

Academy of Physical Education in Katowice

THE APPLICATION GUIDE
for candidates studying in English
in the academic year
2023/2024

Katowice, 9th May 2023

Legal basis:

- Article 70, sections (1-5), Article 323 ,section(1) of the Act of 20 July 2018. Law on Higher Education and Science (Dz. U. of 2023, item 742 as amended);
- § 15, section 1, point 1 of the Regulation of the Minister of Science and Higher Education of 27 September 2018 on degree programmes (Dz. U. of 2021, item 661 as amended);
- Resolution No. AR001-1-XI/2018 of the Senate Academy of Physical Education in Katowice of 27 November 2018 on the rules for the admission to studies of winners and finalists of central-level contests in the years 2019-2023;
- Resolution No. AR001-3-VI/2023 as amended of the Senate Academy of Physical Education in Katowice of 28 June 2022 on the conditions, procedure, date of commencement and termination of students' application and the manner of its conduct in the academic year 2023/2024;
- Resolution No. AR001-4-III/2020 of the Senate Academy of Physical Education in Katowice of 31 March 2020 on commencement of studies by foreigners (who are not Polish citizens);

Prepared by the Department of Didactics and Student Affairs.

Information is provided directly, by phone, e-mail and through the Online Registration of Candidates (IRK) www.rekrutacja.awf.katowice.pl, e-mail: rekrutacja@awf.katowice.pl; tel. (32) 207 52 34 (English language only).

University address: Academy of Physical Education in Katowice, 72a Mikołowska Street, 40-065 Katowice, www.awf.katowice.pl

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GENERAL INFORMATION

Academy of Physical Education in Katowice admits candidates for the first year of studies in English in the academic year 2023/2024, within the limits of places set by the Senate, in the following fields of study:

PLEASE NOTE: a minimum of 12 students for each course is required to start the following courses.

- 1) health trainer, 3-year first-cycle studies **NEW**
- 2) physiotherapy, 5-year Master's degree studies;
- 3) sport management, 3-year first-cycle studies **NEW** (subject to commissioning approval).

The academic year shall run from 1 October to 30 September of the following calendar year and shall include the winter semester and summer semester, two examination sessions free of classes, (the winter session closing the winter semester and the summer session closing the summer semester) and days off.

Students may apply for benefits from the scholarship fund, as defined in Article 86, section (1) of the Act of 20 July 2018. Law on Higher Education and Science (Dz. U. of 2023, item 742 as amended). The Rector's scholarship may be awarded to a student admitted to the first year of studies in the year of taking the final secondary school examination, who is a winner of an international contest or a finalist of a central-level contest, referred to in the regulations on the educational system, a medalist in at least a sports competition for the title of Polish Champion in a given sport, referred to in the regulations on sport.

Students may apply for a place in the University Hall of Residence and for a place in the University Hall of Residence for their spouse and children. The University Hall of Residence can accommodate up to 240 people. Each room is equipped with an internet connection. Detailed information about the Hall of Residence can be obtained at the following telephone numbers: (32) 207 54 01, (32) 207 54 03.

Full-time studies

Classes are held from Monday to Friday. The study programme may include practical trainings on Saturdays and Sundays, training camps or classes in the form of travel, or extra-curricular and non-curricular activities or interdepartmental activities.

Tuition fees for study in English

The University may charge fees for educational services related to the education of studies in a foreign language, in accordance with Article 79, section (1) of the Act of 20

July 2018. Law on Higher Education and Science (Dz. U. of 2023, item 742 as amended). Fees are charged for classes retaken due to unsatisfactory academic results, in the case of retaking a subject, or retaking a semester. Students also cover some fees related to their stay at training camps or classes in the form of travel, e.g. accommodation, meals, or the use of ski lifts. Chargable are also educational services not covered by the study plan in the basic field of study, such as studying additional subjects, educational services related to acquiring additional qualifications.

The amount of fees for studies or educational services is determined by the Rector's Ordinance and published on the website of the Public Information Bulletin (www.bip.awf.katowice.pl).

The current semester fee for health trainer programme for applicants studying under the terms applicable to Polish nationals is PLN 2610 (two thousand six hundred and ten PLN).

The current semester fee for health trainer programme for foreign applicants undertaking tuition on a fee-paying basis is PLN 7500 (seven thousand five hundred PLN).

