

# 1. Создание аккаунта ERK

Аккаунт можно создать на польском или английском языке. Данная инструкция должна помочь абитуриентам, заинтересованным обучением на русском языке. Если возникнут вопросы или сомнения – свяжитесь с Отделом организации приема на обучение, там предоставят информацию на русском языке:

## Отдел организации приема

ул. Gołębia 24, каб. 18

31-007 Краков

телефон: (+48 12) 663 14 01, 663 14 08, 663 14 41, 663 14 81

e-mail: [rekrutacja@uj.edu.pl](mailto:rekrutacja@uj.edu.pl)

## Шаг 1

Первым шагом для поступления является создание аккаунта в системе ERK. Это электронная платформа, с помощью которой регистрируешься на обучение и контролируешь процесс поступления. В правом верхнем углу сайта выбери линк "создай аккаунт" (*Create an account*) и придерживайся инструкций.



The Jagiellonian University  
Online Application System

Copernicus enrolled 525 years ago—now it's your turn!

polski

Create an account  
retrieve password

User name  
Password  
Log in

Welcome to the Online Application System website

**Admission is now open** for foreigners applying in accordance with rules other than applicable to Polish citizens for programmes of study commencing in the 2018/2019 academic year and for all candidates for programmes in foreign languages.

Admissions is also open for selected post diploma programmes, commencing in the spring semester of the 2017/2018 academic year.

We invite you to learn about **study offer** available in the 2018/2019 academic year as well as what qualification criteria has been established for those programmes. To check the details, please proceed to the 'catalogue 2018/2019' section available on the Online Application System website.

**Your individual OAS account**  
What is an OAS account? What do you need it for? How to create an account in the Online Application System?

**Study programmes search engine**  
A quick and efficient tool to browse our catalogue in search for the programmes you are interested in.

**Registration step by step**  
What is registration in the OAS? How to register? How to confirm your registration?

**Frequently Asked Questions**  
Learn about the OAS by reading most commonly asked questions about our system.

catalogue 2018/2019  
programmes in Polish  
for Polish citizens and for foreigners enrolling in accordance with rules applicable to Polish citizens

for foreigners enrolling in accordance with rules other than applicable to Polish citizens

programmes in foreign languages

catalogue 2017/2018  
winter semester post diploma admissions  
programmes in Polish

OAS  
home page  
FAQ  
technical requirements  
cookie policy  
helper  
contact

All necessary information about admission  
**Admissions**  
[www.rekrutacja.uj.edu.pl](http://www.rekrutacja.uj.edu.pl)

Important information for foreigners

E-decisions reception

see more

see more

see more

see more

## Шаг 2

Ниже найдешь обязанности абитуриента, что касаются поступления. Для создания аккаунта нужно ознакомиться с поданной информацией и путем нажатия на квадраты поставить галочки, после чего надо нажать "следующее" (*Next*).

### Creating an account in the OAS

Before you create an OAS account please read all information available at [www.erk.uj.edu.pl](http://www.erk.uj.edu.pl) and [www.rekrutacja.uj.edu.pl](http://www.rekrutacja.uj.edu.pl) as well as the statements and regulations provided below, which you should accept or act upon when applying for admission.

#### Applicant's declaration and obligations

1. I hereby declare that I understand the rules of registration as well as the admission procedures and schedule and, specifically, that I have read the information available at [www.erk.uj.edu.pl](http://www.erk.uj.edu.pl) and [www.rekrutacja.uj.edu.pl](http://www.rekrutacja.uj.edu.pl).
2. I understand and accept that admission is based on the data submitted electronically through my OAS account and I accept full responsibility for submitting information that is incomplete, mistaken or false. I understand that such action may lead to rejection of my application by the admission board or to cancellation of my admission to the first year of a study programme.
3. I hereby agree that all information related to the admission process, and especially to deadlines, application procedures, decisions of the admission board and enrolment conditions will be made available through my Individual OAS account and the Web pages mentioned in paragraph 1 above. I undertake to read the information I am provided with and I accept full responsibility for any consequences that will arise from not doing so.
4. I understand and accept that each registration must be confirmed by a scheduled deadline. Depending on the programme of study, I will need to pay the registration fee and/or submit the signed OAS Application form printed from my account with all the required attachments listed therein to the respective admission board. I understand that I will be considered for further admission procedure only if I pay the fee by the given deadline and send the above documents on time, postmarked by the last day of the appropriate filing period.
5. Upon admittance to the first year of the study programme of my choice I agree to meet all the enrolment terms and conditions, and, specifically, to complete additional personal data in my OAS account by the given date and submit all documents required, including documents certifying my eligibility for undertaking given level of study programme and confirming data I have provided upon registration, to the appropriate admission board. I understand that the failure to enrol by the set deadline will be regarded as my resignation and will result in the admission board's decision to reject my application.
6. I understand and accept that re-enrolment into a programme in the same field and of the same form of which on the day of enrolment I am a student, or into which I am enrolled, is inadmissible.
7. I undertake to immediately notify the Jagiellonian University about any problems discovered in the functioning of the Online Application System and about any incorrect information I have received through the system and to send my remarks in such case to [rekrutacja@uj.edu.pl](mailto:rekrutacja@uj.edu.pl).

By checking the box on the right I confirm that I have read and accepted the above declarations.

I grant permission for the personal data processing for admission procedure purposes, including publication of ranking lists on the Internet, and for the purpose of keeping my academic record, in accordance with the Polish Protection of Personal Data Act of 29 August 1997 (consolidated text: Dz.U. [OJ] of 2016, item 922). The Jagiellonian University (ul. Golebia 24, 31-007 Kraków) is the data administrator. Submitting personal data is required for the admission procedure purposes. The basis for processing the data is Polish Law on Higher Education Act of 27 July 2005 (consolidated text: Dz.U. [OJ] of 2017, item 2183). I recognize my right to access the data I provide and to amend them.

If you have carefully read the information provided on this page and you accept the declarations you are about to make, select the checkboxes above and then choose „Next”. Otherwise, choose „I resign”.

