

1. Register and upload your documents here: <https://rekrutacja.put.poznan.pl/en/>

?

PL EN Switch contrast

POLITECHNIKA POZNAŃSKA

CANDIDATE'S WEBPORTAL

Please fill in your PESEL/ID number to continue

Next

If you don't have an account yet you need to [preregister](#)

Need assistance?

The ID number in the enrollment system is called PESEL, and is native to Polish citizens. If you don't have it, we will generate a temporary one for you during the registration process. By entering the ID in the form above you agree to the [terms and conditions](#) of the online application. If you need any more help please do not hesitate to [contact](#) us.

Available fields of study

Terms and conditions

Contact

If you do not have PESEL number you have to do preregistration:

?

PL EN Switch contrast

POLITECHNIKA POZNAŃSKA

CANDIDATE'S WEBPORTAL

Register new candidate without PESEL

* Surname

* First name

Middle name ⓘ

* Date of birth

YYYY-MM-DD

* Email address

* Passport

Przełóżaj... Nie wybrano pliku.

* Enter the code from the image

Code

lotny

* I confirm that I read the [Terms and conditions](#) of the online application and I agree to them.

2. Wait for setting-up of your account. You will receive an e-mail with confirmation link and your credentials to log in.

3. Log in:

Politechnika Poznańska
POLITECHNIKA POZNAŃSKA
CANDIDATE'S WEBPORTAL

PL EN Switch contrast

Please fill in your PESEL/ID number to continue

Next

If you don't have an account yet you need to [preregister](#)

Need assistance?

The ID number in the enrollment system is called PESEL and is native to Polish citizens. If you don't have it, we will generate a temporary one for you during the registration process. By entering the ID in the form above you agree to the [terms and conditions](#) of the online application. If you need any more help please do not hesitate to [contact us](#).

- Available fields of study
- Terms and conditions
- Contact

4. Fill in the tab 'Data':

I. Open 'Data' tab.

Politechnika Poznańska
POLITECHNIKA POZNAŃSKA
CANDIDATE'S WEBPORTAL

Welcome, AAA

Please fill in the application carefully and accurately – all data will be verified based on maturity certificate and other documents.

1 2 3 4 5

Data Photo Education Studies Documents

★

Summary

Main page
Candidate's data summary
Change password
Log out

PUT main page
Contact
Faculties

4K
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II. Fill in the data and click 'Save'.

POLITECHNIKA POZNAŃSKA CANDIDATE'S WEBPORTAL

Personal data

<p>Personal data</p> <p>* Surname <input type="text" value="000"/></p> <p>* First name <input type="text" value="AAA"/></p> <p>Middle name <input type="text" value="BBB"/></p> <p>* Sex <input type="radio"/> Female <input type="radio"/> Male</p> <p>* Father's name <input type="text"/></p> <p>Date and place of birth</p> <p>* Date of birth <input type="text" value="2000-01-01"/></p> <p>* Country of birth <input type="text" value="Afghanistan"/></p> <p>* Place of birth <input type="text"/></p>	<p>Identity</p> <p>* Citizenship <input type="text" value="select"/></p> <p>* Nationality <input type="text" value="select"/></p> <p>* Identity document <input type="radio"/> National identity card <input type="radio"/> Passport</p> <p>Disability</p> <p>* Disabled person <input type="radio"/> yes <input checked="" type="radio"/> no</p>	<p>Address of residence</p> <p>* Country <input type="text" value="Afghanistan"/></p> <p>* Postcode <input type="text"/></p> <p>* City <input type="text"/></p> <p>* Type of place you live <input type="radio"/> City <input type="radio"/> Village</p> <p>Street <input type="text"/></p> <p>* House no. <input type="text"/> Flat no. <input type="text"/></p> <p>Correspondence address</p> <p>* Correspondence address is the same as address of residence <input checked="" type="radio"/> yes <input type="radio"/> no</p> <p>Contact details</p> <p>* Telephone <input type="text"/></p> <p>* Email address <input type="text" value="mehmet.besic@poczta.poznan.pl"/></p>
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5. Upload your photo (photo in passport format):

I. Open tab 'Photo'.

Politechnika Poznańska
CANDIDATE'S WEBPORTAL

Welcome, Aaa

Please fill in the application carefully and accurately - all data will be verified based on maturity certificate and other documents.

1 Data 2 Photo 3 Education 4 Studies 5 Documents

Summary

Use the following menu to choose required sections of application. After filling in each section, you will be redirected to this page. Completed sections will be marked with green color and ✓ icon. Sections that need your review are marked with red color and ! icon.

