



APPLICATION 2016-2017

General information

As part of the procedure to apply to the Warsaw International Studies in Psychology, fill out and sign this application form and submit it together with the necessary documentation as specified. Incomplete applications cannot be considered. To help ensuring that you provide all the required information, complete the checklist below before submitting your application. Please make sure that handwriting and copies of documents are clearly legible. Send complete applications to:

Warsaw International Studies in Psychology
Faculty of Psychology, University of Warsaw
ul. Stawki 5/7
00-183 Warsaw
Poland

Please note that to apply successfully you also have to create an account in the Internet Registration System of the University of Warsaw and apply to our studies there. Thus, even though this application form and the additional documentation are an important part of the application, they are not sufficient in and by themselves. Please visit www.psychology.pl for more information.

Deadline: We need to have received your complete application by June 30th 2016.

Checklist of required documents

- Complete and signed application form
- Copy of high school diploma
- Transcript of grades (sometimes included on high school diploma)
- If not already on diploma: official statement that diploma entitles access to higher education
- Copy of passport/ID-card
- Proof of payment of application fee
- Letter of recommendation

The following documents are required for enrollment, though are not essential for the application process. If you have these documents however, it is best to submit them already. The first two documents apply mainly to applicants from outside the European Union/EFTA, the last document (nostrification) applies to all applicants who have a non-Polish diploma (except an IB or EB diploma) – please read more info on page 7.

- Medical certificate
- Proof of English language proficiency
- Nostrification of foreign high school diploma (formal recognition of your high school diploma in Poland)



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1 Personal details

Official given name(s)

Family name

Date of birth (dd/mm/yyyy)

Place and country of birth

Sex:

Female / Male

Is English your native language?

Yes No

Citizenship / Nationality (list all in case you possess more than one)

Passport number (for Polish citizens ID number)

Father's given name(s)

Mother's given name(s)

Mother's maiden name

2 Contact details

e-mail

Phone nr (mobile)

Address of permanent residence

Street and number

Postal/zip code

Place

Country



Correspondence address (fill in only if different from permanent address)

Street and number

Postal/zip code

Place

Country

3 Education

Official name of diploma entitling you to higher education, in original language and English

Name of high school

Address of high school

Date of graduation

Additional diplomas / degrees (in case you have)

4 Book Choice

Which book will you read in order to prepare for the qualification interview?
Please select one option only.

- The man who mistook his wife for a hat (entire book) – Oliver Sacks
- Influence: Science and practice – Robert Cialdini
- The noonday demon (first 5 chapters) – Andrew Solomon



5 University student housing

The University of Warsaw offers accommodation in the form of academic dormitories. Rooms are shared by 2 or 3 students; kitchen facilities are shared by multiple rooms. Depending on the dorm, rooms have a bathroom, or there are shared bathroom facilities. The number of available places in dorms is limited; as the number of applications for student housing exceeds the number of available places, only a part of the requests will be granted. In addition to the dorms, a limited number of adjusted private rooms are available for physically impaired students. Please indicate if you plan to apply for University accommodation, so that we can better assist you with the application process. (Note that in general it is not difficult to find private accommodation in Warsaw. Privately rented rooms and apartments are more expensive than the University dorms but usually of better standard.)

Do you plan to apply for University student housing? Yes / No

6 Signature

By signing this application:

- I request the University of Warsaw to consider my application to the five-year Master psychology program of the Warsaw International Studies in Psychology at the Faculty of Psychology.
- I certify that I am aware of the costs of attending the studies I apply for (tuition fee), and that I am ultimately responsible for all anticipated expenses (cost of living, etc.) for the entire duration of my stay in Warsaw, Poland.
- I declare that all the information I provide in this form, to my best knowledge, is complete and true.
- I understand that this application is only the first step in the application process, and that it does not guarantee admission to the studies I apply for.

Place and date

Signature

Please make sure you have enclosed all required documentation, as summarized in the checklist on page 1 and as described in detail on the following pages. We need to have received your application and documentation by June 30th the latest.* see exception on next page.



■ Copy of high school diploma

For your application to be considered you need to provide us with a copy of a high school diploma that allows admittance to institutions of higher education (universities or equivalent) in the country that issued the diploma. If the secondary education you completed consisted of different stages that were each concluded with an official degree and diploma, we need only a copy of that diploma which enables you to enroll in higher education.

If you have completed studies of higher education already, such as a Bachelor or Master program, then you are welcome to mention these accomplishment in the “additional diplomas / degrees” section of point 3 Education. However, you do not have to provide us with a copy of the diploma or degree of these studies; we only need a copy of the diploma that allowed you to enroll in these studies in the first place. (If you apply for transfer to our program we will need additional information about your previous studies, but this is a separate procedure described elsewhere.)

