

**List of required documents and the relevant requirements for admission to studies in English conducted at
SWPS University of Social Sciences and Humanities
in academic year 2019/2020**

The required documents should be submitted by the candidate as appendices in an e-mail addressed the Admissions Office at admissions@swps.edu.pl. Applications are accepted from 15 April 2019. The relevant originals should be presented in the Admissions Office not later than by 11 October 2019. Failure to comply with the obligation to present the document in the required time frame shall result in the revocation of the decision on admission of the candidate to studies.

List of required documents and outline of the admissions procedure:

1. completed online form and establishment of an individual registration account,
2. personal questionnaire (available in the individual registration account),
3. two copies of the Agreement on the Payment Terms and Conditions for Studies along with the appendices (available in the individual registration account),
4. a health insurance and accident insurance policy valid throughout the period of studies in Poland or a European Health Insurance card or, alternatively, a declaration of insurance in the National Health Fund obtained immediately after the commencement of studies,
5. secondary school certificate (Pol. *świadectwo maturalne*) with transcript in case of applications for undergraduate studies, alternatively diploma of completion of studies with supplement in case of applications for graduate studies,
6. document confirming foreign language competence on the required level (details available in the list of requirements for the particular programs of study),
7. application fee payable via the individual registration account in the following amount:
 - a. PLN 150.00 for the design programs,
 - b. PLN 85 for other programs of study,
8. following a successful qualification procedure, the candidate is obliged to pay the tuition fee to the bank account indicated in the individual registration account. We recommend payment for the entire semester or the entire academic year depending on the requirements of the visa process.

In order to sign up for a qualification test or an interview confirming English language competence, please write to the Admissions Office at: admissions@swps.edu.pl.

List of requirements for the particular programs of study in English:

program of study, specialization	level	campus	duration in years	Additional documents	Examination
English Studies English Studies with Spanish English Studies with Chinese English Studies with German English Studies with Japanese	undergraduate	Warszawa	3	Document confirming English language competence on level B2	If a candidate does not have a document confirming English language competence, it is possible to take the qualification test in person at the university
English Studies	graduate	Warszawa	2	Document confirming English language competence on level C1	If a candidate does not have a document confirming English language competence, it is possible to take the qualification test in person at the university
„Media and Society” - studies conducted in cooperation with Macromedia University of Applied Sciences – Macromedia GmbH	graduate	Warszawa	2	<ul style="list-style-type: none"> CV, Document confirming English language competence on level B2 	If a candidate does not have a document confirming English language competence, it is possible to take the qualification test online via Skype.
“Media and Communication Management” - studies conducted in cooperation with Macromedia University of Applied Sciences – Macromedia GmbH	graduate	Wroclaw	2	<ul style="list-style-type: none"> CV, Document confirming English language competence on level B2 	If a candidate does not have a document confirming English language competence, it is possible to take the qualification test online via Skype.

program of study, specialization	level	campus	duration in years	Additional documents	Examination
“Economic Psychology” - studies conducted in cooperation with Tilburg University	graduate	Wrocław	2	<ul style="list-style-type: none"> • CV, • Personal statement, • Document confirming English language competence on level B2 	<p>If a candidate does not have a document confirming English language competence, it is possible to take the qualification test online via Skype.</p> <p>Qualification is carried out by a Committee assembled in SWPS University and in Tilburg University</p>
Sociology	graduate	Warszawa	2	Document confirming English language competence on level B2	<p>If a candidate does not have a document confirming English language competence, it is possible to take the qualification test online via Skype</p>
International Business Management	undergraduate	Warszawa	3	Document confirming English language competence on level B1	<p>If a candidate does not have a document confirming English language competence, it is possible to take the qualification test online via Skype</p>
Management	graduate	Warszawa	3	Document confirming English language competence on level B2	<p>If a candidate does not have a document confirming English language competence, it is possible to take the qualification test online via Skype</p>

program of study, specialization	level	campus	duration in years	Additional documents	Examination
Psychology	undergraduate	Warszawa	4	Document confirming English language competence on level A2	If a candidate does not have a document confirming English language competence, it is possible to take the qualification test online via Skype
Psychology	undergraduate	Warszawa	3	Document confirming English language competence on level B2	If a candidate does not have a document confirming English language competence, it is possible to take the qualification test online via Skype
Psychology	graduate	Warszawa	2	<ul style="list-style-type: none"> Application Questionnaire 	Interview
Industrial Design	Undergraduate	Poznań	4	<ul style="list-style-type: none"> Portfolio Doctor's certificate confirming that there are no medical contraindications preventing the candidate to study Industrial Design. 	Interview with portfolio evaluation.