

ADMISSION SCHEDULE 2024/2025

ENGLISH DIVISION

MEDICINE, FULL-TIME STUDIES, LONG-CYCLE MASTER'S DEGREE PROGRAMME

FIRST APPLICATION PERIOD

REGISTRATION OF CANDIDATES IN THE ONLINE REGISTRATION SYSTEM IRK

from 1 Apr 2024
from 9:00 AM
to 15 Jul 2024
until 11:59 AM

Registration of candidates in the Online Registration System (Internetowa Rekrutacja Kandydatów, IRK), for candidates applying for admission to paid full-time studies in English.

APPLICATION FEE PAYMENT

1 Apr 2024 – 15 Jul 2024

Date of payment and credit of the application fee to the individual bank account of the University generated by the IRK system.

Note: Lack of the application fee in the full amount will prevent the candidate from entering the next stages of the admission process. A candidate who did not pay the whole fee will not be considered during the Admission Board meetings.

The application **fee amounts to PLN 85**. Please note that the **payment date is the date of crediting the application fee to the University's bank account**. When making the payment order, please state the payer as the party covering the bank costs.

Bank operations may take longer than one day and do not depend on the University. The University is not responsible for the transaction and problems on the side of the bank and person making the transfer.

FIRST MEETING OF THE ADMISSION BOARD

8 May 2024

The first meeting of the Admission Board:

Announcement on the University's website of the first shortlist of the candidates admitted conditionally, change of status in the candidate's profile in the IRK system together with an e-mail to the candidates about the change of status.

SENDING OF INFORMATION TO THE CANDIDATES INCLUDED IN THE FIRST SHORTLIST

8 May 2024 – 15 May 2024

Sending of the following information to the applicants included in the first shortlist of conditionally admitted candidates (via the IRK system and e-mail):

1. information on being admitted to the next stage of the application process;
2. decision about conditional admission to the studies (in case of foreigners) or information concerning the conditional entry of students on the shortlist (in case of Polish citizens).

TUITION FEE PAYMENT BY THE CANDIDATES INCLUDED IN THE FIRST SHORTLIST

8 May 2024 – 22 May 2024

The candidates included in the first shortlist are obliged to:

1. read the information included in the email and
2. pay the tuition fee on time and to the account specified in the candidate's profile in the IRK system, **but no later than by 22 May 2024** (date of crediting the bank account of the University).

Note: If the above requirements set out in point 1 and 2 are not met, it is considered that the candidate resigned from the studies, which may result in the removal of the candidate from the shortlist of conditionally admitted candidates and in the change of the status to "not admitted".

Please note that the **payment date is the date of crediting the tuition fee to the bank account of the University**. When making the payment order, please state the payer as the party paying the bank costs. Information concerning the amount of tuition fees is also available on the website of the University.

Bank operations can take longer than one day and do not depend on the University. The University is not responsible for the transaction and problems on the side of the bank and the person making the transfer.

SUBMITTING ADMISSION DOCUMENTS BY CANDIDATES INCLUDED IN THE FIRST SHORTLIST

8 May 2024 – 29 May 2024

The candidates included in the first shortlist are obliged to submit the originals of the documents uploaded to the IRK system to the Admission Office - part 1 **by 29 May 2024** and part 2 **by 13 September 2024**, as specified in the decision about conditional acceptance to studies. The Admission Board will verify meeting the conditions outlined in the decision about conditional acceptance.

The required documents for **part 1** include: a valid document confirming English proficiency, a signed application form, a certificate of eligibility, confirmation of hepatitis B virus (HBV) vaccination and a parental/guardian consent form – required only for candidates under 18 years of age.

For **part 2**, the required documents include: a high school graduation certificate ("matura" certificate) or equivalent document giving access to higher education with the transcript of grades, legalized or with apostille, Polish translation of documents issued in a foreign language prepared by a sworn translator, the administrative decision of the school superintendent confirming recognition of the certificate.

