

**Resolution No.24  
of the Senate of Gdansk University of Physical Education and Sport  
of 26 June 2025**

**on amending resolution no. 48 of the Senate of Gdansk University of Physical  
Education and Sport of 27 June 2024 on establishing the conditions and  
procedure for the recruitment of foreign citizens  
to individual fields of study conducted in English,  
starting in the academic year 2025/2026**

Based on art. 33 sec. 1 of the Act of 4 April 2025 amending certain acts in order to eliminate irregularities in the visa system of the Republic of Poland (Journal of Laws of 2025, item 622) in connection with art. 28 sec. 1 item 10 and art. 70 sec. 1-6 of the Act of 20 July 2018 - The Law on Higher Education and Science (consolidated text: Journal of Laws of 2024, item 1571, as amended) and art. 35 sec. 3 letter a and art. 63 sec. 1-3 of the Statute of Gdansk University of Physical Education and Sport of 19 June 2019 (consolidated text constituting appendix No. 1 to resolution of the Senate of Gdansk University of Physical Education and Sport No. 71 of 19 December 2024)

**The Senate of the Academy of Physical Education and Sport  
named Jędrzej Śniadecki in Gdańsk  
decides as follows:**

**§ 1**

Resolution No. 48 of the GUPES Senate of 27 June 2024 on establishing the conditions and procedure for recruiting foreigners to individual fields of study conducted in English, starting in the academic year 2025/2026, is amended as follows:

- 1) Annex No. 1 shall be replaced by the wording specified in Annex No. 1 to this Resolution,
- 2) Annex No. 6 shall be added in the wording specified in Annex No. 2 to this Resolution.

**§ 2**

The resolution shall enter into force on 1 July 2025.

**Chairman of the Senate**

**Prof. Dr. Hab. Paweł Ciężczyk**

The resolution was adopted in an open vote unanimously (voting result: out of 27 persons entitled to vote, ... persons entitled to vote present, ... persons "in favour").

**CONDITIONS AND PROCEDURE OF RECRUITMENT OF FOREIGNERS  
TO PARTICULAR FIELDS OF STUDY  
CONDUCTED IN ENGLISH,  
STARTING IN THE ACADEMIC YEAR 2025/2026  
hereinafter referred to as the "Terms and Conditions"**

**Chapter 1  
General Provisions**

**§ 1**

The Jędrzej Śniadecki Academy of Physical Education and Sport in Gdańsk, hereinafter referred to as "GUPES", accepts persons who are not Polish citizens, hereinafter referred to as "foreigners" or "candidates".

1. Foreigners may undertake and complete full-time first-cycle and second-cycle studies conducted in English at GUPES Gdańsk.
2. Recruitment for the studies referred to in paragraph 2 shall begin no later than 15 March 2025 and shall last no longer than 30 September 2025.

**§ 2**

The condition for admitting a foreigner to studies referred to in § 1 sec. 2 is:

- 1) effective registration in the IRK system,
- 2) meeting the formal conditions specified in § 3,
- 3) obtaining the appropriate number of points in the qualification procedure,
- 4) confirmation of knowledge of English at the level required for the appropriate level of studies by submitting an appropriate document confirming knowledge of English listed in Annex No. 5 or as a result of verification of knowledge of English by KKC
  - a) at least level B1 – in the case of first-cycle studies,
  - b) at least level B2 – in the case of second-cycle studies,
- 5) payment of the fee for the first year of studies, unless Article 324 sec. 1 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws 2018, item 1668, as amended), hereinafter referred to as the "Act",
- 6) payment of a recruitment fee of PLN 85 or an equivalent amount expressed in euros at the exchange rate on 1 March 2025, separately for each field of study. The recruitment fee is non-refundable. Failure to pay the recruitment fee excludes the candidate from participating in the recruitment procedure.

**§ 3**

1. Foreigners may be admitted to studies referred to in § 1 sec. 2 if:

- 1) in the case of applying for admission to first-cycle studies – they have one of the following documents:
  - 1) a secondary school-leaving certificate issued in the Republic of Poland or a secondary school-leaving certificate and a certificate of the results of the secondary school-leaving examination in individual subjects referred to in the provisions on the education system or
  - 2) a legalized<sup>3</sup> or apostille<sup>4</sup> certificate and another document or diploma referred to in art. 93 of the Act on the Education System, i.e.:

- a certificate or other document issued by a school or educational institution operating within the education system of a Member State of the European Union, a Member State of the Organisation for Economic Co-operation and Development (OECD), a Member State of the European Free Trade Agreement (EFTA), referred to in art. 93 sec. 1 point 1 of the Education System Act<sup>1</sup>, or
  - an IB (International Baccalaureate) diploma issued by the International Baccalaureate Organization in Geneva, in accordance with art. 93 sec. 1 point 2 of the Education System Act, or
  - an EB (European Baccalaureate) diploma issued by the European Schools with the Convention on the Statute of the European Schools, drawn up in Luxembourg on 21 June 1994 (Journal of Laws of 2005, item 10), in accordance with art. 93 sec. 1 point 3 of the Education System Act, or
- 3) a certificate or diploma recognized in the Republic of Poland as a document entitling one to apply for admission to studies in accordance with a bilateral agreement on mutual recognition of education<sup>2</sup>, legalized<sup>3</sup> or provided with an *apostille*<sup>4</sup>, or
- 4) a certificate or other document recognized in the Republic of Poland as a document entitling one to apply for admission to studies in accordance with Art. 93 sec. 3 Act of 7 September 1991 on the education system (consolidated text: Journal of Laws of 2021, item 1915, as amended), hereinafter referred to as the "Education System Act", i.e. a certificate or other document issued abroad by schools or other educational institutions recognized by the country on whose territory or in whose education system they operate, **recognized by an administrative decision of the education superintendent**<sup>5</sup> as a document confirming education in the Republic of Poland or the right to continue education, including the right to apply for admission to higher education, taking into account the scope of rights in the country of issue of the certificate or other document, unless international agreements provide otherwise, or

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<sup>1</sup> This currently applies to certificates or other documents obtained in the following countries (recognized by law): Australia, Austria, Belgium, Bulgaria, Canada, Chile, Croatia, PRC, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Japan, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Mexico, Netherlands, Norway, New Zealand, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, USA, Great Britain.

