

SELF-ASSESSMENT REPORT ON THE QUALITY OF EDUCATION IN THE DOCTORAL SCHOOL



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Podpisano przez:

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Międzynarodowa Szkoła Doktorska Uniwersytetu Medycznego w Łodzi

Uniwersytet Medyczny w Łodzi

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PART A

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VISITING CARD

Basic Information about the Doctoral School

Year of Creation

2019

Institution running the doctoral school

Uniwersytet Medyczny w Łodzi

Field of Education	Education Disciplines
Medical and health sciences	pharmacology and pharmacy health sciences medical sciences

Name/Scope of the Education Program (PL)	Name/Scope of the Education Program (EN)
Nabór szósty-program kształcenia w Międzynarodowej Szkole Doktorskiej	Programme of studies at the International Doctoral School for the sixth intake
Nabór piąty-program kształcenia Międzynarodowej Szkoły Doktorskiej	Programme of studies at the International Doctoral School for the fifth intake
Nabór trzeci- program kształcenia międzynarodowej Szkoły Doktorskiej	Programme of studies at the International Doctoral School for the third intake
Nabór pierwszy-program kształcenia w Międzynarodowej Szkole Doktorskiej	Programme of studies at the International Doctoral School for the first intake
Nabór drugi-programu kształcenia Międzynarodowej Szkoły Doktorskiej	Programme of studies at the International Doctoral School for the second intake
nabór czwarty-program Międzynarodowej Szkoły Doktorskiej	Programme of studies at the International Doctoral School for the fourth intake

Characteristics of the Doctoral School

The Doctoral School of Medical University of Lodz was established on February 28, 2019 (Rector's Order No. 14/2019). Later, it was transformed into the International Doctoral School (IDS), with the aim of internationalizing the education process and setting English as the preferred language of instruction, as documented in Order No. 2/2020. Continuity of current teaching has been maintained. The IDS is a university-wide unit reporting directly to the Rector. Its purpose is to prepare students to obtain a doctoral degree in the medical and Health Sciences or in three scientific disciplines (Pharmacology and Pharmacy, Medical Sciences, and Health Sciences) and to ensure a high standard of education and research. Candidates are admitted through an open, international recruitment process, during which the candidate must present the concept of a doctorate. The process evaluates the purpose and methodology of the planned research project, and the possibility of its implementation, and the candidate's knowledge of the English language. In accordance with the European Charter for Researchers, priority is given to activities supporting the mobility of doctoral students and creating a transparent, open and equal recruitment system for further professional career development. The IDS aims to stimulate the development of doctoral students and provide conditions for conducting scientific research. It also directs students to sources of financing, enables the implementation of an independently-conducted research project, and ensures the acquisition of knowledge, skills, and social competencies at PQF level 8. The main goal of education at the IDS is to prepare doctoral students to perform didactic and research work in an international environment. By encouraging its graduates to plan their development independently, the school builds high cognitive competence and scientific independence, allowing them to face challenges in the professional and public spheres. The mission of the IDS is to prepare doctoral students to conduct interdisciplinary research and defend their dissertation. This task is made possible by employing highly-educated scientific and teaching staff, using modern laboratory spaces, and regularly updating its range of programs. The IDS program is innovative and flexible and stimulates the independence of PhD students. Its modular layout allows for individual selection of lesson topics. The first module is introductory and includes mandatory classes for all PhD students. The second module is optional and concerns the specific nature of the research (molecular biology or specialized laboratory tests, or surveys, social, economic research or psychometrics). The third module consists of seminar classes on a range of changing topics; these are also optional and conducted in small groups. At the end of each academic year, the Public Review Session (PRS) is organized. It is an innovative procedure that shares elements of traditional doctoral seminars and scientific conferences. During these meetings, doctoral students present the results of their scientific work and have the opportunity to get to know each other, integrate with the academic community, and, above all, exchange experiences and establish cooperation. During the holidays, interactively summer schools are organized with both University workers and experts from around the world. These events motivate young scientists with the aim of helping them acquire the ability to use global scientific achievements, identify and solve research problems; they also provide experience in finalizing research results in the form of patents, scientific publications or presentations during national and international scientific conferences. The doctoral students participate in international exchange and mentoring programs, supported by their supervisors. The IDS strongly supports their mobility and development of international contacts through participation in international exchange programs, internships, and scientific conferences. Due to the specific nature of the University, special attention is paid to conducting research that is important for improving the healthcare system and promoting modern standards of prevention and treatment, as well as building cooperation with institutions carrying out public health tasks. One of the basic aspirations of the IDS is to promote internationalization of the educational process. To do this, it is increasing its proportion of foreign doctoral students; such internationalization is an important stimulus for socio-economic development and innovation. Its implementation concerns not only the educational process itself but also the structure of the doctoral student community. Despite the difficult international and epidemiological situation, we are satisfied with the steady increase in foreign PhD students. In 2022-2024, the Internationalization Empowerment STER project was implemented at the IDS, financed by the National Agency for Academic Exchange. Thanks to the funds from the project, it was possible to promote the IDS, provide financial support for the best doctoral students, increase their mobility, and increase the number of overseas doctoral students. Moreover, its doctoral students participated in the Summer School of Clinical Education at the University of Edinburgh in 2023. The university has also established cooperation with Masaryk University in Brno, the University of Cagliari, and the National Research Council in Bologna, Italy. The international cooperation has resulted in the appointment of five promoters from abroad. Moreover, in January 2024, the IDS joined the European Universities Association (EUA), which plays an important role in the Bologna Process and influences EU policy in higher education, research and innovation. Hence, thanks to the interdisciplinary education program, cooperation with foreign universities and institutions, and participation in international conferences, IDS students are able to develop innovative projects and build research cooperation networks. The school focuses on research ethics, creativity and support for individual development, preparing graduates to work in a dynamic, global scientific environment and non-academic research and development centers.

Additional Information about the Doctoral School

Educating Staff

Numerical data for the evaluation period

Educating Staff	Instructors	Supervisors	Assistant Supervisors
Number of people	43	137	71

Doctoral Students

Number of doctoral students (total): 226

Recruitment during the evaluation period	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024	2024/ 2025	Total
Number of recruited doctoral students	29	41	39	31	44	42	226
Number of doctoral students who completed the doctoral school	12	3	0	0	0	0	15
Number of doctoral students removed from the doctoral student list	7	4	3	3	0	0	17

Mid-term evaluation results	Positive	Negative
Number of Doctoral Students	122	0

Educational Programs	Number of Doctoral Students
Programme of studies at the International Doctoral School for the sixth intake	42
Programme of studies at the International Doctoral School for the fifth intake	44
Programme of studies at the International Doctoral School for the third intake	39
Programme of studies at the International Doctoral School for the first intake	29
Programme of studies at the International Doctoral School for the second intake	41
Programme of studies at the International Doctoral School for the fourth intake	31

Additional Numerical Data on Doctoral Students

Number of foreign doctoral students	9
Number of doctoral students with disabilities	4
Number of doctoral students in the Implementation Doctorate program	17
Number of doctoral students in the EU program	7
Number of doctoral students employed by the institution running the doctoral school as academic teachers or research staff	40

Graduates

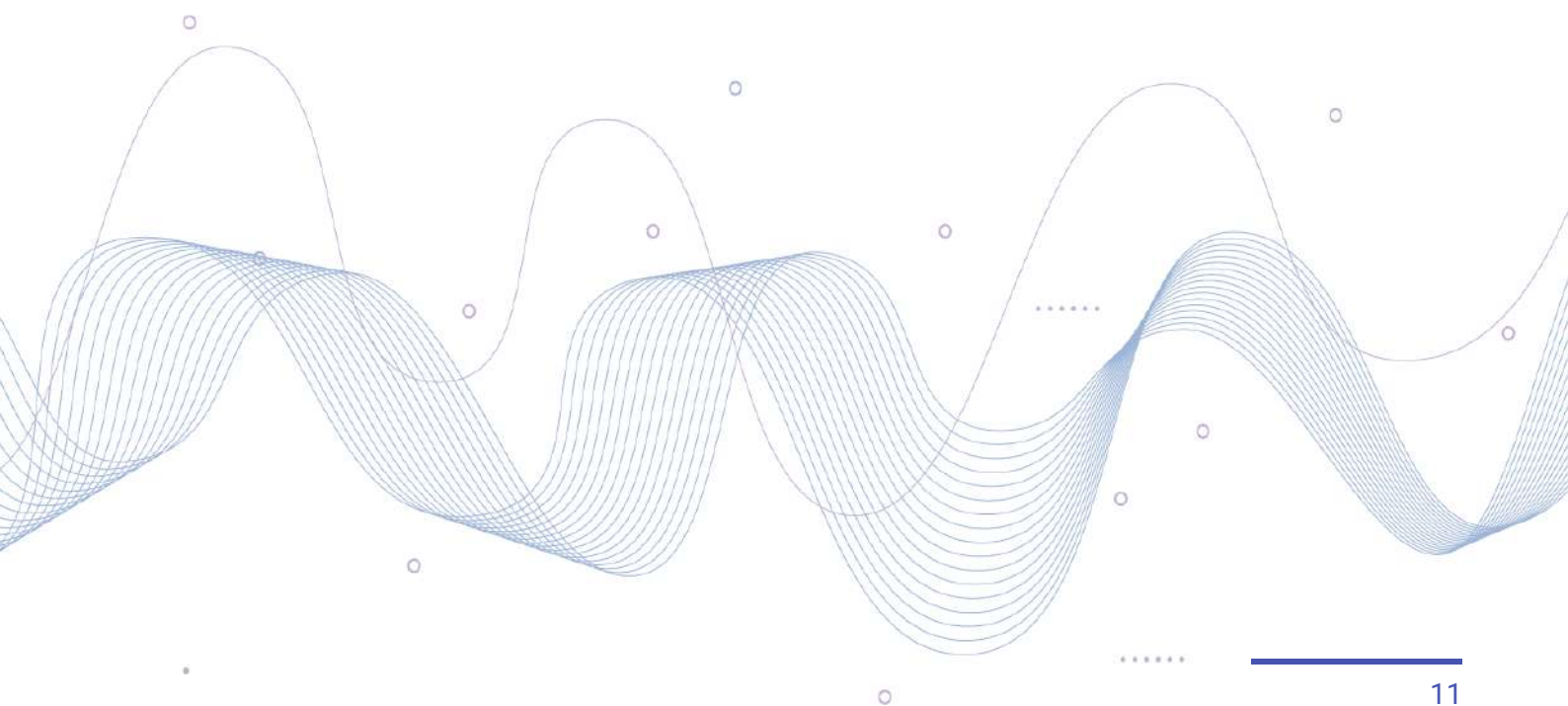
Numerical data for the evaluation period

Number of graduates who applied for initiation of proceedings for the award of a doctoral degree	10
Number of doctoral students who completed the doctoral school	8

INFORMATION ON THE ENTITY'S COOPERATION WITH THE DOCTORAL STUDENTS' COUNCIL

An important role in ensuring high-quality education and support for doctoral students is played by cooperation between the Doctoral Students self-government council and the International Doctoral School (IDS). Joint initiatives include inter alia workshops, conferences and information meetings. The Doctoral Student Self-Government Council cooperates with the IDS through a process based on dialogue and a common desire to improve the living and learning conditions of doctoral students. The educational program of the IDS is established by the Senate; however, as specified in the Statute, the Doctoral Student Council also has a role in determining the content, with many of its demands being considered. The regulations of the IDS is agreed upon by the Doctoral Student Government, and their final form is sent to the Doctoral Student Self-Government Council for approval. The submitted materials include the proposed changes and, helpfully, the intentions behind them. The cooperation between the Doctoral Student Government and the IDS has resulted in significant initiatives supporting doctoral students, including the development of a regulation on increasing the level of doctoral scholarship funding (Order No. 32/2024). This important activity highlights the effectiveness of the dialogue between doctoral students and university authorities and their joint commitment to improving the conditions for education and conducting scientific research. Increasing the scholarship amount is intended not only to ensure the financial stability of doctoral students but also to create favorable conditions for implementing ambitious research projects. Such initiatives strengthen the role of the Self-Government as an important partner in decision-making processes and prove that cooperation at the institutional level translates into tangible benefits for the entire academic community.

INFORMATION ON THE DOCTORAL SCHOOL GROUPED BY 8 EVALUATION CRITERIA



1. Adequacy of the education program and individual research plans to the learning outcomes for qualifications at PRK level 8 and their implementation

The main goal of education at the International Doctoral School (IDS) is to prepare doctoral students for a doctoral degree. The acquired knowledge, skills, and social competencies, as well as the submission of a doctoral dissertation, enable doctoral candidates to proceed to the next stages of the procedure for awarding a doctoral degree. The education program includes compulsory classes conducted as lectures and seminars, and modular elective classes discussing the latest scientific achievements, thus enabling specialized education. The four-year education cycle includes three modules. The first includes block classes that are compulsory for all doctoral students, regardless of the scientific discipline. The second consists of issues related to the practical aspects of conducting scientific research; depending on their interest, a doctoral student may choose a molecular research topic or an issue related to the survey research, economic, psychometric and social research. The third module consists of optional seminars with varied topics adapted to individual interests; these classes are conducted in small groups and are particularly conducive to acquiring soft skills, developing language, communication, and knowledge transfer skills, i.e., the ability to discuss and present the results of scientific research. In addition, classes are given on the protection of intellectual property rights and the commercialization of the results of scientific activity; these play an important role by introducing doctoral students to the principles of knowledge transfer to the economic and social sphere. Annual doctoral seminars are conducted as an open conference known as the Public Review Session (PRS). The aim of a PRS is not only to evaluate the scientific achievements of doctoral students and progress in scientific and research work, but also to integrate the academic community and internationalize the school through the active participation of foreign guests. During open discussions, doctoral students acquire the ability to think critically and present the results of scientific work. In addition to the educational program, doctoral students also follow an Individual Research Plan (IRP), which presents details of highly-specialized research work. The IRP is developed with the supervisor and specifies the following: the scientific objectives of the planned research, the method of its implementation, the work schedule, and the deadline for submitting the doctoral thesis. The IRP prepares the doctoral candidate to perform research work and develops professional competencies in the discipline and the area of the doctoral project. In addition, the IRP promotes the ability to use global scientific achievements and identify and solve research problems. The educational strategy developed at the IDS enables the construction of a personalized and interdisciplinary education model that prepares doctoral students to conduct scientific research and disseminate and present it. It also guarantees the implementation of learning outcomes for qualifications at PQF level 8. An the IDS graduate acquires extensive knowledge regarding the research and teaching practice beyond the area their doctoral dissertation and skills. They receive a highly-specialized education obtained under the supervision of outstanding scientists, and are prepared to undertake independent research and teaching work at domestic and foreign universities and institutes. The education process at the IDS is consistent with the development strategy of the Medical University of Lodz. It is innovative and flexible, stimulates the independence of PhD students, and its modular organization prepares them to implement individual research plans. The drafts of individual resolutions on educational programs were developed by the director of the IDS in cooperation with members of the Disciplinary Council, appointed by the Vice-Rector for Science and International Cooperation; these include experienced academic teachers and representatives of three disciplines. They were also reviewed by the University's Scientific Council and the Doctoral Student Government. The IDS annually updates its range of educational and scientific services based on changing needs, mainly related to the progress of knowledge, the need for mobility of PhD students and the internationalization of the environment of young scientists. Therefore, since the academic year 2020/2021, English has been the leading language of instruction. Developing an innovative, modular education system allows doctoral students to be involved in a process that, in addition to solving a specific research problem, ensures interdisciplinarity and multi-aspect knowledge and global understanding.

2. Method of verifying learning outcomes for qualifications at PRK level 8

The learning outcomes of the International Doctoral School (IDS) are systematically verified by the doctoral student's supervisor (in an annual report), people conducting module classes, and during the Public Review Session. The doctoral student gives a presentation during the reporting session, which is evaluated by a committee composed of the members specified by the Director of the IDS. The committee is made up of outstanding scientists actively conducting high-level scientific research. Each academic year ends with a reporting session, organized as an open scientific conference attended by the University authorities, guests, the supervisors from the IDS, and doctoral students. During the meeting, each doctoral student presents the stages in the implementation of the individual research plan in English, and discusses the obtained research results. This procedure allows the learning outcomes to be verified and for all conference participants to learn about current scientific research, to exchange experiences, and establish scientific cooperation. The presentation encourages greater openness to other scientific disciplines in the educational process. The final evaluation also includes the publication activity of the doctoral student, together with their participation in scientific conferences, development of patents and implementations, and their ability to obtain external and internal funds to finance scientific research. The verification of learning outcomes also includes an annual report submitted at the end of each academic year (reviewed by the supervisor); this is used by the Director of the IDS to award credits for the year to the doctoral student. The annual report template is set out in Annex No. 2 to the IDS Regulations. In the academic year 2019/2020, the Public Review Session took place online on June 5, 2020. It was preceded by a lecture entitled "Medical education around the world - my journey through different countries and cultures", delivered by Professor Trevor Gibbs (Great Britain), an outstanding researcher serving as a Consultant to the World Health Organization (WHO) in the field of Medical Education, Primary Medical Care and Youth Health. At the end of the 2019/2020 academic year, doctoral students were required to submit annual reports containing inter alia information about research conducted, course of education, grades received, course credits, and hours completed as part of professional internships. All doctoral students successfully completed their first year of education. In the academic year 2020/2021, the Public Review Session took place on June 9-10, 2021; it was held online to prevent the spread of the SARS-CoV-2 virus among the Medical University of Lodz community. It was preceded by a lecture entitled "Interprofessional education for interprofessional practice" by Professor Liliane Azzopardi, the President of the European Association of Faculties of Pharmacy (EAFP) and Head of the Department of Pharmacy at the University of Malta. The 2020/2021 academic year ended with the submission of reports by doctoral students; four resigned from the course. In the academic year 2021/2022, on June 6-8, 2022, the Public Review Session was held in the Clinical and Didactic Center in the Western Hall of UMED, and was coordinated by the Director of the IDS. It was conducted on-site and in English for the first time. The aim of the event was not only to evaluate the scientific achievements of doctoral students and their progress in scientific and research work, but also to integrate the academic community and the possibility of internationalizing the School through the participation of foreign guests. The meeting for doctoral students began with a lecture by Professor José Miguel Pêgo from Portugal entitled "How to successfully run a multicenter research project: Enablers and barriers to the implementation of Computerized Adaptive Tests". Professor José Miguel Pêgo is Vice-Dean for Education at the Faculty of Medicine of the University of Minho in Braga (Portugal) and a European Board of Medical Assessors member. The session was also honored by the presence of prof. Anna Piekarska Ph.D., a national consultant and recognized authority in infectious diseases, who gave a lecture entitled "COVID-19 From Bench to Bedside"; the lecture was continued by the following presentations by PhD students from the Medical University of Poznań: "The course of the Covid-19 pandemic in Children and Medicine" by Kamil Faltin MD., and "Assessment of selected Prognostic factors in patients hospitalized due to Covid-19" by Wiktor Schmidt MD. The program also included scientific workshops conducted by Dr. Daria Tataj, an outstanding expert in the European Commission for Innovation. Dr. Tataj presented a seminar entitled "Network IQ Academy for PhD students and early career researchers. How to make a meaningful career faster?". Agnieszka Kawka, MA and Olga Żochowska, MA, representing NAWA, were also invited to participate in the Public Review Session and presented NAWA's project range and the Maria Skłodowska-Curie Actions program. However, the central element of the meeting was the presentations of the doctoral students, documenting their scientific achievements. The presentations were assessed by committees composed of independent academic staff of the University. The best doctoral students received distinctions in the form of diplomas and awards from prof. Lucyna Woźniak Ph.D., (Vice-Rector for Science Development and International Cooperation, and the Director of the IDS). At the end of the academic year, doctoral students submitted the annual reports on the course of their education, obtaining credit from the Director of the IDS; four doctoral students were removed from the list, including three due to resignation and one due to lack of progress in their doctoral topic. In the academic year 2022/2023, the Public Review Session was held on June 14-15, 2023, at the Clinical and Didactic Center (CKD UMED) at ul. Pomorska 251 in Lodz; the event was held in English. This was the second time it had been held on-site. It was coordinated by the Director of the IDS. Every year, the event aimed to evaluate the scientific achievements of doctoral students and their progress in scientific and research work, to integrate the academic community and support the internationalization of the School through the participation of foreign guests. The meeting for doctoral students began with a lecture by Professor Andrea Olschewski, Professor of Anesthesiology from the Medical University of Graz (Austria), entitled "Defying expectations – my journey from a failed university application to Dean". Professor Olschewski is an outstanding scientist with extensive experience managing universities and research institutions. She is also a distinguished member of the Expert Committee and the Excellence Commission of the German Research Foundation (DFG) and the German Council for Science and Humanities (Wissenschaftsrat) for the German Excellence Strategy, and participates in the work of the WHO Academy Quality Committee. The session was also honored by Petr Bures M, the International Ph.D. Studies Manager at Masaryk University in the Czech Republic, who presented issues related to Cotutelle - recruitment procedure and study conditions at Masaryk University. The following people were also invited to participate in the Public Review Session: Doctor of Humanities Anna Alichniewicz - Head of the Department of Bioethics at the Medical University of Lodz, who gave a lecture entitled "The challenge of medical agnotology. From homeopathy to Covid-19 conspiracy beliefs" and Joanna Broy MA, manager of Innostars EIT Health, with a lecture entitled "EIT Health as an instrument supporting the creation of an innovative ecosystem". However, the central element of the meeting was the presentations of doctoral students, which documented their scientific achievements. The presentations were assessed by committees composed of independent academic staff of the University. All doctoral students were granted registration for the next year, apart from three, who resigned, and two who failed to make progress in completing their doctoral thesis and IRP. In the academic year 2023/2024, the Public Review Session took place on June 10-11, 2024, at CKD UMED. On the first day, a lecture entitled "Promoting research and publications – the Associate Editor's perspective" was delivered by Dr. Janusz Janczukowicz: Head of the Medical Education Center of the

