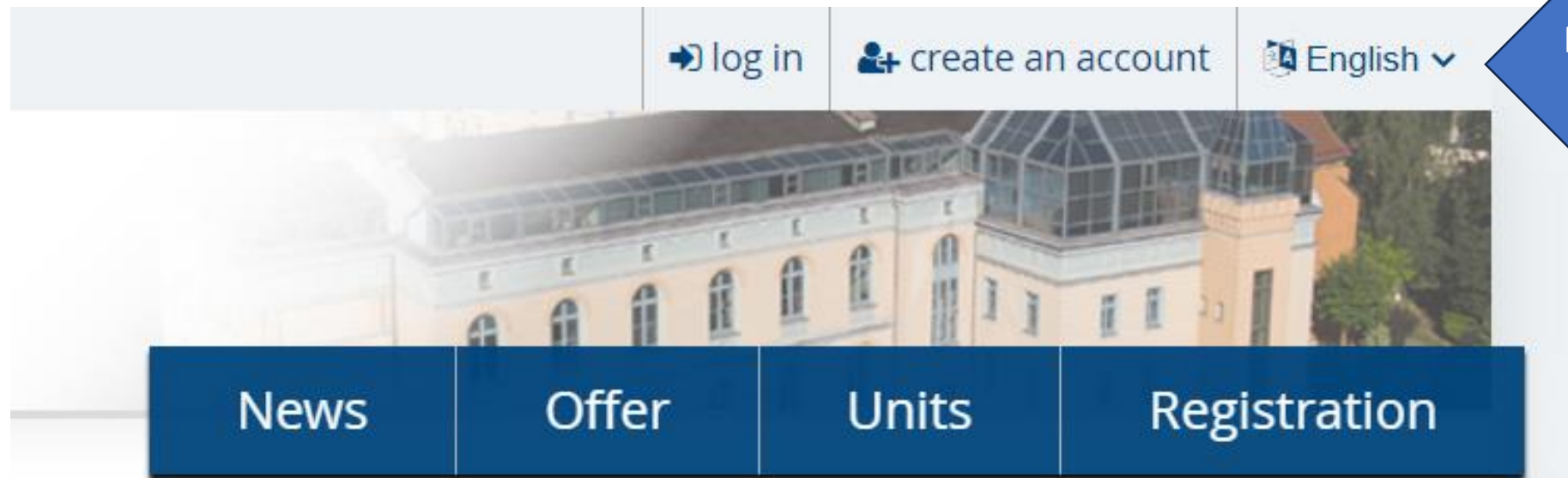


# In-depth registration guide

## Create an IRK account.

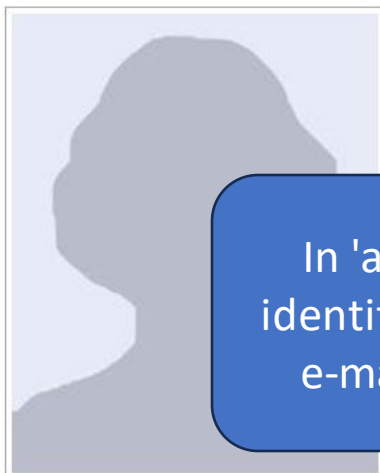
The entire registration process is conducted in the **Online Registration System (IRK)** which you can find [here](#). Click the 'create an account' option in the top right corner and follow the instructions. After you receive an account activation link you can start filling out your information.



Make sure the language is set to English

## My account

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



### Identification data

E-mail: zistetelma@gufum.com

IRK identifier: 59847

In 'account settings' you can find your IRK identifier. You should always include it in your e-mails if you're asking for help or advice.

Change e-mail address

Change password

Delete the account

### Login methods

- Email ✓ zistetelma@gufum.com
- Facebook connect
- Google connect
- CAS connect

Make sure to change the preferred notifications language to English

### Notification settings

- Preferred notifications language: Polski
- Inform about new messages v
- Inform about new notification v

Save



REGISTRATION



You are filling the forms without any registration selected. When you choose one, the system will mark the fields that are required to apply. select registration

My account → Personal forms

## My account

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

### Personal forms

You may notice that at this moment you can only add your name in 'Basic personal data'. To fix that you need to choose a registration group.



