

## Conditions, procedure and dates of starting and completing the admission procedure for candidates for the full-time and part-time undergraduate studies at the Gdańsk University of Technology for the academic year 2019/2020

### §1

1. Candidates applying for admission to the undergraduate studies must be a holder of a certificate of secondary education or a certificate of secondary education and a certificate of matriculation examination results, or another document qualifying to apply for admission to studies in Poland.
2. Admission procedure of candidates is carried out for full-time and part-time undergraduate studies, ending in obtaining first-degree qualifications. In addition to the standard procedure, admission to studies may take place as a result of confirmation of learning outcomes as specified in Art. 71 para. 4 of the Law on Higher Education and Science of 20 July 2018. Detailed information on the admission procedure as a result of confirmation of learning outcomes is set out as a separate university procedure.
3. Candidates for the first year of undergraduate studies will be admitted to selected forms and fields of study listed in **Annexe 1**, within the admissions limits set by faculty admissions committees and the admission committee for foreign candidates approved by the rector not later than on the publication date of the results.
4. The candidate cannot apply to the field that they are currently studying as part of the same degree and faculty of Gdańsk University of Technology. In the case of inter-university and inter-faculty fields of study conducted at Gdańsk University of Technology, the principle also applies to various universities and faculties co-conducting the studies. Taking up the next field of full-time studies is possible after completing the first year of full-time undergraduate studies.
5. Admission procedure takes place in an electronic form, hereinafter referred to as the *eRecrutacja (eRecruitment)*. The candidate registers on the website <http://rekrutacja.pg.edu.pl> (in accordance with **Annexe 2**). Undertaking the wrong admission procedure eliminates the candidate from the further admission process.
6. Admission procedure is conducted on the following dates:
  - a) for Polish citizens, admission procedure shall commence on 10 May 2019 for full-time studies and on 5 July for part-time studies. In both cases the results will be announced by the end of July 2019. The detailed admission schedule is set by the rector by the end of March 2019 and announced in the first week of April 2019 on the website <http://www.pg.edu.pl>.
  - b) for non-nationals, the admission procedure shall commence on 10 May 2019, and the results will be announced by 15 August 2019. The detailed admission schedule shall be set by the rector until the end of March 2019 and announced in the first week of April 2019 on the website <http://www.pg.edu.pl>.
7. As a result of admission procedure, the candidate is admitted to one field, the first of those indicated in their online recruitment account, for which they qualify with the results achieved within the admission limit. Each of the given fields of study will be launched on condition that at least 25 candidates qualify. In the case of a lower number of candidates, the decision on opening the course of studies in the given field is made by the rector.

### §2

1. Candidates who are Polish citizens taking a so-called 'new matriculation exam' (results given as a percentage) shall be admitted on the basis of their matriculation exam results in a chosen (depending on the field of study) main subject, Polish language and literature and a modern foreign language. Detailed qualification criteria for individual fields are listed in **Annexe 3**.
2. Candidates who are Polish citizens who have passed a so-called 'old maturity exam' (grading scale from 2 to 6) shall be admitted on the basis of their maturity exam results or the certificate of secondary education results in a chosen (depending on the field of study) main subject, Polish language and literature and a modern foreign language. Detailed qualification criteria for individual fields are listed in **Annexe 3**.
3. Candidates who are Polish citizens taking an International Baccalaureate shall be admitted on the basis of their IB exam results in a chosen (depending on the field of study) main subject, Polish language and literature and a modern foreign language. Detailed qualification criteria for individual fields are listed in **Annexe 3**.
4. Non-nationals or Polish citizens who are holders of a document other than the Polish certificate of secondary education but recognized in Poland as a document which entitles them to apply for admission to studies, shall be admitted on the basis of their results from the examination that entitles them to undertake studies in the country of issue, in a chosen (depending on the field of study) main

subject and a modern foreign language. Detailed qualification criteria for individual fields are listed in **Annexe 3**.

Following an administrative decision, certificates and other documents issued abroad can be recognized as a documents confirming in Poland entitlement to application for admission to higher education studies.

