

Documents required from foreign students admitted to the GeoPlanet Doctoral School

To enter your name on the student's list we will need to see the original of your MSc diploma. Please remember to bring it to Poland along with the originals of other application documents (MSc and BSc certificates, transcripts of grades from the BSc and MSc level) and deliver these documents to the secretary office immediately after your arrival. After verification, we will return the original documents.

Documents that originate from outside the EU/EFTA/OECD countries need to be validated by National Agency for Academic Exchange (NAWA; <https://nawa.gov.pl/en/>). We can validate the documents on your behalf even prior to your arrival in Poland. For this purpose we need a good quality and reasonable size scans (pdf format) of:

- MSc diploma (it may be a provisional certificate in case your degree was awarded just recently),
- transcript/ diploma supplement/ list of subjects and grades,
- previous document of education together with transcript/ diploma supplement (usually it is the BSc diploma/transcript of grades; in case of integrated Masters course, without BSc degree, the previous document is a secondary education certificate),
- certified translation of the above mentioned documents – in case of documents issued in languages other than English, German, Spanish, Russian, Ukrainian.

Additionally all foreign MSc diplomas have to be authenticated with apostille or legalized. You need to obtain apostille or legalize your diploma prior to your arrival to Poland. In case of documents issued in countries which are parties to the Hague Convention an apostille has to be obtained. The list of countries and institutions responsible in each country for issuing apostille may be found at <https://www.hcch.net/en/instruments/conventions/authorities1/?cid=41>. In case of other countries you need to legalize your diploma according to the law in your country.

Please note: when NAWA validation turns negative, you will not be able to study and receive the PhD degree in Poland. Consequently it is best to send us the scans of the requested documents in advance your arrival to Poland, so we can validate the documents on your behalf.

In case your MSc diploma is not in English, we require a sworn translation into Polish or into English (translation may be done after your arrival to Poland).