The current semester fee for physiotherapy programme for applicants studying under the terms applicable to Polish nationals is PLN 3240 (three thousand two hundred and forty PLN).

The current semester fee for physiotherapy programme for foreign applicants undertaking tuition on a fee-paying basis is PLN 9810 (nine thousand eight hundred and ten PLN).

The current semester fee for sport management programme for applicants studying under the terms applicable to Polish nationals is PLN 2400 (two thousand four hundred PLN) (subject to commissioning approval).

The current semester fee for sport management programme for foreign applicants undertaking tuition on a fee-paying basis is PLN 7020 (seven thousand twenty PLN) (subject to commissioning approval).

HOW TO APPLY

General rules

The application procedure is conducted by an admissions committee. Candidates need to apply online with the Online Registration of Candidates (IRK). Candidates who do not have access to the Internet, can use computer stations in the Registration Point, room 213 in the sports hall on the Academy of Physical Education campus. The candidate is responsible for the information entered into his/her account, including personal data and information that is the basis for awarding ranking points in the application procedure. The candidate shall pay a fee for the qualification proceedings in the amount determined in accordance with § 38 of the Regulation of the Minister of Science and Higher Education of 27 September 2018 on studies (Dz. U. of 2021, item 661 as amended). The fee should be paid to an individual account, the number of which will be automatically generated in the IRK system.

The condition for an application procedure is a correct registration, payment of the fee and lack of health contraindications for undertaking studies in a given field of study, confirmed by an authorised doctor and documented by a medical certificate. Medical examinations by occupational medicine specialists or doctors authorized to perform preventive medical examinations can be performed in the Occupational Medicine Clinic of WOMP Katowice, which is located in Sosnowiec at 44a Stanisława Staszica Street. These examinations are free of charge. Tests carried out in other facilities are performed at the expense of the candidate. A referral downloaded from the candidate's individual account in the IRK system is obligatory.

In case of possession of certificates or diplomas obtained abroad, entitling to undertake studies (legalised or with Apostille and translated into Polish by a translator entered on the list of the Ministry of Justice of the Republic of Poland - the exception is certificates or diplomas issued in English which do not require translation), the candidate needs to enter scans of these documents into his/her individual account in the IRK system immediately after completing registration, in order to calculate the ranking points, which is the basis for assigning a place in the ranking list.

After counting the points, ranking lists of candidates qualified for admission and reserve lists will be announced on the candidate's individual account in the IRK system, with the name, surname, place in the ranking and number of points gained. Candidates qualified for admission need to enter scans of the required documents into their individual accounts in the IRK system in a timely manner. Failure to comply with the above formalities or a statement by the committee that a candidate has entered information having a significant influence on the application procedure will result in the verification of the candidate's place on the ranking list and a relevant decision. The results of the application procedure are public.

A candidate who registered simultaneously for several courses of studies and was on several lists of candidates qualified for admission chooses one course of studies as the basic one.

Candidate, who due to lack of place was not accepted to chosen major, can apply, based on achieved results and without additional application fee, for acceptance to another major or specialization with the same application rules, within available places.

In case a candidate submits a written resignation from the studies after submitting required documents (scans entered into IRK system) and before matriculation, a decision on refusal of admission due to resignation is issued.

An appeal against a decision of the admissions committee to refuse admission to a course of study must be made to the Rector (appeal body) via the admissions committee (body of first instance); an appeal does not require detailed justification. The appeal should be submitted to the Department of Didactics and Student Affairs. The admissions committee accepting the appeal needs to verify the number of points obtained by the candidate, including the correctness of the entered results of the final secondary school examination. If the admissions committee accepts the appeal, changes its decision by way of self-control or transfers the appeal together with the documentation to the Rector within seven days of its submission. The Rector takes a decision which is final. The decision may be appealed to the administrative court through the Rector within thirty days of its delivery. An appeal may only be based on an indication of a violation of the conditions and procedures of student's application laid down in a resolution of the Senate.