5. Admission procedure to the field of Architecture is conducted in two stages:

a) step one – a two-part test based on a competition, checking aptitude for the architect profession (hand drawing, tests). The candidate must take both parts of the test.

b) step two - competition of candidate points calculated on the basis of **Annexe 3**. The conditions for conducting both stages of the aptitude test for the architect profession take into account the specific needs of disabled candidates for studies, in particular, support in providing mobility to people with pronounced mobility disability, help in communication with people with pronounced hearing loss, etc. After summarizing the results of both stages, the best candidates will be admitted to the studies - in the order of obtained results, with the condition of obtaining a minimum point limit for each part of the test . Minimum point limits are determined by the faculty admissions committees after the test, depending on the level achieved by the candidates.

### § 3

1. Admission to studies for Polish citizens is carried out by faculty admissions committees and in the case of non-nationals – by the admissions committee for non-nationals. Their work is coordinated by the rector.

2. The faculty admissions committee may determine the minimum point limit entitling to admission to studies.

3. The condition for accepting the candidates is to deliver a complete set of documents within the deadline set by the rector on the website <http://www.pg.edu.pl>. The list of documents required in the admission procedure for undergraduate studies and the place of their submission will be announced on the website <http://www.pg.edu.pl>. Failure to submit the documents and to pay the recruitment fee within the specified period is tantamount to resignation from participation in admission procedure and will result in the decision that the candidate shall not be admitted to studies.

4. In addition to the documents mentioned in point 3, the following documents are required by the university from candidates being Polish citizens holding a document other than the Polish certificate of secondary education and from non-nationals:

- confirmation of entitlements issued by the school/education authorities to undertake undergraduate studies in the country of issue of the certificate of secondary education or another secondary school-leaving document entitling the holder to apply for admission to studies in the country of issue

- list of grades concerning the course of the last stage of education, entitling to take up undergraduate studies

- official grading scale

- apostille or legalization obtained on the certificate of secondary education or another secondary school-leaving document entitling the holder to apply for admission to studies in the country of issue.

In the case of non-nationals applying for admission to studies conducted in Polish:

- attestation of knowledge of the Polish language and literature at a minimum B1 level according to the European System of Language Description or a certificate of Polish as the language of instruction in the course of the previous stage of education.

In the case of non-nationals applying for admission to studies conducted in English:

- an international certificate confirming knowledge of English at a minimum B2 level according to the European System of Language Description according to the list on the website of the International Relations Office or a certificate of English as the language of instruction in the previous stage of education or proof of knowledge of English at a minimum B2 level according to the European System of Language Description issued by Gdańsk University of Technology
- confirmation of English language skills is not required if the previous education stage was conducted in a country where the only official language is English.

The above documents will be accepted if they have been issued in Polish or English or translated into Polish or English by a sworn translator or equivalent in the country of issue.

5. The amount of fees for the admission procedure is specified in the Rector's circular letter.

6. If the number of candidates admitted for a given field of study in the basic procedure is lower than the admission limit, additional admission process may take place on dates specified by the rector. Possible additional dates will be announced on the website <http://www.pg.edu.pl>.

### §4

Detailed conditions of admitting of winners and finalists of the olympiads and central level competitions which took place in Poland, to studies in public higher education institutions are set out in a separate resolution of the Senate of the Gdańsk University of Technology.

#### **§5**

1. According to the admission schedule, the rector publishes the list of candidates admitted to a given field, form and level of study. Ranking lists are based on the number of points calculated according to provisions specified in Appendix 3.

2. Candidates who are Polish citizens that have successfully passed the admission procedure are admitted to studies by enrollment on the list of students, and in the case of a negative outcome of the admission procedure will receive a written decision signed by the chairman of the faculty admissions committee. Non-nationals shall receive the rector's administrative decision regarding their admission to the university.