<sup>2</sup> Currently, agreements of this type have been concluded by the Republic of Poland with: China, Ukraine.

<sup>3</sup> Legalization consists of confirming the formal compliance of a document with the law of its place of issue or the authenticity of the signatures and stamps affixed to the document. Legalization of a higher education diploma may be performed by: 1) a consul of the Republic of Poland, competent for the country in whose territory or education system the certificate was issued, or 2) the competent educational authorities of the Republic of Poland, or 3) a diplomatic mission or consular post accredited in the Republic of Poland of the country in whose territory or education system the certificate was issued.

<sup>4</sup> If the country in which the diploma or other university graduation document was issued is a party to the Convention Abolishing the Requirement of Legalization for Foreign Public Documents, signed at The Hague on 5 October 1961 (Journal of Laws of 2005, No. 112, item 938), document legalization is replaced in that country by an apostille certificate attached to the document. A list of the countries party to the convention and the addresses of the institutions issuing apostilles can be found on the Hague Convention website.

<sup>5</sup> Education Board in Gdańsk, Department of Educational Organization and Information, address: ul. Wały Jagiellońskie 24, 80-853 Gdańsk.

5) a certificate or other document recognized as equivalent to a Polish secondary school-leaving certificate on the basis of the provisions in force until 31 March 2015; 2) in the case of applying for admission to second-cycle studies - they have one of the following documents:

- 1) a diploma of completion of studies obtained in the Republic of Poland or
- 2) a legalized<sup>3</sup> or apostille<sup>4</sup> diploma or other document of completion of a university abroad, entitling to undertake second-cycle studies in the Republic of Poland, issued by an authorized university operating in the higher education system of a member state of the European Union, the Organization for Economic Co-operation and Development (OECD) or the European Free Trade Association (EFTA) - parties to the agreement on the European Economic Area, confirming completion of three-year studies or first-cycle studies lasting at least 3 years, or
- 3) a legalized or apostille diploma or other document of completion of a university abroad, entitling to undertake second-cycle studies in the country in which it was issued and recognized, **on the basis of an international agreement<sup>6</sup>**, as equivalent to the appropriate Polish diploma of completion of first-cycle studies or entitling to undertake second-cycle studies in the Republic of Poland, or
- 4) a legalized or apostille diploma confirming completion of studies abroad, which gives the right to continue education in second-cycle studies in the country in whose higher education system the university that issued it operates, provided that the right to continue education in second-cycle studies results directly from the content of the diploma or has been officially confirmed by a separate document, or
- 5) a legalized or apostille diploma or other document of graduation from a university abroad, entitling to undertake second-cycle studies in the country in which it was issued, recognized as equivalent to the appropriate Polish diploma of completion of first-cycle studies, in accordance with **the regulations on the nostrification<sup>7</sup>** of diplomas of completion of studies abroad and confirmation of completion of studies at a specific level

2. A foreigner applying for admission to studies, referred to in § 1 sec. 2, is obliged to:

- 1) pay the recruitment fee;
- 2) express consent to the processing of personal data;
- 3) submit:
  - 1) the documents referred to in § 3 sec. 1, subject to sec. 8,
  - 2) a current color passport photo in electronic form (in accordance with the technical requirements required by the IRK system),

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<sup>6</sup> Pursuant to international agreements, the Republic of Poland recognizes education documents from the following countries: Armenia, Austria, Bosnia and Herzegovina, Bulgaria, China, Croatia, Czech Republic, Estonia, France, Kazakhstan, Kyrgyzstan, Democratic People's Republic of Korea, Cuba, Libya, Lithuania, Latvia, Macedonia, Moldova, Mongolia, Germany, Russia, Romania, Serbia and Montenegro, Slovakia, Slovenia, Syria, Tajikistan, Ukraine, Uzbekistan, Hungary, Vietnam.

<sup>7</sup> Nostrification is a procedure leading to determining the Polish equivalent of a foreign diploma. Nostrification applies to a diploma of completing studies abroad that cannot be recognized as equivalent to the relevant Polish diploma and professional title on the basis of an international agreement specifying equivalence (Legal basis: art. 327 sec. 1 of the Act of 20 July 2018 - The Law on Higher Education and Science (Journal of Laws of 2023, item 742, as amended). The nostrification procedure is carried out on the basis of the Regulation of the Minister of Science and Higher Education of 28 September 2018 on the nostrification of diplomas of completing studies abroad and on confirming the completion of studies at a specific level (Journal of Laws of 2018, item 1881).

3) a valid passport (applies to persons who do not have European Union citizenship) or an identity document (applies to persons who have European Union citizenship).

4) written consent of a parent or legal guardian to undertake studies in the case of a minor candidate,

5) a completed personal questionnaire, the form and necessary elements of which are specified by the Rector by way of an order. 3. If the candidate does not submit a document confirming knowledge of English at the required level specified in Annex No. 5 to the resolution or if the candidate is not exempt from submitting such a document, he or she is obliged to participate in a qualification interview confirming knowledge of English conducted by the KKC. As a result of the qualification interview, the KKC determines whether the candidate speaks English to the extent required at a given level of studies.

4. For recruitment purposes, candidates submit the required documents referred to in par. 1, 2, 3 and 5 in the form of electronic copies (scans) via the IRK system.

