

LIST OF DOCUMENTS REQUIRED FOR ADMISSION TO DOCTORAL SCHOOLS

The documents should be submitted to the administrative unit of the doctoral school to which the candidate is applying. The current deadlines for submitting the documents have been specified in Annex no. 2 to the resolution.

1. The documents to be presented by the candidate for review:

- 1) an identity document,
- 2) a Pole's Card – for a candidate who is a foreign national and a holder of a Pole's Card.

2. The documents to be submitted by the candidate:

- 1) an application for admission to the doctoral school, generated in the IRK system and bearing the handwritten signature of the candidate;
- 2) a CV with a description of the research objectives and a list of the candidate's academic achievements to date;
- 3) an opinion from the potential supervisor¹ regarding the candidate's research objectives and academic achievements to date, accompanied by an opinion from the dean of the appropriate faculty of the University of Gdańsk, regarding the feasibility of implementing the candidate's intended research project in the particular unit of the University of Gdańsk;
- 4) a declaration, generated in the IRK system and signed by the candidate, stating that he/she is not a doctoral student at another doctoral school;
- 5) a diploma confirming the completion of second-cycle or long-cycle studies at a Polish university or a certificate confirming the completion of the aforementioned studies, stating the final result which will appear on the diploma and containing information on the grading scale used by the university²;
- 6) a diploma confirming the completion of studies at a foreign university, entitling the holder to apply for the award of the academic degree of doctor in the country within whose higher education system the university operates, or another document confirming the completion of studies abroad, deemed equivalent to a Polish diploma confirming the completion of second-cycle or long-cycle studies in accordance with the regulations regarding the recognition of diplomas obtained abroad or on the basis of an international agreement – in the case of a candidate who completed their studies abroad^{3 4};
the diploma or another document should bear certification in the form of :
 - a) an apostille – if the document was issued by an institution operating within the education system of a country which is party to the Hague Convention of 5 October 1961 Abolishing the Requirement of Legalisation for Foreign Public Documents (Journal of Laws 2005, no. 112, item 938),
 - b) legalisation – in other cases;

- 7) a certificate of the arithmetic average of grades obtained in the course of study, a list of grades obtained or a supplement to the diploma confirming the completion of second-cycle or long-cycle studies – if the Detailed admission rules specify the grade average as an admission criterion;
- 8) a list of grades obtained in the course of study or a supplement to the diploma confirming the completion of second-cycle or long-cycle studies – if the Detailed admission rules specify the grade obtained for the master's thesis as an admission criterion;
- 9) a school certificate, a secondary school leaving certificate or a higher education diploma, on the basis of which the candidate was admitted to studies at a university abroad (the completion of which is confirmed by a diploma for which the candidate is seeking recognition as equivalent to a Polish diploma) – in the case of a candidate who is a foreign national or who completed their studies abroad;
- 10) documents confirming the candidate's scientific output (scientific achievements), qualifications or other accomplishments, in particular: copies of publications, language certificates, certificates confirming the award of a scientific prize, completion of an internship or membership in a scientific circle; in the case of a document prepared in a language other than Polish or English, the candidate must also submit a copy of this document translated into Polish or English;
- 11) a list of documents required for admission to the doctoral school and submitted by the candidate, bearing the candidate's signature and generated in the IRK system (the candidate must independently complete point 6 of the list).

3. A candidate for the doctoral school who, during the admission process, resides outside the borders of the Republic of Poland with the intention of taking up permanent residence may:

- 1) submit scans of the documents listed in point 2 during the admissions process;
- 2) be admitted to the doctoral school on the condition, specified in the decision, that he/she submits originals of the documents or certified true copies of these documents to the committee by 15 October 2025.

Should the condition referred to in point 3.2 not be met, the Rector of the University of Gdańsk shall revoke the decision under which the candidate was admitted to the doctoral school.

¹ Should the candidate be seeking admission to the doctoral school in more than one scientific discipline, they must submit opinions by potential supervisors representing the respective disciplines.

² University of Gdańsk graduates are exempt from the obligation to provide information on the grading scale.

³ In the case of a diploma issued by a foreign university, the candidate must also submit the translation of the diploma into Polish, prepared and certified by a sworn translator.

⁴ In the case of a diploma issued by a foreign university which does not bear the grade obtained or the grading scale, the candidate must also submit a supplement to the diploma or a list of grades, accompanied by the Polish translation prepared and certified by a sworn translator.