



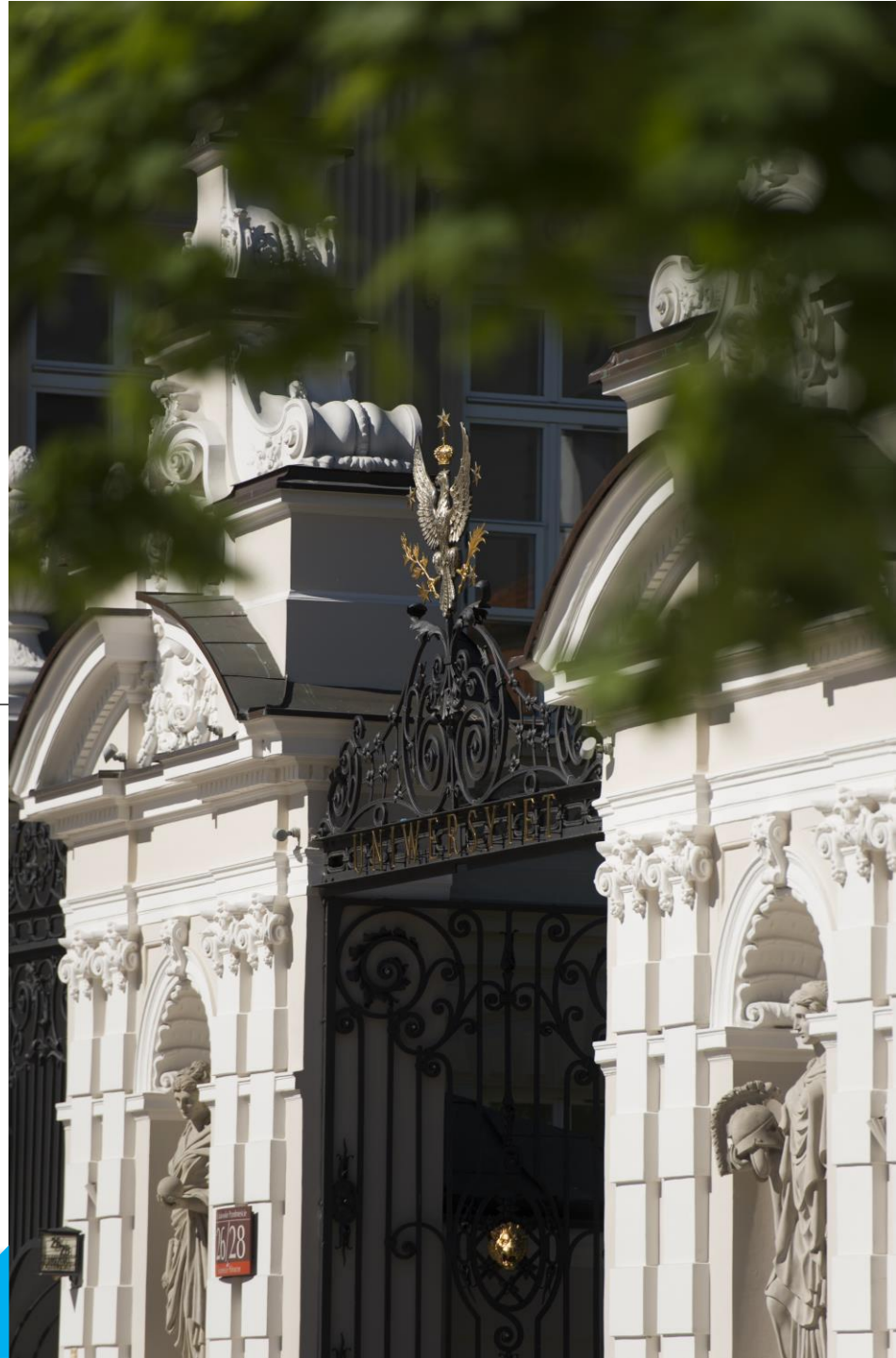
UNIVERSITY
OF WARSAW

Doctoral School of Exact and Natural Sciences

Instruction for completing the application
for admission to the Doctoral School of
Exact and Natural Sciences

***Recruitment under a joint program
with IDEAS NCBR***

IDEAS
NCBR



Dear Candidates!

In order to the correctly complete of the application for admission to the Doctoral School of Exact and Natural Sciences, we present an instruction, which may be helpful during the registration.

In the instruction exemplary data is used to illustrate correct registration in the system.

The candidate shall submit the application for admission to the School only in the system of **Internet Recruitment of Candidates (IRK)**.

<https://irk.uw.edu.pl/pl/>





Welcome at the University of Warsaw

degree programmes
(first-cycle, second-cycle, long-cycle)

Doctoral Schools

short-term studies

postgraduate studies 2020/2021

postgraduate studies 2021/2022

transfers from other universities

first-cycle and second-cycle - recruitment for RPL (Recognition of Prior Learning)

language courses and certification exams

courses offered by Open University

Please choose:
Doctoral Schools

In order to read the offer of the Doctoral School of Exact and Natural Sciences, please choose „**STUDIES**”.



UNIVERSITY OF WARSAW

REGISTRATION
DOCTORAL SCHOOLS 2023/2024

News Offer Units Registration

Dear Sir or Madam,

We invite you to read the offer of the University of Warsaw Doctoral Schools by clicking [STUDIES](#).



Template of supervisor's declaration – declaration form [\[LINK\]](#)

Please choose the discipline you are interested in:

- [Astronomy](#)
- [Biological Sciences](#)
- [Chemical Sciences](#)
- [Earth and Related Environmental Sciences](#)
- [Physical Sciences](#)
- [Warsaw Doctoral School of Mathematics and Computer Science](#)

and read the requirements presented on the site.

