



Silesian University of Technology  
Faculty of Architecture

# GUIDEBOOK

for candidates for 1<sup>st</sup> year of study  
Bachelor or Master degree  
starting academic year 2018/2019,  
at the Faculty of Architecture,  
in the field of  
Architecture  
or  
Interior Design

## **BASIC DATA**

**Silesian University of Technology, Faculty of Architecture  
ul. Akademicka 7, 44-100 Gliwice**

**Contact:**

Deanery: +48 32 237 12 10 e-mail: [rar0@polsl.pl](mailto:rar0@polsl.pl)

Architecture:

Bachelor degree: +48 32 237 27 28

Master degree: +48 32 237 24 91

Interior Design:

Bachelor and Master degree: +48 32 237 24 91

### **The Faculty Recruitment Commission:**

44-100 Gliwice, ul. Akademicka 7, room 07, +48 32 237 19 33

any questions regarding entrance exams for the Faculty of Architecture should be submitted only by e-mail to the email address of the Commission

Architecture: [AR-Rekrutacja@polsl.pl](mailto:AR-Rekrutacja@polsl.pl)

Interior Design: [AW-Rekrutacja@polsl.pl](mailto:AW-Rekrutacja@polsl.pl)

### **ADDITIONAL CONTACT DATA AND INFORMATION ALONG WITH THE SITUATION MAP ARE ENTERED ON THE WEBSITE OF THE FACULTY OF ARCHITECTURE**

<http://www.polsl.pl/Wydzialy/RAr/Strony/witamy.aspx>

### **Silesian University of Technology, Department of Student Affairs and Education**

44-100 Gliwice, ul. Akademicka 2A

+48 32 237 17 58

<http://www.polsl.pl/Jednostki/RD1-DSSK/Strony/witamy.aspx>

### **Students' dormitory „Rzepicha”**

44-100 Gliwice, ul. Łużycka 28

Concierge: +48 32 237 24 17

[https://www.polsl.pl/Informacje/Student/Strony/osiedle\\_studenckie.aspx](https://www.polsl.pl/Informacje/Student/Strony/osiedle_studenckie.aspx)

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## **AUTHORITIES OF THE UNIVERSITY AND FACULTY IN THE 2016-2020 TERM**

### **RECTOR, VICE-RECTORS**

Rector of the Silesian University of Technology	prof. dr hab. inż. Arkadiusz Mężyk
Vice Rector for Science and Development	prof. dr hab. inż. Marek Pawełczyk
Vice Rector for General Affairs	prof. dr hab. inż. Bogusław Łazarz
Vice Rector for Student Affairs and Education	dr hab. inż. Tomasz Trawiński
Vice Rector for Collaboration with Civic and Economic Environment	prof. dr hab. inż. Janusz Kotowicz

### **DEAN, VICE-DEANS OF THE FACULTY OF ARCHITECTURE HEADMASTERS OF THE DEPARTMENTS**

Dean of the Faculty of Architecture	dr hab. inż. arch. Klaudiusz Fross
Vice Dean for Research	dr hab. inż. arch. Michał Stangel
Vice Dean for Students	dr hab. inż. arch. Dorota Winnicka-Jasłowska
Vice Dean for Organization	dr hab. inż. arch. Krzysztof Rostański, prof. nzw. Pol.Śl.

#### Department of Urban Planning and Spatial Planning (RAr1)

The Department Headmaster – prof. dr hab. inż. arch. Krzysztof Gasidło, prof. zw. Pol.Śl.

#### Department of Designing Housing and Public Service Architecture (RAr2)

The Department Headmaster – dr hab. inż. arch. Beata Majerska-Pałubicka

#### Department of Theory, Design and History of Architecture (RAr3)

The Department Headmaster – prof. dr hab. inż. arch. Jan Rabiej, prof. nzw. Pol.Śl.

#### Department of Fine arts and Design (RAr4)

The Department Headmaster – dr hab. inż. arch. Natalia Bąba-Ciosek, prof. nzw. Pol.Śl.

#### Department of Design and Quality Studies in Architecture (RAr5)

The Department Headmaster – dr hab. inż. arch. Klaudiusz Fross

## FORMS OF STUDY

The following forms of studies will take place at the Faculty of Architecture of the Silesian University of Technology in Gliwice in the academic year 2018/2019:

1. full-time Bachelor degree study in Architecture – 4 years (8 semesters), BSc, in Polish language,
2. full-time Bachelor degree study in Interior Design – 3 years (6 semesters), BA, in Polish language,
3. full-time Master degree study in Architecture – 1,5 years (3 semesters), MSc, in Polish language,
4. full-time Master degree study in Architecture – 1,5 years (3 semesters), MSc, in English language,
5. full-time Master degree study in Interior Design – 2 years (4 semesters), MA, in Polish language,
6. part-time Master degree study in Architecture – 2 years (4 semesters), MSc, in Polish language.

Graduates of the first-cycle study in the field of Architecture receive the professional title of an architecture engineer (BSc) with the possibility of continuing education at the second-cycle study.

Graduates of the first-cycle study in the field of Interior Design receive a bachelor's degree (BA) with the possibility of continuing their studies at the second-cycle study.

Graduates of the second-cycle study in the field of Architecture receive the professional title of Master of architecture engineer (MSc).

Graduates of the second-cycle study receive the Master's Degree (MA) in Interior Design.

Indicative place limits in the academic year 2018/2019 on individual forms of study:

1. full-time Bachelor study in the field of Architecture in Polish – 100 places,
2. full-time Bachelor study in the field of Interior Design in Polish – 33 places,
3. full-time Master study in the field of Architecture in Polish – 100 places,
4. full-time Master study in the field of Architecture in English – 30 places,
5. full-time Master study in the field of Interior Design in Polish – 27 places,
6. part-time Master study in the field of Architecture in Polish – 100 places.

On 1<sup>st</sup> October 2016, the amendment to the Law on Higher Education entered into force. This amendment, among others repealed the provision obliging public HEIs to determine the number of places for people for whom it will be the next field of study at a public university, as well as the obligation for candidates for full-time studies at a public university to continue or complete their studies at other full-time programs at a public university. Candidates will be qualified as part of one, overall number of places in a given field of study irrespective of whether it is their only (first) or next undertaken field of study.

**The authorities of the Faculty of Architecture reserve the right to change the indicated places limits** on individual forms of study within the total number of places provided for the Faculty of Architecture, during the recruitment procedure, dependence on the recruitment results.

## GENERAL INFORMATION FOR CANDIDATES

The recruitment procedure is a competition, the principles of which are discussed in detail for each form of study separately, later in the Guidebook. The number of credits obtained in the recruitment process determines the order in which candidates are accepted. The decision on admitting the candidate for studies is made by the Faculty Recruitment Commission.

### FACULTY RECRUITMENT COMMISSION

Chairwoman of the Faculty Recruitment Commission

dr hab. inż. arch. Dorota Winnicka-Jasłowska

Members of the Faculty Recruitment Commission

dr hab. inż. arch. Beata Kucharczyk-Brus – Head of the Technical Team

dr inż. arch. Małgorzata Balcer-Zgraja

dr inż. arch. Marek Janik

Monika Ociepka – President of the Student Government FoA

### DEADLINES

The preliminary exams at the Faculty of Architecture of the Silesian University of Technology in Gliwice will take place on the following dates:

- Bachelor of Science (Architecture, first-cycle) study: **2018/June 27**
- Bachelor of Arts (Interior Design, first-cycle) study: **2018/June 28-29**
- Master (Architecture and Interior Design; second-cycle) study: **2018/July 04**

### FEES

Candidates for full-time and part-time studies, first and second cycle: the fee of PLN 150 should be paid to an individual account generated during electronic registration in the SOREK system. It must be paid before the deadline specified in the recruitment process schedule.

### POSSIBILITY OF ACCOMMODATION ON THE TIME OF THE PRELIMINARY EXAMS

During the entrance examinations, candidates and accompanying persons can be accommodated in the Student's Dormitory „Rzepicha” (or other) after prior reservation, made no later than three days before the planned date of stay. You can make your booking in person or through the electronic registration system for candidates – SOREK. Phone number to the manager of the "Rzepicha" dormitory: +48 32 237 25 03. A set of bed linen will be prepared in the rooms. The concierge stays opened 24 hours a day. The "Rzepicha" dormitory has: single, double and triple rooms. Bathrooms are available from the corridors. A kitchen is available at each floor.

