

# RECRUITMENT SCHEDULE FOR THE ACADEMIC YEAR 2022/2023

## ENGLISH DIVISION

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

#### REGISTRATION OF CANDIDATES IN THE ONLINE RECRUITMENT SYSTEM (IRK)

21 February 2022, 9 AM –  
8 July 2022 11:59 PM

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

#### PAYMENT OF THE RECRUITMENT FEE

21 Feb 2022 - 8 Jul 2022

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

**Note: Lack of the recruitment fee in the full amount will prevent the candidate from entering the next stages of the recruitment process.**

**The amount of the recruitment fee is 85 PLN. Please note that the payment date is the date of crediting the recruitment 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 the person making the transfer.**

#### FIRST MEETING OF THE RECRUITMENT BOARD

22 April 2022

#### The first meeting of the Recruitment 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

22 April 2022 - 28 April 2022

Sending of the following information to the candidates included in the first shortlist of conditionally admitted candidates (via the IRK system) to the candidate's e-mail address:

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

#### DUTIES OF CANDIDATES INCLUDED IN THE FIRST SHORTLIST OF CONDITIONALLY ADMITTED CANDIDATES

29 April 2022 – 12 May 2022

The candidates included in the first shortlist of conditionally admitted candidates are obliged to:

1. read the information included in the email and
2. generate and print the contract for payment for studies from their profile in the IRK system, sign it and upload its scan to their profile in the IRK system by **12 May of the current year**, and
3. pay the tuition fee on time and to the account specified in this contract, **but no later than by 12 May of the current year** (date of crediting the fee to the bank account of the University).

**Note: If the above requirements set out in points 2 and 3 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 covering the bank costs. Information concerning the amount of tuition fee is also available on the website of the University: <https://ed.umw.edu.pl/medicine-payments>

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#### SECOND MEETING OF THE RECRUITMENT BOARD:

20 May 2022

#### The second meeting of the Recruitment 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**

20 May 2022 - 26 May 2022

**DUTIES OF CANDIDATES INCLUDED IN THE SECOND SHORTLIST OF CONDITIONALLY ADMITTED CANDIDATES**

27 May 2022 – 09 June 2022

Sending of the following information to the candidates included in the second shortlist of conditionally admitted candidates (via the IRK system) to the candidate's e-mail address:

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

The candidates included in the second shortlist of conditionally admitted candidates are obliged to:

1. read the information included in the email and
2. generate and print the contract for payment for studies from their profile in the IRK system, sign it and upload its scan to their profile in the IRK system by **09 June of the current year**, and
3. pay the tuition fee on time and to the account specified in this contract, **but no later than by 09 June of the current year** (date of crediting the bank account of the University).

**Note: If the above requirements set out in points 2 and 3 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 covering the bank costs. Information concerning the amount of tuition fee is also available on the website of the University: <https://ed.umw.edu.pl/medicine-payments>

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**THIRD MEETING OF THE RECRUITMENT BOARD**

10 June 2022

**The third meeting of the Recruitment 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 CANDIDATES INCLUDED IN THE THIRD SHORTLIST**

10 June 2022 - 16 June 2022

Sending of the following information to the candidates included in the third shortlist of conditionally admitted candidates (via the IRK system) to the candidate's e-mail address:

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

The candidates included in the third shortlist of conditionally admitted candidates are obliged to:

1. read the information included in the email and
2. generate and print the contract for payment for studies from their profile in the IRK system, sign it and upload its scan to their profile in the IRK system by **30 June of the current year**, and
3. pay the tuition fee on time and to the account specified in this contract, **but no later than by 30 June of the current year** (date of crediting the bank account of the University).

**Note: If the above requirements set out in points 2 and 3 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 date of crediting the bank account of the University with the tuition fee is taken into consideration. When making the payment order, please state the payer as the party covering the bank costs. Information concerning the amount of tuition fee is also available on the website of the University: <https://ed.umw.edu.pl/medicine-payments>

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**DUTIES OF CANDIDATES INCLUDED IN THE THIRD SHORTLIST OF CONDITIONALLY ADMITTED CANDIDATES**

17 June 2022 – 30 June 2022

#### FOURTH MEETING OF THE RECRUITMENT BOARD

1 July 2022

#### SENDING OF INFORMATION TO CANDIDATES INCLUDED IN THE FOURTH SHORTLIST

1 July 2022 – 7 July 2022

#### DUTIES OF CANDIDATES INCLUDED IN THE FOURTH SHORTLIST OF CONDITIONALLY ADMITTED CANDIDATES

8 July 2022 – 21 July 2022

#### FIFTH MEETING OF THE RECRUITMENT BOARD

14 July 2022

#### SENDING OF INFORMATION TO CANDIDATES INCLUDED IN THE FIFTH SHORTLIST

14 July 2021 – 20 July 2021

#### The fourth meeting of the Recruitment 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 the following information to the candidates included in the fourth shortlist of conditionally admitted candidates (via the IRK system) to the candidate's e-mail address:

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

The candidates included in the fourth shortlist of conditionally admitted candidates are obliged to:

1. read the information included in the email and
2. generate and print the contract for payment for studies from their profile in the IRK system, sign it and upload its scan to their profile in the IRK system by **21 July of the current year**, and
3. pay the tuition fee on time and to the account specified in this contract, **but no later than by 21 July of the current year** (date of crediting the bank account of the University).