I resign

Next

Отмечая галочками первый квадрат, подтверждаешь, что ознакомился с условиями поступления, с информацией, размещенной на сайтах [www.erk.uj.edu.pl](http://www.erk.uj.edu.pl) и [www.rekrutacja.uj.edu.pl](http://www.rekrutacja.uj.edu.pl), берешь ответственность за предоставленные при регистрации неправильные данные, обязываешься к просмотру сообщений в своем аккаунте; осознаешь, что регистрация должна быть подтверждена в соответствующие сроки, что после зачисления нужно «вписаться» на обучение и что нельзя вписаться на ту же самую программу, ступень и форму, на которой кандидат является студентом во время записи. Отмечая второй квадрат, подтверждаешь, что соглашаешься на обработку персональных данных.

## Шаг 3

Введи свои персональные данные: имя, фамилию, статью, гражданство.

Registering for study programmes is only available to users who have an individual OAS account. To create an account fill in the forms below using the helpers available for each field.

**Remember! You are only allowed to have one single OAS account and the data you provide must be accurate and true. All information you enter is subject to verification at any stage of the admission process.**

Basic personal data	
First name	<input type="text"/>
Second name	<input type="text"/>
Surname	<input type="text"/>
Sex	<input type="text" value="choose"/>
Citizenship	
Citizenship	<input type="text" value="choose"/>

имя

второе имя (В этой части не пиши отчества.)

фамилия

статья

гражданство

со списка нужно выбрать соответствующее гражданство

Также подай информацию о том, на каких условиях будешь поступать. Внимательно ознакомься с информацией о статусах абитуриента в Польше. Нужно отметить галочкой соответствующий вариант.

Applicant's status in Poland	
<input type="radio"/> <b>I meet at least one</b> of the conditions listed below, namely:	
<input type="checkbox"/>	I hold a valid Polish Charter, or
<input type="checkbox"/>	I am a citizen of a Member State of the European Union, Switzerland, Norway, Iceland, or Liechtenstein, or such citizen's family member, and I have been granted a permit to settle, or
<input type="checkbox"/>	I am a citizen of a Member State of the European Union, Switzerland, Norway, Iceland, or Liechtenstein, or such citizen's family member, and I possess sufficient financial means to cover the cost of living during the period of study, or
<input type="checkbox"/>	I have been granted a permit to settle, or
<input type="checkbox"/>	I have the refugee status granted in the Republic of Poland, or
<input type="checkbox"/>	I have been granted temporary protection in the territory of the Republic of Poland, or
<input type="checkbox"/>	I am a migrant worker holding citizenship of a Member State of the European Union, Switzerland, Norway, Iceland, or Liechtenstein, or I am such migrant worker's family member and I reside in the territory of the Republic of Poland, or
<input type="checkbox"/>	I have been granted a residence permit of a European Union long-term resident, or
<input type="checkbox"/>	I have been granted a temporary residence permit: <ul style="list-style-type: none"> <li>- as a highly qualified professional (Article 127),</li> <li>- seeking reunion with family (Article 159(1)),</li> <li>- holder of a long-term resident status granted in a different EU Member State (Article 186(1)(3)),</li> <li>- in connection with the circumstance referred to in Article 186(1)(3, 4) of the Act of 12 December 2013 on Aliens (OJL item 1650), or</li> </ul>
<input type="checkbox"/>	I have been granted subsidiary protection.
<input checked="" type="radio"/>	<b>I do not meet any of the conditions</b> of the Article 43 of the Act of 27 July 2005—Law on Higher Education listed above and I will apply for studies on a fee-paying basis.

Если выполняешь по крайней мере одно из указанных условий: имеешь Карту поляка, разрешение на постоянное пребывание или, например, гражданство Евросоюза – нужно отметить соответствующий квадрат, если не выполняешь ни одного из условий – выбери «я не выполняю ни одного из условий» („I do not meet any of the conditions”).



Application rules

I will apply on the basis of rules **for foreigners** enrolling in accordance with rules other than applicable to Polish citizens, because:

- I will be a holder of the scholarship granted by Poland (eg. Scholarship of the Government of Poland, Banach Scholarship etc),
- I will be holder of another country government scholarship,
- I will undertake studies on the basis of an international agreement between Poland and another country, **or**

I will apply on the basis of rules **for foreigners** enrolling in accordance with rules other than applicable to Polish citizens, and **I will finance the studies myself.**

Указываешь, что поступать будешь на других условиях, чем граждане Польши (если у тебя нет документа, дающего право на поступление на условиях для граждан Польши).

Для того, чтобы мы могли с тобой связаться, введи свои контактные данные, а также паспортные данные и информацию о дате рождения.

Впиши пароль и логин, подай данные, касающиеся авторизации в системе и нажми "следующее" (*Next*).

Date of birth	
Date of birth	dd - mm - rrrr
Passport	
Passport series and number	
Passport date of issue	dd - mm - rrrr
Passport expiry date	dd - mm - rrrr
Country of issue	poland
I do not have a passport	<input type="checkbox"/>
Mailing address	
Address format	other than polish
Foreign address	
Important: Remember to enter name of the country in residence address	
Agata Meškoviak	
This is the address we will use	
Contact telephone numbers	
Mobile phone number	+ 44
Landline phone number	+ 44
Email address	
Email address	
Repeat the email	
OAS account authorisation details	
User name	AgataMeškoviak
You will use this name to log in to your account	
Password	*****
Repeat the password	
Date of birth of someone close to you	dd - mm - rrrr
Word that will remind you of that person	

If you have carefully filled out all the fields above, choose "Next". Otherwise, modify the data you entered or choose "I resign".

дата рождения

серия и номер паспорта

дата выдачи паспорта

дата окончания срока действия паспорта

Выбери тип адреса и впиши свой адрес.  
Если это заграничный адрес, помни,  
чтобы указать страну.

номер мобильного телефона  
номер стационарного телефона

электронный адрес  
Впиши повторно.

логин для входа в аккаунт

пароль

впиши пароль повторно

дата рождения кого-то из близких тебе

лиц

кем приходится тебе лицо, дату рождения  
которого ты вписал

I resign

Next

## Шаг 4

В данном окне проверь, правильно ли введены данные, если все правильно - нажми "создать аккаунт" (*Create an account*).

### Creating an account in the OAS

Check if the data you provided below is correct and complete, then choose one of the options available at the bottom of the page.