#### **§6**

1. In the case of Polish citizens, the candidate may appeal from the negative decision of the faculty admissions committee within fourteen days from the date of delivery of the decision, submitting their appeal to the rector. The University takes into account the possibility of appealing to persons who applied for admission to a given field of study for the academic year for which admission was conducted and whose result of the matriculation examination in a given subject or subjects was increased as a result of the verification of the sum of points or appeal, referred to in Article 44zzz of the Act of 7 September 1991 on the education system.

2. . In the case of non-nationals, the candidate may appeal from the negative administrative decision of the rector within fourteen days from the date of delivery of the decision, submitting their application for the decision reconsideration to the rector.

3. The appeal of the candidate is reviewed by faculty admissions committees or the admissions committee for non-nationals.

4. After considering the appeal, the decision is made by the rector. This decision is final.

#### **§7**

In situations not provided for in these admission rules, the decision is taken by the rector.

#### **§8**

Gdańsk University of Technology is not responsible for incorrect entering of any data to the eRekrutacja system by the candidate. If the candidate provides incorrect personal details or data concerning the results of matriculation or maturity examination, Gdańsk University of Technology reserves the right to remove the candidate from the admission procedure.

**Annexe 1**

to "Conditions, procedure and dates of starting and completing the admission procedure for candidates for full-time and part-time undergraduate studies at Gdańsk University of Technology for the academic year 2019/2020"

Graduate programs of general academic profile approved for opening in the winter semester 2019/2020:

Field of study	Faculty	Form of studying		Professional title	Language of the study programme
		full-time	part-time		
Economic Analysis	Management and Economics	full-time	part-time	Bachelor	Polish
Architecture	Architecture	full-time	--	Bachelor, Engineer of Architecture	Polish
Automatic Control, Robotics and Control Systems	Electrical and Control Engineering	full-time	--	Bachelor of Science Engineer	Polish
Control Engineering, Cybernetics and Robotics	Electronics, Telecommunications and Informatics	full-time	--	Bachelor of Science Engineer	Polish
Biotechnology	Chemistry	full-time	--	Bachelor of Science Engineer	Polish
Civil Engineering	Civil and Environmental Engineering	full-time	part-time	Bachelor of Science Engineer	Polish
Chemistry	Chemistry	full-time	--	Bachelor of Science Engineer	Polish
Chemistry in Construction Engineering	Chemistry	full-time	--	Bachelor of Science Engineer	Polish
Economics	Management and Economics	full-time	--	Bachelor	Polish
Electronics and Telecommunications	Electronics, Telecommunications and Informatics	full-time	--	Bachelor of Science Engineer	Polish
Electrical Engineering	Electrical and Control Engineering	full-time	part-time	Bachelor of Science Engineer	Polish
Power Engineering	Electrical and Control Engineering, Mechanical Engineering, Ocean Engineering and Ship Technology	full-time	--	Bachelor of Science Engineer	Polish and English
Technical Physics	Applied Physics and Mathematics	full-time	--	Bachelor of Science Engineer	Polish
Geodesy and Cartography	Civil and Environmental Engineering	full-time	part-time	Bachelor of Science Engineer	Polish
Spatial Development	Architecture	full-time	--	Bachelor of Science Engineer	Polish
Informatics	Electronics, Telecommunications and Informatics	full-time	part-time	Bachelor of Science Engineer	Polish
Biomedical Engineering	Electronics, Telecommunications and Informatics	full-time	--	Bachelor of Science Engineer	Polish

