

**Resolution of the Senate  
of the University of Technology in Katowice  
No. 10/21/09/2021  
from 21.09.2021**

**regarding the provisions and mode of admission to second-cycle studies – nursing field  
of study in the 2022/2023 academic year**

**§ 1**

**Initial provisions**

1. The document defines the conditions and mode as well as the date of the commencement and termination of recruitment and the way it is conducted for the first year of second-cycle studies conducted in the form of stationary and non-stationary studies at the nursing field of study, in the 2022/2023 academic year at the University of Technology in Katowice (to be hereinafter referred to as “School” or “WST”).
2. The terms contained within the Resolution and the present document are defined as follows:
  - a. foreigner – a person who is not a Polish citizen
  - b. candidate – physical person possessing the full capacity to perform acts in law, applying to be admitted to studies;
  - c. head of the recruitment unit – Faculty Dean;
  - d. recruitment process – a process which includes qualification for studies as well as preparation of lists of persons admitted to studies (adding a candidate to the enrollment list), as well as undertaking the administrative decision on refusal to be admitted to studies;
  - e. diploma of completing first-cycle studies – nursing field of study.

**§ 2**

**Qualification process– general provisions**

1. The recruitment process for the winter semester shall commence on 09.05.2022 and end on 30.09.2021, while the recruitment process for the summer semester shall last no longer than until the day of commencement of didactic classes.
2. Recruitment for the first year of second-cycle studies (in Polish and English) conducted as stationary and non-stationary studies in the nursing field of study is conducted via the WST electronic recruitment platform and will follow the qualification process.

3. A candidate shall be admitted to the qualification process if he/she possesses the documents listed in §2 sections 4-8 below, and fulfills all the remaining criteria specified in the present document.

4. The following documents are required to be admitted for the qualification process for second-cycle studies:

- a. diploma of completing first-cycle studies – nursing field of study.
- b. ID photograph in electronic version: (size of photograph after printout: 20x25mm in 300 dpi, size of photograph: 236x295 px));
- c. proof of payment of the recruitment fee;
- d. statement of acknowledgment of study regulations, financial regulations, and information on additional fees;
- e. oath;
- f. filled out candidate survey;
- g. document of consent to the processing of the candidate's personal data by WST;
- h. document/certificate confirming fluency in English on a B2 level – for candidates for studies conducted in English, whose native language is not English;
- i. document/certificate confirming fluency in Polish on a B2 level – for candidates for studies conducted in Polish, whose native language is not Polish;

5. Diploma of completion of studies and other documents issued abroad should bear an apostille or should be legalized in the country of issuance

6. Diploma of completion of studies and other documents prepared in a language other than Polish should be translated by a certified Polish interpreter or the translation should be approved by a Polish consul.

7. Candidates for studies conducted in English, whose native language is not English, in compliance with section 4, item h above present one of the documents listed below:

<b>CERTIFICATES RECOGNIZED BY WST CONFIRMING FLUENCY IN ENGLISH</b>	
<b>Certificate</b>	<b>Additional remarks</b>
First Certificate in English (FCE), Certificate in Advanced English (CAE), Certificate of Proficiency in English (CPE), Business English Certificate (BEC) Vantage	<b>minimum:</b> <ul style="list-style-type: none"> <li>• Pass,</li> <li>• Business English Certificate (BEC) Higher,</li> <li>• Certificate in English for International Business and Trade (CEIBT)</li> </ul> <b>Issued by</b> the University of Cambridge Local Examinations Syndicate and by the University of Cambridge ESOL. Examinations
Certificate in English Language Skills (CELS)	<b>minimum:</b> "Vantage" (B2) and "Higher" (C1)