Main page
Candidate's data summary
Change password
Log out

PUT main page
Contact

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II. Click 'Add'.

Politechnika Poznańska
CANDIDATE'S WEBPORTAL

Photo

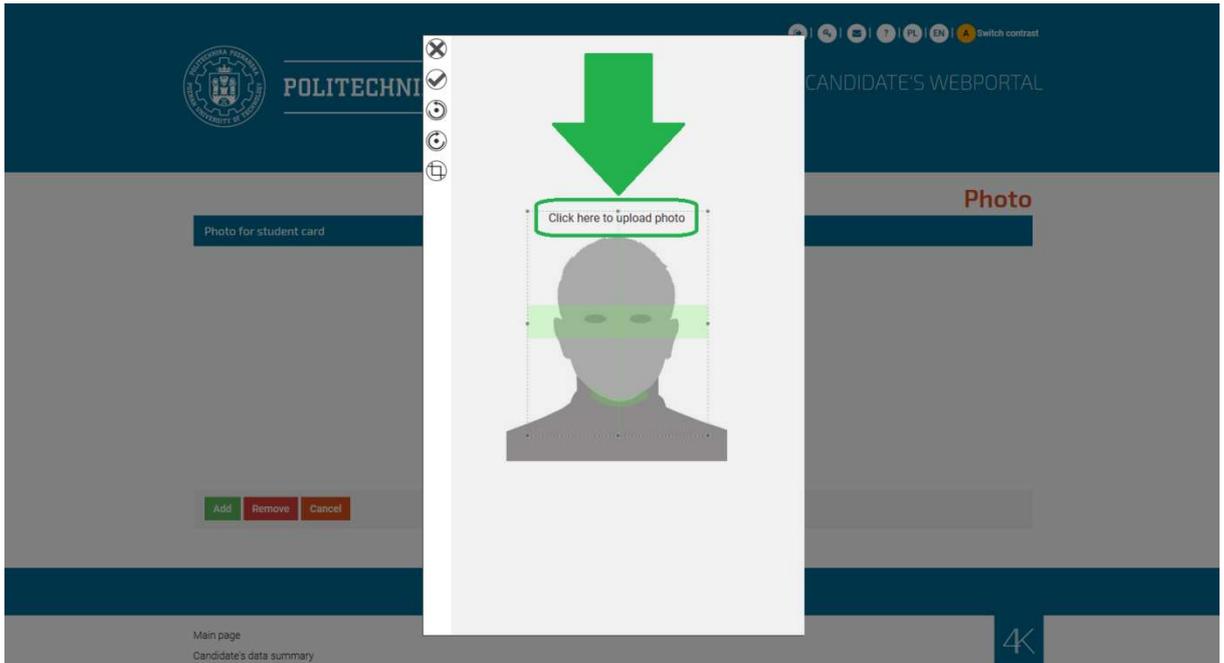
Photo for student card

Add Remove Cancel

Main page
Candidate's data summary

https://rekrutacja.put.poznan.pl/user/view/editPhoto.do#

III. Click on the inscription *'Click here to upload photo'* to upload your photography.



6. Fill in the tab 'Education':

I. Open tab 'Education'.

Politechnika Poznańska
CANDIDATE'S WEBPORTAL

Welcome, Aaa

Please fill in the application carefully and accurately - all data will be verified based on maturity certificate and other documents.

1 Data ✓
2 Photo ✓
3 Education !
4 Studies ✕
5 Documents !

★ Summary

Use the following menu to choose required sections of application. After filling in each section, you will be redirected to this page. Completed sections will be marked with green color and ✓ icon. Sections that need your review are marked with red color and ! icon.

Main page
Candidate's data summary
Change password
Log out

PUT main page
Contact

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II. Fill in the highlighted fields and click 'Save'.

Politechnika Poznańska
CANDIDATE'S WEBPORTAL

Education

Student of Poznan University of Technology

I don't have PUT Student's No.
 I have PUT Student's No.

Foreign languages preferences

1. Polish
2. English
3. French
4. German
5. Russian

Data required for first-cycle (Bachelor's) studies
not selected
Enter

Data required for second-cycle (Master's) or third-cycle (Doctoral) studies
not selected
Enter

Save Cancel

- III. Click 'Edit' button next to 'Data required for first-cycle (Bachelor's) studies' if you would like to apply for bachelor studies. Or alternatively click 'Edit' button next to 'Data required for first-cycle (Master's) or third-cycle (Doctoral) studies' if you would like to apply for master studies.