#### Basic personal data

names	surname	sex
citizenship (country)	applicant's status in Poland	date of birth
identity document	ID series and number	country of issue
identity document date of issue	identity document expiration date	

#### Application rules

I will apply on the basis of rules **for foreigners** enrolling in accordance with rules other than applicable to Polish citizens, because:

- I will be a holder of the scholarship granted by Poland (eg. Scholarship of the Government of Poland, Banach Scholarship etc),
- I will be a holder of another country government scholarship,
- I will undertake studies on the basis of an international agreement between Poland and another country, **or**

I will apply on the basis of rules **for foreigners** enrolling in accordance with rules other than applicable to Polish citizens, and **I will finance the studies myself**.



**Note:** this icon is assigned to the application rules you chose. Follow it when registering for study programmes in the OAS.

#### Contact telephone numbers

mobile phone	landline phone number
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#### Mailing address

#### Email address

#### Account authorisation details

user name	date of birth of someone close to you	word that will remind you of that person
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If you are sure that the data you provided is complete and true, choose the „Create an account” option. If you wish to correct or add some information, choose „Modify data” and apply the necessary changes. If you do not wish to create an individual account in the OAS, choose „I resign”.

I resign

Modify data

Create an account

## Шаг 5

После создания аккаунта тебе будет отправлено сообщение с просьбой о подтверждении электронного адреса, который был введен при создании аккаунта. На этот адрес будет отправлен линк, по которому нужно пройти, чтобы полностью активировать аккаунт.

**The account no. 336045 has been created.**

**Congratulations! Your individual OAS account has been successfully created. From this moment you can log into your account and register for programmes.**

Message with the account activation link was sent to [REDACTED]

If you do not activate your account, you may still log in and register for programmes: but you will not receive email notifications about new information and changes in your OAS account.

If no email reaches your inbox within the next two hours, please follow the instructions shown on the main page of your account, available after you log in.

Dział Rekrutacji na Studia UJ

 do mnie ▾

angielski ▾ > polski ▾ [Przetłumacz wiadomość](#)

Dear Applicant,

you have created your individual OAS account no. 336045, which - once activated - will enable you to register for study programmes at the Jagiellonian University. To fully activate your account click the link below:

<http://erk.uj.edu.pl/tlumaczenia/change-lang/lang/en?url=/kandydat/oswiadczenie-potwierdz-email/kod/a329d4facf341ba03f948f2309234ead>

then log in to your OAS account and follow the instructions you will be given.

If you have any doubts or questions feel free to contact the Jagiellonian University Department of Admissions.

Best regards,

the Jagiellonian University Department of Admissions  
Collegium Novum, room 19  
ul. Golebia 24, 31-007 Krakow  
Tel. [+48 12 663 14 01](tel:+48126631401), [+48 12 663 14 08](tel:+48126631408) and [+48 12 663 14 41](tel:+48126631441)  
e-mail: [rekrutacja@uj.edu.pl](mailto:rekrutacja@uj.edu.pl)

This e-mail was sent automatically,  
please do not respond to it.

## Шар 6

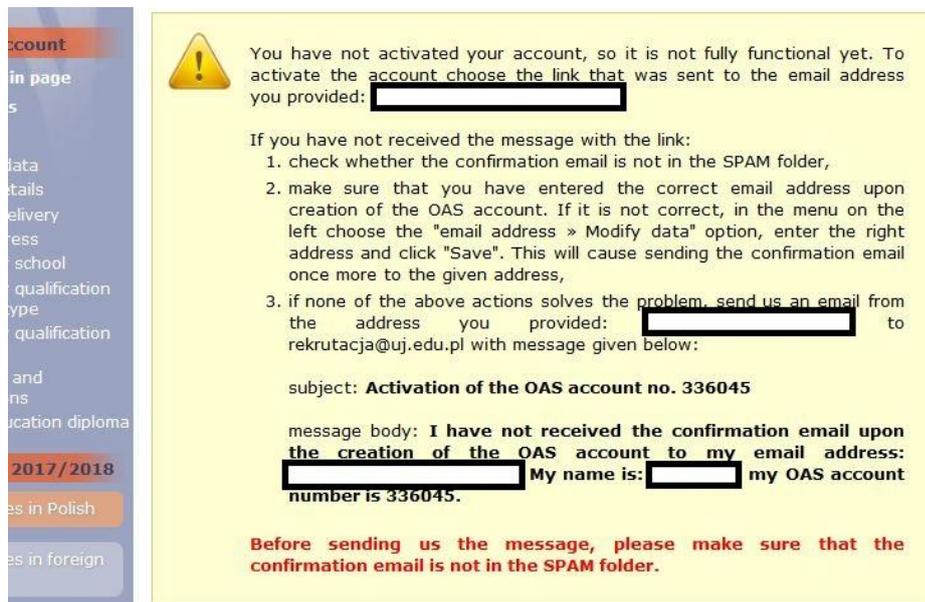
Первый вход в аккаунт:

в правом верхнем углу сайта найдешь закладку "логин и пароль" (*User name, password*) – впиши туда собственный логин и пароль и нажми "войти" (*Log in*).



Если ты не подтвердил электронный адрес – увидишь сообщение о том, что твой аккаунт не активирован. Нужно проверить свою электронную почту, если нет сообщения с линком для активации – проверь, нет ли этого сообщения в спаме и проверь, правильно ли введен твой электронный адрес, если подан неправильный адрес – его можно изменить. Из меню с левой стороны выбери "адрес e-mail" ->"исправь данные" (*Modify data*) и введи правильный адрес.

Если сообщения нет в спаме и введен правильный адрес – свяжись с Отделом организации приема на обучение.



