidates – secondary school certificate and transcript confirming full secondary education. 2. For Master's degree candidates – higher education diploma with transcript.	
4	Apostille for the certificate/diploma with transcript (scan)	The Apostille is issued by the Ministry of Education of Uzbekistan.	Проставление апостиля на образовательные и научно-исследовательские документы Проставление апостиля на образовательные и научно-исследовательские документы



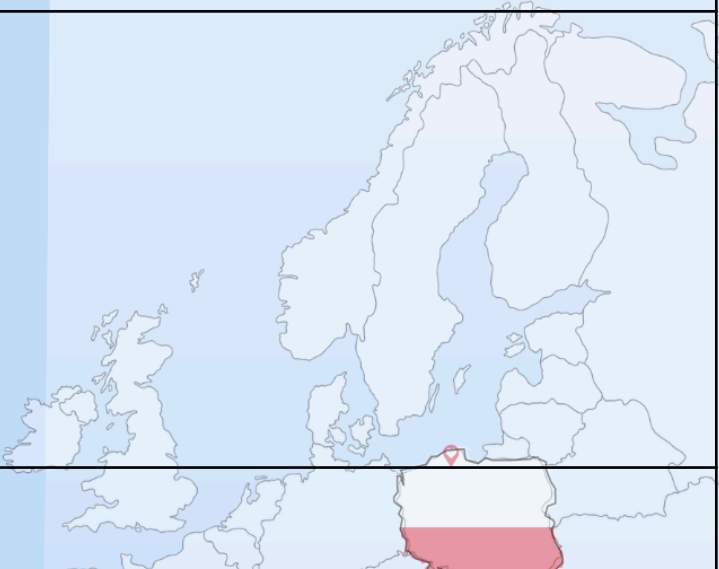
5	Sworn translation of the certificate/diploma with transcript into Polish (scan)	Translation made by a Polish sworn translator.	List of sworn translators: https://arch-bip.ms.gov.pl/pl/rejestry-i-ewidencje/tlumacze-przysiegli/lista-tlumaczy-przysieglych/search.html
6	Certificate confirming proficiency in the language of instruction (scan)	A certificate confirming proficiency in the language of instruction (Polish / English / Russian) at CEFR level B2 (scan).	The certificate must be included in the list of documents confirming proficiency in the language of instruction, as specified in the Regulation of the Minister of Science and Higher Education: Rozporządzenie Ministra Nauki i Szkolnictwa Wyższego z dnia 30 lipca 2025 r. w sprawie rodzajów dokumentów poświadczających znajomość języka, w którym odbywa się kształcenie na studiach
7	Information from the Director of NAWA	In order to obtain information (confirmation) from the Director of NAWA regarding the recognition of education, an application must be submitted electronically in the <i>SYRENA</i> system. A scan of the certificate/diploma together with the diploma supplement must be attached to the application.	NAWA Syrena





8	Proof of payment of the recruitment fee (scan)	150 PLN - for candidates applying for Art Education in Music 100 PLN - for candidates applying for English Philology (Master's degree) 85 PLN - for candidates applying for other fields of study	The bank account number will appear in the candidate's profile (Payments tab) after online registration.
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Step 3: Submission of documents (electronic form)

No.	Document	Explanation	Additional information / links
1	Documents required for admission (Step 2)	Scans of the documents must be sent by e-mail: <ul style="list-style-type: none">• rekrutacja@upsl.edu.pl - for full-time studies candidates;• international@upsl.edu.pl - for "Double Degree" program candidates.	
2	Deadline for submitting documents electronically	By the end of September of the current year	



Step 4: Subject-specific entrance examination (according to the selected field of study)

No.	Document	Explanation	Additional information / links
1	Subject-specific entrance examination	The subject-specific examination applies only to candidates for first-cycle (Bachelor's degree) studies.	The examination is conducted online.

Step 5: After being admitted

No.	Document	Explanation	Additional information / links
1	Oath	The oath must be signed electronically via the <i>Virtual Dean's Office</i> within 14 days from the date of admission.	https://ehms.upsl.edu.pl/standard/
2	Application for a place in a student dormitory	The application must be submitted electronically via the <i>Virtual Dean's Office</i> .	https://ehms.upsl.edu.pl/standard/
3	Proof of payment for tuition (scan)		The bank account number will appear in the candidate's profile and in the <i>Virtual Dean's Office</i> after admission.