* **NOTICE:** if you are currently finishing your high school and will not receive your diploma in time to meet the application deadline, then we make an exception and allow you to deliver the copy of your diploma to us after the deadline. However, we need to have received it no later than one day before the qualification interviews start, or your application will not be considered.

■ Transcript of grades / marks

In order to assess your application, we need a copy of an official confirmation of the grades / marks that you obtained for the subjects on which your high school diploma is based. In some cases this information is included on the diploma. In other cases this information is provided on a separate document that is handed out together with the diploma. If information about grades was not provided in any way, you will need to contact the institution that provided you with the diploma, and request a transcript of grades. If your diploma includes the information about your grades, you do not have to provide a separate document.

■ Statement concerning access to higher education

Your high school diploma should contain a clause clearly stating that in the country which issued the diploma, it in principle qualifies you for enrollment in higher education, or that it gives you the right to apply for admission to institutions of higher education.

If no such clause or statement is included on your diploma, you need to obtain a statement or certificate from a responsible authority, clearly making this claim, or comparable. (In case you have a Polish, an IB or an EB diploma, then this requirement does not apply to you). Depending on the country, this could either be a government body, an educational authority, or an embassy. If your diploma was issued by a country in the EU, EFTA, or OECD then the statement can be simply issued by the school where you obtained the diploma.



■ Copy of valid passport or ID-card

Non-Polish citizens have to send a copy of a valid passport. Polish citizens may choose to either send a copy of a valid passport, or a copy of a valid ID-card.

■ Proof of payment of the application fee

Before considering your application, we need a copy of the proof of payment of the application fee. This requirement does not apply however if you have paid the application fee in Polish Zloties (PLN), from a Polish bank account, into the PLN-bank account assigned to you in the online registration system (IRK). In all other cases a proof of payment is required. In practice this means that most applicants living in Poland will not need to provide proof of payment. In all cases when fees are paid in a foreign currency, or from a foreign bank account, a proof of payment is required.

■ Letter of recommendation

All candidates need to provide one letter of recommendation. This letter can best be written by a person who is in a position to evaluate your intellectual and academic abilities and who knows your personal qualities. For many applicants a (former) teacher / instructor will be the most suitable person to write this letter. For others a letter from an (former) employer might be more evident however. We have no specific requirements regarding the person writing the letter.

There are different ways in which you can provide us with this letter:

- The person writing the letter can email a (scan of a) signed letter to us at info@psychology.pl Please note that we do not accept simple emails as letter of recommendation.
- The person writing the letter can send it by mail to:

Warsaw International Studies in Psychology
Faculty of Psychology, University of Warsaw
ul. Stawki 5/7
00-183 Warsaw
Poland

- If you obtained the letter yourself, you can send it with your application form.



Though the following documents are not a prerequisite for successful application, it is best if you already provide us with these documents in case you have them. If you are admitted to the studies, you must provide these documents in order to enroll in the University.

■ Medical certificate

Polish regulations require that all new university students who are not permanent residents of an EU or EFTA country, or do not have a “Karta Polaka”, need to provide a statement from a qualified medical doctor confirming that the applicant’s physical health is sufficient to undertake university studies.

■ Proof of English language proficiency

All applicants who are not permanent residents of a country in the European Union or EFTA who are admitted to the University need to provide a proof that they master a sufficient level of English language proficiency. Persons who are in the possession of a “Karta Polaka” are exempt from this requirement. If you are a native English speaker or if you have citizenship of a country where the official language is English, this will be regarded as sufficient proof, and you will not have to provide any additional proof. Also, in case you have completed education beyond primary school in which the primary language of instruction was English, you will not need to provide additional proof of English proficiency. (In this context education is considered to be: high school, junior-high, bachelor and master studies -college/university-, PhD studies, etc.).

If the previously mentioned situations do not apply to you, you will have to provide a recognized certificate attesting a sufficient level of English. There are many different accepted certificates, such as TOEFL, FCE, CAE, IELTS etc. A full list of accepted certificates and scores can be found on our website.

■ Nostrification of high school diploma

If you do not have a Polish, IB or EB diploma, before being ultimately admitted to the University, your high school diploma will need official recognition from the Polish authorities, determining it as being legal and sufficient to enter Polish higher education. This process of granting recognition to a foreign diploma, is called nostrification. To complete the recognition of your diploma, you need to take several steps in the country where the diploma was issued, and some additional steps in Poland. It is very important that you make the initial preparations for this process before coming to Poland, as you will otherwise not be able to obtain the recognition. For detailed information on the nostrification procedure, the required documentation, etc., visit

www.psychology.pl/EN/home/page/admissions/10