

Annex to Resolution No. 410 of the Senate
of the University of Lodz
dated 19 December 2022.

**Recruitment Rules to
the Doctoral School
of Exact and Natural Sciences
the University of Lodz
for the academic year 2023/2024**

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Section 1 General provisions

1. The terms used in this Act shall mean:
 - a) RP - the Republic of Poland;
 - b) UL - University of Lodz;
 - c) Recruitment Rules – Rules of Recruitment to the Doctoral School of Exact and Natural Sciences of the UL for the academic year 2023/2024;
 - d) SDNŚiP - UL Doctoral School of Exact and Natural Sciences [*Szkoła Doktorska Nauk Ścisłych i Przyrodniczych UL*];
 - e) PSWiN - the Act of 20 July 2018 Law on higher education and science [*Prawo o szkolnictwie wyższym i nauce*] (consolidated text Dz.U. – Journal of Laws of 2022 item 574 as amended);
 - f) IRK - Online Registration of Candidates of the University of Lodz;
 - g) MEiN - Ministry of Education and Science [*Ministerstwo Edukacji i Nauki*];
 - h) MNiSW - Ministry of Science and Higher Education [*Ministerstwo Nauki i Szkolnictwa Wyższego*];
 - i) NCN - National Science Centre [*Narodowe Centrum Nauki*];
 - j) NCBiR - National Centre for Research and Development [*Narodowe Centrum Badań i Rozwoju*];
 - k) Grant - funds awarded for a scientific or research project;
 - l) Scientific project - an activity financed (in whole or in part) by a grant which includes the implementation of scientific research (within the meaning of Article 4(2) of the PSWiN);
 - m) BIP - Public Information Bulletin [*Biuletyn Informacji Publicznej*];
 - n) BWZ - UL International Relations Office [*Biuro Współpracy z Zagranicą*];
 - o) External institution - an institution not subordinate to the Rector of the UL;
 - p) NAWA - National Agency for Academic Exchange [*Narodowa Agencja Wymiany Akademickiej*];
 - r) remote mode - a meeting held by means of electronic communication, ensuring, in particular, real-time transmission between the participants and multilateral real-time communication.

Section 2 Conditions of admission to the doctoral school

1. A person who holds a degree of Master of Arts, Master of Science, or equivalent degree may be admitted to the SDNŚiP.
2. A person who, by the time of the interview, has not obtained the degree referred to in Section 2(1) or does not have a diploma confirming the obtaining of the degree referred to in Section 2(1) may enter the recruitment procedure, subject to the obligation to provide a certificate of having passed the diploma examination and having been awarded the degree referred to in Section 2(1) within the time limit specified in the recruitment schedule. If the aforementioned document is not provided, the candidate shall not be admitted to SDNŚiP, even if he/she obtains a positive result in the recruitment procedure. The candidate is obliged to provide a copy of the diploma, confirming that he/she has obtained the degree referred to in Section 2(1) before commencing education at the doctoral school (before signing the oath act).
3. In exceptional cases, justified by the highest quality of scientific achievements, a person who does not meet the condition specified in Section 2(1), being a graduate of the Bachelor's studies or a student who has completed the third year of the Uniform Master's Studies, may be admitted to the recruitment procedure. Persons, whose academic achievements are of the highest quality include in particular:

- a) beneficiaries of the *Diamentowy Grant* [Diamond Grant],
 - b) first authors of a publication in a journal listed in the Journal Citation Reports,
 - c) sole authors of monographs published by publishers listed in all *Lists of publishers publishing peer-reviewed scientific monographs* specified in the MEiN Communication, published within 5 years preceding the recruitment procedure (until the end of the online registration);
 - d) managers of scientific projects financed by grants awarded under the national or international competitions organised by NCN, NCBiR or MEiN,
 - e) project managers of the *Pęty nauki* ["Pearls of Science"] programme.
4. At the same time, one can be a doctoral student at only one doctoral school.
 5. A prerequisite for admission to doctoral schools is the originality of the proposed doctoral dissertation. The candidate should propose a topic in which he/she has not previously carried out a doctoral dissertation, excluding situations of transfer from another doctoral school, and persons who will be studying under a cotutelle agreement and are already studying at a foreign university at the time of recruitment to SDNSiP. The conditions for transfer from another doctoral school are set out in the Regulations of SDNSiP, adopted by Resolution No. 437 of the Senate of the UL of 27 May 2019 (as amended).
 6. The recruitment procedure shall be initiated on the day on which the following two conditions are fulfilled jointly: receipt by the SDNSiP of a signed application for admission to SDNSiP in paper form (hereinafter: application), printed on a form generated from the IRK system, and payment of the fee provided for in Section 4 of the Recruitment Rules and its assignment to SDNSiP. Online registration shall not constitute an action initiating the recruitment procedure. If the application for admission to the doctoral school is not submitted in paper form or if the aforementioned fee assigned to SDNSiP is not paid, no procedural action shall be taken.
 7. The minimum number of points qualifying a candidate for admission to SDNSiP is >50% of the number of points possible to be obtained in the recruitment procedure, subject to the provision of Section 9(2) and Section 10(6) of the Recruitment Rules.
 8. Subject to the provision of Section 11(15) of the Recruitment Rules, a candidate may enter the recruitment procedure for the academic year 2023/24, announced on the basis of these Recruitment Rules, only once, regardless of the number of additional admissions announced in connection with Section 3(6) of the Recruitment Rules.
 9. The form of assistance for persons with special needs or disabilities during the recruitment procedure may be arranged with the chairperson of the Recruitment Committee through the Academic Support Centre after the candidate has previously applied to the Academic Support Centre. The University provides conditions for persons with special needs or disabilities to participate fully in the recruitment process, including by providing a sign language interpreter or an assistant during the interview, but the candidate should report such a need during the IRK registration process.
 10. The provisions of the Resolution shall also apply to foreigners - regardless of the legal basis of education referred to in Article 323(1) of the PSWiN, subject to Section 12 of the Recruitment Rules.

Section 3

Recruitment schedule and admission limits

1. The UL Rector, in consultation with the Director of SDNSiP, shall establish the recruitment schedule.
2. Recruitment procedure should be completed by 30 September at the latest. In justified cases, a candidate may be admitted to the doctoral school at a later date, but no later than 31 October of a given academic year.
3. Recruitment at a different date is possible for candidates whose doctoral scholarship, if admitted to the doctoral school, will be financed in whole or in part from external funds in

the manner described in Section 13 of the Recruitment Rules. Additional recruitment procedures may also be conducted jointly for the individual categories of persons listed in Section 13(1) (with a common ranking list and a common schedule).

4. The UL Rector, in consultation with the Director of SDNSiP, shall establish the admission limits for candidates to the doctoral school within the disciplines in which the education at the doctoral school takes place. The sum of the admission limits for candidates assigned to individual disciplines within a given doctoral school may be lower than the overall admission limit for a given doctoral school. The admission limits for individual disciplines may be changed during the recruitment process by the Recruitment Committee according to the rules set out in Section 11(6)(b) and (d) of the Recruitment Rules.
5. The UL Rector, at the request of the Director of SDNSiP, may decide to increase the admission limits in the doctoral school for a given academic year also during the recruitment process.
6. Subject to Section 3(2) and Section 3(3), if the admission limit at SDNSiP is not filled, the UL Rector may decide to:
 - a) launch another recruitment procedure at a later date;
 - b) extend the period of recruitment to SDNSiP.Announcement of the recruitment procedure at a later date may concern recruitment within selected disciplines. Recruitment procedure announced at a subsequent date shall be based on these Recruitment Rules.

Section 4 Payment

The amount of the application fee and its payment procedure are determined by separate regulations in force at UL.

Section 5 Recruitment Committee

1. The Recruitment Committee shall be appointed by the Director of SDNSiP, in consultation with the School Council. The Recruitment Committee shall be chaired by the Director of SDNSiP, who - at the time of appointment of the Committee - shall also indicate the person who will act as the deputy chair of the Recruitment Committee.
2. The Recruitment Committee shall be composed of the Director of SDNSiP and at least two representatives of each of the disciplines in which education is provided at SDNSiP, holding the Doctor of Letters / Doctor of Science degree or the title of Professor. A representative of doctoral students shall participate in the proceedings of the Committee as an observer. The representative of doctoral students shall be appointed in accordance with the rules laid down in the regulations governing the activities of the doctoral students' government. The absence of a doctoral student during the proceedings of the Committee shall not prevent the Committee from taking decisions. A member of the School Council may be a member of the Recruitment Committee. If the recruitment procedure is conducted under Section 13(1)(a) and (b) of these Rules, the manager of the scientific project for which the candidate is applying may also participate in the interview as an observer.
3. The following shall participate in the proceedings of the Committee: chairperson of the Recruitment Committee, all representatives of the discipline which the candidate has chosen as the lead discipline (or to which he/she has been assigned by the Committee) and at least one representative of the other disciplines. In the absence of the chairperson as a result of force majeure, the Committee shall be chaired by a deputy chairperson of the Recruitment Committee.
4. The Committee shall take its decisions by a simple majority. In the event of a tied vote, the chairperson of the Committee (or, in his/her absence - the deputy chairperson) shall

have the casting vote. If the Committee includes a person who has declared his/her willingness to undertake the supervisorship of a particular candidate, that person shall be excluded from voting on the candidate for whom he/she has declared his/her willingness to undertake the supervisorship.

