

CHECKLIST FOR POLISH NATIONAL VISA – STUDY

FIRST AND SECOND DEGREE STUDIES / PhD / POSTGRADUATE STUDIES

Please prepare all the required documents listed below before submitting your application. Failure to do so may result in the refusal of your visa application by the Embassy of the Republic of Poland in London.

All documents must be submitted in their original form, and in either Polish or English. While your visa application is being processed, your passport will remain at the Embassy.

Please note that the Embassy only accepts applications from individuals who legally reside within its consular jurisdiction.

THE APPLICATION SHOULD BE PLACED IN THE FOLLOWING ORDER:

REQUIRED DOCUMENTS	YES	NO
1. PASSPORT Your passport must meet the following criteria: 1.1. It was issued within the last 10 years; 1.2. It is valid for at least 3 months beyond the intended date of departure from the Schengen Area; 1.3. It contains at least two blank pages.		
2. VISA APPLICATION		
2.1. You application shall: 2.1.1. be fully completed with no blank fields; 2.1.2. be signed in two places by the applicant; 2.1.3. be signed personally by applicants who are at least 18 years old; the signature must match the one in the passport.		
2.2. Passport-style photo taken within the last 6 months: 2.2.1. size: 35 mm x 45 mm; 2.2.2. white background; 2.2.3. must clearly show the applicant's full face, without head coverings (unless worn for religious or medical reasons).		
3. DOCUMENTS CONFIRMING THE PURPOSE OF THE TRIP		
Original certificate of admission or continuation issued by an educational institution for the purpose of attending an academic course, in accordance with the format specified in the Regulation of the Minister of Science and Higher Education of 23 September 2019.		
Proof of payment for studies issued by the educational institution; if studies are free of charge, a confirmation from the university is mandatory.		
Documents Confirming Previous Education <ul style="list-style-type: none"> Secondary school certificate or another equivalent document that entitles the applicant to apply for admission to higher education. Original documents must be presented at the counter for verification. In the United Kingdom: <ul style="list-style-type: none"> General Certificate of Education – Advanced Level (at least 3 A levels); General Certificate of Secondary Education with T level; BTEC National Diploma level 3; BTEC international level 3; Access to Higher Education Diploma level 3; 		

<ul style="list-style-type: none"> • Welsh Baccalaureate Advanced Diploma; • SQA higher level 6; • SQA Advanced Higher level 7; • SQA National Certificate level 6; • Scottish Vocational Qualification level 3. <p>PLEASE NOTE:</p> <p>As of July 1, 2025, any foreigner who does not hold a secondary school diploma or an equivalent document entitling them to apply for admission to study, issued by an educational institution in one of the following:</p> <ol style="list-style-type: none"> (1) A Member State of the European Union (EU), (2) A Member State of the Organisation for Economic Co-operation and Development (OECD), (3) A Member State of the European Free Trade Association (EFTA) – party to the Agreement on the European Economic Area (EEA), (4) An International Baccalaureate (IB) diploma issued by the International Baccalaureate Organization in Geneva, or (5) A certificate issued abroad by secondary schools or equivalent educational institutions recognized by the country in which they operate and recognized under the principles set out in relevant international agreements, <p>– is obliged to:</p> <ul style="list-style-type: none"> • Obtain an additional document from the National Agency for Academic Exchange (Narodowa Agencja Wymiany Akademickiej) called “written information”, which confirms that the high school diploma held by the applicant entitles the person named in the diploma to study in Poland. • Submit this written information document along with the student visa application and all other required documents if admitted to the 1st year of first-degree studies or the 1st year of uniform master’s studies. • Understand that failure to provide this document will result in the refusal of the student visa. • Foreigners who already hold an administrative decision issued by the Education Superintendent recognizing their high school diploma may submit this decision in lieu of the written information. <p>Please note that consular officers do not participate in the recognition process of secondary school diplomas. They do not provide assistance or mediation between applicants and universities or the National Agency for Academic Exchange regarding document submission.</p> <p>For your convenience, the contact details of the National Agency for Academic Exchange are as follows:</p> <ul style="list-style-type: none"> • Email: dypлом@nawa.gov.pl • Website: nawa.gov.pl/en 	
4. TRAVEL MEDICAL INSURANCE (TMI)	
<p>A copy of the Travel Medical Insurance (TMI) certificate must be submitted. The certificate must be issued by an insurance provider included on the list of approved companies, in accordance with the requirements set out in Article 25(1)(2)(a) and Article 25(1b) of the Act of 12 December 2013 on Foreigners.</p> <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Handwritten certificates will not be accepted. • The insured person's name must be written in the Latin alphabet. • The insurance must be valid in Poland and cover the entire duration of the visa. 	