[Home](#) → [Studies](#)

Studies

Filters

Only with active phase [Filter](#) [G](#) [Pencil](#) [Up](#)

Organizational units:

Available units [?](#)

Doctoral School of Humanities
Doctoral School of Social Sciences
Doctoral School of Exact and Natural Sciences
Interdisciplinary Doctoral School



Selected units [?](#)

A

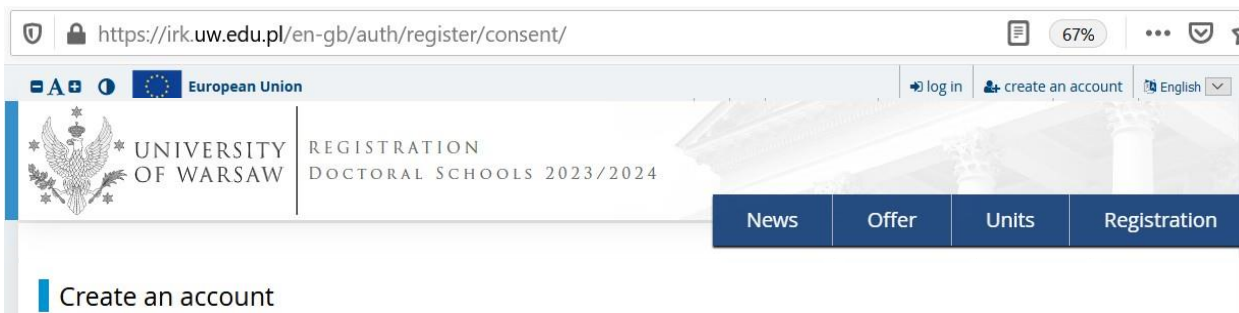
Astronomy (1)

For creating your individual registration account in IRK please choose „[create an account](#)”.



By clicking on the button „[create an account](#)”, a candidate is directed to the window where he/she agrees for processing of personal data.

In order to go to the next step of creating the account, it is necessary to read the *'Information about processing of personal data'*, then select **"I have read and accept the above information"** and click the button **"Continue"**.



Create an account

i **Information**

The Controller

The administrator of your data processed in the recruitment procedure

You can contact the administrator:

- by mail sent to University of Warsaw, Krakowskie Przedmieście 26/28 (addressed);
- by phone: 22 55 20 000.

Data Protection Officer

The administrator has appointed Data Protection Officer, who can be reached at the following contact details:

You can contact the Data Protection Officer in all matters related to the area of data processing.

The Inspector's duties, however, do not include such tasks as providing information about the educational offer of the University of Warsaw.

Purpose and legal grounds for data processing

Your personal data, including the recordings of exams and interviews, and registration, will be processed in order to conduct the recruitment procedure and record it.

The processing of your personal data is necessary to fulfil the legal obligations specified, among others in the Act of 20 July 2018: Law on Higher Education and internal executive acts in force at the University of Warsaw (Art. 6 s. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100).

Data recipients

Access to your personal data will be granted to authorised employees or associates of the University of Warsaw, including members of the recruitment committees processing your data in connection with the recruitment for studies.

Recipients of your data may also include entities who will be commissioned by the administrator to perform specific activities involving personal data processing. To ensure the highest standard of personal data protection, an agreement entrusting personal data processing will be signed with these entities.

Transfer of data outside the European Economic Area (EEA)

Your personal data may also be processed by our provider of G-Suit for education service, Google (with whom we have a signed agreement entrusting personal data processing) in their data processing centres². In addition, your data will be protected by the standards set out in the Privacy Shield, approved by the European Commission³. This will provide you data with the appropriate level of security.

Rights related to data processing

We guarantee you the exercise of all your rights on the terms set out by the GDPR, namely:

- the right to access your data and receive their copy;
- the right to rectification your personal data;
- the right to restriction of processing your personal data;
- the right to erasure your personal data (subject to Art. 17 s. 3 of the GDPR);
- the right to lodge a complaint to the President of the Personal Data Protection Office, if you believe that the processing of your personal data violates the law on personal data protection.

Obligation to provide data and the consequence of not providing data

Providing data is necessary to take part in the recruitment process. Providing other data which is not necessary to participate in the recruitment process is voluntary.

¹ Regulation of the European Parliament and the Council of Europe (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to processing of personal data and on free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation)
² <https://www.google.com/about/datacenters/inside/locations/index.html>
³ <https://www.privacyshield.gov>

