

LIST OF DOCUMENTS

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.1. A list of documents required for the enrolment procedure to the doctoral school submitted by a candidate via the IRK system within the closing dates specified in appendix 2 to the resolution:

- 1) a cv with a description of a candidate's research objectives and academic accomplishments made thus far (a template of the cv form is available on the doctoral school's website);
- 2) a potential advisor's conclusion with a description of a candidate's research objectives and academic accomplishments made thus far with a conclusion 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 (a template of the conclusion form is available on the doctoral school's website¹).

II.2. A list of other 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 cv with a description of a candidate's research objectives and academic accomplishments made thus far (a template of the cv form is available on the doctoral school's website);
- 3) a potential advisor's conclusion with a description of a candidate's research objectives and academic accomplishments made thus far with a conclusion 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 (a template of the conclusion form is available on the doctoral school's website²);
- 4) 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);
- 5) 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 university³;
- 6) 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

¹ In case of applying to the doctoral school in more than one discipline of science, a candidate submits the conclusion forms of potential advisors who represent the particular disciplines.

² In case of applying to the doctoral school in more than one discipline of science, a candidate submits the conclusion forms of potential advisors who represent the particular disciplines.

³ Graduates of the University of Gdańsk are exempt from the obligation to provide information on the grading scale.

of second-cycle studies or long-cycle studies – in case of a candidate who completed studies abroad⁴;

- 7) a copy certified as authentic of a high-school diploma, *matura* certificate or 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;
- 8) a declaration that a foreign diploma/degree certificate 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;
- 9) documents certifying the academic accomplishments and qualifications of a candidate, particularly copies of publications, a record certifying the amount of contribution to a co-authored publication, a language certificate, documents certifying receiving an academic award, completing an internship or participating in a research club; in case of a document issued in any language other than Polish or English, a candidate also submits a duplicate of the document translated into Polish or English.

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).

⁴ In case of a diploma issued by a foreign university, a candidate also submits a translation of the diploma into Polish.