3. Qualifications of academic teachers or research staff conducting education at the doctoral school

One of the fundamental elements of the functioning of the Doctoral School of the Medical University of Lodz is the selection of academic staff, which plays a key role in ensuring high-quality education and scientific support for the students. This selection is based on inter alia scientific achievements, teaching experience, and the ability to work with young scientists. The staff of the Doctoral School consists of outstanding specialists in their fields, which guarantees a high level of scientific and teaching support. Mentors and supervisors hold the degree of Habilitated Doctor or Professor, they have been published in renowned scientific journals, and participate in research projects and the implementation of national and international grants. The key criterion for staff selection is also the ability to support the interdisciplinarity and international cooperation which meets the needs of modern Science. To maintain the quality of its education, the Medical University of Lodz operates the University Education Quality Assurance System, which includes the University Team for Education Quality Assurance and Faculty Teams for Education Quality Assurance. These groups aim to improve the teaching range of the University, taking into account the needs of the socio-economic environment, increase the competitiveness and attractiveness of the University's range of instruction in Poland and abroad, support the University's personnel policy, shape and promote pro-quality attitudes in the university environment, build a quality culture, motivate academic teachers, students and doctoral students to improve the quality of education and self-education, and inform the Rector about the implementation of the educational process at the University and its results. By enforcing systematic and multifaceted verification of the qualifications of academic teachers, the University ensures a high level of education at the International Doctoral School its established research and educational goals. One of the motivational activities aimed at academic staff is the annual competition for the Best UMED Teacher. This honorable distinction is awarded during a gala attended by the highest authorities of the University: this raises the prestige of the title and, consequently, its value and desirability. Since the academic year 2019/2020, cash prizes of PLN 5,000 have been awarded to all competition winners. The financial prize has further contributed to increasing its popularity and the interest among teachers to obtain higher scores in surveys assessing their work, which directly translates into higher quality education. The following distinguished teachers have conducted classes at the IDS: prof. n. med. Jakub Fichna Ph.D. from the Department of Biochemistry (in the academic year 2019/2020), prof. Kinga Polańska Ph.D. from the Department of Hygiene and Health Promotion (academic year 2020/2021), prof. Wojciech Fendler from the Department of Biostatistics and Translational Medicine (2021/2022), and Anna Lippert Ph.D. from the Department of Sports Medicine (2022/2023). The IDS teaching staff improves their qualifications and competencies in various ways, particularly regarding the development of their teaching and research skills and international cooperation:

1. Participation in international conferences and symposia – Providing knowledge about the latest trends in research, scientific methodology and teaching.
2. Cooperation with foreign centers – Providing staff the opportunity to exchange experiences, conduct joint research projects and improve their skills in the field of doctoral education in a multicultural environment.
3. Training and improvement courses – The Medical University of Lodz offers various training programs aimed at improving competences in the field of teaching, research project management and mentoring. Their topics include new teaching methods, modern technologies in education, and ways to improving competence in soft skills.
4. Scientific and teaching internships in renowned academic centers – Offering the chance to become directly acquainted with the best practices in doctoral education at the international level.
5. Publications in international scientific journals – Participation in international research projects and publishing results in prestigious journals increases both scientific knowledge and mentoring skills.
6. Assessment and evaluation systems – Regular evaluation of teaching and research activities allows for the identification of areas requiring further development and the implementation of appropriate corrective actions.

All these elements contribute to the increase of staff competencies, thus enabling more effective education of doctoral students at the international level and in a dynamically-changing scientific environment. The process of selecting and developing the staff of the IDS effectively responds to the needs of contemporary doctoral education. Systematic investment in the professional development of academic teachers raises the scientific level of the school by supporting the achievement of excellent research and teaching results. All activities undertaken in the selection and development of the staff of the IDS constitute a solid basis for further development and success of PhD students of the Medical University of Lodz. Supervisors and academic teachers play a key role in educating doctoral students. We also cooperate with foreign promoters, which increases the interdisciplinarity and international dimension of education. One of our strengths is the diversity of specializations of our lecturers and supervisors, which allows PhD students to pursue ambitious research projects in a wide range of medical sciences, health sciences, and pharmacology and pharmacy. At the same time, we recognize challenges such as ensuring an even load on supervisors, further improving communication between PhD students and staff, and optimizing mechanisms for monitoring PhD students' progress. We constantly strive to improve education standards, develop international cooperation, and implement modern teaching methods. We are aware that the quality of education depends not only on the knowledge and experience of our lecturers but also on their availability, skills, and mentoring.

4. Quality of the recruitment process

Recruitment to the IDS is conducted through open competition with an international scope; it is based on merit, and is carried out on fair and transparent principles specified by the Senate (Resolutions no.: 271/2019, 360/2020, 18/2021, 2/2022, 3/2023, 3/2024). Each year, the recruitment rules are made public no later than five months before the start of the recruitment process, and its results are also public. The recruitment process is conducted by a recruitment committee appointed by the Rector. The committee consists of at least seven people, including the Director of the IDS as the chairman and at least two academic teachers representing each of the three scientific disciplines in which a doctoral degree can be awarded at the University. In justified cases, the Rector may change the composition of the committee or appoint observers with an advisory vote in order to improve the scientific qualifications of the assessors. The recruitment process allows the recruitment of external candidates whose education is financed from external sources, e.g. grants or under the "Implementation Doctorate" program; such recruitment is conducted separately, within an additional limit, which is established annually by the Rector (orders no.: 23/2019, 64/2020, 94/2020, 75/21, 65/2022 as amended, 70/2023 as amended, 75/2024). Recruitment is conducted in English, which allows for a wide recruitment of candidates from all over the world. The limits of admission of candidates to the IDS and the list of research topics for the individual scientific disciplines are established annually by the Rector and announced on the University's website. The limit of admission is determined based on the number of applications for places available in the IDS, which are submitted by the heads of individual organizational units. The organizational units whose employees (future supervisors) are implementing research projects or grants and who have considerable scientific achievements, reflected in high academic point scores, may apply for places in the IDS. Since 2022, the heads of organizational units cooperating with foreign universities or scientific institutions have also been allowed to apply, aimed at awarding a joint doctoral degree. The recruitment procedure is conducted in accordance with an order from the Rector, which establishes the schedule, and the list of required documents is included in a Senate Resolution. Detailed rules for scoring in the recruitment procedure are included in an annex to the resolution on the principles of recruitment for a given academic year. Refusal of admission to the IDS is based on an administrative decision made by the Rector. The first recruitment to the IDS (2019/2020) was announced by the Rector by way of order no. 19/2019 on March 28, 2019. The same document published a list of places allocated to scientific and teaching units in three disciplines: Medical Sciences, Pharmacology and pharmacy, and Health Sciences; the admission limit was set for a total number of 30 places. Initially, 32 people were included in the recruitment procedure, conducted by the Recruitment Committee. Finally, 26 candidates were entered on the list of PhD students, who passed the recruitment process by obtaining at least 23 points. As some places were not filled, a supplementary recruitment process was held, as announced in Rector's order no. 94/2019 of Oct. 17, 2019. Three candidates took part in additional recruitment in connection with the implementation of projects under the TEAM-NET competition; the procedure was successful, and the candidates were included on the list of PhD students. Ultimately, in the academic year 2019/2020, 29 PhD students representing the discipline of Medical Sciences were admitted to the Doctoral School. The principles of the second recruitment to the IDS (2020/2021) were specified in Resolution No. 360/2020 of Jan. 30 2020. By way of Order No. 72/2020 of July 14, 2020, a list of places in the IDS awarded to scientific and teaching units in the disciplines of Medical Sciences, Pharmacology and pharmacy, and Health Sciences, and the established admission limit was published. 30 places were allocated to regular recruitment for candidates, who received a subsidy for tuition; in addition, 10 places were allocated for the "Implementation doctorate" program, three places under the National Science Centre "PRELUDIUM BIS 1" competition, and one place under the NSC "OPUS" competition (order no. 94/2020 of Sep. 29, 2020 of the Rector of the University). In total, the IDS made 44 doctoral places available. 67 candidates took part in the recruitment, and as a result of the open competition, 41 PhD students were accepted: 29 in the discipline of Medical Sciences and one person in the discipline of Health Sciences. These included eight people through the "Implementation doctorate" program, two people through the NSC "PRELUDIUM BIS 1" competition and one person through the NSC "OPUS" competition. The next recruitment to the IDS (2021/2022) was based on the principles specified in Resolution No. 18/2021 of Jan. 28, 2021, of the Senate of the Medical University of Lodz on the principles of recruitment to the IDS, in accordance with the recruitment plan established by the Rector by way of Order No. 27/2021 of March 16, 2021. The recruitment announcement was posted on the University's website and on the Euraxess portal. In order to attract PhD students from abroad, emails were also sent to embassies with the School's range of courses. By Order No. 75/2021 of June 22, 2021 The Rector of the Medical University of Lodz announced the list of places granted to scientific and teaching units in three disciplines and set admission limits: Medical Sciences-28, Pharmacology and pharmacy-1, Health Sciences-3. In 2021, the University launched the electronic candidate registration system (IRK) for the first time, which significantly improved the organizational work and digitized the recruitment process, making it easier for people from abroad to apply. Candidates had the opportunity to familiarize themselves with research topics in Polish and English by logging into the IRK, and completing the application for admission to the Doctoral School, indicating the selected topic and supervisor. Of 66 applicants, 41 were admitted to the School, including 31 in Medical Sciences and one in Health Sciences, who were successful in the qualifying exams and obtained the required minimum number of 22 points. The higher admission limit in the discipline of Medical Sciences resulted from the lack of candidates in Pharmacology and pharmacy and Health Sciences. The order on changing the admission limits to the IDS for the academic year 2021/2022 was issued under No. 99/2021. As part of programs and projects financed from external sources, nine candidates were admitted to the Doctoral School for the academic year 2021/2022. The recruitment process for the academic year 2022/2023 was conducted in accordance with the principles specified in Senate Resolution No. 2/2022 of Jan. 27, 2022, and in accordance with the recruitment plan established by the Rector by way of Order No. 58/2022 of May 31, 2022, and 21/2022 of March 9, 2022. No. 65/2022 of July 1, 2022. The Rector announced the list of places awarded to individual scientific and teaching units and the admission limits, which were higher than in previous recruitment initiatives: Medical Sciences-37 places, Pharmacology and pharmacy-1, Health Sciences-7, within the implementation doctorate program-2, Preludium Bis 2 and Opus competitions-1. A total of 44 candidates took part in the recruitment procedure, including three who were part of projects financed from external sources. Of these, 31 candidates were successfully entered in the list of IDS PhD students. Information on each stage of recruitment was available to the candidate after logging into the Internet Candidate Registration System, and the results were additionally published on the School's website. Recruitment for the 2023/2024 academic year was conducted as specified in Senate Resolution No. 3/2023 of Jan. 26, 2023, and in accordance with the recruitment plan established by the Rector by way of Order No. 27/2023 of Feb. 14, 2023, and amending it by Order No. 69/2023 of June 27 2023. Ord. No. 70/2023 of June 27, 2023, The Rector announced the list of places awarded to individual scientific and teaching units and set the following admission limits: Medical Sciences-30 places, Pharmacology

5. Quality of scientific or artistic supervision and support for conducting scientific activities

The basic tasks of the supervisor are to introduce the doctoral student to the scientific community, monitor their progress, support their active participation in seminars, scientific conferences and research internships, help them to obtain external sources of research funding, and supervise the implementation of milestones recorded in the Individual Research Plan (IRP). It is also extremely important that they offer help in shaping the correct attitudes and acquiring research skills. In addition to preparing a dissertation, the doctoral student also learns the specifics of scientific work, allowing them to conduct research independently and in cooperation with other scientists from abroad. Currently, each supervisor at the International Doctoral School (IDS) can supervise a maximum of three doctoral students at the same time. The Director of the IDS, after consultation with the doctoral student, appoints a supervisor or supervisors within three months of the date of commencement of education. At the request of the supervisor and after consultation with the doctoral student, an auxiliary supervisor may be appointed, provided that the doctoral student does not have more than one main supervisor. The principles of cooperation between the supervisor and the doctoral student are based on mutual trust and respect. In the event of a dispute between doctoral student and supervisor, the Director of the IDS shall attempt to mediate. At least one representative of the Doctoral Student Government participates in the mediation. The details of the rights of the doctoral student are specified in the regulations of the IDS. The IDS enables formalized and administratively monitored cooperation between the supervisor and the doctoral student. The regulations of the IDS indicate that the proposed supervisor should maintain their scientific activity: their scientific achievements should include articles published in the three-year period preceding the assumption of supervisor's duties; these should be published in scientific journals with an Impact Factor or in scientific journals or peer-reviewed materials from international conferences, included in the list announced in the announcement of the Minister for Science. The supervisor may also be an employee of a foreign university or scientific institution if they are recognized as having significant achievements in the field covered by the doctoral dissertation by the relevant council of a scientific discipline. It is good practice to define transparent rules of cooperation between the doctoral student and the supervisor regarding science, finances, time availability and the method and frequency of contact. The document defining all these rules is the Individual Research Plan (IRP), which the doctoral student prepares in consultation with the supervisor. The IRP must include a schedule of research and preparation of the doctoral dissertation, methods of meeting the PQF level 8 criteria, a list of the research infrastructure made available to the doctoral student and the deadline for submitting the doctoral dissertation. The IRP should be prepared with care, because its implementation is subject to mid-term evaluation after the second year of education. The evaluation is carried out by a committee including external experts. The IRP may be updated if necessary. The IDS regulations provide for the possibility of changing the supervisor or supervisors or appointing another supervisor or supervisors within nine months from the date of commencement of education. In the event of a prolonged absence by the supervisor, the Director of the IDS may designate another person who meets the criteria to temporarily perform the function of the supervisor. During the entire education process, the supervisor should not only monitor the progress of the doctoral student, but also provide support at every stage of the research. Annual reports are prepared by the doctoral student for review by the supervisor; these play a useful role in verifying the planned activities. The university provides the opportunity to improve the competencies of supervisors by providing funds for conducting scientific research, scientific and laboratory facilities, library collections, and encouraging international cooperation. Starting from the academic year 2022/2023, foreign academics have also been appointed supervisors at the IDS. As of September 30, 2024, five foreign supervisors from the USA, Sweden, Switzerland, Italy and Spain have been recruited. A doctoral student who may experience disability has the right to apply for their education program to be adapted to meet their needs, so as to allow full participation in the education process. Upon such request, the scope of adaptation is determined by the Director of the IDS in consultation with the representative for disabled students. The extent of the adaptation itself may include the following: the doctoral student using the assistance of a disabled person's assistant during classes, tests and exams, technological solutions adapted to the type of disability, modification of the mode of conducting didactic classes, change of the dates and form of tests and exams, or making teaching materials available to the doctoral student in a form adapted to the type of disability. Currently, three doctoral students with a disability certificate are undergoing education at the Doctoral School. The Medical University of Lodz has high-quality teaching and research facilities. The University's Didactic Center provides PhD students and employees with access to modern lecture and teaching rooms, laboratories and phantom rooms. Its Medical Simulation Center is a well-equipped hospital emergency department, intensive care unit, operating rooms, labor and delivery rooms, and technical skills workshops. The University's didactic infrastructure also includes research laboratories, which not only allow a high level of teaching but also provide conditions for conducting advanced scientific research. PhD students also have the Knowledge and Innovation Zone at their disposal, which includes the Information and Library Center, the Office of Science, Strategy and Development, the Center for Innovation and Technology Transfer, and the Business Incubator. PhD students also have a modern Foreign Language Teaching Center at their disposal. Additionally, the university provides space for conducting research in cooperation with businesses through access to the infrastructure located in the Centre for Molecular Research on Civilisation Diseases and in the Brain laboratory complex, where interdisciplinary research teams can work, and the Centre for Innovation and Technology Transfer.

6. Integrity of the mid-term evaluation process

All doctoral students undergo a Mid-Term Evaluation, which is a key element of the education process at the International Doctoral School (IDS). Its purpose is to comprehensively verify the progress of PhD students in the implementation of individual research plans and to assess their involvement in scientific development. This procedure is an important mechanism for ensuring high-quality education by monitoring the implementation of the assumed scientific goals. The PhD students present the results of their previous research, their compliance with the schedule and the prospects for further activities. The evaluation covers research achievements such as publications, presentations at scientific conferences, and grant applications, as well as the development of teaching competencies and involvement in teamwork. The Mid-Term Evaluation is carried out in the middle of the education period, no later than by the end of the fifth semester, by a committee composed of experts; these are appointed by the Disciplinary Councils at the request of the Director of the IDS. The committee consists of three persons; at least one must be employed outside the University, holding the degree of habilitated doctor or the title of professor in the discipline in which the doctoral dissertation is being prepared. In addition, the PhD student is accompanied by a representative, who participates as an observer. To ensure objectivity and reliability, the supervisor and the auxiliary supervisor cannot be members of the committee. For the doctoral student, it is an opportunity to receive constructive feedback, identify potential difficulties and indicate areas requiring special attention. For the Medical University of Lodz, the mid-term evaluation also plays a strategic role - it allows for effective management of the doctoral education process and helps maintain the highest standards of scientific work. Its results play an important role in improving education programs and strengthening the university's position as a center conducting innovative research at a world level. The schedule for the mid-term evaluation is established by the Director of the IDS and announced to doctoral students on the University's website. The first schedule is published in March and includes information on the date of establishment of the Evaluation Committees for the Mid-term Evaluation by the Scientific Councils of Disciplines, the deadline for submitting the required documents, the date of the mid-term evaluation of doctoral students, as well as information on the scope of the evaluation and the date of announcement of its results on the website of the UMED Doctoral School. The mid-term evaluation is carried out as a conversation with the doctoral student; it is aimed to evaluate the implementation of scientific goals, and to report on the implementation of the individual research plan (prepared by the doctoral student in Polish and English, reviewed by the supervisor or supervisors); it also covers the doctoral student's annual reports, submitted after the first and second year of education. This report, i.e. on the implementation of the individual research plan, is submitted by the doctoral student to the evaluation committee in paper and electronic form through the IDS Director at least 30 days before the scheduled evaluation date. The purpose of the mid-term evaluation is also to assess the quality of scientific supervision provided by the supervisor or supervisors. The result of the mid-term evaluation is either positive or negative. The result, together with the justification, is public and is subject to publication on the website of the Doctoral School. The first mid-term evaluation of doctoral students of the IDS took place on 17-18 November 2021 based on the provisions of the Law on Higher Education and Science and the IDS Regulations, and included third-year doctoral students who began their education in the academic year 2019/2020. For the purposes of the evaluation, at the request of the IDS Director, the Medical Sciences Council of the Medical University of Lodz appointed 26 committees, which included persons employed outside the entity running the IDS. Twenty-three people started the evaluation on time; one evaluation was postponed to January 11, 2022, due to ongoing sick leave. Two people for whom committees were appointed resigned (September 1, 2021 and November 5, 2021). All doctoral students participating in the mid-term evaluation (24 people) completed the evaluation with a positive result. The next mid-term evaluation took place on November, 15 and 16, 2022 and covered 41 PhD students from the 2020/2021 recruitment. The Disciplinary Councils appointed a total of 39 committees at the request of the Director; this did not include two PhD students, whose education had been suspended. Of the 39, one doctoral student suspended their education, two resigned, and two were dismissed due to unsatisfactory results. Therefore, 34 PhD students from the 2020/2021 recruitment took part in the evaluation, including 29 from Medical Sciences, four from Pharmacology and pharmacy and one from Health Sciences. All PhD students who took part in the mid-term evaluation received positive grades. The next evaluation took place on November, 15 and 16, 2023. Forty-one committees were established, including three committees for PhD students from the 2020/2021 recruitment whose mid-term evaluation date was postponed due to maternity leave. Thirty-eight PhD students were evaluated, including 36 in Medical Sciences and two in Health Sciences. Three PhD students resigned, and one postponed the evaluation date to January, 18, 2024 due to sick leave. All PhD students who took part in the evaluation obtained a positive result. The Evaluation Committees for the Mid-Term Evaluation prepared the minutes of all mid-term evaluations in Polish and English (the protocol template is specified in Annex No. 5 to the Regulations). Over the years, increasing efficiency has been observed in the implementation of Individual Research Plans, which reflects the high level of commitment of PhD students and their scientific supervisors. Thanks to detailed reports and evaluations, the University identifies both achievements and areas requiring improvement. There is also a systematic improvement in the quality of research carried out, as well as an increase in the number of projects of international importance. Each year, the evaluation process is accompanied by opinions from evaluation committees, thus ensuring transparency and maintaining the high standard of the procedure. The conclusions from these evaluations are crucial for ensuring appropriate scientific and organizational support for doctoral students, contributing to the scientific successes of the university community in Lodz. Details about the evaluations and reports are available on the IDS website: <https://doctoralschool.umed.pl/midterm-evaluation/>