Section 6

Stages of the recruitment procedure

1. Recruitment shall be carried out by a Recruitment Committee through a competitive process.
2. The stages of the recruitment procedure shall include:
 - a) registration in the IRK system,
 - b) submitting a set of documents listed in Section 8 of the Recruitment Rules,
 - c) an interview with the candidate.

Section 7

Online registration in the IRK system

1. An applicant for admission to the doctoral school is obliged to register in IRK. Two recruitment paths shall be opened in IRK - for candidates whose doctoral scholarship will be financed by the UL and for candidates whose doctoral scholarship will be financed from external sources (on the basis of Section 13 of the Recruitment Rules), i.e. in particular persons qualified for scientific projects or applying for the industrial doctoral programme (participation in the project or application to the above-mentioned programme is the condition for registration in this recruitment procedure). The candidate's responsibilities shall include in particular:
 - a) selecting a doctoral school and identifying the discipline(s) in which the doctoral dissertation will be prepared. If the doctoral dissertation is to be prepared in more than one discipline, the candidate shall indicate the lead discipline,
 - b) filling in the registration form,
 - c) entering the grade point average obtained in the course of the Bachelor's and Master's studies or the Uniform Master's Studies or equivalent; the data shall be entered on the basis of the diploma supplement referred to in Section 8(2)(1) or the certificate referred to in Section 8(2)(3) of the Recruitment Rules. In the case of candidates who have completed their studies outside the Republic of Poland, the above results shall be converted by the doctoral school into the system applicable in the Republic of Poland proportionally, according to a percentage of the maximum possible number of points. The data entered by the candidate shall be verified on the basis of the documents provided,
 - d) uploading to the system the current photograph taken in a format meeting the requirements specified for ID cards in case of citizens of the Republic of Poland or for passports in case of foreign nationals,
 - e) making legible scans in PDF format of all the paper documentation (and the photograph that has been uploaded to the IRK system) that the candidate submits as part of the recruitment procedure, and then uploading them to IRK within the timeframe provided in the recruitment schedule for online registration. Each scanned file should include the candidate's full name and an indication of a document which has been scanned, as follows: Surname_Name_name of the scanned document,
 - f) attributing one's academic record to the discipline(s) to which the candidate's research and publication activities pertain, by submitting a statement to this effect in the IRK,
 - g) submitting by the candidate being a foreign national a statement concerning his/her wish to use a place in the UL Student Dormitory after admission to SDNSiP. UL does not guarantee the granting of a place in the UL Student Dormitory,
 - h) after registration in IRK - checking IRK account on a daily basis to receive any

messages.

2. The documents submitted by the candidate in the IRK system should be consistent with the documents submitted in a paper copy at the SDNSiP secretariat. If a candidate has attached incomplete documents in the online recruitment system, he/she shall be requested, via a message in the IRK system, to complete them. Such message shall be deemed delivered one day after it has been posted in the system. From that moment, the candidate shall have three days to make appropriate corrections or to contact an administrative staff to make the corrections (if the candidate does not have permission to make the correction). The administrative staff designated by the Director of SDNSiP to operate the IRK shall provide the necessary support to the candidate to properly correct his/her data. If the candidate does not make the relevant corrections mentioned in the message delivered by the IRK or does not contact the administrative staff member within three days of message delivery, he/she shall not be admitted to further stages of the recruitment procedure.
3. A candidate who has registered for SDNSiP may not be transferred to online registration at another doctoral school of the UL.
4. Online registration to the doctoral schools shall be conducted in Polish or in English.
5. The candidate's personal data shall be processed and stored for recruitment purposes in accordance with the applicable legislation and shall be protected. If a candidate is admitted as a doctoral student, the data used in the recruitment process shall be transferred to the UL computer systems and shall be processed in accordance with other applicable legislation for the purpose of organising and ensuring the proper course of education. Information on the processing of personal data for candidates for the doctoral school is posted on the UL BIP website. The candidate shall confirm that he/she has read this clause before creating an account in IRK.

Section 8

Documents required from candidates

1. A candidate for SDNSiP shall submit an application form for admission to the doctoral school printed from the IRK system and signed (a template is set out in Annex 1 to the Recruitment Rules).
2. Other documents required in the recruitment process:
 - 1) a copy of the diploma of completion of the Bachelor's and Master's studies or the Uniform Master's Studies or equivalent, together with a copy of the diploma supplement (subject to Section 8(2)(3) - original or a copy certified by an UL employee to be a true copy of the original,
 - 2) If a candidate has completed his/her studies abroad, the diploma must be legalised or apostilled, and confer the right to apply for the award of a doctoral degree in the country whose higher education system includes the institution which has awarded it. In the case of a diploma issued in a language other than Polish or English, a translation into one of these languages must also be submitted. The candidate shall submit a statement with a commitment to provide a sworn translation of the aforementioned diploma into Polish within the time limit specified in the statement (Annex 2 to the Recruitment Rules).
 - 3) Candidates referred to in Section 2(2) of the Recruitment Rules shall submit a certificate of the grade point average obtained in the course of the Bachelor's and Master's studies or the Uniform Master's Studies or equivalent, as well as a commitment to provide a certificate of having passed the diploma examination and having been awarded the Master's degree within the time limit consistent with the recruitment schedule (a template of the commitment is set out in Annex 3 to the Recruitment Rules); the aforementioned persons shall provide a copy of the diploma

- confirming the obtaining of the degree referred to in Section 2(1) of the Recruitment Rules, before commencing education at SDNSiP,
- 4) an outline of the proposed doctoral dissertation with a statement confirming that the candidate has never previously prepared or defended a doctoral dissertation in the proposed topic (the obligation to submit the aforementioned statement does not apply to cases of transfer from another doctoral school and to persons who will be studying under a cotutelle agreement and are already studying at a foreign university at the time of recruitment). The outline of the dissertation, which should show the structure of the planned work and research, including descriptions of the different parts of the projected research work with a bibliography (max. 10 items). The outline, including the bibliography, must not exceed 5 pages in A4 format; margins 2.5, font – Times New Roman 12 or equivalent, spacing 1.5,
 - 5) a statement of an UL employee on his/her readiness to act as a supervisor (if the candidate has such a consent) - according to the template available in the IRK system or an application for the appointment of a selected person, who is qualified to act as a supervisor, as a supervisor of one's doctoral dissertation (Annex 4 to the Recruitment Rules). The doctoral school shall make available on its website a list of potential supervisors with an indication of their area of research interest, at the latest one month before the start of the recruitment procedure. The list shall be drawn up by the Director of SDNSiP in consultation with the persons he/she intends to include in the list. A written consent of a person concerned shall be a condition for inclusion in the above list,
 - 6) a questionnaire for evaluation of the candidate's documentation (Annex 5 to the Recruitment Rules), which is the candidate's declaration of achievements to be evaluated,
 - 7) a document confirming the candidate's knowledge of English of at least B2 level (in the case of a certificate or diploma - a copy - an original for inspection, in the case of certificates - an original) in accordance with the List of Documents Confirming the Knowledge of English Language (Annex 6 to the Recruitment Rules) or a statement of English language proficiency at a level that enables to follow the programme of study at the doctoral school (Annex 7 to the Recruitment Rules),
 - 8) confirmation of previous research activities (during the recruitment procedure, an account shall be taken of the candidate's documented research and organisational activity corresponding to the disciplines in which the SDNSiP is conducted, from the last 5 years preceding the recruitment - until the end of the online registration):
 - a) publications – only works published or accepted for publication with editorial approval; the candidate must provide a bibliographic notice allowing full identification of the work and the page of the publication containing an abstract,
 - b) participation in scientific conferences - printout of abstract from conference materials, full conference details and confirmation of the award.
 - c) scientific and research projects - participation in the project confirmed by a contract for specific work or an employment contract or by a declaration of the project manager (copy – original for inspection),
 - d) attestation of other achievements including, in particular: a copy of the diploma of completion of the second study programme, certificates confirming training, mobility, activity in a science club (confirmation of the type of activity and its duration),
 - 9) a candidate with a certificate of disability / degree of disability issued based on the provisions of the Act on Vocational and Social Rehabilitation and Employment of Persons with Disabilities (consolidated text Journal of Laws of 2021, item 573 as amended) shall submit a copy of the certificate with other recruitment documents if he/she intends to exercise additional rights under the law,
 - 10) candidates of foreign nationalities shall also submit:
 - (a) a document confirming the legality of their residence in the territory of the Republic of Poland in the form of a copy of a current visa or residence card

immediately after obtaining one of the aforementioned documents, at the latest by the end of the first semester of study at the doctoral school,

(b) for candidates who do not have their domicile or habitual residence or registered office in the Republic of Poland, another Member State of the European Union, the Swiss Confederation or a Member State of the European Free Trade Association (EFTA) - a party to the Agreement on the European Economic Area - a written designation of an address for service in the territory of the Republic of Poland or appointment of a representative ad litem (for the purposes of service of letters and administrative decisions).

