



POLITECHNIKA
LUBELSKA

**Notice No. 1/2023
of the Rector of Lublin University of Technology
of 10 May 2023.**

***on the publication of a consolidated text
Resolution No. 19/2022/V of the Senate of the Lublin University of Technology of 26
May 2022 on the conditions, procedure and dates of recruitment for degree
programmes conducted at the Lublin University of Technology beginning in the
academic year 2023/2024***

Pursuant to Article 23 of the Act of 20 July 2018. Law on Higher Education and Science (consolidated text in Journal of Laws of 2023, item 742) and § 9(8) of the Organisational Regulations of the Lublin University of Technology I hereby announce, in the Appendix to this Notice, the unified text of *Resolution No. 19/2022/V of the Senate of the Lublin University of Technology of 26 May 2022 on the conditions, procedure and dates of recruitment for degree programmes conducted at the Lublin University of Technology beginning in the academic year 2023/2024*, including the amendments introduced by Resolution No. 21/2023/IV of the Senate of the Lublin University of Technology of 27 April 2023.

Rektor

Prof. dr hab. inż. Zbigniew Pater



**Resolution No. 19/2022/V
of the Senate of the Lublin University of Technology
of 26 May 2022.**

/uniform text/

***on the conditions, procedure and dates of recruitment
for degree programmes conducted at the Lublin University of Technology
beginning in the academic year 2023/2024***

Pursuant to Article 70(1) of the Act of 20 July 2018. Law on Higher Education and Science (consolidated text in Journal of Laws 2022, item 574), hereinafter referred to as the "Act", the Senate adopts, as follows:

I. General provisions

1. The resolution defines the conditions, procedure and dates of recruitment for degree programmes including that conducted electronically, for the first year of studies for the faculties conducted in full-time and part-time form, listed in the table below, for which the planned number of places has been determined.

No.	Degree course	Studies				
		Language of instruction				
		Polish				English
		Bachelor's degree		Master's degree		Full-time course
		Full-time course	Part-time course	Full-time course	Part-time course	Master's degree
1.	<i>Architecture</i>	60	-	60	-	-
2.	<i>Construction</i>	150	60	120	60	-
3.	<i>Technical and computer science education</i>	60	30	60	30	-
4.	<i>Electrotechnology</i>	120	90	75	60	15
¹⁾ 4a.	<i>Energy technology</i>	30	-	-	-	-
5.	<i>Finances and accounting</i>	²⁾ 60	30	-	-	-
6.	<i>Computer science</i>	240	60	90	90	30

¹⁾ As amended by § 1(1)(a) of Resolution No. 21/2023/IV of the Senate of Lublin University of Technology of 27 April 2023.

²⁾ As amended by § 1(1)(b) of the Resolution referred to in Reference No. 1.

No.	Degree course	Studies					English Full-time course Master's degree
		Language of instruction					
		Polish				English	
		Bachelor's degree		Master's degree			
		Full-time course	Part-time course	Full-time course	Part-time course		
7.	<i>Safety engineering</i>	60	30	30*	30*	-	
8.	<i>Biomedical engineering</i>	75	-	60	-	-	
9.	<i>Engineering and data analysis</i>	90	30	30*	30*	-	
10.	<i>Logistics engineering</i>	³⁾ 60	-	-	-	-	
11.	<i>Materials engineering</i>	-	-	30	-	-	
12.	<i>Multimedia engineering</i>	60	-	-	-	-	
13.	<i>Renewable energy engineering</i>	90	-	-	-	-	
14.	<i>Vehicle engineering</i>	60	-	-	-	-	
15.	<i>Production engineering</i>	-	-	60	-	-	
16.	<i>Recycling engineering</i>	30	-	-	-	-	
17.	<i>Environmental engineering</i>	90	-	60	30	-	
18.	<i>Engineering applications of computer science in electrical engineering</i>	60	-	-	-	-	
19.	<i>Marketing and market communication</i>	⁴⁾ 45	-	-	-	-	
20.	<i>Mathematics</i>	60	30	30	30	-	
21.	<i>Mechanics and mechanical engineering</i>	150	90	90	60	-	
22.	<i>Mechatronics</i>	90	-	60	-	-	
23.	<i>Accounting and controlling</i>	-	-	30	30	-	
24.	<i>Robotisation of manufacturing processes</i>	60	-	30	-	-	

³⁾ As amended by § 1(1)(c) of the Resolution referred to in Reference No. 1.

⁴⁾ As amended by § 1(1)(d) of the Resolution referred to in Reference No. 1.

No.	Degree course	Studies				
		Language of instruction				
		Polish				English
		Bachelor's degree		Master's degree		Full-time course
		Full-time course	Part-time course	Full-time course	Part-time course	Master's degree
⁵⁾ 24a.	<i>Artificial intelligence in business</i>	60	-	-	-	-
25.	<i>Transportation</i>	75	-	60	-	-
26.	<i>Management</i>	⁶⁾ 60	-	⁷⁾ 60	30	30
27.	<i>Management and production engineering</i>	90	-	-	-	-
28.	<i>Computer science applications in environmental engineering</i>	30*	-	-	-	-

* - degree course in the organisation

⁸⁾ For every course taught in Polish in a full-time form, for which the planned number of places has been determined, an additional limit of 15 places is set for foreign students in addition to the following majors: *finance and accounting, logistics engineering, marketing and market communication, accounting and controlling, management, artificial intelligence in business*, for which a limit of 10% of places is set, degree courses (bachelor's degree): *electrical engineering, multimedia engineering, engineering applications of computer science in electrical engineering*, for which a limit of 30 places is set, and *computer science (bachelor's degree)* - 60 places. For part-time studies in *accounting and controlling* as well as *management*, an additional limit of 10% of places is set for foreigners.

2. For bachelor's degree studies, complementary recruitment may be carried out for persons whose secondary school final examination (matura) score in a particular subject or subjects has been increased as a result of verification of the total score or appeal referred to in Article 44zzz of the Act of 7 September 1991 on Educational System (consolidated text in Journal of Laws of 2020. item 1327, as amended). Additional limit of places for these people is 1% of the numbers provided in the table in item 1, but no more than 2 people per each degree course.
3. The recruitment procedure for the first year of study is competitive.
4. The terms and conditions of admission to degree programmes, including those conducted electronically, are set out in Appendix 1 to this Resolution.
5. The conditions of recruitment for the first year of full-time and part-time bachelor's degree programmes are set out in Appendix 2 to this Resolution.

⁵⁾ As amended by § 1(1)(a) of the Resolution referred to in Reference No. 1.

⁶⁾ As amended by § 1(1)(e) of the Resolution referred to in Reference No. 1.

⁷⁾ As amended by § 1(1)(e) of the Resolution referred to in Reference No. 1.

⁸⁾ As amended by § 1(3) of the Resolution referred to in Reference No. 1.

6. In the admissions procedure for bachelor's degree studies, grading scales will be taken into account depending on the candidate's document entitling to study.
7. Candidates - both Polish citizens and foreigners - who meet the conditions specified in Article 69(2) of the Act and this Resolution may apply for admission to bachelor's degree studies under the conditions specified in the Resolution.
8. The conditions of recruitment to the first year of full-time and part-time master's degree studies are set out in Appendix 3 to this Resolution.
9. To apply for admission to a master's degree programme under the terms of the Resolution, depending on the degree course, Polish students and foreigners who meet the conditions set out in Article 69(3) of the Act and this Resolution may apply.
10. The rules for admitting foreigners to degree programmes conducted in Polish are laid down in Appendix 4 to this Resolution, and to degree programmes conducted in a foreign language - in Appendix 5 to this Resolution.
11. The rules for admission to the first year of first-time studies of laureates and finalists of central-level Olympiads, laureates of international and national competitions, including those organised by Lublin University of Technology, are laid down in a separate Resolution of the Senate of Lublin University of Technology.
12. ⁹⁾The terms and conditions and the recruitment procedure for candidates who are persons with disabilities are set out in Appendix 7 to this Resolution.