7. Internationalization

The internationalization of the Doctoral School is one of the fundamental pillars of the development of the Medical University of Lodz. This aspect concerns both the education process and the structure of the PhD student community. The internationalization of education and performance of research activities are perceived as significant stimuli for socio-economic development and increased innovation. From the perspective of PhD students, the language competencies acquired during education at the Doctoral School, professional experience in working abroad, participation in international conferences, publications in international journals, as well as participation in international research projects are taken into account in the evaluation of these activities. The education organized within the Doctoral School is addressed to both Polish citizens and foreigners, including those living at a considerable distance; as such, the University, in response to social needs, has established additional financial support for PhD students whose place of residence is more than 400 km from Lodz, the principles of which are specified in the Rector's Order (No. 20/2021, 74/2023 and 31/2024). As of September 30, 2024, two PhD students received support in the amount of PLN 2,500 at the Doctoral School from Spain and Iran who were recruited to the Doctoral School in the recruitment for the academic year 2023/2024. Since January 3, 2022, the University has been implementing the tasks of the National Agency for Academic Exchange under the "STER – Internationalization of Doctoral Schools" program as part of the Internationalization Empowerment project of the Doctoral School at the Medical University of Lodz / funding agreement number: BPI/STE/2021/1/00032. In connection with the implementation of tasks arising from the program, the International Doctoral School took actions related to acquiring foreign PhD students through an extensive advertising campaign; this resulted in the recruitment of two foreign students to the IDS in the academic year 2021/2022 (from India and Lebanon), four PhD students in the year 2022/2023 (from Ukraine, Malaysia, Iraq, Lebanon), three PhD students as a result of competitions announced on 28/07/2022, 28/07/2023 and 04/09/2023 (from Pakistan, Iran and Spain). On 19/02/2024, NAWA scholarships were awarded to 10 PhD students studying for a double doctoral degree, including Polish students cooperating with foreign research centers and foreign PhD students. In 2022, PhD student Beata Filipek, as part of the activities carried out in the NAWA STER program, took part in a placement at the University in the USA (from May 1, 2023, to October 31, 2023). Funding from NAWA Ster funds amounted to PLN 77,000. In the laboratory of Prof. Kevin O'Connor, Department of Neurology, Yale University School of Medicine, the PhD student carried out a scientific project aimed at investigating the pathomechanisms associated with the occurrence of demyelinating diseases of the nervous system. The result of scientific cooperation with the mentioned research center was the work "MOGAD patient autoantibodies induce complement, phagocytosis, and cellular cytotoxicity," published in JCI insight (IF 9.496). In 2024, the trip financed by the NAWA STER project was carried out by Ms. Natalia Plóciennik, a second-year the IDS PhD student, who completed a one-month internship at the University of Cagliari-Italy at the Department of Medical Sciences and Public Health from 16/03/2024 to 18/04/2024. Her supervisor was Prof. Paolo Contu. The aim of the stay was to gain new experience and be trained at a leading center in the field of issues related to manual therapy in the treatment of IBS. PhD student Alla Sherri completed an intensive two-month training placement at the Swiss Institute for Allergy and Asthma Research (SIAF) from 01/07/2024 to 30/09/2024, where she participated in the analysis of data and interpretation of raw results as a member of the Immune Metabolism group. The total cost of the stay, financed by NAWA, amounted to PLN 38,000. As part of the NAWA STER project, the following were invited to the IDS: Prof. José Miguel Pêgo in 2021/2022 (Vice-Dean for Education at the Faculty of Medicine of the University of Minho in Braga, Portugal), Prof. Andrei Olschewski from the Medical University of Graz (Austria) in 2022/2023, and Prof. Carla Ferreri (Director for Research at the National Research Council in Italy) in 2023/2024. The invited guests gave lectures and workshops for PhD students as part of the Public Review Session. On July 9-12, 2024, the Summer School for PhD students entitled "How to influence scientific outcomes with innovations" was held at the Clinical and Didactic Center of the Medical University of Lodz. This program, organized as part of the NAWA STER project, aimed to enrich the knowledge of PhD students in the field of modern technologies and innovations in Science. The classes were conducted by outstanding specialists, including Prof. Joanna Klubo-Gwiedzinska from the National Institute of Diabetes and Digestive and Kidney Diseases (USA), as well as by the academic staff of the Medical University of Lodz and the University of Lodz. Prof. Klubo-Gwiedzinska focused on the integration of innovative technologies with scientific research. Prof. Sitek, on the other hand, led workshops on the use of artificial intelligence and data analysis in healthcare. The Summer School was not only an opportunity to deepen knowledge but also a chance to build a network of contacts, which is crucial for the development of a scientific career. More details about this event are available at <https://doctoralschool.umed.pl/summer-school/>. As part of developing cooperation between various doctoral schools, inter-university cooperation was established with Masaryk University in Brno. Within this framework, on June 14, 2023, the Director of the IDS invited Mr. Petr Bures, International Ph.D. Studies Manager of Masaryk University in the Czech Republic, to participate in the Public Review Session; he presented issues related to the topic of Cotutelle – the recruitment procedure and study conditions at Masaryk University. The meeting was attended by 130 PhD students and their supervisors. In March 2024, prof. Lucyna Woźniak, MD PhD, the Vice-Rector for the Development of Science and International Cooperation of the Medical University of Lodz, and prof. Anna Woźniacka, MD PhD (the Director of the IDS), established cooperation with the Consiglio Nazionale delle Ricerche in Bologna (Italy). The talks with the international partner resulted in the signing of a Memorandum of Understanding between the Medical University of Lodz and the Consiglio Nazionale delle Ricerche in Bologna. Both Institutions expressed their willingness to jointly develop activities aimed at supporting and promoting cooperation in the field of education and scientific research. The Doctoral School also signed agreements to strive to award a joint doctoral degree with Yale University School of Medicine (USA), represented by Prof. Kevin O'Connor; the University of Cagliari in Italy and the Swiss Institute of Allergy and Asthma Research (University of Zurich) based in Davos. As part of this internationalization, the Director of the IDS appointed professors from abroad to act as supervisors: prof. Kevin O'Connor from the USA, prof. Paolo Contu from Italy, prof. Milena Sokółowska from Zurich, prof. Raquel Abalo from Spain and prof. Dorota Religa from Sweden. In addition, a meeting was held at the Medical University of Sofia in Bulgaria on June 17-19, 2024, organized by Dr. Magdalena Kasnakova, an expert from the Department of International Integration and Project Financing. Its purpose was to discuss the internationalization strategy of the Medical University of Sofia and the possibilities of intensifying international academic exchange, including establishing cooperation in the field of doctoral education.

8. Effectiveness of doctoral education

Percentage of individuals who obtained a doctoral degree	Doctoral students who applied for initiation of proceedings for the award of a doctoral degree	Doctoral students who were awarded a doctoral degree	Doctoral students who were denied the award of a doctoral degree
in the number of doctoral students who completed their education at the doctoral school during the evaluation period	67	53	0
in the total number of doctoral students who completed their education at the doctoral school	59	47	0

The education program at IDS is designed to allow doctoral students to develop their scientific, didactic, and professional skills at the highest level. The effectiveness of the education process is measured using tools such as mid-term evaluation, which allows for the analysis of doctoral students' progress in implementing their individual research plans. The results of the evaluations conducted to date indicate a high level of research project implementation, which is reflected in the number of publications in prestigious journals, conference presentations and successes in obtaining research grants. Great emphasis is placed on interdisciplinarity and internationalization of the education process. The PhD students of the IDS have access to modern research tools, mentor support and the opportunity to participate in international internships and research projects. The university also focuses on the development of soft skills, such as teamwork and communication skills. The IDS monitors the fate of graduates by maintaining e-mail contact and obtaining feedback in the form of surveys. In addition, doctoral students completing their education are informed about new recruitment opportunities within the framework of ongoing research projects. As of September 30, 2024, PhD students from two recruitment sessions have completed their education at the IDS. By Sep. 30, 2023, 3 PhD students from the 2019/2020 recruitment had submitted their doctoral dissertations, and 20 had applied for an extension of this deadline by another year. The university has developed an ordinance on co-financing research activities related to the preparation of a doctoral dissertation (Ordinance No. 33/2024 of March 21, 2024). As a result, as of Dec. 18, 2024, a total of 15 PhD students had submitted their doctoral dissertations (from the 2020/2021 and 2019/2020 recruitments). A total of 46 PhD students have submitted applications for an extension of the deadline for submitting their dissertation.

ATTACHMENTS

Added files

Adequacy of the education program and individual research plans to the learning outcomes for qualifications at PRK level 8 and their implementation

- 1. Resolution No. 272_2019 programme of studies.pdf
- 2. Resolution no. 359_2020 ENG programme of studies.pdf
- 4. Resolution-no.-1_2022 ENG programme of studies.pdf
- 3. Resolution no. 19_2021 programme of studies.pdf
- 5. Resolution no. 4_2023 ENG programme of studies.pdf
- 6. Resolution No 4_2024 ENG programme of studies.pdf

Method of verifying learning outcomes for qualifications at PRK level 8

- Principles for verifying the learning outcomes of doctoral students at the International Doctoral School.pdf

Qualifications of academic teachers or research staff conducting education at the doctoral school

- EN health sciences (qualifications of researchers).pdf
- EN medical sciences (qualifications of researchers).pdf
- EN pharmacology and pharmacy (qualifications of researchers).pdf

Quality of the recruitment process

- Ordinance No. 25_2019 recruitment committees.pdf
- Ordinance No. 124_2020 recruitment committees.pdf
- Ordinance-No.-77_2024 recruitment committees.pdf
- 3. Resolution no. 18_2021 procedure of recruitment.pdf
- 4. Resolution no. 2_2022 ENG procedure of recruitment.pdf
- 2. Resolution no. 375_2020 ENG Rules and Regulations.pdf
- 2. Resolution no. 375_2020 ENG Rules and Regulations.pdf
- 3. Resolution no. 72_2021 ENG Rules and Regulations.pdf
- Ordinance no. 28_2021 recruitment committees.pdf
- Ordinance no. 4_2022 recruitment committees.pdf
- Ordinance No. 8_2024 recruitment committees.pdf
- Ordinance-No.-96_2024-1 recruitment committees.pdf
- 5. Resolution no. 3_2023 ENG procedure of recruitment.pdf
- 4. Resolution-no.-10_2022 Rules and Regulations.pdf
- 6. Resolution No. 12_2024 ENG Rules and Regulations.pdf
- 5. Resolution No. 15_2023 ENG Rules and Regulations.pdf
- Ordinance No. 17_2020 recruitment committees.pdf
- Ordinance no. 17_2024 recruitment committees.pdf
- 1. Resolution No. 271_2019 procedure of recruitment.pdf
- 2. Resolution no. 360_2020 ENG procedure of recruitment.pdf
- 6. Resolution no. 3_2024 ENG procedure of recruitment.pdf
- 1. Resolution No. 289_2019 ENG Rules and Regulations.pdf
- 1a. ENG_Annex to Resolution No. 311 2019.pdf
- 5a. Resolution No. 64_2023 ENG Rules and Regulations.pdf

Quality of scientific or artistic supervision and support for conducting scientific activities

- 6. Resolution No. 12_2024 ENG Rules and Regulations.pdf

STATEMENTS



I hereby declare that the information contained in the self-assessment report is fully consistent with the factual and legal status.



I hereby declare that the information contained in the self-assessment report in Polish and English is fully identical in substance.



I hereby declare that the documents attached to the self-assessment report in Polish and English are fully identical in substance.

Signature

AUTHORIZATIONS

Added files

UPOWAŻNIENIE_RP_255_2024_prof. Agnieszka Piastowska-Ciesielska_Prorektor_SD_raporty-sig.pdf

UPOWAŻNIENIE_RP_254_2024_Dyr. Tomasz Boczek_MSD_raporty-sig.pdf

**Resolution No. 272/2019
of February 28, 2019
of the Senate of the Medical University of Lodz**

**on the program of studies at the Doctoral School run by
the Medical University of Lodz**

Pursuant to Article 28(1)(12) of the Act of July 20, 2018 – Law on Higher Education and Science (Journal of Laws, Item 1668, as amended) in conjunction with Article 291 of the Act of July 3, 2018 – Implementing provisions – Law on Higher Education and Science (Journal of Laws, Item 1669), and pursuant to § 34 Item 5 of the Statutes of the Medical University of Lodz of September 27, 2011, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The program of studies at the Doctoral School run by the Medical University of in Lodz is established, constituting an annex to the Resolution.

§ 2

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radzisław Kordek, MD, PhD*

cc:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

PROGRAM OF STUDIES AT THE DOCTORAL SCHOOL RUN BY THE MEDICAL UNIVERSITY OF LODZ

I. General outline of the program of studies

The Doctoral School run by the Medical University of Lodz is an organized form of education for doctoral students in the following disciplines: pharmacology and pharmacy, medical sciences and health sciences.

Studies at the Doctoral School:

- 1) last eight semesters and ends with submission of a doctoral dissertation;
- 2) ensures preparation for obtaining the degree of *doktor* (doctoral degree) in medical sciences and health sciences, in the following scientific disciplines: pharmacology and pharmacy, medical sciences and health sciences;
- 3) is provided in compliance with the program of studies and the individual research plan.

Implementation of the program of studies at the Doctoral School results in achieving learning outcomes at level 8 of the Polish Qualifications Framework specified in the Act of December 22, 2015 on Integrated Qualifications System (consolidated text, Journal of Laws of 2018, Item 2153) and provisions issued under Article 7(3) thereof.

II. Relation of the program of studies with the mission and development strategy of the Medical University of Lodz

The program of studies at the Doctoral School complies with the mission of the Medical University of Lodz and was developed based on its key idea, i.e. ensuring an outstanding quality of conducted research studies, updating educational offer in response to the needs of the community, particularly patients and entities providing healthcare services, making a significant contribution to the development of the healthcare system by promoting modern prevention and treatment standards and establishing close cooperation with institutions that carry out public health tasks at the regional, national and international level.

The program of studies at the Doctoral School complies with the development strategy of the Medical University of Lodz for the years 2015-2020, including the objectives specified for the field of science and research as well as research and development activity, i.e. increasing the number and quality of research studies conducted by the University, as well as extending and improving implementation activities.

III. Main learning objectives

The main learning objective of studies at the Doctoral School is preparing and submitting a doctoral dissertation by the doctoral student and preparing them for obtaining the doctoral degree.

The main learning objectives at the Doctoral School also include:

- 1) preparing doctoral students for work involving teaching, research as well as research and development;
- 2) acquiring the skill of taking advantage of the world's scientific achievements, identifying and solving research problems, planning and conducting research studies as well as analyzing their results for the purpose of patents, publications or presentations at scientific conventions;
- 3) obtaining high research competencies and scientific independence by doctoral students;
- 4) preparing doctoral students for autonomous planning of their own scientific development and facing professional and public challenges, including the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
- 5) preparing doctoral students for exchange of research experience and ideas, also in an international community.

The Doctoral School supports mobility of students and establishing international relations by giving doctoral students an opportunity for participation in international exchange programs and international conferences.

IV. Preliminary requirements – candidate profile

Admission to the Doctoral School may be applied for by a candidate holding a professional title of *magister*, *magister inżynier* or an equivalent title, being a graduate of the fields of studies such as in particular medical sciences, dentistry, public health, biology, biotechnology or pharmacy.

In exceptional cases, justified by top quality scientific achievements, the Doctoral School may admit a graduate of a first-cycle program or a student who completed the third year of a unified long-cycle program, including a student who is a beneficiary of the “Diamantowy Grant” (*Diamond Grant*) program. Scientific achievements of each candidate are assessed by the Recruitment Committee which may ask a relevant scientific discipline council or the Scientific Council of the Medical University of Lodz for their opinion.

A candidate applying for admission to the Doctoral School should have competences and scientific achievements that allow for taking up education at level 8 of the Polish Qualifications Framework in the following scientific disciplines: pharmacology and pharmacy, medical sciences, health sciences.

V. Procedure of recruitment to the Doctoral School

The procedure of recruitment to the Doctoral School is conducted by a contest, in accordance with the rules specified by the Senate of the Medical University of Lodz. The results of the contest are open to the public. Both candidates being Polish citizens and foreigners may apply for admission to the Doctoral School.

Limits of admissions to the Doctoral School, for specific scientific disciplines in which studies are offered, are set by the Rector based on applications for awarding places at the Doctoral School in each academic year filed by heads of the University research and teaching units and analysis of costs of education for doctoral students incurred by the University.

The recruitment procedure is conducted by the Recruitment Committee for the Doctoral School appointed by the Rector. The procedure of recruitment to the Doctoral School includes the following stages:

- 1) submission of documents required in the recruitment procedure by candidates;

- 2) verification of documents submitted by candidates;
- 3) qualification procedure;
- 4) entry into the register of doctoral students or issue of the administrative decision on refusal of admission to the Doctoral School.

In the qualification procedure, a candidate is awarded recruitment points for the following: results of exams in a modern foreign language and the major subject, the average grade obtained for the period of a first-cycle and second-cycle programs of studies or a unified long-cycle program of studies, participation in student exchange programs and scientific achievements. Candidates are qualified for admission to the Doctoral School based on ranking lists.

A candidate applying for admission to the Doctoral School is obliged to present an outline of a research project.

VI. Description of the intended learning outcomes

A description of the intended learning outcomes includes characteristics of the second level for qualifications at level 8 of the Polish Qualifications Framework, as specified in the Regulation of the Minister of Science and Higher Education of November 14, 2018 on the characteristics of the second level of learning outcomes for qualifications at levels 6-8 of the Polish Qualifications Framework (Journal of Laws of 2018, Item 2218). The learning outcomes refer to the following scientific disciplines: pharmacology and pharmacy, medical sciences, health sciences.

Key descriptive categories	Description component code	Characteristics of the second level of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework
KNOWLEDGE (a person knows and understands):		
Scope and depth of understanding – completeness of the cognitive perspective and dependencies	P8S_WG	• to an extent allowing for a review of the existing paradigms - the world's achievements, including theoretical fundamentals and general issues as well as selected detailed issues related to a specific scientific discipline • main development trends of the scientific disciplines in which studies are offered • methodology of scientific research • rules of dissemination of research findings, also as open access resources
Context – conditions and effects	P8S_WK	• fundamental dilemmas of the contemporary civilization • economic, legal, ethical and other significant conditions of research activity • basic principles of transfer of knowledge to economic and social spheres and commercialization of research findings and related know-how

SKILLS (a person is able to):		
Applying knowledge in practice – problem solving and performed tasks	P8S_UW	• apply knowledge in different fields of science for creative identification, formulation and innovative solutions of complex problems or performance of various research tasks, in particular: - define the objective and subject of research studies, formulate a research hypothesis, - develop research methods, techniques and tools and apply them creatively, - draw conclusions based on research findings • make a critical analysis and assessment of research findings, expert activity and other creative studies and their contribution to the development of knowledge • transfer research findings to the economic and social spheres
Communication – interpreting and making statements, dissemination of knowledge in the scientific community and use of a foreign language	P8S_UK	• communicate on specialized topics to an extent ensuring active participation in an international scientific community • disseminate results of scientific activities, including in popular forms • initiate a debate • participate in a scientific discourse • use a foreign language at B2 level of the Common European Framework of Reference for Languages to an extent allowing for participation in an international scientific and professional community
Work organization – planning and teamwork	P8S_UO	• plan and perform individual and team research projects, also in an international community
Learning – planning one's own development and development of others	P8S_UU	• independently plan and act for the purpose of one's own development as well as inspire and organize development of others • plan courses or groups of courses and conduct them using modern methods and tools
SOCIAL COMPETENCE (a person is ready to):		
Evaluation – critical attitude	P8S_KK	• critically assess achievements in a specific scientific discipline • critically assess one's own contribution to the development of a specific scientific discipline • recognize the significance of knowledge for solving cognitive and practical problems
Responsibility – fulfilling social tasks and acting for the public interest	P8S_KO	• fulfilling social responsibilities of researchers and creators

		• initiate activities for the public interest • think and act in an enterprising manner
Professional role – independence and development of the ethos	P8S_KR	• maintain and develop the ethos of scientific community, including: - conducting research activity in an independent way, - respect the principle of public property of research findings and the rules of intellectual property protection

VII. Verification of the learning outcomes

Following completion of a course in a subject specified in the program of studies, the learning outcomes achieved by doctoral students are verified in exams, credit tests or credit tests with grades. The form of obtaining credits is defined in the schedule of implementation of the program of studies. Doctoral students are informed about the procedure of holding an exam or awarding credit by an academic teacher before the commencement of the course cycle.

Exams and credit tests may have the form of written or oral tests verifying knowledge and skills; credit for courses may be awarded based on written assignments (essays) on a specific topic prepared by doctoral students, multimedia projects or presentations.

The learning outcomes achieved by the doctoral student are also verified by assessment of:

- 1) doctoral student's presentations given during an open doctoral seminar - an annual public review session involving presentation of research hypotheses, methods and research findings given in English; the doctoral student's presentation is assessed by the supervisor and the supervisor includes the result of the assessment in the doctoral student's annual report;
- 2) implementation of the individual research plan, including the schedule of preparation of the doctoral dissertation, conducted by the evaluation committee in the form of a mid-term assessment in the middle of the education period; the mid-term assessment shall end with a positive or negative result, and its result, with substantiation, is open to the public.

VIII. Schedule of implementation of the program of studies

The schedule of implementation of the program of studies at the Doctoral School defines:

- 1) subjects taught in obligatory and elective courses, including the number of hours;
- 2) number of hours of professional placement training;
- 3) location of compulsory and optional courses and professional placement training in particular semesters of studies;
- 4) forms of conducting classes and awarding credits for courses and professional placement training;
- 5) units conducting didactic classes.