If the above obligation is not fulfilled, decisions and letters shall be left in the candidate's file with effect of having been served.

3. All documents required in the recruitment process must be submitted in the form of originals, unless the specific provisions set out in Section 8(2) provide otherwise. A candidate residing abroad may send by e-mail a request to the Director of SDNSiP for the possibility to submit the documentation in paper form after the deadline resulting from the recruitment schedule, with a simultaneous commitment to deliver the original documents before the date of signing the oath act. In case of failure to provide a set of original documents, an administrative decision to refuse admission to the doctoral school shall be issued.
4. Candidates referred to in Section 2(2) of the Recruitment Rules have the opportunity to submit the following documents after the time limit for submission of documentation resulting from the recruitment schedule (but no later than the date of the interview with the candidate):
 - a) the opinion of an independent academic staff member, expressed in a review of the Master's thesis, that the candidate's Master's thesis contains scientific results that could give rise to, or form part of, a scientific publication,
 - b) confirmation that the Master's thesis has been graded at least 4.5.
5. Verification of the diploma referred to in Section 8(2)(2) and conversion of the results into the system in force in the Republic of Poland, as referred to in Section 7(1)(c), shall be carried out in cooperation with BWZ.
6. The documents may be delivered via a postal operator. The date of delivery of the documents is considered to be the date of their receipt at the doctoral school.
7. If a candidate provides an incomplete set of documents, he/she shall be requested, via a message in the IRK system, to complete them. Such message shall be deemed delivered one day after it has been posted in the system. From this moment, the candidate shall have seven days to complete the documentation. If a candidate fails to provide the documents referred to in Section 8(2) (1)-(4), (7) in the manner indicated in the message delivered by IRK, within seven days of its delivery, he/she shall not be admitted to further stages of the recruitment procedure.
8. The University shall return the original documents, retaining the copies certified as true copies. If a candidate is not admitted, all case files and personal data of the candidate shall be kept by SDNSiP for two years after the end of the recruitment procedure.

Section 9

Evaluation of candidate's documentation

1. The Recruitment Committee shall verify whether the candidate's planned doctoral dissertation will be written in the discipline(s) indicated by the candidate. If more than one discipline is indicated, the Committee shall verify whether the discipline indicated by the candidate as leading will play a leading role in the planned doctoral dissertation. In the event of a discrepancy between the candidate's declaration and the facts, the Committee shall assign the candidate to the discipline within a given doctoral school, to which the planned doctoral dissertation corresponds in the largest part or in its entirety.

2. The Recruitment Committee shall evaluate the preliminary outline of the doctoral dissertation. The Committee may commission an expert outside the Committee to provide an opinion on the outline. A maximum of **5 points** can be obtained for this stage. Subject to § 2(7) of the Recruitment Rules, the minimum number of points for the content-related criterion of the evaluation of the preliminary dissertation outline qualifying for admission to the School is **2.5 points**.
3. The Recruitment Committee shall review the candidate's documentation, evaluate his/her scientific record and achievements. A maximum of **18 points** can be obtained for this stage.
4. In the case of documentation of the candidate's academic record and achievements published in a language other than Polish or English, the candidate shall submit a translation of such documents into one of the aforementioned languages, and, in the case of publications, a translation of at least the bibliographic description and the abstract. If these translations are not provided, the academic record and achievements shall not be counted towards the candidate's score.
5. Detailed scoring of the candidate's evaluation based on the documentation submitted (points are awarded for each individual achievement):

1) Grade point average for studies

Grade point average for studies	Number of points
<p>A grade point average from the Uniform Master's Studies or a weighted average of the grade point average from the BA and MA studies (in the case if the candidate has completed more than one study programme of the BA and MA studies, the grade point averages he/she enters in the electronic system during registration shall be taken into account).</p> <p>Formula for calculating the grade point average: $Av = (Y_{BA} \times Av_{BA} + Y_{MA} \times Av_{MA}) / Y_{BA + MA}$ (where Y = number of years).</p> <p>Specific criteria for the grade point average:</p> <p style="padding-left: 40px;">3.50 and below : 0 points</p> <p style="padding-left: 40px;">3.51-4.00: 1.0 point</p> <p style="padding-left: 40px;">4.01-4.50: 3.0 points</p> <p style="padding-left: 40px;">4.51-4.80: 5.0 points</p> <p style="padding-left: 40px;">4.81-5.00: 6.0 points</p> <p>Candidates listed in Section 2(3) of the Recruitment Rules: 6.0 points</p>	0-6 points

2) Academic record and other achievements:

Category	Achievement	Number of points
A. Academic record (max. 8 points)	A.1. Scientific article ¹ in a foreign language in scientific journals and peer-reviewed conference materials from the list specified in the MEiN Communication applicable on the date of commencement of the recruitment procedure	4.0
	A.2. Scientific article ¹ in Polish in scientific journals and peer-reviewed conference materials from the list specified in the MEiN Communication applicable on the date of commencement of the recruitment procedure	2.0
	A.3. Monograph ¹ published by Level II publishers listed in the MEiN Communication applicable on the date of	4.0

	commencement of the recruitment procedure, which includes publishers publishing peer-reviewed scientific monographs	
A.4.	Monograph ¹ published by Level I publishers listed in the MEiN Communication applicable on the date of commencement of the recruitment procedure, which includes publishers publishing peer-reviewed scientific monographs	2.0
A.5.	A chapter in a monograph ¹ published by Level II publishers listed in the MEiN Communication applicable on the date of commencement of the recruitment procedure, which includes publishers publishing peer-reviewed scientific monographs	2.0
A.6.	A chapter in a monograph ¹ published by Level I publishers listed in the MEiN Communication applicable on the date of commencement of the recruitment procedure, which includes publishers publishing peer-reviewed scientific monographs	1.0
A.7.	Peer-reviewed scientific publication in a foreign language from outside the lists of the competent minister (the publication must have an ISSN or ISBN)	0.5
A.8.	Peer-reviewed scientific publication in Polish from outside the lists of the competent minister (the publication must have an ISSN or ISBN)	0.25
A.9.	Participation in a national or international scientific conference – oral presentation (<i>awarded presentation – additional 0.5 point</i>)	1.0 (max. 3.0 points)
A.10.	Participation in a scientific conference of national or international range – poster (<i>awarded poster – additional 0.25 point</i>)	0.5 (max. 1.5 points)
A.11.	Participation in a student scientific conference – poster, oral presentation	0.25 (max. 0.5 points)
A.12.	A settled grant for the implementation of a student research project or application for the industrial doctoral programme or participation as a contractor in NCN/NCBiR grant or co-authorship of a patent/patent application or participation in scientific and research projects carried out by foreign nationals outside the Republic of Poland	2.0
A.13.	Master's thesis with a grade of at least 4.5	1.0
A.14.	Master's thesis containing, in the opinion of an independent researcher ² , scientific results that could constitute the basis or part of a scientific publication (opinion expressed in a review of the Master's thesis)	1.0
A.15.	Active participation in a scientific seminar (e.g. of a faculty department, Polish Academy of Sciences, Young Scientists' Forum, etc.) confirmed by a seminar leader with a post-doctoral degree or academic title	1.0
A.16.	Scholarship of the competent minister for students for significant academic achievements or scholarship within the framework of national or international scholarship programmes (excluding the Rector's scholarship for best students)	1.0
B. Other	B.1. Completion of a second study programme of the BA and MA	1.0

achievements (max. 4 points)	studies or the Uniform Master's Studies	
	B.2. Mobility abroad connected thematically with the discipline of the planned doctoral thesis – minimum 1 semester	2.0
	B.3. Mobility abroad connected thematically with the discipline of the planned doctoral thesis – minimum 1 month	1.0
	B.4. Mobility in the country connected thematically to the discipline of the planned doctoral thesis – minimum 1 semester	1.0
	B.5. Mobility in the country thematically with the discipline of the planned doctoral thesis – minimum 1 month	0.5
	B.6. Scientific training in the eligible discipline that broadens the research skills relevant to the planned doctoral thesis lasting a minimum of 2 days (participation confirmed by a personal certificate of participation; points are awarded for each individual activity)	0.5 (max. 1.0 point)
	B.7. Active participation in the student research activities confirmed by the supervisor of the science club (+0.25 points/year for the chairperson)	0.5/year (max. 2.0 points)
	B.8. Activity popularising science performed outside the science club confirmed by the supervisor (points are awarded for each individual activity)	0.25 (max. 1.0 point)
	B.9. For candidates applying for the industrial doctoral programme – activity in the represented industry, thematically linked to the discipline of the planned doctoral thesis, e.g.: oral presentations at conferences and industry meetings, conducting industry training, publications in industry portals, texts in industry magazines, participation in internal projects of the employer (for each activity 0.25 point)	0.25 (max. 2.0 points)
	B.10. Participation in additional internships, thematically related to the discipline of the planned doctoral thesis, carried out outside the curriculum	1.0