Accommodation fees: from 30 to 36 PLN per night.

### RESULTS

After the competitive exams, ranking lists of candidates qualified for admission will be generated. The final lists of students admitted will be announced on **2018/July 20**.

### NOTE:

The recruitment schedule of the Silesian University of Technology provides for the possibility of recruitment for the F. of Architecture in the second call **for courses with vacant places**.

## GENERAL PRINCIPLES OF THE QUALIFICATION PROCEDURE

In 2018, admission to studies is carried out on the basis of Resolution No. IX / 86/16/17 of the Senate of the Silesian University of Technology of May 29, 2017 *on the conditions, procedure and date of starting and completing recruitment for first and second cycle studies at the Silesian University of Technology in academic year 2018/2019* (the resolution is available on the website [www.polsl.pl](http://www.polsl.pl), in the candidate tab: <http://rekrutacja.polsl.pl/Documents/US336R1516.pdf>), from which the following rules of the qualification procedure were adopted, applicable to candidates for the Faculty of Architecture:

### § 1

1. To first-cycle studies (Bachelor) can be admitted a person who holds a secondary school-leaving certificate and meets the admission criteria set out in § 3 ÷ 4.
2. To second-cycle studies (Master) can be admitted a person who has at least a Bachelor qualification and meets the admission criteria set out in § 9 – Criteria for admission to second-cycle studies (Master) at the Faculty of Architecture.

### § 2

1. Recruitment at the Faculty of Architecture is carried out in accordance with the schedule of recruitment for the fall-winter semester, set by the rector, for first- and second-cycle studies, from May 7 to September 28, 2018.
2. Candidates for the first year of first- and second-cycle studies are admitted to the fields of Architecture and Interior Design within the limits of places in these fields.
3. The condition for launching studies in a given field, level and profile of education and a given form of study is the qualification of a sufficient number of candidates, forming at least a student group, determined by separate regulations.
4. A student of the Silesian University of Technology of a given faculty, field, level and profile of education and a given form of study cannot be admitted to the same faculty, direction, level and profile of education and a given form of study.

### § 3

1. The result of the recruitment procedure is expressed in credits.
2. The recruitment procedure is of competitive nature.
3. The number of credits obtained by a candidate determines the admission of the candidate for a given field of study.
4. The Rector, by way of a separate ordinance, establishes the recruitment procedure for studies at the Silesian University of Technology.
5. The results of the recruitment procedure are public.
6. In determining the point score on the qualifications of candidates who passed the matriculation examination under the International Baccalaureate program and obtained the IB diploma, the marks obtained in this exam in the subjects required in individual fields of study are taken into account and are converted into credits according to the table in § 4.
7. Candidates who passed the matriculation examination in 2002, subjects that could be taken only on one level are treated as taken on an extended level.
8. Candidates who passed the matriculation examination in the following years: 2007, 2008 and 2009, subjects that could be taken only on one level, for the extended level are treated

as taken on the basic and extended level. In the case of the result of the examination from the basic level, the grade is considered only from this level.

9. Candidates who passed the matriculation exam in mathematics by re-entering the exam in subsequent sessions at the extended level are treated as taken at the basic and extended level.
10. Candidates for the Faculty of Architecture of the Silesian University of Technology are obliged to fulfill the following requirements: **a test of predisposition to architectural study for the field of Architecture and a test of predisposition to study in the field of Interior Design.**
11. The powers of the laureates and finalists of the central level olympics are defined by the Silesian University of Technology Senate's Resolution No. IX / 87/16/17, of May 29, 2017 *on the rules of admitting winners and finalists of the olympics at the Silesian University of Technology to first-cycle studies starting in the academic year 2018/2019, 2019/2020 and 2020/2021*, which provides the following:
  - laureates and finalists of central level olympics: Artistic, Historical, Physical, Language, Mathematical, Economic Knowledge, Technical Knowledge, Knowledge and Building Skills, Technical Innovation and Invention – applying for the Architecture and the Interior Design must pass the test adequately to the predisposition to study architecture or predisposition to study in the field of interior design. In the field of Architecture, candidates who have passed the test of predisposition to architectural study receive additional 100 credits. Additional credits for mathematics from the matriculation examination are not added,
  - the basis for obtaining the rights specified above is the submission of proper, original document,
  - the qualifications specified above can be used by candidates once – in the year of obtaining a secondary school-leaving certificate or the following year.
12. At the request of the candidate who applied for admission to the first-cycle study in a given field of study and whose result of the matriculation examination in a given subject or subjects was increased as a result of the appeal referred to in art. 44 p. 7 of the Act of 7 September 1991 *on the system of education* (Journal of Laws of 2016, item 1943, as amended), an increased result in relation to this field of study is taken into account. The candidate submits a written application to the Faculty Recruitment Commission until the recruitment specified in the schedule is completed. Applications submitted after this date will be left without consideration.

#### § 4

1. In the case of qualifications for study **in the field of Architecture**, apart from the preliminary exam of predisposition to architectural study, the result of the matriculation examination only in mathematics at the basic and extended level is taken into account, calculated in accordance with the formula:

$$W_m = 0,4W_{mp} + 0,6W_{mr}$$

- $W_m$  – the final number of credits (%) obtained in the mathematics exam,  
 $W_{mp}$  – the number of credits (%) obtained in the mathematics exam – basic level,  
 $W_{mr}$  – the final number of credits (%) obtained in the mathematics exam – extended level.

2. The total number of credits obtained by the candidate in the recruitment procedure is determined as follows for individual fields of study:



**For the field of Architecture**, first-cycle full-time study:

A test of predisposition to architectural studies and the result of the matriculation exam in mathematics.

$$P = P_{\text{spar}} + W_m$$

- P – number of credits in the qualification proceedings,  
 $P_{\text{spar}}$  – number of credits obtained from the test of predisposition to architectural studies,  
 $W_m$  – number of credits (%) obtained in the mathematics exam.

**For the field of Interior Design**, first-cycle full-time study:

$$P = P1 + P2$$

- P – number of credits in the qualification proceedings,  
P1 – number of credits obtained from stage I of the test for predispositions to studies in the field of interior design,  
P2 – number of credits obtained from stage II – applies to candidates who obtained in the first stage a minimum number of credits, determined by the Faculty Recruitment Commission.

3. For candidates for studies with the International Baccalaureate and for candidates for studies with the so-called "Old Matriculation Exam" the following conversion of grades from the secondary school-leaving certificate to credits is used:

grade	number of credits	grade	number of credits	
			SL level	HL level
celujący	100	excellent (7)	100	100
bardzo dobry	90	very good (6)	90	100
dobry	85	good (5)	85	100
dostateczny	50	satisfactory (4)	50	85
dopuszczający	30	mediocre (3)	30	50
		poor (2)	20	30
		very poor (1)	15	-

SL – basic level  
HL – extended level

## § 5

1. Polish citizens who have completed secondary education abroad may apply for admission to first-cycle studies, provided that:
- their school-leaving certificate (matriculation exams certificate), submitted together with a translation by a sworn translator, does not require, under international agreements, the issue of a certificate from the school board of education about the equivalence of a certificate obtained abroad with a Polish certificate of secondary education,
  - their secondary school-leaving certificate (matriculation exams certificate), not covered by international agreements, is certified by a certificate from the school board of education about the equivalence of a certificate obtained abroad with a Polish certificate of secondary education.

2. Polish citizens who have completed first-cycle studies abroad may apply for admission to second-cycle studies provided that:
  - their diplomas will be exempt from the obligation of nostrification through international agreements,
  - their diplomas will be subjected to the nostrification procedure carried out by the faculty council entitled to confer the doctoral degree in a specific discipline of science corresponding to the professional title included in the nostrified diploma.
3. Persons listed in points 1 and 2 are subject to full qualification in a given field of study.

