



Poznań University of Life Sciences

ADMISSION DOCUMENTS SET – DOCUMENTS REQUIRED FOR ADMISSION PROCESS

Candidates applying for an admission to any of the English-based master's degree programme* offered by the Poznan University of Life Sciences must submit the following set of documents:

1. When applying:

- A copy of your **PASSPORT** bio page and passport photo
- **CV**: a standard CV has to include your personal data, work experience and education
- **Copy of Bachelor's Diploma**: from an applicable field of studies**, (an official translation of the document has to be included if a language of the document is different than English)
- **Copy of the Final Exams Result Transcript** this supplement should accompany your Bachelor's Diploma. Transcript of records** (specification including the subject taken, number of hours and grades) entitling to undertake master's degree programme on the country of its issuing
- **Copy of document confirming the knowledge of English** proof of English language proficiency: certificates at level B2 or higher (e.g., FCE, TOFEL, TOEIC, IELTS), unless the previous education was conducted in English (candidate has completed a secondary or post-secondary school program in English) or a statement from the partner University (which has cooperation agreement with PULS) confirming students language skills.

2. After decision of admission at PULS:

- **tuition fee payment** – chose between two options***:
 - In three or four instalments, before each semester starts
 - In advance, for full course (3/4 semesters) before beginning studies, until July 30th
- **Confirmation of bank transfer** of the tuition fee**** (after the decision of admission). Enrolment fee comes together on the invoice with the first instalment of Tuition Fee.

* All lectures, classes and seminars are conducted in English.

** All documents must be in issued in English or have a certified translation into English language.

*** Enrolment fee and tuition fee payments must be made by bank transfer only and in EURO.

**** The enrolment fee is non-refundable. Poznan University of Life Sciences ensure to return the Tuition Fee paid by the student, when Visa application will be rejected or the student will not get the Visa, within one month from sending to us the letter of resignation.

Poznań University of Life Sciences do not accept payments in cash.