¹ Points are double-counted if the candidate is the main and/or correspondent author

² Researcher means a staff member employed in a research or research and teaching position or in an equivalent position in a foreign centre

Section 10 Interview with the candidate

1. In order to be admitted to the interview, the candidate must obtain from the outline evaluation a number of points enabling him/her to reach the limit referred to in Section 9(2) of the Recruitment Rules and must obtain from the evaluation of the documentation and the outline a number of points enabling him/her (in the case of the maximum score in the interview) to reach the limit for admission to the SDNSiP as referred to in Section 2(7) of the Recruitment Rules. If the aforementioned condition is not met, the Committee shall inform the candidate via IRK that he/she has not been admitted to the interview.
2. At the beginning of the interview, a candidate is obliged to present an identity document to the Committee.
3. The interview may be conducted remotely. The decision on the form of the interview shall be taken by the chairperson of the Recruitment Committee. A candidate who is to be interviewed remotely shall be notified via the IRK system at least three days before the scheduled interview. At the candidate's request, the chairperson of the Recruitment

Committee may change the decision on the form of the interview also at a later date if this is possible.

4. The detailed conditions and procedure for conducting remote recruitment (including instructions for the conduct of the remote interview) may be specified in separate regulations applicable at the UL.
5. Candidate of foreign nationality may take part in an interview in English after making an appropriate entry in the IRK system.
6. The Recruitment Committee shall interview the candidate: A maximum of **17 points** can be obtained for this stage. Subject to Section 2(7) of the Recruitment Rules, the minimum number of points for the content-related criterion "interview" to qualify for admission to the SDNSiP is **8.5 points**. During the interview, the following are assessed in particular:

No.	Evaluation criteria for the interview	Number of points
1.	Presentation of the dissertation concept*, including: <ul style="list-style-type: none"> – demonstration of the originality of the scientific problem presented in the concept – presentation of the research contribution to the development of the chosen discipline or lead discipline and the additional or practical utility of the solutions (in the case of candidates applying for the industrial doctoral programme), – clarity of concept presentation, – ability to justify the chosen methodology. 	0-8 points
2.	Knowledge of research methods applied in the scientific work in the given discipline	0-4 points
3.	Knowledge of the literature on the issues to be addressed in the research undertaken by the candidate.	0-3 points
4.	Knowledge of specialist terminology, ability to compose a speech, communicativeness, interaction during discussion.	0-2 points
	Total	0-17 points

* presentation of the concept in the form of a multimedia presentation is not allowed

Section 11 Completion of the recruitment procedure

1. The minutes of the recruitment procedure of each candidate - with his/her individual score - shall be drawn up. The minutes shall be signed by the chairperson of the Recruitment Committee and all its members.
2. The total number of points which may be obtained in all stages of the recruitment procedure is 40. Subject to the provisions of Section 9(2) and Section 10(6) of the Recruitment Rules, the minimum number of points required to qualify a candidate for admission to the SDNSiP is 20 (50% of the number of points possible to be obtained in the recruitment procedure).
3. At the end of the recruitment procedure, the Recruitment Committee shall draw up separate ranking lists for candidates assigned to individual scientific disciplines within SDNSiP.
4. Within the limit of places for candidates assigned to a particular discipline, admission to the doctoral school shall be decided according to the number of points obtained by the candidate, determined on the basis of the individual minutes referred to in Section 11(1).
5. The Recruitment Committee shall recommend a supervisor for each candidate admitted to the doctoral school. Information about the Committee's recommendations shall be included in the recruitment minutes. The recommended supervisors shall be selected from the list of

- potential supervisors referred to in Section 8(2)(5) of the Recruitment Rules. When making its decision to recommend a supervisor for a given candidate, the Recruitment Committee shall use statements or applications referred to in Section 8(2)(5) of the Recruitment Rules.
6. If the limit of places provided for SDNSiP is not filled:
 - a) the Recruitment Committee may draw up a uniform ranking list for all candidates to SDNSiP who have not fit into the admission limits for the disciplines to which they are assigned,
 - b) based on the above list, the Committee may qualify candidates for admission to the doctoral school according to the number of points obtained, while increasing the admission limit(s) for the disciplines to which the recruited candidates are assigned, so as to meet the admission limits for SDNSiP,
 - c) if at least two candidates from the aforementioned list obtain an equal number of points entitling them to take up the only remaining place filling the admission limits for SDNSiP, the Recruitment Committee shall decide which of them to admit, based on the points awarded for the criterion: the candidate's academic record. If it is not possible to take a decision based on this criterion, the Committee shall make its selection on the basis of the number of points awarded for the interview. If this criterion is also inconclusive and the UL Rector does not make a decision to extend the admission limits for the doctoral school, all candidates who have received an equal number of points shall not be admitted,
 - d) the Recruitment Committee may decide to transfer the places not used in the recruitment procedure within a given discipline to the other disciplines of the doctoral school,
 - e) the Recruitment Committee may refrain from filling the limit of places provided for SDNSiP; this applies in particular when the limit within a given discipline has been filled and subsequent candidates from the ranking list would increase the limit for that discipline.
 7. The Recruitment Committee shall draw up the recruitment minutes, with the ranking lists mentioned in Section 11(3) and the scores as an attachment thereto, and a list of candidates qualified for SDNSiP (specifying the fact of assigning particular persons to appropriate disciplines) and a list of persons not qualified - the recruitment results. The minutes and the aforementioned lists shall be signed by the chairperson of the Recruitment Committee and all its members with a handwritten signature or a signature in a trusted profile or with a qualified electronic signature. Recruitment results shall be public.
 8. Any deletions or amendments to the minutes should be attested by the signature of the chairperson of the Recruitment Committee.
 9. Admission to the doctoral school shall take place through entry into the list of doctoral students by the Director of SDNSiP. Without prejudice to generally applicable legislation, in the case of foreign nationals, admission to the doctoral school shall take place through an administrative decision signed by the chairperson of the Recruitment Committee on the basis of the authorisation from the UL Rector.
 10. The Director of SDNSiP shall verify persons qualified for admission to the school prior to entering them to the list of persons admitted. Candidates referred to in Section 2(2) of the Recruitment Rules, who have not fulfilled the obligation to complete the documentation by the date specified in the recruitment schedule, in accordance with the statement referred to in Section 8(2)(3) of the Recruitment Rules, shall not be admitted to SDNSiP. Candidates who have fulfilled the recruitment conditions, but have not qualified for admission due to the filled limit of places, may be enrolled in the vacant places.
 11. The Director of SDNSiP shall verify candidates entering the recruitment procedure for SDNSiP on the basis of the provisions of Section 13(1)(a), (b), (c) of these Rules, qualified for admission to the school. In case of non-receipt of funding, the above-

- mentioned candidates shall not be admitted to SDNSiP, even if the result of the recruitment procedure is positive.
12. Refusal of admission to the doctoral school shall take the form of an administrative decision signed by the chairperson of the Recruitment Committee on the basis of the appropriate authorisation from the UL Rector.
 13. A candidate may request reconsideration of a decision to deny admission to a doctoral school. Such a request shall be submitted to the Recruitment Committee within 14 days of the date of delivery of the decision. The Recruitment Committee shall reconsider the case. The case shall be resolved by means of an administrative decision signed by the chairperson of the Recruitment Committee on the basis of the appropriate authorisation from the UL Rector. The Committee shall notify the UL Rector of the request for reconsideration of the case and of the contents of the decision.
 14. The decision to refuse admission to the doctoral school shall be delivered by registered mail with a return acknowledgement of receipt to the correspondence address provided by the candidate in the IRK system. The candidate may collect the decision in person.
 15. If, at the end of the recruitment period, the number of candidates for a given doctoral school exceeds the limit assigned to that school, a reserve ranking list of candidates – a uniform list of candidates who were not admitted to the doctoral school – is created, along with the points assigned. The reserve ranking list shall include persons who have fulfilled the admission requirements but have not been admitted due to filling the limit of places. Persons on this list shall be notified of the announcement of any potential recruitment procedure conducted in the same academic year.
 16. If a person admitted to the doctoral school resigns from the doctoral school before 31 October of the year in which he/she was admitted, the Director of SDNSiP may admit a person from the reserve list to the doctoral school in his/her place, at the same time increasing the limit of places assigned to the discipline to which this person has been assigned in the recruitment process.
 17. In the case referred to in Section 11(16) and Section 3(5) of the Recruitment Rules, priority admission shall be given to persons who plan to carry out their doctoral dissertation under a cotutelle agreement (regardless of the score they have obtained in the recruitment process), and who present, together with the recruitment documentation, the consent of two supervisors to undertake supervision of the candidate, including a supervisor from a foreign university.