I have read and accept the above information

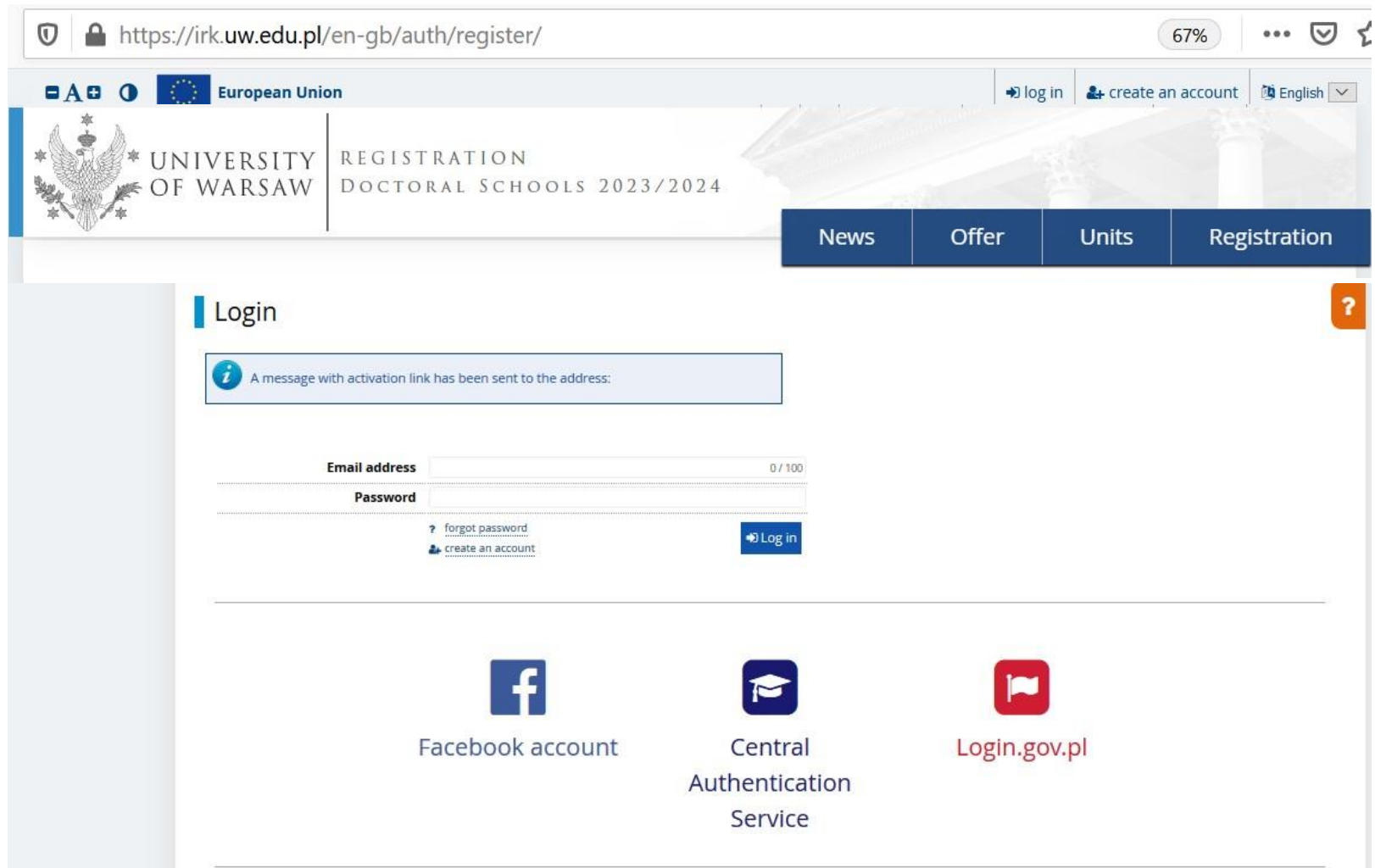
resign

Continue

Enter your email address and password and confirm the password. Then click the button „**Create an account**”.

The screenshot shows a web browser window with the URL <https://irk.uw.edu.pl/en-gb/auth/register/>. The page header includes the University of Warsaw logo and the text "UNIVERSITY OF WARSAW" and "REGISTRATION DOCTORAL SCHOOLS 2023/2024". A navigation menu contains "News", "Offer", "Units", and "Registration". The main content area is titled "Create an account" and features a form with three input fields: "Email address" (with a character count of 0 / 100), "Password", and "Confirm password". A blue button with a user icon and the text "Create an account" is positioned below the form and is highlighted with a red rectangular box.

You will see a message that the activation link has been sent to your e-mail address.



The screenshot shows a web browser window with the URL <https://irk.uw.edu.pl/en-gb/auth/register/>. The page header includes the University of Warsaw logo, the text "UNIVERSITY OF WARSAW", and "REGISTRATION DOCTORAL SCHOOLS 2023/2024". A navigation menu contains "News", "Offer", "Units", and "Registration". The main content area is titled "Login" and features a message box: "A message with activation link has been sent to the address:". Below this are input fields for "Email address" (0 / 100) and "Password", along with links for "forgot password" and "create an account", and a "Log in" button. At the bottom, there are three social login options: "Facebook account", "Central Authentication Service", and "Login.gov.pl".

You will receive an activation link to your email address. You can activate your account by click on the link.

Welcome to IRK service of the University of Warsaw!

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://irk.uw.edu.pl/auth/activate/>

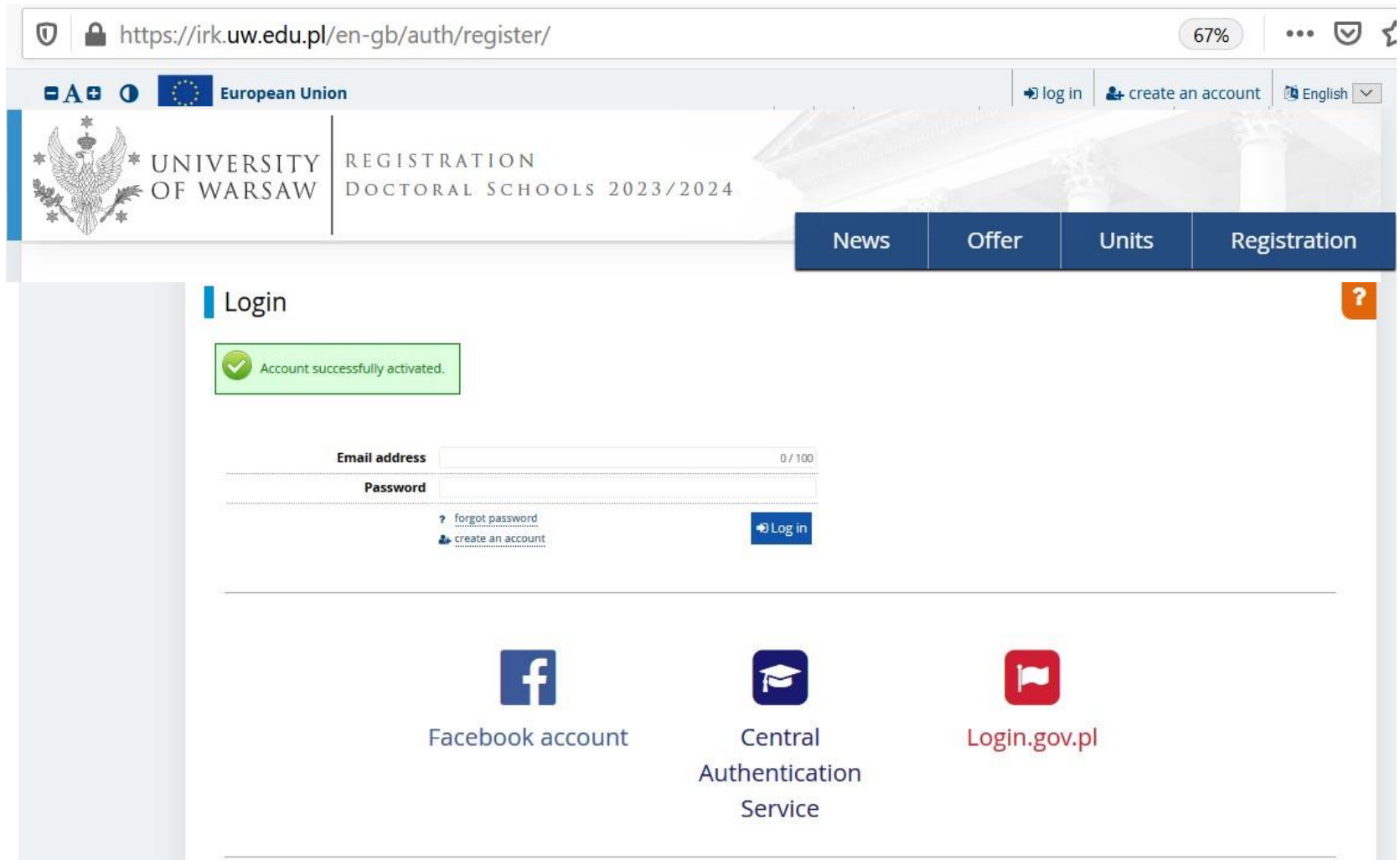
You will be able to log in after activating your account.