**Warning:** You have not activated your account, so it is not fully functional yet. To activate the account choose the link that was sent to the email address you provided: [redacted]

If you have not received the message with the link:

1. check whether the confirmation email is not in the SPAM folder,
2. make sure that you have entered the correct email address upon creation of the OAS account. If it is not correct, in the menu on the left choose the "email address » Modify data" option, enter the right address and click "Save". This will cause sending the confirmation email once more to the given address,
3. if none of the above actions solves the problem, send us an email from the address you provided: [redacted] to rekrutacja@uj.edu.pl with message given below:

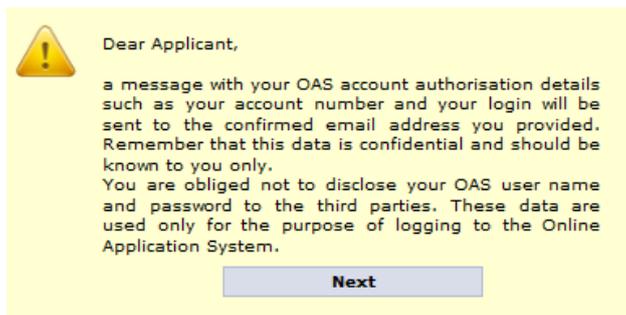
subject: **Activation of the OAS account no. 336045**

message body: **I have not received the confirmation email upon the creation of the OAS account to my email address: [redacted] My name is: [redacted] my OAS account number is 336045.**

**Before sending us the message, please make sure that the confirmation email is not in the SPAM folder.**

## Шаг 7

Когда выберешь линк в сообщении, увидишь информацию о том, что логин к твоему аккаунту и номер этого аккаунта будет отправлен на твой подтвержденный электронный адрес. После того, как выберешь "следующее" (*Next*) тебе будет отправлено сообщение с параметрами доступа к твоему аккаунту. Помни, что эти данные нельзя передавать третьим лицам.



Dział Rekrutacji na Studia UJ 15:34 (1 minutę temu) ☆ ↶ ▾  
do mnie ▾

angielski ▾ > polski ▾ Przetłumacz wiadomość Wyłącz dla następującego języka: angielski ×

Dear Applicant,

you have activated your individual OAS account which has now become fully functional.

Below you will find the details of your account:  
- Your individual OAS account number: 336045  
- Applicant: [REDACTED]  
- OAS user name (login): [REDACTED]

Except for the individual OAS account number displayed above, all the account authorisation details are confidential and should be acknowledged only to you. You are obliged not to disclose your OAS user name and password to the third parties. These data are used only for the purpose of logging to the Online Application System.

To enhance the security of your account, you may change the password any time after loggin in. In the event of losing your account authorisation details, you may regain the access through the "Retrieve password" option available at [www.erk.uj.edu.pl](http://www.erk.uj.edu.pl).

If you have any doubts or questions feel free to contact the Jagiellonian University Department of Admissions.

Best regards,

the Jagiellonian University Department of Admissions  
Collegium Novum, room 19  
ul. Golebia 24, 31-007 Krakow  
Tel. +48 12 663 14 01, +48 12 663 14 08 and +48 12 663 14 41  
e-mail: [rekrutacja@uj.edu.pl](mailto:rekrutacja@uj.edu.pl)

This e-mail was sent automatically,  
please do not respond to it.

Также увидишь сообщение о том, что твой электронный адрес подтвержден.

### Account main page



## 2. Регистрация на обучение

### Шаг 1

В меню с левой стороны найдешь каталог направлений и специальностей 2017/2018. Нажми на "обучение на иностранных языках" -> обучение первой ступени -> "Международные отношения и регионоведение" (соответствующий набор) на русском языке и нажми "зарегистрируйся" (*Register now*). По очереди вводи и подтверждай требуемые данные.

### Study card – application round 2018/2019



for foreigners enrolling in accordance with rules other than applicable to Polish citizens

[Search results](#) [Next card »](#)

[Register now](#)

<b>Field of study</b>	BA in International Relations and Area Studies
<b>Programme level</b>	undergraduate (first-cycle)
<b>Study mode</b>	full-time
<b>Faculty</b>	Faculty of International and Political Studies
<b>Language of instruction</b>	English

The forms below contain the data which will be basic for the qualification procedure. To register for this study programme, follow the instructions below.

Personal data	✔ confirmed
Contact details	⚠ not confirmed confirm data
Decision delivery mode	⚠ not entered enter data
Secondary school	⚠ not entered enter data
Secondary qualification year and type	⚠ not entered enter data

## Шаг 2

### Контактные данные (*Contact details*)

The forms below contain the data which will be basic for the qualification procedure. To register for this study programme, follow the instructions below.

Personal data	✓	confirmed
Contact details	⚠	not confirmed <b>confirm data</b>
Decision delivery mode	⚠	not entered enter data
Secondary school	⚠	not entered enter data
Secondary qualification year and type	⚠	not entered enter data

Подтверди эти данные (*Confirm*).

#### My data » contact details

Check if the data you provided below is correct and complete, then choose one of the two options available at the bottom of the form.

#### Mailing address

Moskwa  
Russia

#### Contact telephone numbers

unknown

Please make sure that all data displayed above has been entered correctly. If so, please choose the „**Confirm**” option. If you wish to make changes, please choose „**Modify data**”.

Modify data

**Confirm**

Если ты уверен, что все данные введены правильно – нажми "да, я подтверждаю" (*Yes, I confirm*).

#### My data » contact details

Confirming the data in the "**Contact details**" form is required for making registration. Remember that after choosing "**Yes, I confirm**" option it will no longer be possible to further modify or correct that data.

If you wish to check once more whether the data you provided does not require any modifications, choose „**No, I want to check again**". Otherwise, choose „**Yes, I confirm**".

No, I want to check again

**Yes, I confirm**

Может появиться список незаконченных регистраций (*Incomplete registrations*). Для того, чтобы закончить регистрацию, нужно нажать на эту регистрацию, сохранить все данные, требуемые для этого, и придерживаться соответствующих инструкций. После подтверждения данных должно быть написано "подтверждено" (*confirmed*), и эти данные должны быть выделены зеленым цветом.

### Incomplete registrations



Data provided in the „contact details” form has been confirmed.

Below you may find a list of your **incomplete registrations**. To complete a registration, you should choose it from the list, enter and save all data required for this registration and then follow the instructions that you will be provided.

#### List of incomplete registrations

BA in International Relations and Area Studies » international security, politics and culture, regional studies undergraduate (first-cycle), full-time Russian track

Personal data	✔	confirmed
Contact details	✔	confirmed
Decision delivery mode	⚠	not entered enter data
Secondary school	⚠	not entered enter data
Secondary qualification year and type	⚠	not entered enter data

## Шаг 3

### Способ доставки решения (*Decision delivery mode*)

Personal data	✔	confirmed
Contact details	✔	confirmed
Decision delivery mode	⚠	not entered enter data
Secondary school	⚠	not entered enter data
Secondary qualification year and type	⚠	not entered enter data

Выбранный способ доставки влияет на то, как ты будешь получать письмо, что касается приема на обучение (решение о зачислении/незачислении): обычной почтой или электронным путем с помощью платформы ePUAP, доступной на сайте [eupap.gov.pl](http://eupap.gov.pl). Если у тебя нет номера PESEL (базовая регистрация населения в Польше), нужно выбрать традиционный способ доставки писем (*traditionally by regular mail*), после чего нажать "сохранить" (*Save*) и "закончить" (*Finish*).