Total number of hours prescribed in the schedule (Year 1-4, Semesters 1- 8):

- 1) classes with the participation of an academic teacher – 277 hours, including 272 hours of obligatory courses and 5 hours of elective courses;
- 2) professional placement training – 210 hours, including 30 hours in Year 1, and 60 hours in Years 2-4.

**Schedule of implementation of the program of studies at the Doctoral School
run by the Medical University of Lodz**

YEAR 1 (SEMESTERS 1 and 2)					
No.	Name of the course	Unit conducting the classes	Form of classes	Number of hours	Form of awarding credit for the course
1	MEDICAL INFORMATICS	Informatics and Medical Statistics Centre 90-647 Łódź pl. Hallera 1 Magdalena Bakalarz, MA, Monika Badowska-Wojdecka, MA	practical classes	15 hours	credit with a grade
2	PRINCIPLES OF CONDUCTING SCIENTIFIC RESEARCH AND PREPARATION OF SCIENTIFIC PUBLICATIONS	Department of Blood Coagulation Disorders 90-549 Łódź ul. Żeromskiego 113 Prof. Cezary Watała, MD, PhD – practical classes, Marcin Różalski, MD, PhD – lecture	lecture – 5 hours practical classes – 10 hours	15 hours	exam
3	LEGAL CONDITIONS OF CONDUCTING MEDICAL EXPERIMENTS	Department of Medical Law 90-131 Łódź ul. Lindleya 6 Prof. Rafał Kubiak	lecture – 5 hours	5 hours	credit with a grade
4	OCCUPATIONAL HEALTH AND SAFETY TRAINING	Department of Medical Law 90-131 Łódź ul. Lindleya 6 Julian Wójtowicz, MA	lecture – 2 hours. practical classes – 3 hours	5 hours	credit
5	MEDICAL STATISTICS	Department of Epidemiology and Biostatistics 90-752 Łódź ul. Żeligowskiego 7/9 Małgorzata Piśka, MD, PhD Monika Burzyńska, MD, PhD	practical classes	15 hours	credit with a grade
6	SCIENTIFIC INFORMATION	MUL Library 91-151 Łódź ul. Muszyńskiego 2 Witold Kozakiewicz, MSc	practical classes	25 hours	credit with a grade
7	FUNDAMENTALS OF DIDACTICS IN HIGHER EDUCATION - DIDACTIC COURSE	Department of Bioethics 90-131 Łódź ul. Lindleya 6 Joanna Turek, PhD	lecture – 6 hours practical classes – 9 hours	15 hours	credit with a grade
8	DOCTORAL SEMINAR – PUBLIC REVIEW SESSION	Head of the Doctoral School	seminar	10 hours	credit

9	ACQUISITION OF SOURCES OF FUNDING FOR SCIENTIFIC RESEARCH	Prof. Andrzej Bednarek, MD, PhD, Prof. Malgorzata Czyż, MD, PhD, Prof. Jakub Fichna, MD, PhD	lecture	2 hours	credit
10	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of didactic classes for students)	didactic classes conducted by a unit	practical classes	30 hours	credit
	Summary of Year 1 (Semesters 1 and 2) - total number of hours of classes with the participation of an academic teacher (excluding professional placement training)			107 hours	
YEAR 2 (SEMESTERS 3 and 4)					
No.	Name of the course	Unit conducting the classes	Form of classes	Number of hours	Form of awarding credit for the course
1	MEDICAL AND PHARMACEUTICAL LAW	Department of Medical Law 90-131 Łódź ul. Lindleya 6 Andrzej Kozdraj, PhD	practical classes	30 hours	exam
2	ENGLISH LANGUAGE	Foreign Language Centre 90-647 Łódź pl. Hallera 1 Kinga Studzińska—Pasięka, PhD	practical classes	30 hours	exam
3	DOCTORAL SEMINAR – PUBLIC REVIEW SESSION	Head of the Doctoral School	seminar	15 hours	credit
4	ELECTIVE COURSES (selection of at least one of the following topics): 1) research team management - 5 hours, 2) reliability of conducting research studies - 5 hours, 3) workshops on preparing an application for a grant – 5 hours, 4) sociology – 5 hours.		practical classes	5 hours	credit
5	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of didactic classes for students)	didactic classes conducted by a unit	practical classes	60 hours	credit
	Summary of Year 2 (Semesters 3 and 4) - total number of hours of classes with the participation of an academic teacher (excluding professional placement training)			80 hours	
YEAR 3 (SEMESTERS 5 and 6)					
No.	Name of the course	Unit conducting the classes	Form of classes	Number of hours	Form of awarding credit for the course
1	PHILOSOPHY WITH ETHICS	Department of Bioethics 90-131 Łódź ul. Lindleya 6 Waldemar Kwiatkowski, PhD	practical classes	30 hours	exam

2	HISTORY OF MEDICINE	Department of History of Medicine, Pharmacy and Military Medicine Maria Biegańska-Plonka, PhD	practical classes	30 hours	exam
3	DOCTORAL SEMINAR – PUBLIC REVIEW SESSION	Head of the Doctoral School	seminar	15 hours	credit
4	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of didactic classes for students)	didactic classes conducted by a unit	practical classes	60 hours	credit
	Summary of Year 3 (Semesters 5 and 6) - total number of hours of classes with the participation of an academic teacher (excluding professional placement training)			75 hours	
YEAR 4 (SEMESTERS 7 and 8)					
No.	Name of the course	Unit conducting the classes	Form of classes	Number of hours	Form of awarding credit for the course
1	DOCTORAL SEMINAR – PUBLIC REVIEW SESSION	Head of the Doctoral School	seminar	15 hours	credit
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of didactic classes for students)	didactic classes conducted by a unit	practical classes	60 hours	credit
	Summary of Year 4 (Semesters 7 and 8) - total number of hours of classes with the participation of an academic teacher (excluding professional placement training)			15 hours	

**Resolution no. 359/2020
of 30 January 2020
of the Senate of the Medical University of Lodz**

on the programme of studies at the International Doctoral School

Pursuant to art. 28 item 1 point 12 and art. 201 item 4 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2020, item 85), and paragraph 76 point 1 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The International Doctoral School run by the Medical University of Lodz establishes the programme of studies in the following disciplines: pharmaceutical sciences, medical sciences and health sciences. The programme of studies is enclosed hereto as an Appendix.

§ 2

The programme of studies specified in paragraph 1 is applicable for the cycle of studies commencing in the academic year 2020/2021.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *prof. dr hab. n. med. Radziszław Kordek*

cc:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

PROGRAMME OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL

I. General outline of the programme of studies

The International Doctoral School is an organized form of education for doctoral students. It is run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences and health sciences.

Education at the International Doctoral School:

- 1) lasts eight semesters and ends with submission of a doctoral thesis;
- 2) ensures preparation for obtaining the doctoral degree;
- 3) is provided in compliance with the programme of studies and an individual research programme.

The main lecture language at the International Doctoral School is English.

Implementation of the programme of studies at the International Doctoral School results in achieving learning outcomes at level 8 of the Polish Qualifications Framework specified in the Act of 22 December 2015 on Integrated Qualifications System (consolidated text, Journal of Laws of 2018, item 2153) and provisions made under art. 7 item 3 thereof.

II. Relation of the programme of studies with the mission and development strategy of the Medical University of Lodz

The programme of studies at the International Doctoral School complies with the mission of the Medical University of Lodz and was developed based on its key idea, i.e. ensuring an outstanding quality of conducted research studies, updating educational offer in response to the needs of the community, particularly patients and entities providing health services, making a significant contribution to development of the healthcare system by promoting modern prevention and treatment standards and establishing strong relations of cooperation with institutions that carry out public health tasks at the regional, national and international level.

The programme of studies at the International Doctoral School complies with the development strategy of the Medical University of Lodz, including the objectives specified for the field of science and research as well as development activity, i.e. increasing the amount and quality of research studies conducted by the University and improving implementation activity.

III. Main objectives of education

The main learning objective at the International Doctoral School is submission of a doctoral thesis by a doctoral student and preparation for obtaining the doctoral degree.

The main learning objectives at the International Doctoral School also include:

- 1) preparing doctoral students for work involving teaching, research as well as research and development, also in an international community;
- 2) acquiring the skill of taking advantage of the world's scientific achievements, identifying and solving research problems, planning and conducting research studies as well as analysing their results for the purpose of patents, publications or presentations at scientific conventions;
- 3) obtaining high research competencies and scientific independence by doctoral students;
- 4) preparing doctoral students for autonomous planning of their own scientific development and facing professional and public challenges, including the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
- 5) preparing doctoral students for exchange of research experience and ideas, also in an international community.

The International Doctoral School supports mobility of students and establishing of international relations by providing doctoral students with an opportunity for participation in international exchange programmes and international scientific conferences.

IV. Preliminary requirements – candidate profile

Admission to the International Doctoral School may be applied for by a candidate holding a professional title of *magister*, *magister inżynier* or an equivalent title, being a graduate of the fields of studies such as in particular medical sciences, medical sciences and dentistry, public health, biology, biotechnology or pharmacy.

In exceptional cases, justified by top quality scientific achievements, the International Doctoral School may admit a graduate of a first-cycle programme or a student who completed the third year of a unified long-cycle programme. Scientific achievements of a candidate are assessed by the Recruitment Committee which may ask a relevant scientific discipline council or the Scientific Council of the Medical University of Lodz for their opinion.

Candidates applying for admission to the International Doctoral School should have competences and scientific achievements that allow for taking up education at level 8 of the Polish Qualifications Framework in the following disciplines: pharmaceutical sciences, medical sciences, health sciences. They should also have English language skills at B2 level at least.

V. Procedure of recruitment to the International Doctoral School

Candidates applying for admission to the International Doctoral School are recruited through a contest under the rules and regulations specified by the Senate of the Medical University of Lodz. The results of the contest are open to the public. Both candidates being Polish citizens and foreigners may apply for admission to the International Doctoral School.

Limits of admissions to the International Doctoral School, for specific scientific disciplines in which studies are offered, are set by the Rector based on applications for awarding places at the International Doctoral School in a given academic year filed by heads of the University research and teaching units and analysis of costs of educating doctoral students incurred by the University.

The recruitment procedure is conducted by the Recruitment Committee for the International Doctoral School appointed by the Rector. The procedure of recruitment to the International Doctoral School includes the following stages:

- 1) submission of documents required in the recruitment procedure by candidates;
- 2) verification of documents submitted by candidates;
- 3) qualification procedure;

4) entry into the register of doctoral students or issue of an administrative decision.

In the qualification procedure, a candidate is awarded recruitment points for the following: results of examinations in English language and the major subject, the average grade obtained for the period of a first-cycle and second-cycle programmes of studies or a unified long-cycle programme of studies, participation in student exchange programmes and scientific achievements. Candidates are qualified for admission to the International Doctoral School based on a ranking list.

A candidate applying for admission to the International Doctoral School is obliged to present an outline of a research project, in Polish or English language, related to the selected topic of a research study.

VI. Description of intended learning outcomes

A description of the intended learning outcomes includes characteristics of the second level for qualifications at level 8 of the Polish Qualifications Framework as specified in the Regulation of the Minister of Science and Higher Education of 14 November 2018 on the characteristics of the second level of learning outcomes for qualifications at levels 6-8 of the Polish Qualifications Framework (Journal of Laws item 2218). The learning outcomes refer to the following scientific disciplines: pharmaceutical sciences, medical sciences, health sciences.

Key descriptive categories	Description component code	Characteristics of the second level of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework
KNOWLEDGE (a person knows and understands):		
Scope and depth of understanding – completeness of the cognitive perspective and dependencies	P8S_WG	• to an extent allowing for a review of the existing paradigms - the world's achievements, including theoretical fundamentals and general issues as well as selected detailed issues related to a specific scientific discipline • main development trends of the scientific disciplines in which studies are offered • methodology of scientific research • rules of dissemination of research findings results, also as open access resources
Context – conditions and effects	P8S_WK	• fundamental dilemmas of the contemporary civilisation • economic, legal, ethical and other significant conditions of research activity • basic principles of transfer of knowledge to economic and social sphere and commercialization of research findings and related know-how

SKILLS (a person is able to):		
Applying knowledge in practice – problem solving and performed tasks	P8S_UW	• apply knowledge in different fields of science for creative identification, formulation and innovative solutions of complex problems or performance of various research tasks, in particular: - define the objective and subject of research studies, formulate a research hypothesis, - develop research methods, techniques and tools and apply them creatively, - draw conclusions based on research findings • make a critical analysis and assessment of research findings, expert activity and other creative studies and their contribution to the development of knowledge • transfer research findings to the economic and social sphere
Communication – interpreting and making statements, dissemination of knowledge in the scientific community and using a foreign language	P8S_UK	• communicate on specialized topics to an extent ensuring active participation in an international scientific community • disseminate results of scientific activities, including in popular forms • initiate a debate • participate in a scientific discourse • use a foreign language at B2 level of the Common European Framework of Reference for Languages to an extent allowing for participation in international scientific and professional community
Work organization – planning and teamwork	P8S_UO	• plan and perform individual and team research undertakings, also in an international community
Learning – planning one’s own development as well as development of others	P8S_UU	• independently plan and act for the purpose of one’s own development as well as inspire and organize development of others • plan courses or groups of courses and conduct them using modern methods and tools
SOCIAL COMPETENCE (a person is ready to):		
Evaluation – critical attitude	P8S_KK	• critically assess achievements in a given scientific discipline • critically assess one’s own contribution to the development of a given scientific discipline • recognize the significance of knowledge for solving cognitive and practical problems
Responsibility – fulfilling social tasks and acting for	P8S_KO	• fulfilling social responsibilities of researchers and creators

the public interest		• initiate activities for the public interest • think and act in an enterprising manner
Professional role – independence and development of the ethos	P8S_KR	• maintain and develop the ethos of scientific community, including: - conducting research activity in an independent way, - respect the principle of public property of research findings and the rules of intellectual property protection

VII. Verification of the learning outcomes

Following completion of a course in a subject specified in the programme of studies, the learning outcomes achieved by doctoral students are verified in examinations, credit tests or credits with grades. The form of obtaining a credit is defined in the schedule of implementation of the studies programme. Doctoral students are informed about the procedure of holding an examination or awarding a credit by an academic teacher before the commencement of the cycle of classes.

Examinations and credit tests may be a written or spoken verification of knowledge and skills. Credits may be awarded based on written papers (essays) on a given subject, multimedia projects or presentations prepared by doctoral students.

The learning outcomes achieved by a doctoral student are also verified by assessment of:

- 1) a doctoral student's presentations given during an open doctoral seminar - an annual review session involving a presentation of research hypotheses, methods and research findings given in English;
- 2) implementation of an individual research plan, including a schedule of the doctoral dissertation preparation, conducted by an evaluation committee in the form of a mid-semester grade in the middle of the education period; the mid-semester grade results in a satisfactory or unsatisfactory result, and the result together with justification is open.

VIII. Schedule of implementation of doctoral studies programme (implementation)

The schedule of implementation of studies programme at the International Doctoral School defines:

- 1) the subjects taught in obligatory and elective courses, including the number of hours;
- 2) number of hours of professional placement training;
- 3) plan of obligatory and elective courses and professional placement training in each semester of studies;
- 4) forms of conducting classes and awarding credits for courses and professional placement training.

**Schedule of studies programme implementation at the International Doctoral School
of the Medical University of Lodz
(for the cycle of studies beginning in the academic year 2020/2021)**

**MODULE I – OBLIGATORY COURSES
(the same for all the disciplines)**

YEAR 1 (SEMESTERS 1 and 2)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Occupational health and safety training (e-learning)		1		1	CREDIT
2	Plagiarism and research abuses	1			1	CREDIT
3	Medical statistics		15		15	EXAMINATION
4	Fundamentals of didactics		10		10	CREDIT WITH A GRADE
5	Legal protection of intellectual property (2h) Commercialization of research studies (3h)	2		3	5	CREDIT
6	Scientific information – library training, using the University databases, bibliometric parameters, library workshop, information search, reference management software		8		8	CREDIT WITH A GRADE
7	Legal conditions of conducting medical experiments and preparing an application to the Bioethics Committee			5	5	CREDIT WITH A GRADE
8	Ethical aspects of research studies and the Code of Ethics for Research Workers			3	3	CREDIT
9	Obtaining funds for scientific research	4			4	CREDIT
10	Structure of a scientific paper		4		4	CREDIT

11	Health informatics		15		15	CREDIT WITH A GRADE
12	Principles of conducting research studies and preparing scientific publications	5		10	15	CREDIT WITH A GRADE
13	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL	12	53	31	96	
14	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		30		30	CREDIT

YEAR 2 (SEMESTERS 3 and 4)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	English language		30		30	EXAMINATION
2	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL		30	10	40	
3	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 3 (SEMESTERS 5 and 6)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 4 (SEMESTERS 7 and 8)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

MODULE II – THEMATIC COURSES

A doctoral student selects one of the two modules, molecular research or survey research. Each module includes 40 hours per semester (semesters 2-4).

I – MOLECULAR RESEARCH

During their studies, doctoral students acquire knowledge on molecular techniques, as well as legal and ethical aspects of animal research and cell research. Large-scale analysis, data visualization and basic bioinformatic methods are also presented. The courses are conducted in English.

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Collection and protection of material for research			2	2	EXAMINATION
2	Standard methods of protein quantification and metabolite detection		4	2	6	
3	Standard methods of assessment of gene mutation, structural variations and expression		4	2	6	
4	Filing an application for an opinion with the Ethics Committee for Animal Testing	2			2	
5	Animal models in basic research			4	4	
6	Cell cultures		2	2	4	
COMPUTR / MICROSCOPE LABORATORY	Visualization of life processes – microscope studies		2	2	4	
	Large-scale research – proteomics, transcriptomics, metabolomics	2	2		4	
	Molecular data analysis – methods of analysis and visualization of large-scale data and modelling of biological processes		8		8	
	TOTAL	4	22	14	40	

II – SURVEY RESEARCH

The aim of the module to present specific features of survey, economic, psychometric and social research studies in medicine and health sciences. During the classes, doctoral students acquire knowledge on techniques applied in creation, validation and translation of specialized surveys, assumptions of pharmacoeconomic analyses and costs of medical procedure efficiency. They also get familiar with open-access epidemiology databases and existing medical data registers. The preferable language in which classes are held is English.

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Demographic and quality-of-life coefficients			3	3	EXAMINATION
2	Epidemiological research issues	2			2	
3	Qualitative research in medicine		3		3	
4	Creation and standardization of psychometric tests		4		4	
5	Results reported by patients			2	2	

6	Pharmacoeconomic analyses and efficiency costs in medicine	2			2	
7	Working with foreign-language survey tools			2	2	
8	Population survey research	2			2	
9	Quality standards in survey research	2			2	
10	Legal aspects of processing and protection of personal data in survey research	2			2	
Computer laboratory	Repositories of survey research	2			2	
	Creation and validation of one's own survey questionnaire		6		6	
	Statistical analysis of survey data		8		8	
TOTAL		10	23	7	40	

MODULE III – ELECTIVE COURSES (seminars)

The elective courses are chosen by doctoral students from among courses offered by the University research and teaching units in each academic year. The total number of hours of elective classes during the period of studies may not be lower than 40 hours.

In order to complete an elective course, a doctoral student has to be awarded a credit.

IV. TOTAL NUMBER OF HOURS

	Module I – obligatory courses	Module II – thematic courses (molecular research or survey research)	Module III – electives (seminars)	Professional placement training	Total
Year 1	96	40	40	30	
Year 2	40			60	
Year 3	10			60	
Year 4	10			60	
Total	156	40	40	210	446

**Resolution no. 1/2022
of 27 January 2022
of the Senate of the Medical University of Lodz**

on the programme of studies at the International Doctoral School

Pursuant to Art. 28 item 1 point 12 and Art. 201 item 4 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2021, item 478, as amended), § 21 item 2 point 1 and § 76 item 1 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The International Doctoral School run by the Medical University of Lodz establishes the programme of studies in the following disciplines: pharmaceutical sciences, medical sciences and health sciences. The programme of studies is enclosed hereto as an Appendix.

§ 2

The programme of studies specified in § 1 is applicable for the cycle of studies commencing in the academic year 2022/2023.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR
Prof. Radzisław Kordek, MD PhD

cc:
- Intranet/Public Information Bulletin

PROGRAMME OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL

I. General outline of the programme of studies

The International Doctoral School is an organized form of education for doctoral students. It is run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences and health sciences.

Education at the International Doctoral School:

- 1) lasts eight semesters and ends with submission of a doctoral thesis;
- 2) ensures preparation for obtaining the doctoral degree;
- 3) is provided in compliance with the programme of studies and an individual research programme.

The main lecture language at the International Doctoral School is English.

Implementation of the programme of studies at the International Doctoral School results in achieving learning outcomes at level 8 of the Polish Qualifications Framework specified in the Act of 22 December 2015 on Integrated Qualifications System (Journal of Laws of 2020, item 226) and provisions made under Art. 7 item 3 thereof.

II. RELATION OF THE PROGRAMME OF STUDIES WITH THE MISSION AND DEVELOPMENT STRATEGY OF THE MEDICAL UNIVERSITY OF LODZ

The programme of studies at the International Doctoral School complies with the mission of the Medical University of Lodz and was developed based on its key idea, i.e. ensuring an outstanding quality of conducted research studies, updating educational offer in response to the needs of the community, particularly patients and entities providing health services, making a significant contribution to development of the healthcare system by promoting modern prevention and treatment standards and establishing strong relations of cooperation with institutions that carry out public health tasks at the regional, national and international level.