Section 12

Recruitment of persons with a cotutelle agreement

1. Admission of a candidate of foreign nationality to the doctoral school outside of the recruitment competition may take place by means of the decision of the UL Rector if the candidate is already a doctoral student or has successfully passed the recruitment procedure to a doctoral school or to a doctoral programme at a foreign university and will be studying under a cotutelle agreement, and has been recommended by the Director of SDNSiP. Such a candidate shall provide the Director of SDNSiP with an application for admission to the doctoral school (in accordance with Annex 1 to the Recruitment Rules) along with the following attachments:
 - a statement from an academic staff member employed at the UL on his/her willingness to undertake the supervisorship,
 - a recommendation from a supervisor or a person who has agreed to act as a supervisor at a foreign university,
 - a draft cotutelle agreement (in the wording agreed with the UL authorities and the authorities of the foreign university), on the basis of which the candidate will be studying,
 - a document issued by a foreign university confirming that the candidate is a doctoral student of that university or has successfully passed the recruitment process, and that

the university agrees to train the doctoral student under a cotutelle agreement (in accordance with the attached draft agreement) to be signed with the University of Lodz,
- the other documents provided for in the recruitment process as referred to in Section 8 of the Recruitment Rules.

2. The Director of SDNSiP shall take a decision on the recommendation of a given candidature after consultation with specialists representing the discipline(s) in which the candidate intends to write his/her doctoral dissertation, who are members of the School Council.

Section 13

Special provisions on recruitment for candidates whose doctoral scholarship will be financed in whole or in part from external funds

1. Recruitment for persons whose doctoral scholarship, if admitted to the doctoral school, will be financed in whole or in part from external funds shall cover the following categories of persons:
 - a) persons whose doctoral scholarship, if admitted to the doctoral school, will be financed in whole or in part by grants for the implementation of scientific projects obtained by the UL,
 - b) persons whose doctoral scholarship, if admitted to the doctoral school, will be financed in whole or in part from funds provided by external institutions (e.g. institutes of the Polish Academy of Sciences) from their own funds or from grants obtained by these units,
 - c) persons who have applied for the industrial doctoral programme and will receive funding for a doctoral scholarship from the above programme,
 - d) foreign nationals undergoing training on the basis of the provisions of Article 323(1) (1-5) of the PSWiN Act and having external resources granted under the provisions of Article 323(2) of the PSWiN Act.
2. External funds are funds raised for the payment of the doctoral scholarship from financial resources:
 - (a) derived from project grants obtained by the UL,
 - (b) obtained from external institutions, e.g. Institutes of the Polish Academy of Sciences, from own funds or from grants obtained by these units,
 - (c) awarded under the industrial doctoral programme,
 - (d) granted under the provisions of Article 323(2) of the PSWiN Act.
3. The own contribution includes funds that the UL must provide in order to be able to pay the doctoral scholarship during the full period of education.
4. In the cases referred to in Section 13(2)(a) and (b) of these Rules, the project manager or a representative of an external institution (in particular the Director of the Institute of the Polish Academy of Sciences), shall apply to the Director of SDNSiP with a written request to initiate additional recruitment procedure or to admit to the planned recruitment to the doctoral school for persons whose names are included in the list attached to the letter. The letter should also include the following information:
 - a) a declaration of the project manager or a representative of an external institution that he/she is willing to finance, in whole or in part, a doctoral scholarship for the persons listed, either from a grant awarded or from funds allocated or raised by the institution he/she represents, with specific amounts broken down for each year of education for individual candidates,
 - b) in the case referred to in Section 13(2)(a) - a statement by the project manager that the allocation of funds for the payment of a doctoral scholarship from a given grant for the implementation of scientific projects carried out at the UL is in accordance with the call for proposals or competition documentation of a given project, which provides for the possibility of financing a doctoral scholarship from the funds for the implementation of the project,

- c) in the case referred to in Section 13(2)(a) (when dealing with a project financed through an international grant) - a statement by the project manager that the allocation of funds for the payment of a doctoral scholarship from a given grant is not contrary to the law and regulations of a given grant,
 - d) in the case referred to in Section 13(2)(b) – a declaration of the representative of the external institution on the conformity of the financing of the doctoral scholarship from a given grant with applicable regulations and with the call for proposals or competition documentation for a given grant and a declaration that, if it is not possible to cover the costs of the doctoral scholarship in the declared scope from the funds coming from the grant, the institution represented thereby shall pay the entire declared amount in due time from its own funds.
5. The Director of SDNSiP shall request the Rector to initiate additional recruitment procedure for candidates whose doctoral scholarship, if admitted to the doctoral school, will be financed in whole or in part from external funds, together with a proposal for the date of recruitment procedure and the admissions limits, if such recruitment at a given date has not been previously envisaged. The limit of persons foreseen for admission in a given recruitment procedure shall not be less than the number of persons on the list referred to in Section 13(4).
 6. The Director of SDNSiP shall provide the UL Rector with information on the number of persons whose scholarship, in the event of admission to the doctoral school, will be financed in whole or in part from external funds, together with an indication of the amount of the doctoral scholarship that will be covered from the funds referred to in Section 13(2)(a) and (b).
 7. In the case referred to in Section 13(2)(b), if the candidate successfully passes the recruitment procedure, after the person admitted has taken the oath, UL and the external institution shall conclude an agreement on the financing of the doctoral scholarship, the template of which is determined by separate regulations in force at UL.
 8. Recruitment procedure launched for persons whose doctoral scholarship, in the event of admission to the doctoral school, will be financed in whole or in part from external funds, may be entered by persons on the list referred to in Section 13(4) and by persons referred to in Section 13(1)(c) and (d).
 9. If the cost of a doctoral scholarship for persons included in the personal list referred to in Section 13(4) is not to be covered in its entirety by external funds, the Director of SDNSiP shall request the Rector of UL to allocate own contribution necessary to pay the doctoral scholarship to all persons on the list, while providing the following data:
 - the total estimated cost of financing the doctoral scholarships for all candidates likely to be admitted under a given recruitment procedure,
 - the amount of external funding to be raised for the payment of a doctoral scholarship for the full period of education to all candidates who may be admitted under a given recruitment procedure,
 - the estimated total amount of own contribution for all candidates who may be admitted under a given recruitment procedure.

The Rector shall take a decision on the matter at the request of the Director of SDNSiP.
 10. A prerequisite for the admission to SDNSiP of a candidate whose doctoral scholarship is to be paid from a grant for the implementation of a scientific project shall be a declaration by the project manager that the tasks envisaged in the project are consistent with the outline of the doctoral dissertation presented by the candidate, attached to the recruitment documentation submitted by the candidate.
 11. The own contribution may come from the central funds of the university or, at the request of the dean, from the funds of the faculty participating in the training of doctoral students at SDNSiP.
 12. The research scholarship provided for a doctoral student in a project implemented at the UL and the doctoral scholarship may be paid independently of each other.

13. In the course of the project, the entire doctoral scholarship, including the amounts paid for social insurance and the amount allocated for the disability allowance, may be financed from external funds. As far as the project allows, as much of the doctoral scholarship as possible should be financed from external funds.
14. The amount paid to a doctoral student from external funds as a doctoral scholarship shall not be refunded.

