Order No. 80/2022

of the Rector of the Medical University of Bialystok

dated 16.09.2022

on detailed conditions and rules for transferring students from other universities
to the Medical University of Bialystok

Pursuant to Art. 69 sec. 1 (3) of the Act of 20 July 2018 Law on Higher Education and Science (Journal of Laws of 2022, item 574, as amended), I hereby order as follows:

**§ 1**

A student may transfer to the Medical University of Bialystok from the other university under the following conditions:

1. only for vacated positions in individual fields of study and years of study, within the limits specified by the Ministry of Health or in the Resolution of the Senate,
2. only for the next year of study resulting from the submitted documentation, with the exception of the last year of study - does not apply to persons applying for a transfer from Polish universities,
3. only within the same level of study and only from free-of-charge to free-of-charge and from chargeable to chargeable studies.

**§ 2**

1. A student who has started studies abroad may transfer only to part-time studies or studies conducted in English.
2. It is not possible to transfer from a university offering modular education.
3. The exclusion referred to in sec. 1 does not apply to transfers on the terms resulting from special regulations or agreements concluded by the Medical University of Bialystok.

**§ 3**

Application for transfer to study in a given field of study at the Medical University of Bialystok may be submitted only by the students, who:

1. have completed all years of study at the home university, including the year on which they are currently studying,
2. from 1st August to 10th September (the date of receipt by the MUB is decisive) submit:
3. an application,
4. documents confirming the course of studies to date (name of the course, number of hours, number of ECTS points, form of credit, grades obtained, information on completed professional practice),
5. printed syllabuses containing learning outcomes,
6. copy of the high school graduation diploma,
7. certificate of the grade average from the each year of studies issued by the candidate’s home university,
8. documents confirming the grading scale applicable at the home university, issued by that university.
9. the candidate may be additionally required to submit documents regarding language proficiency:
* for foreigners applying for admission to studies
in Polish - a certificate confirming the knowledge of the Polish language at the level of min. B1,
* for candidates applying for a transfer to the Faculty of Medicine - English Division - a certificate confirming the knowledge of English at the level of min. B1.

**§ 4**

Documents indicated in §3 sec. 2, with the exception of the documents listed in points c) and d), should be submitted in the original. Incomplete documents will not be accepted and considered.

**§ 5**

The candidate submitting documents issued in a foreign language is obliged to attach a translation into Polish made by a sworn translator.

**§ 6**

In case of more transfer requests than positions available, the decision shall be made based on the position on the ranking list drawn up on the basis of the following:

1. differences in curriculum in relation to the year of study for which the candidate is applying for transfer,
2. grade point average from the studies completed so far (according to the submitted certificate).

**§ 7**

1. A student who has obtained permission to transfer is obliged to make up for all curriculum differences within the first year after the transfer, unless the Dean indicates otherwise.
2. Part-time student shall pay a fee for compensating for curriculum differences.

**§ 8**

In case of too large curriculum differences and the related lack of organizational abilities of the University to arrange a schedule of making up for the above-mentioned curriculum differences, the Dean may decline to accept the transfer to the university.

**§ 9**

Upon the entry into force of this Order, the Rector's Order No. 43/2021 of 11 May 2021 shall be repealed.

**§ 10**

The Order shall enter into force on the date of signature.

**Rector**

**Adam Krętowski professor, Ph.D.**