



HIGHER SCHOOL OF TOURISM  
AND FOREIGN LANGUAGES  
IN WARSAW

01 – 242 Warsaw, Aleja Prymasa Tysiąclecia 38a  
Tel./Fax. (0-22) 855-47-58

## RECRUITMENT STEP BY STEP

### Basic information on the recruitment process

#### *Registration by mail or in person*

1. Please, familiarize yourself with the information about the courses and specializations carried out in our Higher School (available on our website and prospectus)
2. Having a course selected, please download and print out the recruitment documents (questionnaire, payment terms and condition, studies agreement) for the course selected. The documents printed out should be filled in, signed and personally submitted at the Higher School or (if there is no other way) sent by mail. (the agreement, the terms and conditions and questionnaire can be provided and filled up in the Higher School provided a candidate chooses to enroll personally)
3. The documents above mentioned require to attach also:  
*For Bachelor Degree Studies*
  - A duplicate or copy of the Certificate of Secondary Education,
  - 4 photos /as for identity card required/,
  - A copy of the identity card or passport,
  - A copy of entry fee payment receipt – PLN 200
4. Foreign language to select:
  - The first language – English at different levels,
  - The second language optionally /Italian, Spanish, French, German, Russian/, classes will be organized provided there are at least 15 declarations (please, select the appropriate option of the second language in the application form or the other one e.g. Spanish or German as an alternative option)
  - In the case of foreigners, Polish language command required
  - \* WSTiJO conducts Polish language courses at A1 and B1 levels
  - \* For English Philology the command of English language should be at B1 level; Spanish is the second language
  - \* For Spanish Philology – Spanish language with the basics; English /at different levels/ is the second language
  - \* For Sociology – one, English language



HIGHER SCHOOL OF TOURISM  
AND FOREIGN LANGUAGES  
IN WARSAW

01 – 242 Warsaw, Aleja Prymasa Tysiąclecia 38a  
Tel./Fax. (0-22) 855-47-58

**For Master Degree Studies**

- A duplicate of the Diploma, a copy of the Diploma Supplement
- 4 photos /as for identity card required/
- A copy of the identity card or passport,
- A copy of entry fee payment receipt – PLN 300

Bank account numbers for WSTiJO in Warsaw:

Bank Millenium SA No 37 1160 2202 0000 0000 4029 5587

Bank Gospodarstwa Krajowego No 53 1130 1017 0020 0983 5920 0001

Account for foreigners (Euro):

SWIFT BIG BPL PWXXX Nr 12 1160 2202 0000 0001 8718 1876

(or in the Higher School Dean's Office)

**For Postgraduate Studies**

- please, download the questionnaire and the agreement for postgraduate studies on our website, print them out, fill in and sign, and then send by post or submit directly at the Higher School Dean's Office
- please, enclose a duplicate of the Diploma, 2 photos and a copy of the identity card
- \* no entry fee
- \* payment for studies in 2 or 3 installments