# Warsaw University of Technology

IRK | **Doctoral School**

Online Recruitment System (IRK) – guideline for candidates to the Doctoral School

The instruction does not concern the candidates to Doctoral School applying within the Implementation doctorate program. In their case there will be separate admission, which schedule will be depending on the results published by MEiN. Candidates will be admission outside the limit, in a separate admission process dedicated only to the laureates of the Implementation doctorate progam.

NOTE: The guideline is a tool for applicants at the Doctoral School. All current appointments that correspond to the admissions schedule for the current semester can be found in the admissions schedule, which is published on the website of the Doctoral School https://www.sd.pw.edu.pl/sd_en/Candidates/Admissions-2023Z , as well as after logging in to the IRK system and selecting the right admission.
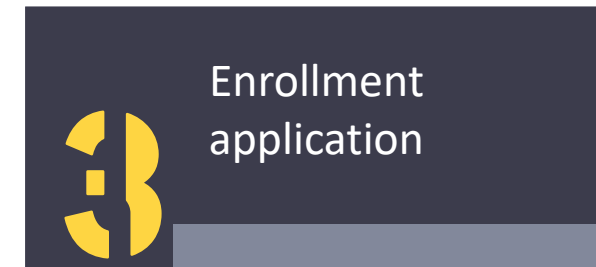
REGISRATION STAGES

1 — Account in the IRK system
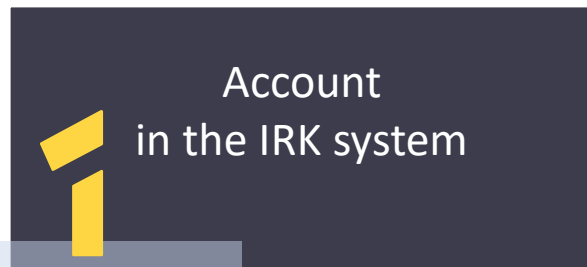
- Go to https://irk.pw.edu.pl/en-gb/
- Create an account
- Activate the account
- Log in
- Choose a Registration

2 — Personal forms
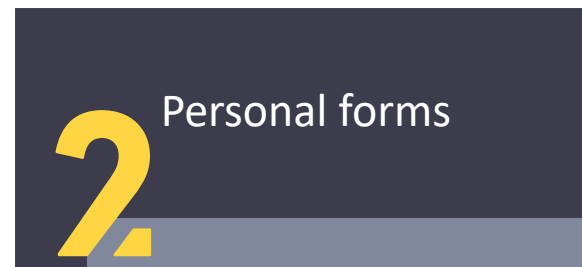
- Complete basic personal data
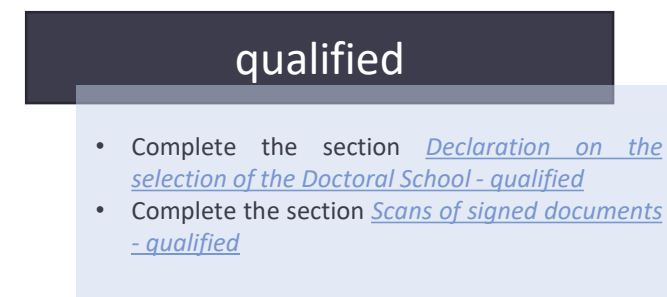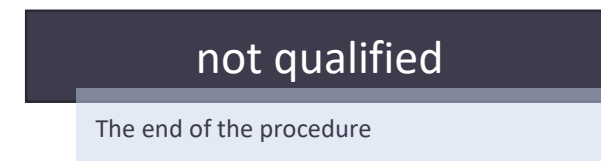- Complete address and contact information
- Add photo
- Complete education data

3 — Enrollment application

- Go to Offer – Doctoral School
- Choose a discipline and Sign up

4 — Additional information
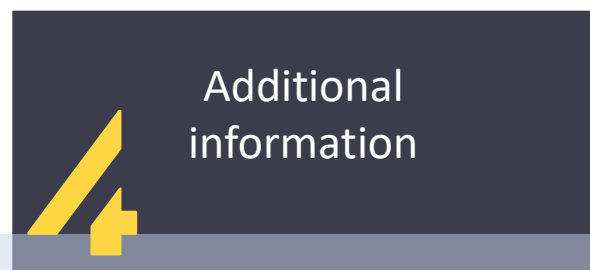
- Complete the section *Competences*
- Complete the section *Knowledge of English*
- Complete the section *Individual recognition statement*
- Realize the payment
- Complete the section *Prospective research topic and the acceptance of the supervisor*
- Download documents from the section *Documents and further steps*
- Upload completed documents in the section *Scans of signed documents*

5 — Qualification status

After the substantive assessment, the Grading Committee sets the qualification status

not qualified

The end of the procedure

qualified

- Complete the section *Declaration on the selection of the Doctoral School - qualified*
- Complete the section *Scans of signed documents - qualified*

CREATE AN ACCOUNT

1. Go to https://irk.pw.edu.pl/en-gb/

2. Click „create an account"

3. Accept the personal data processing information

Create an account

Email address	email@address	0 / 100
Password	*****	
Confirm password	*****	

Create an account

1. Insert e-mail address and password

2. Click „create an account"

3. Message with the activation link will be sent to the given e-mail address

Login

ℹ A message with activation link has been sent to the address:

| Email address | | 0 / 100 |
| Password | | |

? forgot password
Create an account

Log in

1. Log in to your e-mail address

2. Activate the account by clicking the link

3. „Log in" using the previously inserted data

IRK TST - Account creation verification ⟩ Odebrane ×

no-reply@irktst.usos.pw.edu.pl
do mnie ▾

Welcome to IRK service of the Warsaw University of Technology!