II. Recruitment authorities

1. The recruitment process at Lublin University of Technology is supervised and coordinated by the University Recruitment Committee (UKR – Uczelniana Komisja Rekrutacyjna) appointed by the Rector.
2. Recruitment for studies is carried out by faculty recruitment committees appointed by the deans.
3. The chairperson of the faculty recruitment committee is the dean, vice-dean or another person appointed by the dean.
4. The responsibilities of the faculty recruitment committee include, in particular:
 - 1) running the day-to-day operation and monitoring of the recruitment process using the electronic candidate registration system, hereinafter referred to as the 'ERK system';
 - 2) familiarization of candidates with the terms of recruitment and notification them about places and recruitment deadlines;
 - 3) carrying out the recruitment procedure;
 - 4) receipt of documents;
 - 5) verification of the data of candidates selected for admission with the data in the ERK system;
 - 6) notification of candidates about the results of the recruitment procedure;
 - 7) drawing up the reports;
 - 8) preparation of all ad hoc information and figures regarding the recruitment for the University Recruitment Committee;
 - 9) reports submission to the University Recruitment Committee on the recruitment procedure;

⁹⁾ As amended by § 1(2) of the Resolution referred to in Reference No. 1.

- 10) issuance, at the request of candidates, of certificates on the results of recruitment;
 - 11) decision-making regarding not admitting students.
5. Faculty Recruitment Committees consider applications for re-qualification of candidates not qualified for studies who submit a written application within seven calendar days after the announcement of the lists of candidates qualified for studies, together with a set of documents listed in Chapter 4 Required Documents. Should the data be verified in favour of the candidate, the Faculty Recruitment Committee will include the candidate on the list of qualified candidates; if not, they will issue a decision on the refusal of admission. A candidate's failure to submit an application for re-qualification shall be deemed to be a resignation of the candidate from further recruitment proceedings for the particular course and form of study.
 6. Candidates may appeal against the decisions of Faculty Recruitment Committees on the refusal of admission to studies to the Rector within 14 days from the date of receipt of the decision.
 7. Appeals to the Rector are made by candidates through the Faculty Recruitment Committees.
 8. Faculty deans supervise the preparation and conduct of the recruitment procedure - subject to Section 6 - and are responsible for the preparation and proper security of examination documents.
 9. Administrative services for foreign students who are candidates for studies are provided by the International Education Office of Lublin University of Technology.

III. The scope and conduct of the recruitment procedure for the first year of studies

1. The recruitment procedure aims at drawing up a ranking list of candidates for a specific degree course and study form on the basis of:
 - 1) for bachelor's degree programmes:
 - results from a certificate or other document listed in Article 69(2) of the Act,
 - entrance examination (if applicable to the candidate),
 - grades from a secondary or upper secondary school graduation certificate,
 - a professional diploma or a diploma certifying professional qualification in an occupation taught at a technical level (if applicable to the candidate);
 - 2) for master's degree programmes:
 - grades from a higher education diploma,
 - the average grade obtained in the studies,
 - interview,or on the basis of more than one of the above-mentioned forms at the same time.
2. Candidates are placed on the ranking list in order of their LPR recruitment score (from highest to lowest) determining the order of admission.
3. Faculty Recruitment Committees, taking into account the planned number of places, shall decide on the eligibility of candidates for admission to degree programmes, draw up lists of candidates qualified for admission to specific degree courses, levels and forms of study and may draw up waiting lists. Committees may set a minimum number of LPR recruitment points to qualify a candidate for placement on the qualified and waiting lists.

4. Admission to the first year of study takes place in the order of the number of LPR recruitment points obtained by candidates within the planned number of places set for the degree course and form of study.
5. The inclusion of a candidate on the list of those qualified for admission is not tantamount to admission.
6. Candidate qualified for admission to the study is obliged to provide the required documents specified in the appendices to the Resolution, or their content, in the form, place and date indicated by the relevant Faculty Recruitment Committee, which constitutes confirmation of enrolment. The candidate registers for studies (submits the required documents) for the degree course(s) they have decided to take up. Failure to do so is considered a resignation from enrolment in the first year of study and results in the candidate's removal from the list of those qualified for enrolment.
7. Once the documents have been verified, the Faculty Recruitment Committees draw up lists of candidates accepted and not accepted for the first year of study.
8. Should the number of persons admitted be lower than the planned number of places, the Faculty Recruitment Committee may admit persons from the waiting lists in ranking list order. These persons are required to provide the necessary documents (confirmation of registration for studies) in the form, time and place determined by the Faculty Recruitment Committees. Failure to do so is considered a resignation from enrolment in the first year of study and results in the candidate's removal from the list of those qualified for enrolment. The process of completing the list of qualified candidates from the waiting list can be repeated until the last person on the waiting list has qualified.
9. At each stage of the recruitment procedure, if the number of persons qualified is lower than the planned number of places and there is an insufficient number of candidates on the waiting list, the chairperson of the University Recruitment Committee, after consulting the chairperson of the Faculty Recruitment Committee, may decide to carry out supplementary recruitment of candidates. The Faculty Recruitment Committee may set a minimum number of LPR recruitment points for the candidate to be accepted.
10. Following the recruitment procedure, the Faculty Recruitment Committees present the results in a form agreed with the University Recruitment Committee.
11. Submission of documents required in the recruitment procedure, their receipt, and receipt of the non-admission decision, can be made by the candidate's representative to the university. The template of authorization for the representative is determined by the Rector by order.
12. The dates for the start and end of the first round of recruitment, understood as the first and the last day for university candidates to send in their application in the ERK system, are:
 - 1) for candidates who are Polish citizens:
 - a) for degree courses starting from the winter term the period from 15 May 2023 to:
 - 25 June 2023 for *architecture*,
 - 9 July 2023 for the remaining full-time degree courses,
 - 16 July 2023 for part-time degree courses,
 - b) for full-time and part-time degree courses starting from the summer term the period from 4 December 2023 to 31 January 2024;
 - 2) for foreigners - candidates for studies conducted in the Polish language:
 - a) for courses starting from the winter term the period from 24 April 2023 to:

- 25 June 2023 for *architecture*,
 - 16 July 2023 for the remaining degree courses;
 - b) for degree courses starting in the summer term, the period from 2 November 2023 to 10 December 2023.
- 3) for foreigners - candidates for studies conducted in a foreign language:
- a) for courses starting from the winter term from 6 February 2023 to 1 July 2023.
 - b) for courses starting from the summer term from 13 November 2023 to 31 January 2024.

The chairpersons of the Faculty Recruitment Committees responsible for a given degree course, in consultation with the chairperson of the University Recruitment Committee, make the detailed schedule of recruitment activities public (in particular, the dates of: examinations, interviews, the announcement of results, submission of complete documents, etc.).

13. ¹⁰⁾ Should the number of persons admitted to a degree course be lower than the planned number of places, the chairperson of the University Recruitment Committee, in consultation with the chairpersons of the relevant Faculty Recruitment Committees, may set additional dates for recruitment (additional rounds).
Supplementary recruitment may be conducted within the timeframes established by the Faculty Recruitment Committees in consultation with the University Recruitment Committee:
- 1) for full-time courses starting from the winter semester: from 10 July 2023 to 24 September 2023; for part-time courses from 16 July 2023 to 30 September 2023;
 - 2) for full-time and part-time degree courses starting from the summer term: 1 February 2024 to 5 March 2024.
14. Faculty recruitment committees conduct supplementary recruitment for persons whose result of the secondary school final examination (*matura*) in a given subject or subjects, which are the basis for recruitment proceedings in a given degree course, was increased as a result of verification of the sum of points or an appeal referred to in Article 44zzz of the Act on the Education System, at the written request of the persons concerned submitted by 24 September 2022. This applies to those taking the secondary school final examination (*matura*) in the 2022/2023 school year.

