

**List of documents required from foreigners applying for admission to SGH  
university programmes**

1. Admission to first cycle and second cycle programmes shall require a submission of a printed out from ISR and signed by the candidate on-line form being an application for university admission;
2. Foreigners applying for university admission to programmes with instruction in Polish shall submit one of the documents stipulated in § 8.2.1 or 2 of the Order (not applicable to persons admitted based on the decisions of institutions outlined in § 3.3 and 4 of the Order and persons who declared in ISR an intention to take a qualification test in proficiency in Polish or holders of the Polish maturity certificates or university graduation diplomas of programmes with instruction in Polish). Foreigners applying for admission to programmes with instruction in English shall submit one of the documents stipulated in Annex 2 to the Order.
3. Foreigners who are to pursue university programmes based on a decision of the institutions outlined in § 3.3 and 4 of the Order, shall be required to submit a certified copy of such a decision.
4. Foreigners applying for admission to first cycle programmes shall also submit the following:
  - 1) a maturity certificate or a maturity certificate and a certificate of maturity exam scores in particular subjects specified in the law on the system of education or – for candidates holders of foreign maturity certificates – a legalised foreign maturity certificate or with an *apostille* attached or another document recognised in the Republic of Poland providing eligibility for university admission pursuant to article 93 of the law on the system of education along with its certified translation into Polish or English – unless the document has been made in English – made by a sworn translator authorised to translate official documents in EU member states, whereas the obligation of legalising or attaching an *apostille* shall not apply to foreign maturity certificates or other documents issued by the school or an educational institution acting under the education system of an EU member state, International Baccalaureate, European

Baccalaureate or other certificates or documents recognised by way of administrative decisions pursuant to article 93.3 of the law on the education system;

- 2) a certificate confirming the status of a central level school contest laureate or finalist, issued in the way outlined in SGH Senate's Resolution on the rules of recognition of achievements of school contest laureates or finalists;
- 3) a certificate confirming the status of a laureate or finalist of the School Contest of Entrepreneurship; a certificate confirming the status of a laureate or finalist of the School Contest of Economic Knowledge;
- 4) a certificate issued by a relevant Polish sports association documenting sports achievements of the candidate.

5. Foreigners applying for admission to second cycle programmes shall submit a university graduation diploma from a Polish university or – for candidates with foreign university graduation diplomas – a legalised or with an *apostille* attached graduation diploma from a foreign university with a diploma supplement, if issued, and a certified translation into Polish or English – unless the document was made in English – made by a sworn translator authorised to translate official documents in EU member states, whereas the obligation of legalising or attaching an *apostille* shall not apply to foreign university diplomas issued by universities acting under the education system of an EU member state.

6. The candidate shall be obliged to present originals of the above mentioned documents in the time specified by way of Rector's orders stipulated in § 5, unless provisions for admission decisions state otherwise.