Uniwersytet Gdański

WYDZIAŁ EKONOMICZNY

Faculty of Economics – Your Gateway to Success

Answers to the Most Frequently Asked Questions About the 2026/2027 Admission Process

Full-time Bachelor's Degree Studies in English

Answers to the most frequently asked questions regarding deadlines and rules, documents, etc.

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How are **matura exam scores** converted into admission points for the International Business and Logistics and Mobility programs (full-time Bachelor's Degree Studies)?

INTERNATIONAL BUSINESS LOGISTICS AND MOBILITY	value
English	0.6
Two out of following five: Geography, History, Computer science, Mathematics, Social Science/ Civics	0.2 each

1. If a candidate has not taken a given subject in the matura exam, they receive zero points for that subject.
2. Polish matura exam: the exam score is multiplied by the subject multiplier. If the exam was taken at the extended level, the score is additionally multiplied by the subject multiplier and a coefficient of 1.5. If a candidate has taken the matura exam in a given subject at both levels, the scores are not added together; the system will automatically select the higher score, which is more beneficial for the candidate.
3. Foreign diplomas: detailed rules for assessing candidates with foreign diplomas are specified in § 9 of the Senate Resolution.
4. § 10 of the Senate Resolution outlines the detailed classification rules for candidates with an International Baccalaureate diploma (section 1), a European Baccalaureate diploma (section 2), and candidates who have taken a foreign language exam at the bilingual level (section 3).

Uwaga: studia na kierunkach są prowadzone w języku angielskim i odpłatne. Wysokość odpłatności ustala Rektor zarządzeniem.

Answers to the most frequently asked questions regarding deadlines and rules, documents, etc.

What is the admission process for each study program?

The application procedure varies depending on whether candidates hold documents entitling them to study issued in Poland or outside Poland. Please review the relevant information:

Candidates with documents entitling them to study issued in Poland

Candidates with documents entitling them to study issued outside Poland

Answers to the most frequently asked questions regarding deadlines and rules, documents, etc.

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What are the admission limits for the programs (Bachelor's Degree Studies in English)?

International Business	105
Logistics and Mobility	35

Answers to the most frequently asked questions regarding deadlines and rules, documents, etc.

What is the registration deadline, and when is the list of candidates published?

Bachelor's Degree Studies	Last day of registration	The day the list of candidates is announced
International Business Logistics and Mobility	July 14, 2026	July 17, 2026

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What documents are required in the admission process for studies?

There are differences depending on whether candidates hold documents entitling them to study issued in Poland or outside Poland. Please, review the relevant information:

Documents issued in Poland

Documents issued outside Poland

When you have a high school diploma issued in Poland and register for studies, that is, before the list of candidates is announced...

- When entering information into the IRK system, make sure to correctly provide the **required results**.
- When entering information into the IRK system, please ensure you correctly provide your **address and phone number**, and if you have a **middle name**, be sure to include it in the registration form.
- Remember that when registering in the IRK system, you must select the field of study you are interested in.
- The recruitment fee for a given course of studies must be paid to the individual account number generated during registration in the IRK system, no later than on the last day of registration.
- If the recruitment fee was paid by you on time, but the IRK system did not record it or the payment was not assigned to the chosen programme, no later than the day after registration for the programme closes, please send a scan or photo of the proof of payment to the following email address: rekrutacja@ug.edu.pl.
- Regularly check messages in the IRK system, as you may receive important notifications from the recruitment committee.
- If you wish to withdraw from participating in recruitment, you can do so within the IRK system.

When you have a high school diploma issued outside Poland and register for studies, that is, before the list of candidates is announced...

- When entering information into the IRK system, make sure to correctly complete your personal data and information about the documents that entitle you to apply for a chosen field of study.
- No later than 5 working days before the end of registration for the chosen course of study, upload and submit scans of all required documents in the IRK system in order to verify your eligibility and convert your grades from your foreign diploma to the Polish grading scale (2-5).
- Once you have been informed of the converted results and accepted scans, sign up for the course.
- The recruitment fee for a given course of studies must be paid to the individual account number generated during registration in the IRK system, no later than on the last day of registration. If payment was made in last days of recruitment, please send the confirmation of payment to rekrutacja@ug.edu.pl the day after recruitment deadline the latest.
- If you are not a citizen of Poland and you hold a high school diploma not listed in Article 326a(1) of the Act on Higher Education and Science, an additional element of the admission procedure is an entrance examination conducted to verify the knowledge necessary to begin studies. The examination will be held online after the registration for the programme has been completed, but before the list of candidates is announced.
- If you wish to withdraw from participating in recruitment, you can do so within the IRK system.

If you have a high school diploma issued in Poland, are on the list of candidates with a status of "qualified" or "reserve", and wish to submit your documents...

- You will find the list of candidates in the IRK system.
- The complete set of documents must be submitted at the recruitment committee's office, located at the Faculty of Economics of the University of Gdańsk in Sopot.
- You do not have to submit the documents in person, but if you entrust them to a third party, make sure they are complete.
- If you choose to send the documents by post or courier service, remember that the date of delivery to the committee is what matters, not the postmark date (so don't leave it until the last minute, as time is limited—it's best to send the documents immediately after the candidate list is announced to ensure they arrive on time); documents should be sent to the recruitment committee's office address at the Faculty of Economics of UG.
- When preparing your documents, make sure you have signed the personal questionnaire generated from the IRK system.
- Remember that if you wish to submit a photocopy of your high school diploma, it must be a notarized copy.
- If you wish to withdraw from the recruitment process, you can still do so in the IRK system.

If you have a high school diploma issued outside Poland, are on the list of candidates with a status of "qualified" or "reserve", and wish to submit your documents...

- You will find the list of candidates in the IRK system.
- Until the list of admitted candidates is announced, you may use scans of the required documents (this does not apply to candidates holding International Baccalaureate or European Baccalaureate) and deliver the original paper documents no later than 15 October 2026 to the Recruitment Office or the Cooperation and International Relations Office (depending on your foreigner status), or submit the original paper documents within 4 days of the announcement of the list of candidates to the above-mentioned offices.
- Remember that the submission of complete paper documents to the Recruitment Office or the Cooperation and International Relations Office is a prerequisite for enrolment and the receipt of a student card.

When the list of admitted candidates is announced...

- You do not need to submit additional documents if you have been admitted to studies (exceptions: International Baccalaureate diploma holders and candidates who obtained their education outside Poland and used scanned copies of documents during the recruitment process).
- Within a few days after your name appears on the list of admitted candidates, you will receive essential information and instructions regarding further steps through the IRK system.
- Please remember that from the moment you are admitted to studies, the Dean's Office will take care of you. If your high school diploma was obtained outside Poland, please remain in contact with the Recruitment Office or the Cooperation and International Relations Office (depending on your foreigner status).
- If you wish to resign from your studies, you can do so by contacting the Dean's Office via email, using the email address provided in the IRK system (resignation via the IRK system is no longer possible).
- If your name does not appear on the list of admitted candidates, it does not mean your dream of studying at the Faculty of Economics is over. Keep in mind that some admitted candidates may resign from their places, and supplementary or additional recruitment may take place at a later date. Therefore, continue to monitor messages sent via the IRK system and information posted on the University of Gdańsk website.

Contact

If you have any questions regarding the Faculty or recruitment,
please contact us via email: ekowe@ug.edu.pl