Test of English as a Foreign Language (TOEFL)	<b>minimum:</b> 510 points on the test (at least 180 points in an online version)
English for Speakers of Other Languages (ESOL)	<ul style="list-style-type: none"> <li>• High Pass at Intermediate Level,</li> <li>• Higher Intermediate Level,</li> <li>• Advanced Level</li> </ul> <b>Issued by</b> LanguageCert International ESOL Qualifications
International English for Speakers of Other Languages (IESOL)	<ul style="list-style-type: none"> <li>• "Communicator",</li> <li>• "Expert",</li> <li>• "Mastery"</li> </ul> <b>Issued by</b> LanguageCert International ESOL Qualifications
<b>LanguageCert Level 1 Certificate in ESOL International</b> (Listening, Reading, Writing) (Communicator B2) 603/1961/6; <b>LanguageCert Level 2 Certificate in ESOL International</b> (Listening, Reading, Writing) (Expert C1) 603/1963/X; <b>LanguageCert Level 3 Certificate in ESOL International</b> (Listening, Reading, Writing) (Mastery C2) 603/1965/3	<b>Issued by</b> LanguageCert International ESOL Qualifications
Spoken English Test (SET) for Business	<ul style="list-style-type: none"> <li>• Stage B level "Communicator",</li> <li>• Stage C level "Expert",</li> <li>• Stage C level "Mastery"</li> </ul> <b>Issued by</b> LanguageCert International ESOL Qualifications
English for Business Communications (EBC)	<ul style="list-style-type: none"> <li>• Level 2,</li> <li>• Level 3</li> </ul> <b>Issued by</b> LanguageCert International ESOL Qualifications.
English for Office Skills (EOS)	<ul style="list-style-type: none"> <li>• Level 2</li> </ul> <b>Issued by</b> LanguageCert International ESOL Qualifications.
<b>London Tests of English, Level 3</b> (Edexcel Level 1 Certificate in ESOL International); <b>London Tests of English, Level 4</b> (Edexcel Level 2 Certificate in ESOL International); <b>London Tests of English, Level 5</b> (Edexcel Level 3 Certificate in ESOL International) -	<b>Issued by</b> Edexcel; administrated by Pearson Language Assessments or Pearson Language Tests

8. Candidates for studies conducted in Polish, who are foreigners, in compliance with paragraph 4 item i above, must present an official document as proof of knowledge of Polish.

The documents can be the following:

- a. a graduation certificate issued within the framework of the Polish education system
- b. a diploma of completing studies in Polish at a Polish university or

c. a certificate confirming knowledge of Polish on a language fluency level of at least B2 issued by:

- State Commission for the Certification of Proficiency of Polish as a Foreign Language or
- a certified by the minister in charge of higher education and science to organize examinations of Polish language as a foreign language on a specified level of language fluency
  - Polish or foreign institution of higher education which offers studies in Polish Philology or
  - a Polish or foreign entity, which has for at least three years been conducting Polish language or Polish as a foreign language lectureships or courses or other didactic courses in Polish.

9. The recruitment fee is non-refundable unless the field of study is not inaugurated due to an insufficient number of candidates per section 12 of the present paragraph.

10. The recruitment process is not necessary for foreigners who are admitted to studies in Polish based on the decision of the competent Minister.

11. Persons who have not completed their application or have not paid the recruitment fee within the specified time set forth for recruitment are placed on a list of persons not admitted to the qualification process.

12. In a situation, when the number of candidates qualified to be admitted to the studies is insufficient, the decision whether to inaugurate the studies is made by the Rector in cooperation with the School Founder.

13. The protocol from the qualification process is prepared and signed by all members of the recruitment commission.

14. Candidates who do not take or fail a test specifying the fluency level in the instruction language at a level of B2 per § 3, section 1, shall not be admitted to the studies.

15. If persons entered onto the enrollment list do not confirm their will to study by signing an agreement and presenting original documents, they shall be removed from the enrollment list.

16. The recruitment commission prepares a list of persons admitted to the studies, a list of persons not admitted to the qualification process, and a list of persons not admitted to the studies.

17. The qualification proceedings are conducted based on the order applications were submitted.

### § 3

#### **Qualification process– specific provisions**

1. In case of a lack of documents/certificates listed in § 2 sections 7 and 8 the candidate takes a B2 level test conducted at the university:
  - a. in English for candidates for studies conducted in English
  - b. in Polish for candidates for studies conducted in Polish
2. The test may be conducted either on-site or online. The method of conducting the test is decided upon by the Recruitment Commission.