Your account has been created successfully and you will be able to use it after activating it. You can activate your account by following this address:

https://irktst.pw.edu.pl/auth/activate/1ec9e199-af86-40d9-a806-de5cbf...

You will be able to log in after activating your account.

Thank you for choosing our university!

You can change settings of your email notifications on the settings page.

Warsaw University of Technology
Plac Politechniki 1
00-661 Warsza...
tel. (22) 234 7211
www: www.pw.edu.pl

Login

✓ Account successfully activated.

Email address   email@address   0 / 100
Password   *****

? forgot password
👤 create an account

→] Log in

OFFER

1. After logging in, go to the section „Enrollment applications"

2. „Go to the offer"

3. Choose the right registration to the Doctoral School

Here you can find information about current admissions

Note!
At this stage you will not be able to select a discipline, as the required data is not complete.
First, go to „my account" in order to fill out the required forms.

Doctoral school - recruitment for the winter semester 2022/2023

↻ switch registrations   ✕ cancel selection

The offer displayed on this page is limited to the selected registration. If you want to see the rest of the offer, select a different registration.

🏠 → Offer → Biomedical engineering → Biomedical engineering

▍Biomedical engineering

The Grading Committee calculates the grade basing on the scale from 0 to 10 (with 0.1 accuracy) according to the following formula:

grade = 0,3 * K + 0,2 * O + 0,5 * R

K, O, R – points from the scope of 0 to 10 (with 0.1 accuracy), K – prospective research topic, O – scientific and professional achievements, R – interview. When R < 5, grade = 0.

Table of contents	
Details	
Code	4606-DS0-IB
Organizational unit	Doctoral School
Area/discipline	Biomedical engineering
Form of studies	full-time
Level of education	PhD
Duration	8 semesters

✉ Ask a question

❌ You need to fill out personal data forms: Basic personal data, Address and contact information, Photo, Education.

Phase 1   - 22.08.2022 14:59)

➔] Sign up

PERSONAL FORMS – Basic personal data
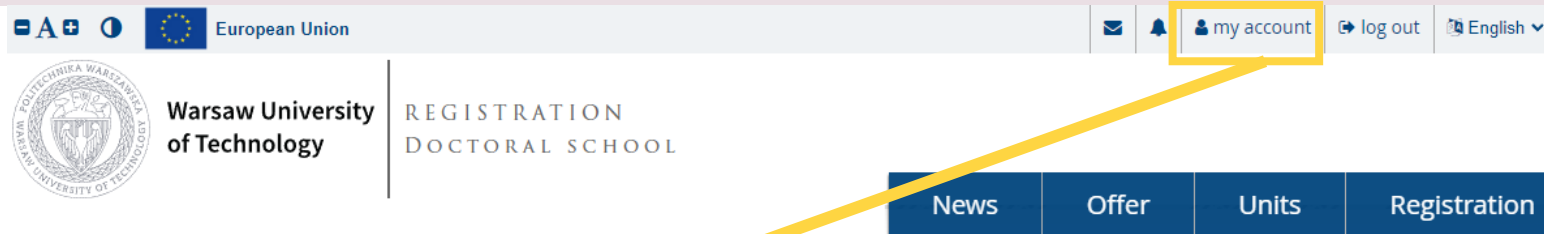
1. Go to „my account"

2. Go to „Personal forms"

3. Fill out „Basic personal data"

Doctoral school - recruitment for the winter semester 2022/2023
You are filling the forms in connection with the selected registration. Fields required to apply are marked with an asterisk.

🏠 → My account → Personal forms

My account

| Account settings | Personal forms | Enrollment applications | Payments | Messages | Notifications | Clauses and consents |

Personal forms

Basic personal data | Address and contact information | Photo | Educa...

Personal forms

| 👤 Basic personal data | 📍 Address and contact information | 📷 Photo | 🎓 Education |

Basic personal data

While typing your personal data, remember that if you're enrolled, your data will be uploaded to university systems and printed on university issued documents. In Polish, proper names (such as first names, surnames, city names) are written with a capital letter. Only the first letter should be capital, not all of them. Do not enter Cyrillic or Chinese characters, use Latin transcription instead. If you have double surname, there should be no spaces around the hyphen. For example: Janina Maria Nowak-Kowalewska.

