

Checklist: Required documents for WUR PhD registration

The specific documents that need to be submitted by the prospective PhD candidate into their own Hora Finita database account depend on the type of MSc diploma. You can use this checklist to see if you have collected all the required documents.

Note:

- If you are a scholarship PhD candidate, please read the extra instructions at the end of the document.
- All scans must be PDF files.
- Combine the BSc documents (and official English translation when required) into one document.
- Combine the MSc documents (and official English translation when required) into one document.
- Give the documents appropriate names like: *type of document-yourname.PDF*.
- Reduce the file size of the scans if the complete set of scans exceeds 10 MB (passport excluded).
- We recommend to certify the scan of the passport with the date, purpose and name of organization for which the scan is intended. Note that this text may not overlap with the text or photos in the passport.

*** If you are not Dutch, or you are from a non-Anglophone country and you have not completed your higher education with English as the language of instruction, you have to submit an internationally recognised Certificate of Proficiency in the English Language. See the [English language requirements](#) for more information.**

MSc diploma Wageningen University & Research	
	Passport
	MSc diploma or DUO diploma extract. <i>(If all study requirements have been fulfilled, but the graduation is still to come, a statement from SSC about completion of the WUR MSc study is also allowed).</i>

Dutch MSc diploma from a NVAO accredited university	
	Passport
	MSc diploma or DUO diploma extract

Other MSc diploma in Dutch, English, French, German, Spanish or South-African	
	Passport
	BSc diploma
	BSc grade list
	MSc diploma
	MSc grade list
	Proof of proficiency in the English language, if needed *

Chinese MSc diploma	
	Passport
Undergraduate level:	
	Undergraduate diploma
	Bachelor degree certificate
	Transcript of undergraduate program
	Notarial deed / official English translation of documents above
	Verification report of higher education Degree Certificate **
	Verification report of higher education Qualification Certificate **
Graduate level (Master):	
	Master diploma
	Master degree certificate
	Transcript of Master program
	Notarial deed / official English translation of documents above
	Verification report of higher education Degree Certificate **
	Verification report of higher education Qualification Certificate **
	Proof of proficiency in the English language, if needed *

All other types of MSc diploma	
	1-passport
	2-BSc diploma + official English translation
	3-BSc grade list + official English translation
	4-MSc diploma + official English translation
	5-MSc grade list + official English translation
	Proof of proficiency in the English language, if needed *

**** Verification reports for Chinese diplomas can be obtained at: <https://www.chsi.com.cn/en/service/>. Currently both the Chinese and the English versions of these verification reports are accepted.**

Extra information specifically for scholarship PhD candidates.

As of 1 January 2024 all PhD candidates with a scholarship need to hand in a scholarship letter to be able to register as a WUR PhD candidate.

For the required content of this scholarship letter, please check the information under "Proof of funding, including tuition fees" on this webpage [Entry Requirements - WUR](#).

Please send the scholarship letter to Anja Mosselman (anja.mosselman@wur.nl) at the time of your registration with EPS, or as soon as possible, so your PhD registration can continue.