Thank you for choosing our university!

You can change settings of your email notifications [on the settings page](#).

University of Warsaw
ul. Krakowskie Przedmieście 26/28
00-927 Warszawa
tel. +48 22 55 20 000
www: <https://www.uw.edu.pl>

You will see a message ‚Account successfully activated’.





The screenshot shows a web browser window with the URL <https://irk.uw.edu.pl/en-gb/auth/register/>. The page header includes the University of Warsaw logo and the text "UNIVERSITY OF WARSAW" and "REGISTRATION DOCTORAL SCHOOLS 2023/2024". A navigation menu contains "News", "Offer", "Units", and "Registration". The main content area is titled "Login" and features a green success message: "Account successfully activated." Below this are input fields for "Email address" (with a character count of 0/100) and "Password". There are links for "forgot password" and "create an account", and a "Log in" button. At the bottom, there are three social login options: "Facebook account", "Central Authentication Service", and "Login.gov.pl".

Enter your email address and password and click the button „Log in”.

The screenshot shows a web browser window with the URL <https://irk.uw.edu.pl/en-gb/auth/register/>. The page header includes the University of Warsaw logo and the text "REGISTRATION DOCTORAL SCHOOLS 2023/2024". A navigation menu contains "News", "Offer", "Units", and "Registration". The main content area is titled "Login" and features a green notification box stating "Account successfully activated.". Below this is a login form with fields for "Email address" (0 / 100) and "Password". There are links for "forgot password" and "create an account". The "Log in" button is highlighted with a red rectangle. At the bottom, there are three social login options: "Facebook account", "Central Authentication Service", and "Login.gov.pl".

Example of the account structure

 European Union

 UNIVERSITY OF WARSAW


REGISTRATION
DOCTORAL SCHOOLS 2023/2024

[News](#) [Offer](#) [Units](#) [Registration](#)

[My account](#)

My account

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



[@ Change e-mail address](#)

[🔒 Change password](#)

[🗑️ Delete the account](#)

Identification data

E-mail:

IRK identifier:

After time specified by applicable regulations, registrations are archived and candidates' data deleted from the system. If you do not wish to lose access to your account, you can indicate you want to keep it in the form below.

I want to keep my account in the system for future registrations.

[Save](#)

Login methods

Email

CAS connect

Change USOS password to IRK password after being admitted to studies.

Notification settings

Preferred notifications language: Polski

Inform about new messages via email

Inform about new notifications via email

[Save settings](#)

To complete your personal data, click „**Personal forms**”.

The screenshot shows the 'My account' page of the University of Warsaw registration system. At the top, there is a navigation bar with the University of Warsaw logo, the text 'UNIVERSITY OF WARSAW', and 'REGISTRATION DOCTORAL SCHOOLS 2023/2024'. A secondary navigation bar contains 'News', 'Offer', 'Units', and 'Registration'. Below this, a breadcrumb trail shows 'My account'. The main content area has a horizontal menu with tabs: 'Account settings', 'Personal forms' (highlighted with a red box), 'Enrollment applications', 'Payments', 'Messages', 'Notifications', 'Clauses and consents', and 'Help'. On the left, there is a profile picture placeholder and three buttons: 'Change e-mail address', 'Change password', and 'Delete the account'. The main content is divided into three sections: 'Identification data' with fields for 'E-mail' and 'IRK identifier', a paragraph about data retention, and a checkbox 'I want to keep my account in the system for future registrations.' with a 'Save' button; 'Login methods' with 'Email' (checked), 'CAS', and 'connect' options, and a checkbox 'Change USOS password to IRK password after being admitted to studies.'; and 'Notification settings' with 'Preferred notifications language' set to 'Polski', two checked options for email notifications, and a 'Save settings' button.

Please click „[Basic personal data](#)”.

The screenshot displays the registration interface for the University of Warsaw. At the top left is the university's logo and name. The main header includes 'REGISTRATION DOCTORAL SCHOOLS 2023/2024' and a navigation menu with 'News', 'Offer', 'Units', and 'Registration'. Below this is a breadcrumb trail: 'My account → Personal forms'. The 'My account' section contains a horizontal menu with 'Account settings', 'Personal forms', 'Enrollment applications', 'Payments', 'Messages', 'Notifications', 'Clauses and consents', and 'Help'. Under 'Personal forms', there are six icons representing different data categories: 'Basic personal data' (highlighted with a red box), 'International candidate', 'Address and contact information', 'Photo', 'Education', and 'Additional personal information'.

UNIVERSITY OF WARSAW

REGISTRATION
DOCTORAL SCHOOLS 2023/2024

News Offer Units Registration

→ My account → Personal forms

My account







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

Personal forms

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

Please fill in your personal data in accordance with the description in the registration form and click the button „**Save**”. Then please choose the tab „**International candidate**” (*this form concerns only candidates without Polish citizenship*).

Personal forms


 Basic personal data	 International candidate	 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. Your personal data will be displayed on students lists 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.

First name *	<input type="text"/>
Second name *	<input type="text"/> 0 / 40
	<input type="checkbox"/> I don't have a middle name
Surname *	<input type="text"/>
PESEL number	<input type="text"/> 0 / 11
	The PESEL number is required for Polish citizens.
Gender *	<input type="text"/> ▼
Date of birth *	<input type="text"/>
Place of birth *	<input type="text"/>
Country of birth *	<input type="text"/> ▼
I have Polish citizenship *	<input type="text"/> ▼
	This field cannot be changed after applying for studies.
Citizenship *	<input type="text"/> ▼



Select the appropriate status (**this form concerns only candidates without Polish citizenship**) and click buton „**Save**”. Then please choose the tab „**Address and contact information**”.