#### § 6

The conditions for admission to studies by persons who are not Polish citizens are specified in the Regulation of the Ministry of Science of 12 October 2006 on taking up and pursuing studies and training by foreigners and their participation in scientific research and development works (Dz.U.2006.190.1406 with later changes) and the appropriate ordinance of the Rector of the Silesian University of Technology.

#### § 7

For disabled candidates with a disability certificate, help and facilities are provided in the recruitment process according to their individual needs. The Rector's Plenipotentiary for Disabled People determines the form of assistance in the recruitment process individually for each disabled candidate.

#### § 8

1. Recruitment is carried out by the Faculty Recruitment Commissions appointed by the Deans of the Departments according to the rules specified in the Statute of the Silesian University of Technology. The Faculty Recruitment Commissions take decisions on admission to studies.
2. The activities of the Faculty Recruitment Commissions are coordinated by the University Recruitment Commission, in accordance with its competences specified in the Statute of the Silesian University of Technology.
3. The University Recruitment Committee considers individual appeals of candidates from decisions of the Faculty Recruitment Commissions submitted within 14 days from the date of delivery of the decision. The basis for the appeal may only be indication of a breach of terms and conditions of recruitment for studies.
4. Supervision over the course of recruitment at the University is exercised by the Rector.

#### § 9

Criteria for admission to second-cycle studies at the Faculty of Architecture:

**For the Architecture**, full-time and part-time second-cycle studies:

A candidate applying for admission to the second-cycle study in the field of Architecture should have qualifications and competences obtained during the first-cycle study necessary to continue education at the second-cycle study in this field, defined in the effects of education for the first-cycle study in Architecture, conducted at the Faculty of Architecture of the Silesian University of Technology, confirmed by a diploma of an architectural engineer or a construction engineer specializing in building and architectural specialties, in particular:

- have knowledge of history and theory of architecture and urban planning, fine arts, construction and building technologies, construction, building physics and architectural and urban design,

- know the technical and construction regulations as well as the methods of organization and the course of the investment process,
- have the ability to gather information, shape the human environment in accordance with its functional needs (including disabled people) and create projects that meet aesthetic, functional and technical requirements,
- have knowledge of construction law, economics, organization of the investment process and organization of the design process in Poland and in the EU Member States,
- know a foreign language at B2 level according to the European System of Language Description of the Council of Europe.

Form of checking the candidate's qualifications for the second-cycle study in the field of Architecture:

1. Candidates for Master degree studies are admitted on the basis of the total number of credits obtained as a result of the three-stage recruitment procedure:
  - Stage I – the final result of the Bachelor degree study,
  - Stage II – written test of knowledge and skills in the field of architecture and urban planning,
  - Stage III – evaluation of the candidate's individual achievements based on the submitted portfolio.
2. The condition for joining the test in stage II is obtaining in the previous stage the minimum number of credits determined by the Faculty Recruitment Commission.
3. Graduates of the Faculty of Architecture of the Silesian University of Technology, whose final result of the first-cycle studies is 5.0, receive in the stage II the maximum number of credits and are exempt from written test of knowledge and skills in the field of architecture and urban planning.
4. The condition for admission to the second-cycle study for graduates of the engineering-architectural specialty is to obtain a positive test result from predisposition to architectural study.

**For Interior Design**, full-time second-cycle study:

A candidate applying for admission to the second-cycle study in the field of Interior Design should have qualifications and competences obtained during the first-cycle study necessary to continue education at the second-cycle study in this field, set out in the effects of education for the first-cycle studies in Interior Design, conducted at the Faculty of Architecture of the Silesian University of Technology, confirmed by a bachelor's diploma, in particular:

- have a thorough knowledge and skills in the area of conscious and responsible shaping the immediate human environment,
- be prepared to undertake project tasks combining formal, functional and constructional values that take into account the context,
- be prepared for teamwork and individual project work in the field of interior design and for organizing design activities,
- have the skills to communicate and actively participate in teamwork,
- know a foreign language at level B2 according to the European System of Language Description of the Council of Europe and be able to use a specialist language in the field of interior design.

Form of checking the candidate's qualification for second-cycle study in Interior Design:

1. Candidates for second-cycle studies are admitted on the basis of the total number of credits obtained as a result of the two-stage recruitment process:

Stage I – the final result of the Bachelor degree study,

Stage II – an interview with a portfolio presentation.

2. The condition for joining the interview in stage II is obtaining the minimum number of credits in the previous stage, determined by the Faculty Recruitment Commission.

## RECRUITMENT PROCEDURE

Recruitment at the Silesian University of Technology is conducted with the help of the Recruitment Service System (called SOREK). To use the system, an Internet connection is required, a web browser (with enabled cookies and unblocked pop-ups), a document reader in pdf format (Adobe Acrobat Reader recommended) and a printer.

During the registration, candidates will be required to provide an e-mail address and contact telephone number. Candidates who do not have the technical means of electronic registration may register at the premises of the Faculty Recruitment Commission.

Within one recruitment fee, the candidate may apply for more than one field of study at the Silesian University of Technology, as part of one call. By registering in the SOREK Recruitment Service System, one can choose one field of study - basic - for the admission of which he cares the most, as well as up to three other fields of the so-called "further choice". In order to be eligible for a qualification at the Faculty of Architecture, the choice of Architecture or Interior Architecture (also in the subsequent choice) involves paying a fee of PLN 150.00 and participating in entrance examinations in accordance with the recruitment schedule.

1. A candidate is submitted to the recruitment procedure at the Faculty of Architecture by:
  - a) Registering in the online SOREK recruitment system **in the deadlines**:
    - o **For the first-cycle study (Bachelor) - until June 25, 2018.**
    - o **For the second-cycle study (Master) - until July 02, 2018.** (NOTE: the deadline for registration and payment of recruitment fees for candidates in the field of Architecture, graduates of the Faculty of Civil Engineering of the Silesian University of Technology, in the Construction and Architectural specialization and, therefore, candidates for architectural examination – **June 25, 2018**)

Only one individual account in the system is assumed for each registering candidate. Remember the account name and access password because only in this way can the candidate access his account. If you lose your account name or password, please use the password recovery procedure available through the website: <https://sorek.polsl.pl/kandydat.rejestracja/RecoverPasswd.aspx>.

When creating an account, please pay special attention to correctly give your name, surname and PESEL number. These data cannot be edited later. Changes can be made only by writing to the address: [pomoc.kandydat@polsl.pl](mailto:pomoc.kandydat@polsl.pl).

During registration, the candidate completing his personal questionnaire gives his personal data, address of residence and e-mail address, contact telephone number and indicates the field of study for which he wants to apply.

**and:**

- b) Payment of the examination fee to an individual account generated during electronic registration in the SOREK system **by deadlines: until June 25, 2018 or July 2, 2018.** (the proof of the recruitment fee must be presented on the day of admission to the qualifying exam and then attached to the set of documents submitted to the Recruitment Committee if the candidate is qualified for admission).
- c) Participation in competitive examinations **on dates set for particular fields and types of studies**, described in the further part of the Guidebook in the tab: RECRUITMENT SCHEDULE.
- d) Supplementation in the online SOREK recruitment system for grades from the matriculation examination or from the diploma of completion of the first-cycle study.

Candidates under registration in the SOREK system have the opportunity to enter their grades from the matriculation examination after receiving the certificate.

The grades from Polish matriculation examination taken according to the new rules will be verified in the National Register of Grades (KReM). Candidates are required to introduce grades based on the received certificate.