Note:

1. Failure to comply with at least one requirement, in the scope and within the deadline specified in the decision about conditional acceptance, will result in expiry of said decision.

2. Failure to provide the originals of the documents within the deadline shall be considered as resignation from participation in the admission process or taking up studies and shall result in removal from the list of the candidates admitted conditionally.

SECOND MEETING OF THE ADMISSION BOARD

3 Jun 2024

Second meeting of the Admission Board

Announcement on the University's website of the second shortlist of the candidates admitted conditionally, change of status in the candidate's profile in the IRK system together with an e-mail to the candidates about the change of status.

SENDING OF INFORMATION TO THE CANDIDATES INCLUDED IN THE SECOND SHORTLIST

3 Jun 2024 – 10 Jun 2024

Sending of the following information to the applicants included in the second shortlist of conditionally admitted candidates (via the IRK system and e-mail):

1. information on being admitted to the next stage of the application process;
2. decision about conditional admission to the studies (in case of foreigners) or information concerning the conditional entry of students on the shortlist (in case of Polish citizens).

TUITION FEE PAYMENT BY THE CANDIDATES INCLUDED IN THE SECOND SHORTLIST

3 Jun 2024 – 17 Jun 2024

The candidates included in the second shortlist are obliged to:

1. read the information included in the email and
2. pay the tuition fee on time and to the account specified in the candidate's profile in the IRK system, **but no later than by 17 June 2024** (date of crediting the bank account of the University).

Note:

If the above requirements set out in point 1 and 2 are not met, it is considered that the candidate resigned from the studies, which may result in the removal of the candidate from the shortlist of conditionally admitted candidates and in the change of the status to "not admitted".

Please note that the **payment date is the date of crediting the tuition fee to the bank account of the University**. When making the payment order, please state the payer as the party paying the bank costs. Information concerning the amount of tuition fees is also available on the website of the University.

Bank operations can take longer than one day and do not depend on the University. The University is not responsible for the transaction and problems on the side of the bank and person making the transfer.

SUBMITTING ADMISSION DOCUMENTS BY CANDIDATES INCLUDED IN THE SECOND SHORTLIST

3 Jun 2024 – 24 Jun 2024

The candidates included in the second shortlist are obliged to submit the originals of the documents uploaded to the IRK system to the Admission Office - part 1 **by 24 June 2024** and part 2 **by 13 September 2024**, as specified in the decision about conditional acceptance to studies. The Admission Board will verify meeting the conditions outlined in the decision about conditional acceptance.

The required documents for **part 1** include: a valid document confirming English proficiency, a signed application form, a certificate of eligibility, confirmation of hepatitis B virus (HBV) vaccination, and a parental/guardian consent form – required only for candidates under 18 years of age.

For **part 2**, the required documents include: a high school graduation certificate ("matura" certificate) or equivalent document giving access to higher education with the transcript of grades, legalized or with apostille, Polish translation of documents issued in a foreign language prepared by a sworn translator, the administrative decision of the school superintendent confirming recognition of the certificate.

Note:

1. Failure to comply with at least one requirement, in the scope and within the deadline specified in the decision about conditional acceptance, will result in expiry of said decision.

2. Failure to provide the originals of the documents within the deadline shall be considered as resignation from participation in the admission process or taking up studies and shall result in removal from the list of the candidates admitted conditionally.

THIRD MEETING OF THE ADMISSION BOARD

25 Jun 2024

Third meeting of the admission board:

Announcement on the University's website of the third shortlist of the candidates admitted conditionally, change of status in the candidate's profile in the IRK system together with an e-mail to the candidates about the change of status.

SENDING OF INFORMATION TO THE CANDIDATES INCLUDED IN THE THIRD SHORTLIST

25 Jun 2024 – 2 Jul 2024

Sending of the following information to the applicants included in the third shortlist of conditionally admitted candidates (via the IRK system and e-mail):

1. information on being admitted to the next stage of the application process;
2. decision about conditional admission to the studies (in case of foreigners) or information concerning the conditional entry of students on the shortlist (in case of Polish citizens).

