



HOW TO APPLY?

PREPARATORY LANGUAGE COURSES

YOUR APPLICATION CHECKLIST

Before enrolling in the Preparatory Language Course, we kindly advise you to reach out to the Polish Embassy or Consulate in your country or region. This will allow you to confirm if they will issue a visa based on an invitation for participation in the language course.

STEP 1

Choose your Language Course. If you are not sure which length of the language course to choose, please follow one of the links below to the online language test that will allow you to understand your current English/Polish language level.

Polish test is available [here](#).

English language test is available [here](#).

STEP 2

Register online to create your personal account on our **Admissions Platform**. After activating your account please fill in all the required fields with your personal data. **Please register online only once**. If you have made a mistake in personal data or have chosen incorrect language course, please contact the Admissions Office, we will assist you.

STEP 3

Pay your application and tuition fees. Download your invoice from the main panel on your candidate's account. Please pay the full amount as stated on your invoice using your registration number as a payment reference (online payment is also available on your account).

STEP 4

Please, send us required documents scans listed below to recruitment@lazarski.edu.pl:

- Scan of your passport;
- Payment confirmation of application and tuition fees;
- Scan of the candidate's medical travel insurance that will be used during visa application process. This private insurance must cover whole period of language course duration (please check accepted medical insurance with the Polish Embassy or Consulate in your country or region).

STEP 5

After our team verifies the received original documents, you will receive an acceptance letter to apply for student visa. Please, check with Polish Embassy or Consulate in your country or region how long does it take to be granted with a visa in order to apply early enough to be able to arrive in Warsaw few days before the language course will start.

Please remember that it is very important to arrive few days prior the official course starting date to attend the placement test that will verify your level of English or Polish language. Based on the results of the placement test, you will be assigned to the group with appropriate level of instruction (A0, A1, A2, B1, B2 ect.).

Dear Candidate,

If you are applying with the help of the educational agency – please, make sure that they have an official and legal right to represent our University. You can always ask your agency for a representation certificate or to confirm this information with the Admission Team.

Dear Agent,

If you want to enroll a candidate for studies but do not have a cooperation agreement signed with us – please, contact our Manager to discuss possible cooperation. Please, remember that you are not allowed to enroll and represent students without official cooperation with us.

Please, note that at least 60% attendance at the classes is required. Otherwise, the Border Police will be informed and your visa will be canceled which will cause your deportation.