

# Master step by step

**Action required by the Candidate**

**Action required by the Admission Office**

## **Step 1.**

Send an inquiry to [admission@pwr.edu.pl](mailto:admission@pwr.edu.pl).

## **Step 2.**

General information package sent by e-mail.

## **Step 3.**

General information package received.

Contents include:

- Study options information
- Your next step 1
- Application Form

## **Step 4.**

Return by e-mail or post:

- Filled-in Application Form
- A copy of bachelor's degree certificate plus transcript of records
- A copy of passport
- Confirmation of payment of registration fee

## **Step 5.**

Application assessed.

If positive, go to point 6: Offer made. If negative: more information will follow by e-mail.

## **Step 6.**

Offer package received.

Contents include:

- Offer letter (Pre – Acceptance letter)
- List of required documents

- Your next step 2
- Contract (if applicable)

### **Step 7.**

Return by post/courier:

- Required documents

### **Step 8.**

Payment (if applicable) and documents received

### **Step 9.**

Final Acceptance Letter issued

### **Step 10.**

Confirmation of enrolment package received.

Contents include:

- Final Acceptance Letter
- Invitation to Introduction Days
- Request to register online

### **Step 11.**

Obtain visa (if applicable) and make travel arrangements

### **Step 12.**

- Arrive
- Meet your personal mentor at the airport or railway /bus station (non EU students)
- Submit original required documents to the Admission Office
- Attend Introduction Days