TUITION FEE PAYMENT BY THE CANDIDATES INCLUDED IN THE THIRD SHORTLIST

25 Jun 2024 – 9 Jul 2024

The candidates included in the third shortlist are obliged to:

1. read the information included in the email and
2. pay the tuition fee on time and to the account specified in the candidate's profile in the IRK system, but **no later than by 09 July 2024** (date of crediting the bank account of the University).

Note:

If the above requirements set out in point 1 and 2 are not met, it is considered that the candidate resigned from the studies, which may result in the removal of the candidate from the shortlist of conditionally admitted candidates and in the change of the status to "not admitted".

Please note that the **payment date is the date of crediting the tuition fee to the bank account of the University**. When making the payment order, please state the payer as the party paying the bank costs. Information concerning the amount of tuition fees is also available on the website of the University.

Bank operations can take longer than one day and do not depend on the University. The University is not responsible for the transaction and problems on the side of the bank and person making the transfer.

SUBMITTING ADMISSION DOCUMENTS BY CANDIDATES INCLUDED IN THE THIRD SHORTLIST

25 Jun 2024 – 16 Jul 2024

The candidates included in the third shortlist are obliged to submit the originals of the documents uploaded to the IRK system to the Admission Office - part 1 **by 16 July 2024** and part 2 **by 13 September 2024** as specified in the decision about conditional acceptance to studies. The Admission Board will verify meeting the conditions outlined in the decision about conditional acceptance.

The required documents for **part 1** include: a valid document confirming English proficiency, a signed application form, a certificate of eligibility, confirmation of hepatitis B virus (HBV) vaccination, and a parental/guardian consent form – required only for candidates under 18 years of age.

For **part 2**, the required documents include: a high school graduation certificate ("matura" certificate) or equivalent document giving access to higher education with the transcript of grades, legalized or with apostille, Polish translation of documents issued in a foreign language prepared by a sworn translator, the administrative decision of the school superintendent confirming recognition of the certificate.

Note:

1. Failure to comply with at least one requirement, in the scope and within the deadline specified in the decision about conditional acceptance, will result in expiry of said decision.

2. Failure to provide the originals of the documents within the deadline shall be considered as resignation from participation in the admission process or taking up studies and shall result in removal from the list of the candidates admitted conditionally.

CLOSING OF THE IRK SYSTEM

15 Jul 2024
at 11:59 AM

Closing of the IRK system, end of the first application period

Note:

After this date, it is not possible for the candidates to register or upload further documents to the IRK system.

FOURTH MEETING OF THE ADMISSION BOARD

17 Jul 2024

Fourth meeting of the admission board:

Announcement on the University's website of the fourth shortlist of the candidates admitted conditionally, change of status in the candidate's profile in the IRK system together with an e-mail to the candidates about the change of status.

SENDING OF INFORMATION TO THE CANDIDATES INCLUDED IN THE FOURTH SHORTLIST

17 Jul 2024 – 24 Jul 2024

Sending of the following information to the applicants included in the fourth shortlist of conditionally admitted candidates (via the IRK system and e-mail):

1. information on being admitted to the next stage of the application process;
2. decision about conditional admission to the studies (in case of foreigners) or information concerning the conditional entry of students on the shortlist (in case of Polish citizens).

TUITION FEE PAYMENT BY THE CANDIDATES INCLUDED IN THE FOURTH SHORTLIST

17 Jul 2024 – 31 Jul 2024

The candidates included in the fourth shortlist are obliged to:

1. read the information included in the email and
2. pay the tuition fee on time and to the account specified in the candidate's profile in the IRK system, but **no later than by 31 July 2024** (date of crediting the bank account of the University).

Note:

If the above requirements set out in point 1 and 2 are not met, it is considered that the candidate resigned from the studies, which may result in the removal of the candidate from the shortlist of conditionally admitted candidates and in the change of the status to "not admitted".

Please note that the **payment date is the date of crediting the tuition fee to the bank account of the University**. When making the payment order, please state the payer as the party paying the bank costs. Information concerning the amount of tuition fees is also available on the website of the University.