IV. Documents required

1. Candidate registers for studies (submits required documents) for the course(s) they have decided to take up.
2. Documents required from Polish citizens include:
 - 1) a filled in and signed personal questionnaire generated from the ERK system;
 - 2) a copy of the secondary school graduation certificate or other document referred to in Article 69(2) of the Act (applies only to candidates for bachelor's degree courses) - original to be inspected at the request of a member of the Recruitment Committee;
 - 3) a copy of the university diploma (only applicable to master's degree candidates) - the original to be presented at the request of a member of the Recruitment Committee - and a copy of the supplement or, if there is no supplement, of the extract from the Student's Grade Book and a certificate of the average mark obtained, certified by the competent dean's office (the certificate should contain the following information about the applicable grading scale);

¹⁰⁾ As amended by § 1(4) of the Resolution referred to in Reference No. 1.

- 4) original diploma or certificate attesting the candidate's eligibility for admission to the first year of studies as a laureate or finalist of a central-level Olympics or finalist in international competitions with disregard to the terms of the qualification procedure (if applicable to the candidate);
 - 5) one up-to-date photo in electronic form, which the candidate submits via the ERK system, taken in accordance with the requirements used for the issue of ID cards;
 - 6) medical certificate issued in accordance with the Regulation of the Minister of Health of 26 August 2019. (Journal of Laws of 2019, item 1651), stating that the candidate has no contraindications to study in the chosen degree course as a condition for admission; the degree courses for which such a certificate is required shall be determined by the Rector by means of an ordinance;
 - 7) for candidates who qualify on the basis of their secondary or upper secondary school graduation grades, a copy of their secondary or upper secondary school graduation certificate - original for inspection at the request of a member of the Recruitment Committee;
 - 8) for candidates who are qualified on the basis of a professional diploma or a diploma confirming professional qualifications in a profession taught at a technical level, a copy of the relevant diploma - original for inspection at the request of the University;
 - 9) the original power of attorney, in the case of a person acting on behalf of the candidate;
 - 10) documents confirming knowledge of the foreign language in which the studies will be conducted (if applicable to the candidate).
3. The documents required from foreigners are set out in Appendix 4 and 5 of this Resolution.
 4. Candidate with an IB International Baccalaureate or EB European Baccalaureate diploma obtained in 2023 are required to submit original documents for inspection until 23 September 2023.
 5. Candidates who are in possession of a document issued abroad entitling them to apply for admission may be required by the chairperson of the Faculty Recruitment Committee to provide additional documents to acknowledge and count the results.
 6. Underage candidates for study are required to provide the consent of their legal guardians exercising parental authority:
 - 1) to register for studies,
 - 2) for submission of documents for studies at the Lublin University of Technology,
 - 3) for receipt of the results of the qualification or the decision of the recruitment procedure,
 - 4) for transfer of documents to another degree course,
 - 5) for receipt of documents.

The candidate's legal age of majority shall be assessed according to the law of the country of which the candidate is a citizen and as at the date of application for admission.

V. Fees to be paid by candidates for admission to degree courses

1. A candidate shall pay a fee for the admission procedure, referred to as the enrolment fee, in an amount determined by the Rector's order, which shall not be higher than the maximum fee determined by the regulation of the Minister responsible for higher education.

2. The enrolment fee is to be paid by the candidate - Polish citizen to the individual account created during the electronic registration for studies (ERK system) process, in time allowing credit to be given to the University's account, no later than two days after the completion of the electronic registration for studies. The regulations for payment of fees by foreign candidates are set out in Appendix 4 and 5 to the Resolution.
3. Non-payment of the fee is considered a withdrawal of the application for enrolment. Only candidates whose recruitment fee has been paid into the bank account of Lublin University of Technology by the specified deadline will be considered for recruitment.
4. The candidate is required to pay an enrolment fee for each degree course, registered for in the ERK system.
5. The recruitment fee can only be reimbursed to the candidate in the event of:
 - 1) ineligibility to apply for studies due to failure of the secondary school final examination (matura) (applies to candidates taking the examination in 2023) or failure to complete the bachelor's degree course before the end of enrolment (applies to candidates graduating in the winter semester of the academic year 2022/2023);
 - 2) cancellation of the registration due to late fee payment.The fee shall be reimbursed upon a written request of the candidate submitted within 14 days following the date of completion of the registration procedure, to an account designated by him/her. Should you fail the secondary school final examination (matura), you must enclose an appropriate document to prove this.

VI. Final provisions

1. In situations not regulated by this Resolution, the University Recruitment Committee decides.
2. The resolution shall be made public by an announcement on the website of the Public Information Bulletin (BIP) of Lublin University of Technology.

Chairperson
of the Senate of the Lublin University of Technology
R e c t o r
Prof. Zbigniew Pater PhD, Eng.

**Terms and conditions of enrolment, including by electronic means
at the Lublin University of Technology in the academic year 2023/2024**

1. Lublin University of Technology conducts Electronic Registration of Candidates for Studies, hereinafter referred to as the "ERK system", for all full-time and part-time bachelor's and master's degree programmes. Candidate registration is conducted via the www.kandydat.pollub.pl website.
2. The ERK system is managed by the PL Information Centre in cooperation with the basic organizational units of the Lublin University of Technology.
3. As part of the ERK system, the candidate for study is required to:
 - 1) familiarise yourself with the resolution regarding recruitment procedures (Resolution No. 19/2022/V of the Senate of the Lublin University of Technology of 26 May 2022 on the conditions, procedure and dates of recruitment for degree programmes conducted at the Lublin University of Technology beginning in the academic year 2023/2024) and accept it;
 - 2) consent to the processing of personal data to the extent necessary to carry out the recruitment procedure;
 - 3) set up a personal online recruitment account in the ERK system;
 - 4) choose the faculty, course, degree programme and form of study;
 - 5) complete and validate the personal data form;
 - 6) enter, in accordance with the rules laid down, the data necessary for the recruitment procedure;
 - 7) pay the recruitment fee within the specified deadline to the individual bank account generated during the ERK process.
4. A candidate may register for more than one degree course. Each additional degree course or form of study is associated with the generation of a different bank account for the candidate to which the enrolment fee must be paid.
5. Candidates register for individual degree courses via the ERK system website from a computer connected to the Internet. The system makes it possible to generate: a personal questionnaire, a transfer form for the fee paid by candidates for enrolment and a referral for medical examinations.
6. Candidates who do not have access to the Internet will, in response to their request, be given by the Faculty Recruitment Committees the opportunity to register at prepared computer workstations at fixed dates and locations.
7. Candidates taking an examination or entrance examinations at the University are required to check the examination date and venue. Such information will be provided in the ERK system, on notice boards and on the website of the relevant faculty.
8. The ERK system allows the candidate to check their status at each stage of the recruitment procedure. The candidate is obliged to check their account at least once a day. The candidate will be informed through the ERK system on the recruitment procedure and called upon to correct formal deficiencies.