### § 4

#### **Entry onto the enrollment list**

1. Upon completion of the qualification process, the recruitment commission will decide on admitting a candidate to studies, under the condition that:
  - a. the candidate has submitted the documents required by the University of Technology in Katowice (WST), within the time period specified by the head of the recruitment commission;
  - b. the candidate has signed an agreement on educational services; the agreement may be signed electronically (e – with an Autenti/qualified signature); the candidate is obliged to submit an original university graduation diploma no later than 30.09.2022, under the pain of being refused enrollment, or in the case of the administrative decision about being enrolled having already been made, under the pain of its annulment and refusal of enrollment as well as participation in didactic classes.
2. The candidate referred to in section 1 above must submit the following documents:
  - a. diploma of completing first-cycle studies – nursing field of study – and also documents listed in section 5;
  - b. visa or a residence card or another document entitling the bearer to stay in the Republic of Poland (only foreigners);
  - c. a document confirming the knowledge of Polish, listed in § 2 sections 7 and 8;
  - d. a medical certificate containing an opinion that there are no contradictions to study at a selected field of study, issued by an occupational medicine physician, which must be submitted by the required date. The certificate must be issued on a form containing a reference to the provisions of the regulation of the Minister of Health from 26 August 2014 on medical examinations for secondary and higher education institutions and vocational qualifying courses, for the students of these schools, participants of

vocational qualifying courses, and Ph.D., students (as amended), must specify the candidate's suitability to study at the nursing field of study as well as the expiration date of the certificate

e. biometric ID photograph: (photograph size after printout: 20x25mm in 300 dpi, size in pixels: 236x295 px) loaded onto the recruitment platform

f. biometric ID photograph: 1 piece (format: 3.5cm x 4.5cm).

3. Documents indicated in section 2 (excluding the medical certificate) must be submitted as a copy and original to be made available upon request. A member of the Recruitment Commission or an employee of the Recruitment Department certifies the copy as a true copy of the original document.

4. The medical certificate must be submitted to the Recruitment Office no later than 30.09.2022.

5. Documents referred to in section 2 may be submitted by a person who has been authorized in writing by the candidate to do so. The authorization indicates the person authorizing and the authorized person, the goal of the authorization and bears the signature of the candidate certified by a notary public as well as the original or an officially certified copy of the ID card/passport/residence card of the candidate.

6. When submitting the documents referred to in section 2 the person authorized by the candidate must provide: his/her ID card/passport/residence card.

7. Admission to studies takes place by entering the candidate onto the enrollment list, and in the case of foreigners – as an administrative decision of the Rector.

8. The recruitment commission, and in the case of foreigners the Rector, may reject a candidate in the following situations:

a. documents submitted by the candidate do not fulfill the requirements or are incomplete;

b. the candidate has previously studied at the School and has incurred a disciplinary penalty of being expelled from the School unless the penalty has been expunged;

c. the candidate has been disciplinarily expelled from another School.

9. The administrative decision about a candidate not being admitted to the studies is signed by the head of the recruitment commission, and in the case of foreigners – the Rector.

10. The administrative decision is delivered to the candidates in writing with acknowledgment of receipt.

11. The candidate may appeal the decision of the recruitment commission of not being admitted to the studies to the Rector. The appeal must be submitted via the recruitment commission within 14 days of receiving said decision.

12. A foreigner may request that the Rector review his/her case, and said request must be submitted within 14 days of receiving the Rector's decision.

13. The Rector's decision issued after the appeal has been considered, or in the case of foreigners – after the case has been reviewed, is final.

14. The recruitment commission prepares a report of the recruitment process which is then submitted to the Rector.

## § 5

### **Recruitment commission**

1. The recruitment is conducted by the recruitment commission.

2. The recruitment commission consists of the chairman, secretary, and three members.

3. The makeup of the recruitment commission is determined by the Rector in way of a regulation.

4. The recruitment commission conducts the recruitment process regarding admission to studies and announces its results.

## § 6

### **Admission for students after the conclusion of the recruitment process**

1. The Rector may admit a candidate for second-cycle studies provided there are openings still available no later than 19.10.2022

2. The declaration of intent to study by signing an agreement on educational services for second-cycle studies must take place no later than 21.10.2022.

## § 7

The present document must be published on the School website, the website of the entity publishing the Public Information Bulletin, as well as in recruitment centers.

  
**REKTOR**  
*prof. WSK dr. Aleksander Ostenda*