Podanie o przyjęcie do Szkoły Doktorskiej *Application for admission to the Doctoral School*

Ja niżej podpisany proszę o przyjęcie do szkoły doktorskiej [nazwa szkoły].
I, the undersigned, request admission to the [name of school] doctoral school

.....

podpis kandydata
candidate's signature

Formularz rejestracyjny *Registration Form*

1.	Imię/imiona i nazwisko kandydata <i>Candidate's Name(s)</i>	
2.	Płeć <i>Sex/Gender</i>	
4.	Państwo urodzenia <i>Country of birth</i>	
5.	Obywatelstwo <i>Nationality</i>	
6.	Karta Polaka: (TAK/NIE), (dotyczy jedynie obcokrajowców) <i>Pole's card: (YES/NO), (applies to foreigners only)</i>	
7.	PESEL	
8.	Dokument tożsamości-nazwa, numer, kraj wydania, data wydania (dotyczy jedynie osób nieposiadających numeru PESEL) <i>Identity document -name, number, country of issue, release date (applies only to persons who do not have a PESEL number)</i>	
9.	Adres zamieszkania <i>Residential Address</i>	
10.	Adres do korespondencji (jeżeli jest inny niż adres zamieszkania) <i>Mailing Address (if different from residential address)</i>	
11.	Telefon kontaktowy (bezpośredni) <i>Contact phone (direct)</i>	
12.	Adres e-mail <i>Email Address</i>	

Prawdziwość danych zawartych w formularzu rejestracyjnym potwierdzam własnym podpisem

I confirm the accuracy of the data contained in the registration form with my own signature

.....

Wymagane rozporządzeniem Parlamentu Europejskiego i Rady (UE) 2016/679 z dnia 27 kwietnia 2016 r. w sprawie ochrony osób fizycznych w związku z przetwarzaniem danych osobowych i w sprawie swobodnego przepływu takich danych oraz uchylenia dyrektywy 95/46/WE (ogólne rozporządzenie o ochronie danych) **informacje o przetwarzaniu danych osobowych dla kandydatów do szkół doktorskich** zawarte są w odrębnym dokumencie znajdującym się w systemie IRK, na stronach internetowych szkół doktorskich oraz na stronie BIP UŁ w zakładce szkoły doktorskie – najważniejsze akty – zasady rekrutacji do szkół doktorskich.

The information required by Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) about the processing of personal data for candidates to doctoral schools is contained in a separate document located in the IRK system, on the websites of doctoral schools and on the website of BIP UL in the tab doctoral schools – most important acts – rules of recruitment to doctoral schools.

OŚWIADCZENIE STATEMENT

**o zobowiązaniach kandydata i doktoranta do:
*about the candidate's and doctoral student's obligations to***

- dokonania tłumaczenia przysięgłego;
making a certified translation;
- informowania o zmianie danych osobowych;
informing about the change of personal data;
- złożenia wniosku o zamieszkanie w akademiku;
submitting an application to live in the dormitory;

Ja, niżej podpisany(-a),,
I, the undersigned,,
legitymujący(-a) się paszportem nr, oświadczam, co następuje:
holding passport number, certify as follows:

1. Zostałem(-am) poinformowany(-a) o obowiązku dostarczenia tłumaczenia przysięgłego na język polski dyplomu ukończenia studiów wyższych do końca pierwszego semestru kształcenia w szkole doktorskiej na Uniwersytecie Łódzkim.
I have been informed that I am obliged to provide a certified translation of my high school diploma/graduate diploma into Polish by the end of the first semester of my doctoral studies at the University of Lodz.
2. W przypadku zmiany moich danych osobowych lub teleadresowych (adres zamieszkania, numer telefonu, e-mail) niezwłocznie poinformuję o tym szkołę doktorską.
If my personal or contact information changes (home address, phone number, email) I will immediately inform the doctoral school.
3. Planując zamieszkanie w akademiku UŁ w kolejnym roku kształcenia w szkole doktorskiej, zobowiązuję się złożyć wniosek o przyznanie miejsca na następny rok akademicki do 31 maja poprzedzającego roku akademickiego. Zostałem też poinformowany(-a), że jeśli stosowny wniosek nie zostanie złożony w terminie, Uniwersytet Łódzki nie może zagwarantować miejsca w Domu Studenckim.
When planning to live in the UL dormitory during the next year of training in the doctoral school, I undertake to apply for a place for the next academic year by May 31 of the preceding academic year. I have also been informed that if the appropriate application is not submitted by the deadline, the University of Lodz cannot guarantee a place in the Student Residence.

.....
.....
data
(date)

.....
.....
podpis (czytelny)
signature (legible)

.....
Miejscowość
place

.....
data
date

.....
Imię i nazwisko
Name and surname

.....
identyfikator w systemie IRK
Identification number in the IRK system

OŚWIADCZENIE DECLARATION

W związku z § 8 ust. 2 pkt 3 Zasad rekrutacji do Szkoły Doktorskiej Nauk Ścisłych i Przyrodniczych UŁ zobowiązuję się do dostarczenia:

Pursuant to § 8 sec. 2 point 3 of the Recruitment Conditions of the University of Lodz Doctoral School of Exact and Natural Sciences I undertake to deliver the following:

1. zaświadczenia o odbyciu egzaminu dyplomowego i nadaniu tytułu zawodowego magistra w terminie do r.

diploma examination certificate and certificate of conferring MA title by;

2. odpisu dyplomu ukończenia jednolitych studiów magisterskich albo studiów drugiego stopnia albo równorzędnych, uzyskanego na podstawie odrębnych przepisów – przed podjęciem kształcenia w szkole doktorskiej (podpisaniem ślubowania).

certified copy of the uniform master's diploma or MA diploma obtained on the basis of separate provisions – before starting education at the doctoral school (signing the student's pledge).

Jestem świadomy(a), że w przypadku niedostarczenia w zadeklarowanym terminie zaświadczenia, o którym mowa w punkcie 1, nie zostaną przyjęty(a) do Szkoły Doktorskiej w roku akademickim 2023/2024.

I have been informed that in case of failure to deliver the certificate referred to in point 1 within the declared deadline, I shall not be admitted to the Doctoral School in the academic year 2023/2024.

.....
czytelny podpis kandydata
Legible signature of the candidate

.....
/miejsowość i data/
/place and date/

.....
/imię i nazwisko kandydata/
/name of candidate/

.....
/numer PESEL/
/PESEL number/

Dyrektor Szkoły Doktorskiej
Director of the Doctoral School

.....
/nazwa szkoły doktorskiej do której rekrutuje się kandydat/
/name of doctoral school the candidate is enrolled in/

Wniosek o wyznaczenie promotora
Application for the appointment of the doctoral supervisor

W przypadku przyjęcia do Szkoły Doktorskiej,
If accepted to the University of Lodz Doctoral School
zwracam się z uprzejmą prośbą o wyznaczenie jako promotora mojej pracy doktorskiej:
I kindly request that you appoint as supervisor for my dissertation

.....
/ stopień/tytuł oraz imię i nazwisko proponowanego promotora /
/ degree/title and name of proposed doctoral supervisor /

Dyscyplina naukowa promotora:
doctoral supervisor's academic discipline:

.....
/nazwa dyscypliny naukowej/
/name of scientific discipline/

Proponowany tytuł rozprawy doktorskiej:
Proposed dissertation title:

.....
/proponowany tytuł/
/proposed title/

Praca doktorska realizowana będzie w dyscyplinie:
The dissertation will be pursued in the discipline:

.....
/nazwa dyscypliny naukowej/
/name of scientific discipline/

.....
/czytelny podpis kandydata do szkoły doktorskiej/
/legible signature of the candidate for doctoral school/

Oświadczam, że zapoznałem się z listą potencjalnych promotorów, udostępnioną przez szkołę doktorską, do której aplikuję.

I certify that I have reviewed the list of potential doctoral supervisors provided by the doctoral school to which I am applying.

.....
/czytelny podpis kandydata do szkoły doktorskiej/
/legible signature of the candidate for doctoral school/

Łódź, dn. / Lodz, dated.....

**KWESTIONARIUSZ OCENY DOKUMENTACJI KANDYDATA
DO SZKOŁY DOKTORSKIEJ NAUK ŚCISŁYCH I PRZYRODNICZYCH UŁ
UNIVERSITY OF LODZ DOCTORAL SCHOOL OF EXACT AND NATURAL SCIENCES
QUESTIONNAIRE FOR EVALUATION OF CANDIDATE'S DOCUMENTATION**

Pola białe kwestionariusza wypełnia kandydat, dołączając odpowiednie dokumenty poświadczające osiągnięcia, oznakowane wg porządku w kwestionariuszu. Punkty za osiągnięcia wymienione w kwestionariuszu (pola zielone) przyznaje Komisja według kryteriów oceny dokumentacji, określonych w Zasadach rekrutacji do SDNŚiP

The white fields of the questionnaire are filled in by the candidate, attaching the relevant documents proving his/her achievements, labelled in the order of the questionnaire. Points for achievements listed in the questionnaire (green fields) are awarded by the committee according to the criteria for evaluation of documentation (Detailed criteria for admission to the University of Lodz Doctoral School of Exact and Natural Sciences).

