

Appendix 4 to the resolution no. 9/21 of the Senate of the University of Gdańsk

- I.** A list of documents required for the enrolment procedure to the doctoral school available for review within the closing dates specified in appendix 2 to the resolution:
- 1) identification;
 - 2) a valid *Karta Polaka* (Polish Charter) – in case of a non-Polish citizen and a holder of *Karta Polaka*.
- II.** A list of documents required for the enrolment procedure to the doctoral school submitted by a candidate within the closing dates specified in appendix 2 to the resolution:
- 1) an application for admission to the doctoral school (a template of the application form is available in the IRK system);
 - 2) a declaration that a candidate is not a doctoral student in any other doctoral school (a template of the declaration form is available in the IRK system);
 - 3) an original, a duplicate or a copy certified as authentic of a second-cycle studies diploma or long-cycle studies diploma, or a certificate of completion of the above-mentioned studies, which contains a study result specified in the content of the diploma, and the information on a grading scale in the referring university¹;
 - 4) a diploma (or other document certifying the completion of studies abroad) recognized, according to the regulations governing the nostrification of foreign diplomas/degree certificates or on the basis of an international agreement, as equivalent to a Polish diploma certifying the completion of second-cycle studies or long-cycle studies – in case of a candidate who completed studies abroad²;
 - 5) a copy certified as authentic of a high-school diploma, *matura* certificate or a diploma certifying the completion of higher education, on the basis of which a candidate was admitted to the studies completed abroad (the completion of those studies is authenticated by the issue of a foreign diploma/degree certificate which the candidate wishes to be recognized as equivalent to a Polish diploma) – in case of a non-Polish candidate or a candidate who completed studies abroad;
 - 6) a declaration that a foreign diploma has not previously been the subject of nostrification procedures at any Polish university – in case of a non-Polish candidate or a candidate who completed studies abroad;
 - 7) a grade point average certificate or a diploma supplement from second-cycle studies or long-cycle studies, which includes a grade point average of all the candidate's positive results during second-cycle studies or long-cycle studies;
 - 8) a cv with a description of a candidate's research objectives and research accomplishments made thus far (appendix no. 1 or appendix no. 1 in English; a template of the document is available on the doctoral school's website);
 - 9) a potential advisor's conclusion with a description of a candidate's research objectives and academic accomplishments made thus far, with a decision of the appropriate dean regarding the possibility of executing the research project proposed by a candidate within the particular unit of the University of Gdańsk or the Medical University of Gdańsk (appendix no. 2 or appendix no. 2 in English; a template of the document is available on the doctoral school's website);
 - 10) a candidate accomplishment form which certifies the academic accomplishments and qualifications of a candidate (appendix no. 3 or appendix no. 3 in English; a template of the document is available on the doctoral school's website);
 - 11) documents certifying the academic accomplishments and qualifications of a candidate that are listed in a candidate accomplishment form, particularly copies of publications, language certificates, documents certifying receiving an academic award, completing an internship or participating in research clubs.

¹ Graduates of the University of Gdańsk are exempt from the obligation to provide information on the grading scale.

² In case of a diploma issued by a foreign university, a candidate also submits a translation of the diploma into Polish.

III. A candidate admitted to the doctoral school submits a personal data form to the Doctoral Schools Administration's Office within 7 days from the announcement of admissions results (a template of the personal data form is available on the doctoral school's website).