Personal forms

Basic personal data International candidate Address and contact information Photo Education Additional personal 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 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 am holder of national visa issued for the purpose of scientific research or development work ?
 - I hold a temporary residence permit for purposes of scientific research (Article 151 section 1 of the Act on Foreigners of 12 December 2013) ?
 - I am staying in the territory of the Republic of Poland in accordance of short-term mobility of scientist on terms specified in Article 156b section 1 of the Act on Foreigners of 12 December 2013 ?
 - I hold a temporary residence permit for long-term mobility of scientist (Article 151b section 1 of the Act on Foreigners of 12 December 2013) ?
 - I have been granted a temporary residence permit pursuant to some special circumstances ?
-
- I do not meet any of the conditions mentioned above

Please complete your address and contact information in accordance with the description in the registration form and click the button „**Save**”. Then please choose the tab „**Photo**”.

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. Your personal data will be displayed on students lists 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

In order to set a new address, go to the email address change page.

Phone number * 0

Alternative phone number

Address of residence

Country * ▼

Postal code *

Town *

Town size * ▼

Street 0 / 80

If your address does not contain a street name other than the city name, please leave this field empty.

Building number *

Apartment number 0 / 20

Address for correspondence

Address for correspondence different than the primary address

Save

Upload the photo and select the appropriate privacy settings. Click the button „Save” and choose the tab „Education”.

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.

* - Fields marked with asterisk symbol are required.

Photo * 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 be valid in USOSweb after admission to studies.

Please complete the information about your education in accordance with the description in the registration form.

My account → Personal forms → 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. Your personal data will be displayed on students lists 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 what studies you apply for, 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 enrollment application form.

* Fields marked with asterisk symbol are required. [Save](#)

Secondary education

High school type*

High school name* 0 / 200

Start entering name of your school and the system will display a list of hints. Please enter a town name to display a list of schools that are based in it. Example: after typing 'Warsaw XXX' the system will display a list of schools based in Warsaw that contain 'XXX' in their name. If the school you are looking for is not on the list, please enter it manually.

High school city* 0 / 50

Documents Add information about your maturity or equivalent documents below (concerns only candidates for first degree studies).

[Save and add certificate](#)

Olympiads and contests

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

[Save and add certificate](#)

Higher education

Student number 0 / 12

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

Documents Add information about your higher education below (concerns only candidates for second degree studies, doctoral schools, and postgraduate studies).

[Save and add certificate](#)

Certificates and other documents required to start studies

Documents Add information about your other certificates below (concerns only candidates for studies which require additional certificates).

[Save and add certificate](#)

[Save](#)

Please complete the information on your secondary education and click the button „**Save and add certificate**”.

My account → Personal forms → 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. Your personal data will be displayed in 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 capitalized. If you enter Cyrillic or Chinese characters, use Latin transcription instead. Do not put spaces or any other punctuation in document numbers.

Depending on what studies you apply for, you need to add respective certificates concerning your education or other qualifications. In some cases you can add information about them. However, you might need to fill in the missing data before printing the enrollment application form.

* Fields marked with asterisk symbol are required.

Secondary education

High school type* -----

High school name* -----
Start entering name of your school and the system will display a list of hints. Please enter a town name to display a list of schools. Example: after typing 'Warsaw XX' the system will display a list of schools based in Warsaw that contain 'XX'. If you are looking for is not on the list, please enter it manually.

High school city* -----

Documents Add information about your maturity or equivalent documents below (concerns only candidates for first degree studies).
[Save and add certificate](#)

Olympiads and contests

Documents Here you can add information about your achievements in olympiads and other contests, which you want to benefit from in the recruitment process.
[Save and add certificate](#)

Higher education

Student number ----- 0 / 12
Student number at the University of Warsaw (if you are or were a student).

Documents Add information about your higher education below (concerns only candidates for second degree studies, doctoral schools, and postgraduate studies).
[Save and add certificate](#)

Certificates and other documents required to start studies

Documents Add information about your other certificates below (concerns only candidates for studies which require additional certificates).
[Save and add certificate](#)

[Save](#)

My account → 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 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. If you took resit exams, please enter the document number and all annex numbers separated with commas.

Date of issue dd . mm . rrrr

Issuing institution type -----

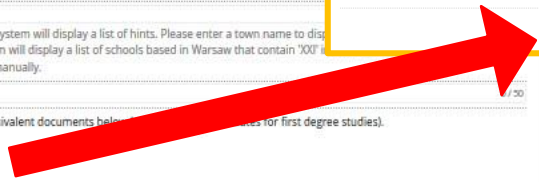
Issuing institution name ----- 0 / 200
Please enter a town to display a list of institutions that are based in it. If the institution you are looking for is not on the list, please enter it manually.

Place of issue ----- 0 / 80

Country of issue* -----

Short comment ----- 0 / 500
If you're adding an unknown type of document you should describe it

[Save and return](#) [Save](#)



Please complete the information on your higher education and click the button „**Save and add certificate**”.

My account → Personal forms → Education

Personal forms

Basic personal data | Address and contact information | Photo | Education | Ad

Education

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

Depending on what studies you apply for, you need to add respective certificates concerning your education or other qualifications. Please add them. However, you might need to fill in the missing data before printing the enrollment application form.

* Fields marked with asterisk symbol are required.

Secondary education

High school type* -----

High school name* _____

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

High school city* _____

Documents Add information about your maturity or equivalent documents below (concerns only candidates for studies which require additional certificates).

[Save and add certificate](#)

Olympiads and contests

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

[Save and add certificate](#)

Higher education

Student number _____ 0 / 12

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

Documents Add information about your higher education below (concerns only candidates for studies which require additional certificates).

[Save and add certificate](#)

Certificates and other documents required to start studies

Documents Add information about your other certificates below (concerns only candidates for studies which require additional certificates).