Student of Poznan University of Technology

I don't have PUT Student's No.
 I have PUT Student's No.

Foreign languages preferences

1. Polish
2. English
3. French
4. German
5. Russian

Data required for first-cycle (Bachelor's) studies

not selected
Enter

Data required for second-cycle (Master's) or third-cycle (Doctoral) studies

not selected
Enter

Save Cancel

IV.

- a) Fill in the data required for first-cycle studies and click 'Save';

School graduated

Kabul International School (Kabul, Afghanistan)
Select

*Maturity examination year
2010

Maturity certificate

*Number
123456789

*Date of issue
2010-06-01

*The issuing authority
Foreign school

Maturity examination annexes

*Do you have maturity examination annexes
 Yes
 No

Additional information

Type of maturity examination
 foreign maturity examination
 International Baccalaureate
 new Polish maturity examination
 old Polish maturity examination

Bilingual maturity examination
 Yes
 No

Save Remove Cancel

b) Or alternatively, fill in the data required for second-cycle studies and click 'Save';

 **POLITECHNIKA POZNAŃSKA** CANDIDATE'S WEBPORTAL

🔍 🗨️ 🌐 ? PL EN Switch contrast

Data required for second-cycle or doctoral studies

Graduated studies

University
not set

Field of study
not set

*Year of graduation

*Average note from studies
e.g. 4.52

Diploma

Date of issue

Number

Final mark
select

* Title
select

c) Click 'Save' again.

 **POLITECHNIKA POZNAŃSKA** CANDIDATE'S WEBPORTAL

🔍 🗨️ 🌐 ? PL EN Switch contrast

Education

Student of Poznan University of Technology

I don't have PUT Student's No.
 I have PUT Student's No.

Foreign languages preferences

1.

2.

3.

4.

5.

Data required for first-cycle (Bachelor's) studies

selected

Data required for second-cycle (Master's) or third-cycle (Doctoral) studies

not selected

7. Select 1-3 desired programmes as instructed below to make your application visible to the admission board.

I. Go back to the main page of your candidate's profile and open tab 'Studies'.

Politechnika Poznańska
UNIVERSITY OF TECHNOLOGY

POLITECHNIKA POZNAŃSKA

CANDIDATE'S WEBPORTAL

Welcome, Aaa

Please fill in the application carefully and accurately – all data will be verified based on maturity certificate and other documents.

1 Data 2 Photo 3 Education 4 Studies 5 Documents

Summary

Use the following menu to choose required sections of application. After filling in each section, you will be redirected to this page. Completed sections will be marked with green color and ✓ icon. Sections that need your review are marked with red color and ! icon.

Main page
Candidate's data summary
Change password
Log out

PUT main page
Contact

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II. Click button 'Add field of study'.

Politechnika Poznańska
UNIVERSITY OF TECHNOLOGY

POLITECHNIKA POZNAŃSKA

CANDIDATE'S WEBPORTAL

Studies

Enrollment fee

Total to pay	Funds paid
0.00 PLN	85.00 PLN

Choice of fields of study

Add field of study

Back

III. Click 'Select enrollment'.

no enrollment selected

Select enrollment

Select Cancel

Main page
Candidate's data summary
Change password
Log out

PUT main page
Contact
Faculties

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IV. Choose the desired enrollment and click 'Select'.

2019/2020 - Enrollment for full-time first-cycle (Bachelor) studies for winter semester

2019/2020 - Enrollment for full-time second-cycle (Master) studies for winter semester *

* Fill in [education data](#) required for second-cycle (Master's) or third-cycle (Doctoral) studies

Select Cancel

Main page
Candidate's data summary
Change password
Log out

PUT main page
Contact
Faculties

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V. Select 1-3 desired programmes. The programmes marked with British flag are taught in English language. Mark one programme at a time and click 'Select' in the bottom part of the page. Repeat this step to add another programme to your list.