5. The documents referred to in par. 1 must be translated into Polish or English.

6. The translations referred to in par. 5, must be made by:

1) a person entered by the Minister of Justice on the list of sworn translators or

2) a person registered as a sworn translator in a Member State of the European Union (EU), a Member State of the European Free Trade Agreement (EFTA) – a party to the agreement on the European Economic Area or a Member State of the Organisation for Economic Co-operation and Development (OECD), or

3) a consul of the Republic of Poland, competent for the country in whose territory the document was issued, or

4) a diplomatic mission or consular office of the country in whose territory the document was issued, accredited in the Republic of Poland, or exceptionally

5) another entity whose credibility does not raise any doubts, if the translation of documents into Polish or English in accordance with par. 3 encounters obstacles that are difficult to remove, based on the consent of the Chairman of the Recruitment Committee for Foreigners.

7. At the recruitment stage, documents issued in English do not require translation into Polish, unless separate regulations require translation into Polish. 8. A candidate who does not have an administrative decision of the education superintendent referred to in paragraph 1 item 1 letter d may be admitted to studies conditionally.

## **§ 4**

If a given certificate or other document referred to in § 3 sec. 1 item 1 letter b, first indent, and letter d, entitles the holder to apply for admission to studies in a specific field in the country of issue, such certificate or document confirms in the Republic of Poland the entitlement to apply for admission to the same or similar studies in terms of the study program or may be recognised as a document confirming in the Republic of Poland the entitlement to apply for admission to the same or similar studies in terms of the study program.

## **Chapter 2 Recruitment Procedure**

## **§ 5**

1. The recruitment process includes:
  - 1) registration of the candidate in the Online Candidate Registration (IRK) system,
  - 2) verification of the submitted documents and data provided by the candidate in the IRK system,
  - 3) qualification procedure,
  - 4) determination of the status of candidates by admission to studies through entry on the student list or issuing a decision not to admit to studies,
  - 5) preparation of documentation from the recruitment process and forwarding it to the relevant organizational units of GUPES within the scope of their competences.
2. The recruitment process is conducted in a round-robin system, which means that during the recruitment process, subsequent lists of candidates admitted to studies are published after the end of each recruitment round.
3. Candidates who have not met the conditions for admission to studies before the end of the recruitment round take part in the next recruitment round.
4. The dates of the individual recruitment rounds are specified by the Rector by way of an order before the start of the registration of candidates in the IRK system.
5. No recruitment round will be started for a given field of study if the admission limit has been reached.

### **Chapter 3**

#### **Recruitment and qualification committees**

##### **§ 6**

1. The Recruitment Committees for Foreigners (KRC) and the Qualification Committees (KKC) are appointed by the Rector.
2. The KRC and KKC are composed of academic teachers and administration staff.
3. The KRC and KKC are composed of:
  - 1) the chairman,
  - 2) at least two members.
4. The detailed scope of work and responsibilities of the KRC and KKC is specified in Annex No. 3 to the resolution.

### **Chapter 4**

#### **Online Candidate Recruitment**

##### **§ 7**

1. Recruitment for all fields of study is carried out through the Online Candidate Recruitment System (IRK).
2. All candidates are required to register in IRK.
3. Candidates register in IRK independently, in accordance with the instructions available on the GUPES website, by setting up a personal recruitment account in IRK.
4. The candidate's personal recruitment account in IRK is used to:
  - 1) enter the candidate's personal data and submit declarations necessary in the recruitment process, including in particular: photograph, first name or first names and surname, date and place of birth, PESEL number, and in the absence thereof - the name and number of the document confirming identity and the name of the country that issued it, gender, place of residence before starting studies: village or city, address of residence and

- correspondence address, e-mail address, contact telephone number, citizenship, origin, name of the country of birth and information on possession of the Polish Card;
- 2) confirmation of payment of the recruitment fee; 3) submitting documents required in the recruitment process;
- 4) providing the candidate with information as part of the recruitment process, including in particular information regarding:
- a) identified formal deficiencies,
  - b) date, form, place and results of the qualification process,
  - c) admission or non-admission to studies;
- 5) communication with the candidate in other cases related to the recruitment process.
5. Information posted on the personal account and messages sent via the contact box in the IRK system are considered effectively delivered.
6. During the recruitment process, the candidate is obliged to familiarize themselves with messages sent to their personal recruitment account on an ongoing basis.
7. GUPES is not responsible for the consequences of the candidate not familiarizing themselves with the information posted on their personal recruitment account.
8. The deadlines for registration for foreigners in the IRK for individual fields of study are specified by the Rector by way of an order.

## **Chapter 5**

### **Verification of qualification documents**

#### **§ 8**

1. The verification referred to in § 5 sec. 1 item 2 consists of the analysis and assessment of the documents submitted by the candidate in the IRK system in terms of completeness and compliance with § 3, and confirmation of the data entered by the candidate in the IRK system with the submitted documents.
2. If the documents or data contained in the IRK system contain deficiencies, the KRC shall call upon the candidate through the candidate's personal account to supplement the identified deficiencies within a specified period, under penalty of considering that failure to supplement the deficiencies within the specified period shall mean the candidate's resignation from further participation in the recruitment process for studies. In the call, the KRC shall specify the deficiencies that require removal and the method of their removal.

3. Removal of the deficiencies referred to in sec. 2 shall consist in the candidate submitting the relevant data or documents to the KRC within a specified period. In the event of supplementing the deficiencies, the KRC shall independently enter the relevant data or documents into the IRK.
4. A positive result of the verification referred to in § 5 sec. 1 item 2 means that the candidate has successfully registered in the IRK system and has been admitted to the qualification procedure stage.
5. A negative result of the verification referred to in § 5 sec. 1 item 2 means that the candidate has not successfully registered in the IRK system and has not been admitted to the qualification procedure stage.
6. Failure to successfully register in the IRK system means that the candidate's application for admission to studies will be left without consideration.
7. Failure to pay the recruitment fee means that the candidate's application for admission to studies will be left without consideration.
8. KRC informs the candidate about the results of the verification referred to in sec. 4 and 5 via the personal recruitment account.