**Note: If the above requirements set out in points 2 and 3 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 date of crediting the bank account of the University with the tuition fee is taken into consideration. When making the payment order, please state the payer as the party covering the bank costs. Information concerning the amount of tuition fee is also available on the website of the University: <https://ed.umw.edu.pl/medicine-payments>

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#### Fifth meeting of the Recruitment 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 candidate about the change of status.

Sending of the following information to the candidates included in the fifth shortlist of conditionally admitted candidates (via the IRK system) to the candidate's e-mail address:

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

**DUTIES OF CANDIDATES INCLUDED IN  
THE FIFTH SHORTLIST OF CONDITIONALLY  
ADMITTED CANDIDATES**

21 July 2022 – 3 August 2022

The candidates included in the fifth shortlist of conditionally admitted candidates are obliged to:

1. read the information included in the email and
2. generate and print the contract for payment for studies from their profile in the IRK system, sign it and upload its scan to their profile in the IRK system by **3 August of the current year**, and
3. pay the tuition fee on time and to the account specified in this contract, **but no later than by 3 August of the current year** (date of crediting the bank account of the University).

**Note: If the above requirements set out in points 2 and 3 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 date of crediting the bank account of the University with the tuition fee is taken into consideration. When making the payment order, please state the payer as the party covering the bank costs. Information concerning the amount of tuition fee is also available on the website of the University: <https://ed.umw.edu.pl/medicine-payments>

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**ENDING OF THE ONLINE REGISTRATION  
IN THE IRK SYSTEM**

08 July 2022, 11:59 PM

ENDING OF THE ONLINE REGISTRATION IN THE IRK SYSTEM

**Note:**

**After this date, it is not possible for the candidates to upload further documents required at the registration stage to their IRK profile.**

#### DEADLINE FOR PROVIDING DOCUMENTS

by 31 August 2022

**The final deadline for the conditionally accepted candidates to provide the originals of the documents to the headquarters of the recruitment board. The Recruitment Board verifies the compliance with the requirements of the conditional decision.**

The list of required documents is available in the Appendix No. 5 to the Resolution No. 2301 of the Senate of the Wrocław Medical University of 28 April 2021, i.e. specifying the recruitment requirements and procedure for the faculties of medicine and dentistry: ([https://ed.umw.edu.pl/sites/default/files/ed/files/Warunki\\_rekrutacji\\_ED\\_22\\_23\\_PL\\_en\\_.pdf](https://ed.umw.edu.pl/sites/default/files/ed/files/Warunki_rekrutacji_ED_22_23_PL_en_.pdf))

#### Note:

- 1. Failure to comply with at least one requirement, in the scope and within the deadline specified in the conditional decision, by a conditionally admitted candidate provides the basis for declaring the invalidity of the conditional decision concerning the admission to the first year of studies.**
- 2. Failure to provide the originals of the documents within the deadline shall be considered as resignation from participation in the recruitment process or taking up studies and shall result in removal from the list of the candidates admitted conditionally.**

**Second round of admissions will be announced only if not all available places are filled and there are no more candidates on the waiting list.**

#### FINAL LIST OF CANDIDATES ADMITTED TO THE FIRST YEAR OF STUDIES

30 September 2022

#### Final list of candidates admitted to the first year of studies

Publication of the list on the website of the University, sending an e-mail to the candidates concerning the status change.

#### COMPLETION OF THE RECRUITMENT PROCESS

30 September 2022

#### Completion of the recruitment process

#### SUPPLEMENTARY RECRUITMENT

**The candidates (Polish citizens) who participated in the recruitment process for studies and whose final examination score for a given subject or subjects was increased to the number of points eligible for admission to a given field of study as a result of an appeal may take part in supplementary recruitment.**

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

- submit a written application in person to the responsible Recruitment Board for the purpose of supplementary recruitment,
- present a document certifying the corrected (**eligible for admission**) result obtained on the Matura examination, issued by the District Examination Board (Okręgowa Komisja Edukacyjna, OKE)
- meet the other requirements included in the relevant Appendix to the recruitment conditions and in the recruitment schedule for the academic year 2022/2023.

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 2022 will not be taken into consideration.**

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