Basic personal data



## Select registration

Please select a registration you're interested in. This will allow the system to display an offer more suiting your expectations.

### Recruitment for first-cycle, second-cycle and master's degree studies

Recruitment for the academic year 2023/2024

### Short-term studies summer semester (eg. Erasmus+ and bilateral agreements)

Short-term studies summer semester of academic year  
2022/2023


Select 'Offer' and click the first option in the 'Select registration' section



## Recruitment for first-cycle, second-cycle and master's degree studies

 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

## Offer

## Filters

 Only with active phase

Q

Filter

G




## Levels of education

- bachelor's degree studies
- engineering studies
- long cycle master's studies
- master's degree studies

## Forms of studies

## Organizational units

Selected units 

Here you can explore the entire list of available study programmes. Look out for 'Language(s) of instruction' information - you don't want to register for studies in a language you don't know!

## A

- o Administracja (4)
- o Agroekologia (1)

## B

- o Biology (2)
- o Biotechnologia medyczna (4)

## C

- o Chemistry (2)
- o Computer Science (6)

## D

- o Design i komunikacja społeczna (1)
- o Dietetyka (2)



REGISTRATION  
REGISTRATION 2023/2024

News Offer Units Registration

Recruitment for first-cycle, second-cycle and master's degree studies

switch registrations cancel selection

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 Enrollme

Go back to personal forms and, as you can see, you can now add all the necessary details and documents into the system. Start with adding basic personal data.

Personal forms

Basic personal data

Address and contact information

Photo

Education

Additional personal information

You are filling the forms in connection with the selected registration. Fields required to apply are marked with an asterisk.

My account → Personal forms → Basic personal data

## Personal forms

- Basic personal data
- Address and contact information
- Photo
- Education
- Additional personal information

### 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 *	<input type="text"/>	0 / 40
Second name	<input type="text"/>	0 / 40
	<input type="checkbox"/> I don't have a middle name	
Surname *	<input type="text"/>	0 / 40
PESEL number *	<input type="text"/>	0 / 11
	The PESEL number is required for Polish citizens.	
Gender *	-- select --	▼
Date of birth *	mm/dd/yyyy	📅
Place of birth *	<input type="text"/>	0 / 60
Country of birth *	-- select --	▼
I have Polish citizenship *	-- select --	▼

[Save](#)

Make sure to carefully copy the information from your international passport.

## Personal forms

Basic personal data International candidate Address and contact information

If you don't have a polish citizenship a new tab should appear after you save the information.

### International candidate

This form concerns only candidates without Polish citizenship.

\* - Fields marked with asterisk symbol are required.

Save

#### Foreigner's status in Poland \*

- I am a citizen of Ukraine who crossed the Polish-Ukrainian border after February 24, 2022 and I am under the temporary protection
- I have been granted subsidiary protection in the territory of Poland
- I hold the valid Card of the Pole
- I hold a long-term residence permit of the EU in the territory of Poland
- I hold a permanent residence permit (settlement permit) in the territory of Poland
- I hold refugee status granted by the Republic of Poland
- I am a citizen of the European Union (EU) or European Free Trade Association (EFTA) country or member of his/her family, residing in the territory of Poland ?
- I hold at least C1 level certificate in Polish language issued by the State Commission for the Certification of Proficiency in Polish as a Foreign Language
- I hold the formal decision on Polish origin
- I am a spouse, child or parent of the Polish citizen and I live in the territory of Poland
- I have been granted a temporary residence permit pursuant to some special circumstances ?
- I do not meet any of the conditions mentioned above

Some foreign candidates have the right to study free of charge. If none of the options apply to you, select 'I do not meet any of the conditions mentioned above'.



# Personal forms

- Basic personal data
- International candidate
- Address and contact information
- Photo
- Education
- Additional personal information

## Address and contact 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 city and street 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.