9. Lublin University of Technology shall not be held liable for failure to register or to make changes due to Internet failures beyond the control of the University. In such cases, the candidate should apply in person to the relevant Recruitment Committee.
10. Candidates qualified for admission are required to register for the degree course, i.e. to provide the required documents or the contents thereof. Information regarding the form, place and date of registration are posted on notice boards, faculty websites and the ERK system. The candidate registers for studies (submits the required documents) for the degree course(s) they have decided to take up.
11. The candidate's status may be subject to change until the recruitment process is completed.
12. Information uploaded to a candidate's individual account in the ERK system shall be deemed to have been delivered the second day after upload.
13. Candidates take full responsibility for submitting incorrect, incomplete or inaccurate data and files when registering with the ERK system, in particular for entering results from a secondary school certificate, a professional diploma (if applicable), a diploma confirming professional qualifications in a profession taught at a technical level (if applicable), a secondary or post-secondary school graduation certificate (if applicable) and grades from higher education diplomas not in accordance with the factual situation under the pain of withdrawal of the application for admission.
14. Candidates are obliged to keep the password they received when registering in the ERK system confidential. Lublin University of Technology is not responsible for the consequences of sharing a password with third parties, in particular for changes to the data in the ERK system authorised by the candidate's personal password.
15. Lublin University of Technology shall not be held liable for the consequences of a candidate's failure to acquaint themselves with the information, in particular as referred to in items 8 and 12.

**Recruitment conditions for the first year of studies
full-time and part-time bachelor's degree
at the Lublin University of Technology in the academic year 2023/2024**

1. Candidates accepted for the first year of the bachelor's degree programme in the academic year 2023/2024 will be admitted on a competitive basis of LPR recruitment points obtained.
2. The recruitment point thresholds of the LPR for each degree course shall be determined by the faculty admissions committees in consultation with the University Recruitment Committee.
3. The recruitment procedure includes one of the following subjects: mathematics, physics, chemistry, computer science, biology, geography, history, social studies as well as Polish and a modern foreign language. The name of the subject physics as used in the text is treated equally to the subject physics with astronomy.

¹¹⁾ **Subjects and weighting coefficients applied to the number of points taken into account in the recruitment procedure for the first year of studies in the academic year 2023/2024**

Degree courses	Table of subjects to be taken into account in the recruitment procedure	Weighting factors applied to the number of points earned in each subject
• <i>Architecture</i>	mathematics, physics (M)	1.0
	modern foreign language (fi)	0.3
	Polish (Pi)	0.1
• <i>Construction</i>	mathematics, physics (M)	1.0
	modern foreign language (fi)	0.3
	Polish (Pi)	0.1
• <i>Electrotechnology</i> • <i>Computer science</i> • <i>Multimedia engineering</i> • <i>Engineering applications of computer science in electrical engineering</i>	mathematics, physics, computer science (M)	1.0
	modern foreign language (fi)	0.3
	Polish (Pi)	0.1
• <i>Energy technology</i> • <i>Renewable energy engineering</i> • <i>Recycling engineering</i> • <i>Environmental engineering</i> • <i>Computer science applications in environmental engineering*</i>	mathematics, physics, chemistry, computer science, biology, geography (M)	1.0
	modern foreign language (fi)	0.3
	Polish (Pi)	0.1

¹¹⁾ As amended by § 1(5) of the Resolution referred to in Reference No. 1.

Degree courses	Table of subjects to be taken into account in the recruitment procedure	Weighting factors applied to the number of points earned in each subject
<ul style="list-style-type: none"> • <i>Biomedical engineering</i> 	mathematics, physics, chemistry, computer science, biology (M)	1.0
	modern foreign language (f _i)	0.3
	Polish (P _i)	0.1
<ul style="list-style-type: none"> • <i>Finance and accounting</i> • <i>Logistics engineering</i> • <i>Marketing and market communication</i> • <i>Management</i> 	mathematics, geography, computer science, social studies (M)	1.0
	modern foreign language (f _i)	0.3
	Polish (P _i)	0.1
<ul style="list-style-type: none"> • <i>Artificial intelligence in business</i> 	mathematics, physics, computer science (M)	1.0
	modern foreign language (f _i)	0.3
	Polish (P _i)	0.1
<ul style="list-style-type: none"> • <i>Technical and computer science education</i> 	mathematics, physics, chemistry, computer science, geography, social studies (M)	1.0
	modern foreign language (f _i)	0.3
	Polish (P _i)	0.1
<ul style="list-style-type: none"> • <i>Engineering and data analysis</i> • <i>Mathematics</i> 	mathematics, physics, chemistry, computer science, geography (M)	1.0
	modern foreign language (f _i)	0.3
	Polish (P _i)	0.1
<ul style="list-style-type: none"> • <i>Safety engineering</i> 	mathematics, physics, chemistry, computer science, biology, geography (M)	1.0
	modern foreign language (f _i)	0.3
	Polish (P _i)	0.1
<ul style="list-style-type: none"> • <i>Vehicle engineering</i> • <i>Mechanics and mechanical engineering</i> • <i>Mechatronics</i> • <i>Robotisation of manufacturing processes</i> • <i>Transportation</i> • <i>Production management and engineering</i> 	mathematics, physics, chemistry, computer science, (M)	1.0
	modern foreign language (f _i)	0.3
	Polish (P _i)	0.1

* - degree course in the organisation

- Candidates who have taken the "new secondary school final examination (matura)" (applies to secondary school graduates from the years 2002, 2005 and 2006) and in the "old secondary school final examination (matura)" in the written part they did not pass any of the subjects required for particular degree courses (marked in the table with the symbol M), when calculating the LPR, instead of the result of a subject with an M symbol, the points from the conversion of the final grade in mathematics from the secondary or upper

secondary school graduation certificate shall be taken into account. Should there be more than one grade in mathematics on this certificate, the average number of points from the conversion of these grades (rounded to 2 decimal places) shall be taken into account.

5. The *architecture* degree course requires an entrance exam to test the candidate's artistic skills.
6. Admission for full-time and part-time bachelor's degrees is based on the number of LPR recruitment points, the value of which is calculated on the basis of:
 - 1) the written part of the "new secondary school final examination (matura)" or the written part of the "old secondary school final examination (matura)" or the results of the International Baccalaureate examination;
 - 2) results of the entrance examination (if applicable);
 - 3) mathematics grades from a secondary or upper secondary school graduation certificate (if applicable),
 - 4) professional diploma (if applicable), diploma confirming professional qualifications in a profession taught at a technical level (if applicable).
7. Candidates with a "new secondary school final examination (matura)" certificate from 2007-2023 will be qualified for studies solely on the basis of their secondary school final examination results.
8. For candidates with a secondary school graduation certificate (or equivalent) obtained abroad, the candidate's language of instruction is taken into account in calculating the number of LPR recruitment points instead of the Polish language.
9. For university candidates passing the "new secondary school final examination (matura)" between 2008 and 2023 in a subject taken in the written part at the advanced (R) level and, in the case of a foreign language, also at the bilingual level, the following method of determining the result for this subject at the basic (P) level is adopted:
 - 1) $P = R$, for $R < 30\%$;
 - 2) $P = \frac{6R + 100}{7}$, for R between 30% and 100%.
10. In the case of university candidates - high school graduates from 2010 to 2023, the above method of determining a basic level result only applies if a subject from the additional subject group was taken at an advanced level (and in the case of a foreign language also at a bilingual level) and was not taken as a compulsory subject.
If a subject from a group of additional subjects was also taken as a compulsory subject, the number of points obtained from both levels is added together (where P is the number of points obtained from the basic level, R is the number of points obtained from the advanced level - and in the case of a foreign language, also at the bilingual level).
11. For candidates with the 2002 "new secondary school final examination (matura)", subjects that could only be taken at one level are treated as taken at an advanced level.
12. The grades indicated in words on the "old secondary school final examination (matura)" certificate and the secondary or upper secondary school graduation certificate shall be converted into points as follows:

- excellent	- 150
- very good	- 120
- good	- 90

- sufficient – 60
- passing – 30.