The programme of studies at the International Doctoral School complies with the development strategy of the Medical University of Lodz, including the objectives specified for the field of science and research and development activity, i.e. increasing the influence of the University's research activity on development of science, synergy of research, innovation and implementation and development of clinical studies.

III. MAIN LEARNING OBJECTIVES

The main learning objective at the International Doctoral School is submission of a doctoral thesis by a doctoral student and preparation for obtaining the doctoral degree.

The main learning objectives at the International Doctoral School also include:

- 1) preparing doctoral students for work involving teaching, research as well as research and development, also in an international community;
- 2) acquiring the skill of taking advantage of the world's scientific achievements, identifying and solving research problems, planning and conducting research studies as well as analysing their results for the purpose of patents, publications or presentations at scientific conventions;
- 3) obtaining high research competencies and scientific independence by doctoral students;
- 4) preparing doctoral students for autonomous planning of their own scientific development and facing professional and public challenges, including the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
- 5) preparing doctoral students for exchange of research experience and ideas, also in an international community.

The International Doctoral School promotes mobility of students and establishing of international relations by providing doctoral students with an opportunity for participation in international exchange programmes and international scientific conferences.

IV. Preliminary requirements – candidate profile

Admission to the International Doctoral School may be applied for by a candidate holding a professional title of *magister*, *magister inżynier* or an equivalent title, being a graduate of the fields of studies such as in particular medicine, medicine and dentistry, public health, biology, biotechnology or pharmacy.

In exceptional cases, justified by top quality scientific achievements, the International Doctoral School may also admit a graduate of a first-cycle programme or a student who completed the third year of a uniform long-cycle programme. Scientific achievements of a candidate are assessed by the Recruitment Committee which may ask a relevant scientific discipline council or the Scientific Council of the Medical University of Lodz for their opinion.

Candidates applying for admission to the International Doctoral School should have competences and scientific achievements that allow for taking up education at level 8 of the Polish Qualifications Framework in the following disciplines: pharmaceutical sciences, medical sciences, health sciences. They should also have English language skills at B2 level at least.

V. PROCEDURE OF RECRUITMENT TO THE INTERNATIONAL DOCTORAL SCHOOL

Candidates applying for admission to the International Doctoral School are recruited through a contest under the rules and regulations specified by the Senate of the Medical University of Lodz. The results of the contest are open to the public. Both candidates being Polish citizens and foreigners may apply for admission to the International Doctoral School.

Limits of admissions to the International Doctoral School, for specific scientific disciplines in which studies are offered, are set by the Rector based on applications for awarding places at the International Doctoral School filed by the heads of the University research and teaching units in a given academic year and an analysis of costs of educating doctoral students incurred by the University.

The procedure of recruitment to the International Doctoral School includes the following stages:

- 1) registration in the University electronic recruitment system by candidates;
- 2) submission of documents required in the recruitment procedure by candidates;
- 3) verification of documents submitted by candidates;

- 4) qualification procedure;
- 5) entry into the register of doctoral students or issue of an administrative decision.

In the qualification procedure, a candidate is awarded recruitment points in particular for the following: results of examinations in English language and a major subject, the average grade obtained for the period of first-cycle and second-cycle programmes of studies or a unified long-cycle programme of studies and scientific achievements. Candidates are qualified for admission to the International Doctoral School based on ranking lists.

A candidate applying for admission to the International Doctoral School is obliged to present an outline of a research project, in Polish or English language, related to the selected topic of a research study.

The rules of recruitment to the International Doctoral School, including those for candidates applying for admission under programs or projects financed with external funds, are specified in a separate resolution of the Senate.

VI. DESCRIPTION OF INTENDED LEARNING OUTCOMES

A description of the intended learning outcomes includes characteristics of the second level for qualifications at level 8 of the Polish Qualifications Framework as specified in the Regulation of the Minister of Science and Higher Education of 14 November 2018 on the characteristics of the second level of learning outcomes for qualifications at levels 6-8 of the Polish Qualifications Framework (Journal of Laws item 2218). The learning outcomes refer to the following scientific disciplines: pharmaceutical sciences, medical sciences, health sciences.

Key descriptive categories	Description component code	Characteristics of the second level of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework
KNOWLEDGE (a person knows and understands):		
Scope and depth of understanding – completeness of the cognitive perspective and dependencies	P8S_WG	• to an extent allowing for a review of the existing paradigms - the world's achievements, including theoretical fundamentals and general issues as well as selected detailed issues related to a specific scientific discipline; • main development trends of the scientific disciplines in which studies are offered; • methodology of scientific research; • rules of dissemination of research findings results, also as open access resources.

Context – conditions and effects	P8S_WK	• fundamental dilemmas of the contemporary civilisation; • economic, legal, ethical and other significant conditions of research activity; • basic principles of transfer of knowledge to economic and social sphere and commercialization of research findings and related know-how.
SKILLS (a person is able to):		
Applying knowledge in practice – problem solving and performed tasks	P8S_UW	• apply knowledge in different fields of science for creative identification, formulation and innovative solutions of complex problems or performance of various research tasks, in particular: - define the objective and subject of research studies, formulate a research hypothesis, - develop research methods, techniques and tools and apply them creatively, - draw conclusions based on research findings; • make a critical analysis and assessment of research findings, expert activity and other creative studies and their contribution to the development of knowledge; • transfer research findings into the economic and social sphere.
Communication – interpreting and making statements, dissemination of knowledge in the scientific community and using a foreign language	P8S_UK	• communicate on specialized topics to an extent ensuring active participation in an international scientific community; • disseminate results of scientific activities, including in popular forms; • initiate a debate; • participate in scientific discourse; • use a foreign language at B2 level of the Common European Framework of Reference for Languages to an extent required for participation in international scientific and professional community.
Work organization – planning and teamwork	P8S_UO	• plan and perform individual and team research undertakings, also in an international community.
Learning – planning one's own development as well as development of others	P8S_UU	• independently plan and act for the purpose of one's own development as well as inspire and organize development of others; • plan courses or groups of courses and conduct them using modern methods and tools.
SOCIAL COMPETENCE (a person is ready to):		
Evaluation – critical approach	P8S_KK	• critically assess achievements in a given scientific discipline;

		- critically assess one's own contribution to the development of a given scientific discipline; - recognize the significance of knowledge for solving cognitive and practical problems.
Responsibility – fulfilling social tasks and acting for the public interest	P8S_KO	- fulfil social responsibilities of researchers and creators; - initiate activities for the public interest; - think and act as an entrepreneur.
Professional role – independence and development of the ethos	P8S_KR	- maintain and develop the ethos of scientific community, including: - conducting research activity in an independent way, - respect the principle of public property of research findings and the rules of intellectual property protection.

VII. VERIFICATION OF THE LEARNING OUTCOMES

Following completion of a course in a subject specified in the programme of studies, the learning outcomes achieved by doctoral students are verified in examinations, credit tests or credits with grades. The form of obtaining a credit is defined in the schedule of implementation of the studies programme. Doctoral students are informed about the procedure of holding an examination or awarding a credit by an academic teacher before the commencement of a cycle of classes.

Examinations and credit tests may be a written or spoken verification of knowledge and skills. Credits may be awarded based on written papers (essays) on a given subject, multimedia projects or presentations prepared by doctoral students.

The learning outcomes achieved by a doctoral student are also verified by assessment of:

- 1) a doctoral student's presentations given during an open doctoral seminar - an annual review session involving a presentation of research hypotheses, methods and research findings given in English;
- 2) implementation of an individual research plan, including a schedule of the doctoral dissertation preparation, conducted by an evaluation committee in the form of a mid-semester grade in the middle of the education period; the mid-semester grade results in a satisfactory or unsatisfactory result, and the result together with justification is open to the public.

VIII. SCHEDULE OF IMPLEMENTATION OF DOCTORAL STUDIES PROGRAMME

The schedule of implementation of studies programme at the International Doctoral School defines:

- 1) subjects taught in obligatory and elective courses, including the number of hours thereof;
- 2) number of hours of professional placement training;
- 3) plan of obligatory and elective courses and professional placement training in each semester of studies;
- 4) forms of conducting classes and awarding credits for courses and professional placement training.

**Schedule of studies programme implementation at the International Doctoral School
of the Medical University of Lodz
(for the cycle of studies beginning in the academic year 2022/2023)**

**MODULE I – OBLIGATORY COURSES
(the same for all the disciplines)**

YEAR 1 (SEMESTERS 1 and 2)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Occupational health and safety training (e-learning)		4		4	CREDIT
2	Plagiarism and research abuses	1			1	CREDIT
3	Medical statistics		15		15	EXAMINATION
4	Fundamentals of didactics		10		10	CREDIT WITH A GRADE
5	Legal protection of intellectual property (2h) Commercialization of research studies (3h)	2		3	5	CREDIT
6	Scientific information – library training, using the University databases, bibliometric parameters, library workshop, information search, reference management software		8		8	CREDIT WITH A GRADE
7	Legal conditions of conducting medical experiments and preparing an application to the Bioethics Committee			5	5	CREDIT WITH A GRADE
8	Ethical aspects of research studies and the Code of Ethics for Research Workers			3	3	CREDIT
9	Obtaining funds for scientific research	4			4	CREDIT
10	Structure of a scientific paper		4		4	CREDIT

11	Health informatics		15		15	CREDIT WITH A GRADE
12	Principles of conducting research studies and preparing scientific publications	5		10	15	CREDIT WITH A GRADE
13	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL	12	56	31	99	
14	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		30		30	CREDIT

YEAR 2 (SEMESTERS 3 and 4)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	English language		30		30	EXAMINATION
2	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL		30	10	40	
3	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 3 (SEMESTERS 5 and 6)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 4 (SEMESTERS 7 and 8)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

MODULE II – THEMATIC COURSES

A doctoral student selects one of the two modules, molecular research or survey research. Each module includes 40 hours per semester (semesters 2-6).

1. MOLECULAR RESEARCH

During their studies, doctoral students acquire knowledge on molecular techniques, as well as legal and ethical aspects of animal-model research and cell-model research. Large-scale analysis, data visualization and basic bioinformatic methods are also presented. The courses are conducted in English.

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Collection and protection of material for research			2	2	EXAMINATION
2	Standard methods of protein quantification and metabolite detection		4	2	6	
3	Standard methods of assessment of gene mutation, structural variations and expression		4	2	6	
4	Filing an application for an opinion with the Ethics Committee for Animal Testing	2			2	
5	Animal models in basic research			4	4	
6	Cell cultures		2	2	4	
COMPUTR / MICROSCOPE LABORATORY	Visualization of life processes – microscope studies		2	2	4	
	Large-scale research – proteomics, transcriptomics, metabolomics	2	2		4	
	Molecular data analysis – methods of analysis and visualization of large-scale data and modelling of biological processes		8		8	
	TOTAL	4	22	14	40	

2. SURVEY RESEARCH

The aim of the module is to present specific features of survey, economic, psychometric and social research studies in medicine and health sciences. During the classes, doctoral students acquire knowledge on techniques applied in creation, validation and translation of specialized surveys, assumptions of pharmacoeconomic analyses and costs of medical procedure efficiency. They also get familiar with open-access epidemiology databases and existing medical data registers. The preferable language in which classes are held is English.

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Demographic and quality-of-life coefficients			3	3	EXAMINATION
2	Epidemiological research issues	2			2	
3	Qualitative research in medicine		3		3	
4	Creation and standardization of psychometric tests		4		4	
5	Results reported by patients			2	2	

6	Pharmacoeconomic analyses and efficiency cost in medicine	2			2	
7	Working with foreign-language survey tools			2	2	
8	Population survey research	2			2	
9	Quality standards in survey research	2			2	
10	Legal aspects of processing and protection of personal data in survey research	2			2	
Computer laboratory	Repositories of survey research		2		2	
	Creation and validation of one's own survey questionnaire		6		6	
	Statistical analysis of survey data		8		8	
TOTAL		10	23	7	40	

MODULE III – ELECTIVE COURSES (seminars)

The elective courses are chosen by doctoral students from among courses offered by the University research and teaching units in each academic year. The total number of hours of elective classes during the period of studies may not be lower than 40 hours.

In order to complete an elective course, a doctoral student has to be awarded a credit.

TOTAL NUMBER OF HOURS

	Module I – obligatory courses	Module II – thematic courses (molecular research or survey research)	Module III – electives (seminars)	Professional placement training	Total
Year 1	99	40	40	30	
Year 2	40			60	
Year 3	10			60	
Year 4	10			60	
Total	159	40	40	210	449

**Resolution no. 19/2021
of 28 January 2021
of the Senate of the Medical University of Lodz**

on the programme of studies at the International Doctoral School

Pursuant to art. 28 item 1 point 12 and art. 201 item 4 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2020, item 85), and § 76 point 1 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The International Doctoral School run by the Medical University of Lodz establishes the programme of studies in the following disciplines: pharmaceutical sciences, medical sciences and health sciences. The programme of studies is enclosed hereto as an Appendix.

§ 2

The programme of studies specified in § 1 is applicable for the cycle of studies commencing in the academic year 2021/2022.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *prof. dr hab. n. med. Radziław Kordek*

cc:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

PROGRAMME OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL

I. General outline of the programme of studies

The International Doctoral School is an organized form of education for doctoral students. It is run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences and health sciences.

Education at the International Doctoral School:

- 1) lasts eight semesters and ends with submission of a doctoral thesis;
- 2) ensures preparation for obtaining the doctoral degree;
- 3) is provided in compliance with the programme of studies and an individual research programme.

The main lecture language at the International Doctoral School is English.

Implementation of the programme of studies at the International Doctoral School results in achieving learning outcomes at level 8 of the Polish Qualifications Framework specified in the Act of 22 December 2015 on Integrated Qualifications System (Journal of Laws of 2020, item 226) and provisions made under art. 7 item 3 thereof.

II. RELATION OF THE PROGRAMME OF STUDIES WITH THE MISSION AND DEVELOPMENT STRATEGY OF THE MEDICAL UNIVERSITY OF LODZ

The programme of studies at the International Doctoral School complies with the mission of the Medical University of Lodz and was developed based on its key idea, i.e. ensuring an outstanding quality of conducted research studies, updating educational offer in response to the needs of the community, particularly patients and entities providing health services, making a significant contribution to development of the healthcare system by promoting modern prevention and treatment standards and establishing strong relations of cooperation with institutions that carry out public health tasks at the regional, national and international level.

The programme of studies at the International Doctoral School complies with the development strategy of the Medical University of Lodz, including the objectives specified for the field of science and research and development activity, i.e. increasing the influence of the University's research activity on development of science, synergy of research, innovation and implementation and development of clinical studies.

III. MAIN OBJECTIVES OF EDUCATION

The main learning objective at the International Doctoral School is submission of a doctoral thesis by a doctoral student and preparation for obtaining the doctoral degree.

The main learning objectives at the International Doctoral School also include:

- 1) preparing doctoral students for work involving teaching, research as well as research and development, also in an international community;
- 2) acquiring the skill of taking advantage of the world's scientific achievements, identifying and solving research problems, planning and conducting research studies as well as analysing their results for the purpose of patents, publications or presentations at scientific conventions;
- 3) obtaining high research competencies and scientific independence by doctoral students;
- 4) preparing doctoral students for autonomous planning of their own scientific development and facing professional and public challenges, including the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
- 5) preparing doctoral students for exchange of research experience and ideas, also in an international community.

The International Doctoral School promotes mobility of students and establishing of international relations by providing doctoral students with an opportunity for participation in international exchange programmes and international scientific conferences.

IV. Preliminary requirements – candidate profile

Admission to the International Doctoral School may be applied for by a candidate holding a professional title of *magister*, *magister inżynier* or an equivalent title, being a graduate of the fields of studies such as in particular medicine, medicine and dentistry, public health, biology, biotechnology or pharmacy.

In exceptional cases, justified by top quality scientific achievements, the International Doctoral School may also admit a graduate of a first-cycle programme or a student who completed the third year of a uniform long-cycle programme. Scientific achievements of a candidate are assessed by the Recruitment Committee which may ask a relevant scientific discipline council or the Scientific Council of the Medical University of Lodz for their opinion.

Candidates applying for admission to the International Doctoral School should have competences and scientific achievements that allow for taking up education at level 8 of the Polish Qualifications Framework in the following disciplines: pharmaceutical sciences, medical sciences, health sciences. They should also have English language skills at B2 level at least.

V. PROCEDURE OF RECRUITMENT TO THE INTERNATIONAL DOCTORAL SCHOOL

Candidates applying for admission to the International Doctoral School are recruited through a contest under the rules and regulations specified by the Senate of the Medical University of Lodz. The results of the contest are open to the public. Both candidates being Polish citizens and foreigners may apply for admission to the International Doctoral School.

Limits of admissions to the International Doctoral School, for specific scientific disciplines in which studies are offered, are set by the Rector based on applications for awarding places at the International Doctoral School filed by the heads of the University research and teaching units in a given academic year and an analysis of costs of educating doctoral students incurred by the University.

The procedure of recruitment to the International Doctoral School includes the following stages:

- 1) registration in the University electronic recruitment system by candidates;
- 2) submission of documents required in the recruitment procedure by candidates;
- 3) verification of documents submitted by candidates;

- 4) qualification procedure;
- 5) entry into the register of doctoral students or issue of an administrative decision.

In the qualification procedure, a candidate is awarded recruitment points in particular for the following: results of examinations in English language and a major subject, the average grade obtained for the period of a first-cycle and second-cycle programmes of studies or a unified long-cycle programme of studies and scientific achievements. Candidates are qualified for admission to the International Doctoral School based on ranking lists.

A candidate applying for admission to the International Doctoral School is obliged to present an outline of a research project, in Polish or English language, related to the selected topic of a research study.

VI. DESCRIPTION OF INTENDED LEARNING OUTCOMES

A description of the intended learning outcomes includes characteristics of the second level for qualifications at level 8 of the Polish Qualifications Framework as specified in the Regulation of the Minister of Science and Higher Education of 14 November 2018 on the characteristics of the second level of learning outcomes for qualifications at levels 6-8 of the Polish Qualifications Framework (Journal of Laws item 2218). The learning outcomes refer to the following scientific disciplines: pharmaceutical sciences, medical sciences, health sciences.

Key descriptive categories	Description component code	Characteristics of the second level of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework
KNOWLEDGE (a person knows and understands):		
Scope and depth of understanding – completeness of the cognitive perspective and dependencies	P8S_WG	• to an extent allowing for a review of the existing paradigms - the world's achievements, including theoretical fundamentals and general issues as well as selected detailed issues related to a specific scientific discipline • main development trends of the scientific disciplines in which studies are offered • methodology of scientific research • rules of dissemination of research findings results, also as open access resources
Context – conditions and effects	P8S_WK	• fundamental dilemmas of the contemporary civilisation • economic, legal, ethical and other significant conditions of research activity • basic principles of transfer of knowledge to economic and social sphere and commercialization of research findings and related know-how

SKILLS (a person is able to):		
Applying knowledge in practice – problem solving and performed tasks	P8S_UW	• apply knowledge in different fields of science for creative identification, formulation and innovative solutions of complex problems or performance of various research tasks, in particular: - define the objective and subject of research studies, formulate a research hypothesis, - develop research methods, techniques and tools and apply them creatively, - draw conclusions based on research findings • make a critical analysis and assessment of research findings, expert activity and other creative studies and their contribution to the development of knowledge • transfer research findings to the economic and social sphere
Communication – interpreting and making statements, dissemination of knowledge in the scientific community and using a foreign language	P8S_UK	• communicate on specialized topics to an extent ensuring active participation in an international scientific community • disseminate results of scientific activities, including in popular forms • initiate a debate • participate in a scientific discourse • use a foreign language at B2 level of the Common European Framework of Reference for Languages to an extent required for participation in international scientific and professional community
Work organization – planning and teamwork	P8S_UO	• plan and perform individual and team research undertakings, also in an international community
Learning – planning one’s own development as well as development of others	P8S_UU	• independently plan and act for the purpose of one’s own development as well as inspire and organize development of others • plan courses or groups of courses and conduct them using modern methods and tools
SOCIAL COMPETENCE (a person is ready to):		
Evaluation – critical approach	P8S_KK	• critically assess achievements in a given scientific discipline • critically assess one’s own contribution to the development of a given scientific discipline • recognize the significance of knowledge for solving cognitive and practical problems
Responsibility – fulfilling social tasks and acting for	P8S_KO	• fulfilling social responsibilities of researchers and creators

the public interest		• initiate activities for the public interest • think and act in an enterprising manner
Professional role – independence and development of the ethos	P8S_KR	• maintain and develop the ethos of scientific community, including: - conducting research activity in an independent way, - respect the principle of public property of research findings and the rules of intellectual property protection

VII. VERIFICATION OF THE LEARNING OUTCOMES

Following completion of a course in a subject specified in the programme of studies, the learning outcomes achieved by doctoral students are verified in examinations, credit tests or credits with grades. The form of obtaining a credit is defined in the schedule of implementation of the studies programme. Doctoral students are informed about the procedure of holding an examination or awarding a credit by an academic teacher before the commencement of the cycle of classes.

Examinations and credit tests may be a written or spoken verification of knowledge and skills. Credits may be awarded based on written papers (essays) on a given subject, multimedia projects or presentations prepared by doctoral students.

The learning outcomes achieved by a doctoral student are also verified by assessment of:

- 1) a doctoral student's presentations given during an open doctoral seminar - an annual review session involving a presentation of research hypotheses, methods and research findings given in English;
- 2) implementation of an individual research plan, including a schedule of the doctoral dissertation preparation, conducted by an evaluation committee in the form of a mid-semester grade in the middle of the education period; the mid-semester grade results in a satisfactory or unsatisfactory result, and the result together with justification is open to the public.