Bank operations can take longer than one day and do not depend on the University. The University is not responsible for the transaction and problems on the side of the bank and person making the transfer.

SUBMITTING ADMISSION DOCUMENTS BY CANDIDATES INCLUDED IN THE FOURTH SHORTLIST

17 Jul 2024 – 7 Aug 2024

The candidates included in the fourth shortlist are obliged to submit the originals of the documents uploaded to the IRK system to the Admission Office - part 1 **by 7 August 2024** and part 2 **by 13 September 2024** as specified in the decision about conditional acceptance to studies. The Admission Board will verify meeting the conditions outlined in the decision about conditional acceptance.

The required documents for **part 1** include: a valid document confirming English proficiency, a signed application form, a certificate of eligibility, confirmation of hepatitis B virus (HBV) vaccination, and a parental/guardian consent form – required only for candidates under 18 years of age.

For **part 2**, the required documents include: a high school graduation certificate ("matura" certificate) or equivalent document giving access to higher education with the transcript of grades, legalized or with apostille, Polish translation of documents issued in a foreign language prepared by a sworn translator, the administrative decision of the school superintendent confirming recognition of the certificate

Note:

1. **Failure to comply with at least one requirement, in the scope and within the deadline specified in the decision about conditional acceptance, will result in expiry of said decision.**
2. **Failure to provide the originals of the documents within the deadline shall be considered as resignation from participation in the admission process or taking up studies and shall result in removal from the list of the candidates admitted conditionally.**

FIFTH MEETING OF THE ADMISSION BOARD

8 Aug 2024

Fifth meeting of the admission board:

Announcement on the University's website of the fifth shortlist of the candidates admitted conditionally, change of status in the candidate's profile in the IRK system together with an e-mail to the candidates about the change of status.

SENDING OF INFORMATION TO THE CANDIDATES INCLUDED IN THE FIFTH SHORTLIST

8 Aug 2024 – 15 Aug 2024

Sending of the following information to the applicants included in the fifth shortlist of conditionally admitted candidates (via the IRK system and e-mail):

1. information on being admitted to the next stage of the application process;
2. decision about conditional admission to the studies (in case of foreigners) or information concerning the conditional entry of students on the shortlist (in case of Polish citizens).

TUITION FEE PAYMENT BY THE CANDIDATES INCLUDED IN THE FIFTH SHORTLIST

8 Aug 2024 – 22 Aug 2024

The candidates included in the fifth shortlist are obliged to:

1. read the information included in the email and
2. pay the tuition fee on time and to the account specified in the candidate's profile in the IRK system, but no later than **by 22 August 2024** (date of crediting the bank account of the University).

Note:

If the above requirements set out in point 1 and 2 are not met, it is considered that the candidate resigned from the studies, which may result in the removal of the candidate from the shortlist of conditionally admitted candidates and in the change of the status to "not admitted".

Please note that **the payment date is the date of crediting the tuition fee to the bank account of the University**. When making the payment order, please state the payer as the party paying the bank costs. Information concerning the amount of tuition fees is also available on the website of the University.

Bank operations can take longer than one day and do not depend on the University. The University is not responsible for the transaction and problems on the side of the bank and person making the transfer.

SUBMITTING ADMISSION DOCUMENTS BY CANDIDATES INCLUDED IN THE FIFTH SHORTLIST

8 Aug 2024 – 29 Aug 2024

The candidates included in the fifth shortlist are obliged to submit the originals of the documents uploaded to the IRK system to the Admission Office - part 1 by **29 August 2024** and part 2 by **13 September 2024** as specified in the decision about conditional acceptance to studies. The Admission Board will verify meeting the conditions outlined in the decision about conditional acceptance.

The required documents for **part 1** include: a valid document confirming English proficiency, a signed application form, a certificate of eligibility, confirmation of hepatitis B virus (HBV) vaccination and a parental/guardian consent form – required only for candidates under 18 years of age.