## **Chapter 6 Qualification procedure**

### **§ 9**

1. Candidates who have successfully passed the verification referred to in § 5 sec. 1 item 2 shall commence the qualification procedure.
2. The qualification procedure shall be of a competitive nature.
3. The principles of the qualification procedure for individual fields of study are specified in **Annex No. 4** to the resolution.
4. The results of the qualification procedure shall be given on a point scale via the candidate's personal recruitment account in the IRK system.
5. The KRC shall announce the results of the recruitment procedure immediately after its completion in the manner specified in § 1 item 8 of **Annex No. 3** to the resolution.

## **Chapter 7 Candidate Status**

### **§ 10**

1. The KRC, based on the results of the qualification procedure, shall create **a ranking list of candidates participating in the recruitment procedure.**
2. The KRC, based on the admission limit specified in a separate resolution of the GUPES Senate, shall create **a ranking list of candidates initially qualified for admission to studies.**



3. Candidates from the list referred to in par. 2, with the exception of candidates to whom art. 324 par. 1 of the Act applies, shall pay the fee for the first year of studies within **14** working days of the publication of the list.

4. After the deadline referred to in par. 3, the KRC shall create **an alphabetical list of persons admitted to studies**. The condition for entry on the list is the timely payment of the fee for the first year of studies.

5. The candidate's place on the ranking list shall be determined by the number of points obtained in the qualification procedure.

## **§ 11**

1. Admission to studies takes place by way of entry on the list of students.

2. A foreigner admitted to studies is obliged to submit by 30 September 2025:

1) originals of the documents listed in § 3 sec. 2 item 3 letter a,

2) an administrative decision of the education superintendent referred to in § 3 sec. 1 item 1 letter d – in the case referred to in § 3 sec. 8,

3) originals of translations into Polish or English of the originals of the documents constituting the basis for admission to studies, referred to in § 3 sec. 2 item 3 letter a,

4) a completed personal questionnaire referred to in § 3 sec. 2 item 3 letter e.

3. The following documents and translations referred to in § 3 sec. 2, shall be considered:

1) notarial certification of the conformity of the copy with the presented document within the meaning of art. 96 point 2 of the Act of 14 February 1991 - Notarial Law;

2) consular certification of the copy of the document within the meaning of art. 28 paragraph 1 point 1 of the Act of 25 June 2015 - Consular Law.

4. A foreigner admitted to studies, who has not been exempted in full from paying tuition fees, is obliged to conclude, by 1 October 2025, an agreement on the terms of charging fees for educational services from foreign students studying full-time at the Jędrzej Śniadecki Academy of Physical Education and Sport in Gdańsk, the template of which is specified in the order of the Rector of GUPES.

5. The documents referred to in paragraphs 2 and 10 shall be submitted to the appropriate dean's office.

1. When submitting the documents referred to in paragraph 2, and concluding the agreement referred to in par. 4, the foreigner is required to present a valid passport or identity document.

2. Failure to meet the conditions referred to in par. 2 within the appropriate time limit shall mean the foreigner's resignation from studies.

3. Failure to conclude the agreement referred to in par. 4 by 1 October 2025 shall mean the foreigner's resignation from studies.

4. A foreigner admitted to studies shall commence studies and acquire student rights upon taking the oath.

5. A foreigner admitted to studies shall be required to submit a certificate issued by an occupational medicine physician stating that there are no health contraindications to pursuing studies no later than on the day preceding the commencement of classes.

## **§ 12**

1. Refusal of admission to studies is made by way of an administrative decision.
2. An appeal against the decision of the KRC may be lodged with the Rector within 14 days of the date of delivery of the decision to the candidate. The appeal is lodged through the KRC.
3. The basis for the appeal may only be an indication of a violation of the conditions and procedure of recruitment to studies.

## **§ 13**

1. The refund of the fee (tuition fee) paid by the candidate during the recruitment process for the first year of studies shall be made upon his/her application submitted to the Recruitment Office.
2. The basis for the application referred to in par. 1 may be:
  - 1) withdrawal from participation in the recruitment process,
  - 2) withdrawal from studies made before the beginning of the academic year,
  - 3) announcement by the Rector of GUPES of a decision not to launch courses of study.
3. The refund of the fee referred to in par. 1 shall be made within 14 working days of receipt of the application. The refund shall be made to the bank account from which the fee was paid or to another account indicated in the application. In the cases referred to in par. 2 items 1 and 2, the costs related to the refund of the fee shall be borne by the candidate.
4. The Bursar is responsible for the refund of the fee referred to in par. 1

## **Chapter 8**

### **Powers of the Rector in the Recruitment Process**

## **§ 14**

The Rector of GUPES may order:

- 1) a change in the procedure for submitting documents in the recruitment process in the event of a state of emergency, an announcement of an epidemic threat or an epidemic,
- 2) a change in recruitment dates,
- 3) a change in the admission limits specified in a separate resolution of the GUPES Senate in order to adapt them to the needs of the recruitment procedure and the provisions of generally applicable law,
- 4) not launching fields of study for which the lower admission limits have not been met,
- 5) suspension, closure or cancellation of the recruitment procedure for a field of study.

## **Chapter 9**

### **Candidates with disabilities**

## **§ 15**

1. Candidates with a disability certificate are subject to recruitment requirements.

2. The recruitment committee may individually adjust recruitment conditions at individual recruitment stages in the case of candidates referred to in paragraph 1.