#### My data » decision delivery

**Read the information below carefully and then fill out the form.**

Every confirmed registration results is issuance of an administrative decision—an official document confirming if you have been accepted (acceptance letter) or denied admission. This document might be required when applying for financial aid or visas. In the form below you may choose if you would like to be sent this document **in a traditional way** (registered mail) or **electronically**, through the ePUAP Platform.

To receive the decision through ePUAP, you have to meet the following conditions:

- create an individual account on the ePUAP Platform,
- have a Trusted ePUAP Profile or a secure electronic signature.

**Declaration to receive documents electronically through the ePUAP Platform** does not not apply to registration for non-degree post diploma programmes nor to any other forms of education where registration is carried out outside of the OAS.

**Documents delivery mode**

**Decision delivery mode** ⌵

traditionally by regular mail

electronically through the ePUAP platform

You may modify this form later. However, this declaration will be automatically locked in your account on the day before the publication of the first ranking list in your OAS account.

**After that date modifying data in the "decision delivery" form will not be possible and all documents of application process will be delivered to you in a way you chose in the form.**

If you filled out the above form correctly, choose the „**Save**” button. Otherwise, correct the data provided or choose the „**Cancel changes**” option.

## My data » decision delivery

### Documents delivery mode

You chose the traditional way of delivering documents by regular mail.

You may modify this form later. However, this declaration will be automatically locked in your account on the day before the publication of the first ranking list in your OAS account.

If you have made sure all data you have entered in the form is correct, choose „**Finish**”. If you wish to change or correct any data, choose „**Modify data**” and apply the changes.

Modify data

Finish

При появлении списка незавершенных регистраций (*Incomplete registrations*) – нажми на свою регистрацию, сохрани все данные, требуемые для окончания регистрации, и придерживайся соответствующих инструкций.

## Incomplete registrations

Below you may find a list of your **incomplete registrations**. To complete a registration, you should choose it from the list, enter and save all data required for this registration and then follow the instructions that you will be provided.

### List of incomplete registrations

BA in International Relations and Area Studies » international security, politics and culture, regional studies  
undergraduate (first-cycle), full-time  
Russian track

## Шаг 4

### Средняя школа (*Secondary school*)

Personal data	✓	confirmed
Contact details	✓	confirmed
Decision delivery mode	✓	entered
Secondary school	⚠	not entered <b>enter data</b>
Secondary qualification year and type	⚠	not entered enter data

Введи и подтверди следующие данные – о средней школе. Выбери страну, населенный пункт, где ты окончил школу, название этой школы, год окончания. После введения этих данных нажми "сохранить" (*Save*), потом – "подтвердить" (*Confirm*).

#### My data » secondary school

If you are applying for admission to first-, long- or second-cycle study programmes, enter your secondary school details.  
Fill out the form below carefully, using the helpers available for each field.

Secondary school completed	
Country	choose
Graduation year	choose

страна

год окончания

If you carefully filled out all fields in the above form, choose „Save”. Otherwise, correct the data provided or choose „Cancel changes”.

#### My data » secondary school

If you are applying for admission to first-, long- or second-cycle study programmes, enter your secondary school details.  
Fill out the form below carefully, using the helpers available for each field.

Secondary school completed	
Country	other
Choose the country from the list	Russia
Location	Moscow
Secondary school name	Moscow High School 1520
Graduation year	2015

страна

выбери страну со списка

населенный пункт

название школы

год окончания

If you carefully filled out all fields in the above form, choose „Save”. Otherwise, correct the data provided or choose „Cancel changes”.

### My data » secondary school

Check if the data you provided below is correct and complete, then choose one of the two options available at the bottom of the form.

#### Secondary school completed:

school name	school country
<b>Moscow High School 1520</b>	<b>Russia</b>
school location	secondary school graduation year
<b>Moscow</b>	<b>2015</b>

Please make sure that all data displayed above has been entered correctly. If so, please choose the „**Confirm**” option. If you wish to make changes, please choose „**Modify data**”.

Modify data

Confirm

Если ты уверен, что все данные введены правильно – нажми "да, я подтверждаю" (*Yes, I confirm*).

### My data » secondary school

Confirming the data in the "**Secondary school**" form is required for making registration. Remember that after choosing "**Yes, I confirm**" option it will no longer be possible to further modify or correct that data.

If you wish to check once more whether the data you provided does not require any modifications, choose „**No, I want to check again**". Otherwise, choose „**Yes, I confirm**".

No, I want to check again

Yes, I confirm

После появления списка незавершенных регистраций (*Incomplete registrations*) – нажми на эту регистрацию, сохрани все данные, требуемые для окончания регистрации, и придерживайся соответствующих инструкций.

### Incomplete registrations



Data provided in the „**secondary school**” form has been confirmed.

Below you may find a list of your **incomplete registrations**. To complete a registration, you should choose it from the list, enter and save all data required for this registration and then follow the instructions that you will be provided.

#### List of incomplete registrations

**BA in International Relations and Area Studies** » international security, politics and culture, regional studies  
undergraduate (first-cycle), full-time  
Russian track

## Шаг 5

Год получения свидетельства о полном среднем образовании (матуры) и тип этого свидетельства (*Secondary qualification year and type*)

Personal data	✓	confirmed
Contact details	✓	confirmed
Decision delivery mode	✓	entered
Secondary school	✓	confirmed
Secondary qualification year and type	⚠	not entered <b>enter data</b>

Введи и подтверди следующие данные: год получения матуры (аттестата о полном среднем образовании) и тип этой матуры. Если ты окончил школу не в Польше, и твой аттестат не является дипломом IB (International Baccalaureate) или EB (European Baccalaureate) выбери "другую матуру – заграничную" (*other obtained abroad*), потом выбери страну получения образования после чего нажми "сохранить" (*Save*) и подтвердить" (*Confirm*).