* – *Fields marked with asterisk symbol are required.*

Field	Value	Count
First name *		0 / 40
Second name *		0 / 40
	☐ I don't have a middle name	
Surname *		0 / 40
PESEL number *		0 / 11
	The PESEL number is required for Polish citizens.	
Gender *	-- select --	
Date of birth *	dd.mm.rrrr	
Place of birth *		0 / 60
Country of birth *	-- select --	
I have Polish citizenship *	-- select --	

💾 Save

8

Personal forms

| 👤 Basic personal data | 📍 Address and contact information | 📷 Photo | 🎓 Education |

Basic personal data

While typing your personal data, remember that if you're enrolled, your data will be uploaded to university systems and printed on university issued documents. In Polish, proper names (such as first names, surnames, city names) are written with a capital letter. Only the first letter should be capital, not all of them. Do not enter Cyrillic or Chinese characters, use Latin transcription instead. If you have double surname, there should be no spaces around the hyphen. For example: Janina Maria Nowak-Kowalewska.

* – Fields marked with asterisk symbol are required.   💾 Save

First name *		0 / 40
Second name		0 / 40
	☐ I don't have a middle name	
Surname *		0 / 40
PESEL number		0 / 11
	The PESEL number is required for Polish citizens.	
Gender *	-- select --	
Date of birth *	dd.mm.rrrr	
Place of birth *		0 / 60
Country of birth *	-- select --	
I have Polish citizenship *	no	
Citizenship *	-- select --	

💾 Save

---

1. If you do not have Polish citizenship or a PESEL number „Additional personal information" section will appear

2. Fill out the required fields

🏠 → My account → Personal forms → Additional personal information

Personal forms

| 👤 Basic personal data | 📍 Address and contact information | 📷 Photo | 🎓 Education | 🔲 Additional personal information |

Additional personal information

While typing your personal data, remember that if you're enrolled, your data will be uploaded to university systems and printed on university issued documents. In Polish, proper names (such as first names, city names) are written with a capital letter. Only the first letter should be capital, not all of them. Do not enter Cyrillic or Chinese characters, use Latin transcription instead. Do not put spaces or any other punctuation marks in document numbers.

* – Fields marked with asterisk symbol are required.   💾 Save

Identification document

Document type *	---
Document series and number *		0 / 20
	This value must contain only uppercase letters and digits.
Document expiration date *	dd.mm.rrrr
Country in which the document has been issued *	-- select --

💾 Save

9

Address and contact information

1. Go to „Address and contact information"

2. Fill out the required fields

Photo

Personal forms

| 👤 Basic personal data | 📍 Address and contact information | 📷 Photo | 🎓 Education | 🪪 Additional personal information |

Photo

Photo requirements and a link to the page with examples are at the bottom of the site. Remember that an incorrect or poor-quality photo will not be accepted by the administration.

* – Fields marked with asterisk symbol are required.

💾 Save

Photo * [Wybierz plik] Nie wybrano pliku

Maksymalny rozmiar zdjęcia to 5 MB.

Profile picture privacy settings
- ○ Everyone can see my photo.
- ○ My photo can be seen only by people who are logged in.
- ○ My photo can be seen only by people who attend the same classes as I.
- ● My photo can be seen only by me (and the recruitment commission).

This setting will apply in USOSweb after admission.

💾 Save

1. Go to „Photo" section

2. Read the Photo requirements

3. Upload a good quality photo in a JPG format, not larger than 50 KB

Note!
The photo you upload in the system at this stage will be used in your Student's ID Card after being admitted to the Doctoral School.

Education

Personal forms

| 👤 Basic personal data | 📍 Address and contact information | 📷 Photo | 🎓 Education | 🖼 Additional personal information |

Education

While typing your personal data, remember that if you're enrolled, your data will be uploaded to university systems and printed on university issued documents. In Polish, proper names (such as school names, city names) are written with a capital letter. Only the first letter should be capital, not all of them. Do not enter Cyrillic or Chinese characters, use Latin transcription instead. Do not put spaces or any other punctuation in document numbers.

Depending on applications you want to create, you need to add respective certificates concerning your education or other qualifications. In some cases you can add documents without entering all the information about them. However, you might need to fill in the missing data before printing the documents.

* – *Fields marked with asterisk symbol are required.*　　　　　　　　　　　　　　　　　　　　💾 Save

Secondary education

High school country * ▬▬▬▬▬▬▬▬▬▬▬▬▬▬▬▬ ⌄

Higher education

Documents　　Here you can add information about your higher education.

[⊕ Save and add certificate]

Add a document

* – *Fields marked with asterisk symbol are required.*　　　　💾 Save

Document type * ▬▬▬▬ ⌄

　　　　　　　　　　　　Polish diploma of engineer
Document year *　　Polish diploma of bachelor
　　　　　　　　　　　　Polish diploma of master
Document number　　Foreign diploma

Date of issue　dd.mm.rrrr

Issuing institution type　----　⌄

Issuing institution name　　　　0 / 200
Please enter a town to display a list of institutions that are based in it. If the institution you are looking for is not on the list, please enter it manually.