13. The results of the secondary school final examination expressed in percentage points are taken as points. One percentage point of the score corresponds to one point.
14. The number of points from the written part of the secondary school final examination in a subject is the sum of the points obtained from the basic and advanced levels (and, in the case of a foreign language, also from the bilingual level) or the number of points from the basic level - in the absence of a mark from the advanced level (and, in the case of a foreign language, also from the bilingual level).
15. The grades expressed in points on the International Baccalaureate (IB) and European Baccalaureate (EB) diplomas are converted into "new secondary school final examination (matura)" points as follows:

1) subjects taken at the basic level

International Baccalaureate (IB) credits (SL – Subsidiary Level)	Number of points	European Baccalaureate (EB) credits	Number of points
7	100	9.51-10.00	100
6	90	9.01-9.50	90
5	75	8.51-9.00	75
4	60	7.01-8.50	60
3	45	6.51-7.00	45
2	30	6.00-6.50	30

2) subjects taken at an advanced level and a foreign language

International Baccalaureate (IB) credits (HL – Higher Level)	Number of points	European Baccalaureate (EB) credits	Number of points
7	200	9.51-10.00	200
6	170	9.01-9.50	170
5	140	8.51-9.00	140
4	110	7.01-8.50	110
3	80	6.51-7.00	80
2	50	6.00-6.50	50

16. For candidates holding a graduation certificate or a secondary school graduation certificate issued abroad, recognised as equivalent to the Polish secondary school graduation certificate, the method of calculating the results on the certificate will be determined by:

- 1) conversion of the results expressed on the school graduation certificate/diploma from abroad on the results of the Polish secondary school final examination:
- a) from certificates issued by schools in Ukraine

Grade in Ukraine	Polish Secondary school final examination (matura) credits
12	150
11	135

10	120
9	105
8	90
7	75
6	60
5	45
4	30

b) certificates issued by schools in Belarus, Kazakhstan and the Russian Federation

Grade in Belarus, Russia, Kazakhstan		Polish Secondary school final examination (matura) credits
1-5 scale	2-10 scale	
5	10	150
	9	135
4	8	120
	7	105
3	6	90
	5	75
2	4	60
	3	45
	2	30

- 2) For candidates with a certificate/diploma other than those mentioned above, the calculation of the results into the number of points of the Polish secondary school final examinations will be made by the Faculty Recruitment Committee, after reviewing the applicable grading scale. The principle of proportional calculation of results into the number of points of the Polish secondary school final examinations will be applied (with rounding up to whole numbers), whereby:
- a) if a subject can be passed/taken at only one level - the maximum score is equivalent to 150 Polish secondary school final examination credits, and the minimum score for a subject is equivalent to 30 Polish secondary school final examination credits;
 - b) when a subject can be passed/taken at two levels (basic/lower/standard/etc. and higher/extended/advanced/etc.). - the marks in the certificate/diploma for a given subject are calculated separately for each level on a proportional basis, with the maximum points for a given level being equivalent to 100 Polish secondary school final certificate points and the minimum points for a given subject being equivalent to 30 Polish secondary school final certificate points. When determining the recruitment rate W in this case, the rules as for the "new secondary school final examinations" set out in Appendix 2 to the Resolution - items 9 and 10 - apply.
- 3) The Faculty Recruitment Committee recalculates the points according to the above rules and manually corrects the number of points in the ERK system. Use the following formula to calculate the points:

$$\text{LPPM} = a \cdot x + b$$

where:

LPPM – number of Polish secondary school final examination credits,
 x - the result of the school-graduation certificate/diploma from abroad,
 and:

$a = \frac{120}{G-g}$	$a = \frac{70}{G-g}$
when the secondary school final examinations are at one level,	when the secondary school final examinations are at two levels,

where:

G - maximum number of points/grade that can be obtained from a given subject,
 g - the minimum number of credits required to pass/take a subject,

$$b = 30 - a \cdot g$$

17. The candidate applying for admission to a bachelor's degree programme is obliged to enter into the ERK system the results necessary to determine LPR recruitment scores.
18. The number of LPR recruitment points is the sum of:

$$LPR = 1.0 \cdot M + 0.1 \cdot P_1 + 0.3 \cdot F_1 + ER$$

where:

- M – the number of points obtained by calculating the points awarded in accordance with the above-mentioned rules for the subject marked M giving the most favourable result for the candidate;
- P₁ – the number of points from the calculation of the Polish language score (the candidate's language of instruction - in the case referred to in item 8;
- F₁ – the number of points from the calculation of the modern foreign language result according to the above-mentioned rules;
- ER – the number of marks in the compulsory entrance examination testing artistic skills for admission to the *architecture* degree course, which is assessed on a scale from 0 to 500.

19. In order to be admitted to the further stage of the recruitment procedure for the *architecture* degree course, candidates must pass an entrance exam testing their artistic skills, which requires a minimum of 150 points.
20. The entrance examination testing the candidate's artistic skills is conducted anonymously. This is archived by encrypting the work before submitting it for assessment.
21. For the degree courses: *technical and computer science education, electrical engineering, safety engineering, biomedical engineering, multimedia engineering, vehicle engineering, engineering applications of computer science in electrical engineering, mechanics and machine construction, mechatronics, robotics of manufacturing processes, transportation and management and production engineering*, the M-factor, which is part of the formula for calculating the number of recruitment points (LPR), is the more favourable number of points for the candidate:
 - a) arising from the calculation into points of the result for subjects marked with the M symbol indicated in the resolution, giving the most favourable result for the candidate,
 - b) arising from the calculation of a result into points, calculated according to the formula:

$$M = M_{mp} + KW$$

where:

M_{mp} - the number of points gained from converting the result of the secondary school final examination in mathematics at a basic level into points,

KW – the arithmetic average of the number of points obtained from calculating the result of examinations confirming the acquisition of professional qualifications at the technician level in the written and practical parts, for the professions indicated in Appendix 8.

22. The more favourable situation for the candidate is adopted in the university recruitment procedure in case of a choice of subjects that may constitute a basis for admission.
23. Candidates for studies who are persons with disabilities are subject to the same admission procedure as other candidates, subject to the provisions set out in Appendix 7 to this Resolution, which sets out the conditions and procedures for the recruitment of candidates with disabilities.
24. A bachelor's degree course may be opened with a minimum of 30 students admitted unless the Rector decides otherwise.

**Recruitment conditions for the first year of studies
full-time and part-time master's degree
at the Lublin University of Technology in the academic year 2023/2024**

1. Candidates who hold a master's, bachelor's, engineer's or equivalent professional degree or any other document entitling them to pursue higher education may apply for admission to second-cycle studies (depending on the degree course study).
2. Qualification for master's degree courses in the various degree programmes is based on a ranking list, drawn up on the basis of the criteria listed in the table below. Used in the table and in item 4 of this Appendix, the expression "learning achievements" shall also be understood as "learning outcomes".