Data Engineering	Electronics, Telecommunications and Informatics; Management and Economy	full-time	--	Bachelor of Science Engineer	Polish
Materials Engineering	Applied Physics and Mathematics, Chemistry; Mechanical Engineering	full-time	--	Bachelor of Science Engineer	Polish
Medical and Mechanical Engineering	Mechanical Engineering	full-time	--	Bachelor of Science Engineer	Polish
Environmental Engineering	Civil and Environmental Engineering	full-time	part-time	Bachelor of Science Engineer	Polish
Corrosion Engineering	Chemistry	full-time	--	Bachelor of Science Engineer	Polish
Mathematics	Applied Physics and Mathematics	full-time	--	Bachelor	Polish
Mechanical Engineering	Mechanical Engineering	full-time	part-time	Bachelor of Science Engineer	Polish and English (full-time only)
Mechatronics	Mechanical Engineering	full-time	--	Bachelor of Science Engineer	Polish
Nanotechnology	Applied Physics and Mathematics	full-time	--	Bachelor of Science Engineer	Polish
Ocean Engineering	Ocean Engineering and Ship Technology	full-time	part-time	Bachelor of Science Engineer	Polish
Chemical Technology	Chemistry	full-time	--	Bachelor of Science Engineer	Polish
Transport*	Civil and Environmental Engineering; Ocean Engineering and Ship Technology	full-time	--	Bachelor of Science Engineer	Polish
Management	Management and Economics	full-time	--	Bachelor	English
Management and Production Engineering	Mechanical Engineering	full-time	--	Bachelor of Science Engineer	Polish
Engineering Management	Management and Economics	full-time	part-time	Bachelor of Science Engineer	Polish
Green Technologies and Monitoring	Chemistry	full-time	--	Bachelor of Science Engineer	Polish and English

\* field run in two disciplines

## **Annexe 2**

to "Conditions, procedure and dates of starting and completing the admission procedure for candidates for full-time and part-time undergraduate studies at Gdańsk University of Technology for the academic year 2019/2020"

### **eRekrutacja**

1. Gdańsk University of Technology conducts electronic admission of candidates for all fields of full-time and part-time studies.

2. As part of the admission procedure, candidates register on the website <http://rekrutacja.pg.edu.pl>

3. Admission procedure:

The candidate applying for admission to studies is obliged to:

a) read and accept the admission requirements at Gdańsk University of Technology,

b) set up an internet recruitment account or if they already have an account in the system

eRekrutacja PG - log in to it,

c) complete personal and address details properly, in accordance with the ID card, and any other data required in the admission procedure,

d) provide the required information about education, number of the certificate of secondary education, etc.

e) provide matriculation/maturity exam results (as percentage or grades, depending on the type of passed exam),

f) complete the admission participation form:

a. choose admission for studies,

b. choose fields of study and arrange them according to their preferences starting with the field that they are most interested in,

c. print and sign the admission procedure participation form,

g) pay one admission fee for a given admission in a fixed amount (the field of Architecture requires a higher fee) to an individual bank account generated by the eRekrutacja system no later than on the last day of the electronic admission. After confirming the payment, an appropriate message will appear in the candidate's account.

h) provide the required documents to the relevant faculty admissions committee or the admissions committee for non-nationals, according to the admission schedule announced by the rector.

4. The editing of all data on the candidate's account is blocked in accordance with the admission schedule announced by the rector.

5. The candidate will be informed about the course of the admission process through the eRekrutacja system (<http://rekrutacja.pg.edu.pl>) and through the website <http://www.pg.edu.pl>.

6. The candidate is obliged to control their admission procedure account and information appearing there and on the website <http://www.pg.edu.pl>.

7. Gdańsk University of Technology is not responsible for failure to comply with the electronic admission procedure requirements as well as the consequences of the candidate's failure to acknowledge the messages posted on their individual account in the eRekrutacja system and at <http://www.pg.edu.pl>.

8. Gdańsk University of Technology is not responsible for the impossibility of registering or making changes, caused by network failures independent of the University. In such cases, the candidate should report in person to the admissions committee.

9. Candidates are required to keep secret the password obtained while setting up the account. Gdańsk University of Technology is not responsible for the consequences of making this password available to third parties, in particular for changes to the data in the candidate's account.

### Annexe 3

to "Conditions, procedure and dates of starting and completing the admission procedure for candidates for full-time and part-time undergraduate studies at Gdańsk University of Technology for the academic year 2019/2020

#### Qualification criteria for full-time and part-time **undergraduate studies**

The sum of the candidate's points in the following subjects is taken into account in the competition:

- the main subject,
- the Polish language and literature,
- a modern foreign language.