- e) If the candidate is qualified for admission – submission of documents required in the qualification procedure **within the deadlines** set by the recruitment schedule of the Silesian University of Technology, described further in the guidebook in the tab: RECRUITMENT SCHEDULE.
2. The SOREK system of online registration for candidates operates from May 7, 2018 (at 12:00) at the following address: <https://sorek.polsl.pl/kandydat>.
    - a) Candidates use Internet access on their own.
    - b) For registration, the candidate completes and approves the questionnaire and consents to the processing of personal data, selects the field of study.
    - c) Electronic registration is considered binding after the candidate has entered all necessary data.
    - d) The Faculty of Architecture of the Silesian University of Technology is not responsible for the impossibility of registering caused by network failures or periodic server overloads. In case of any problems with registration, the candidate can register personally at the premises of the Faculty Recruitment Commission (Gliwice, 7 Akademicka street, room 07).
  3. The documentation mentioned in item 1.e) (above) **shall be submitted by the candidate in person** and shall contain:
    - a) Application, generated in the electronic registration system.
    - b) A photocopy of the ID card (enlarged photocopy of both sides) or (in the case of foreigners) of another document confirming the identity - the candidate submits the original document for inspection.
    - c) Current photograph of the candidate - the photograph will be printed on the application form. More information about the photo that should be entered into the SOREK system on the websites: <http://rekrutacja.polsl.pl/Strony/Zdjecia.aspx> and <https://obywatel.gov.pl/wyjazd-za-granice/zdjecie-do-dowodu-lub-paszportu>.
    - d) Proof of payment for admission to the University (if the fee was not automatically entered into the system).
    - e) A photocopy of the matriculation certificate (the original matriculation certificate is submitted for inspection). Candidates who obtained a secondary school-leaving certificate abroad submit a photocopy of their secondary school-leaving certificate together with his sworn translation into Polish. In addition, they submit a certificate confirming that the matriculation certificate of the candidate entitles them to apply for admission to higher education to any type of higher education institution in the country in whose education system the certificate issuing institution operates. The certificate is not needed if the information is on the certificate. Candidates with the so-called "old matriculation examination" certificate should submit a photocopy of the secondary school-leaving certificate (the original of the certificate is submitted for inspection), if it is a separate document (as the "old matriculation examination" should be understood the secondary school-leaving examination until 2004 in common high schools and until 2005 in technical high school).
    - f) Candidates for Master degree studies are required to provide a photocopy of the diploma of completion of first-cycle study (the original of the diploma is submitted by the

candidate for review). Candidates who obtained a diploma of the first-cycle study abroad in a language other than Polish or English, submit the original diploma with an apostille and its translation into Polish, confirmed by authorized persons or institutions. These candidates also submit a document about the course of study (supplement or list of grades and credits) in the English version or its translation into Polish.

**NOTE:** Documents are submitted only by persons qualified for acceptance. Documents should be placed in a plastic A4-size dust jacket, closed off at the longer side, with the possibility of attaching it to a file binder. Certification for the compliance of documents, after verification, is carried out on-site by the Faculty Recruitment Commission on the day the candidate submits a complete set of documents. **In justified cases** (in particular when the candidate is recruited by a proxy) it is possible to confirm the documents on an earlier date or by an employee of **any dean's office** at the Silesian University of Technology. In the case when the candidate uses the procedure of recruitment by a proxy, a full power of attorney should be attached to the set of documents. If the candidate does not submit the documents within the required time limit, he/she is removed from the list of persons qualified for admission for the given form of study.

The candidate for the second-cycle (Master) studies should know the foreign language at the B2 proficiency level of the European System of Language Description of the Council of Europe, which should be confirmed in the description of learning outcomes or the supplementary diploma of the first-cycle study.

## RECRUITMENT PROCEDURE - FOREIGNERS

The rules of taking up and pursuing studies at the Silesian University of Technology by foreigners are set out in the Regulation of the Rector of the Silesian University of Technology of March 30, 2017, No. 63/16/17.

**Under the rules applicable to Polish citizens**, they can undertake and conduct studies:

1. foreigners who have been granted a permanent residence permit,
2. foreigners who have been granted refugee status in the Republic of Poland or enjoy temporary protection on the territory of the Republic of Poland,
3. migrant workers who are nationals of a European Union Member State, the Swiss Confederation or a member state of the European Free Trade Association (EFTA) – parties to the Agreement on the European Economic Area, as well as members of their families if they reside in the territory of the Republic of Poland,
4. foreigners who have been granted a long-term resident's EU residence permit on the territory of the Republic of Poland,
5. foreigners who have been granted a temporary residence permit on the territory of the Republic of Poland in relation to the following circumstances: for the purpose of highly qualified employment (Article 127), for family reunification (Article 159 (1)) or in connection with long-term resident's EU residence permit granted by another EU Member State (Article 186 (1) (3) or (4) of the Act of 12 December 2013 on foreigners (Journal of Laws of 2016, item 1990, as amended),
6. foreigners who have been granted subsidiary protection on the territory of the Republic of Poland,
7. citizens of European Union member states, member states of the European Free Trade Agreement (EFTA) – parties to the agreement on the European Economic Area or the Swiss Confederation and members of their families who have the right of permanent residence,
8. EU / EFTA citizens and their family members who have the financial means necessary to cover their subsistence costs during studies confirmed by an appropriate statement,
9. holders of a valid Polish Card, unless the Card was obtained during the course of studies – then the Rector decides on the change in the method of financing at the request of the interested party.

**Foreigners who meet one of the conditions presented above can take up and complete studies under the rules applicable to Polish citizens** as well as under the conditions other than applicable to Polish citizens (ie. on the basis of payment, by recruiting through the Dream Apply form). Choosing the mode and conditions of taking up studies applicable to Polish citizens, they have rights and obligations as Polish citizens, and therefore are subject to the recruitment rules described in the section: RECRUITMENT PROCEDURE. General recruitment rules:

- Candidates apply to the faculties of the Faculty of Architecture through the SOREK Recruitment Service System: <https://sorek.polsl.pl/kandydat>; during registration, the help of the Faculty Recruitment Committee is necessary due to the necessity of individual PESEL number generation,
- Candidates pay a recruitment fee of PLN 150.00 to an individual account generated during electronic registration,



- Candidates participate in the prediction test for architectural studies or for studies in the field of interior design, in accordance with the recruitment schedule,
- Applicants who apply for studies in Polish must have a proven knowledge of the language through:
  - a) external certificate,
  - b) the result of the language proficiency examination conducted at the Foreign Languages College of the Silesian University of Technology,
  - c) talking to the Examination Board during the entrance examination; The Commission may issue a statement: "Qualified for studying in Polish",
- Applicants who apply for the study in English should have an international certificate of at least B2 language level according to the European System of Language Description. Documents confirming the knowledge of the language are also certificates, diplomas or other documents confirming the completion of a post-primary school abroad, in which classes in English were conducted.
- All documents submitted by applicants who apply for studies taught in Polish must be translated into Polish by a sworn translator certified by authorized persons, stamped with an apostille,
- All documents submitted by applicants who apply for studies taught in English (secondary school-leaving certificate, matriculation exam certificate, identity document) issued in a language other than English or Polish should be translated by a sworn translator into English or Polish, confirmed (legalized) by authorized units, stamped with an apostille,
- Students do not pay for studies at the Faculty of Architecture.

**Foreigners not entitled to use the SOREK recruitment system** can apply to the forms of studies at the Faculty of Architecture in Polish or to the first-cycle (Bachelor) study conducted in the field of Architecture in English, via the form: <https://apply.polsl.pl/>. General recruitment rules:

- Candidates pay a recruitment fee of EURO 40,
- Candidates participate in the qualification procedure in accordance with the recruitment schedule for foreigners, specified in the DreamApply form, i.e. until July 08, 2018,
- Candidates are required to present a portfolio of works depending on the type of studies they apply for:
  - Bachelor degree study in the field of Architecture (conducted in Polish) – a portfolio of drawings in any technique, in the number of 10 pieces (5 works on a general theme, 5 on topics related to architecture). Work format 50 cm x 70 cm. The portfolio should be accompanied by references signed by two drawing teachers: one from the completed secondary school and one of the training course in the field of drawing. Documents issued by employees of institutions and enterprises should be labeled with an appropriate stamp. Candidates who are laureates of finalists or those awarded in competitions similar to the field of study should include scans of documents confirming this fact.
  - Bachelor degree study in the field of Interior Design (conducted in Polish) – portfolio of artistic works, 10 items (5 drawings, 5 paintings). Work format 50 cm x 70 cm. The portfolio should be accompanied by references signed by two drawing teachers: one from the completed secondary school and one from the training course in the field of drawing. Documents issued by employees of institutions and enterprises should be labeled with an appropriate stamp. Candidates who are laureates of finalists or those awarded in competitions similar to the field of study should include scans of documents confirming this fact.