Imię i nazwisko <i>Full name</i>		
Dyscyplina (lub dyscyplina wiodąca) <i>Discipline (or lead discipline)</i>		
	Osiągnięcia kandydata <i>Candidate's achievements</i>	Liczba punktów <i>Number of points</i>
Średnia ocen ze studiów <i>Grade point average for studies</i>		
A. Dorobek naukowy <i>A. Scientific achievements</i>		
A.1. Artykuł naukowy w języku obcym w czasopismach naukowych i recenzowanych materiałach z konferencji z wykazu określonego w Komunikacie MEiN, obowiązującego w dniu rozpoczęcia rekrutacji <i>Scientific article in a foreign language in scientific journals and peer-reviewed conference materials from the list specified in the MEiN Announcement applicable on the date of commencement of the recruitment process</i>		
	1. 2.	
A.2. Artykuł naukowy w języku polskim w czasopismach naukowych i recenzowanych materiałach z konferencji z wykazu określonego w Komunikacie MEiN, obowiązującego w dniu rozpoczęcia rekrutacji <i>Scientific article in Polish in scientific journals and peer-reviewed conference materials from the list specified in the MEiN Announcement applicable on the date of commencement of the recruitment process</i>		
	1. 2.	
A.3. Monografia w wydawnictwach z poziomu II wymienionych w wykazie opublikowanym w Komunikacie MEiN, obowiązującym w dniu rozpoczęcia rekrutacji, obejmującym wydawnictwa publikujące recenzowane monografie naukowe <i>Monograph published by Level II publishers listed in the MEiN Announcement applicable on the date of commencement of the recruitment process, which includes publishers publishing peer-reviewed scientific monographs</i>		
	1. 2.	
A.4. Monografia w wydawnictwach z poziomu I wymienionych w wykazie opublikowanym w Komunikacie MEiN, obowiązującym w dniu rozpoczęcia rekrutacji, obejmującym wydawnictwa publikujące recenzowane monografie naukowe		

<i>Monograph published by Level I publishers listed in the MEiN Announcement applicable on the date of commencement of the recruitment process, which includes publishers publishing peer-reviewed scientific monographs</i>	
1.	
2.	
A.5. Rozdział w monografii w wydawnictwach z poziomu II wymienionych w wykazie opublikowanym w Komunikacie MEiN, obowiązującym w dniu rozpoczęcia rekrutacji, obejmującym wydawnictwa publikujące recenzowane monografie naukowe <i>A chapter in a monograph published by Level II publishers listed in the MEiN Announcement applicable on the date of commencement of the recruitment process, which includes publishers publishing peer-reviewed scientific monographs</i>	
1.	
2.	
A.6. Rozdział w monografii w wydawnictwach z poziomu I wymienionych w wykazie opublikowanym w Komunikacie MEiN, obowiązującym w dniu rozpoczęcia rekrutacji obejmującym wydawnictwa publikujące recenzowane monografie naukowe <i>Chapter in a monograph published by Level I publishers listed in the MEiN Announcement applicable on the date of commencement of the recruitment process, which includes publishers publishing peer-reviewed scientific monographs</i>	
1.	
2.	
A.7. Recenzowana publikacja naukowa w języku obcym spoza wykazów ministra właściwego do spraw szkolnictwa wyższego i nauki (publikacja musi posiadać ISSN lub ISBN) <i>Reviewed scientific publication in a foreign language outside the lists of the competent minister for higher education and science (the publication must have an ISSN or ISBN)</i>	
1.	
2.	
A.8. Recenzowana publikacja naukowa w języku polskim spoza wykazów ministra właściwego do spraw szkolnictwa wyższego i nauki (publikacja musi posiadać ISSN lub ISBN) <i>Peer-reviewed scientific publication in Polish from outside the lists of the competent minister for higher education and science (the publication must have an ISSN or ISBN)</i>	
1.	
2.	
A.9. Udział w konferencji naukowej o zasięgu krajowym lub międzynarodowym – prezentacja ustna <i>Participation in a national or international scientific conference – oral presentation</i>	
1.	
2.	
A.10. Udział w konferencji naukowej o zasięgu krajowym lub międzynarodowym – plakat <i>Participation in a scientific conference of national or international range – poster</i>	
1.	
2.	
A.11. Udział w studenckiej konferencji naukowej – plakat, referat <i>Participation in a student scientific conference – poster, oral presentation</i>	
1.	
2.	
A.12. Rozliczony grant na realizację studenckiego projektu badawczego lub aplikacja do programu Doktorat wdrożeniowy lub udział jako wykonawca w grantie NCN/NCBiR lub współautorstwo patentu/zgłoszenia patentowego lub udział w projektach naukowych i badawczych realizowanych przez cudzoziemców poza granicami Polski <i>A settled grant for the implementation of a student research project or application for an Industrial PhD programme or participation as a contractor in a NCN/NCBiR grant or co-authorship of a patent/patent application or participation in scientific and research projects carried out by persons of foreign nationalities outside Poland</i>	
1.	
2.	
A.13. Praca magisterska oceniona na co najmniej 4,5 <i>Master's thesis with a grade of at least 4.5</i>	
Tytuł: <i>Title:</i>	
A.14. Praca magisterska zawierająca, zdaniem samodzielnego pracownika naukowego, wyniki naukowe mogące stanowić podstawę lub część publikacji naukowej (opinia wyrażona w recenzji pracy magisterskiej)	

<i>Master's thesis containing, in the opinion of an independent researcher, scientific results that could constitute the basis or part of a scientific publication (opinion expressed in a review of the master's thesis)</i>	
A.15. Aktywne uczestnictwo w seminarium naukowym (np. katedry, PAN, forum młodych naukowców, itp.) potwierdzone przez osobę prowadzącą seminarium ze stopniem doktora habilitowanego lub tytułem naukowym <i>Active participation in a scientific seminar (e.g. of a faculty department, Polish Academy of Sciences, Young Scientists' Forum, etc.) confirmed by a seminar leader with a post-doctoral degree or academic title</i>	
A.16. Stypendium właściwego ministra dla studentów za znaczące osiągnięcia naukowe lub stypendium naukowe w ramach krajowych lub międzynarodowych programów stypendialnych (z wyłączeniem stypendium Rektora dla najlepszych studentów) <i>Scholarship of the competent minister for students for significant academic achievements or scholarship in the framework of national or international scholarship programmes (excluding the Rector's scholarship for the best students)</i>	
B. Inne osiągnięcia B. Other achievements	
B.1. Ukończenie drugiego kierunku studiów I lub II stopnia lub studiów jednolitych magisterskich <i>Completion of first-cycle or second-cycle or long-cycle master's degree programme</i>	
B.2. Wyjazd zagraniczny powiązany tematycznie z dyscypliną planowanej pracy doktorskiej – minimum 1 semestr <i>Mobility abroad connected thematically with the discipline of the planned doctoral thesis – minimum 1 semester</i>	
B.3. Wyjazd zagraniczny powiązany tematycznie z dyscypliną planowanej pracy doktorskiej – minimum 1 miesiąc <i>Mobility abroad connected thematically with the discipline of the planned doctoral thesis – minimum 1 month</i>	
B.4. Wyjazd krajowy powiązany tematycznie z dyscypliną planowanej pracy doktorskiej – minimum 1 semestr <i>Mobility in the country connected thematically to the discipline of the planned doctoral thesis – minimum 1 semester</i>	
B.5. Wyjazd krajowy powiązany tematycznie z dyscypliną planowanej pracy doktorskiej – minimum 1 miesiąc <i>Mobility in the country thematically with the discipline of the planned doctoral thesis – minimum 1 semester</i>	
B.6. Szkolenia naukowe w zakresie uprawnionej dyscypliny rozszerzające warsztat badawczy istotny dla planowanej pracy doktorskiej trwające minimum 2 dni (udział potwierdzony imiennym certyfikatem uczestnictwa; punkty są przyznawane za każdą poszczególną aktywność) <i>Scientific training in the eligible discipline that broadens the research skills relevant to the planned doctoral thesis lasting a minimum of 2 days (participation confirmed by a personal certificate of participation; points are awarded for each individual activity)</i>	
1. 2.	
B.7. Aktywna działalność w studenckim ruchu naukowym potwierdzona przez opiekuna koła naukowego <i>Active participation in the student research activities confirmed by the supervisor of the science club</i>	
B.8. Aktywność popularyzująca naukę realizowana poza kołem naukowym potwierdzona przez opiekuna <i>Activity popularising science performed outside the science club confirmed by the supervisor</i>	
1. 2.	

B.9. Dla kandydatów aplikujących do programu Doktorat wdrożeniowy - aktywna działalność w reprezentowanej branży powiązana tematycznie z dyscypliną planowanej pracy doktorskiej <i>For candidates to the Industrial PhD programme – an active activity in the represented industry which is thematically related to the discipline of the planned doctoral thesis</i>	
1.	
2.	
B.10. Udział w dodatkowych praktykach, powiązanych tematycznie z dyscypliną planowanej pracy doktorskiej, realizowanych poza programem studiów <i>Participation in additional internships, thematically related to the discipline of the planned doctoral thesis, conducted outside the curriculum</i>	
1.	
2.	