**LIST OF PAID STUDIES CONDUCTED IN ENGLISH,  
STARTING IN THE ACADEMIC YEAR 2025/2026,  
FOR WHICH FOREIGNERS ARE BEGINNING**

Sports major

- first-cycle studies, practical profile
- second-cycle studies, practical profile

Sports Management major

- second-cycle studies, practical profile

Tourism and Hotel Management major

- first-cycle studies, practical profile

**NOTE:**

**The fields of study listed in this list will be conducted only in full-time form.**

**SCOPE OF WORK AND OBLIGATIONS OF RECRUITMENT COMMITTEES FOR  
FOREIGNERS AND QUALIFICATION COMMITTEES,  
RESPONSIBLE FOR RECRUITMENT OF FOREIGNERS  
FOR PAID STUDIES CONDUCTED IN ENGLISH  
STARTING IN THE ACADEMIC YEAR 2025/2026**

**§ 1**

The responsibilities of the recruitment committees for foreigners include:

- 1) thoroughly familiarizing oneself with the applicable rules regarding recruitment to full-time studies contained in the recruitment resolution for foreigners in the academic year 2025/2026;
- 2) verifying the documents submitted by the candidate in the IRK system and confirming the data contained in these documents with the data entered by the candidate in the IRK system; in justified cases, the chairman of the recruitment committee may accept a document that does not have the required legalization or apostille;
- 3) converting grades from certificates obtained abroad (first-cycle studies) and grades obtained on diplomas (second-cycle studies) into qualification points;
- 4) drawing up a written report of the awarded qualification points. The report is signed by all members of the committee;
- 5) conducting the procedure for supplementing formal deficiencies revealed as a result of the verification referred to in point 2; 6) announcement on the GUPES website in Gdańsk (in electronic form):
  - a) a ranking list of all candidates participating in the recruitment procedure (according to the points from the qualification procedure),
  - b) a ranking list of candidates initially qualified for admission to studies (according to the points from the qualification procedure),
  - c) an alphabetical list of persons admitted to studies;
- 7) the lists referred to in point 6 are signed by the chairman of the recruitment committee for foreigners. The lists are made public without disclosing personal data other than the candidates' first and last names;
- 8) sending information about admission via the IRK system to the personal recruitment accounts and e-mail addresses of candidates admitted to studies;
- 9) sending to the candidates referred to in point 6 lit. c, via traditional mail, to the addresses provided by candidates in the IRK system, certificates of admission of a foreigner to studies, referred to in the regulation of the Minister of Science and Higher Education of 23 September 2019 on the model certificate of the unit conducting studies or education at a doctoral school on the admission of a foreigner to full-time studies or education at a doctoral school or on their continuation of full-time studies or education at a doctoral school. The certificates are signed by the Rector of GUPES or a person authorized by him;

- 10) sending via the IRK system, to the personal recruitment accounts and e-mail addresses of candidates not admitted to studies, information about the non-admission;
- 11) sending to candidates not admitted, via traditional mail, to the Polish addresses provided during registration in the IRK system, a decision not to admit to studies, within 5 days from the date of announcement of the list of persons admitted to studies. A copy of the decision not to admit to studies should be left in the candidate's case file, along with a return receipt, proof that the candidate received the decision in person, or information that the decision cannot be sent to a Polish address by traditional mail and that the decision has been left in the case file with the effect of delivery;
- 12) drawing up a list of candidates entitled to a refund of fees for the first year of studies. The list is signed by the Chairman of the Recruitment Committee for Foreigners and forwarded to the Bursar;
- 13) if the candidate files an appeal against the decision not to admit to studies, the Recruitment Committee forwards the appeal to the Rector of GUPES, along with the case file;
- 14) forwarding legibly described (candidate's surname and first name/first names in capital letters) files with documentation of persons admitted to studies to the appropriate dean's office:

**name of the field of study\_level of studies\_form of studies;**

- 15) forwarding to the Education Department documentation concerning the recruitment process for foreigners (including lists and protocols) and documents of candidates who were not accepted (i.e.: a signed copy of the decision on non-admission, proof of delivery/impossibility of delivering the decision to the candidate (if they were sent), individual protocol); 16) forwarding to the head of the Education Department a completed EN-1 questionnaire.

**§ 2**

The responsibilities of the selection committee include:

- 1) thoroughly familiarising oneself with the applicable rules regarding recruitment to full-time studies contained in the resolution on the recruitment of foreigners in the academic year 2025/2026;
- 2) setting a date and conducting an interview on English language proficiency in the case referred to in § 3 section 3 of Annex No. 1 to the resolution. The interview is conducted online or in person - in the event that the candidate appears at the GUPES headquarters in Gdańsk;
- 3) drawing up a written report of the conducted interview. The report is signed by all members of the committee. The Chair of the KKC immediately forwards the signed report to the KRC;
- 4) entering the result of the conducted interview into the IRK system.

**§ 3**

1. The chairmen of these committees are responsible for the course of work of the KRC and KKC.

2. The KRC Chairmen may apply to the Rector to dismiss a committee member who is avoiding work.
3. The KKC Chairmen may apply to the Rector to dismiss a committee member who is avoiding work.
4. In the event that the application to dismiss a committee member referred to in par. 2 and 3 is accepted, the dismissed employee loses the right to remuneration for participation in the committee work.