Place of issue　　　　0 / 80

Country of issue *　---------　⌄

Comment　　　　0 / 500
If you're adding a document of unknown type, please describe it!

↺ Save and return　💾 Save

---

1. Go to „Education" section

2. Fill out secondary education information

3. Fill out higher education information

Add a document

* – Fields marked with asterisk symbol are required.

[Save]

Document type * Polish diploma of master

Document year *

Document year should be the same as in the issue date. If you don't have the document yet, but you will obtain it soon, please enter the current year.

Document number 0 / 200

There should be no spaces in the number.

Date of issue dd.mm.rrrr

Issuing institution type ----

Issuing institution name 0 / 200

Please enter a town to display a list of institutions that are based in it. If the institution you are looking for is not on the list, please enter it manually.

Place of issue 0 / 80

Country of issue * ----------

Comment 0 / 500

If you're adding a document of unknown type, please describe it!

[Save and return] [Save]

Polish diploma of master

❌ Fields missing:
- file
- exam scores

Document year:
Document number:
Date of issue:
Issuing institution name:
Place of issue:
Country of issue: **Poland**

✏ edit ✖ delete

---

1. If you have a Polish diploma select „Polish diploma of master"
2. Fill out the required data
3. Go to the edit section, in order to add more information

13

Polish diploma of master

> ℹ Within the specified deadlines remember to:
> ○ upload a scan of your certificate.

* – *Fields marked with asterisk symbol are required.*

🖫 Save

Document type	Polish diploma of master
Document year *	
	Document year should be the same as in the issue date. If you don't have the document yet, but you will obtain it soon, please enter the current year.
Document number	1 / 200
	There should be no spaces in the number.
Date of issue	📅
Issuing institution type	⌄
Issuing institution name	1 / 200
	Please enter a town to display a list of institutions that are based in it. If the institution you are looking for is not on the list, please enter it manually.
Place of issue	1 / 80
Country of issue *	⌄
Comment	0 / 500
	If you're adding a document of unknown type, please describe it!

A file is required for this certificate. Maximal number of files: 2.

➕ Save and add file

1. „Save and add file"

2. Upload a scan of the diploma, certificate of obtaining master degree, or a declaration of scheduled date of diploma exam, issued by Faculty/Institute

🏠 → My account → Personal forms → Education → Polish diploma of master → Add a file

Polish diploma of master

* – *Fields marked with asterisk symbol are required.*

🖫 Save

File *	Wybierz plik Nie wybrano pliku
File title *	0 / 500
Comment	

↩ Save and return   🖫 Save

14

Polish diploma of master

✅ Data has been saved.

* – *Fields marked with asterisk symbol are required.* 🖫 Save

Document type	Polish diploma of master
Document year *	
	Document year should be the same as in the issue date. If you don't have the document yet, but you will obtain it soon, please enter the current year.
Document number	3 / 200
	There should be no spaces in the number.
Date of issue	📅
Issuing institution type	⌄
Issuing institution name	1 / 200
	Please enter a town to display a list of institutions that are based in it. If the institution you are looking for is not on the list, please enter it manually.
Place of issue	3 / 80
Country of issue *	Poland ⌄
Comment	0 / 500
	If you're adding a document of unknown type, please describe it!
	A file is required for this certificate. Maximal number of files: 2.
File 1 📥	(1)
	✏ edit ✖ delete

➕ Save and add file

🔁 Save and return 📧 Save and edit exam results 🖫 Save

Note!
If you have not obtained exam scores yet, do not fill out the section „edit exam results". Fill it out immediately after reciving the scores.

1. After attaching the file go to „edit exam results" section

2. Tick „Taken" and fill out „exam score"

🏠 → My account → Personal forms → Education → Polish diploma of master → Edit exam results

Master's degree

🖫 Save

Taken	Exam name	Level	Exam score	
			I know my result	Value
☑	Average of grades obtained during the second-cycle (graduate) studies or long-cycle studies	---	☑	
☑	Final MA studies grade	---	☑	
			Comment	---

🔁 Save and return 🖫 Save

15

Add a document

*– Fields marked with asterisk symbol are required.

		Save
Document type *	----	
Document year *	----	
	Polish diploma of engineer	
	Polish diploma of bachelor	
Document number	Polish diploma of master	
	Foreign diploma	
Date of issue	dd.mm.rrrr	
Issuing institution type	----	
Issuing institution name		0 / 200

Please enter a town to display a list of institutions that are based in it. If the institution you are looking for is not on the list, please enter it manually.

Place of issue		0 / 80
Country of issue *	---------	
Comment		0 / 500

If you're adding a document of unknown type, please describe it!

Save and return   **Save**

1. If your diploma was issued outside Poland select „foreign diploma"

2. Fill out required data

3. „Save and return", then „edit" in order to attach the document

---

Secondary education

High school country *	Afghanistan

Higher education

Documents	Here you can add information about your higher education.