Entry requirements

Documents required from candidates who wish to take advantage of the preferences for winners and finalists of the contests (points are awarded by the Faculty Recruitment Section on the basis of scans entered into IRK before the final closing date for registration)

- a scan of a document confirming the status of a winner or finalist of central-level contests, an appropriate certificate;

Documents required from candidates qualified for admission:

- a scan of the final secondary school certificate or the final secondary school certificate and certificate of the results of the final secondary school examinations in individual subjects referred to in the regulations on the educational system or a certificate or other document recognised in the Republic of Poland as a document entitling to apply for admission to university in accordance with Article 93, section(3) of the Act of 7 September 1991 on the educational system (Dz. U. of 2021, item 1915 with amendments) or a certificate and other document or diploma referred to in Article. 93 section(1) of the Act on the Education System or a certificate or diploma recognized in the Republic of Poland as a document authorizing to apply for admission to university studies in accordance with a bilateral agreement on mutual recognition of education or a certificate or other document recognized as equivalent

to the Polish final secondary school certificate on the basis of regulations in force until 31 March 2015;

- a scan of a personal questionnaire signed by the candidate himself/herself, including a photograph of the candidate (see below for the description of the photograph), full name, date and place of birth, PESEL number or, if there is no PESEL number, the name and number of the identity document and the country which issued it, gender, place of residence before commencing studies: village or town, address of residence and correspondence address, e-mail address, telephone number, citizenship, and in the case of foreigners also the name of the country of birth and information about having a Polish Charter; the questionnaire is a printout from the individual account in the IRK system;
- a colour photograph for the electronic student card, 20 x 25 mm in size, with a resolution of at least 300 dip, in accordance with section 4 point 1 of Annex No. 1 to the Regulation of the Minister of Science and Higher Education of 27 September 2018 on studies (Dz. U. of 2021, item 661 as amended), which the candidate enters into his/her account in the IRK system after qualifying for admission;
- a scan of the medical certificate containing a statement of no health contraindications, issued by an occupational medicine specialist or a doctor authorized to conduct prophylactic examinations;
- underage candidates - a scan of consent, bearing notarized signatures of parents or legal representatives, to participate in the application procedure and to take up studies.

Points for the Final Secondary School Certificate

Ranking points for first-cycle studies are awarded for the results of the final secondary school examinations or equivalent examinations, i.e. the results on the final secondary school examination or equivalent certificates referred to in the section Required documents. The ranking points awarded to a candidate are the sum of the points from the three subjects for which the candidate has obtained the highest (maximum) number of ranking points. In the case of candidates applying for admission to 5-year Master's degree programme physiotherapy in English, the final secondary school examination points awarded to a candidate are the total of the points from the English language subject and from the two subjects for which the candidate has obtained the highest (maximum) number of points. In the case of graduates of bilingual schools or departments conducted in English, the final secondary school examination ranking points awarded to a candidate are the sum of the points from the three subjects for which the candidate has obtained the highest (maximum) number of ranking points.

The following are converted into ranking points:

- subjects passed in the written part, in the case of results of the Polish Matura examination(the final secondary school examination)expressed in percentage scale;
- all subjects passed in the case of results of the final secondary school examination or other exams equivalent to the Polish final secondary school examination ; scales other than percentage scale (grade scales, ordinal scales, letter scales) are converted into percentage scale (quotient of 100/ number of scale points).

For a subject passed at a basic level, 1 ranking point is awarded for one percentage point. A subject passed at an extended level, unspecified level or a foreign language at bilingual level is awarded 1.5 ranking points per one percentage point. After the conversion, the three subjects for which the candidate has obtained the most points are selected and the points awarded for them are added together. This sum determines the candidate's place in the ranking. If the same subject has been taken by a candidate at both primary and extended level of final secondary school examination ,it is treated as two separate subjects for the point awarding purpose.

HEALTH TRAINER

Health Trainer Course Overview

Health trainer is a public health specialist who helps individuals and groups assess their lifestyles and wellbeing, set and achieve health goals, design health and fitness programmes and provide theoretical information and practical support that will help people to change their behaviors.

Health trainer's interventions include health risk assessment, modification of health behaviors, counseling and application of lifestyle changes (including nutrition, physical activity, stress management) to maintain health and wellbeing, prevent and reverse the progression of chronic diseases.