**RULES OF THE QUALIFICATION PROCEDURE  
IN THE RECRUITMENT OF FOREIGNERS FOR PARTICULAR FIELDS  
OF PAID STUDIES CONDUCTED IN ENGLISH  
STARTING IN THE ACADEMIC YEAR 2025/2026**

1. The qualification procedure is conducted by the KRC in the scope referred to in point 2 subpoint 1, and by the KKC in the scope referred to in point 2 subpoint 2.
2. The qualification procedure consists of:
  - 1) awarding qualification points to the candidate,
  - 2) verifying the candidate's knowledge of English.
3. Qualification points are awarded by converting the grades or results obtained by the candidate on:
  - 1) a secondary school leaving certificate or equivalent obtained abroad - in the case of applying for admission to first-cycle studies,
  - 2) a diploma of completion of studies or equivalent obtained abroad - in the case of applying for admission to second-cycle studies.
4. In the qualification procedure for:
  - 1) first-cycle studies, the candidate may obtain up to 36 points,
  - 2) second-cycle studies, the candidate may obtain up to 18 points.
5. Qualification points for the grades or results referred to in paragraph 3, are awarded using the proportion principle, i.e.:
  - 1) 1 qualification point is awarded for the lowest positive grade or value in a given educational system,
  - 2) 18 qualification points are awarded for the highest grade or value in a given educational system.
6. Qualification points in the qualification procedure for first-cycle studies are awarded to the candidate in two subjects taken at the matriculation examination or equivalent, for which the candidate obtained the highest result from among: mathematics, biology, physics, chemistry, geography, history, social studies, computer science, philosophy, whereby the qualification points awarded as a result of converting the grades for these subjects are multiplied by a factor of 1.0. In the event that the candidate did not pass the subjects referred to in the previous sentence, the two other subjects for which the candidate obtained the highest result are subject to conversion, whereby the qualification points awarded as a result of converting the grades for these subjects are multiplied by a factor of 0.8.



7. Qualification points in the qualification procedure for second-cycle studies are awarded to the candidate based on the average grade obtained during studies, indicated on the diploma, in the supplement to the diploma of completion of studies or a certificate from the university on the average grade obtained during studies, and in the absence of a supplement or certificate, the average includes the final grades from all subjects completed during studies, shown in the extract from the course of studies issued by the university or an equivalent document. If the candidate has completed a course of studies in the field of health, sports or physical culture, the qualification points awarded as a result of recalculating the average grade obtained during studies are multiplied by a factor of 1.0. If the candidate has not completed a course of studies in the field of health, sports or physical culture, then the qualification points awarded as a result of recalculating the average grade obtained during studies are multiplied by a factor of 0.8.

**DOCUMENTS CONFIRMING KNOWLEDGE OF ENGLISH  
IN THE RECRUITMENT OF FOREIGNERS FOR PARTICULAR FIELDS  
OF PAID STUDIES IN ENGLISH**

**STARTING IN THE ACADEMIC YEAR 2025/2026**

1. The document certifying knowledge of English on a global scale of language proficiency according to the "Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR) - Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR) in the recruitment of foreigners to individual fields of paid studies conducted in English starting in the academic year 2025/2026 at the Jędrzej Śniadecki Academy of Physical Education and Sport in Gdańsk at the level of language proficiency of at least:

1) B1 is recognized:

a) certificates issued by institutions associated with the Association of Language Testers in Europe (ALTE) - levels ALTE: Level 2 (B1) and more, especially Cambridge English Qualifications:

- B1 Preliminary,
- B2 First (previously FCE: First Certificate in English - min. Pass,
- C1 Advanced (previously CAE: Certificate in Advanced English),
- C2 Proficiency (previously CPE: Certificate of Proficiency in English),
- Business English Certificate (BEC) Vantage - min. Pass,
- Business English Certificate (BEC) Higher;
- Certificate in English for International Business and Trade (CEIBT)

b) Educational Testing Service (ETS), in particular:

- Test of English as a Foreign Language (TOEFL IBT) - min. 57 points in the Internet-Based Test (IBT),
- Test of English as a Foreign Language (TOEFL CBT) - min. 97 points in the Computer-Based Test (CBT), supplemented with at least 50 points from the Test of Spoken English (TSE),
- Test of English as a Foreign Language (TOEFL PBT) - min. 400 points in Paper-Based Test (PBT),
- Test of English for International Communication (TOEIC) - min. 350 points;

- c) European Consortium for the Certificate of Attainment in Modern Languages (ECL) - ECL language exam:
  - Level B1 or B2 or Level C1;
- d) Edexcel, Pearson Language Tests, Pearson Language Assessments (PTE):
  - Global Scale of English (Pearson) – min. 50 points,
  - Pearson Test of English Academic (PTE Academic) – minimum 43 points,
  - PTE General / Pearson English International Certificate (Levels 2–5),
  - Pearson Edexcel Level 1 (or Level 2) Certificate in ESOL Skills for Life;
- e) University of Cambridge ESOL Examinations, British Council, IDP IELTS Australia, especially:
  - International English Language Testing System IELTS (Academic or General Training) - min. 4.5 points,
  - Linguaskills – min. 150 points,
  - British Council English Score Core Skills Test, supplemented with a Speaking Test (min. B1 level),
  - APTIS certificate – level B1 (or B2 or C1 or C2);
- f) telc GmbH Certificates, WBT Weiterbildungs-Testsysteme GmbH:
  - telc English B1 (or B2 or C1 or C2);
- g) Language Cert certificates:
  - International ESOL B1 (or B2 Communicator or C1 Expert or C2 Mastery),
  - Secure English Language Test (SELT) B1 (or B2 or C1 or C2) (Written and Spoken tests);
- h) Duolingo English Test – min. 90 points;
- i) Euroexam International (including the option of online exams):
  - General English Level B1 or B2 or C1,
  - Academic English Level C1;
- j) Association of Academic Foreign Language Teaching Centers SERMO:
  - ACERT Certificate – level B1, B2, C1, C2;
- k) state exams of the People's Republic of China:
  - a) College English Test Band 6 (CET-6) - min. 520 points, supplemented by an oral exam CETSET, Test for English Majors (TEM-4 or TEM-6);
  - l) documents listed in item 2 or in item 2;
    - 2) B2 is recognized:

a) certificates issued by institutions associated with the Association of Language Testers in Europe (ALTE) – ALTE levels: Level 3 (B2), ALTE Level 4 (C1), ALTE Level 5 (C2), especially Cambridge English Qualifications:

- B2 First (previously FCE: First Certificate in English – min. Pass,
- C1 Advanced (previously CAE: Certificate in Advanced English),
- C2 Proficiency (previously CPE: Certificate of Proficiency in English),
- Business English Certificate (BEC) Vantage — min. Pass,
- Business English Certificate (BEC) Higher;
- Certificate in English for International Business and Trade (CEIBT)

b) Educational Testing Service (ETS), especially:

- Test of English as a Foreign Language (TOEFL IBT) — min. 87 points in Internet-Based Test (IBT),
- Test of English as a Foreign Language (TOEFL CBT) - min. 180 points in the Computer-Based Test (CBT), supplemented with at least 50 points from the Test of Spoken English (TSE),
- Test of English as a Foreign Language (TOEFL PBT) - min. 510 points in Paper-Based Test (PBT), supplemented with min. 3.5 points from the Test of Written English (TWE) and supplemented with at least 50 points from the Test of Spoken English (TSE),
- Test of English for International Communication (TOEIC) - min. scoring: Listening – 400, Reading – 385, Speaking – 160, Writing – 150 points;

c) European Consortium for the Certificate of Attainment in Modern Languages (ECL):

- ECL language exam – Level B2 or Level C1;

d) Edexcel, Pearson Language Tests, Pearson Language Assessments (PTE):

- Pearson Test of English Academic (PTE Academic) – minimum 59 points,
- PTE General / Pearson English International Certificate (Levels 3–5),
- Pearson

Edexcel Level 1 (or Level 2) Certificate in ESOL Skills for Life;

e) London Chamber of Commerce and Industry Examinations Board:

- London Chamber of Commerce and Industry Examinations (LCCI) - English for Business Level 2, English for Business Level 3, English for Business Level 4;

f) University of Cambridge ESOL Examinations, British Council, IDP IELTS Australia, especially:

- International English Language Testing System IELTS (Academic or General Training) - min. 5.5 points,

- Integrated Skills in English – ISEII (B2) – min. Pass, or ISEIII or ISEIV
- Linguaskills – min. 160 points,
- British Council English Score Core Skills Test, supplemented with a Speaking Test (min. B2 level),
- APTIS certificate – level B2 (or C1 or C2);
- g) telc GmbH Certificates, WBT Weiterbildungs-Testsysteme GmbH:
  - telc English B2 (or C1 or C2),
  - telc English B2 Business,
  - telc English B2 Technical,
  - telc English B2-C1 University;
- h) LanguageCert certificates:
  - International ESOL (B2 Communicator or C1 Expert or C2 Mastery),
  - Secure English Language Test (SELT) B2 (or C1 or C2),
  - Test of English (LTE) – min. 60 points;
- i) Duolingo English Test – min. 90 points
- j) Euroexam International
  - General English Level B2 and C1,
  - Academic English Level C1;
- k) Association of Academic Foreign Language Teaching Centers SERMO:
  - ACERT Certificate – level B2, C1, C2; l) Centre for Applied Linguistics:
    - CAL English Proficiency Test for Teachers (CAL EPT Teachers) – minimum level B2;
- m) state examinations of the People's Republic of China:
  - College English Test Band 6 (CET-6) - minimum 520 points, supplemented by the CETSET oral exam,
  - Test for English Majors (TEM-4 or TEM-6).

2. The following may be recognised as a document certifying knowledge of English at a language proficiency level of at least B2:

- 1) a document confirming completion of higher education studies abroad, if the language of instruction was exclusively English
- 2) a document issued abroad recognised as equivalent to a secondary school leaving certificate, if the language of instruction was exclusively English;
- 3) an International Baccalaureate Diploma;
- 4) a European Baccalaureate diploma;
- 5) a document confirming entry on the list of sworn translators of English in the Republic of Poland or a document confirming possession of the qualifications of a sworn translator of English in another Member State of the European Union, a Member State of the European Free Trade Agreement (EFTA) – a party to the agreement on the European Economic Area or in the Swiss Confederation.

3. In the case of documents intended to confirm knowledge of English not listed in point 2, sub-points 1 and 2, recognition of such a document is made by the KKC.

4. Candidates from countries with the official language of English are exempt from the requirement to submit a document confirming knowledge of English.

## **ADDITIONAL TERMS**

### **§ 1**

1. The qualification committee shall verify the knowledge of English, at a language proficiency level not lower than B2, by submitting a document confirming the knowledge of English, referred to in the regulation of the Ministry of Science and Higher Education issued pursuant to Art. 70 sec. 5f of the Act, in relation to foreigners who are not citizens of the European Union, EFTA countries (Iceland, Liechtenstein, Norway, Switzerland) and the United Kingdom, applying for admission to first-cycle studies or uniform master's studies on the basis of a document issued abroad, which is a document confirming the right to apply for admission to studies, referred to in Art. 326a sec. 1 of the Act, i.e.:

1) certificates and other documents issued by a school or educational institution operating in the education system of a Member State of the European Union, a Member State of the Organisation for Economic Co-operation and Development (OECD) or a Member State of the European Free Trade Agreement (EFTA) – parties to the agreement on the European Economic Area, entitling to apply for admission to first-cycle studies and uniform master's studies in these countries;

2) IB (International Baccalaureate) diplomas issued by the International Baccalaureate Organisation in Geneva;

3) EB (European Baccalaureate) diplomas issued by the European Schools in accordance with the Convention on the Statute of the European Schools, drawn up in Luxembourg on 21 June 1994 (Journal of Laws of 2005, item 10);

4) certificates and other documents issued abroad by schools or educational institutions recognized by the country on whose territory or in whose education system they operate, covered by the provisions of international agreements.

2. In the absence of a document certifying knowledge of English, referred to in par. 1, verification of knowledge of English at a level of language proficiency not lower than B2 shall take the form of a language exam conducted by a qualification committee, as a result of which the candidate receives a certificate.