Candidates who are non-nationals or Polish citizens who have a document other than the Polish certificate of secondary education, the sum of the candidate's points in the following subjects is taken into account in the competition:

- the main subject,
- a modern foreign language.

The formula by which the **candidate points** are calculated

$$W = \text{main object} * p + 0.1 * \text{Polish lang.} * p + a * \text{foreign lang.} * p$$

where:

W	the number of candidate's points
the main subject	the number of points corresponding to the result of the examination in the main subject
Polish lang.	the number of points corresponding to the result of the examination in the Polish language and literature
foreign lang.	the number of points corresponding to the result in percentage of the written examination in the foreign language
p	a variable depending on the type and level of the matriculation examination
a	a variable depending on the level of the matriculation examination in a foreign modern language

In the case of candidates to the field of **Architecture**, the first stage of qualification process is the aptitude test for the architect profession.

The formula by which the **candidate points** for the field of Architecture

$$W_A = S + W$$

where:

W <sub>A</sub>	the sum of points of the candidate for Architecture
S	the result of the aptitude test for the architect profession of the candidate who has obtained a point minimum in every part of the test

#### 1. For candidates who are Polish citizens taking a so-called 'new matriculation exam' (results given as a percentage)

The formula for calculating the number of points of the candidate should be amended as follows:

main subject	the number of points corresponding to the result in percentage of the written matriculation examination in the main subject
Polish lang.	the number of points corresponding to the result in percentage of the written matriculation examination in the Polish language and literature
foreign lang.	the number of points corresponding to the result in percentage of the written matriculation examination in the foreign language
p = 0.6	for the matriculation examination at the basic level
p = 1.0	for the matriculation examination on an advanced level or if the candidate took a the matriculation examination in a foreign language on a bilingual level
a = 0.15	if the candidate took the matriculation examination in a foreign language on a bilingual level
a = 0.1	if the candidate took the matriculation examination in a foreign language on a level other than bilingual

## 2. For candidates who are Polish citizens taking an International Baccalaureate

To candidates taking an International Baccalaureate the following the conversion of grades from the IB examination to points applies:

Grades	Number of points	
	SL level	HL level
excellent (7)	100	100
very good (6)	85	95
good (5)	70	90
satisfactory (4)	55	80
mediocre (3)	40	60
poor (2)	30	40
very poor (1)	0	0

The formula for calculating the number of points of the candidate should be amended as follows:

main subject the number of points corresponding to the grade from the main subject  
Polish lang. = 0  
foreign lang. the number of points corresponding to the grade from the foreign language  
 $p = 1.0$   
 $a = 0.25$

## 3. Candidates who are Polish citizens who have passed a so-called 'old maturity exam' (grading scale from 2 to 6)

Candidates who passed the maturity exam in the old formula (before 2005) evaluated in a four-grade scale (from 2 to 5) or six-grade scale (from 1 to 6) will have their grades transformed into points. If no main subject was taken at the exam, grades from the final certificate of the last class graduation (excluding Computer Science) will be considered according to the following formula:

Grades	excellent (6)	very good (5)	good (4)	sufficient (3)	mediocre (2)
Assigned points	100	80	60	40	20

In case if the candidate took a written and speaking part of the maturity exam, the average of both grades is taken into account. This rule applies to the main subject and the foreign language.

The formula for calculating the number of points of the candidate should be amended as follows:

main subject the number of points corresponding to the grade in the main subject  
Polish lang. the number of points corresponding to the grade in the Polish language and literature (the result of the written part of the exam)  
foreign lang. the number of points corresponding to the grade in the foreign language  
 $p = 1.0$  for grades from the maturity examination  
 $p = 0.5$  for grades from the final certificate of the last class graduation  
 $a = 0.1$

## 4. For Polish citizens who are holders of a document other than the Polish certificate of secondary education and for non-nationals

For Polish citizens who are holders of a document other than the Polish certificate of secondary education and for non-nationals, the points are calculated from the grades of the state examination entitling to undertake studies in the country of issue. If no main subject was taken at the state exam, grades from the final certificate of the last class graduation (excluding Computer Science) will be considered, according to the decision made in each country by the admissions committee for non-nationals.