\* - Fields marked with asterisk symbol are required.

Save

## Contact information

Email address	<input type="text" value="zistetelma@gufum.com"/>	20 / 254
In order to set a new address, go to the email address change page.		
Phone number *	<input type="text"/>	0 / 20
Alternative phone number	<input type="text"/>	0 / 20

## Address of residence

Country *	-- select --	▼
Postal code *	00-000	0 / 6
Town *	<input type="text"/>	0 / 60
Town size *	-- select --	▼
Street	<input type="text"/>	0 / 80
If your address does not contain a street name, please leave this field empty.		
Building number *	<input type="text"/>	0 / 20
Apartment number	<input type="text"/>	0 / 20

## Address for correspondence

Make sure to include correct residence information.  
It will be used to send you the original admission documents.

You are filling the forms in connection with the selected registration. Fields required to apply are marked with an asterisk.

Home → My account → Personal forms → Photo

## Personal forms

Basic personal data

International candidate

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.

Save

Photo  No file chosen

Maximal picture size is 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

### Photo requirements

Full description with examples can be found under the following address: <https://obywatel.gov.pl/wyjazd-za-granice/zdjecie-do-dowodu-lub-paszportu>

Candidate's photo should meet the same criteria as ID document photo.

They are as follows:

- Technical remarks:
  - Photos should have good quality (clear, with proper brightness, contrast and colour).
  - The background should be white, smooth and not too bright, and the head outline should be visible. A shadow of photographed person should not be visible in the background nor any other distractions.

Make sure your photo meets all the detailed requirements. It will be printed on your student ID.

The photo needs to be accepted by our admission team. The status will be displayed on this page.

You are filling the forms in connection with the selected registration. Fields required to apply are marked with an asterisk.

Home → My account → Personal forms → Education

## Personal forms

Basic personal data

International candidate

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.

\* - Fields marked with asterisk symbol are required.

Save

### High school

High school type \*

High school name \*

Start entering name of your school and the system will display a list of hints. Example: after typing 'Warsaw XXI' the system will display a list of schools looking for is not on the list, please enter it manually.

High school city \*

High school country \*

### University of Opole

Student number

Student number *at the University of Opole* (if you are or were a student).

Save

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.

Provide information about your high school. Make sure you enter the official name of your school.

## University of Opole

Student number

0 / 20

Student number *at the University of Opole* (if you are or were a student).

Save

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.

## Affiliations

**Affiliations** You can add information about your current or completed studies below.

+ Add affiliation

## Documents

**Secondary education** You can add information about your secondary education.

+ Add a document

If you're applying for a BA programme – add a secondary education document

**Olympiads and other documents giving exemption in the recruitment** Here you can add information about your olympiads and other achievements that you want to benefit from in the recruitment process.

+ Add a document

**Higher education** Here you can add information about your higher education.

+ Add a document

If you're applying for an MA programme – add a higher education document

**Certificates and other documents** Here you can add information about your other documents that are to be taken into account in the registration.

+ Add a document

News

Offer

Units

Registration

[Home](#) → [My account](#) → [Personal forms](#) → [Education](#) → [Add a document](#)

## Add a document

\* - Fields marked with asterisk symbol are required.

Save

Document type \*

----

Document year \*

Document year should be the same as in the issue date. If you don't have the d

Document number

There should be no spaces in the number. If you took resit exams, please enter

Date of issue

mm/dd/yyyy

Issuing institution type

----

Issuing institution name

Please enter a town to display a list of institutions that are based in it. If the inst

Place of issue

Country of issue \*

-----

Comment

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

Save and return

Save

Depending on document type you may be able to upload files with a scan of this document. The table below shows how many files can be uploaded for a document of any type. The possibility of uploading files appears only after saving info on the document.

Document type	File required	Max number of files
International Baccalaureate	no	1
European Baccalaureate	no	1

In both cases you have to fill out all the necessary information.

If you don't have the document yet you can put '-1' in the document number field and any date. **You will be required** to update the information when you get the document however. Click 'save' when you're done.