### My data » secondary qualification year and type

If you are applying for admission to:

- **long-cycle programmes,**
- **first-cycle programmes** or
- **second-cycle programmes,**

provide information about the year and type of your secondary qualification (i.e. exam corresponding with Polish *Matura*). Fill out the form below carefully, using instructions available in helpers by each field.

If education system of the country where you have completed secondary education did not require passing an exam, state or other type, corresponding with the Polish *Matura* exam, for gaining the right to enter university education, choose option 'other obtained abroad' and in the 'year' field enter the year when you have obtained your right to undertake higher education study programmes.

#### Secondary qualification year and type

**Year of obtaining secondary qualification (i.e. exam corresponding with Polish *Matura*)**

choose

If you have carefully filled out all fields in the above form, choose „**Save**”. Otherwise, correct the data provided or choose „**Cancel changes**”.

Cancel changes

Save



**Secondary qualification year and type**

<b>Year of obtaining secondary qualification (i.e. exam corresponding with Polish Matura)</b>	<input type="text" value="2003"/>
<b>Examination type</b>	<input type="text" value="choose"/> <ul style="list-style-type: none"><li>choose</li><li>Polish Matura</li><li>maturity exam (i.e. Polish stara matura)</li><li>International Baccalaureate</li><li>European Baccalaureate</li><li>other obtained abroad</li></ul>

If you have carefully filled out all fields, please correct the data provided or choose "other obtained abroad" otherwise,

год получения свидетельства

тип свидетельства

### My data » secondary qualification year and type

Check if the data you provided below is correct and complete, then choose one of the two options available at the bottom of the form.

#### Secondary qualification year and type

secondary qualification year

**2003**

country of graduation

**Russia**

secondary qualification type

**other obtained abroad**

Please make sure that all data displayed above has been entered correctly. If so, please choose the „Confirm” option. If you wish to make changes, please choose „Modify data”.

Если ты уверен, что все данные введены правильно – нажми "да, я подтверждаю" (*Yes, I confirm*).

### My data » secondary qualification year and type

Confirming the data in the "Secondary qualification year and type" form is required. Remember that after choosing "Yes, I confirm" option it will no longer be possible to further modify or correct that data.

If you wish to check once more whether the data you provided does not require any modifications, choose „No, I want to check again”. Otherwise, choose „Yes, I confirm”.

## Шаг 6

### Незаконченные регистрации (*incomplete registrations*)

my OAS account

account main page

**my registrations**

incomplete registrations

communications

my data

personal data

contact details

decision delivery

email address

secondary school

secondary qualification

year and type

secondary qualification results

olympiads and competitions

higher education diploma

catalogue 2017/2018

programmes in Polish

programmes in foreign languages

#### Account main page

**You have not registered for any programmes yet.**

To register for a chosen programme:

- fill out the **required forms** below,
- find the desired study programme card by choosing '**programmes in Polish**' or '**programmes in foreign languages**' from the menu on the left,
- click on the '**Register now**' button available in the chosen study card. Remember that registration is only possible within the scheduled registration period which you may find under the '**dates**' tab in each study card.

Check which **required forms** must be completed in order to apply respectively for:

undergraduate (first-cycle) and graduate (long-cycle) programmes » [Hide]

Personal data	✔	confirmed
Contact details	✔	confirmed
Decision delivery mode	✔	entered
Secondary school	✔	confirmed
Secondary qualification year and type	✔	confirmed

После появления списка незавершенных регистраций – нажми на свою регистрацию, сохрани все данные, требуемые для окончания регистрации, и придерживайся соответствующих инструкций. Если все данные выделены зеленым цветом – нажми "следующее" (*Next*).

### Incomplete registrations

Below you may find a list of your **incomplete registrations**. To complete a registration, you should choose it from the list, enter and save all data required for this registration and then follow the instructions that you will be provided.

**List of incomplete registrations**

**BA in International Relations and Area Studies** » international security, politics and culture, regional studies  
undergraduate (first-cycle), full-time  
Russian track

## Шаг 7

### Регистрация на обучение на иностранном языке - шаг 1 из 3

*(Registration for a study programme offered in a foreign language – step 1 of 3)*

<b>Field of study</b>	BA in International Relations and Area Studies
<b>Specialisation</b>	international security, politics and culture, regional studies
<b>Additional information</b>	Russian track
<b>Programme type</b>	undergraduate (first-cycle)
<b>Study mode</b>	full-time
<b>Application round</b>	third
<b>Faculty</b>	Faculty of International and Political Studies
<b>Language of instruction</b>	Russian

Направление (*field of study*):  
Международные отношения  
и регионоведение

Специализация (*specialisation*):  
международная безопасность, политика  
и культура, регионоведение

Дополнительная информация (*additional information*): обучение проводится на русском языке

Тип программы (*programme type*):  
бакалавриат

Форма (*study mode*): стационарная

Набор (*application round*): проверь сроки  
актуального набора

Факультет (*faculty*): Международных  
и политических исследований

Язык обучения (*language of instruction*):  
русский

After registering for this study programme, the qualification procedure will be based on the following data from your OAS account (available in the menu on the left in the „my data”) section.

Personal data	✓	confirmed
Contact details	✓	confirmed
Decision delivery mode	✓	entered (modification available until <b>15 March 2018</b> )
Secondary school	✓	confirmed
Secondary qualification year and type	✓	confirmed

If you wish to proceed to the registration form, choose „Next”. Otherwise, choose „I resign”.

I resign

Next

После регистрации на данное направление процедура зачисления будет основана на соответствующих данных с аккаунта ERK (меню с левой стороны, закладка "Мои данные" - my data).

Все данные должны быть подтверждены и выделены зеленым цветом.

Если хочешь перейти к регистрационной форме – выбери "следующее" (*Next*). В противном случае выбери "отказываюсь" (*I resign*).

## Шаг 8

### Регистрация на направление на иностранном языке - шаг 2 из 3

*(Registration for a study programme offered in a foreign language – step 2 of 3)*

Внимательно ознакомьтесь с поданной ниже информацией и отметьте галочками квадраты.

Registration for this study programme requires entering additional information. Carefully fill out all fields in the form below.

