

THE KNOWLEDGE OF ENGLISH MAY BE CERTIFIED BY FOLLOWING DOCUMENTS

1. Graduation diplomas of: a) studies in Philology in the field of foreign languages or applied linguistics; b) teacher training college; c) KSAP – National School of Public Administration in Warsaw
2. A document issued abroad certifying obtainment of a scientific degree or title – the language of instruction of the institution providing education shall be recognized
3. A document certifying graduation from university or postgraduate studies conducted abroad or in the Republic of Poland – the language of instruction shall be recognized providing it was solely and exclusively a foreign language
4. A document issued abroad recognized to be equivalent with a high school diploma – the language of instruction shall be recognized
5. International Baccalaureate Diploma
6. European Baccalaureate
7. A certificate of passing of departmental examination: 1) in the Ministry of Foreign Affairs; 2) in the civil service department of the Minister of Economic Affairs, Ministry of Foreign Economic Cooperation, Ministry of Foreign Trade and Ministry of Foreign Trade and Maritime Economy; 3) Ministry of National Defense - level 3333, level 4444 according to STANAG 6001
8. A certificate confirming the knowledge of a foreign language issued by KSAP - National School of Public Administration in Warsaw, in effect of linguistic verification procedure.
9. A certificate issued by KSAP confirming job qualification for high-ranked government position.
10. A document certifying an entry into the List of Sworn Translators.
11. Certificates confirming the knowledge of a foreign language at minimum B2 level according to Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR) – *see below*

CERTIFICATES CONFIRMING THE KNOWLEDGE OF A FOREIGN LANGUAGE AT MINIMUM B2 LEVEL ACCORDING TO COMMON EUROPEAN FRAMEWORK OF REFERENCE FOR LANGUAGES: LEARNING, TEACHING, ASSESSMENT (CEFR)

1. Certificates issued by institutions affiliated with Association of Language Testers in Europe (ALTE) - ALTE Level 3 (B2), ALTE Level 4 (C1), ALTE Level 5 (C2), in particular the following certificates: First Certificate in English (FCE), Certificate in Advanced English (CAE), Certificate of Proficiency in English (CPE), Business English Certificate (BEC) Vantage – minimum Pass, Business English Certificate (BEC) Higher, Certificate in English for International Business and Trade (CEIBT).
2. Certificates of the following institutions:

a)	Educational Testing Service (ETS) - in particular the following certificates: Test of English as a Foreign Language (TOEFL) - minimum 87 points in Internet-Based Test version (iBT); Test of English as a Foreign Language (TOEFL) - minimum 180 points in Computer-Based Test version (CBT) completed by minimum 50 points in Test of Spoken English (TSE); Test of English as a Foreign Language (TOEFL) - minimum 510 points in Paper-Based Test version (PBT) completed by minimum 3,5 points in Test of Written English (TWE) and by minimum 50 points in Test of Spoken English (TSE); Test of English for International Communication (TOEIC) - minimum 700 points,
b)	European Consortium for the Certificate of Attainment in Modern Languages (ECL),
c)	City & Guilds, City & Guilds Pitman Qualifications, Pitman Qualifications Institute - in particular the following certificates: English for Speakers of Other Languages (ESOL) - First Class Pass at Intermediate Level, Higher Intermediate Level, Advanced Level; International English for Speakers of Other Languages (IESOL) - "Communicator" level, "Expert" level, "Mastery" City & Guilds Level 1 Certificate in ESOL International level (reading, writing and listening) Communicator (B2) 500/1765/2; City & Guilds Level 2 Certificate in ESOL International (reading, writing and listening) Expert (C1) 500/1766/4; City & Guilds Level 3 Certificate in ESOL International (reading, writing and listening) Mastery (C2) 500/1767/6; Spoken English Test (SET) for Business - Stage B "Communicator" level, Stage C "Expert" level, Stage C "Mastery" English for Business Communications level (EBC) - Level 2, Level 3; English for Office Skills (EOS) - Level 2,
d)	Edexcel, Pearson Language Tests, Pearson Language Assessments - in particular the following certificates: London Tests of English, Level 3 (Edexcel Level 1 Certificate in ESOL International); London Tests of English, Level 4 (Edexcel Level 2 Certificate in ESOL International); London Tests of English, Level 5 (Edexcel Level 3 Certificate in ESOL International),
e)	Education Development International (EDI), London Chamber of Commerce and Industry Examinations Board - in particular the following certificates: London Chamber of Commerce and Industry Examinations (LCCI) - English for Business Level 2, English for Business Level 3, English for Business Level 4; London Chamber of Commerce and Industry Examinations (LCCI) - Foundation Certificate for Teachers of Business English (FTBE); London Chamber of Commerce and Industry Examinations (LCCI) - English for Tourism Level 2 - level "Pass with Credit", level "Pass with Distinction",
f)	University of Cambridge ESOL Examinations, British Council, IDP IELTS Australia - in particular the following certificates: International English Language Testing System IELTS - above 6 points,
g)	University of Warsaw; University of Warsaw's Coordination Board for Language Proficiency Certification.
3.	Telc GmbH, WBT Weiterbildungs-Testsysteme GmbH - in particular the following certificates: B2 Certificate in English - advantage, B2 Certificate in English for Business Purposes - advantage, Certificate in English for Technical Purposes (B2), telc English B2, telc English B2 Business, telc English B2 Technical, telc English C1.

Legal basis: *Regulation of Prime Minister as of 16th December, 2009 on recruitment procedure for the civil service*