- Master degree study in the field of Architecture (conducted in Polish and English) – portfolio in A3 format of project works and other achievements, as described in the section DETAILED EXAMINATION CRITERIA, item IV.3 (below, page 25); the portfolio should be accompanied by references signed by the Dean of the candidate's first-cycle study University or two university teachers. Documents issued by employees of institutions and enterprises should be labeled with an appropriate stamp.
- Master degree study in the field of Interior Design (conducted in Polish) – portfolio in A3 format of project works and other achievements, as described in the section DETAILED EXAMINATION CRITERIA, item V.2 (below, page 27).

Scans of the above documents and works for recruitment needs to be attached in JPG or PDF format (10% compression, 300 dpi resolution) via the form: <https://apply.polsl.pl/>. Original works should be submitted to the Faculty of Architecture Dean's Office together with original certificates and diplomas, before the beginning of the academic year.

- Applicants who apply for studies in Polish must have a proven knowledge of the language through:
  - external certificate,
  - the result of the language proficiency examination conducted at the Foreign Languages College of the Silesian University of Technology,
  - talking to the Examination Board during the entrance examination; The Commission may issue a statement: "Qualified for studying in Polish",
- Certificates and diplomas\* issued in a language other than English or Polish should be translated by a sworn translator into English or Polish, confirmed (legalized) by authorized units, stamped with an apostille,
- Students pay for studies according to the price list for individual forms and fields of study indicated in the recruitment form.

Applications submitted in the Dream Apply system and accepted by the Faculty Coordinator for the Recruitment of Foreigners constitute the basis for issuing a certificate of admission to studies. The decision on admission to studies is taken by the rector.

The authorities of the Faculty of Architecture reserve the right to verify the authenticity of submitted documents and the work of candidates in the form chosen by them (for example, the candidate performs a given enclosed exercise), after applying for a candidate at the Faculty.

In case of any questions, please send an e-mail to the address of the Academic Exchange Office: [study@polsl.pl](mailto:study@polsl.pl).

\* If the diploma of a foreigner entitles him to continue education at a higher degree in a country in whose higher education system the university that issued the diploma operates, it also entitles him to continue his education at an appropriate level (second degree studies, postgraduate studies, etc.) in Poland. A foreign diploma may authorize further education in Poland also on the basis of an international agreement. If the diploma of a foreigner does not give direct access to higher education studies in the country of obtaining it, and yet the foreigner wants to continue education in Poland, then before commencing studies he must submit his diploma to the nostrification procedure, according to the regulation of the Minister of Science and Higher Education of September 1, 2011 *on the nostrification of diplomas of higher education obtained abroad*.

## RECRUITMENT SCHEDULE

This year's recruitment schedule and registration links are available at the address:  
<http://rekrutacja.polsl.pl/Strony/Harmonogram.aspx>

<b>07/05/2018 (12:00, noon)</b> Beginning of electronic registration of candidates
<b>25/06/2018</b> The deadline for registration and payment of recruitment fees for candidates for first-cycle studies in the field of <i>Architecture</i> and <i>Interior Design</i>
<b>25/06/2018</b> The final date of registration and payment of recruitment fees for candidates for second-cycle study in the field of Architecture, for graduates of the Faculty of Civil Engineering of the Silesian University of Technology, in the Construction and Architectural specialization and, therefore, undertaking the exam of the predisposition to architectural study
<b>27-29/06/2018</b> Exams for full-time and part-time studies for candidates at the Faculty of Architecture - for candidates for first-cycle study and for candidates for second-cycle study who are graduates of the Faculty of Civil Engineering of the Silesian University of Technology, in the Construction and Architectural specialization  <u><b>for the field of <i>Architecture</i>:</b></u> <b>27/06/2018</b> test of predisposition to architectural studies: task 1 (9:00 am) task 2 (1:30 pm)  <u><b>for the field of <i>Interior Design</i>:</b></u> <b>28/06/2018</b> (9:00 am) test of predispositions to study in the field of interior design - stage I (evaluation of the briefcase and task 1)  <u><b>for the field of <i>Interior Design</i>:</b></u> <b>29/06/2018</b> (9:00 am) test of aptitude for studies in the field of interior design - stage II (task 2 and interview, for candidates who completed stage I)
<b>02/07/2018</b> Deadline for registration and payment of recruitment fees for candidates for second degree studies in the field of Architecture and Interior Architecture (with the exception of graduates of the Faculty of Civil Engineering of the Silesian University of Technology, in the Construction and Architectural Specialization)
<b>04/07/2018</b> (9:00 am) A test in the field of architecture and urban planning for candidates for the <i>Architecture</i> . Assessment of the candidate's individual achievements based on the portfolio submitted.  <b>04/07/2018</b> (9:00 am) Interview with the presentation of the portfolio for candidates for the <i>Interior Design</i> .
<b>05/07/2018 – 09/07/2018</b> Eligibility procedure

<p><b>10/07/2018</b> (12:00, noon) Announcement of 1<sup>st</sup> list of candidates for first-cycle studies classified for admission (call for documents, including a secondary school-leaving certificate). Announcement of the reserve list and the list of not accepted for studies.</p>
<p><b>10/07/2018</b> (12:00, noon) Announcement of 1<sup>st</sup> list of candidates for second-cycle studies classified for admission (call for documents, including a first-cycle study diploma). Announcement of the reserve list and the list of not accepted for studies.</p>
<p><b>12/07/2018</b> (3:00 pm) *The deadline for submitting the complete set of documents by candidates from the 1<sup>st</sup> list of qualified for admission. (*Delivering documents to the University in accordance with the recruitment procedure, in person or by proxy)</p>
<p><b>13/07/2018</b> (12:00, noon) Announcement of the 1<sup>st</sup> list of accepted for studies and the 2<sup>nd</sup> list of candidates for first-cycle studies classified for admission (call for documents, including a secondary school-leaving certificate). Announcement of the updated reserve list and non-accepted list.</p>
<p><b>13/07/2018</b> (12:00, noon) Announcement of the 1<sup>st</sup> list of accepted for studies and the 2<sup>nd</sup> list of candidates for second-cycle studies classified for admission (call for documents, including a first-cycle study diploma). Announcement of the updated reserve list and non-accepted list.</p>
<p><b>17/07/2018</b> (3:00 pm) *The deadline for submitting the complete set of documents by candidates from the 2<sup>nd</sup> list of qualified for admission. (*Delivering documents to the University in accordance with the recruitment procedure, in person or by proxy)</p>
<p><b>18/07/2018</b> (12:00, noon) Announcement of the 2<sup>nd</sup> list of accepted for studies and the 3<sup>rd</sup> list of candidates for first-cycle studies classified for admission (call for documents, including a secondary school-leaving certificate). Announcement of the updated reserve list and non-accepted list.</p>
<p><b>18/07/2018</b> (12:00, noon) Announcement of the 2<sup>nd</sup> list of accepted for studies and the 3<sup>rd</sup> list of candidates for second-cycle studies classified for admission (call for documents, including a first-cycle study diploma). Announcement of the updated reserve list and non-accepted list.</p>
<p><b>19/07/2018</b> (3:00 pm) *The deadline for submitting the complete set of documents by candidates from the 3<sup>rd</sup> list of qualified for admission. (*Delivering documents to the University in accordance with the recruitment procedure, in person or by proxy)</p>
<p><b>20/07/2018</b> (3:00 pm) Announcement of the 3<sup>rd</sup> list of accepted for studies and the updated list of non-accepted.</p>
<p><b>23/07/2018</b> (12:00, noon) Announcement of information about courses with vacant places; initiation of electronic registration for candidates <b><u>only for courses with vacant places</u></b>.</p>

## DETAILED EXAMINATION CRITERIA

### I. First-cycle study – Bachelor of Science (full-time), major: Architecture

Language: Polish

Candidates for the first year of first-cycle (BSc) study in the field of Architecture, conducted at the Faculty of Architecture of the Silesian University of Technology in Gliwice, in Polish, are accepted on the basis of the result of **predisposition to architectural studies test**. This exam must be taken by all candidates for first-cycle study. The candidates are accepted on the principles binding at the Silesian University of Technology.