## Foreign maturity diploma (high school)

✓ Data has been saved.

\* - Fields marked with asterisk symbol are required.

Save

**Document type** Foreign maturity diploma (high school)

Edit exam results

**Document year \*** 2023

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** 58008

5 / 200

There should be no spaces in the number. If you took resit exams, please enter the document number and all annex numbers separated with commas.

**Date of issue** 05/01/2023



**Issuing institution type** ----



**Issuing institution name** National University of Laos

27 / 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** Vientiane

9 / 80

**Country of issue \*** Laos



**Comment**

0 / 500

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

Save and return

Save

File is not required for this document type.

+ Add a file

Make sure to upload a scan of your final grades transcript.



UNIVERSITY  
OF OPOLE

University of Opole

pl. Kopernika 11a  
45-040 Opole

www: <http://uni.opole.pl>

Internetowa Rekrutacja Kandydatów

IRK 1.14.2 (99aedf3-dirty) :: 2023-03-15

site map

accessibility declaration

contact

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.

## Affiliations

**Affiliations** You can add information about your affiliations.

[+ Add affiliation](#)

When you come back to the 'Education' tab you should see that the information is updated. Proceed to edit the exam results.

## Documents

**Secondary education** You can add information about your matura exam or equivalent documents below.

**Foreign maturity diploma (high school)**

**✘ Fields missing:**  
- document number  
- exam scores

Document year: **2023**  
Document number:  
Date of issue: **01.05.2023**  
Issuing institution name: **National University of Laos**  
Place of issue: **Vientiane**  
Country of issue: **Laos**  
Uploaded files: [📄 Final grades transcript.pdf](#)  
[✎ edit](#) [✘ delete](#)

[☰ Edit exam results](#)

There can be **NO fields missing\*!** >>

If anything is listed here you need to update it in order to apply.

[+ Add a document](#)

Here you can add information about your olympiads and other achievements that you want to benefit from in the recruitment process.

[+ Add a document](#)

**Higher education** Here you can add information about your higher education.

[+ Add a document](#)

**Certificates and diplomas**

\*you can apply with exam scores missing provided you indicate which subjects you have taken into account in the registration.

For BA studies candidates

News

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Registration

Home → My account → Personal forms → Education → Foreign maturity diploma (high school) → Edit exam results

## Foreign maturity exam

Save

Taken	Exam name	Level	Exam score	
			I know my result	Value
<input type="checkbox"/>	Belarusian language (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	Biology (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	Chemistry (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	Computer Science (IT) (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	English language bilingual (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	English language (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	French language bilingual (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	French language (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	Geography (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	German language bilingual (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	German language (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	Greek language and ancient culture (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	History (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	History of Art (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	History of music (foreign maturity diploma)	---	<input type="checkbox"/>	
<input type="checkbox"/>	Informatyka. ocena końcoworoczna	---	<input type="checkbox"/>	

Here you should include your grades. You only have to provide grades from required subjects. All grades must be converted into 'new matura' points.

You can find a list of required subjects and a link to a grade conversion guide [here](#).

If you know which subjects you will receive a grade for, just tick the box in the 'Taken' column. You can update the results later.

For MA studies candidates



News

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Registration

[Home](#) → [My account](#) → [Personal forms](#) → [Education](#) → [Bachelor's degree diploma](#) → [Edit exam results](#)

## Bachelor's degree

 Save

Taken	Exam name	Level	Exam score	
			I know my result	Value
<input type="checkbox"/>	Final BA studies grade	---	<input type="checkbox"/>	<input type="text"/>
<input type="checkbox"/>	Średnia ocen ze studiów I stopnia	---	<input type="checkbox"/>	<input type="text"/>
Comment			—	

 Save and return Save

Here you should include your final studies grade. Only the first row is required.

If you don't know your results yet you can tick the box in the 'Taken' column and update the results later.

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.