<ul style="list-style-type: none"> • The minimum insurance coverage must be €30,000. • The policy must cover the costs of: <ul style="list-style-type: none"> ▪ emergency medical treatment; ▪ medical repatriation; ▪ repatriation of remains in the event of death. 		
5. ACCOMODATION		
<p>An original document confirming the availability of appropriate accommodation for the intended period of stay in Poland must be submitted. Acceptable forms of proof include:</p> <ul style="list-style-type: none"> • a lease or rental agreement; • a dormitory allocation decision; • other official documentation confirming accommodation <p>PLEASE NOTE: The submitted document must clearly state the monthly accommodation fees.</p>		
6. DOCUMENTS CONFIRMING THE SUFFICIENT FINANCIAL MEANS (of the applicant or their sponsor)		
<p>Applicants must demonstrate sufficient financial resources to cover:</p> <ul style="list-style-type: none"> • living expenses: at least 776,00 PLN per month of the intended stay; • accommodation costs: as specified in point 5; • return travel expenses: minimum 2,500 PLN <p>To fulfill this requirement, submission of one or more of the following documents is mandatory:</p> <ul style="list-style-type: none"> • A document confirming the award of a national or foreign scholarship. • A bank statement or certificate confirming the credit card limit, issued by a bank located in the UK or Poland. • A certificate confirming the availability of funds in a bank or cooperative savings and loan association located in Poland. <p>PLEASE NOTE: Only financial institutions based in Poland are accepted for this document. Certificates from foreign banks (excluding those in the UK) will not be accepted.</p> <p>In Case of Sponsorship:</p> <ul style="list-style-type: none"> • A notarized letter of sponsorship must be submitted. • The letter must explicitly state that the sponsor assumes full responsibility for covering all travel, living, and accommodation expenses of the visa applicant. 		
7. MINORS		
<p>If one or both parents / legal guardians are not present during the submission of the visa application, a notarized and legalized / attested / apostilled (by the Ministry of External Affairs [MEA] or Ministry of Foreign Affairs [MFA]) written consent must be provided from the absent parent(s) / guardian(s).</p> <p>Exceptions:</p> <p>If one parent / legal guardian has sole custody or guardianship of the minor, a court order or official document proving sole custody or guardianship must be submitted. This document must also be legalized / attested / apostilled by MEA / MFA.</p> <p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • At least one parent or legal guardian must be present at the time of visa application submission. • A copy of the identification document(s), including signature and photograph, of the parent(s) or guardian(s) with custody or guardianship of the applicant is required. 		

<ul style="list-style-type: none"> • The applicant's birth certificate must be submitted. If applicable, proof of legal guardianship should also be provided. • All documents must be legalized, attested, or apostilled by the Ministry of External Affairs (MEA) or Ministry of Foreign Affairs (MFA). 		
8. OPTIONAL DOCUMENTS		
Applicants may submit additional documents that they believe will help explain or support the purpose of their trip.		

The Embassy of the Republic of Poland reserves the right to request additional information or documentation and, if necessary, to invite the applicant for an interview.

If your application contains formal deficiencies, you have the right to submit the required supplementary documents within 7 days of lodging your visa application, in accordance with Article 65, Section 1g of the Act of December 12, 2013 on Foreigners (Journal of Laws of 2024, item 769).

Additional documents may be submitted in person or sent directly to the consular office. If no further documents are provided within this period, the visa application will be assessed based on the documentation already submitted.