Selection of field of study

2019/2020 - Enrollment for full-time first-cycle (Bachelor) studies for winter semester

Change enrollment

Full-time

Full-time first-cycle

- Architektura (Architecture)
- Architektura
- Automatyka i robotyka (Automatic Control and Robotics)
- Automatyka i robotyka
- Bioinformatyka
- Budownictwo
- Budownictwo zrównoważone (Sustainable Building Engineering)
- Edukacja techniczno-informatyczna
- Elektronika i telekomunikacja (Electronics and Telecommunications)
- Elektronika i telekomunikacja
- Elektrotechnika
- Energetyka
- Fizyka techniczna
- Informatyka
- Inżynieria bezpieczeństwa
- Inżynieria biomedyczna
- Inżynieria chemiczna i procesowa
- Inżynieria farmaceutyczna
- Inżynieria materiałowa
- Inżynieria zarządzania
- Inżynieria zarządzania - Techniczno-handlowa (Engineering Management - Engineering with Commerce)
- Inżynieria środowiska
- Konstrukcja i eksploatacja środków transportu
- Logistyka
- Lotnictwo i kosmonautyka
- Matematyka w technice
- Mechanika i budowa maszyn
- Mechatronika
- Sztuczna inteligencja (Artificial Intelligence)
- Technologia chemiczna (Chemical Technology)
- Technologia chemiczna
- Technologie ochrony środowiska
- Teleinformatyka
- Transport
- Zarządzanie i inżynieria produkcji

Select Cancel

8. Make the payment of application fee until 15.07.2019:

I. Open tab 'Studies'.

1 Data 2 Photo 3 Education 4 Studies 5 Documents

Summary

Use the following menu to choose required sections of application. After filling in each section, you will be redirected to this page. Completed sections will be marked with green color and ✓ icon. Sections that need your review are marked with red color and ! icon.

Please fill in the application carefully and accurately – all data will be verified based on maturity certificate and other documents.

If the enrollment fee is not registered on your account within seven working days, please download, fill in and deliver to the Recruitment Panel [the will declaration form](#), along with the proof of payment. You can check if the fee has been registered on [fields of study selection page](#) in [funds paid to an individual account field](#).

If the registration has been already finished, and there is an error in your data, download, fill in and deliver to the Recruitment Panel [the data change form](#).

II. Click 'Pay on-line' to pay with credit card.

Enrollment fee

Total to pay	Funds paid
85.00 PLN	0.00 PLN

recommended Pay on-line Pay by wire transfer

Choice of fields of study

Add field of study

2019/2020 - Enrollment for full-time first-cycle (Bachelor) studies for winter semester

Rules for the allocation of fees: There is one fee (the highest of selected) for all fields of study

- III. Another option is to send the money by regular bank transfer:
a) click 'Pay by wire transfer';

Studies

Enrollment fee

Total to pay	Funds paid
85.00 PLN	0.00 PLN

Pay on-line Pay by wire transfer

Choice of fields of study

Add field of study

2019/2020 - Enrollment for full-time first-cycle (Bachelor) studies for winter semester

Rules for the allocation of fees: There is one fee (the highest of selected) for all fields of study

- b) your individual account number will be mentioned as show below;

Studies

Enrollment fee

Total to pay	Funds paid
85.00 PLN	0.00 PLN

Pay on-line Pay by wire transfer

Individual bank account number

Choice of fields of study

Add field of study

- c) hover your mouse over the 'i' sign next to your individual bank account number to obtain the data required for transfer.

9. Upload the required documents to the section 'Documents' until 15.07.2019:

- I. Open tab 'Documents'.

II. Upload the required documents.

Documents | **Status**

⊙ - required ○ - optional | ✕ - no files uploaded, ? - awaiting verification, ✓ - accepted, ! - rejected

List of documents

Document Name	Status
Maturity certificate	✕ No files uploaded
Legalization of maturity certificate	✕ No files uploaded
Transcript of records from high school	✕ No files uploaded
Legalization of transcript of records from high school	✕ No files uploaded
Eligibility statement	✕ No files uploaded
English language certificate	✕ No files uploaded
Passport	✓ The document has been successfully verified
Medical certificate	✕ No files uploaded
Curriculum vitae	✕ No files uploaded

III. Example:

Documents | **Status**

⊙ - required ○ - optional | ✕ - no files uploaded, ? - awaiting verification, ✓ - accepted, ! - rejected

List of documents

Maturity certificate

This document is required | ✕ No files uploaded

Maturity certificate

A document which allows to study on first-cycle (Bachelor's) studies at university in the country it was issued. The certificate is granted after maturity examination or other public exam or after school graduation. Name of this certificate / diploma may vary depending on the country where it was issued. Document should be translated to Polish or English by sworn translator.