## Affiliations

**Affiliations** You can add information about your current or completed studies below.

[+ Add affiliation](#)

## Documents

**Secondary education** You can add information about your matura exam or equivalent documents below.

**Foreign maturity diploma (high school)**



Document year: **2023**

Document number: **58008**

Date of issue: **01.05.2023**

Issuing institution name: **National University of Laos**

Place of issue: **Vientiane**

Country of issue: **Laos**

Uploaded files: Final grades tr

[edit](#) [delete](#)

[Edit exam results](#)

[+ Add a document](#)

**Olympiads and other documents giving exemption in the recruitment** Here you can add information about your olympiads and other achievements.  
[+ Add a document](#)

**Higher education** Here you can add information about your higher education.

[+ Add a document](#)

**Certificates and other documents** Here you can add information about your other documents that are to be taken into account in the registration.

[+ Add a document](#)

In case you need to add or update the information or file – click 'edit'. It works the exact same way for the 'higher education' section.



You are filling the forms in connection with the selected registration. Fields required to apply are marked with an asterisk.

🏠 → My account → Personal forms → Additional personal information

## Personal forms

👤 Basic personal data

🌐 International candidate

📍 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 \* mm/dd/yyyy 📅

Country in which the document has been issued \* -- select -- ▾

💾 Save

Lastly you need to fill out the identification information. Make sure your information is copied accurately.



European Union



my account

log out

English

REGISTRATION  
REGISTRATION 2023/2024

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## Recruitment

The offer displays

select a different registration.

switch registrations × cancel selection

Offer

Offer

Filter

with active phase



Filter



A

- Administracja (4)
- Agroekologia (1)
- Art Education (2)

B

- Biology (2)
- Biotechnologia medyczna (4)
- Biotechnology (1)
- Bohemistyka antropologiczno-kulturowa (1)
- Business Language Studies (1)

C

- Chemistry (2)
- Computer Science (6)

D

- Design i komunikacja społeczna (1)
- Dietetyka (2)
- Digital Cultures (1)
- Doradztwo filozoficzne z mentoringiem (1)

E

- Economics (4)

F

- Filologia romańska od podstaw (1)

G

- Game Studies (1)

H

- Historia i terażniejszość 40+ (1)

You're now ready to register!

Go back to Offer section and find the field of study that interests you.



European Union



my account

log out

English

REGISTRATION  
REGISTRATION 2023/2024

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**Recruitment for first-cycle, second-cycle and master's degree studies**

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.

[Home](#) → [Offer](#) → [Economics](#)

## Economics

### Filters



Only with active phase



Filter



#### bachelor's degree studies

##### full-time

- Economics, concentration in International Business, full-time English BA study programme
- Ekonomia, I stopień, 3-letnie, stacjonarne

#### master's degree studies

##### full-time

- Economics, concentration in Sustainable Development, full-time English MA study programme
- Ekonomia, II stopień, 2-letnie, stacjonarne

Some subjects have multiple programmes. Choose the one that suits your interests and needs the most.

# Economics, concentration in International Business, full-time English BA study programme

## About the Programme

The Bachelor's Programme in International Business provides specific knowledge, tools and experience required to become a successful international business leader. During this programme a person will gain complex knowledge of economics, finance and business leadership of inter- and multinational enterprises.

## Advantages of the Programme

Our students are provided with business and intercultural skills essential for leading and managing inter- and multinational companies and organization. They get to know different approaches to conducting business and the formalities accompanying them.

## Work Opportunities and Further Education Options

Having graduated from the programme, graduates can work in various departments of inter- and multinational enterprises or international agencies of public entities. They can be employed in the field of marketing, finance, banking or trade and perform business analysis. The graduate of International Business can apply for MA studies at any European university.

The full programme of the study can be found [here](#).