VIII. SCHEDULE OF IMPLEMENTATION OF DOCTORAL STUDIES PROGRAMME

The schedule of implementation of studies programme at the International Doctoral School defines:

- 1) the subjects taught in obligatory and elective courses, including the number of hours thereof;
- 2) number of hours of professional placement training;
- 3) plan of obligatory and elective courses and professional placement training in each semester of studies;
- 4) forms of conducting classes and awarding credits for courses and professional placement training.

**Schedule of studies programme implementation at the International Doctoral School
of the Medical University of Lodz
(for the cycle of studies beginning in the academic year 2021/2022)**

**MODULE I – OBLIGATORY COURSES
(the same for all the disciplines)**

YEAR 1 (SEMESTERS 1 and 2)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Occupational health and safety training (e-learning)		4		4	CREDIT
2	Plagiarism and research abuses	1			1	CREDIT
3	Medical statistics		15		15	EXAMINATION
4	Fundamentals of didactics		10		10	CREDIT WITH A GRADE
5	Legal protection of intellectual property (2h) Commercialization of research studies (3h)	2		3	5	CREDIT
6	Scientific information – library training, using the University databases, bibliometric parameters, library workshop, information search, reference management software		8		8	CREDIT WITH A GRADE
7	Legal conditions of conducting medical experiments and preparing an application to the Bioethics Committee			5	5	CREDIT WITH A GRADE
8	Ethical aspects of research studies and the Code of Ethics for Research Workers			3	3	CREDIT
9	Obtaining funds for scientific research	4			4	CREDIT
10	Structure of a scientific paper		4		4	CREDIT

11	Health informatics		15		15	CREDIT WITH A GRADE
12	Principles of conducting research studies and preparing scientific publications	5		10	15	CREDIT WITH A GRADE
13	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL	12	56	31	99	
14	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		30		30	CREDIT

YEAR 2 (SEMESTERS 3 and 4)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	English language		30		30	EXAMINATION
2	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL		30	10	40	
3	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 3 (SEMESTERS 5 and 6)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 4 (SEMESTERS 7 and 8)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

MODULE II – THEMATIC COURSES

A doctoral student selects one of the two modules, molecular research or survey research. Each module includes 40 hours per semester (semesters 2-6).

I – MOLECULAR RESEARCH

During their studies, doctoral students acquire knowledge on molecular techniques, as well as legal and ethical aspects of animal research and cell research. Large-scale analysis, data visualization and basic bioinformatic methods are also presented. The courses are conducted in English.

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Collection and protection of material for research			2	2	EXAMINATION
2	Standard methods of protein quantification and metabolite detection		4	2	6	
3	Standard methods of assessment of gene mutation, structural variations and expression		4	2	6	
4	Filing an application for an opinion with the Ethics Committee for Animal Testing	2			2	
5	Animal models in basic research			4	4	
6	Cell cultures		2	2	4	
COMPUTR / MICROSCOPE LABORATORY	Visualization of life processes – microscope studies		2	2	4	
	Large-scale research – proteomics, transcriptomics, metabolomics	2	2		4	
	Molecular data analysis – methods of analysis and visualization of large-scale data and modelling of biological processes		8		8	
	TOTAL	4	22	14	40	

II – SURVEY RESEARCH

The aim of the module is to present specific features of survey, economic, psychometric and social research studies in medicine and health sciences. During the classes, doctoral students acquire knowledge on techniques applied in creation, validation and translation of specialized surveys, assumptions of pharmacoeconomic analyses and costs of medical procedure efficiency. They also get familiar with open-access epidemiology databases and existing medical data registers. The preferable language in which classes are held is English.

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Demographic and quality-of-life coefficients			3	3	EXAMINATION
2	Epidemiological research issues	2			2	
3	Qualitative research in medicine		3		3	
4	Creation and standardization of psychometric tests		4		4	
5	Results reported by patients			2	2	

6	Pharmacoeconomic analyses and efficiency costs in medicine	2			2	
7	Working with foreign-language survey tools			2	2	
8	Population survey research	2			2	
9	Quality standards in survey research	2			2	
10	Legal aspects of processing and protection of personal data in survey research	2			2	
Computer laboratory	Repositories of survey research	2			2	
	Creation and validation of one's own survey questionnaire		6		6	
	Statistical analysis of survey data		8		8	
TOTAL		10	23	7	40	

MODULE III – ELECTIVE COURSES (seminars)

The elective courses are chosen by doctoral students from among courses offered by the University research and teaching units in each academic year. The total number of hours of elective classes during the period of studies may not be lower than 40 hours.

In order to complete an elective course, a doctoral student has to be awarded a credit.

TOTAL NUMBER OF HOURS

	Module I – obligatory courses	Module II – thematic courses (molecular research or survey research)	Module III – electives (seminars)	Professional placement training	Total
Year 1	99	40	40	30	
Year 2	40			60	
Year 3	10			60	
Year 4	10			60	
Total	159	40	40	210	449

**Resolution no. 4/2023
of 26 January 2023
of the Senate of the Medical University of Lodz**

on the programme of studies at the International Doctoral School

Pursuant to Art. 28 item 1 point 12 and Art. 201 item 4 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2021, item 478, as amended), § 21 item 2 point 1 and § 76 item 1 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The International Doctoral School run by the Medical University of Lodz establishes the programme of studies in the following disciplines: pharmaceutical sciences, medical sciences and health sciences. The programme of studies is enclosed hereto as an Appendix.

§ 2

The programme of studies specified in § 1 is applicable for the cycle of studies commencing in the academic year 2023/2024.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR
Prof. Radzisław Kordek, MD PhD

cc:
- Intranet/Public Information Bulletin

PROGRAMME OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL

I. General outline of the programme of studies

The International Doctoral School is an organized form of education for doctoral students. It is run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences and health sciences.

Education at the International Doctoral School:

- 1) lasts eight semesters and ends with submission of a doctoral thesis;
- 2) ensures preparation for obtaining the doctoral degree;
- 3) is provided in compliance with the programme of studies and an individual research programme.

The main lecture language at the International Doctoral School is English.

Implementation of the programme of studies at the International Doctoral School results in achieving learning outcomes at level 8 of the Polish Qualifications Framework specified in the Act of 22 December 2015 on Integrated Qualifications System (Journal of Laws of 2020, item 226) and provisions made under Art. 7 item 3 thereof.

II. RELATION OF THE PROGRAMME OF STUDIES WITH THE MISSION AND DEVELOPMENT STRATEGY OF THE MEDICAL UNIVERSITY OF LODZ

The programme of studies at the International Doctoral School complies with the mission of the Medical University of Lodz and was developed based on its key idea, i.e. ensuring an outstanding quality of conducted research studies, updating educational offer in response to the needs of the community, particularly patients and entities providing health services, making a significant contribution to development of the healthcare system by promoting modern prevention and treatment standards and establishing strong relations of cooperation with institutions that carry out public health tasks at the regional, national and international level.

The programme of studies at the International Doctoral School complies with the development strategy of the Medical University of Lodz, including the objectives specified for the field of science and research and development activity, i.e. increasing the influence of the University's research activity on development of science, synergy of research, innovation and implementation and development of clinical studies.

III. MAIN LEARNING OBJECTIVES

The main learning objective at the International Doctoral School is submission of a doctoral thesis by a doctoral student and preparation for obtaining the doctoral degree.

The main learning objectives at the International Doctoral School also include:

- 1) preparing doctoral students for work involving teaching, research as well as research and development, also in an international community;
- 2) acquiring the skill of taking advantage of the world's scientific achievements, identifying and solving research problems, planning and conducting research studies as well as analysing their results for the purpose of patents, publications or presentations at scientific conventions;
- 3) obtaining high research competencies and scientific independence by doctoral students;
- 4) preparing doctoral students for autonomous planning of their own scientific development and facing professional and public challenges, including the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
- 5) preparing doctoral students for exchange of research experience and ideas, also in an international community.

The International Doctoral School promotes mobility of students and establishing of international relations by providing doctoral students with an opportunity for participation in international exchange programmes and international scientific conferences as well as preparing doctoral students, in the course of education conducted in cooperation with foreign universities or scientific institutions, to obtain a joint doctoral degree.

IV. Preliminary requirements – candidate profile

Admission to the International Doctoral School may be applied for by a candidate holding a professional title of *magister*, *magister inżynier* or an equivalent title, being a graduate of the fields of studies such as in particular medicine, medicine and dentistry, public health, biology, biotechnology or pharmacy.

In exceptional cases, justified by top quality scientific achievements, the International Doctoral School may also admit a graduate of a first-cycle programme or a student who completed the third year of a uniform long-cycle programme. Scientific achievements of a candidate are assessed by the Recruitment Committee which may ask a relevant scientific discipline council or the Scientific Council of the Medical University of Lodz for their opinion.

Candidates applying for admission to the International Doctoral School should have competences and scientific achievements that allow for taking up education at level 8 of the Polish Qualifications Framework in the following disciplines: pharmaceutical sciences, medical sciences, health sciences. They should also have English language skills at B2 level at least.

V. PROCEDURE OF RECRUITMENT TO THE INTERNATIONAL DOCTORAL SCHOOL

Candidates applying for admission to the International Doctoral School are recruited through a contest under the rules and regulations specified by the Senate of the Medical University of Lodz. The results of the contest are open to the public. Both candidates being Polish citizens and foreigners may apply for admission to the International Doctoral School.

Limits of admissions to the International Doctoral School, for specific scientific disciplines in which studies are offered, are set by the Rector based on applications for awarding places at the International Doctoral School filed by the heads of the University research and teaching units in a given academic year and an analysis of costs of educating doctoral students incurred by the University.

The procedure of recruitment to the International Doctoral School includes the following stages:

- 1) registration in the University electronic recruitment system by candidates;

- 2) submission of documents required in the recruitment procedure by candidates;
- 3) verification of documents submitted by candidates;
- 4) qualification procedure;
- 5) entry into the register of doctoral students or issue of an administrative decision.

In the qualification procedure, a candidate is awarded recruitment points in particular for the following: results of examinations in English language and a major subject, the average grade obtained for the period of first-cycle and second-cycle programmes of studies or a unified long-cycle programme of studies and scientific achievements. Candidates are qualified for admission to the International Doctoral School based on ranking lists.

A candidate applying for admission to the International Doctoral School is obliged to present an outline of a research project, in Polish or English language, related to the selected topic of a research study.

The rules of recruitment to the International Doctoral School, including those for candidates applying for admission under programs or projects financed with external funds, are specified in a separate resolution of the Senate.

VI. DESCRIPTION OF INTENDED LEARNING OUTCOMES

A description of the intended learning outcomes includes characteristics of the second level for qualifications at level 8 of the Polish Qualifications Framework as specified in the Regulation of the Minister of Science and Higher Education of 14 November 2018 on the characteristics of the second level of learning outcomes for qualifications at levels 6-8 of the Polish Qualifications Framework (Journal of Laws item 2218). The learning outcomes refer to the following scientific disciplines: pharmaceutical sciences, medical sciences, health sciences.

Key descriptive categories	Description component code	Characteristics of the second level of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework
KNOWLEDGE (a person knows and understands):		
Scope and depth of understanding – completeness of the cognitive perspective and dependencies	P8S_WG	• to an extent allowing for a review of the existing paradigms - the world's achievements, including theoretical fundamentals and general issues as well as selected detailed issues related to a specific scientific discipline; • main development trends of the scientific disciplines in which studies are offered; • methodology of scientific research; • rules of dissemination of research findings results, also as open access resources.

Context – conditions and effects	P8S_WK	- fundamental dilemmas of the contemporary civilisation; - economic, legal, ethical and other significant conditions of research activity; - basic principles of transfer of knowledge to economic and social sphere and commercialization of research findings and related know-how.
SKILLS (a person is able to):		
Applying knowledge in practice – problem solving and performed tasks	P8S_UW	- apply knowledge in different fields of science for creative identification, formulation and innovative solutions of complex problems or performance of various research tasks, in particular: - define the objective and subject of research studies, formulate a research hypothesis, - develop research methods, techniques and tools and apply them creatively, - draw conclusions based on research findings; - make a critical analysis and assessment of research findings, expert activity and other creative studies and their contribution to the development of knowledge; - transfer research findings into the economic and social sphere.
Communication – interpreting and making statements, dissemination of knowledge in the scientific community and using a foreign language	P8S_UK	- communicate on specialized topics to an extent ensuring active participation in an international scientific community; - disseminate results of scientific activities, including in popular forms; - initiate a debate; - participate in scientific discourse; - use a foreign language at B2 level of the Common European Framework of Reference for Languages to an extent required for participation in international scientific and professional community.
Work organization – planning and teamwork	P8S_UO	plan and perform individual and team research undertakings, also in an international community.
Learning – planning one's own development as well as development of others	P8S_UU	- independently plan and act for the purpose of one's own development as well as inspire and organize development of others; - plan courses or groups of courses and conduct them using modern methods and tools.
SOCIAL COMPETENCE (a person is ready to):		
Evaluation – critical approach	P8S_KK	critically assess achievements in a given scientific discipline;

		- critically assess one's own contribution to the development of a given scientific discipline; - recognize the significance of knowledge for solving cognitive and practical problems.
Responsibility – fulfilling social tasks and acting for the public interest	P8S_KO	- fulfil social responsibilities of researchers and creators; - initiate activities for the public interest; - think and act as an entrepreneur.
Professional role – independence and development of the ethos	P8S_KR	- maintain and develop the ethos of scientific community, including: - conducting research activity in an independent way, - respect the principle of public property of research findings and the rules of intellectual property protection.

VII. VERIFICATION OF THE LEARNING OUTCOMES

Following completion of a course in a subject specified in the programme of studies, the learning outcomes achieved by doctoral students are verified in examinations, credit tests or credits with grades. The form of obtaining a credit is defined in the schedule of implementation of the studies programme. Doctoral students are informed about the procedure of holding an examination or awarding a credit by an academic teacher before the commencement of a cycle of classes.

Examinations and credit tests may be a written or spoken verification of knowledge and skills. Credits may be awarded based on written papers (essays) on a given subject, multimedia projects or presentations prepared by doctoral students.

The learning outcomes achieved by a doctoral student are also verified by assessment of:

- 1) a doctoral student's presentations given during an open doctoral seminar - an annual review session involving a presentation of research hypotheses, methods and research findings given in English;
- 2) implementation of an individual research plan, including a schedule of the doctoral dissertation preparation, conducted by an evaluation committee in the form of a mid-semester grade in the middle of the education period; the mid-semester grade results in a satisfactory or unsatisfactory result, and the result together with justification is open to the public.

VIII. SCHEDULE OF IMPLEMENTATION OF DOCTORAL STUDIES PROGRAMME

The schedule of implementation of studies programme at the International Doctoral School defines:

- 1) subjects taught in obligatory and elective courses, including the number of hours thereof;
- 2) number of hours of professional placement training;
- 3) plan of obligatory and elective courses and professional placement training in each semester of studies;
- 4) forms of conducting classes and awarding credits for courses and professional placement training.

**Schedule of studies programme implementation at the International Doctoral School
of the Medical University of Lodz
(for the cycle of studies beginning in the academic year 2023/2024)**

**MODULE I – OBLIGATORY COURSES
(the same for all the disciplines)**

YEAR 1 (SEMESTERS 1 and 2)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Occupational health and safety training (e-learning)		4		4	CREDIT
2	Plagiarism and research abuses	1			1	CREDIT
3	Medical statistics		15		15	EXAMINATION
4	Fundamentals of didactics		10		10	CREDIT WITH A GRADE
5	Legal protection of intellectual property (2h) Commercialization of research studies (3h)	2		3	5	CREDIT
6	Scientific information – library training, using the University databases, bibliometric parameters, library workshop, information search, reference management software		8		8	CREDIT WITH A GRADE
7	Legal conditions of conducting medical experiments and preparing an application to the Bioethics Committee			5	5	CREDIT WITH A GRADE
8	Ethical aspects of research studies and the Code of Ethics for Research Workers			3	3	CREDIT
9	Obtaining funds for scientific research	4			4	CREDIT
10	Structure of a scientific paper		4		4	CREDIT

11	Health informatics		15		15	CREDIT WITH A GRADE
12	Principles of conducting research studies and preparing scientific publications	5		10	15	CREDIT WITH A GRADE
13	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL	12	56	31	99	
14	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		30		30	CREDIT

YEAR 2 (SEMESTERS 3 and 4)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	English language		30		30	EXAMINATION
2	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL		30	10	40	
3	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 3 (SEMESTERS 5 and 6)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 4 (SEMESTERS 7 and 8)

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

MODULE II – THEMATIC COURSES

A doctoral student selects one of the two modules, molecular research or survey research. Each module includes 40 hours per semester (semesters 2-6).

1. MOLECULAR RESEARCH

During their studies, doctoral students acquire knowledge on molecular techniques, as well as legal and ethical aspects of animal-model research and cell-model research. Large-scale analysis, data visualization and basic bioinformatic methods are also presented. The courses are conducted in English.

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Collection and protection of material for research			2	2	EXAMINATION
2	Standard methods of protein quantification and metabolite detection		4	2	6	
3	Standard methods of assessment of gene mutation, structural variations and expression		4	2	6	
4	Filing an application for an opinion with the Ethics Committee for Animal Testing	2			2	
5	Animal models in basic research			4	4	
6	Cell cultures		2	2	4	
COMPUTR / MICROSCOPE LABORATORY	Visualization of life processes – microscope studies		2	2	4	
	Large-scale research – proteomics, transcriptomics, metabolomics	2	2		4	
	Molecular data analysis – methods of analysis and visualization of large-scale data and modelling of biological processes		8		8	
	TOTAL	4	22	14	40	

2. SURVEY RESEARCH

The aim of the module is to present specific features of survey, economic, psychometric and social research studies in medicine and health sciences. During the classes, doctoral students acquire knowledge on techniques applied in creation, validation and translation of specialized surveys, assumptions of pharmacoeconomic analyses and costs of medical procedure efficiency. They also get familiar with open-access epidemiology databases and existing medical data registers. The preferable language in which classes are held is English.

No.	Name of the course	Type of classes			Number of hours (total)	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Demographic and quality-of-life coefficients			3	3	EXAMINATION
2	Epidemiological research issues	2			2	
3	Qualitative research in medicine		3		3	
4	Creation and standardization of psychometric tests		4		4	
5	Results reported by patients			2	2	

6	Pharmacoeconomic analyses and efficiency cost in medicine	2			2	
7	Working with foreign-language survey tools			2	2	
8	Population survey research	2			2	
9	Quality standards in survey research	2			2	
10	Legal aspects of processing and protection of personal data in survey research	2			2	
Computer laboratory	Repositories of survey research		2		2	
	Creation and validation of one's own survey questionnaire		6		6	
	Statistical analysis of survey data		8		8	
	TOTAL	10	23	7	40	

MODULE III – ELECTIVE COURSES (seminars)

The elective courses are chosen by doctoral students from among courses offered by the University research and teaching units in each academic year. The total number of hours of elective classes during the period of studies may not be lower than 40 hours.

In order to complete an elective course, a doctoral student has to be awarded a credit.

TOTAL NUMBER OF HOURS

	Module I – obligatory courses	Module II – thematic courses (molecular research or survey research)	Module III – electives (seminars)	Professional placement training	Total
Year 1	99	40	40	30	
Year 2	40			60	
Year 3	10			60	
Year 4	10			60	
Total	159	40	40	210	449

**Resolution No. 4/2024
of February 1, 2024
of the Senate of the Medical University of Lodz**

on the programme of studies at the International Doctoral School

Pursuant to Article 28(1)(12) and Article 201(4) of the Act of July 20, 2018 – Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), § 21(2)(1) and § 76(1) of the Statutes of the Medical University of Lodz of June 27, 2019 as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The International Doctoral School run by the Medical University of Lodz specifies the programme of studies in the following disciplines: pharmacology and pharmacy, medical sciences and health sciences. The programme of studies is enclosed the Annex hereto.

§ 2

The programme of studies specified in § 1:

- 1) includes obligatory classes, elective courses, professional placement training and the following modules of elective thematic courses:
 - a) molecular research,
 - b) survey research,
 - c) biopsychosocial model of human functioning in the environment,
 - d) organization and management in healthcare (for healthcare managers);
- 2) applies to the cycle of studies commencing in the academic year 2024/2025.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR
Prof. Radzisław Kordek, MD PhD

PROGRAMME OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL

I. General outline of the programme of studies

The International Doctoral School is an organized form of education for doctoral students. It is run by the Medical University of Lodz in the following disciplines: pharmacology and pharmacy, medical sciences and health sciences.

Education at the International Doctoral School:

- 1) lasts eight semesters and ends with submission of a doctoral dissertation;
- 2) ensures preparation for obtaining the doctoral degree;
- 3) is provided in compliance with the programme of studies and an individual research plan.

The main lecture language at the International Doctoral School is English.

Implementation of the programme of studies at the International Doctoral School results in achieving learning outcomes at level 8 of the Polish Qualifications Framework specified in the Act of December 22, 2015 on the Integrated Qualifications System (Journal of Laws of 2020, Item 226) and regulations passes under Article 7(3) thereof.

The programme of studies at the International Doctoral School includes:

- 1) module I – obligatory courses (159 hours; classes common to all the disciplines);
- 2) module II - elective thematic courses (at least 40 hours in the educational cycle), enabling doctoral students to acquire knowledge in the field of:
 - a) molecular tests (40 hours),
 - b) survey research (40 hours),
 - c) biopsychosocial model of human functioning in the environment (40 hours),
 - d) organization and management in healthcare (classes for healthcare managers: part I – 40 hours, part II – 40 hours);
- 3) module III – elective courses (at least 40 hours in the educational cycle; classes conducted in the form of seminars);
- 4) professional placement training in the form of conducting classes or participating in them (total 210 hours).