List of files

No files attached

Add files

* File

Przejdź do wybrano pliki

Add another | Save

Legalization of maturity certificate

This document is not required | ✕ No files uploaded

Transcript of records from high school

This document is not required | ✕ No files uploaded

10. The documents are waiting for verification. Now you should click 'Back' in the bottom of the page.

List of documents

Maturity certificate	<input checked="" type="radio"/> This document is required. <input checked="" type="radio"/> The document awaits verification process.	<input type="checkbox"/> No files uploaded.	⌵
Legalization of maturity certificate	<input type="radio"/> This document is not required.	<input checked="" type="checkbox"/> No files uploaded.	⌵
Transcript of records from high school	<input type="radio"/> This document is not required.	<input checked="" type="checkbox"/> No files uploaded.	⌵
Legalization of transcript of records from high school	<input type="radio"/> This document is not required.	<input checked="" type="checkbox"/> No files uploaded.	⌵
Eligibility statement	<input checked="" type="radio"/> This document is required. <input checked="" type="radio"/> The document awaits verification process.	<input type="checkbox"/> No files uploaded.	⌵
English language certificate	<input checked="" type="radio"/> This document is required. <input checked="" type="radio"/> The document awaits verification process.	<input type="checkbox"/> No files uploaded.	⌵
Passport	<input checked="" type="radio"/> This document is required. <input checked="" type="radio"/> The document has been successfully verified.	<input type="checkbox"/> No files uploaded.	⌵
Medical certificate	<input type="radio"/> This document is not required.	<input checked="" type="checkbox"/> No files uploaded.	⌵
Curriculum vitae	<input checked="" type="radio"/> This document is required. <input checked="" type="radio"/> The document awaits verification process.	<input type="checkbox"/> No files uploaded.	⌵
Motivation letter	<input type="radio"/> This document is not required.	<input checked="" type="checkbox"/> No files uploaded.	⌵
References	<input type="radio"/> This document is not required.	<input checked="" type="checkbox"/> No files uploaded.	⌵
Additional certificates	<input type="radio"/> This document is not required.	<input checked="" type="checkbox"/> No files uploaded.	⌵

Back

11. Check your messages regularly to stay in touch with the admission board.

The screenshot shows the Applicant's Webportal for Politechnika Poznańska. At the top, there is a navigation bar with the university logo, the name 'POLITECHNIKA POZNAŃSKA', and the text 'APPLICANT'S WEBPORTAL'. On the right side of the navigation bar, there are icons for home, search, help, and language selection (PL, EN), along with a 'Switch contrast' button. Below the navigation bar, a green arrow points to a 'messages' section. The main content area features a progress bar with five steps: 1. Data (green checkmark), 2. Photo (green checkmark), 3. Education (green checkmark), 4. Studies (green checkmark), and 5. Documents (yellow with a question mark). Below the progress bar, there is a 'Summary' section with a star icon. To the right of the progress bar, there is a 'Welcome, Aaa' message. Below the progress bar, there is a text box with instructions: 'Please fill in the application carefully and accurately - all data will be verified based on maturity certificate ar...'. Below this, there is a text box with instructions: 'Use the application to choose required sections. After filling in each section, you will be redirected to this page. Completed sections will be marked with green color and ✓ icon. Sections that need your review are marked with red color and ! icon.' Below the text boxes, there are two links: 'If the enrollment fee is not registered on your account within seven working days, please download, fill in and deliver to the Recruitment Panel the will declaration form along with the proof of payment. You can check if the fee has been registered on fields of study selection page in funds paid to an individual account field.' and 'If the registration has been already finished, and there is an error in your data, download, fill in and deliver to the Recruitment Panel the data change form'.

12. Deadline to upload the required documents and to register the application fee:

- I. in terms of candidates applying in the 1st batch: 31.05.2019.
- II. in terms of candidates applying in the 2nd batch: 15.07.2019.

13. *Preacceptance Letters* will be issued:

- I. in terms of candidates accepted in the 1st batch: 06.06.2019.
- II. in terms of candidates accepted in the 2nd batch: 18.07.2019.

14. Deadline to register the payment of first semester's tuition fee:

- I. in terms of candidates accepted in the 1st batch: 27.06.2019.
- II. in terms of candidates accepted in the 2nd batch: 08.08.2019.

15. Release of final results considering the candidates whose payment has been registered:

- I. in terms of candidates accepted in the 1st batch: 28.06.2019.
- II. in terms of candidates accepted in the 2nd batch: 09.08.2019.

16. Once your payment is registered at the Universities account, you will receive *Final Acceptance Letter* allowing to apply for Polish travel visa.