¹²⁾ Qualification criteria for individual master's degree courses		
Degree course	Basic qualification criteria	Additional criteria
– <i>Architecture</i>	admission to master's degree programmes is open to candidates who hold the professional title of an architect or have engineering competences equivalent to those defined in the National Qualifications Framework or the Polish Qualifications Framework and have graduated in a course of study in a corresponding field, i.e. <i>architecture</i> or <i>architecture and urban planning</i>	– a competitive assessment of higher education diplomas, followed by the average grade obtained from the studies and the formal verification of all required documents submitted by the candidates
– <i>Construction</i>	admission to master's degree programmes is open to candidates who hold the professional title of engineer or have engineering competences corresponding to those defined in the National Qualifications Framework or the Polish Qualifications Framework and have graduated in a corresponding field of study, i.e. <i>construction engineering</i>	– a competitive assessment of higher education diplomas, followed by the average grade obtained from the studies and the formal verification of all required documents submitted by the candidates
– <i>Technical and computer science education</i>	Only candidates who graduated from corresponding or related courses can apply for admission to	– a competitive assessment of higher education diplomas, followed by the

¹²⁾ As amended by § 1(6) of the Resolution referred to in Reference No. 1.

<ul style="list-style-type: none"> – <i>Mathematics</i> – <i>Safety engineering*</i> 	<p>master's degree courses. A related degree course is a course leading to the achievement by the graduate of at least 60% of the expected learning outcomes specified for the course in the bachelor's degree programme.</p>	<p>average grade obtained from the studies</p> <p>and the formal verification of all required documents submitted by the candidates</p>
<ul style="list-style-type: none"> – <i>Engineering and data analysis*</i> 	<p>Only candidates who graduated from corresponding or related courses can apply for admission to master's degree courses. A related degree course is a course leading to the achievement by the graduate of at least 60% of the expected learning outcomes specified for the course in the bachelor's degree programme.</p>	<ul style="list-style-type: none"> – a competitive assessment of higher education diplomas, followed by the average grade obtained from the studies – proof of completion as part of a bachelor's degree programme in English or evidence of English language proficiency with a certificate at level B2 of the Common European Framework of Reference for Languages <p>and the formal verification of all required documents submitted by the candidates</p>
<ul style="list-style-type: none"> – <i>Electrotechnology</i> – <i>Computer science</i> – <i>Mechatronics</i> – <i>Biomedical engineering</i> 	<p>Only candidates who graduated from corresponding or related courses and who possess engineering competences equivalent to those defined in the National Qualifications Framework or the Polish Qualifications Framework may apply for admission to master's degree programmes. A related degree course is a course leading to the achievement by the graduate of at least 60% of the expected learning outcomes specified for the course in the bachelor's degree programme.</p>	<ul style="list-style-type: none"> – the competition between higher education diploma grades and the average grade obtained from the studies <p>and the formal verification of all required documents submitted by the candidates</p>
<ul style="list-style-type: none"> – <i>Environmental engineering</i> 	<p>Candidates who hold a professional title of engineer and have completed studies in corresponding or related degree programmes may apply for admission to second-cycle studies.</p> <p>A related course is a course leading to the achievement by the graduate of at least 60% of the expected learning outcomes in the bachelor's degree programme.</p>	<ul style="list-style-type: none"> – the competition between higher education diploma grades and the average grade obtained from the studies <u>or</u> – interview; <p>and the formal verification of all required documents submitted by the candidates</p>
<ul style="list-style-type: none"> – <i>Accounting and controlling</i> 	<p>Only candidates who graduated from corresponding or related</p>	<p>the grounds for qualification are:</p>

	<p>courses can apply for admission to master's degree courses or other. A related degree course is a course for which the learning outcomes include topics in accounting, finance, microeconomics, basics of management, financial analysis and management accounting</p>	<p>the value of the recruitment indicator (W), defined by the formula: $W = 3 \times D + 5 \times S + 2 \times R_k$, where: D - stands for the final grade on the graduation diploma, S - stands for the average grade of the studies, R_k - indicates an interview score ranging from 0-5. In case of failure to attend the interview, the R_k score is 0;</p> <p>and fulfilment of the formal requirements regarding the documents to be submitted by candidates</p>
<p>– <i>Management</i></p>	<p>Only candidates who graduated from corresponding or related courses can apply for admission to master's degree courses or other. A related degree course is a course for which the learning outcomes include topics in law, basics of management, basics of marketing, microeconomics and finance.</p>	<p>the grounds for qualification are: – the value of the recruitment indicator (W) defined by the formula: $W = (5 \times K + 2 \times P + R) + R_k$, where: K - stands for the final grade on the graduation diploma of compliant studies, P - stands for the final grade on the related degree, R - stands for the final mark on the graduation diploma of other studies, R_k - indicates an interview score ranging from 0-5. In case of failure to attend the interview, the R_k score is 0;</p> <p>and fulfilment of the formal requirements regarding the documents to be submitted by candidates</p>
<p>– <i>Mechanics and mechanical engineering</i> – <i>Transportation</i> – <i>Production engineering</i> – <i>Materials engineering</i> – <i>Robotisation of manufacturing processes</i></p>	<p>Only candidates who graduated from corresponding or related courses and who possess engineering competences equivalent to those defined in the National Qualifications Framework or the Polish Qualifications Framework may apply for admission to master's degree programmes. A related course is a course leading to the achievement by the graduate of at least 60% of the expected learning outcomes specified in the bachelor's degree programme.</p>	<p>– the competition between higher education diploma grades and the average grade obtained from the studies <u>or</u> – interview;</p> <p>and the formal verification of all required documents submitted by the candidates</p>

* - degree course in the organisation

3. The Faculty Recruitment Committee shall decide on the recognition of the graduated course as a corresponding or related course.
4. The graduates of related courses are obliged to remedy curriculum differences resulting from the corresponding of degree programmes, also understood as curricula or a list of learning achievements, within the scope and deadline set by the dean. Candidates who did not achieve the required learning outcomes as a result of their bachelor's degree and who are admitted to a master's degree programme are required to complete the missing learning outcomes in terms of knowledge, skills and social competences through the completion of designated learning activities not exceeding 30 ECTS credits.
5. The extent and form of the interview shall be determined by the relevant Faculty Board.
6. Candidate applying for admission to master's degree programmes is obliged to enter into the ERK system the grade from the university diploma or the average grade obtained from the studies - depending on the requirements for the particular course.
7. For candidates with a degree obtained abroad, the method of calculating the results expressed on the diploma will be determined by the University Recruitment Committee.
8. A master's degree course may be opened with a minimum of 30 students admitted unless the Rector decides otherwise.
9. Candidates for degree programmes who are persons with disabilities are subject to the same admission procedure as all other candidates. The terms and the recruitment procedures for candidates with disabilities are set out in Appendix 7 to this Resolution.

**Rules governing the undertaking of studies in Polish
by foreign students
at the Lublin University of Technology in the academic year 2023/2024**

1. Foreign students may be admitted to bachelor's degree programmes in accordance with the rules set out in this Appendix who possess one of the documents indicated in Article 69(2) of the Act and demonstrate the special predisposition required to undertake studies - applies only to *architecture* candidates (entrance examination to test the candidate's artistic skills).
2. Foreigners who meet the conditions specified in Article 69(3) and Article 323 of the Act may be admitted to master's degree programmes.
3. Foreigners may be admitted to bachelor's or master's degree programmes if they demonstrate proficiency in the Polish language, i.e.:
 - 1) complete a one-year preparatory course in Polish
or
 - 2) have a certificate of proficiency in Polish issued by the State Committee for the Certification of Proficiency in Polish as a Foreign Language
or
 - 3) receive confirmation from the Lublin University of Technology that their qualifications and level of proficiency in Polish allow them to undertake studies in Polish
or
 - 4) receive a certificate of successful completion of a one-year Polish language course, issued by the PL Centre for Foreign Languages.
4. Certificates, diplomas or other documents confirming the completion of a secondary school abroad, where the language of instruction was Polish, also constitute evidence of knowledge of the Polish language.
5. Foreigners applying for admission to bachelor's or master's degree programmes at the Lublin University of Technology conducted in Polish shall pay the fees in accordance with the relevant order of the Rector.
6. Once a foreigner has qualified for a degree programme, they shall submit the following documents or their contents at a place and by a date to be determined by the Faculty Recruitment Committee:
 - 1) a filled in and signed personal questionnaire generated from the ERK system;
 - 2) a copy of a valid Pole's Card (Karta Polaka) if applicable - original for inspection at the request of the University;
 - 3) a copy of the photo page of a valid passport or other document confirming the candidate's identity - original for inspection at the request of the University;
 - 4) for bachelor's degree programmes - a copy of the document (original for inspection at the request of the University) referred to in item 1, while the document issued outside Poland must be legalised or provided with an apostille and translated into Polish;
 - 5) for master's degree programmes - a copy of the document (original for inspection at the request of the University) , referred to in item 2, whereby a document issued

outside Poland must be legalised or provided with an apostille and translated into Polish;