## Foreign Candidates

More information for foreign candidates is available at [hello.uni.opole.pl](mailto:hello.uni.opole.pl)

E-mail for questions about the recruitment of foreigners: [hello@uni.opole.pl](mailto:hello@uni.opole.pl)

tel. +48 77 452 7496, +48 77 452 7292

Foreign candidates submit their documents to International Business

address: Grunwaldzka 31, Opole 45-054, room 1,8,9

### Table of contents

1. About the Programme
2. Advantages of the Programme
3. Work Opportunities and Further Education Options
4. Foreign Candidates
5. Zasady kwalifikacji

### Details

<b>Code</b>	4-PRK-E.IB-S.L.3
<b>Organizational unit</b>	Faculty of Economics
<b>Field of studies</b>	Economics
<b>Form of studies</b>	full-time
<b>Level of education</b>	bachelor's degree studies
<b>Language(s) of instruction</b>	English
<b>Admission limit</b>	35
<b>Duration</b>	3 years
<b>Recruitment committee address</b>	Grunwaldzka 31, 45-054 Opole room 1, 8, 9
<b>WWW address</b>	<a href="https://we.uni.opole.pl/ekonomia/">https://we.uni.opole.pl/ekonomia/</a>
<b>Required document</b>	maturity diploma or its equivalent

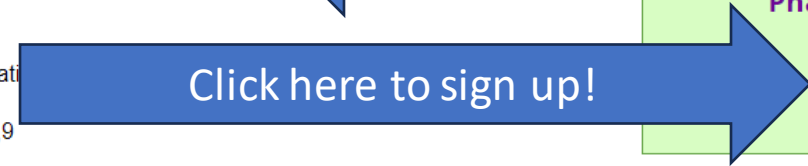
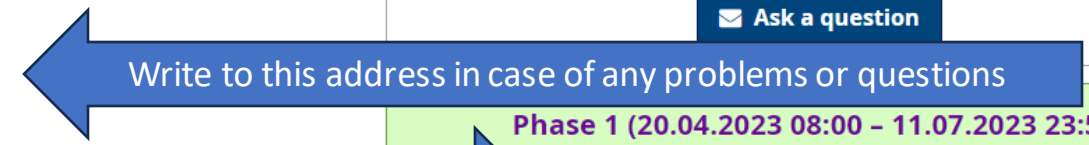
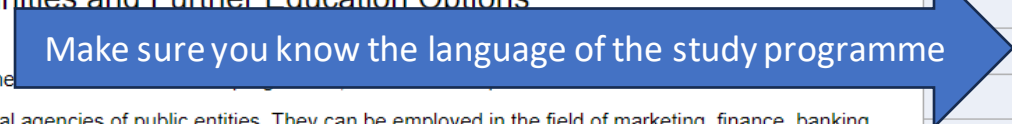
Ask a question

Write to this address in case of any problems or questions

Phase 1 (20.04.2023 08:00 - 11.07.2023 23:59)

Click here to sign up!

Sign up







REGISTRATION  
REGISTRATION 2023/2024

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### Recruitment for first-cycle, second-cycle and master's degree studies

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.

Home → Offer → Economics → Economics, concentration in International Business, full-time English BA study programme

## Economics, concentration in International Business, full-time English BA study programme



Your education certificates and/or exams are not enough to create this application. Please read the qualification criteria and fill in your exams in the [Education](#) form.

### About the Programme

The Bachelor's Programme in International Business provides specific knowledge, tools and experience required to become a successful international business leader. During this programme a person will gain complex knowledge of economics, finance and business leadership of inter- and multinational enterprises.

### Advantages of the Programme

Our students are provided with business and intercultural skills essential for leading and managing inter- and multinational companies and organization. They get to know different approaches to conducting business and the formalities accompanying them.

If you receive a message like this – double check your grades and the [qualification criteria](#). You might not have grades in the necessary subject.

1. About the Programme
2. Advantages of the Programme
3. Work Opportunities and Further Education Options
4. Foreign Candidates
5. Zasady kwalifikacji

#### Details

<b>Code</b>	4-PRK-E.IB-S.L.3
<b>Organizational unit</b>	Faculty of Economics
<b>Field of studies</b>	Economics
<b>Form of studies</b>	full-time





## New application

[R2023-2024] Recruitment for first-cycle, second-cycle and master's degree studies (open)

[4-PRK-E.IB-S.L.3] Economics, concentration in International Business, full-time English BA study programme – Phase 1

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

Since you are not a Polish citizen, you have to determine your source of financing.