#### Qualification rules

I hereby declare that I have read and understood the **qualification rules** and the **required documents** list specified for this study programme (available in the *catalogue 2018/2019* in the menu on the left)

#### Olympiads and competitions

I declare that I have been informed about the necessity to enter into the form "Olympiads and competitions" all held by me achievements in national olympiads of central level, international olympiads finals and competitions taken into consideration while applying to JU. I acknowledge that if I fail to do so within the given time my achievements will not be included in determination of the final qualification result.

#### Tuition fee

If admitted for and enrolled in the first year of this study programme I undertake to cover tuition fees for studying at the Jagiellonian University according to terms and conditions specified in an agreement between me and the University that I will sign.

#### Application fee

I undertake to pay the application fee in the currency marked beside:  **75 PLN**  **18 EUR**  **20 USD**

#### Conditions of having the registration confirmed

I understand that the condition I must meet for my registration to be confirmed is submitting the required documents and paying the application fee within the given time.

The list of required documents and the address to which they should be submitted will be provided in the „**required documents**” tab after the registration is made.

An individual number of the bank account to which application fee is to be paid will be provided in the „**application fee**” tab after the registration is made.

If you filled out all fields in the above form, choose the „**Next**” button. Otherwise, correct the data provided or resign from registration.

I resign

Next

**Критерии приема** Отмечая этот квадрат, ты подтверждаешь, что прочитал и понимаешь критерии приема на данное направление, а также ознакомился со списком требуемых документов (меню с левой стороны, каталог 2018/2019)

#### Олимпиады и конкурсы.

Подтверждаешь, что был проинформирован о необходимости заполнить формуляр «Олимпиады и конкурсы» об имеющихся достижениях во всепольских олимпиадах центрального уровня, финалах международных олимпиад и конкурсах, если эти достижения учитывались при приеме. Если не заполнить данный формуляр в соответствующие сроки достижения в олимпиадах или конкурсах не будут учитываться.

**Оплата за обучение.** Если будешь зачислен, обязываешься оплачивать обучение согласно срокам и условиям, указанным в соглашении между тобой и университетом, которое ты подпишешь.

#### Регистрационная оплата.

Обязываешься вносить оплату в одной из выбранных валют.

#### Условия подтверждения регистрации.

Для подтверждения регистрации: нужно внести регистрационную оплату и предоставить необходимые документы в соответствующие сроки.

После регистрации в закладке «Требуемые документы» найдешь список требуемых документов, а в закладке «Регистрационная оплата» - индивидуальный номер банковского счета.

Если все правильно заполнено – нажми "следующее" (*Next*), в противном случае можешь исправить данные или нажми "отказываюсь" (*I resign*).

## Шаг 9

### Регистрация на направление на иностранном языке - шаг 3 из 3

*(Registration for a study programme offered in a foreign language – step 3 of 3)*

Внимательно ознакомьтесь с поданной ниже информацией.

Qualification rules	
I hereby declare that I have read and understood the <b>qualification rules</b> and the <b>required documents</b> list specified for this study programme (available in the <i>catalogue 2018/2019</i> in the menu on the left)	<input checked="" type="checkbox"/>

Olympiads and competitions	
I declare that I have been informed about the necessity to enter into the form "Olympiads and competitions" all held by me achievements in national olympiads of central level, international olympiads finals and competitions taken into consideration while applying to JU. I acknowledge that if I fail to do so within the given time my achievements will not be included in determination of the final qualification result.	<input checked="" type="checkbox"/>

#### Applicant's declaration

If admitted for and enrolled in the first year of this study programme I undertake to cover tuition fees for studying at the Jagiellonian University according to terms and conditions specified in an agreement between me and the University that I will sign.

#### Priority

Priority of this registration was set to: **1**

#### Conditions of having the registration confirmed

I accept that to have my registration confirmed I must immediately pay the application fee and submit required documents.

You may find the list of required documents and the address to which you should send them in the „**required documents**“ tab.

You can find your individual bank account for making the application fee payment in the **application fee** tab.

Documents should be sent immediately upon registration, observing the deadline. Confirmation will depend on the postmark date when the documents are delivered by regular mail.

If you are sure about the data above and do not wish to modify it, choose „**Register now**“. Remember that after making the registration it will no longer be possible to modify data. Otherwise, choose „Modify data“ or click the „I resign“ button.

I resign

Modify data

Register now

**Критерии приема.** Подтверждаю, что прочитал и понимаю критерии приема на данное направление, а также ознакомился со списком требуемых документов (меню с левой стороны, каталог 2018/2019)

**Олимпиады и конкурсы.** Подтверждаю, что был проинформирован о необходимости заполнить формуляр «Олимпиады и конкурсы» об имеющихся достижениях во всепольских олимпиадах центрального уровня, финалах международных олимпиад и конкурсах, если эти достижения учитывались при приеме. Признаю, что если не заполню данный формуляр в соответствующие сроки достижения в олимпиадах или конкурсах не будут учитываться.

**Декларация абитуриента** Если буду зачислен, обязываюсь оплачивать обучение согласно срокам и условиям, указанным в соглашении между мной и университетом, которое подпишу.

#### Приоритет

Приоритет этой регистрации – 1.

#### Условия подтверждения регистрации

Признаю, что для подтверждения регистрации нужно немедленно внести регистрационную оплату и предоставить необходимые документы. После регистрации в закладке «Требуемые документы» найдешь список требуемых документов, а в закладке «Регистрационная оплата» - индивидуальный номер банковского счета. Документы должны быть отправлены сразу после регистрации в соответствующие сроки. Если документы будут доставлены по почте, подтверждение будет зависеть от даты почтового штемпеля.

Если ты уверен, что все правильно и не нужно изменить данные – нажми "зарегистрироваться" (*register now*).

В противном случае выбери «изменить данные» (*modify data*) или «отказываюсь» (*I resign*).

## 3. Карта регистрации

[Go to study programme card](#)

<b>Field of study</b>	BA in International Relations and Area Studies
<b>Specialisation</b>	international security, politics and culture, regional studies
<b>Additional information</b>	Международная безопасность, Политика и культура, Регионоведение Russian track
<b>Programme level</b>	undergraduate (first-cycle)
<b>Study mode</b>	full-time
<b>Faculty</b>	Faculty of International and Political Studies
<b>Language of instruction</b>	Russian

### Your registration IS NOT CONFIRMED.

To confirm your registration you have to :

- **pay the application fee;**
- **submit the documents required at registration to the faculty unit responsible for admission.**

The deadline for doing so is impassable and expires on **28 February 2018**. Otherwise your registration will not be confirmed, which means that it will not be included in the qualification procedure.