The formula for calculating the number of points of the candidate should be amended as follows:

main subject the number of points corresponding to the grades from the examination in the main subject  
Polish lang. = 0  
foreign lang. the number of points corresponding to the grades from the examination in the foreign language  
 $p = 1.0$  for the state examination with a specified result from the main subject and the foreign modern language  
 $p = 0.6$  for the state examination without specified result from the main subject  
 $p = 0.5$  for grades from the final certificate of the last class graduation  
 $a = 0.1$  in the case of non-nationals



a = 0.25 in the case of Polish citizens

### 5. Main subjects of choice

<b>Field of study</b>	<b>Main subjects of choice</b>
<b>Economic Analysis</b>	Mathematics
<b>Architecture</b>	Candidates for Architecture must take an aptitude test for the architect profession Mathematics
<b>Automatic Control, Robotics and Control Systems</b>	Mathematics or Physics and Astronomy or Physics or Computer Science
<b>Control Engineering, Cybernetics and Robotics</b>	Mathematics or Physics and Astronomy or Physics or Computer Science
<b>Biotechnology</b>	Mathematics or Physics and Astronomy or Physics or Biology or Chemistry
<b>Civil Engineering</b>	Mathematics or Physics and Astronomy or Physics
<b>Chemistry</b>	Mathematics or Physics and Astronomy or Physics or Chemistry
<b>Chemistry in Construction Engineering</b>	Mathematics or Physics and Astronomy or Physics or Chemistry
<b>Economics</b>	Mathematics or Geography or History
<b>Electronics and Telecommunications</b>	Mathematics or Physics and Astronomy or Physics or Computer Science
<b>Electrical Engineering</b>	Mathematics or Physics and Astronomy or Physics
<b>Power Engineering</b>	Mathematics or Physics and Astronomy or Physics
<b>Technical Physics</b>	Mathematics or Physics and Astronomy or Physics or Computer Science
<b>Geodesy and Cartography</b>	Mathematics or Physics and Astronomy or Physics, or Computer Science or Geography
<b>Spatial Development</b>	Mathematics or Geography
<b>Informatics</b>	Mathematics or Physics or Physics or Computer Science
<b>Biomedical Engineering</b>	Mathematics or Physics and Astronomy or Physics or Chemistry or Computer Science
<b>Materials Engineering</b>	Mathematics or Physics and Astronomy or Physics or Chemistry
<b>Mechanical and Medical Engineering</b>	Mathematics or Physics and Astronomy or Physics or Chemistry
<b>Environmental Engineering</b>	Mathematics or Physics and Astronomy or Physics or Biology or Chemistry
<b>Data Engineering</b>	Mathematics or Physics and Astronomy or Physics or Computer Science
<b>Corrosion</b>	Mathematics or Physics and Astronomy or Physics or Chemistry
<b>Mathematics</b>	Mathematics or Physics and Astronomy or Physics or Computer Science
<b>Mechanical Engineering</b>	Mathematics or Physics and Astronomy or Physics
<b>Mechatronics</b>	Mathematics or Physics and Astronomy or Physics
<b>Nanotechnology</b>	Mathematics or Physics and Astronomy or Physics or Chemistry
<b>Ocean Engineering</b>	Mathematics or Physics and Astronomy or Physics
<b>Chemical Technology</b>	Mathematics or Physics and Astronomy or Physics or Chemistry
<b>Transport</b>	Mathematics or Physics and Astronomy or Physics
<b>Management</b>	Mathematics
<b>Engineering management</b>	Mathematics or Physics and Astronomy or Physics
<b>Management and Production Engineering</b>	Mathematics or Physics and Astronomy or Physics
<b>Green Technologies and Monitoring</b>	Mathematics or Physics and Astronomy or Physics or Chemistry