[Save and add certificate](#)

[Save](#)

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 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* -----

Short comment _____ 0 / 500

If you're adding an unknown type of document you should describe it

[Save and return](#) [Save](#)

On the next page we present additional information for Candidates who do not have a MSc diploma at the time of registration in the IRK system.

Please click the button „**Save**” and choose the tab „**Additional personal information**”.

Additional information for Candidates who do not have a MSc diploma at the time of registration in the IRK system.

Add a document

** Fields marked with asterisk symbol are required.*

Document type*	----	<input type="button" value="v"/>
Document year*		<input type="button" value="v"/>
<i>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.</i>		
Document number		0 / 200
<i>There should be no spaces in the number.</i>		
Date of issue	dd . mm . rrrr	
Issuing institution type	----	<input type="button" value="v"/>
Issuing institution name		0 / 200
<i>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.</i>		
Place of issue		0 / 80
Country of issue*	-----	<input type="button" value="v"/>
Short comment		0 / 500
<i>If you're adding an unknown type of document you should describe it!</i>		

„Document type”

Please choose:

- Polish diploma of master or
- Foreign diploma entitling to undertake third-cycle (doctoral) studies

„Document year”

Please enter: 2023

„Country of issue”

Please choose the country of issue

Please complete your additional personal information in accordance with the description in the registration form and click the button „Save”.

Home → 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 be uploaded to university systems. Your personal data will be displayed on students lists 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* -- select --

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 --

Military service data

Military service status ---

Military service category ---

Military Replenishment Council ---

Save

Returning to the main view My Account is possible after clicking the button "**my account**".



In order to fill in the enrolment application please choose the tab „**Enrollment applications**”.

The screenshot displays the user interface of the University of Warsaw registration portal. At the top, there is a navigation bar with the European Union flag and the text "European Union". To the right, there are icons for a mail inbox, a notification bell with a red "3", a user profile icon labeled "my account", a "log out" button, and a language selector set to "English". Below this is a header section with the University of Warsaw logo on the left and the text "REGISTRATION DOCTORAL SCHOOLS 2023/2024" on the right. A dark blue navigation menu contains the items "News", "Offer", "Units", and "Registration".

The main content area is titled "My account" and features a horizontal menu with several tabs: "Account settings", "Personal forms", "Enrollment applications" (highlighted with a red border), "Payments", "Messages", "Notifications", "Clauses and consents", and "Help".

Under the "Enrollment applications" tab, there are three main sections:

- Identification data:** Includes fields for "E-mail:" and "IRK identifier:". Below these is a paragraph explaining that registrations are archived and data is deleted after a certain period. A checkbox option is available: "I want to keep my account in the system for future registrations." A "Save" button is located at the bottom of this section.
- Login methods:** Shows "Email" with a green checkmark and "CAS" with a "connect" link. A checkbox option is present: "Change USOS password to IRK password after being admitted to studies." A help icon is visible next to this option.
- Notification settings:** Shows "Preferred notifications language:" set to "Polski". Two checkboxes are checked: "Inform about new messages via email" and "Inform about new notifications via email". A "Save settings" button is at the bottom.

On the left side of the "My account" section, there is a placeholder for a user profile picture. Below it are three buttons: "Change e-mail address" (blue), "Change password" (blue), and "Delete the account" (red).

Then please click „**Choose studies from the offer**”.

The screenshot shows a web browser window with the URL <https://irk.uw.edu.pl/en-gb/profile/applications/>. The page header includes the University of Warsaw logo and the text "UNIVERSITY OF WARSAW REGISTRATION". A navigation menu contains "News", "Studies", "Units", and "Registration". Below the header, there is a "My account" section with a sub-menu containing "Account settings", "Personal forms", "Enrollment applications", "Payments", "Messages", "Notifications", "Consents", and "Help". Under the "Enrollment applications" sub-menu, the text "You have no registration applications. Choose studies from the offer." is displayed, with the link "Choose studies from the offer." highlighted by a red rectangular box.

Please choose: „**Doctoral School of Exact and Natural Sciences**” and then click „**Filter**”.

UNIVERSITY OF WARSAW REGISTRATION DOCTORAL SCHOOLS 2023/2024

News Offer Units Registration

Admission for Doctoral Schools 2022/2023 switch registrations cancel selection

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

→ Studies

Studies

Filters

Only with active phase **Filter**

Organizational units:

Available units	Selected units
<input type="text" value="Filter"/>	
Doctoral School of Humanities	
Doctoral School of Social Sciences	
Doctoral School of Exact and Natural Sciences	
Interdisciplinary Doctoral School	

A



- o Astronomy (1)

Please choose the scientific discipline.

Home → Studies

Studies

Filters (1)

Only with active phase Filter G  

Organizational units:

Available units ?

Filter
Doctoral School of Humanities
Doctoral School of Social Sciences
Interdisciplinary Doctoral School

Selected units ?

Doctoral School of Exact and Natural Sciences

A

◦ Astronomy (1)

B

◦ Biological Sciences (1)

C

◦ Chemical Sciences (1)
◦ Computer and Information
Science (1)

E

◦ Earth and related environmental
sciences (1)

I

◦ Implementation Doctorate Programme

M

◦ Mathematics (1)

P

◦ Physical Sciences (1)

In case of recruitment for a joint program, please choose the option:

***Computer science with particular emphasis on artificial intelligence, machine learning
and their applications – in cooperation with IDEAS NCBR***

Please click the button „Sign up”.

Astronomy



The main element of education at the Doctoral School of Exact and Natural Sciences (SDNSP) is the implementation of an individual PhD project in one of the scientific disciplines (Astronomy, Computer Science, Mathematics, Biological Sciences, Chemical Sciences, Physical Sciences, Earth and Environmental Sciences) that are covered by the school, under supervision of a faculty member chosen by the doctoral student.

Education at SDNSP includes courses in the form of specialization and monographic lectures, workshops, seminars, two-day symposiums as well as courses and trainings to improve the skills of doctoral students in teaching.

The graduate of the Doctoral School of Exact and Natural Sciences has a highly specialized education acquired under the supervision of leading scientists and is prepared to undertake independent scientific and teaching activities at universities and research institutes. In addition, the graduate will have gained extensive knowledge beyond the discipline in which he/she prepared his doctoral dissertation, as well as skills in conducting scientific and teaching activities.