Job prospects as a health trainer range from working in health clubs, wellness centers, fitness centers, gyms and personal training studios, leisure centers, hotels, resorts or spas, and sports clubs. Corporate fitness and wellbeing are growing rapidly, therefore health trainers could work for companies/organizations providing workplace wellness programmes or fitness facilities. Graduates will be prepared to set up one's own or freelance business as a health or personal trainer.

The study programme is also designed to prepare students who wish to have personal trainer certification and take exams offered by the American Council on Exercise (ACE), the American College of Sports Medicine (ACSM) and other internationally recognized organizations.

How to apply for the 3-year first-cycle degree programme

The application procedure is competitive in nature and takes into account the health assessment - the ability to undertake studies, confirmed by a medical certificate issued by a specialist in occupational medicine or a doctor authorised to carry out preventive medical examinations as well as the sum of points received by a candidate according to the rules set out in the part "Points for the Final Secondary School Certificate" (final secondary school certificate). Candidates qualified for admission are those who obtained the highest number of points consecutively, according to the admission limit. In the case of a larger number of candidates with the same number of ranking points, placed on the borderline of the admission limit, an additional criterion is applied, consisting in the conversion of the average of the ranking points awarded for all subjects on the final secondary school certificate, or equivalent certificates. Candidates qualified for admission need to enter into their account in IRK system scans of documents mentioned in the part "Entry requirements". Failure to upload scans of documents within seven days of the announcement of the final ranking list of candidates qualified for admission will result in a refusal of admission.

Winners and finalists of the central level contests are accepted in the first place without the qualifying procedure, on condition that scans of relevant documents are entered into IRK by the final closing date for registration.

Key dates and deadlines

Online application of candidates need to be submitted from 10 May 2023 from 12:00 hrs to 12 July 2023 until 24:00 hrs. In case of failure to fill the vacancy list , IRK system will be active again from 1 August 2023 from 12:00 hrs to 10 September 2023 until 24:00 hrs.

PHYSIOTHERAPY

Physiotherapy Course Overview

The 5-year Master's degree programme in Physiotherapy leads to a Master of Physiotherapy degree. This title is a necessary condition for obtaining the right to practice physiotherapy, which is a medical profession. The education of students in the field of physiotherapy is conducted according to strictly defined educational standards for medical professions. The study programme is in accordance with the recommendations of the World Confederation for Physical Therapy (WCPT) European Region Forum and the European Network of Physiotherapy in Higher Education (ENPHE). Graduates of the physiotherapy degree programme are qualified to work with sick and disabled people in the field of physiotherapy. They are also entitled to work with healthy people in the field of physioprophyllaxis and sports preparation. The profession of physiotherapist entitles to work in medical centres and in centres where pro-health prophylaxis and biological regeneration (wellness) is carried out, including biological regeneration of athletes. The graduates of the physiotherapy degree shall acquire necessary knowledge and practical skills to conduct diagnostics for physiotherapy purposes and to perform all therapeutic procedures in physiotherapy for people of both genders and different ages. The graduates of the physiotherapy degree also acquire knowledge and full practical preparation for programming and verifying the whole process of diagnostics and physiotherapy of patients, taking into consideration accompanying diseases and indications and contraindications for physiotherapy procedures. This includes knowledge and practical skills for programming and applying physical therapy, kinesitherapy, therapeutic massage, manual therapy, special physiotherapy methods, orthopaedic supplies, clinical physiotherapy in orthopaedics traumatology, neurology (including orthopaedics and child neurology), paediatrics, cardiology, intensive therapy, peripheral vascular diseases, chronic wounds, pulmonology, gynaecology and obstetrics, geriatrics, psychiatry, oncology and palliative care. The graduate shall also acquire appropriate skills and social competences to cooperate with multidisciplinary medical teams in preventing and treating diseases. An important area of physiotherapy activities is also health prevention and sports preparation of the athletes. Therefore, the graduates of physiotherapy obtain basic knowledge and skills in physiology of physical effort and physiological diagnostics, the theory of sports training and programming and conducting biological regeneration in recreation and sports training. The aim of the studies is also to obtain knowledge and skills necessary for continuous professional development, including the search and implementation of modern physiotherapy methods and the application of diagnostics and therapy based on scientific facts. Apart from the obligatory study programme, the student can also choose additional subjects to broaden individual professional interests. The graduate also obtains basic theoretical and practical preparation for scientific work in the field of health prophylaxis and physiotherapy.