Polish diploma of master ✓

Document year: :
Document number:
Date of issue:
Issuing institution name:
Place of issue:
Country of issue: **Poland**
Uploaded files: ⬇
✏ edit   ✖ delete

≡ Edit exam results

Foreign diploma
⊗ Fields missing:
- file

Document year: :
Document number:
Date of issue:
Issuing institution name:
Place of issue:
Country of issue:
✏ edit   ✖ delete

⊕ Save and add certificate

💾 Save

1. Upload the scan of the diploma

2. In case of a foreign diploma, the scores will be calculated individually, therefore, in order to streamline the process, upload additionally **a supplement / transcript of records**

Higher education

Documents Here you can add information about your higher education.

Foreign diploma ✅
Document year:
Document number:
Date of issue:
Issuing institution name:
Place of issue:
Country of issue:
Uploaded files: ⬇
✏ edit ✖ delete

Polish diploma of master ✅
Document year:
Document number:
Date of issue:
Issuing institution name:
Place of issue:
Country of issue:
Uploaded files: ⬇
✏ edit ✖ delete

⊞ Edit exam results

⊕ Save and add certificate

💾 Save

1. After filling out the required fields the ✅ symbol should appear

2. In case you do not upload a file, do not fill out data or do not insert exam scores for the Polish master diploma, an additional comment will appear.

Polish diploma of master
❌ Fields missing:
- issuing institution
- file
- exam scores

Document year:
Document number:
Date of issue:
Issuing institution name:
Place of issue:
Country of issue: **Poland**
✏ edit ✖ delete

18

ENROLLMENT APPLICATION

1. Go to „my account" and select „Enrollment applications"

2. „Go to the offer"

3. Select a discipline

Doctoral school - recruitment for the winter semester 2022/2023
The offer displayed on this page is limited to the selected registration. If you want to see the rest of the offer, select a different registration.

⟳ switch registrations   ✖ cancel selection

🏠 → Offer → Architecture and urban planning → Architecture and urban planning

Architecture and urban planning

The Grading Committee calculates the grade basing on the scale from 0 to 10 (with 0.1 accuracy) according to the following formula:

grade = 0,3 * K + 0,2 * O + 0,5 * R

K, O, R – points from the scope of 0 to 10 (with 0.1 accuracy), K – prospective research topic, O – scientific and professional achievements, R – interview. When R < 5, grade = 0.

Table of contents

Details	
Code	4606-DS0-AU
Organizational unit	Doctoral School
Area/discipline	Architecture and urban planning
Form of studies	full-time
Level of education	PhD
Duration	8 semesters

✉ Ask a question

Phase 1   · 22.08.2022 14:59)
➔ Sign up

🏠 → Offer → Architecture and urban planning → Architecture and urban planning → New application

Personal data processing information

ℹ I declare that I have the knowledge of and accept the terms and conditions of the following documents:

Rules of Admission of the Doctoral School constituting an appendix to the Resolution No. 182/L/2022 of the Senate of the Warsaw University of Technology of February 23, 2022;
Regulations of the Doctoral School constituting an appendix to the Resolution No. 199/L/2022 of the Senate of the Warsaw University of Technology of April 27, 2022;

Educational Program of the Doctoral School constituting an appendix to the Resolution No. 183/L/2022 of the Senate of the Warsaw University of Technology of February 23, 2022.

☑ I agree

⊘ Cancel   ➔ Continue

🏠 → Offer → Architecture and urban planning → Architecture and urban planning → New application

New application

[SD-KD-2022Z] Doctoral school - recruitment for the winter semester 2022/2023 (open)
[4606-DS0-AU] Architecture and urban planning – Phase 1

Please select your document entitling you to undertake studies. It will be associated with this application.

👁 Qualification criteria for this phase

Document entitling to
undertake studies
Polish diploma of master nr ▼
Polish diploma of master nr
Foreign diploma nr

← Return   ➔ Continue

1. After selecting a discipline „Sign up"

2. Read the Doctoral School's documents – this step is required in order to proceed. Documents can be found on the Doctoral School's website.

3. Select the appropriate diploma

20

Competences

Fill out the „Competences" section

Individual Recognition Statement

1. Fill out the „Individual Recognition Statement" section

2. If your diploma was issued within the EU select No and Continue

3. If your diploma was issued outside the EU select Yes and attach the Individual Recognition Statement issued by NAWA

Fill out the „Knowledge of English" section

Note!
The knowledge of English is required in order to continue the recruitment process. If you select **No**, the declaration on the knowledge of English will not be generated.

After submitting the enrollment application go to the „Enrollment applications" section in order to realize the payment and fill out additional data.

Doctoral school - recruitment for the winter semester 2022/2023

⟳ switch registrations ✖ cancel selection

The offer displayed on this page is limited to the selected registration. If you want to see the rest of the offer, select a different registration.