For **part 2**, the required documents include: a high school graduation certificate ("matura" certificate) or equivalent document giving access to higher education with the transcript of grades, legalized or with apostille, Polish translation of documents issued in a foreign language prepared by a sworn translator, the administrative decision of the school superintendent confirming recognition of the certificate

Note:

1. Failure to comply with at least one requirement, in the scope and within the deadline specified in the decision about conditional acceptance, will result in expiry of said decision.

2. Failure to provide the originals of the documents within the deadline shall be considered as resignation from participation in the admission process or taking up studies and shall result in removal from the list of the candidates admitted conditionally.

SUPPLEMENTARY APPLICATION

The candidates (Polish citizens) who participated in the application process and whose final examination (matura) score for a given subject or subjects was revised due to an appeal and increased to the number of points that make the candidate eligible for admission to a given field of study may take part in supplementary application.

In order to do so, a candidate for studies, **after receiving** a document revising the number of points to make them **eligible for admission**, is obliged to:

- submit in person a written request to the Admission Board to participate in the supplementary application,
- submit the document confirming the corrected score, issued by the District Examination Board (Okręgowa Komisja Edukacyjna, OKE),
- meet other requirements included in the relevant Appendix to the admission conditions and in the admission schedule for the academic year 2024/2025.

After all the requirements have been met, the candidate may be admitted to the first year of studies in the relevant field within the applicable limits.

Applications submitted after 30 September 2024 will not be taken into consideration.

SECOND APPLICATION PERIOD

START OF THE SECOND APPLICATION PERIOD

12 Aug 2024
from 9:00 AM

REGISTRATION OF CANDIDATES IN THE ONLINE REGISTRATION SYSTEM IRK

from 12 Aug 2024
from 9:00 AM
to 3 Sep 2024
until 11:59 AM

APPLICATION FEE PAYMENT

12 Aug 2024 – 3 Sep 2024

CLOSING OF THE IRK SYSTEM

3 Sep 2024
at 11:59 AM

Start of the second application period:

All candidates interested in admission need to either register in the IRK system or use the account they created during the first application period.

New shortlists of conditionally admitted candidates will be published during the second application period only in case there are free places due to resignation of previously accepted candidates.

In case no new shortlists would be published, the application fee for the second application period will be reimbursed after the second application period if the applicant submits a reimbursement request to the Admission Board no later than by 15 October 2024.

Registration of candidates in the Online Registration System (Internetowa Rekrutacja Kandydatów, IRK) for candidates applying for admission to paid full-time studies in English.

Candidates who participated in the first application period but were not accepted should once more select the field of study they are applying for and upload scans of the required documents. Candidates who were not accepted due to not achieving the required number of points during the first application period do not need to pay the application fee again unless they are applying for a study field different than during the first application period. On the other hand, candidates who were not accepted for different reasons (not submitting documents in time, resignation, etc.) need to pay the fee again.

Candidates who did not participate in the first application period need to make an account in the IRK system, fill in the required information, select the field of study they are applying for, upload scans of required documents, and pay the application fee (85 PLN).

Date of payment and credit of the application fee to the individual bank account of the University generated by the IRK system.

Note:

Lack of the application fee in the full amount will prevent the candidate from entering the next stages of the admission process. A candidate who did not pay the whole fee will not be considered during the Admission Board meetings.

The application fee amounts to **PLN 85**. Please note that **the payment date is the date of crediting the application fee to the University's bank account.**

When making the payment order, please state the payer as the party covering the bank costs.

Bank operations may take longer than one day and do not depend on the University. The University is not responsible for the transaction and problems on the side of the bank and person making the transfer.

Closing of the IRK system, end of the application period

Note:

After this date, it is not possible for the candidates to register or upload further documents to the IRK system.