1. The purpose of the exam – the test of predisposition to architectural studies consists in performing two separate tasks aimed at examining skills:
  - composing or reproducing and presenting spatial forms,
  - creative solving of simple architectural and urban tasks.
2. Form of the exam – the test of predisposition to architectural studies consists of two drawing/painting tasks:
  - **artistic task no. 1** (term: **June 27, Wednesday, 2018 at 9:00-12:00**),
  - **artistic task no. 2** (term: **June 27, Wednesday, 2018 at 14:00-17:00**).
3. Scoring – candidates receive credits for each task, the maximum number of credits being respectively:
  - **artistic task no. 1 – 100 credits,**
  - **artistic task no. 2 – 100 credits.**
4. Candidates for first-cycle studies are admitted on the basis of the sum of credits obtained in the result:
  - a) **the test of predisposition to architectural studies – maximum 200 credits,**
  - b) **matriculation examination in mathematics – maximum 100 credits;** credits are converted in accordance with the general rules applicable at the Silesian University of Technology.

The result of the recruitment procedure is the sum of credits from all stages. The maximum number of credits obtained during the qualification process from predisposition to architectural studies is 300.

**Candidates for first-cycle study in the field of Architecture (in Polish) are obliged to register on the day of the exam, June 27 (Wednesday), 2018 at 8:00 in front of the building of the Faculty of Architecture of the Silesian University of Technology, in Gliwice, at Akademicka street, no. 7.**

**For the exam, one should bring with him:**

- ID card or passport,
- confirmation of the payment of the qualification fee,
- drawing board 50 x 70 cm; the surface of the drawing board cannot be covered with any drawings or notes,
- clips to attach a sheet of paper to the drawing board,
- hand-drawing accessories, allowing also to work in the color technique (HB, B to 4B pencils, eraser, markers, colored pencils, pastels),

- auxiliary office tools: modeling knife or scissors, scale, calipers, rim, glue, transparent tape, tacks, office stapler, etc.

During the exam it is forbidden to use electronic devices such as telephones, smartphones, i-pods, i-pads, tablets, cameras, mp-4 etc. The exception are hearing aids for the hearing impaired.

## II. First-cycle study – Bachelor of Arts (full-time), major: Interior Design

Language: Polish

Candidates for the first year of first-cycle (BA) study in the field of Interior Design, conducted at the Faculty of Architecture of the Silesian University of Technology in Gliwice, in Polish, are accepted on the basis of the result of a test of predispositions to study in the field of interior design. This exam must be taken by all candidates for first-cycle study. The candidates are accepted on the principles binding at the Silesian University of Technology.

1. The purpose of the exam – the test of aptitude for studies in the field of interior architecture is aimed at examining the candidate's talents, such as:
  - creating and composing spatial forms,
  - transmission of verbal content using visual forms,
  - operating the scale and proportions of an object,
  - plastic interpretation of a given layout of forms, textures and colors;
2. Form of the exam – the test of predispositions to studies in the field of interior design consists of two stages:
  - stage I (term: **June 28, Thursday, 2018 at 9:00-12:00**):
    - **artistic task no. 1** – drawing interpretation of a given topic,
    - **evaluation of the briefcase submitted by the candidate** (The briefcase should contain at least 10 works of art, including 5 paintings and 5 drawings, in the format 100x70 cm or 50x70 cm),
  - stage II (term: **June 29, Friday, 2018 at 9:00-15:00**) – concerns candidates who obtained in the first stage a minimum number of credits, determined by the Faculty Recruitment Commission:
    - **artistic task no. 2** – exercise on a given topic, related to the broadly understood issues of the closed space,
    - **an interview about the artistic task no. 2 done,**
3. Scoring – candidates receive credits for each of the stages, with the maximum number of credits in each stage being respectively:
  - **stage I – 100 credits**, including: artistic task no. 1 – 80 credits, briefcase – 20 credits,
  - **stage II – 100 credits**, including: artistic task no. 2 – 80 credits, interview – 20 credits;

The condition for joining the test in stage II is obtaining the minimum number of credits in the previous stage, determined by the Faculty Recruitment Commission. The number of credits obtained at stage I of the exam will be revealed in the SOREK recruitment system on the candidate's individual account.

4. The result of the test is the sum of credits from all stages. The maximum number of credits obtained from the exam of aptitude to study in the field of interior design is 200.

**Candidates for first-cycle study in Interior Architecture (in Polish) are obliged to register on the day of the exam, on June 28 (Thursday), 2018 at 8:00 am in front of the "X" building of the Faculty of Architecture of the Silesian University of Technology, in Gliwice, at M. Strzody street, no. 10.**

**For the exam, one should bring with him:**

- ID card or passport,
- confirmation of the payment of the qualification fee,
- drawing board 50 x 70 cm; the surface of the drawing board cannot be covered with any drawings or notes,
- clips to attach a sheet of paper to the drawing board,
- a briefcase with signed artistic works of the candidate; the set should contain at least 10 artistic works of 50 x 70 cm or 100 x 70 cm format, including: minimum 5 drawing works and 5 painting works,
- hand-drawing accessories, also enabling work in color technique (HB, B to 4B pencils, erasers, markers, colored pencils, pastels, paints - tempera or acrylic), brushes, water container, etc.
- auxiliary office tools: modeling knife or scissors, scale, calipers, rim, glue, transparent tape, tacks, office stapler, etc.

During the exam it is forbidden to use electronic devices such as telephones, smartphones, i-pods, i-pads, tablets, cameras, mp-4 etc. The exception are hearing aids for the hearing impaired.

### **III. Second-cycle study – Master of Science (full-time and part-time), major: Architecture**

Language: Polish

Graduates of first-cycle (BSc) engineering studies in the field of Architecture, also Architecture and Urban Planning as well as graduates of the Faculty of Civil Engineering of the Silesian University of Technology with the specialty of Building and Architecture may be admitted to the second-cycle (MSc) studies.

The condition for joining the recruitment process for the graduates of the Faculty of Civil Engineering of the Silesian University of Technology with the specialty of Building and Architecture is to obtain a positive test result from the predisposition to architectural studies, ie. taking part in the exam according to the rules and schedule of all candidates for first-cycle studies described in unit I (above).

Admission to the Master degree study takes place on the basis of a three-stage recruitment procedure:

1. **Stage I** – maximum **20 credits**; the final result of the first-cycle study (grade entered in the diploma) converted into credits, determining the position of the candidate on the ranking list, according to the following formula:

$$P = D \times 4$$

P – number of credits available in stage I of the recruitment procedure,  
D – the final result of the first-cycle study (grade entered in the diploma).

The condition for admission to the test in stage II is to obtain in the first stage a minimum number of credits, determined by the Faculty Recruitment Commission.

2. **Stage II** – maximum **50 credits**; written test of knowledge and skills in the field of architecture and urban planning.

Graduates of the Faculty of Architecture of the Silesian University of Technology, whose final result of the first-cycle study is 5.0 (grade entered in the diploma) receive 50 points in the second stage and are exempt from written test of knowledge and skills in the field of architecture and urban planning.

Information about the test:

The written test of knowledge and skills in the field of architecture and urban planning is aimed at examining the qualifications obtained during the Bachelor degree studies and the competences necessary to continue education at the Master degree studies in the field of Architecture. The competences are set out in the results of education for the first-cycle study at the Faculty of Architecture of the University of Technology Silesian.

The scope of the written test includes knowledge, skills and competences in the field of:

- history and theory of architecture and urban planning, fine arts, construction and building technologies, construction, building physics and architectural and urban design,
- technical and construction regulations as well as organization methods and the course of the investment process,
- shaping the human environment in accordance with human ergonomic and behavioral needs (including disabled people), aesthetic, functional and technical requirements,
- knowledge of building law, economics, organization of the investment process and organization of the design process in Poland and in the member states of the European Union.

During the test it is forbidden to use electronic devices such as telephones, smartphones, i-pods, i-pads, tablets, cameras, mp-4 etc. The exception are hearing aids for the hearing impaired.