Podpis kandydata / *Signature of the candidate*

Łącznie przyznano punktów:

Total points awarded:

Podpisy przewodniczącego oraz dwóch członków Komisji – przedstawicieli dyscypliny
Signatures of the chairman and two members of the committee – representatives of the discipline

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Łódź, dn. / Lodz, dated

**ZBIORCZE ZESTAWIENIE INDYWIDUALNYCH OSIĄGNIĘĆ KANDYDATA
DO SZKOŁY DOKTORSKIEJ NAUK ŚCISŁYCH I PRZYRODNICZYCH UŁ
A SUMMARY OF THE CANDIDATE'S INDIVIDUAL ACHIEVEMENTS
TO THE UNIVERSITY OF LODZ DOCTORAL SCHOOL OF EXACT AND NATURAL SCIENCES**

Imię i nazwisko kandydata <i>Full name of the candidate</i>		
Dyscyplina <i>Discipline</i>		
Kryterium <i>Criterion</i>	Minimum kwalifikacyjne <i>Minimum qualification</i>	Liczba punktów kandydata <i>Candidate's score</i>
Ocena dokumentacji (max 18 pkt) <i>Documentation evaluation</i> (max 18 points)	-	
Ocena wstępnego konspektu rozprawy doktorskiej (max 5 pkt) <i>Assessment of the initial outline of the doctoral dissertation</i> (max 5 points)	2,5 pkt <i>2.5 points</i>	
Rozmowa kwalifikacyjna (max 17 pkt) <i>Interview</i> (maximum 17 points)	8,5 pkt <i>8.5 points</i>	
ŁĄCZNA LICZBA PUNKTÓW W POSTĘPOWANIU REKRUTACYJNYM (max 40 pkt) TOTAL NUMBER OF POINTS <i>in the recruitment procedure</i> (maximum 40 points)	20,0 pkt <i>20.0 points</i>	

Uwagi Komisji:
Committee comments:

.....
.....
.....

.....
Członkowie Komisji rekrutacyjnej – Przedstawiciele dyscypliny
Members of the recruitment committee – Representatives of the discipline

.....
Przewodniczący Komisji rekrutacyjnej
Chairman of the recruitment committee

Łódź, dn. / Lodz, dated

WYKAZ DOKUMENTÓW POTWIERDZAJĄCYCH ZNAJOMOŚĆ JĘZYKA ANGIELSKIEGO

1. Certyfikat potwierdzający znajomość języka angielskiego wydany przez Krajową Szkołę Administracji Publicznej w wyniku lingwistycznego postępowania sprawdzającego.
2. Certyfikaty potwierdzające znajomość języka angielskiego co najmniej na poziomie B2 w skali globalnej biegłości językowej według „Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR) – Europejski system opisu kształcenia językowego: uczenie się, nauczanie, ocenianie (ESOKJ)”:
 - 1) certyfikaty wydane przez instytucje stowarzyszone w Association of Language Testers in Europe (ALTE) – poziomy ALTE Level 3 (B2), ALTE Level 4 (C1), ALTE Level 5 (C2), w szczególności: First Certificate in English (FCE), Certificate in Advanced English (CAE), Certificate of Proficiency in English (CPE), Business English Certificate (BEC) Vantage – co najmniej Pass, Business English Certificate (BEC) Higher, Certificate in English for International Business and Trade (CEIBT),
 - 2) certyfikaty następujących instytucji:
 - a) Educational Testing Service (ETS) – w szczególności certyfikaty: Test of English as a Foreign Language (TOEFL) – co najmniej 87 pkt. w wersji Internet-Based Test (iBT); Test of English as a Foreign Language (TOEFL) – co najmniej 180 pkt. w wersji Computer-Based Test (CBT) uzupełnione o co najmniej 50 pkt. z Test of Spoken English (TSE); Test of English as a Foreign Language (TOEFL) – co najmniej 510 pkt. w wersji Paper-Based Test (PBT) uzupełnione o co najmniej 3,5 pkt. z Test of Written English (TWE) oraz o co najmniej 50 pkt. z Test of Spoken English (TSE); Test of English for International Communication (TOEIC) – co najmniej 700 pkt.; Test de Français International (TFI) – co najmniej 605 pkt.,
 - b) European Consortium for the Certificate of Attainment in Modern Languages (ECL),
 - c) City & Guilds, City & Guilds Pitman Qualifications, Pitman Qualifications Institute – w szczególności certyfikaty: 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) – poziom „Communicator”, poziom „Expert”, poziom „Mastery”; City & Guilds Level 1 Certificate in ESOL International (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 poziom „Communicator”, Stage C poziom „Expert”, Stage C poziom „Mastery”; English for Business Communications (EBC) – Level 2, Level 3; English for Office Skills (EOS) – Level 2,
 - d) Edexcel, Pearson Language Tests, Pearson Language Assessments – w szczególności certyfikaty: 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 – w szczególności certyfikaty: 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 – poziom „Pass with Credit”, poziom „Pass with Distinction”,

- f) University of Cambridge ESOL Examinations, British Council, IDP IELTS Australia – w szczególności certyfikaty: International English Language Testing System IELTS – powyżej 6 pkt.,
 - g) Rada Koordynacyjna do spraw Certyfikacji Biegłości Językowej Uniwersytetu Warszawskiego,
 - h) telc gGmbH, WBT Weiterbildungs-Testsysteme GmbH – w szczególności certyfikaty: B2 Certificate in English – advantage, B2 Certificate in English for Business Purposes – advantage, Certificate in English for Technical Purposes (B2), telc English C2 , telc English C1; telc English B2 · C1 Business, telc English B2 · C1 University, telc English B2, telc English B2 School, telc English B2 Business, telc English B2 Technical,
 - i) TOLES = Test of Legal English Skills:
Higher: 90–100% ocena dostateczna; poziom B2,
Advanced: 100–500 pkt.; poziom C1.
3. Wydany za granicą dokument potwierdzający uzyskanie stopnia lub tytułu naukowego albo stopnia lub tytułu w zakresie sztuki – uznaje się język wykładowy instytucji prowadzącej kształcenie w zakresie języka angielskiego.
 4. Dyplomy ukończenia:
 - 1) studiów wyższych w zakresie filologii angielskiej lub lingwistyki stosowanej w zakresie języka angielskiego;
 - 2) nauczycielskiego kolegium języków obcych w zakresie języka angielskiego.
 5. Wydany za granicą dokument uznany za równoważny świadectwu dojrzałości – uznaje się język wykładowy, jeżeli językiem wykładowym był wyłącznie język angielski.
 6. Dyplom Matury Międzynarodowej (International Baccalaureate Diploma).
 7. Dyplom Matury Europejskiej (European Baccalaureate).
 8. Zaświadczenie o zdany egzaminie resortowym w zakresie języka angielskiego w:
 - 1) Ministerstwie Spraw Zagranicznych;
 - 2) urzędzie obsługującym ministra właściwego do spraw gospodarki, Ministerstwie Współpracy Gospodarczej z Zagranicą, Ministerstwie Handlu Zagranicznego oraz Ministerstwie Handlu Zagranicznego i Gospodarki Morskiej;
 - 3) Ministerstwie Obrony Narodowej – poziom 3333, poziom 4444 według STANAG 6001.
 9. Wydane przez Krajową Szkołę Administracji Publicznej świadectwo potwierdzające kwalifikacje do pracy na wysokim stanowisku państwowym w zakresie języka angielskiego.
 10. Dokument potwierdzający wpis na listę tłumaczy przysięgłych w Rzeczypospolitej Polskiej lub dokument potwierdzający posiadanie uprawnień tłumacza przysięgłego w innym państwie członkowskim Unii Europejskiej, państwie członkowskim Europejskiego Porozumienia o Wolnym Handlu (EFTA) – strony umowy o Europejskim Obszarze Gospodarczym lub w Konfederacji Szwajcarskiej.
 11. Dokument potwierdzający ukończenie studiów wyższych lub studiów podyplomowych za granicą lub w Rzeczypospolitej Polskiej – uznaje się język wykładowy, jeżeli językiem wykładowym był wyłącznie język angielski.

.....
imię i nazwisko kandydata
Candidate's name and surname

.....
miejsowość, data
place and date

.....
dyscyplina
Discipline

Oświadczenie kandydata o znajomości języka angielskiego
Candidate's statement about his/her English proficiency

Ja, oświadczam, że posługuję się językiem angielskim w stopniu umożliwiającym realizację kształcenia w Szkole Doktorskiej Nauk Ścisłych i Przyrodniczych Uniwersytetu Łódzkiego.

I hereby declare that I use English to the extent that enables me to study at the University of Lodz Doctoral School of Exact and Natural Sciences.

.....
podpis kandydata
Signature