SIXTH MEETING OF THE ADMISSION BOARD

5 Sep 2024

SENDING OF INFORMATION TO THE CANDIDATES INCLUDED IN THE SIXTH SHORTLIST

5 Sep 2024 – 12 Sep 2024

TUITION FEE PAYMENT BY THE CANDIDATES INCLUDED IN THE SIXTH SHORTLIST

5 Sep 2024 – 16 Sep 2024

SUBMITTING ADMISSION DOCUMENTS BY CANDIDATES INCLUDED IN THE SIXTH SHORTLIST

5 Sep 2024 – 20 Sep 2024

FINAL LIST OF CANDIDATES ADMITTED TO THE FIRST YEAR OF STUDIES

30 Sep 2024

Sixth meeting of the admission board:

Announcement on the University's website of the sixth shortlist of the candidates admitted conditionally, change of status in the candidate's profile in the IRK system together with an e-mail to the candidates about the change of status.

Sending of the following information to the applicants included in the sixth shortlist of conditionally admitted candidates (via the IRK system and e-mail):

1. information on being admitted to the next stage of the application process;
2. decision about conditional admission to the studies (in case of foreigners) or information concerning the conditional entry of students on the shortlist (in case of Polish citizens).

The candidates included in the sixth shortlist are obliged to:

1. read the information included in the email and
2. pay the tuition fee on time and to the account specified in the candidate's profile in the IRK system, but **no later than by 16 September 2024** (date of crediting the bank account of the University).

Note:

If the above requirements set out in point 1 and 2 are not met, it is considered that the candidate resigned from the studies, which may result in the removal of the candidate from the shortlist of conditionally admitted candidates and in the change of the status to "not admitted".

Please note that the **payment date is the date of crediting the tuition fee to the bank account of the University**. When making the payment order, please state the payer as the party paying the bank costs. Information concerning the amount of tuition fees is also available on the website of the University.

Bank operations can take longer than one day and do not depend on the University. The University is not responsible for the transaction and problems on the side of the bank and person making the transfer.

The candidates included in the sixth shortlist are obliged to submit the originals of the documents uploaded to the IRK system to the Admission Office - part 1 **by 20 September 2024** and part 2 **by 30 September 2024** as specified in the decision about conditional acceptance to studies. The Admission Board will verify meeting the conditions outlined in the decision about conditional acceptance.

The required documents for **part 1** include: a valid document confirming English proficiency, a signed application form, a certificate of eligibility, confirmation of hepatitis B virus (HBV) vaccination and a parental/guardian consent form – required only for candidates under 18 years of age.

For **part 2**, the required documents include: a high school graduation certificate ("matura" certificate) or equivalent document giving access to higher education with the transcript of grades, legalized or with apostille, Polish translation of documents issued in a foreign language prepared by a sworn translator, the administrative decision of the school superintendent confirming recognition of the certificate

Note:

1. **Failure to comply with at least one requirement, in the scope and within the deadline specified in the decision about conditional acceptance, will result in expiry of said decision.**
2. **Failure to provide the originals of the documents within the deadline shall be considered as resignation from participation in the admission process or taking up studies and shall result in removal from the list of the candidates admitted conditionally.**

Final list of candidates admitted to the first year of studies

Announcement on the University's website of the full list of the admitted candidates, including candidates accepted after all admission board meetings.

SUPPLEMENTARY APPLICATION

The candidates (Polish citizens) who participated in the application process and whose final examination (matura) score for a given subject or subjects was revised due to an appeal and increased to the number of points that make the candidate eligible for admission to a given field of study may take part in supplementary application.

In order to do so, a candidate for studies, **after receiving** a document revising the number of points to make them **eligible for admission**, is obliged to:

- submit in person a written request to the Admission Board to participate in the supplementary application,
- submit the document confirming the corrected score, issued by the District Examination Board (Okręgowa Komisja Edukacyjna, OKE),
- meet other requirements included in the relevant Appendix to the admission conditions and in the admission schedule for the academic year 2024/2025.

After all the requirements have been met, the candidate may be admitted to the first year of studies in the relevant field within the applicable limits.

Applications submitted after 30 September 2024 will not be taken into consideration.

Note: In justified cases, dates provided in the schedule may change