🏠 → Offer → Architecture and urban planning

Architecture and urban planning

✅ You have successfully created a recruitment application. Go to the page My account → Enrollment applications to view the list of additional forms and/or documents that need to be printed and submitted.

ℹ Within the specified deadlines remember to:
- pay the application fee,
- fill out the forms with additional information.

The Grading Committee calculates the grade basing on the scale from 0 to 10 (with 0.1 accuracy) according to the following formula:

grade = 0,3 * K + 0,2 * O + 0,5 * R

K, O, R – points from the scope of 0 to 10 (with 0.1 accuracy), K – prospective research topic, O – scientific and professional achievements, R – interview. When R < 5, grade = 0.

Table of contents

Details

Code	4606-DS0-AU
Organizational unit	Doctoral School
Area/discipline	Architecture and urban planning
Form of studies	full-time
Level of education	PhD
Duration	8 semesters

✉ Ask a question

Phase 1   22.08.2022 14:59)
You have already applied in this registration phase.

Your applications (go to my applications):
- Doctoral school - recruitment for the winter semester 2022/2023
  Phase 1 (01.07.2022 00:00 – 22.08.2022 14:59)

🏠 → My account → Enrollment applications

My account

ℹ Within the specified deadlines remember to:
- pay the application fee,
- fill out the forms with additional information.

| Account settings | Personal forms | Enrollment applications | Payments | Messages | Notifications | Clauses and consents | Help |

Enrollment applications

[SD-KD-2022Z] Doctoral school - recruitment for the winter semester 2022/2023   (open)
winter semester 2022/2023

Description ⟱

[4606-DS0-AU] Architecture and urban planning

Phase 1 (✖ withdraw) 01.07.2022 - 22.08.2022 👁 Qualification criteria ↺ Application history	Recruitment fee 170.00 zł ⏱ pending ➜ Payments	Score ---	Qualification status ---	Decision ---

Document entitling to undertake studies	Polish diploma of master nr

Internal exams	Achievements, including scientific and professional background		Score: ---
	Interview		Score: ---
	Prospective research topic		Score: ---

Additional information	Please provide additional information in order to complete registration. ✅ 1. Competences (filled out) ✅ 2. Knowledge of English (filled out) ✅ 3. Individual recognition statement (filled out) ❌ 4. Prospective research topic and the acceptance of the supervisor (required) ❌ 5. Scans of signed documents (required)

📄 Documents and further steps

24

Payments

1. Go to „Payments"

2. Check „Your personal bank account for transfers" and transfer the given payment in PLN

3. Each enrollment application requires a separate payment

4. After the payment has been entered in the accounts, you will see the ✅ symbol

1. Go to „Enrollment applications"

2. Complete the two remaining sets of questions

Prospective research topic and the acceptance of the supervisor

4. Prospective research topic and the acceptance of the supervisor
Doctoral school - recruitment for the winter semester 2022/2023
Architecture and urban planning

ℹ️ Within the specified deadlines remember to:
- pay the application fee,
- fill out the forms with additional information.

Prospective research topic and the acceptance of the supervisor.

Answer deadline: **22 Aug 2022, 2:59 p.m.**

* – *Fields marked with asterisk symbol are required.* 💾 Save

Name, surname, academic title and degree of the potential supervisor *	0 / 500
Prospective research topic of the doctoral dissertation *	0 / 500
Description of the scientific problem to solve in the doctoral dissertation (scientific aim of the project) (up to 1000 characters with spaces) *	Characters: 0 / 1000.
Reasons for choosing the research topic with reference to the current state of knowledge (up to 2000 characters with spaces) *	Characters: 0 / 2000.
Scope of research, methodology (up to 2000 characters with spaces) *	Characters: 0 / 2000.

↩ Save and return 💾 Save

1. Go to „Prospective research topic and the acceptance of the supervisor"

2. Fill out all the required fields

> **Note!**
> Only after filling out all the required fields, will it be possible to save the data. If you skip even one field, the data will not be saved.

My account

> ℹ️ Within the specified deadlines remember to:
> - pay the application fee,
> - fill out the forms with additional information.

Account settings	Personal forms	Enrollment applications	Payments	Messages	Notifications	Clauses and consents	Help

Enrollment applications

[SD-KD-2022Z] Doctoral school - recruitment for the winter semester 2022/2023 (open)

winter semester 2022/2023

Description ⟱

[4606-DS0-AU] Architecture and urban planning

Phase 1 (✖ withdraw) 01.07.2022 - 22.08.2022 👁 Qualification criteria ↻ Application history	Recruitment fee **170.00 zł** ⏱ pending ➜ Payments	Score ---	Qualification status ---	Decision ---

Document entitling to undertake studies	Polish diploma of master nr	
Internal exams	Achievements, including scientific and professional background	Score: ---
	Interview	Score: ---
	Prospective research topic	Score: ---
Additional information	Please provide additional information in order to complete registration. ✅ 1. Competences (filled out) ✅ 2. Knowledge of English (filled out) ✅ 3. Individual recognition statement (filled out) ✅ 4. Prospective research topic and the acceptance of the supervisor (filled out) ⊗ 5. Scans of signed documents (required)	
	📄 Documents and further steps	

