



# LEGAL BULLETIN

## OF THE NICOLAUS COPERNICUS UNIVERSITY IN TORUŃ

2022; item 131

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ORDER No 79

**of the Rector of the Nicolaus Copernicus University in Toruń**

of 19 April 2022

**on the documents required from foreign nationals for admission to studies  
at the Nicolaus Copernicus University in Toruń in the academic year 2022/2023**

Pursuant to § 5, point 3 of Resolution No. 44 of NCU Senate of 22 June 2022 on the conditions and procedure for recruitment of foreign nationals to the first year of studies in the academic year 2022/2023 at the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin of 2021, item 243)

**it is ordered** as follows:

§ 1

In the admission procedure, a foreign national submits the following documents (in the form of scans) in his/her account in the Internetowa Rejestracja Kandydatów (IRK) platform:

- 1) in the case of applying to first-cycle or long-cycle studies:
  - a) a maturity certificate or equivalent document entitling the person to apply to all types of higher education institutions in the country in the system of which the issuing institution operates, which has been recognised as equivalent to the relevant Polish maturity certificate, in accordance with applicable regulations or international agreements,
  - b) a supplement containing the list of subjects and grades,
  - c) a statement from the relevant institution (e.g. school) confirming that the certificate gives access to continuation of higher education studies if this information is not mentioned in the document.

The document entitling to undertake studies ought to be affixed with apostille or legalised by relevant authorities before commencing the studies.

In the case of Ukrainian citizens, the deadline for submitting apostilled documents is prolonged by 30 days from the moment of cessation of military operations;

- 2) in the case of applying to second-cycle studies:
  - a) a higher education diploma entitling the person to continue education in the country of issue, as well as entitling to apply to higher education studies,
  - b) a supplement containing the list of subjects and grades.

The document entitling to undertake studies ought to be affixed with apostille or legalised by relevant authorities before commencing the studies.

- In the case of Ukrainian citizens, the deadline for submitting apostilled documents is prolonged by 30 days from the moment of cessation of military operations;
- 3) in the case of applying to studies conducted in Polish – a certificate of proficiency in Polish language at the minimum level of B1, unless the detailed conditions of recruitment stipulate otherwise. Knowledge of the language can be validated by a higher education diploma, long-term language education at school, or a completed language course at the required level. Verification of the knowledge of Polish can also be confirmed by a certificate issued on the basis of an examination conducted at the Nicolaus Copernicus University in Toruń;
  - 4) in the case of applying for admission to studies conducted in English – a certificate of proficiency in English language at the minimum level of B2. In the Toruń campus, the level of language proficiency can also be confirmed during an admission interview if this is provided for in the detailed rules of admission. In the Bydgoszcz campus, the level of language proficiency shall be confirmed during an admission interview (regardless of the submitted language certificates, if any). The list of documents confirming the knowledge of English language is specified in an attachment to this order;
  - 5) in the case of study programmes at Collegium Medicum (except for the following: audiophonology, occupational therapy and public health) and veterinary programme – a valid medical certificate confirming that there are no medical contraindications to taking up these studies;
  - 6) a valid insurance policy against illness or accident, or the European Health Insurance Card for a given academic year, or a declaration of obtaining a health insurance immediately after commencing studies;
  - 7) a document confirming the candidate's identity;
  - 8) if applicable – one of the following documents: a valid Pole's Card, a permanent residence permit, a long-term resident's EU residence permit, a temporary residence permit, a decision on confirmation of Polish descent, a document confirming a refugee status issued in the Republic of Poland or being provided with temporary or subsidiary protection, a document confirming the type and degree of kinship with a citizen of the Republic of Poland (spouse/ascendants/descendant) conditional upon residence in Poland. For Ukrainian citizens – a document confirming the fact of crossing the border after 23 February 2022 and obtaining the associated entitlements.

## § 2

1. In the case of applying for admission to studies conducted in Polish – if the documents referred to in § 1 points 1, 2 and 5 were issued in a language other than Polish, the candidate is required to submit a translation of those documents into Polish, prepared by a sworn translator.
2. In the case of applying for admission to studies conducted in English – if the documents referred to in § 1 points. 1, 2 and 5 were issued in a language other than Polish or English, the candidate is required to provide a translation of these documents into Polish or English prepared by a sworn translator.

### § 3

A candidate who has been qualified for admission to studies is obliged to submit – within the prescribed time limit – the originals of the documents submitted in the IRK system in accordance with § 1, as well as a printed and signed form of the application for a studies printed from the IRK system. The documents should be submitted to the Department of Recruitment and Student Affairs, the CM Department of Recruitment and Student Affairs or the Centre for Medical Education in English, as appropriate. In the IRK system, the candidate submits one valid digitalised photograph in accordance with requirements for personal ID photographs.

### § 4

The order becomes effective on 19 April 2022.

**R E C T O R**

**prof. dr hab. Andrzej Sokala**