**School leaving certificate abroad can be consider in Poland as;
law** rights that means without the necessity witnessing by other institution or authority in Poland or

* By Education Welfare Officer in result of **administration proceeding**

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| ABROAD CERTIFICATE, WHICH IS RECOGNIZED IN POLAND BY LAW **and the do not need and additional legalities in polish offices** |

1. Certificates got in education system of countries;
* The European Union
* European Agreement about free market– European Economic Area and the Organization for Economic Cooperation and Development (OECD), [there. are certificates got in the following countries: Australia, Austria, Belgium, Bulgaria, Chile, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Greece, Spain, Ireland, Iceland, Israel, Japan, Canada, Korea, Lichtenstein, Lithuania , Luxembourg, Latvia, Malta, Mexico, Netherlands, Germany, Norway, New Zealand, Portugal, Romania, Slovakia, Slovenia, Switzerland, Sweden, Turkey, USA, Hungary, Great Britain, Italy].
1. Certificates IB (International Baccalaureate), published by International Baccalaureate Organization in Geneva
2. Certificates EB (European Baccalaureate) published by European Schools, in accordance with the Convention on the Statute of the European Schools, done in Luxembourg on June 21 1994 r. (Journal of Law of the Republic of Poland from year 2005 No 3, poz. 10).
3. Certificates are covered under the international
The whole agreements are available on the websites:
-  Ministry of Science and Higher Education of the Republic of Poland  <https://www.gov.pl/web/nauka/umowy-dwustronne-dotyczace-uznawalnosci-wyksztalcenia#dowiedz>
and
- Ministry of Foreign Affairs <https://traktaty.msz.gov.pl/umowa-1>
* Certificates and diploma should be certify by stamp **apostille or legalized by authority**  in which educational system has been published ;
* Foreign documents, which confirm process and results of Matura exam should be translate to Polish language **by sworn translator;**
* **If foreign certificate does not include information about eligibility ( and also about their range)** to continue study on University in some of the country in these case you have to get separate document (certificate) on this subject from the education authorities of the country where the certificate has been published;

This kind of certificate you should deliver directly to University, institution or to employer without getting other institution’s opinion or other authority in Poland.
Superintendents of schools do not pursue the procedure in order to get certificates recognized under the law, and they do not publish the certificates in this range.

ATTENTION! If you have Matura certificate which is recognized in Poland by law, you have analogous rights to applying for study on University the same like in the country when you have got the certificate.

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| RECOGNITION OR APPROVAL OF ABROAD EDUCATION By decision of superintendent of schools as the result of administrative procedure  |

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| RECOGNITION OF EDUCATION  |

**Nostrification** that is administrative procedure leading in order to recognition that abroad certificate is the document that confirms primary, prime professional or secondary education , leads superintendent of schools appropriate to the place of living of proponent or in the case of lack of permanent address of residence . In Poland appropriate curator because of school or University residence where the certificate should be delivered (list of school board: <https://www.gov.pl/web/edukacja-i-nauka/kuratoria-oswiaty> )

**In order to getting decision to Local Education Authority in Szczecin you should sumbit filled application** (link: <http://www.kuratorium.szczecin.pl/zalatwianie-spraw/nostryfikacja/wniosek-o-uznanie-potwierdzenie-swiadectwa-uzyskanego-za-granica-application-for-recognition-confirmation-of-a-foreign-certificate/> ), and you have to attach to application some documents like:

1. **Legalized original or duplication of certificate (available for inspection)**

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| ***Legalization of certificate can be accomplished by;**** *Concul of Poland, appropriate for the country in which certificate has been published or*
* *Educational Authority in which territory or in which education system the certificate has been published or*
* *accredited in the Poland or other member state of the European Union, a member state of the European Free Trade Association (EFTA) - a side to the Agreement on the European Economic Area or a member state of the Organization for Economic Co-operation and Development (OECD) diplomatic establishment or consular establishment of the state on which territory or in which education system the certificate has been published*
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1. In the case of publishing documents in country which is party to Hague Convention (list [http://www.hcch.net](http://www.hcch.net/) ): original or duplication(available for inspection **)** or copy of certification which is confirm by notaryagreement to the original and to the apostille(on document or which is attached to document)
2. **If the certificate do not include information about education you have to attach**:
	1. List of grades which you have got during the exam conditioning the graduation of a school or educational institution or passing a given stage of education;
	2. List of subjects and other classes achieved within a given stage of education along with the grades;
	3. Information about achieved curriculum: content of education, period of studying and scale of grades;
	4. Information about got privilege to continue education on appropriate level in country where the certificate has been published, including the rights to apply to university and the range of these rights.

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| *These documents should be publish or confirm by school or eductional institution or by educational authority in which territory or in which education system the certificate has been published* |

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| APPROVAL OF EDUCATION  |

Superintendent of schools can pursue the procedure of education in case when completing the documentation come across obstacles that are difficult to remove. This only applies to the following groups of people:

1. **Person who has refugee status** or is under supplemental protection or has permit for stay for some period of time in order to connect with refugee’s family or person under supplemental protection , person could submit an application for approval of education to Mazovian Superintendent of schools. Recommended is contact with Superintendent of schools in order to approve education Address: kuratorium@kuratorium.waw.pl, tel. +48 22 5512400 w. 5081, [www.kuratorium.waw.pl](http://www.kuratorium.waw.pl/)
2. **A person injured as a result of armed conflicts, natural disasters or other humanitarian crises, caused by nature or human** may submit an application for approval of education to the education superintendent of schools for the place of living, or in the lack of permanent residence address in Poland, to the superintendent of schools of regard of school or university residence in which the certificate will be submitted. Recommended is to contact the competent school board in order to arrange the details of the recognition procedure in a given office. The addresses of the education boards can be found on the website <https://www.gov.pl/web/edukacja-i-nauka/kuratoria-oswiaty>

**Dokuments or statements attached to the application for approval of education:**

1. Original or duplication of certificate
2. List of the grades got during the last exam of ending school or education institution or passing given part of education or
3. List of subjects and other classes achieved within a given stage of education along with the grades
4. Information about got privilege to continue education on appropriate level in country where the certificate has been published, including the rights to apply to university and the range of these rights
5. Documents which enable in the indirect way determine the level of education, particularly documents which witness got competence professional or employment, completed practices or internships
6. Proponent’s Statement about gotten education or certificate to continue education or completed schools, educational institutions or stages of education abroad
7. Proponent’s Statement about information referred to points 2-5, or
8. Documents confirming information referred in points 2-5
9. document confirming the right of residence in Poland in the case of proponents who are not Polish citizens.

**Whole documents should be applied with translation to Polish language which has been done by**:

1. person who is registered to Ministry of Justice to the list of sworn translators or
2. person who is registered as a sworn translator in member state Of European Union a member state of the European Free Trade Association (EFTA) - a party to the Agreement on the European Economic Area or a member state of the Organization for Economic Co-operation and Development (OECD), or o\
3. Consul of Poland appropriate for the country in which territory or in which education system the certificate has been published or
4. Accredit in Poland diploma establishment or consular establishment of country in which territory or in which education system the certificate has been published.

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| *If translation documents into Polish language by entities listed in point a) - d) is not possible, superintendent of schools could grant to translate it by other whose credibility does not raise any objections from the superintendent of school* |

*In proceeding with superintendent apply the provisions of the Act of 14 June 1960. - Code of Administrative Procedure (Journal of Laws of 2014, 283)*