II. RELATION OF THE PROGRAMME OF STUDIES WITH THE MISSION AND DEVELOPMENT STRATEGY OF THE MEDICAL UNIVERSITY OF LODZ

The programme of studies at the International Doctoral School complies with the mission of the Medical University of Lodz and was developed based on its key idea, i.e. ensuring an outstanding quality of conducted research studies, updating educational offer in response to the needs of the community, particularly patients and entities providing healthcare services, making a significant contribution to development of the healthcare system by promoting modern prevention and treatment standards, and establishing strong relations of cooperation with institutions that carry out public health tasks at the regional, national and international level.

The programme of studies at the International Doctoral School complies with the development strategy of the Medical University of Lodz, including the objectives specified for the field of science

and research and development activity, i.e. increasing the impact of the University's research activity on development of science, synergy of research, innovation and implementation, and advancement of clinical studies.

III. MAIN LEARNING OBJECTIVES

The main learning objective at the International Doctoral School is submission of a doctoral dissertation by a doctoral student and preparation for obtaining the doctoral degree.

The main learning objectives at the International Doctoral School also include:

- 1) preparing doctoral students for work involving teaching, research as well as research and development, also in an international community;
- 2) acquiring the skill of taking advantage of the world's scientific achievements, identifying and solving research problems, planning and conducting research studies as well as analyzing their results for the purpose of patents, publications or presentations at scientific conventions;
- 3) obtaining high research competencies and scientific independence by doctoral students;
- 4) preparing doctoral students for autonomous planning of their own scientific development and facing professional and public challenges, including the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
- 5) preparing doctoral students for exchange of research experience and ideas, also in an international community;
- 6) preparing doctoral students for a professional career in institutions of the social and social environment-economic sector?;
- 7) strengthening the hard and soft competencies of doctoral students, thus enabling them to efficiently carry out their duties in their professional work;
- 8) providing best practices aimed at promoting the team nature of research, scientific and teaching work, which will contribute to multidirectionality and mutuality of relations within the team, as well as to an interdisciplinary approach to research problems.

The International Doctoral School promotes mobility of students and establishing of international relations by providing doctoral students with an opportunity for participation in international exchange programmes and international scientific conferences, as well as preparing doctoral students, in the course of education conducted in cooperation with foreign universities or scientific institutions, to obtain a joint doctoral degree.

IV. Preliminary requirements – candidate profile

Admission to the International Doctoral School may be applied for by a candidate holding a professional title of *magister*, *magister inżynier* or an equivalent title, being a graduate of the fields of studies such as in particular medicine, medicine and dentistry, public health, biology, biotechnology or pharmacy.

In exceptional cases, justified by top quality scientific achievements, the International Doctoral School may also admit a graduate of a first-cycle programme or a student who completed the third year of a uniform long-cycle programme. Scientific achievements of a candidate are assessed by the Recruitment Committee which may ask a relevant scientific discipline council or the Scientific Council of the Medical University of Lodz for their opinion.

Candidates applying for admission to the International Doctoral School should have competences and scientific achievements that allow for taking up education at level 8 of the Polish Qualifications Framework in the following disciplines: pharmacology and pharmacy, medical sciences, health sciences. They should also have knowledge of the English language at B2 level at least.

V. PROCEDURE OF RECRUITMENT TO THE INTERNATIONAL DOCTORAL SCHOOL

Candidates applying for admission to the International Doctoral School are recruited through a contest under the rules and regulations specified by the Senate of the Medical University of Lodz. The results of the contest are open to the public. Both candidates being Polish citizens and foreigners may apply for admission to the International Doctoral School.

Limits of admissions to the International Doctoral School, for specific scientific disciplines in which studies are offered, are set by the Rector based on applications for awarding places at the International Doctoral School filed by the heads of the University research and teaching and teaching units in a given academic year and an analysis of costs of educating doctoral students incurred by the University.

The procedure of recruitment to the International Doctoral School includes the following stages:

- 1) registration in the University electronic recruitment system by candidates;
- 2) submission of documents required in the recruitment procedure by candidates;
- 3) verification of documents submitted by candidates;
- 4) qualification procedure;
- 5) entry into the register of doctoral students or issue of an administrative decision.

In the qualification procedure, a candidate is awarded recruitment points in particular for the following: results of exams in the English language and a major subject, the average grade obtained for the period of first-cycle and second-cycle programmes of studies or a unified long-cycle programme of studies and scientific achievements. Candidates are qualified for admission to the International Doctoral School based on ranking lists.

A candidate applying for admission to the International Doctoral School is obliged to present an outline of a research project, in Polish or English language, related to the selected topic of a research study.

The rules of recruitment to the International Doctoral School, including those for candidates applying for admission under programs or projects financed with external funds, are specified in a separate resolution of the Senate.

VI. DESCRIPTION OF INTENDED LEARNING OUTCOMES

A description of the intended learning outcomes includes characteristics of the second level for qualifications at level 8 of the Polish Qualifications Framework as specified in the Regulation of the Minister of Science and Higher Education of November 14, 2018 on the characteristics of the second level of learning outcomes for qualifications at levels 6-8 of the Polish Qualifications Framework (Journal of Laws, Item 2218). The learning outcomes refer to the following scientific disciplines: pharmacology and pharmacy, medical sciences, health sciences.

Key descriptive categories	Description component code	Characteristics of the second level of learning outcomes for qualifications at level 8 of the Polish Qualifications Framework
KNOWLEDGE (a person knows and understands):		

Scope and depth of understanding – completeness of the cognitive perspective and dependencies	P8S_WG	• to an extent allowing for a review of the existing paradigms - the world's achievements, including theoretical fundamentals and general issues as well as selected detailed issues related to a specific scientific discipline; • main development trends of the scientific disciplines in which studies are offered; • methodology of scientific research; • rules of dissemination of research findings results, also as open access resources.
Context – conditions and effects	P8S_WK	• fundamental dilemmas of the contemporary civilization; • economic, legal, ethical and other significant conditions of research activity; • basic principles of transfer of knowledge to economic and social sphere and commercialization of research findings and related know-how.
SKILLS (a person is able to):		
Applying knowledge in practice – problem solving and performed tasks	P8S_UW	• apply knowledge in different fields of science for creative identification, formulation and innovative solutions of complex problems or performance of various research tasks, in particular: - define the objective and subject of research studies, formulate a research hypothesis, - develop research methods, techniques and tools and apply them creatively, - draw conclusions based on research findings; • make a critical analysis and assessment of research findings, expert activity and other creative studies and their contribution to the development of knowledge; • transfer research findings into the economic and social sphere.
Communication – interpreting and making statements, dissemination of knowledge in the scientific community and using a foreign language	P8S_UK	• communicate on specialized topics to an extent ensuring active participation in an international scientific community; • disseminate results of scientific activities, including in popular forms; • initiate a debate; • participate in scientific discourse; • use a foreign language at B2 level of the Common European Framework of Reference for Languages to an extent required for participation in international scientific and professional community.

Work organization – planning and teamwork	P8S_UO	plan and perform individual and team research undertakings, also in an international community.
Learning – planning one’s own development as well as development of others	P8S_UU	- independently plan and act for the purpose of one’s own development as well as inspire and organize development of others; - plan courses or groups of courses and conduct them using modern methods and tools.
SOCIAL COMPETENCE (a person is ready to):		
Evaluation – critical approach	P8S_KK	- critically assess achievements in a given scientific discipline; - critically assess one’s own contribution to the development of a given scientific discipline; - recognize the significance of knowledge for solving cognitive and practical problems.
Responsibility – fulfilling social tasks and acting for the public interest	P8S_KO	- fulfil social responsibilities of researchers and creators; - initiate activities for the public interest; - think and act as an entrepreneur.
Professional role – independence and development of the ethos	P8S_KR	- maintain and develop the ethos of scientific community, including: - conducting research activity in an independent way, - respect the principle of public property of research findings and the rules of intellectual property protection.

VII. VERIFICATION OF THE LEARNING OUTCOMES

Following completion of a course in a subject specified in the programme of studies, the learning outcomes achieved by doctoral students are verified in exams, credit tests or credits with grades. The form of obtaining a credit is defined in the schedule of implementation of the studies programme. Doctoral students are informed about the procedure of holding an exam or awarding a credit by an academic teacher before the commencement of a cycle of classes.

Exams and credit tests may be a written or spoken verification of knowledge and skills. Credits may be awarded based on written papers (essays) on a given subject, multimedia projects or presentations prepared by doctoral students.

The learning outcomes achieved by a doctoral student are also verified by assessment of:

- 1) a doctoral student’s presentations given during an open doctoral seminar - an annual review session involving a presentation of research hypotheses, methods and research findings given in English;
- 2) implementation of an individual research plan, including a schedule of the doctoral dissertation preparation, conducted by an evaluation committee in the form of a mid-semester grade in the middle of the education period; the mid-semester grade results in a satisfactory or unsatisfactory result, and the result together with justification is open to the public.

VIII. SCHEDULE OF IMPLEMENTATION OF DOCTORAL STUDIES PROGRAMME

The schedule of implementation of studies programme at the International Doctoral School defines:

- 1) subjects taught in obligatory and elective courses, including the number of hours thereof;
- 2) number of hours of professional placement training;
- 3) plan of obligatory and elective courses and professional placement training in each semester of studies;
- 4) forms of conducting classes and awarding credits for courses and professional placement training.

**Schedule of implementation of the programme of studies
at the International Doctoral School
of the Medical University of Lodz
(for the cycle of studies commencing in the academic year 2024/2025)**

**MODULE I – OBLIGATORY COURSES
(common for all the disciplines)**

YEAR 1 (SEMESTERS 1 and 2)

No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Occupational health and safety training (e-learning)		4		4	CREDIT
2	Plagiarism and research abuses	1			1	CREDIT
3	Medical statistics		15		15	EXAM
4	Fundamentals of didactics		10		10	CREDIT WITH A GRADE
5	Legal protection of intellectual property (2h) Commercialization of research studies (3h)	2		3	5	CREDIT
6	Scientific information – library training, using the University databases, bibliometric parameters, library workshop, information search, reference		8		8	CREDIT WITH A GRADE

	management software					
7	Legal conditions of conducting medical experiments and preparing an application to the Bioethics Committee			5	5	CREDIT WITH A GRADE
8	Ethical aspects of research studies and the Code of Ethics for Research Workers			3	3	CREDIT
9	Obtaining funds for scientific research	4			4	CREDIT
10	Structure of a scientific paper		4		4	CREDIT
11	Health informatics		15		15	CREDIT WITH A GRADE
12	Principles of conducting research studies and preparing scientific publications	5		10	15	CREDIT WITH A GRADE
13	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL	12	56	31	99	
14	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		30		30	CREDIT

YEAR 2 (SEMESTERS 3 and 4)

No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		

1	English language		30		30	EXAM
2	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL		30	10	40	
3	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 3 (SEMESTERS 5 and 6)

No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	
2	PROFESSIONAL PLACEMENT TRAINING (conducting or co-participation in conducting of teaching classes for students)		60		60	CREDIT

YEAR 4 (SEMESTERS 7 and 8)

No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	DOCTORAL SEMINAR – PUBLIC DEBRIEFING SESSION			10	10	CREDIT WITH A GRADE
	TOTAL			10	10	

2	PROFESSIONAL PLACEMENT TRAINING (conducting or co- participation in conducting of teaching classes for students)		60		60	CREDIT

MODULE II – THEMATIC COURSES

The doctoral student chooses at least one of the four thematic modules:

- 1) molecular research;
- 2) survey research;
- 3) biopsychosocial model of human functioning in the environment;
- 4) organization and management in healthcare (classes for healthcare managers).

Each module includes at least 40 hours of classes.

1. MOLECULAR RESEARCH						
During their studies, doctoral students acquire knowledge on molecular techniques, as well as legal and ethical aspects of animal-model research and cell-model research. Large-scale analysis, data visualization and basic bioinformatic methods are also presented. The courses are conducted in English.						
No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Collection and protection of material for research			2	2	EXAM
2	Standard methods of protein quantification and metabolite detection		4	2	6	
3	Standard methods of assessment of gene mutation, structural variations and expression		4	2	6	
4	Filing an application for an opinion with the Ethics Committee for Animal Testing	2			2	
5	Animal models in basic research			4	4	
6	Cell cultures		2	2	4	
COMPUTR / MICROSCOPE LABORATORY	Visualization of life processes – microscope studies		2	2	4	
	Large-scale research – proteomics, transcriptomics, metabolomics	2	2		4	

	Molecular data analysis – methods of analysis and visualization of large-scale data and modelling of biological processes		8		8	
	TOTAL	4	22	14	40	

2. SURVEY RESEARCH

The aim of the module is to present specific features of survey, economic, psychometric and social research studies in medicine and health sciences. During the classes, doctoral students acquire knowledge on techniques applied in creation, validation and translation of specialized surveys, assumptions of pharmacoeconomic analyses and costs of medical procedure efficiency. They also get familiar with open-access epidemiology databases and existing medical data registers. The preferable language in which classes are held is English.

No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Demographic and quality-of-life coefficients			3	3	EXAM
2	Epidemiological research issues	2			2	
3	Qualitative research in medicine		3		3	
4	Creation and standardization of psychometric tests		4		4	
5	Results reported by patients			2	2	
6	Pharmacoeconomic analyses and efficiency cost in medicine	2			2	
7	Working with foreign-language survey tools			2	2	
8	Population survey research	2			2	
9	Quality standards in survey research	2			2	
10	Legal aspects of processing and protection of personal data in survey research	2			2	
Computer laboratory	Repositories of survey research		2		2	
	Creation and validation of one's own survey questionnaire		6		6	
	Statistical analysis of survey data		8		8	
TOTAL		10	23	7	40	

3. BIOPSYCHOSOCIAL MODEL OF HUMAN FUNCTIONING IN THE ENVIRONMENT

During the classes, doctoral students acquire knowledge about tools and methods of work based on the principles of Evidence Based Medicine (EBM), creating systematic reviews and conducting documentation and scientific research based on the International Classification of Functioning, Disability and Health (ICF). Classes are conducted in the fourth semester.

No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	International Classification of Functioning and Disability and Health (ICF) – structure, rules and application		5	5	10	EXAM
2	ICF as a biopsychosocial model for assessment of the functional profile and keeping documentation of the rehabilitation cycle, recommended by WHO		5	5	10	
3	Basics of EBM in scientific research, with elements of biostatistics		5	5	10	
4	Principles of creating systematic reviews		5	5	10	
	TOTAL	0	20	20	40	

4. ORGANIZATION AND MANAGEMENT IN HEALTHCARE (FOR HEALTHCARE MANAGERS)

This module is aimed at familiarizing doctoral students with aspects of conducting research in the health sciences, including the organization and management of healthcare. Doctoral students learn tools and methods supporting scientific research, including techniques for proper management of human resources and research-associated risk. The classes prepare doctoral students for managing a medical facility. Classes are conducted in semesters 3 and 5.

This module is divided into two parts:

1) part I (semester 3):

- a) work organization and management of facilities in the healthcare sector (20 hours),
- b) human resources management (10 hours),
- c) marketing and consumer behavior on the healthcare services market (10 hours);

2) part II (semester 5):

- a) risk management in healthcare (25 hours),
- b) change management in the organization (15 hours).

No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		
PART I (SEMESTR 3)						
1	Organization of work and management of facilities in the healthcare sector	10	10		20	EXAM
2	HR management	6	4		10	
3	Marketing and consumer behavior on the healthcare services market	6	4		10	
	TOTAL	22	18		40	
PART II (SEMESTR 5)						
No.	Name of the course	Type of classes			Total number of hours	Form of awarding a credit for the course
		lecture	practical class	seminar		
1	Risk management in healthcare	15	10		25	EXAM
2	Change management in the organization	7	8		15	
	TOTAL	22	18		40	

MODULE III – ELECTIVE COURSES (seminars)

The elective courses are chosen by doctoral students from among courses offered by the University research and teaching units in each academic year. The total number of hours of elective classes during the period of studies may not be lower than 40 hours.
To complete an elective course, a doctoral student must be awarded a credit.

TOTAL NUMBER OF HOURS

	Module I – obligatory courses	Module II –thematic courses (molecular research or survey research)*	Module III – electives (seminars)	Professional placement training	Total
Year 1	99	40*	40	30	
Year 2	40			60	
Year 3	10			60	
Year 4	10			60	
Total	159	40*	40	210	449

* At least one of the thematic modules to choose from: molecular research, survey research, biopsychosocial model of human functioning in the environment, organization and management in healthcare. Each module includes at least 40 hours of classes.

Principles for verifying the learning outcomes of doctoral students at the International Doctoral School:

1. A doctoral student should demonstrate a significant contribution to developing a given field of science. This may include publications in renowned scientific journals, papers at international conferences, participation in research projects, and cooperation with leading research centers.
2. The PhD student must demonstrate the ability to conduct independent scientific research, including planning, implementing, and analyzing research results. Verification includes assessing the ability to manage research projects and effectively communicate the results of their work.
3. The PhD student should demonstrate the ability to cooperate in a research team and be willing to share knowledge and experience with others. This also includes the ability to organize and conduct didactic classes and involvement in popularizing science.
4. The PhD student should have experience in international scientific cooperation, e.g., through participation in international exchanges, foreign internships, or cooperation with international scientific institutions.
5. The PhD student should demonstrate continuous professional and personal development by participating in training, workshops, and courses that improve research and teaching competencies.
6. The PhD student must demonstrate the ability to conduct a complete research cycle: identifying the research problem through a literature review, formulating hypotheses, selecting research methods, collecting and analyzing data, drawing conclusions, and presenting results.
7. Preparation of a doctoral dissertation—A doctoral student must prepare and submit a doctoral dissertation that contributes to developing a given scientific discipline. The dissertation must receive a positive opinion from the supervisor/supervisors.
8. A doctoral student at the International Doctoral School should demonstrate comprehensive research and professional and social competencies consistent with the requirements of level 8 of the Polish Qualifications Framework. Independent experts and reviewers verify achievements based on documentation of the doctoral student's scientific, teaching, and professional activities and assessments.

Verification of learning outcomes at the International Doctoral School is based on the following:

1. Passing classes - passing may take the form of an exam, passing with a grade or a credit. The form of passing a subject is determined by the schedule for implementing the education program. Exams and credits may be conducted as written or oral knowledge and skills tests. Passing classes may also occur based on written credit papers (essays), multimedia projects or presentations prepared by doctoral students on a specified topic. The academic teacher informs doctoral students about the method of conducting the exam or credit before classes start. The academic teacher enters the exam result or credit in the electronic doctoral student's index available in the University's IT system.
2. Doctoral seminar – Public Review Session. The doctoral seminar is held during the annual Public Review Session, which consists of an oral presentation in English of research hypotheses, methods, and results of the conducted research. The doctoral student must prepare a poster or multimedia presentation by the deadline for the given year covering the academic year, depending on the chosen form. The doctoral student's presentation during the Public Review Session is assessed by a

committee appointed by the Head of the International Doctoral School. The Head of the Doctoral School may invite external experts to participate in the committee's work with an advisory vote. The result of the assessment is placed in the doctoral student's electronic index by the Head of the Doctoral School.

3. Professional internships—The number of internships conducting didactic classes at the University or participating in conducting them is 30 didactic hours in the first year of education and 60 didactic hours per year in the second-fourth year of education. The supervisor passes the credit for professional internships.

4. Annual reports - doctoral students are required to submit reports each year containing, among other things, information on the research carried out and progress in preparing the doctoral dissertation by the schedule specified in the individual research plan, including publications, conferences, foreign internships, participation in research projects, the course of education, grades received and credits for classes and hours completed as part of professional internships.

5. Mid-term Evaluation is conducted halfway through the education period specified in the education program but no later than by the end of the fifth semester. The basis for conducting the mid-term evaluation is: an individual research plan, a report on the implementation of the individual research plan prepared by the doctoral student, annual reports of the doctoral student submitted after the first and second year of education and an evaluation interview during which the doctoral student presents their scientific achievements related to the preparation of the doctoral dissertation. The mid-term evaluation is conducted by the Evaluation Committee for the Mid-term Evaluation, appointed - at the request of the Head of the Doctoral School - by the scientific council of the discipline in which the doctoral dissertation is being prepared. The Evaluation Committee for the Mid-term Evaluation is composed of 3 persons, including at least one person with the degree of habilitated doctor or the title of professor in the discipline in which the doctoral dissertation is being prepared, employed outside the University, or a person referred to in § 13 section 5 of the IDS Regulations. The supervisor and the assistant supervisor cannot be members of the Mid-Term Evaluation Committee. A representative of the doctoral students also participates in the meetings of the Mid-Term Evaluation Committee as an observer.