 Qualification criteria for this phase

**Document entitling to undertake studies**

Foreign maturity diploma (high school) nr 58008 issued on 01.05.2023 by National University of Laos

**Source of education financing**

-----

I will pay for studies on my own (provided that studies are payable)  
I apply for the minister/director of NAWA scholarship – decision has not yet been issued  
I hold a decision on granting the minister/director of NAWA scholarship  
I am authorized to be not charged with tuition fee for full time studies conducted in Polish language (see: Foreigner's status in Poland)  
Agreement between university and foreign institution  
Jestem obywatelem Ukrainy i przekroczyłem granice polsko-ukraińską po 24.02.2022 i korzystam z OC

Here you can select the document you want to use for registration if you included multiple.  
You need to also specify your financing source.



Within the specified deadlines remember to:

- [pay the application fee.](#)

[Account settings](#)[Personal forms](#)[Enrollment applications](#)[Payments](#)[Messages](#)[Notifications](#)[Clauses and consents](#)[Help](#)

## Enrollment applications

[R2023-2024] Recruitment for first-cycle, second-cycle and master's degree studies

### Description

[4-PRK-E.IB-S.L.3] **Economics, concentration in International Business, full**

Phase 1 ( ✕ withdraw ) 20.04.2023 - 11.07.2023 👁 Qualification criteria	Recruitment fee 85.00 zł 🕒 pending ➔ Payments
Document entitling to undertake studies	Foreign maturity diploma (high school) nr 58008 issued on 01.05.2023 by National University of Laos
Source of education financing	I will pay for studies on my own (provided that studies are payable) I undertake studies on a fee-paying basis. I declare that I have acquainted myself with the amount of tuition fee for the chosen field of study.
Additional information	Please provide additional information in order to complete registration. ✅ Wsparcie uczelni w sprawach dostępności (filled out) 🕒 Enclosure of the scanned documents by foreign candidates (not required)
	<a href="#">Documents and further steps</a>







Now you can view your enrollment application.  
This document reflects the current progress of  
your application.

Before you proceed there are still files you need to  
attach. Click 'Documents and further steps'

## Documents and further steps

**i** Within the specified deadlines remember to:  
◦ [pay the application fee.](#)

### Required documents

Documents to download		
Declaration of the parent of the minor candidate	 Download	 Download
Enrollment application	 Download	 Download
Statement on the delivery of letters in electronic form (PL/EN)	 Download	 Download

← Only if applies to you

Download and sign the documents.  
If your photo has not yet been accepted in the IRK system you will see a message in the Enrollment application

**i** Within the specified deadlines remember to:

- [pay the application fee.](#)

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

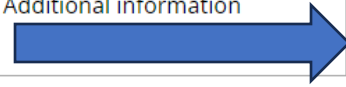
Enrollment applications

[R2023-2024] Recruitment for first-cycle, second-cycle and master's degree studies (open)  
 Academic year 2023/2024

Description

[4-PRK-E.IB-S.L.3] Economics, concentration in International Business, full-time English BA		
Phase 1 ( ✕ withdraw ) 20.04.2023 - 11.07.2023 👁 Qualification criteria	Recruitment fee 85.00 zł 🕒 pending ➔ Payments	Score ---
Document entitling to undertake studies	Foreign maturity diploma (high school) nr 58008 issued	
Source of education financing	I will pay for studies on my own (provided that studies I undertake studies on a fee-paying basis. I declare that I have acquainted myself with the amount of tuition fee for the chosen field of study.	
Additional information	Please provide additional information in order to complete registration. 🟢 Wsparcie uczelni w sprawach dostępności (filled out) 🟡 Enclosure of the scanned documents by foreign candidates (not required)	
<a href="#">📄 Documents and further steps</a>		

Now proceed to the 'Enclosure of the scanned documents by foreign candidates' page.