3. **Stage III** – maximum **80 credits**; evaluation of the candidate's individual achievements based on a submitted portfolio containing documented information about:
- in part I – three selected course projects completed during the first-cycle studies (it is acceptable to present course projects made as a team-work; be aware of stating the percentage share of each co-author) and the graphic part of the Bachelor diploma project,
  - in part II –
    - competition projects, the results of participation in workshops, projects prepared during professional practices (together with stating the percentage share of the candidate the scope of work that he performed in presented projects),
    - other achievements related to the discipline of architecture and urban planning, including: participation in the Erasmus program, presentations at conferences, publications of scientific articles, etc.
  - in part III – organizational and other achievements (activities in science clubs, student organizations, students' government, volunteering etc.).



Information about portfolio:

Portfolio in A3 format, in a horizontal layout, in a soft binding, stapled permanently along the short side, should contain: title page with candidate data: name(s), surname and three legibly separated thematic parts.

Note: Awards and prizes in competitions and achievements in other areas should be documented with copies of diplomas obtained by the candidate.

The deadline for submitting the portfolio:

The portfolio should be submitted on the day of the test, July 4 (Wednesday), 2018 at 9.00, in the lobby of the Architecture building, at Akademicka street no. 7, in Gliwice.

4. The result of the recruitment procedure is the sum of credits from all stages. The maximum number of credits obtained during the qualification process is 150.

**Candidates for the second-cycle study in the field of Architecture are obliged to register on the day of the examination on July 4 (Wednesday) 2018 at 8.00 am, in front of the building of the Faculty of Architecture, at Akademicka street no. 7, in Gliwice.**

For the exam, one should bring:

- ID card or passport,
- confirmation of the payment of the qualification fee,
- a blue ink pen,
- portfolio.

#### **IV. Second-cycle study – Master of Science (full-time), major: Architecture**

Language: English

Graduates of first-cycle (BSc) engineering studies in the field of Architecture, also Architecture and Urban Planning as well as graduates of the Faculty of Civil Engineering of the Silesian University of Technology with the specialty of Building and Architecture may be admitted to the second-cycle (MSc) studies.

The condition for joining the recruitment process for the graduates of the Faculty of Civil Engineering of the Silesian University of Technology with the specialty of Building and Architecture is to obtain a positive test result from the predisposition to architectural studies, ie. taking part in the exam according to the rules and schedule of all candidates for first-cycle studies described in unit I (above).

Admission to the Master degree study takes place on the basis of a three-stage recruitment procedure:

1. **Stage I** – maximum **20 credits**; the final result of the first-cycle study (grade entered in the diploma) converted into credits, determining the position of the candidate on the ranking list, according to the following formula:

$$P = D \times 4$$

P – number of credits available in stage I of the recruitment procedure,  
D – the final result of the first-cycle study (grade entered in the diploma).

The condition for admission to the test in stage II is to obtain in the first stage a minimum number of credits, determined by the Faculty Recruitment Commission.

2. **Stage II** – maximum **50 credits**; written test of knowledge and skills in the field of architecture and urban planning.

Graduates of the Faculty of Architecture of the Silesian University of Technology, whose final result of the first-cycle study is 5.0 (grade entered in the diploma) receive 50 points in the second stage and are exempt from written test of knowledge and skills in the field of architecture and urban planning.

Information about the test:

The written test of knowledge and skills in the field of architecture and urban planning is aimed at examining the qualifications obtained during the Bachelor degree studies and the competences necessary to continue education at the Master degree studies in the field of Architecture. The competences are set out in the results of education for the first-cycle study at the Faculty of Architecture of the University of Technology Silesian.

The scope of the written test includes knowledge, skills and competences in the field of:

- history and theory of architecture and urban planning, fine arts, construction and building technologies, construction, building physics and architectural and urban design,
- technical and construction regulations as well as organization methods and the course of the investment process,
- shaping the human environment in accordance with human ergonomic and behavioral needs (including disabled people), aesthetic, functional and technical requirements,
- knowledge of building law, economics, organization of the investment process and organization of the design process in Poland and in the member states of the European Union.

During the test it is forbidden to use electronic devices such as telephones, smartphones, i-pods, i-pads, tablets, cameras, mp-4 etc. The exception are hearing aids for the hearing impaired.

3. **Stage III** – maximum **80 credits**; evaluation of the candidate's individual achievements based on a submitted portfolio containing documented information about:
  - in part I – three selected course projects completed during the first-cycle studies (it is acceptable to present course projects made as a team-work; be aware of stating the percentage share of each co-author) and the graphic part of the Bachelor diploma project,
  - in part II –
    - competition projects, the results of participation in workshops, projects prepared during professional practices (together with stating the percentage share of the candidate the scope of work that he performed in presented projects),
    - other achievements related to the discipline of architecture and urban planning, including: participation in the Erasmus program, presentations at conferences, publications of scientific articles, etc.
  - in part III – organizational and other achievements (activities in science clubs, student organizations, students' government, volunteering etc.).

Information about portfolio:

Portfolio in A3 format, in a horizontal layout, in a soft binding, stapled permanently along the short side, should contain: title page with candidate data: name(s), surname and three legibly separated thematic parts. The portfolio should be prepared in Polish or in English.

Note: Awards and prizes in competitions and achievements in other areas should be documented with copies of diplomas obtained by the candidate.

The deadline for submitting the portfolio:

The portfolio should be submitted on the day of the test, July 4 (Wednesday), 2018 at 9.00, in the lobby of the Architecture building, at Akademicka street no. 7, in Gliwice.

4. The result of the recruitment procedure is the sum of credits from all stages. The maximum number of credits obtained during the qualification process is 150.

**Candidates for the second-cycle study in the field of Architecture are obliged to register on the day of the examination on July 4 (Wednesday) 2018 at 8.00 am, in front of the building of the Faculty of Architecture, at Akademicka street no. 7, in Gliwice.**

For the exam, one should bring:

- ID card or passport,
- confirmation of the payment of the qualification fee,
- a blue ink pen,
- portfolio.

## **V. Second-cycle study – Master of Arts (full-time), major: Interior Design**

Language: Polish

Graduates of the first-cycle (BA) studies in the field of Interior Design, as well as others holding a bachelor diploma and relevant professional title and qualifications defined in the general principles of recruitment for second-cycle study in the field of Interior Design may be enrolled in the admission process. Candidates for Master degree studies are accepted on the basis of the total number of credits (maximum 150) obtained as a result of the two-stage recruitment process:

1. **Stage I** – maximum **50 credits** – the final result of the first-cycle study (grade entered in the diploma) converted into credits, determining the position of the candidate on the ranking list, according to the following formula:

$$P = D \times 10$$

P – number of credits available in stage I of the recruitment procedure,  
D – the final result of the first-cycle study (grade entered in the diploma).

2. **Stage II** – maximum **100 credits** – an interview with portfolio presentation.

The portfolio should present the achievements of the candidate, which include documentation of design and artistic works. It is required to present the works done during the Bachelor studies:

- BA project,
- semester projects (interior design, exhibition, furniture and others),
- artistic works (painting, drawing, graphics or other),
- competition works (if any).

Information about portfolio:

Documentation included in the portfolio should not be a direct reprint of project boards, but an original choice and graphic composition of project achievements.

Portfolio format: A3. Number of works documenting creative activity: 10-15.

The deadline for submitting the portfolio:

The portfolio should be submitted to the Examination Board during the interview, conducted on July 4 (Wednesday) 2018 from 9.00, in the "X" building of the Faculty of Architecture at M. Strzody street no. 10, in Gliwice.

3. The result of the recruitment procedure is the sum of credits from all stages. The maximum number of credits obtained during the qualification process is 150.

**Candidates for the second-cycle study in the field of Architecture are obliged to register on the day of the examination on July 4 (Wednesday) 2018 at 8.00 am, in front of the building "X" of the Faculty of Architecture, at Marcina Strzody street no. 10, in Gliwice.**

For the exam, one should bring:

- ID card or passport,
- confirmation of the payment of the qualification fee,
- a blue ink pen, a pencil, a marker,
- portfolio.