The school recruits in the following disciplines:

- Astronomy
- Mathematics
- Computer Science
- Biological Sciences
- Chemical Sciences
- Physical Sciences
- Earth and Environmental Sciences

Education

Education program

Table of contents

1. Education
 - Education program
 - Scholarships
 - IRK registration instruction
2. Recruitment
 - Schedule of the Doctoral School enrolment procedure
 - Supervisor
 - Admission fee
 - Form of qualification proceedings and number of points to be awarded
 - Language of qualification proceedings, including the interview
 - Required documents
 - Assessment criteria and method
 - Condition of admission to the School
3. Recruitment Legislation and Acts to Know

Details

Code	3-SzD-NSP-Astro
Organizational unit	Doctoral School of Exact and Natural Sciences
Academic area/discipline	Astronomy
Form of studies	Full-time
Language(s) of instruction	English, Polish
Admission limit	5
Duration	4 years
Office opening hours	ul. Żwirki i Wigury 93 02-089 Warszawa tel: 22 55 22 144, 22 55 22 145 poniedziałek-piątek 10:00-14:00 rekrutacja.nsp@uw.edu.pl
WWW address	🔗 https://szkolydoktorskie.uw.edu.pl/sdnsip
Required document	Higher education

[Ask about this programme](#)

Phase 1 (01.02.2022 12:00 – 18.03.2022 23:59)

➔ Sign up

Please choose: „**Document entitling to undertake studies**” and then click „**Continue**”.

UNIVERSITY OF WARSAW | REGISTRATION DOCTORAL SCHOOLS 2023/2024

News Offer Units Registration

Organizational units → Doctoral School of Exact and Natural Sciences → New application

New application

In order to apply, you need to choose a document entitling you to undertake studies, which will be associated with this application.

Studies

Registration

Phase Phase 1
[Qualification criteria for this phase](#)

Document entitling to undertake studies

[← Return](#) [→ Continue](#)

The window view – **Enrollment applications**. To complete the recruitment documents, click „**Documents uploaded by candidates to the Doctoral School of Exact and Natural Sciences**”.

My account

Account settings	Personal forms	Enrollment applications	Payments	Messages	Notifications	Consents	Help
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Enrollment applications

Make sure to register for all desired study programmes.

Admission for Doctoral Schools

(open)

Academic year 2021

Description

Phase 1 (✕ withdraw) 05.05.2021 - 28.06.2021 ● Qualification criteria	Recruitment fee ⌚ pending → Payments	Score ---	Qualification status --- The results will be visible: more	Decision --- more
Document entitling to undertake studies				
Internal exams	Qualification examination	Score: ---		
	Interview	Score: ---		
	Initial research project proposal	Score: ---		
	Scientific activity of the candidate	Score: ---		
Additional information	Please provide additional information in order to complete registration:			
	📎 Documents uploaded by candidates to the Doctoral School of Exact and Natural Sciences (required)			
📁 Documents and further steps				

Please upload recruitment documents and then click „Save”.

1. Diploma or a certificate of holding a master's degree *	<input type="button" value="Wybierz plik"/> Nie wybrano pliku
	Candidate should upload (PDF file): scan of a diploma of completion of the long-cycle Master's degree programme or second-cycle programme or an equivalent diploma obtained under separate regulations or in the case of candidates pursuing education within the European Higher Education Area – a certificate of obtaining a Master's degree or a declaration that the diploma or certificate of obtaining a Master's degree shall be provided by the deadline for reception of documents from qualified candidates at the Secretary's Office of the Doctoral School of Exact and Natural Sciences – 21.09.2023), in the case of holding a diploma equivalent to the diploma of completion of the long-cycle Master's degree programme or second-cycle programme, the candidate shall justify this equivalence. In case the diploma was issued in a language other than Polish or English, the candidate shall attach its certified translation. If the candidate is the research project coordinator for a project carried out at the University of Warsaw as part of the "Diamentowy Grant" or submitted an application as part of this program that is currently pending review, the candidate uploads: a certificate that they have been granted funds by the Minister responsible for higher education and science under the "Diamentowy Grant" [Diamond Grant] program or a statement that an application has been submitted as part of the "Diamentowy Grant" [Diamond Grant] program, providing the title of the candidate's project; If the candidate is a first-cycle programme graduate or a student who has completed the third year of the long-cycle Master's degree programme and has been approved by the Director of the Doctoral School of Exact and Natural Sciences in consultation with the qualification team to be considered for admission due to their exceptional, superior scientific achievements demonstrated to date, the candidate uploads the Director's consent.
2. Title of the initial research project proposal *	<input type="text"/>
	Title of the initial research project proposal in English.
3. Description of the initial research project proposal in English *	<input type="button" value="Wybierz plik"/> Nie wybrano pliku
	The description of the initial research project proposal (with the title) in English. The description may not exceed four pages, font type: Times New Roman or equivalent, font size: at least 11 points, line spacing: 1, upper and lower margin: at least 1.5 cm, side margins: at least 2 cm. The references shall be included in the page limit. The description must be delivered as PDF file.
4. A resume or CV outlining the candidate's scientific activity *	<input type="button" value="Wybierz plik"/> Nie wybrano pliku
	The document should contain information on scientific activity, including scholarly interests and achievements during the five calendar years preceding the application. If a candidate became a parent during this time, as evidenced by a scan of the child's birth certificate attached to the application, this period shall be extended by two years for each child. The scan of the child's birth certificate should be uploaded as one file together with the CV/resume. The CV or resume should contain in particular the information on: publications, research and organizational work at student research groups, participation in scientific conferences, participation in research projects, awards and honorable mentions, research internships, research skills training programs completed, activities promoting science, activity in science movement representative bodies, average of their university grades, professional career, level of proficiency in foreign languages. The document must be delivered as PDF file.
5. Scans of materials confirming scientific activities referred to in the resumé or CV *	<input type="button" value="Wybierz plik"/> Nie wybrano pliku
	In cases of: 1) scientific publications – a scan of the title page; when multi-authors achievements are regarded, the percentage share of the candidate in the achievement is required to be defined; 2) student competitions – the confirmed participation; 3) participation in research projects – a scan of the certification issued by the project's coordinator; 4) papers and seminar or conference messages delivered – a scan of the document confirming the delivering of the paper; 5) research internships – a documented participation; 6) achievements within activities in scientific societies or organizations – a scan of the certification signed by the chairperson of the organization. The documents must be delivered as a single PDF file.
6. Document confirming level in English *	<input type="button" value="Wybierz plik"/> Nie wybrano pliku
	Document confirming at least B2 proficiency level in English or a declaration of the level of proficiency in English allowing education at the School. The document must be delivered as PDF file.
7. Planned supervisor's data *	<input type="text"/>
	Academic degree/title, name, last name of planned supervisor
8. Scan of a declaration by the	<input type="button" value="Wybierz plik"/> Nie wybrano pliku