4	Issuance of an invitation and certificate for a visa application	After sending the proof of payment for tuition, an invitation and a certificate for the visa application may be issued upon the candidate's request.	
5	Student ID card fee	The fee for a student ID card is 22 PLN .	The bank account number will appear in the candidate's profile (Payments tab) after admission.
6	Visa requirements	The candidate must have a student visa to enter Poland. You can apply for a visa at the local Embassy or Consulate of the Republic of Poland in your country of residence.	<u>Ambasada - Polska w Uzbekistanie - Portal Gov.pl</u>





Step 6: After arrival in Poland

No.	Document	Explanation	Additional information / links
1	Originals of the documents listed above (Step 2)	The original documents must be submitted to the <i>Admission Office</i> .	
2	Residence registration (Meldunek) / PESEL	To obtain residence registration and a PESEL number, a foreign student must go with a foreign passport and residence document to the Town Hall for registration.	Urząd Miejski Słupsk - Sprawy



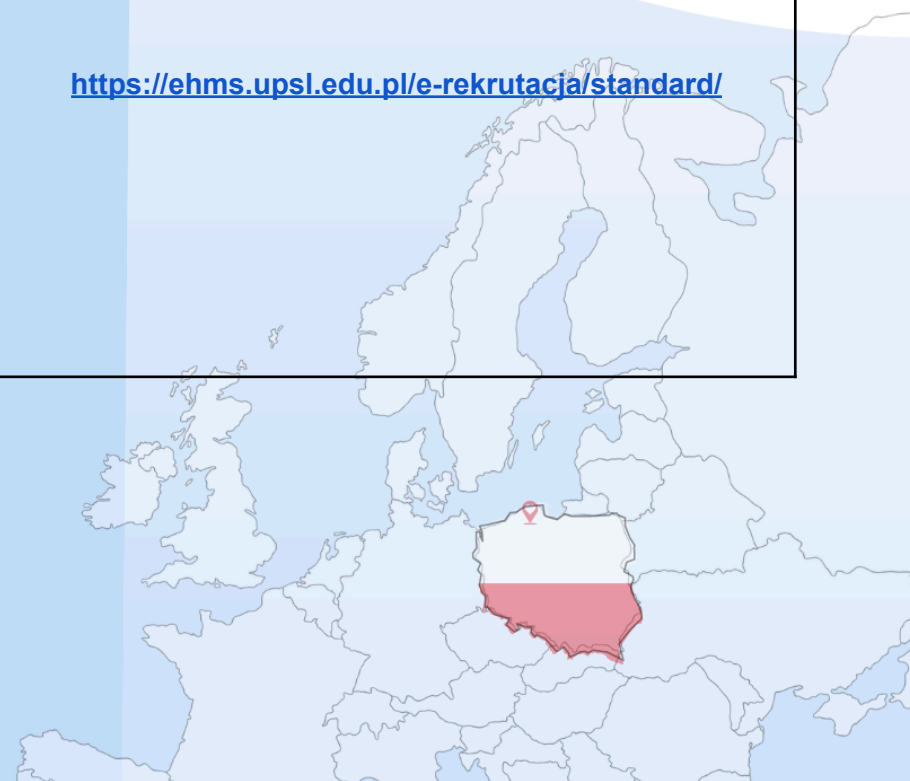


Full-time studies (BA, MA)/ Program “Double Degree Programme”

I am a citizen of Vietnam

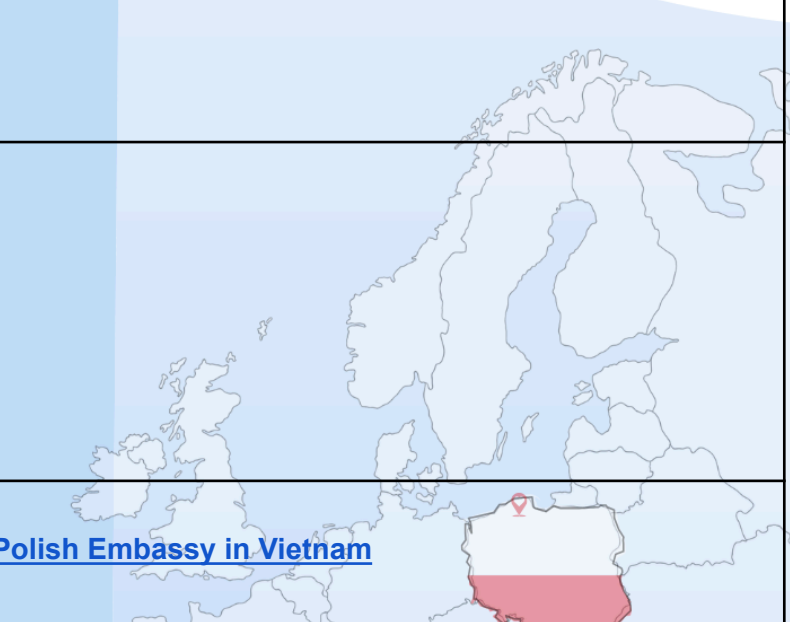
Step 1: Online registration (electronic)

No.	Document	Explanation	Additional information / links
1	Registration in the PU e-admission system		https://ehms.upsl.edu.pl/e-rekrutacja/standard/
2	Selection of studies	Selection of the mode: <ul style="list-style-type: none">• “Registration for foreigners” - <i>for candidates applying for full-time studies;</i>• "Registration for double degree program" - <i>for candidates of the “Double Degree” program.</i>	
3	Completing data online	Entering personal data and uploading an ID photo to the candidate’s profile.	