## Enclosure of the scanned documents by foreign candidates

Recruitment for first-cycle, second-cycle and master's degree studies



Within the specified deadlines remember to:

- [pay the application fee.](#)

Please attach scans of the required documents (for foreigners).

Save

<b>Application form</b>	Choose File	No file chosen
<b>Statement on delivery of letters</b>	Choose File	No file chosen
<b>Passport</b>	Choose File	No file chosen
<b>School certificate/ Diploma</b>	Choose File	No file chosen
<b>Translations</b>	Choose File	No file chosen
<b>Language certificate</b>	Choose File	No file chosen
<b>Confirmation of the right to study for free (optional)</b>	Choose File	No file chosen
<b>Declaration of parents/legal guardians for underage candidates (optional)</b>	Choose File	No file chosen
<b>Eligibility letter</b>	Choose File	No file chosen

Eligibility letter - documents which confirms the candidate's right to pursue higher education in their country of origin. It is not required from candidates who obtained their certificates in the following countries: Australia, Austria, Belgium, Bulgaria, Chile, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Japan, Korea, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Mexico, Netherlands, Norway, New Zealand, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, USA, United Kingdom; as well as from candidates who have: IB (International Baccalaureate) diplomas and EB (European Baccalaureate) diplomas.

Attach all the files in appropriate sections. If you don't have a language certificate click [here](#) to find out what are your other options.

Save and return

Save



◦ [pay the application fee.](#)

Account settings

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## Payments

Remember to set pr

This section records the transaction history over the course of your recruitment. At this point you're asked to pay the recruitment fee before the verification of your documents

On this page you can view...  
be divided into separate...  
not been paid on time or...  
table.

payments in more than one currency, your payments will...  
while charges have a negative value. If an application has...  
be calculated into the sum that is displayed above the

Zloty (PLN)

Sum: **-85.00 zł**

ID	Description	Status	Payment deadline	Amount
109234	Recruitment fee in "Recruitment for first-cycle, second-cycle and master's degree studies": ◦ [4-PRK-E.IB-S.L.3] Economics, concentration in International Business, full-time English BA study programme Created: 12.05.2023 13:14	🕒	11.07.2023 23:59 <sup>?</sup> 15.07.2023 23:59 <sup>?</sup>	-85.00 zł

### Your personal bank account for transfers:

Uniwersytet Opolski, Santander Bank Polska

[REDACTED] (only for payments made in PLN currency)

Transfer title: Opłata rekrutacyjna

This bank account is for the recruitment fee **ONLY**. The account number is **unique for every candidate**. The payment can be made in any currency however 85 PLN has to reach the account. Be mindful of exchange rates. The bank details for international transfers can be found [here](#).



# Additional information

Please bear in mind that there is no airport in Opole!

[Here](#)'s an interactive Google map with the shortest way from the Central Railway Station "Opole Główne".

As for reaching the dorm, you've got at least 2 options:

1. You may get there on foot (it's about 1,5 - 2 km)
2. Once you leave Opole Central Railway/Bus Station there is a taxi rank. The lift should cost no more than 20 PLN (about 5 EUR) even at night.

# Accommodation

Dormitories offer rooms in modules, i.e. two (double or triple) rooms with a shared bathroom.

Student rooms are equipped with single beds, a wardrobe, a desk, chairs, a table and a fridge. There is a kitchen on each floor (in Kmicic) and each module in Niechcic, equipped with a gas cooker, sink table and numerous cupboards. There is a launderette on each floor with washing machines and dryers.

Each bathroom (one per module) contains a shower, basin and a toilet.

**IMPORTANT:** Please bring your own bedclothes, sheets and bed linen. Alternatively you can buy some equipment upon your arrival in Opole. The same applies to kitchen utensils: mugs, cutlery, plates, pots and pans, you can bring these from home or you can buy them in Opole.

More information can be found [here](#),

# That's all!

Now that the registration is done, we will process your application and issue the decision with the set of other admission documents.

If you have any questions, contact us at [hello@uni.opole.pl](mailto:hello@uni.opole.pl).

More information on admission can be found [here](#).

Good luck!