The individual bank account number to which the application fee is to be paid can be found in the „**application fee**” tab. The list of required documents may be found in the “**required documents**” tab, as well as the address to which they are to be submitted, either in person or by mail. To be sure that you do not fail to meet the deadline, please confirm you registration as soon as possible.

### Карта регистрации (*Registration card*)

### Your registration IS NOT CONFIRMED.

To confirm your registration you have to :

- **pay the application fee;**
- **submit the documents required at registration to the faculty unit responsible for admission.**

The deadline for doing so is impassable and expires on **28 February 2018**. Otherwise your registration will not be confirmed, which means that it will not be included in the qualification procedure.

The individual bank account number to which the application fee is to be paid can be found in the „**application fee**” tab. The list of required documents may be found in the “**required documents**” tab, as well as the address to which they are to be submitted, either in person or by mail. To be sure that you do not fail to meet the deadline, please confirm you registration as soon as possible.

Твоя регистрация НЕ  
ПОДТВЕРЖДЕНА.

Для того, чтобы подтвердить  
регистрацию нужно:

- внести регистрационную  
оплату,
- предоставить документы  
в соответствующем  
секретариате или деканате.

Также в этом сообщении  
увидишь сроки, в которые  
нужно внести оплату  
и предоставить документы,  
в противном случае  
регистрация не будет  
подтверждена.

Номер банковского счета, на который нужно внести регистрационную оплату найдешь в закладке "Регистрационная оплата" (*application fee*), список требуемых документов – в закладке "Требуемые документы" (*required documents*). Чтобы не пропустить сроки, подтверди, пожалуйста, свою регистрацию как можно раньше.

## Требуемые документы (Required documents)

registration details	qualification rules	application fee	required documents	notifications	cancelling registration
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### Documents required at registration

In order to confirm your registration you are required to submit to the university unit offering the programme your **OAS Application form together with documents listed therein**.

Download PDF file: **OAS Application form**  (if clicking the link does not open the file, right-click and save it on your hard drive), then print it, sign and after signing up make a scanned copy of it and send via e-mail together with the attachments listed herein by the given deadline specified for your registration to the e-mail address below:

**iras@uj.edu.pl**

with e-mail subject as: **admission to the first-cycle programme 2018, OAS account number 638220**.

If you sent documents as instructed above, wait until the faculty admission board confirms receiving them. An appropriate notification will appear here. If you do not have such confirmation from the admission board by three days before the end of registration, call directly the university unit responsible for admission to this programme (contact details are available at [www.erk.uj.edu.pl](http://www.erk.uj.edu.pl) in this programme's study card in the "contact" tab).

Чтобы подтвердить регистрацию необходимо предоставить в соответствующую структурную единицу распечатанное и подписанное заявление ERK с документами, перечень которых найдешь на этом заявлении.

Заявление можно загрузить непосредственно с данной закладки (выделено красным цветом). Скан-копии документов нужно отправить на электронный адрес, который увидишь в закладке. После того, как отправишь документы, жди ответа о подтверждении получения документов от структурной единицы, ответственной за процесс приема на данное направление. Если за три дня до окончания регистрации не получишь такого подтверждения – свяжись непосредственно с единицей, ответственной за обучение на этом направлении (контактные данные найдешь в карте направления на [www.erk.uj.edu.pl](http://www.erk.uj.edu.pl), закладка "Контактные данные").



## Регистрационная оплата (*application fee*)

### Paybynet online payment

Application fee Paybynet online payment is available below.

Check which banks are supported »

Pay online

It may take up to 15 minutes to confirm a Paybynet payment. Information about the transaction result will be displayed in this tab.

- If the transaction is unsuccessful, you can try again after 15 minutes.
- If you cancel your registration before the registration period ends, but the payment is booked in its account, you will be eligible for refund after this year's admissions close.
- Paybynet only works with selected banks. If your bank is not on the list, please transfer the application fee using the transfer details as shown below.

### Bank transfer details

Please note that the payment should be made at once, following the deadline, and that the information confirming the payment will be slightly delayed. Thus we recommend using bank transfers or paying directly at any branch of Bank Pekao S.A.

Number of bank account 44 1240 6960 7413 0000 0063 8220

If you use a foreign bank to make the payment please include the following SWIFT code: PKOFPPLW in front of the bank account number and bear in mind that in accordance with the international standard of identifying bank accounts (IBAN) you should add the letters PL before the bank account number.

Amount of application fee 75,00 PLN

The title of the payment should be application fee No. 838220

The payee should be Uniwersytet Jagielloński  
ul. Gołębia 24  
31-007 Kraków

Please note that the bank account specified above is valid only for application fee payment. Do not use it to make any other payments. Payments which you make to a different bank account or after the deadline date will not be accepted.

If by the last day of registration and application fee payment period your registration is not confirmed, you are required to submit a proof of having paid your application fee by the deadline for "Confirming your registration" specified in the "dates" tab to the Department of Admissions by mail at [rekrutacja@uj.edu.pl](mailto:rekrutacja@uj.edu.pl) (as a PDF file or a scan) or by fax: +48 12 663 14 34 or in person:

Department of Admissions  
(the JU Collegium Novum building)  
ul. Gołębia 24, room 19  
31-007 Kraków

### Transactions for this registration

no.	TRANSACTION	AMOUNT	ORDER DATE	ACCEPTANCE DATE
1	application fee	-75,00 PLN	2 February 2016	2 February 2016

В этой закладке найдешь номер банковского счета, на который нужно внести регистрационную оплату, размер оплаты, название платежа и информацию о получателе.

Если в последний день регистрации и внесения оплаты твоя регистрация не подтверждена – необходимо предоставить подтверждение внесения оплаты не позже, чем до последнего дня подтверждения регистрации (информацию о сроках подтверждения регистрации найдешь в закладке "Сроки") в Отдел организации приема на обучение: скан-копию или PDF-файл отправить на адрес [rekrutacja@uj.edu.pl](mailto:rekrutacja@uj.edu.pl), факсом на номер +48 12 663 14 34 или принести лично: отдел организации приема на обучение (Collegium Novum) ул. Gołębia 24 каб. 18 31-007 Краков