- 6) a copy of a document entitling to stay legally in the territory of Poland: visa, temporary or permanent residence card or other document entitling to stay in the territory of Poland - original for inspection at the request of the University ;
 - 7) a copy of the proof of insurance: sickness or accident insurance policy for the duration of education in Poland, or the European Health Insurance Card, or a declaration of affiliation to the National Health Fund immediately after starting education;
 - 8) one of the documents referred to in item 3 or item 4, confirming knowledge of the Polish language;
 - 9) a medical certificate from an occupational medicine doctor certifying that there are no contraindications to pursuing a chosen course according to the recruitment requirements for this course;
 - 10) one up-to-date photo in electronic form, taken in accordance with the requirements used for the issue of ID cards;
 - 11) proof of payment of the enrolment fee set by the Rector for the admission procedure;
 - 12) the original power of attorney, in the case of a person acting on behalf of the candidate.
7. Furthermore, a candidate applying for exemption from the fees referred to in Article 79(1) item 5 of the Act, they should submit documents entitling to apply for an exemption from fees.
8. Documents constituting the grounds for admission to studies drawn up in a language other than Polish must be submitted together with a Polish translation. In justified cases, a candidate may be obliged by a member of the Faculty Recruitment Committee to submit a translation of documents drawn up or certified by a consul of the Republic of Poland, competent for the country on whose territory or in whose educational system the certificate was issued, or a sworn translator entered on the list of sworn translators of the Ministry of Justice or a person registered as a sworn translator in an EU member state, a member state of the European Free Trade Agreement (EFTA), a party to the Agreement on the European Economic Area or a member state of the Organization for Economic Cooperation and Development (OECD) or a diplomatic representation or consular post accredited in the Republic of Poland of a country on whose territory or in whose educational system the document was issued.

**Regulations governing the undertaking by foreigners of degree programmes
conducted
in a foreign language at the Lublin University of Technology in the academic year
2023/2024**

1. Foreigners who meet the conditions specified in Article 69(3) and Article 323 of the Act may be admitted to master's degree programmes.
2. Foreigners may be admitted to master's degree programmes if they hold a document certifying their knowledge of the foreign language in which the studies will be conducted.
3. The documents certifying knowledge of the language in which a foreigner will be studying at Lublin University of Technology may be either one of the certificates listed in Appendix 6, or certificates, diplomas or other documents confirming graduation from a secondary school abroad in which the language of instruction was the same as the foreign language in which the foreigner will be studying in Poland.
4. Foreigners requesting admission to degree programmes conducted at the Lublin University of Technology in foreign languages shall pay fees in accordance with the relevant order of the Rector.
5. Within the framework of electronic registration for foreign language studies, the candidate is required to:
 - 1) set up a personal online recruitment account in the ERK system;
 - 2) choose a faculty, course and degree programme;
 - 3) complete and approve the personal data form (personal questionnaire);
 - 4) enter, according to the specified terms, the data necessary for the recruitment procedure and attach copies of the required documents, which include:
 - a) the educational qualifications referred to in section 1;
 - b) the diploma supplement or, if there is none, any other official document indicating the subjects taken and grades obtained if they are not indicated in the education document referred to in item 1. The document should cover the subjects taken as part of the candidate's previous higher education studies. In special cases (students who have not completed corresponding or related courses), educational content is also required;
 - c) a certificate showing the grading scale in force, if this is not indicated on the education document referred to in item 1. The document shall be provided by the university from which the candidate graduated;
 - d) a document certifying knowledge of the language in which the course of study will be conducted, as referred to in item 3;
 - e) photocopy of passport page with photograph and personal details;
 - f) an up-to-date electronic photograph.
6. Furthermore, a candidate applying for exemption from the fees referred to in Article 79(1) item 3 of the Act, they should submit documents entitling them to apply for an exemption from fees.

7. After being qualified for a degree programme, the foreigner submits the following documents or their contents in the form, place and date specified by the Faculty Recruitment Committee:
 - 1) a filled in and signed personal questionnaire generated from the ERK system;
 - 2) a copy of a valid Pole's Card (Karta Polaka) if applicable - original for inspection at the request of the University;
 - 3) a copy of the photo page of a valid passport or other document confirming the candidate's identity - original for inspection at the request of the University;
 - 4) a copy of the document referred to in item 1 - original for inspection at the request of the University;
 - 5) a copy of a document entitling to stay legally in the territory of Poland: visa, temporary or permanent residence card or other document entitling to stay in the territory of Poland - original for inspection at the request of the University ;
 - 6) a copy of the proof of insurance: sickness or accident insurance policy for the duration of education in Poland, or the European Health Insurance Card, or a declaration of affiliation to the National Health Fund immediately after starting education;
 - 7) one of the documents referred to in item 3, confirming knowledge of the language in which the studies will be conducted;
 - 8) a medical certificate from an occupational medicine doctor certifying that there are no contraindications to pursuing a chosen course according to the recruitment requirements for this course;
 - 9) one up-to-date photo in electronic form, taken in accordance with the requirements used for the issue of ID cards;
 - 10) proof of payment of fees set by the Rector;
 - 11) the original power of attorney, in the case of a person acting on behalf of the candidate;
 - 12) documents entitling the candidate to apply for exemption from the fees referred to in Article 79(1)(3) of the Act.
8. Documents constituting the grounds for admission to studies drawn up in a language other than Polish must be submitted together with a Polish translation. The translations are drawn up or certified by a consul of the Republic of Poland, competent for the country on whose territory or in whose educational system the certificate was issued, or by a sworn translator entered on the list of sworn translators of the Ministry of Justice or a person registered as a sworn translator in an EU Member State, a Member State of the European Free Trade Association (EFTA), a party to the Agreement on the European Economic Area or a member state of the Organization for Economic Cooperation and Development (OECD) or a diplomatic representation or consular post accredited in the Republic of Poland of a country on whose territory or in whose educational system the document was issued.