Step 2: Preparation of documents (in electronic form)

No.	Document	Explanation	Additional information / links
1	Personal questionnaire (scan)	The personal questionnaire must include the candidate's signature and photo.	The questionnaire should be printed from the candidate's profile after completing personal data.
2	Foreign passport (scan)		
3	Document confirming education (scan)	1. For Bachelor's degree candidates – secondary school certificate and transcript confirming full secondary education. 2. For Master's degree candidates – higher education diploma with transcript.	
4	Legalization for the certificate/diploma with transcript (scan)	The Consul of the Republic of Poland in Vietnam legalizes documents originating from Vietnam.	Polish Embassy in Vietnam 



5	Sworn translation of the certificate/diploma with transcript into Polish (scan)	Translation made by a Polish sworn translator.	List of sworn translators: https://arch-bip.ms.gov.pl/pl/rejestry-i-ewidencje/tlumacze-przysiegli/lista-tlumaczy-przysieglych/search.html
6	Certificate confirming proficiency in the language of instruction (scan)	A certificate confirming proficiency in the language of instruction (Polish / English / Russian) at CEFR level B2 (scan).	The certificate must be included in the list of documents confirming proficiency in the language of instruction, as specified in the Regulation of the Minister of Science and Higher Education: Rozporządzenie Ministra Nauki i Szkolnictwa Wyższego z dnia 30 lipca 2025 r. w sprawie rodzajów dokumentów poświadczających znajomość języka, w którym odbywa się kształcenie na studiach
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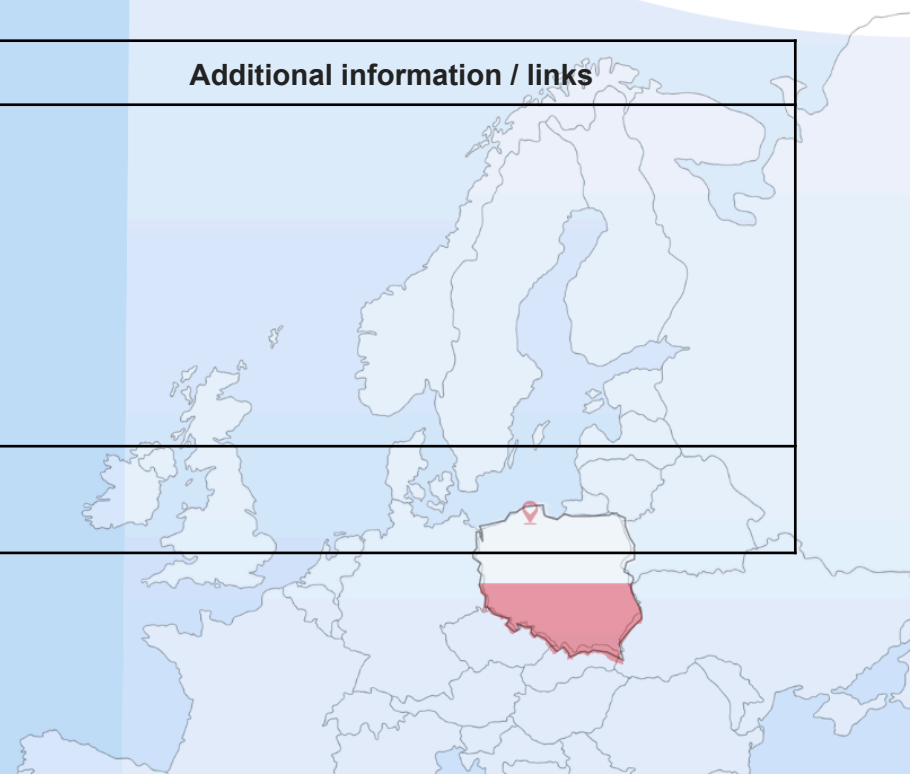




8	Proof of payment of the recruitment fee (scan)	150 PLN - for candidates applying for Art Education in Music 100 PLN - for candidates applying for English Philology (Master's degree) 85 PLN - for candidates applying for other fields of study	The bank account number will appear in the candidate's profile (Payments tab) after online registration.
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2	Deadline for submitting documents electronically	By the end of September of the current year	





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No.	Document	Explanation	Additional information / links
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Step 5: After being admitted

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2	Application for a place in a student dormitory	The application must be submitted electronically via the <i>Virtual Dean's Office</i> .	https://ehms.upsl.edu.pl/standard/



3	Proof of payment for tuition (scan)		The bank account number will appear in the candidate's profile and in the <i>Virtual Dean's Office</i> after admission.
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6	Visa requirements	The candidate must have a student visa to enter Poland. You can apply for a visa at the local Embassy or Consulate of the Republic of Poland in your country of residence.	<u>Polish Embassy in Vietnam</u>





Step 6: After arrival in Poland

No.	Document	Explanation	Additional information / links
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2	Residence registration (Meldunek) / PESEL	To obtain residence registration and a PESEL number, a foreign student must go with a foreign passport and residence document to the City Office for registration.	Urząd Miejski Słupsk - Sprawy