**ATTENTION:**

The recruitment schedule of the Silesian University of Technology provides for the possibility of recruitment for the Faculty of Architecture in the second call **for courses with vacant places**. Deadlines for candidates' registration, payment of fees and term of exams for courses with available places are provided in the general timetable available at the website:

<http://rekrutacja.polsl.pl/Strony/Harmonogram.aspx>.

Information on the availability of places for the studies at the Faculty of Architecture, Silesian University of Technology and **the launch of the second recruitment for destinations with vacant places** will be provided on the Faculty's website in the KANDYDACI tab, after the first recruitment finishing, ie July 23, 2018.

<https://www.polsl.pl/Wydzialy/RAR/Kandydaci/Strony/InformacjePodstawowe.aspx>.

## FREQUENTLY ASKED QUESTIONS

### **1. What do I need to take with me for an exam in the field of Architecture?**

This information can be found above in the Guidebook, in the SOREK system on the recruitment fee form and on the website:

<http://www.polsl.pl/Wydzialy/RAr/Kandydaci/Strony/InformacjePodstawowe.aspx>

### **2. What do I need to take with me for an exam in the field of Interior Design?**

This information can be found above in the Guidebook, in the SOREK system on the recruitment fee form and on the website:

<http://www.polsl.pl/Wydzialy/RAr/Kandydaci/Strony/InformacjePodstawowe.aspx>

### **3. Where should I go on the day of the exam to study in the field of Architecture?**

Candidates for the studies in the field of Architecture are obliged to register on the day of the exam at 8:00 am in front of the building of the Faculty of Architecture of the Silesian University of Technology, in Gliwice, at Akademicka street no. 7.

### **4. Where should I go on the day of the exam to study in the field of Interior Design?**

Candidates for the studies in the field of Interior design are obliged to register on the day of the exam at 8:00 am in front of the building "X" of the Faculty of Architecture of the Silesian University of Technology, in Gliwice, at M. Strzody street no. 10.

### **5. Is it possible to get acquainted with the archival themes of predisposition exams for first-cycle (Bachelor) studies?**

The Faculty Recruitment Commission does not have archive topics of previous years' tasks.

### **6. Will the works provided in the briefcase for the 1<sup>st</sup> stage of the exam for the Interior Design be later returned?**

The briefcase with the candidate's works is returned after completing the exam of predisposition for studies in the field of Interior Design.

### **7. What to do if I lose your proof of payment?**

The recruitment fee is booked on the candidate's individual account. If you do not see the payment accounted and you have lost the proof of payment, please contact the Recruitment Committee by e-mail in order to verify if the fee is visible in the system. In addition, please write a statement addressed to the Recruitment Commission about the fee paid and with this statement come to the exam.

### **8. How can I get a refund of the recruitment fee?**

Please be advised that it is not possible to refund the recruitment fees after the date of the entrance examinations. Exception – reimbursement of fees paid to the wrong account, paid twice, in a higher amount and other individual cases – takes place at the written request of the candidate considered by the Chairwoman of the Recruitment Committee. Application available at the link:

[http://rekrutacja.polsl.pl/Documents/Z60R1516\\_oplaty\\_rekrutacyjne.pdf](http://rekrutacja.polsl.pl/Documents/Z60R1516_oplaty_rekrutacyjne.pdf) .

**9. What formalities must be met if the candidate is already a student at the Silesian University of Technology and wants to run for the field of Architecture or Interior Design?**

See – study regulations, available on the website:

[http://rekrutacja.polsl.pl/Documents/Regulamin\\_studiow.pdf](http://rekrutacja.polsl.pl/Documents/Regulamin_studiow.pdf) (unit II. Taking up studies)

- a. The student has the right to study outside his/her basic Faculty, in the second field of study, under the conditions specified in the Act.
- b. The student undertakes studies in the second field of study on general terms of recruitment for the first year of this form of study..
- c. There is no additional pool of places for students from other Silesian University of Technology Faculties. All candidates apply for admission under one limit of places and must meet the conditions specified for candidates at the Faculty of Architecture, Silesian University of Technology.

**10. Where and when I can send an appeal regarding recruitment?**

You can appeal from the Faculty Recruitment Commission decision, which each candidate receives by registered post in August 2018. The decision will contain instructions on how to submit an appeal. Appeals forwarded to the Faculty Recruitment Commission on earlier dates, regardless of the reason, will not be considered due to the lack of a legal basis for lodging an appeal.

## THE FACULTY RECRUITMENT COMMISSION OFFICE HOURS

### Faculty of Architecture Recruitment Commission

room 07, Faculty of Architecture, No 7 Akademicka street, 44-100 Gliwice

tel. : +48 32-237-19-33

Any questions **should be submitted only by e-mail** to the email address of the Commission –

Architecture: [AR-Rekrutacja@polsl.pl](mailto:AR-Rekrutacja@polsl.pl)

Interior Design: [AW-Rekrutacja@polsl.pl](mailto:AW-Rekrutacja@polsl.pl)

The following office hours may be slightly changed, which will be updated on the website – please check:

Monday	11/06/18, at 10.00-13.00	
Monday	18/06/18, at 10.00-13.00	
Wednesday	20/06/18, at 10.00-13.00	
Friday	22/06/18, at 10.00-13.00	
Monday	25/06/18, at 10.00-13.00	
<b>Wednesday</b>	<b>27/06/18</b> , at 8.00-18.00	<b>EXAM for 1<sup>st</sup> cycle study A</b>
<b>Thursday</b>	<b>28/06/18</b> , at 8.00-15.00	<b>EXAM for 1<sup>st</sup> cycle study ID</b>
<b>Friday</b>	<b>29/06/18</b> , at 8.00-18.00	<b>EXAM for 1<sup>st</sup> cycle study ID (cont'd)</b>
Monday	02/07/18, at 10.00-13.00	
Tuesday	03/07/18, at 10.00-13.00	
<b>Wednesday</b>	<b>04/07/18</b> , at 8.00-15.00	<b>EXAM for 2<sup>nd</sup> cycle studies A and ID</b>
Thursday	05/07/18, at 10.00-13.00	
Friday	06/07/18, at 10.00-13.00	
Monday	09/07/18, at 10.00-13.00	
<b>Tuesday</b>	<b>10/07/18</b> , at 10.00-15.00	from 12.00 – RECEIPT OF DOCUMENTS
	from people qualified for admission to 1 <sup>st</sup>	and 2 <sup>nd</sup> degree studies (1 <sup>st</sup> list)
<b>Wednesday</b>	<b>11/07/18</b> , at 8.00-15.00	RECEIPT OF DOCUMENTS (1 <sup>st</sup> list)
<b>Thursday</b>	<b>12/07/18</b> , at 8.00-15.00	RECEIPT OF DOCUMENTS (1 <sup>st</sup> list)
<b>Friday</b>	<b>13/07/18</b> , at 10.00-15.00	from 12.00 – RECEIPT OF DOCUMENTS
	from people qualified for admission to 1 <sup>st</sup>	and 2 <sup>nd</sup> degree studies (2 <sup>nd</sup> list)
<b>Monday</b>	<b>16/07/18</b> , at 8.00-15.00	RECEIPT OF DOCUMENTS (2 <sup>nd</sup> list)
<b>Tuesday</b>	<b>17/07/18</b> , at 8.00-15.00	RECEIPT OF DOCUMENTS (2 <sup>nd</sup> list)
<b>Wednesday</b>	<b>18/07/18</b> , at 10.00-15.00	from 12.00 – RECEIPT OF DOCUMENTS
	from people qualified for admission to 1 <sup>st</sup>	and 2 <sup>nd</sup> degree studies (3 <sup>rd</sup> list)
<b>Thursday</b>	<b>19/07/18</b> , at 8.00-15.00	RECEIPT OF DOCUMENTS (3 <sup>rd</sup> list)
Friday	20/07/18, at 10.00-15.00	
Monday	23/07/18, at 10.00-15.00	announcement of information <b>about</b>
	<b>the courses with vacancies</b> and possibilities to run a second call	

Silesian University of Technology, Faculty of Architecture

GLIWICE

edited by: Beata Kucharczyk-Brus, 2018-04-15