List of documents certifying knowledge of the foreign language in which the foreigner will be studying at Lublin University of Technology:

- 1) Graduation diplomas:
 - a) studies in *philology* or *applied linguistics*;
 - b) teachers' language college;
 - c) National School of Public Administration (KSAP).
- 2) A document issued abroad confirming the acquisition of a degree or diploma - the language of instruction of the institution providing the course shall be acknowledged.
- 3) A certificate of completion of higher education or postgraduate studies conducted abroad or in the Republic of Poland - the language of instruction is acknowledged if the language of instruction was a foreign language.
- 4) A document issued abroad recognised as equivalent to a secondary school graduation certificate - the language of instruction is acknowledged.
- 5) International Baccalaureate Diploma.
- 6) European Baccalaureate.
- 7) Certificate of passing the ministerial examination:
 - a) at the Ministry of Foreign Affairs;
 - b) in the ministry responsible for the economy, the Ministry of Foreign Economic Cooperation, the Ministry of Foreign Trade and the Ministry of Foreign Trade and Maritime Affairs;
 - c) in the Ministry of Defence - level 3333, level 4444 according to STANAG 6001.
- 8) Language proficiency certificate issued by KSAP as a result of a linguistic examination.
- 9) Certificate issued by KSAP confirming work qualifications in a high state position.
- 10) Document confirming registration on the list of sworn translators.
- 11) Certificates attesting to at least B2 level language skills on a global scale of language proficiency according to the "Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR)", among others:
 - a) certificates from the following institutions:
 - a) Educational Testing Service (ETS) - in particular certificates: Test of English as a Foreign Language (TOEFL) - at least 87 points in the Internet-Based Test (iBT) version; Test of English for International Communication (TOEIC) - at least 785 points,
 - b) University of Cambridge ESOL Examinations, British Council, IDP IELTS Australia - in particular certificates: International English Language Testing System IELTS - at least 6 points,
 - c) PeopleCert – LanguageCert certificates;
 - d) MONDIALE – Mondiale Technical English certificates;

- b) a certificate issued by a higher education institution or other educational institution certifying knowledge of a foreign language at least B2 level.
- 12) Certificate of participation in an educational mobility project at Lublin University of Technology or confirmation of the completion of a study plan as part of an educational mobility programme at Lublin University of Technology conducted in a foreign language.

**¹³⁾ Terms and conditions of the recruitment procedure for candidates
who are persons with disabilities
for entrance examinations or interviews
at the Lublin University of Technology in the academic year 2023/2024**

1. Acting in accordance with the principle of equal opportunities, Lublin University of Technology is improving access to higher education for people with disabilities by eliminating the limitations imposed by disability.
2. Lublin University of Technology provides architectural accessibility to candidates on its campus in the following ways:
 - 1) the area surrounding the buildings is wheelchair accessible (no elevation differences or obstacles);
 - 2) parking spots are designated and clearly marked for the cars of persons with mobility disabilities;
 - 3) access to all buildings is ensured through the installation of lifts and ramps;
 - 4) the buildings are adapted for people with mobility disabilities (suitable toilets and bathrooms).For exceptional cases where access might not be possible, support is provided by building services staff.
3. Candidates with disabilities are subject to the same recruitment procedure as all other candidates for admission to a degree course at the Lublin University of Technology. Levelling opportunities is about providing people with disabilities with the right tools to take part in the recruitment procedure, including but not limited to registering in the system and possibly taking an entrance exam or interview.
4. Candidates for studies who need support in the recruitment process, especially with electronic registration, should notify the relevant Faculty Recruitment Committee or the Rector's Representative for Persons with Disabilities at least 7 days in advance, who will help the candidate to familiarise themselves with the educational offer, recruitment rules and deadlines, as well as assist them in completing documents in the ERK recruitment system and submitting documents to the Faculty Recruitment Committee).
5. Should a disability prevent a candidate from taking part in an entrance examination or interview in the form provided for in the recruitment rules set out in this Resolution, the Chairperson of the University Recruitment Committee shall, in consultation with the relevant Faculty Recruitment Committee and the Rector's Representative for Persons with Disabilities, at the candidate's request, shall decide on the use of a modified form of entrance examination or interview, in particular:
 - 1) extending the duration of the examination or interview by a maximum of 50% of the duration of the examination or interview for other candidates;
 - 2) changing the form of the examination or interview, e.g. from a written examination to oral or vice versa;
 - 3) using an alternative form of writing during an examination or interview, e.g. the use of a computer for writing;
 - 4) allowing the participation of third parties in the examination or interview, in particular acting as sign language interpreters, transcribers and lectors.

¹³⁾ As amended by § 1(7) of the Resolution referred to in Reference No. 1.

6. In order to request a change in the form of an examination or interview, a university candidate who is a person with a disability is required to:
 - 1) register via the electronic candidate registration (ERK) system to complete the admission requirements;
 - 2) notify the Faculty Recruitment Committee and, through it, the Rector's Representative for Persons with Disabilities of the need to change the form of the examination or interview at least two weeks before the scheduled date of the examination or interview;
 - 3) deliver to the Faculty Recruitment Committee or the Rector's Representative for Persons with Disabilities medical documentation confirming the candidate's disability, in particular a certificate of the degree of disability.
7. After reviewing the submitted documentation, the Chairperson of the University Recruitment Committee, in consultation with the Faculty Recruitment Committee and the Rector's Representative for Persons with Disabilities, decides on the mode of the entrance examination or interview with regard to candidates with disabilities.
8. In the case of candidates with a recognised physical disability, the Chairperson of the University Recruitment Committee, in consultation with the Faculty Recruitment Committee and the Rector's Representative for Persons with Disabilities, arranges transport on the campus of Lublin University of Technology and provides the premises and personnel to allow the examination or interview to take place in a modified form.

**List of examinations confirming professional qualifications or professional examinations qualifying for admission to degree programmes
at the Lublin University of Technology in the academic year 2023/2024**

Degree course	Technical and computer science education	Electrotechnology	Safety engineering	Biomedical engineering	Multimedia engineering	Vehicle engineering	Engineering applications of computer science in electrical engineering	Mechanics and mechanical engineering	Mechatronics	Robotisation of manufacturing processes	Transportation	Production management and engineering
Profession	ETI	E	IBZ	IB	IMED	P	IZI	MBM	MT	RPW	TR	ZIP
Automation technician (ELM)		x			x		x		x	x		
Railway control automation technician		x					x					
Avionics technician		x					x					
Occupational health and safety technician (BPO)			x	x		x		x	x	x	x	x
Rail transport electrical technician		x					x					
Electronics technician	x	x			x		x					
Electronics and medical informatics technician (MED)	x		x	x								
Electrical technician		x			x		x					
Energy technician		x					x					

Profession	Degree course											
	Technical and computer science education	Electrotechnology	Safety engineering	Biomedical engineering	Multimedia engineering	Vehicle engineering	Engineering applications of computer science in electrical engineering	Mechanics and mechanical engineering	Mechatronics	Robotisation of manufacturing processes	Transportation	Production management and engineering
	ETI	E	IBZ	IB	IMED	P	IZI	MBM	MT	RPW	TR	ZIP
Computer science technician (INF)	x	x	x	x	x	x	x	x	x	x	x	x
Logistics technician (SPL)											x	x
Mechanical technician (MEC)				x		x		x	x	x	x	x
Aviation mechanical technician (TLO)						x		x	x			
Marine mechanical technician (TWO)								x	x			
Agricultural mechanisation and agrotechnics technician			x			x		x	x	x		
Mechatronics technician	x	x	x			x	x	x	x	x		
Foundry technician						x		x				
Orthopaedic technician				x								
Automotive technician	x					x		x	x		x	
Programming technician	x		x				x		x	x		
Metallurgical technician						x		x				
Sound technician					x							
Recording technician					x							
Forwarding technician (SPL)											x	
Broadband electronic communications technician	x	x	x		x		x					
Chemical technology technician			x	x								
Information and communication technology technician	x	x	x		x		x					
Telecommunications technician	x	x			x		x					

Profession	Degree course											
	Technical and computer science education	Electrotechnology	Safety engineering	Biomedical engineering	Multimedia engineering	Vehicle engineering	Engineering applications of computer science in electrical engineering	Mechanics and mechanical engineering	Mechatronics	Robotisation of manufacturing processes	Transportation	Production management and engineering
	ETI	ET	IBZ	IB	IMED	P	IZI	MBM	MT	RPW	TR	ZIP
Road transport technician			x								x	
Railway transport technician			x								x	
Lift technician			x					x			x	
Renewable energy equipment and systems technician	x	x	x				x					