1. Go to the „Enrollment applications" section

2. Go to „Documents and further steps"

Required documents

Documents to download		
Declaration on the selection of the discipline (qualified candidate)	🇵🇱 Download	🇬🇧 Download
Declaration on the selection of the doctoral school (qualified candidate)	🇵🇱 Download	🇬🇧 Download
Doctoral School's documents declaration	🇵🇱 Download	🇬🇧 Download
Doctoral studies doctoral school declaration	🇵🇱 Download	🇬🇧 Download
Employment declaration	🇵🇱 Download	🇬🇧 Download
English language declaration	🇵🇱 Download	🇬🇧 Download
Information on the risk factors to health and life occurring during the doctoral education	🇵🇱 Download	
Letter of application	🇵🇱 Download	🇬🇧 Download
Personal data form	🇵🇱 Download	🇬🇧 Download
Personal data processing information	🇵🇱 Download	🇬🇧 Download
Prospective research topic and the acceptance of the supervisor	🇵🇱 Download	🇬🇧 Download

! Potential supervisor's signature required!

! Potential supervisor's signature required!

Download documents required at this stage, fill them and sign.

Note!
If you do not fill out the section in which the declaration should be uploaded, the following message will appear:

🏠 → My account → Enrollment applications → Architecture and urban planning

Documents and further steps

❌ The answer "No" was chosen in the section "Knowledge of English". Go to: Enrollment applications - Additional information - Knowledge of English - I declare that I have the sufficient knowledge of the English language that will allow me to take part in courses conducted in English.

Note!
If you do not fill out the section in which the declaration should be uploaded, the following message will appear:

🏠 → My account → Enrollment applications → Automation, electronic and electrical engineering

Documents and further steps

❌ Not all the required fields were completed in the section "Prospective research topic and the acceptance of the supervisor". Go to: Enrollment applications - Additional information - Prospective research topic and the acceptance of the supervisor.

29

My account

ℹ️ Within the specified deadlines remember to:
- pay the application fee,
- fill out the forms with additional information.

| Account settings | Personal forms | Enrollment applications | Payments | Messages | Notifications | Clauses and consents | | Help |

Enrollment applications

[SD-KD-2022Z] Doctoral school - recruitment for the winter semester 2022/2023 (open)

winter semester 2022/20...

Description ✕

[4606-DS0-AU] **Architecture and urban planning**

Phase 1 (✕ withdraw) 01.07.2022 - 22.08.2022 👁 Qualification criteria ↺ Application history	Recruitment fee 170.00 zł ⏱ pending → Payments	Score ---	Qualification status ---	Decision ---
Document entitling to undertake studies	Polish diploma of master n...			
Internal exams	Achievements, including scientific and professional background			Score: ---
	Interview			Score: ---
	Prospective research topic			Score: ---
Additional information	Please provide additional information in order to complete registration ✅ 1. Competences (filled out) ✅ 2. Knowledge of English (filled out) ✅ 3. Individual recognition statement (filled out) ✅ 4. Prospective research topic and the acceptance of the supervisor (filled out) ⊗ 5. Scans of signed documents (filled out)			
	📄 Documents and further steps			

1. Go to „Enrollment applications"
2. Go to „Scans of signed documents"
3. Upload previously downloaded, completed and signed documents
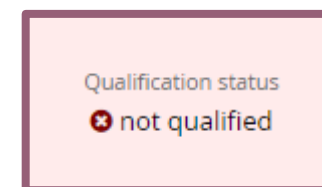
Note!
- Pay attention to titles of the documents!
- In case of not uploading even one of the required documents, you will not be allowed for the substantive evaluation (that is: the prospective research topic and the achievements, including academic and professional achievements, etc., and will not be allowed to the recruitment interview).

---

5. Scans of signed documents
Doctoral school - recruitment for the winter semester 2023/2024 philosophy

Candidates who will not meet the requirements and will not submit all the scans of the documents mentioned in this section, will not be allowed for the substantive evaluation (that is: the prospective research topic and the achievements, including academic and professional achievements, etc., and will not be allowed to the recruitment interview). **Forms** can be downloaded from the section Documents and further steps. They shall be printed, signed and uploaded in the system again in the form of scans. **Warning!** Before submitting the documents, please make sure that they include all the required signatures. **The recruitment fee payment confirmation** shall be downloaded form you bank account after the execution of the transfer.

Answer deadline: **14 Aug 2023, 11:59 p.m.**

💾 Save

Letter of application	Przeglądaj... Nie wybrano pliku.
Personal data form	Przeglądaj... Nie wybrano pliku.
Personal data processing information	Przeglądaj... Nie wybrano pliku.
Doctoral School's documents declaration	Przeglądaj... Nie wybrano pliku.
Doctoral studies doctoral school declaration	Przeglądaj... Nie wybrano pliku.
English language declaration	Przeglądaj... Nie wybrano pliku.
Prospective research topic and the acceptance of the supervisor	Przeglądaj... Nie wybrano pliku.
Information on the risk factors to health and life occurring during the doctoral education	Przeglądaj... Nie wybrano pliku.
Employment Declaration	Przeglądaj... Nie wybrano pliku.
Confirmation of the registration fee payment	Przeglądaj... Nie wybrano pliku.