1. Diploma or a certificate of holding a master's degree *

Wybierz plik Nie wybrano pliku

Candidate should upload (PDF file): scan of a diploma of completion of the long-cycle Master's degree programme or second-cycle programme or an equivalent diploma obtained under separate regulations or in the case of candidates pursuing education within the European Higher Education Area – a certificate of obtaining a Master's degree or a declaration that the diploma or certificate of obtaining a Master's degree shall be provided by the deadline for reception of documents from qualified candidates at the Secretary's Office of the Doctoral School of Exact and Natural Sciences – 21.09.2023), in the case of holding a diploma equivalent to the diploma of completion of the long-cycle Master's degree programme or second-cycle programme, the candidate shall justify this equivalence. In case the diploma was issued in a language other than Polish or English, the candidate shall attach its certified translation. If the candidate is the research project coordinator for a project carried out at the University of Warsaw as part of the "Diamentowy Grant" or submitted an application as part of this program that is currently pending review, the candidate uploads: a certificate that they have been granted funds by the Minister responsible for higher education and science under the "Diamentowy Grant" [Diamond Grant] program or a statement that an application has been submitted as part of the "Diamentowy Grant" [Diamond Grant] program, providing the title of the candidate's project; If the candidate is a first-cycle programme graduate or a student who has completed the third year of the long-cycle Master's degree programme and has been approved by the Director of the Doctoral School of Exact and Natural Sciences in consultation with the qualification team to be considered for admission due to their exceptional, superior scientific achievements demonstrated to date, the candidate uploads the Director's consent.

If the candidate does not hold a master's degree and pursues education within the European Higher Education Area (i.e. also in Poland), the following documents may be attached for recruitment purposes as a substitute:

- a **certificate** of having obtained a Master's degree,
- a **declaration** in which the candidate indicates that the diploma or certificate of the master's degree will be delivered by September 25, 2023.

If the candidate is studying outside the European Higher Education Area, he/she will need to upload a scan of his/her Master's degree along with its certified translation.

Full list of European Higher Education Area members is available here:
https://www.ehea.info/page-full_members

8. Scan of a declaration by the planned supervisor *

Wybierz plik Nie wybrano pliku

Candidate must upload the scan of a declaration by the planned supervisor, using the model set out in Appendix no 4 to Resolution (<https://szkolydoktorskie.uw.edu.pl/wp-content/uploads/2021/05/DECLARATION-OF-THE-PLANNED-SUPERVISOR.docx>). Additionally, the candidate may also attach a scan of their planned supervisor's opinion and opinions of other academics about the candidate and their scientific activity or proposed research project. The document must be delivered as PDF file.

The **declaration of the planned supervisor** must be attached as a scan. That is, the supervisor shall sign the document and the candidate should attach its scan.

Templates of declarations can be downloaded in the IRK system from the tab 'Enrollment applications' – 'Documents and further steps'.

My account

Account settings Personal forms Enrollment applications Payments Messages Notifications Consents Help

Enrollment applications

Make sure to register for all desired study programmes.

Admission for Doctoral Schools (open)
Academic year 2021

Description

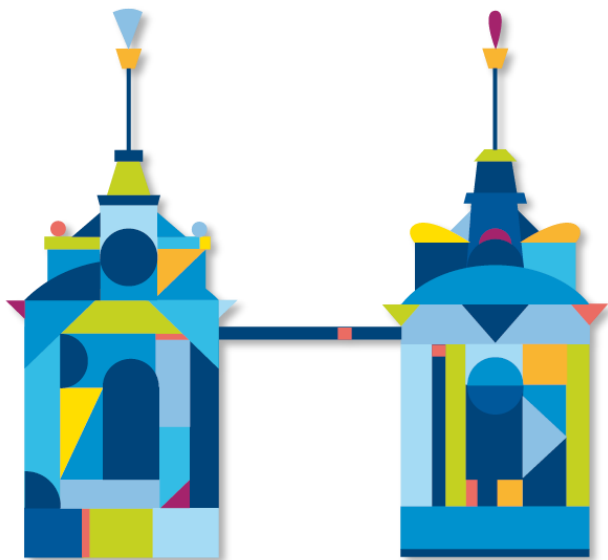
Phase 1 (✕ withdraw) 05.05.2021 - 28.06.2021 🔗 Qualification criteria	Recruitment fee 🕒 pending ➔ Payments	Score ---	Qualification status --- The results will be visible: more	Decision --- more
Document entitling to undertake studies				
Internal exams	Qualification examination	Score: ---		
	Interview	Score: ---		
	Initial research project proposal	Score: ---		
	Scientific activity of the candidate	Score: ---		
Additional information	Please provide additional information in order to complete registration: --- 🔗 Documents uploaded by candidates to the Doctoral School of Exact and Natural Sciences (required)			
📄 Documents and further steps				

Once all documents are attached, pages are saved, no further steps need to be taken. **The application is saved and does not need to be submitted.**

The enrollment application may be edited until the last day of registration in the IRK system (11:59 p.m.).

If you have any questions regarding recruitment for the joint program between the Doctoral School of Exact and Natural Sciences of the University of Warsaw and IDEAS NCBR, please contact us via the following e-mail address:

tpm@mimuw.edu.pl



DOCTORAL SCHOOL OF EXACT AND NATURAL SCIENCES

**Doctoral Schools Secretary's Office
2c Banacha St., room 0.05 and 0.06
02-097 Warsaw**

e-mail: rekrutacja.nsp@uw.edu.pl

<https://szkolydoktorskie.uw.edu.pl/sdnsip/>