3. In relation to foreigners applying for admission to first-cycle studies or uniform master's studies on the basis of a document issued abroad, which is not a document confirming the right to apply for admission to studies, referred to in § 1 par. 1 points 1 - 4 (art. 326a sec. 1 of the Act):

1) the recruitment committee requires the presentation of:

a) a document issued abroad by a school or educational institution recognized by the country on whose territory or in whose education system it operates, together with written information about this document issued by the NAWA Director confirming the right to apply for admission to studies or

b) written information about this document issued by the NAWA Director confirming the right to apply for admission to studies - in cases referred to in art. 93a of the Act of 7 September 1991 on the education system;

2) the qualification committee:

a) verifies the knowledge of English, at a level of language proficiency not lower than B2 in the form specified in sec. 1 and 2;

b) conducts entrance exams to check the knowledge to the extent necessary to undertake studies in a specific field, level and profile. 4. In order to obtain a certificate

confirming knowledge of English, referred to in par. 2, the candidate shall take a language exam, i.e.:

1) independently prepare a written paper of 500–600 words, on a topic related to the field of study and submit it to the qualification committee within 2 days before the end of registration in the IRK system, or

2) independently prepare a multimedia presentation of 10–12 slides, on a topic related to the field of study and submit it to the qualification committee within 2 days before the end of registration in the IRK system, or

3) take a written test and an oral exam verifying knowledge of English at level B2, conducted by the qualification committee within 2 days after the end of registration in the IRK system.

5. In the case referred to in par. 4 points 1 and 2 during the oral language exam conducted in real time, within 2 days after the end of registration in the IRK system, the qualification committee asks the candidate from 3 to 5 questions, including at least 2 questions regarding the subject of the written work or presentation prepared by the candidate.

6. In the case referred to in par. 4 point 3, the candidate completes the written test within the time set by the qualification committee, and then during the oral language exam conducted in real time, he or she is obliged to answer 3-5 questions asked by members of the qualification committee on the subject related to the relevant field of study.

7. As a result of the language exam, the qualification committee assesses the level of knowledge of the language and English at the level required for a given field and level of study.

8. In order to obtain a certificate confirming a positive pass in the entrance exam testing knowledge to the extent necessary to undertake studies in a given field and knowledge of English, the candidate is obliged to meet the conditions referred to in paragraphs 4, 5 and 6.

9. In the case of candidates who have a document confirming knowledge of English referred to in paragraph 1, in order to obtain a certificate confirming a positive pass in the entrance exam testing knowledge to the extent necessary to undertake studies in a given field, the candidate takes an oral exam, during which he is obliged to answer in real time 3-5 questions asked by members of the qualification committee on topics related to the relevant field of study.

10. During the entrance exam, the candidate's answers are assessed in terms of substantive correctness on a scale of 0 - 100%; in order to obtain a positive result in the entrance exam, the candidate must obtain an average mark of at least 40% for all answers.

11. Candidates are informed about detailed dates via the IRK system. The language exam and the entrance exam for candidates referred to in paragraph 3 are held at the same time.

## **§ 2**

1. The qualification committee shall verify the knowledge of English at a language proficiency level not lower than B2 by submitting a document certifying the knowledge of English, referred to in the regulation of the Ministry of Science and Higher Education issued pursuant to art. 70 sec. 5f of the Act, in relation to foreigners who

are not citizens of the EU, EFTA countries (Iceland, Liechtenstein, Norway, Switzerland) and the United Kingdom, applying for admission to second-cycle studies on the basis of a diploma of completion of studies issued abroad, which is a diploma entitling to continue education at second-cycle studies referred to in art. 326 sec. 1 of the Act or has been recognized as a diploma equivalent to the relevant Polish diploma on the basis of an international agreement referred to in art. 327 sec. 1 of the Act, or by way of nostrification proceedings, i.e.:

- 1) a legalized or apostille-stamped diploma or other document confirming graduation from a university abroad, entitling to undertake second-cycle studies in the Republic of Poland, issued by an authorized university operating in the higher education system of a Member State of the European Union, the Organization for Economic Co-operation and Development (OECD) or the European Free Trade Agreement (EFTA) – parties to the agreement on the European Economic Area, confirming the completion of three-year studies or first-cycle studies lasting at least 3 years, or
- 2) a legalized or apostille-stamped diploma or other document confirming graduation from a university abroad, entitling to undertake second-cycle studies in the country in which it was issued and recognized, on the basis of an international agreement, as equivalent to the relevant Polish diploma of graduation from first-cycle studies or as entitling to undertake second-cycle studies in the Republic of Poland, or
- 3) a legalized or apostille-stamped diploma or other document confirming graduation from a university abroad, entitling to undertake second-cycle studies in the country in which it was issued, recognized as equivalent to the relevant Polish diploma of completion of first-cycle studies, in accordance with the regulations on the nostrification of diplomas of completion of studies abroad and confirmation of completion of studies at a specified level.

2. In the absence of a document certifying knowledge of English, referred to in par. 1, verification of knowledge of English at a level of language proficiency not lower than B2 shall be carried out in the form of a language exam conducted by the qualification committee, as a result of which the candidate shall receive a certificate.

3. In relation to foreigners applying for admission to second-cycle studies on the basis of a diploma of completion of studies issued abroad, which is not a diploma entitling to continue education in second-cycle studies, referred to in § 2 par. 1,

- 1) the recruitment committee shall require presentation during the recruitment process of a diploma of completion of studies issued abroad by a university recognized by the country in whose territory or in whose higher education system it operates, together with written information about this diploma issued by the NAWA Director confirming the right to apply for admission to studies; 2) the qualification committee verifies the knowledge of English at a language proficiency level not lower than B2 in the form specified in par. 1 and 2.

4. The principles specified in § 1 par. 4 - 7 shall apply accordingly