↺ Save and return   💾 Save

30

[SD-KD-2022Z] Doctoral school - recruitment for the winter semester 2022/2023 (open)

winter semester 2022/2023

Description ⟱

[4606-DS0-AU] **Architecture and urban planning**				
Phase 1 (✖ withdraw) 01.07.2022 - 22.08.2022 👁 Qualification criteria ↻ Application history	Recruitment fee 0.00 zł ✅ paid	Score ---	Qualification status ---	Decision ---
Document entitling to undertake studies	Polish diploma of master nr			
Internal exams	Achievements, including scientific and professional background			Score: ---
	Interview			Score: ---
	Prospective research topic			Score: ---
Additional information	Please provide additional information in order to complete registration. ⊘ 1. Competences (filled out) ⊘ 2. Knowledge of English (filled out) ⊘ 3. Individual recognition statement (filled out) ⊘ 4. Prospective research topic and the acceptance of the supervisor (filled out) ⊘ 5. Scans of signed documents (filled out)			
	📄 Documents and further steps			

1. After completing all the required sections, the ✅ symbol should appear
2. After the payment is registered, it will be shown as paid
3. You will be invited for an interview only after submitting all the required documents
4. In case of failure to submit the required documents, the qualification status will change to:

Qualification status
❌ not qualified

In such a case, you will not be invited for an interview.

NOTE! In case of set number 5 „Scans of signed documents", even if you don't submit all the required documents, there will be a symbol ✅ . It doesn't mean that the set has been filled completely. Before the end of registrations, please make sure you submitted all the required documents.

[4606-DS0-AU] **Architecture and urban planning**				
Phase 1 01.07.2022 - 22.08.2022 👁 Qualification criteria ↻ Application history	Recruitment fee 0.00 zł ✓ paid	Score ---	Qualification status ✓ qualified	Decision ---
Document entitling to undertake studies	Polish diploma of master nr			
Internal exams	Achievements, including scientific and professional background		Score: ---	
	Interview		Score: ---	
	Prospective research topic		Score: ---	
Additional information	Please provide additional information in order to complete registration. ✓ 1. Competences (filled out) ✓ 2. Knowledge of English (filled out) ✓ 3. Individual recognition statement (filled out) ✓ 4. Prospective research topic and the acceptance of the supervisor (filled out) ✓ 5. Scans of signed documents (filled out) ⊗ 6. Declaration on the selection of the Doctoral School - qualified (required) ⊗ 7 .Scans of signed documents - qualified (required) 📄 Documents and further steps			

Candidates who go through a substantive assessment positively will be invited for an interview.

After the interview, the status will change to:

QUALIFIED – if you reach the required score

NOT QUALIFIED – if you do not reach the required score

If you are QUALIFIED complete the two additional sections.
In case of failure to do so, you will not be placed on the list of admitted.

Declaration on the selection of the Doctoral School - qualified

6. Declaration on the selection of the Doctoral School - qualified
Doctoral school - recruitment for the winter semester 2022/2023
Architecture and urban planning

Within the specified deadlines remember to:
  o fill out the forms with additional information.

Declaration on the selection of the Doctoral School.

Answer deadline: **20 Sep 2022, 2:59 p.m.**

If you have not applied to a different doctoral school, select „No"

If you applied to a different doctoral school, select „Yes" and submit the required declaration (you can find it in the Documents and further steps section)

1. Go to „Declaration on the selection of the Doctoral School - qualified"

2. Fill out all the required data

33

Scans of signed documents - qualified

## 7 .Scans of signed documents - qualified
Doctoral school - recruitment for the winter semester 2023/2024
philosophy

> ℹ️ Within the specified deadlines remember to:
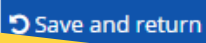> - fill out the forms with additional information.

Forms can be downloaded from the section *Documents and further steps*. They shall be printed, signed and uploa
selection of the discipline is required only in the case of candidates qualified within more than one scientific discipli

Answer deadline: **20 Sep 2023, 11:59 p.m.**

💾 Save

Declaration on the selection of the discipline | Wybierz plik | Nie wybrano pliku

↺ Save and return 💾 Save

1. Go to „Scans of signed documents - qualified"
2. Submit the required declarations (you can find them in the Documents and further steps section)

The declaration on the selection of the discipline is required only if you have been qualified to more than one discipline within the WUT Doctoral School

Help

If you need help send us a message within the IRK system or write an e-mail to dod@pw.edu.pl.

Note!
Your enrollment application will be verified after the system closes. Before that, you will not be informed that your application is not complete. Therefore, fill out all the data carefully as you will not have an opportunity to complete missing parts.