



Required documents

- application (<http://zapisy.clouda.edu.pl/?cloudaLanguage=en>)
- original certificate of maturity (secondary education exam certificate) or original certificate of completing secondary education
- a document confirming the good health condition
- 1 color photo (3.5cm x 4.5 cm)
- copy of Passport
- dormitory application (<http://www.wsb-nlu.edu.pl/cmsen/images/obrazki/Dormitory%20Application%20Form%202015.docx>) (dormitory is extra paid after arrival - 100-140 EUR per month, details can be found [HERE](http://www.wsb-nlu.edu.pl/cmsen/images/obrazki/WSB_NLU_Accommodation2016.PDF) http://www.wsb-nlu.edu.pl/cmsen/images/obrazki/WSB_NLU_Accommodation2016.PDF)
- Diploma of completing 1st degree studies (*candidates for 2nd degree Master's studies only*)
- confirmation of payment: recruitment fee 300 PLN (100 EUR)
- confirmation of payment: first installment of tuition fee.
- birth certificate (translated to English or Polish)

Important! Candidates who apply for a visa must pay a year tuition fee! Foreign candidates from the countries with signed agreements on recognition of education with Republic of Poland (Austria, Belarus, Czech Republic, France, Germany, Slovakia, Ukraine) do not have to provide any additional documents.

Foreign candidates from the countries without agreements, who wish to apply to study at WSB-NLU, in addition to the above-mentioned documents, should supply:

1. Document presenting the course of education that shall comprise:
 - marks achieved in the final exam*
 - list of realized educational classes, number of hours, marks achieved*
 - curriculum information (content of education, period of learning, grading system)**) - Important! - only If the certificate of completing secondary education does not contain this information!
2. An apostille issued by the Consulate of Poland in the country issuing the document together with validation issued by the Chief Education Officer **or** Translation of the certificate and diploma into Polish together with legalization issued by the Ministry of Science and Higher Education.
3. Declaration confirming that the subjected certificate entitles the holder to apply for admission to university studies of any kind of university studies in the country within which education system the institution issuing the certificate operates (only if in the certificate there is no comment stating such entitlement).



Translation into Polish of certificate after it has been legalized or it has obtained an apostille and related documents made in foreign language, made by: sworn translator enrolled on the list of sworn translators managed by the Ministry of Justice or consul of Republic of Poland being at the office in country in which education system the subjected document has been issued. **Important! Before you start the application process check out visa conditions in Polish Council Office!**

Visa details for Kazakhstan -> <http://tiny.pl/g9gqf>

Visa details for India, Nepal, Afghanistan, Sri Lanka, Bangladesh, Bhutan and The Maldives -> <http://tiny.pl/g9gq5>

To get an offer letter - please contact us - recruitment@wsb-nlu.edu.pl