How to apply for the 5-year Master's degree programme

The application procedure is competitive in nature and takes into account the health assessment - the ability to undertake studies, confirmed by a medical certificate issued by a specialist in occupational medicine or a doctor authorised to carry out preventive medical examinations as well as the sum of points received by a candidate according to the rules set out in the part "Points for the Final Secondary School Certificate" (final secondary school certificate). Candidates qualified for admission are those who obtained the highest number of points consecutively, according to the admission limit. In the case of a larger number of candidates with the same number of ranking points, placed on the borderline of the admission limit, an additional criterion is applied, consisting in the conversion of the average of the ranking points awarded for all subjects on the final secondary school certificate, or equivalent certificates. Candidates qualified for admission need to enter into their account in IRK system scans of documents mentioned in the part "Entry requirements". Failure to upload scans of documents within seven days of the announcement of the final ranking list of candidates qualified for admission will result in a refusal of admission.

Winners and finalists of the central level contests are accepted in the first place without the qualifying procedure, on condition that scans of relevant documents are entered into IRK by the final closing date for registration.

Key dates and deadlines

Online application of candidates need to be submitted from 10 May 2023 from 12:00 hrs to 12 July 2023 until 24:00 hrs. In case of failure to fill the vacancy list, IRK system will be active again from 1 August 2023 from 12:00 hrs to 10 September 2023 until 24:00 hrs.

SPORT MANAGEMENT

(SUBJECT TO COMMISSIONING APPROVAL)

Sport Management Course Overview

First-cycle studies conclude with a bachelor's degree. The aim of the Sport Management studies is to educate graduates with theoretical and practical knowledge in the fields of: management and quality sciences and physical culture sciences, including relation to economics, finance, budgeting, accounting, law or psychology, oriented towards the specificity of activity in sports. Upon completion of the Sport Management degree programme, the graduate will have a working knowledge of the specificity of the functioning of organisations operating in the sport sector and the creation and running of various forms of entrepreneurship in sport as: Manager of a sports organisation; Manager of a sports event; Manager of sports facility, Manager of sports training. In the educational process, emphasis will be placed on the acquisition of practical competences necessary to work in a sports organisation and to carry out tasks of a project nature, skills in the field of communication and formation of relations with stakeholders of sports organisations, as well as in the field of initiating ventures and raising extra-budgetary funds. The graduate will have adequate theoretical and practical knowledge of efficient, correct and safe planning and organisation of a sports event. During the course of study, the graduate will acquire the knowledge, skills and competences necessary to professionally manage a sports facility, and will be able to integrate the operation, maintenance and improvement of a sports facility, managing people, processes and technology to meet the needs of society for widely understood sport and recreational purposes. The graduate will gain knowledge of designing a sports training system for different groups and the professional skills of a coach/instructor/assistant in managing a sports team and sports training.

Employment opportunities: institutions and organisations operating in the sports sector; governmental and self-governmental administration units in sports and health promotion departments; running own business, in particular in the field of organisation of sports events, provision of services related to operation of sports facilities.

How to apply for the 3-year first-cycle degree programme

The application procedure is competitive in nature and takes into account the health assessment - the ability to undertake studies, confirmed by a medical certificate issued by a specialist in occupational medicine or a doctor authorised to carry out preventive medical examinations as well as the sum of points received by a candidate according to the rules set out in the part "Points for the Final Secondary School Certificate" (final secondary school certificate). Candidates qualified for admission are those who obtained the highest number of points consecutively, according to the admission limit. In the case of a larger number of candidates with the same number of ranking points, placed on the borderline of the admission limit, an additional criterion is applied, consisting in the conversion of the average of the ranking points awarded for all subjects on the final secondary school certificate, or equivalent certificates. Candidates qualified for admission need to enter into their account in IRK system scans of documents mentioned

in the part "Entry requirements". Failure to upload scans of documents within seven days of the announcement of the final ranking list of candidates qualified for admission will result in a refusal of admission.

Winners and finalists of the central level contests are accepted in the first place without the qualifying procedure, on condition that scans of relevant documents are entered into IRK by the final closing date for registration.

Key dates and deadlines

The dates will be announced as soon as the commissioning approval for the course is received.