Health sciences



dr hab. n. o zdrowiu, prof. UM Anna Lipert



0000-0002-7727-0901



PUBLICUM – details of scientific activity

h-index (WoS Citations)	7
Total IF	92,198
Total ministry score	2 874

Qualifications and competences necessary for educating doctoral students in the area of the implemented education program - subject/seminar/module

2023 year: obtaining the academic degree of habilitated doctor in the field of medical sciences and health sciences in the discipline of health sciences

2011 year: obtaining a doctoral degree in health sciences

2010 year: obtaining a master's degree in physical and health education,
Faculty of Educational Sciences, University of Lodz

2007 year: obtaining a master's degree in public health, Faculty of Health Sciences, Medical University of Lodz

Postgraduate studies:

2020 year: completion of postgraduate studies "Elements of empirical research methodology in medicine and application of statistics in biomedical research", Medical University of Lodz

2013 year: completion of postgraduate studies "BioTechScience Manager in the field of research project management and commercialization of their results" with obtaining the IC2 certificate in Master of Science and Technology Commercialization of Texas University in Austin, University of Lodz and Texas University in Austin

Scientific achievements

The total current scientific achievements amount is 83,184 IF and 2734 MNiSW, which consists of original publications mainly related to the discipline of health sciences. Scientific

achievements include research on topics related to, i.e. health behaviors of society, especially in the area of implementing recommendations for physical activity and proper nutrition allowing for determining the effectiveness of health promotion activities; characteristics of physical activity of selected social groups, including the disabled and overweight; the impact of physical activity on the physical fitness of people with different levels of physical activity; reliability of selected methods of assessing physical activity used to assess the level of physical activity.

- Hirsch index 9 according to Scopus
- participation in numerous national and international conferences, including in Rome, Dallas and Athens

Competencies in the field of scientific supervision:

- assistant supervisor in 1 completed doctoral dissertation
- supervisor of 3 currently implementing doctoral dissertations as part of the International Doctoral School of the Medical University of Lodz

Professional achievements and professional activity (experience in obtaining grants and managing projects financed from grants):

- project manager: Erasmus+ Awake Mind, Absolve Future (completed)
- project manager: Interreg Central Europe Health Labs4Value (in progress)

Awarding of financial resources under the "Grants for grants - quality promotion II" program of the Ministry of Science and Higher Education for the NUTRIENT project submitted in the Horizon 2020 competition - Call: H2020-SC1-DTH-2018-2020 - Digital transformation in Health and Care, in which I was the substantive coordinator.

Raising qualifications and competences both in terms of scientific development and scientific supervision of doctoral students:

Developing didactic competences by participating in national and international trainings, i.e. participation in workshops of the international Smart Teacher project implemented as part of EIT Health activities focused on developing techniques that help better match elements of entrepreneurship and innovation to future teaching activities; OSCE e-learning course

on examinations in biomedical sciences organized by the Association for Medical Education in Europe (AMEE).

Raising qualifications and competences in the represented scientific discipline:

Raising professional qualifications by participating in national and international trainings covering the subject of public health, i.e. Evidence-Based Public Health Course (EBPH) in Chronic Disease Prevention – Bregenz, Austria; summer school organized by the European Training Consortium in Public Health and Health Promotion (ETC-PHHP) and the Experimental Center for Health Promotion and Education of the Department of Experimental Medicine of the University of Perugia – Perugia, Italy.

Participation in editorial committees and scientific boards of journals: over 50 reviews of articles for international journals, such as Human Movement, International Journal of Sports Medicine, International Journal of Molecular Sciences, Public Health Nutrition and The Physician and Sports Medicine.

Reviewing national projects: expert assessing applications within the FEŁ in the discipline of health sciences.



dr hab. n. med., prof. UM Ewelina Gaszyńska

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 **PUBLICUM** – details of scientific activity

h-index (WoS Citations)	11
Total IF	85,51
Total ministry score	2 961

Head of Department of Nutrition and Epidemiology Medical University of Łódź

Medical specialisations achieved: epidemiology, maxillofacial surgery and orthodontics

Supervision of 4 doctoral dissertations

MD Aleksandra Kamińska-Sobczak Analysis of the prevalence of feeding disorders in healthy infants and children under 3 years of age from the Lodz region on the basis of a questionnaire study, clinical observation and results of additional tests (2024)

MSc Kamila Sienkiewicz The patient as a link in pharmacovigilance and monitoring of polypharmacy and drug-drug interactions based on EudraVigilance database (2024)

MSc Ewelina Lemiech-Mirowska An analysis of infections caused by toxigenic strains of *Clostridioides difficile* in a selected population of paediatric patients (2024)

MSc Maria Belcarz- Postoperative wound infection as an element of an adverse event in the care of an oncological patient. Influence of external factors on the course of wound healing (2023)

Board Member of Polish Hygienic Society, President of Local Department of Łódź

Reviewer of scientific journals

Cooperation with Polish Mother's Memorial Hospital Research Institute in Łódź- Department of Prenatal Cardiology/Department of Diagnostic and Congenital Defects UM and Children's Memorial Health Institute in Warsaw Department of Gastroenterology, Hepatology, Pediatrics and Eating Disorders

Conducting scientific session: 3rd International Scientific Conference "Interdisciplinarity of Health and Healthcare" (IHHC 2022), 2022, 15-09-2022 - 16-09-2022, Łódź, Polska, 2022

Preparation of education on healthy diet for children and teenagers and their parents.

Author and co-author of 103 publications

Bibliometry

- h-index (Citatins WoS) [11- h-index](#)
- Aggregated score of Ministry 2 781

Member of Programm Board for Dietetics

Member of Board for titles of bachelor's and master's thesis for Dietetics

Coordinator of international cooperation for Dietetics 2021-2024

Researchers mobility: University of Murcia, Murcia, Spain, 2019, ERASMUS Plus- lecturer

University of Coimbra, Coimbra, Portugal, 2021, Project InterDoctormen



dr hab. n. o zdrowiu Jan Krakowiak, prof. UM



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– details of scientific activity

h-index (WoS Citations)	5
Total IF	58,976
Total ministry score	4 651

Professor Jan Krakowiak - graduated from the Faculty of Law and Administration, specialist in the field of health sciences. He is a graduate of postgraduate studies in health care management.

He has been professionally involved in healthcare management since 1983. He has been General Director of the Independent Public Healthcare Facility in Brzeziny, President of the Tomaszowski Health Center Sp. z o. o. and Director of the Non-Public Healthcare Facility in the Tomaszowski Health Center, and since 2011 he has been the President of the Poddębice Health Center Sp. z o. o.

He is also involved in social activities related to health care management – in the years 2000-2010 he was the President of the Association of Employers of Independent Public Health Care Facilities of the Łódź Region, and is currently the Vice President of the Central Management Board of the Association of Health Care Managers "STOMOZ".

Prof. Jan Krakowiak and the hospitals he managed have won many prestigious awards for their achievements in the area of effective management, innovation and patient safety, including the Golden Ambassador of Innovation 2024, Hipokrates 2023, 1st place in the Hospital of the Year category in the Łódź province, Symbol of Modern Medical Care 2023, Polish Quality Award 2023, Bridge of Effective Management and Modern Medicine 2022, EuroSymbol of Modern Medical Care 2019, Healthcare Leader 2014. Jan Krakowiak is also a laureate of the Minister of Health awards - "Individual for special achievements in the field of health care" in 2000 and the honorary badge "For services for health care" in 2022.

Since 2007, he has been working as an assistant professor at the Medical University of Lodz, and in 2019 he became the head of the Department of Social Medicine at the Medical University of Lodz. He was the head of the Independent Department of Public Health at the Social College of Entrepreneurship and Management in Lodz.

As part of his employment at the Medical University of Lodz, he conducts classes on public health, health law and health management with students of the Faculty of Health Sciences,

the Faculty of Pharmacy and the Faculty of Medicine. He is the supervisor of several dozen bachelor's and master's theses.

In his scientific and research work, he deals mainly with public health, management in health care units and the level of quality of medical services provided. He is the author and co-author of over 160 scientific publications with a total score of over 4,500 MNiSW points and over 30 IF points, as well as a laureate of the Rector's Awards of the Medical University of Lodz for scientific achievements. He was a supervisor in six doctoral dissertations that ended with the award of a doctor degree, and is currently a supervisor in seven initiated doctoral dissertations.

Prof. Jan Krakowiak regularly participates actively in international scientific conferences and foreign internships and scientific workshops. He also acted as an expert in projects financed by the National Center for Research and Development.

Prof. Jan Krakowiak is the Editor-in-Chief of the Journal of Health Study and Medicine and a Member of the Polish Society of Social Medicine and Public Health.



Prof. dr hab. n. med. Tomasz Kostka

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 **PUBLICum** – details of scientific activity

h-index (WoS Citations)	27
Total IF	436,562
Total ministry score	9266

Professor Tomasz Kostka, MD, PhD – specialist in internal medicine, sports medicine, geriatrics and medical rehabilitation

- Head of the Geriatrics Clinic, Department of Gerontology, Medical University and Geriatrics Department, University Clinical Hospital of the Military Medical Academy in Łódź,
- Vice-Dean (2003-2008) Dean of the Faculty of Health Sciences of the Medical University of Lodz (2008-2016), Vice-Rector for Education of the Medical University of Lodz from 2016 to 2024,
- Chairman of the Social Council of the Public Health Care Institution of the N. Barlicki University Clinical Hospital No. 1 of the Medical University of Lodz 2006-2016,
- Deputy Director for Scientific Affairs at the Rheumatology Institute in Warsaw 2011-2012,
- National consultant in the field of geriatrics in the years 2015-2020,

- Polish Society of Sports Medicine (PTMS): Chairman of the Board of the Lodz Branch 2004-2009, member of the Audit Committee of the Main Board 2002-2005, member of the Main Board since 2005, Vice President for Science 2005-2013, President of the Main Board since 2022.

A graduate of the Faculty of Medicine at the Medical University of Lodz. In 2000, he obtained the degree of habilitated doctor of medical sciences, and in 2005 – he received the title of professor of medical sciences. Since 2005, he has been the head of the Geriatrics Clinic at the Medical University of Lodz.

He has completed internships in Poland and abroad, among others in Switzerland, Great Britain and France. Prof. Kostka's scientific achievements consist of over 200 items, 2 textbooks, 30 chapters in textbooks. In the field of educating scientific staff – he was the supervisor of 15 completed doctorates of medical sciences and 40 master's theses.

Prof. Tomasz Kostka, MD, PhD, has received a number of awards and distinctions, among others numerous scientific and didactic awards of the Rector of the Medical University of Lodz, works distinguished by the European College of Sports Science, the International Symposium Medicina Sportiva, the International Scientific Congresses of the Polish Society of Sports Medicine and the Polish Rehabilitation Society.

Prof. Tomasz Kostka's doctoral students have won numerous scientific awards, among others in the Prof. Piotrowski competition for scientific work in the field of social gerontology, clinical gerontology (geriatrics) and experimental gerontology, and twice as part of the PAMW Editor-in-Chief Competition for the best student original work.

Prof. Tomasz Kostka, MD, PhD, is a member of the European Academy for Medicine of Ageing, IAGG Global Aging Research Network (GARN), Global Leadership Initiative on Sarcopenia (GLIS). Member of the Scientific Council of Gerontologia Polska, Studia Medyczne and Geriatria Polska. Member of the Program Council of Sports Medicine, Elderly Medicine, Health Policy. Member of the Editorial Board: Current Gerontology and Geriatrics Research, European Geriatric Medicine, Polish Journal of Rehabilitation Research, Journal of Aging Science, Frontiers in Medicine, Nutrients, Frontiers in Physiology, Current Issues in Sport Science (CISS).

Reviewer in 15 proceedings for the title of professor, 23 habilitation dissertations, 37 doctoral dissertations (including 2 in France).

Reviewer of the Central Commission for Degrees and Titles, reviewer and member of the NZ7 expert team of the National Science Centre, reviewer of domestic and foreign book publishers, reviewer in dozens of foreign scientific journals.

The Geriatrics Clinic conducts: Research and development activities in the field of the elderly, including complex medical problems; Scientific and research activities related to the prevention of diseases of the elderly; diagnostic, therapeutic and consulting activities in the field of diseases of the elderly; Develops medical standards and guidelines for the Clinic;

It popularizes the results of research and development works. We have carried out research as part of many European projects, such as:

- Healthy Ageing Research Centre project (REGPOT-2012-2013-1, 7FP).
- Screening for Chronic Kidney Disease (CKD) among Older People across Europe (SCOPE) H2020-PHC-2014
- Reference Sites Network for Prevention and Care of Frailty and Chronic Conditions in community dwelling persons of EU Countries (SunFrail) HP-PJ-2014
- maintaining and imPrOving the intrinSlc capaciTy Involving primary care and caregiVErs (POSITIVE); GA: 19091; EIT HEALTH
- Evidence-Based Guidance to Scale-up Integrated Care in Europe (VIGOUR); GA: 664291; The Third European Health Programme (2014-2020)
- Pilots for Healthy and Active Ageing - Bellis ("Pharaon"): European Union's Horizon 2020 research and innovation programme, H2020-SC1-FA-DTS-2018-2020



Prof. dr hab. n.med. Cezary Watała



[0000-0002-5627-7872](#)



[PUBLICum](#) – details of scientific activity

h-index (WoS Citations)	27
Total IF	535,646
Total ministry score	8 383

Diplomas and degrees held

2000 – title of full professor, presidential nomination (Independent Laboratory of Haemostatic Disorders, Faculty of Health Sciences, Medical University of Lodz)

1992 – Habilitated Doctor of Medical Sciences (in the field of biophysics) Faculty of Medicine Medical University of Lodz

1988 – Doctor of Natural Sciences (PhD in the field of biophysics) Faculty of Biology and Earth Sciences, University of Lodz, dissertation awarded with an individual award from the Lodz Branch of Polish Academy of Sciences in 1990

1983 – Master of Science in Biology (specialization: molecular biology) Faculty of Biology and Earth Sciences, University of Lodz

Information on previous employment in scientific units

2014 – present	Head of the Chair of Biomedical Sciences, Medical University of Lodz
1994 – present	Head of the Independent Laboratory, and later Department of Haemostatic Disorders Medical University of Lodz
1992 – 1994	Tutor/researcher with the degree of habilitated doctor Department of Biophysics, Medical Academy of Lodz
1992 – 1993	Post-habilitated doctor research stipend Dept. Chemistry, The Ohio State University, Columbus, OH USA
1990	Post-doc fellowship Dept. Biochemistry, McMaster University, Hamilton, ONT Canada
1989	Stypendium podoktorskie Dept. Pathology, McMaster University, Hamilton, ONT Canada
1983 – 1989	Assistant/researcher Department of Biophysics University of Lodz
1981 – 1983	Junior engineering and technical assistant Department of Biophysics, University of Lodz

Qualifications and competencies necessary for the education of doctoral students with respect to the course

Together with dr hab. Marcin Różalski, the originator of the development of the programme for the course: "*Methodology of scientific research and protection of intellectual property*" for undergraduate and graduate students of: Public Health, Emergency Medicine, Dental Technology, as well as the subject "*Principles of conducting scientific research and preparing scientific publications*", invented initially for students of full-time and part-time doctoral studies, and from 2021 existing as the subject: "***Principles of conducting research studies and preparing scientific publications***" for the International Doctoral School. For years, I have been conducting lectures, seminars and practical exercises in the above subjects.

I am the head of postgraduate studies at UMED in Łódź entitled: "*Elements of methodology of empirical research in medicine and the use of statistics in biomedical research*" (7 editions of studies since 2013).

I am the originator and co-editor of a textbook that is a teaching aid for teaching research methodology (Watała C, Różalski M (eds.): "*Research and publications in biomedical sciences*", volume 1 and 2, Watała C, Różalski M, Boncler M, Kazmierczak P, Alfa Medica Press 2011, Bielsko Biala (I am the author and co-author of 15 chapters in this textbook).

Moreover, I am the author of two editions of the book "*Biostatistics - the use of statistical methods in research in biomedical sciences*", Alfa Medica Press 2002 and 2012, Bielsko Biala, as well as the author of the chapter "*V. Statistics in medicine*" in the book "*Compendium of Medical Informatics*" (authors: Zajdel R, Kęcki E, Szczepaniak P, Kurzyński M), Alfa Medica Press 2003, Bielsko Biala.

Scientific Achievements

Author of approximately 300 original and review publications in peer-reviewed scientific journals.

Editor of one book; author and co-author of 15 chapters in another book, independent author of the second book, author of the chapter in another book.

Total number of citations (without self-citations) 3850, Hirsch index $h=31$. Ministerial score – over 8,200 points.

Management in over thirty projects, including 6 non-university projects for the period 2014-2023

Author and co-author of approximately 150 congress reports Author of 5 patents (1 EPO, 4 PPO)

Winner of numerous awards from the Rector of UMED for his scientific activities, including: 11 first-degree awards, 6 second-degree awards and 3 third-degree awards

Competence with regard to scientific supervision and mentoring

Supervisor in over ten defended doctoral theses (1994-2023), one doctoral thesis in progress.

Professional achievements and activities

- Manager and coordinator (promoter) of over 15 completed and settled own projects financed by NCN, NCBiR, FNP, Ministry of Science and Higher Education, KBN, NATO CLG, EU
- Member of a few scientific societies, incl. *ISTH*, *Platelet Society*, *ESR Society*, *EST*, *FACS*

Improving the qualifications and competencies in terms of one's own scientific development and the scientific care of doctoral students

Participant of training as a part of the project aimed at improving the competences of teaching staff: "Operation-Integration 2.0! - Stage II of the implementation of the Integrated Medical University Program in Łódź, including:

"Assessment of scientific achievements and evaluation of scientific activities"

"Application of statistics in teaching medicine"

"Embase"

"Test Editing"

Represented scientific disciplines

- Health sciences (NZ) 75% N
- Biological sciences (NBIOL) 25% N

Current research interests

- effects of selected platelet receptor antagonists on platelet activation and signal transduction;
- genetic factors underlying differentiated blood platelet activation and reactivity, platelet
- blood platelet glycoprotein surface membrane expression and signal transduction under some clinical conditions;
- pharmaceutical agents used for prevention of endothelial injury;
- membrane glycoprotein polymorphisms and platelet reactivity;
- molecular mechanisms of individualized platelet sensitivity to antiplatelet drugs;
- molecular mechanisms of aspirin resistance and reduced sensitivity to aspirin in patients with cardiovascular disease and/or type 2 diabetes mellitus;
- molecular mechanisms of 'resistance' to ASA and other antiplatelet agents
- antiplatelet and cardioprotective compounds of herbal origin
- animal models of experimental diabetes and diabetic complications
- pharmacological regulation of mitochondrial respiration
- haemostatic dysfunctions in patients with type 1 and type 2 diabetes mellitus – selected molecular mechanisms of pathology and therapeutic interventions;
- platelet activation, reactivity and "resistance" to commonly used antiplatelet drugs in patients with depression and schizophrenia
- effects of biomaterials and artificial surfaces on platelet activation and reactivity
- biometry, experimental design and statistical analysis
- methodology of scientific research
- PAMAM dendrimers as modulators of nonenzymatic modifications of biomacromolecules
- hormonal regulation of blood platelet functioning

Medical sciences



Prof. dr hab. n. med. Jakub Fichna

 [0000-0002-8443-4417](https://orcid.org/0000-0002-8443-4417)

 **PUBLICUM** – details of scientific activity

h-index (WoS Citations)	37
Total IF	1 184,298
Total ministry score	21 055

Prof. Jakub Fichna, PhD, DSc is a pharmacist and biochemist specializing in gastroenterology. In 2016, he obtained the title of professor of medical sciences. He currently serves as the Head of the Department of Biochemistry and the Chair of Biochemistry and Chemistry at the Medical University of Lodz.

In his research, he focuses on the physiology and pathophysiology of the digestive system, the design and synthesis of potential drugs, and the mechanisms of inflammatory and functional diseases of the digestive tract.

He co-authored over 200 original papers and over 140 review papers and numerous conference submissions. He has published his works in, among others, the American Journal of Gastroenterology, Journal of Crohn's and Colitis, British Journal of Pharmacology, Inflammatory Bowel Diseases, Pharmacological Reviews, Critical Reviews in Food Science and Nutrition, Advances in Nutrition.

Co-author of 6 patents, including 2 international ones.

In 2015, he was the first Pole to receive the Rising Star Award, awarded by the National and Scientific Committee of the United European Gastroenterology. Earlier, within the National Societies Committee of the UEG, he was appointed to the position of National Societies Committee Young Committee Member and chairman of the UEG Young Talent Group. In 2015, he received the scientific award of the President of the Polish Academy of Sciences, in 2017 the award of the Minister of Science and Higher Education, and in 2018 the award of the Minister of Health. Winner of the Fulbright Scholarship (Senior Award, 2022); he completed his research internship at the Mayo Clinic (Rochester, MN, USA). Winner of the "Łódź Eureka" award (2016) and the Golden OTIS for Lifetime Achievement in Pharmacy (2023). He received numerous awards of the Rector of the Medical University of Lodz (team and individual).

He completed research internships (among others) at the University of Erlangen-Nurnberg, Erlangen, Germany; Rey Juan Carlos University, Madrid, Spain; University of Antwerp, Belgium; University of Rouen, France; University of Copenhagen, Denmark; INSERM, CNRS UMR-1043, University of Toulouse III, France; University of California, San Francisco, USA; University of Calgary, Canada; Catholic University of Leuven, Belgium.

He is a member of the French Academie Nationale de Pharmacie, the Polish Society of Gastroenterology and the Łódź Scientific Society.

He is also a member of the Scientific Policy Committee and the Advisory Team for matters related to participation in a joint international program or undertaking, including strategic research infrastructure. Previously, he was a member of the Young Scientists Council, the Academy of Young Scientists of the Polish Academy of Sciences, the Council for the Promotion of Science of the Polish Academy of Sciences, the Forecasts Committee "Poland 2000 Plus" of the Polish Academy of Sciences, the Neurobiology Committee of the Polish Academy of Sciences and the Council of the National Science Center.

At the Medical University of Lodz, he held the following positions: member of the Senate; Chairman of the Senate Disciplinary Committee for Students and Doctoral Students; member of the Scientific Council of the University, member of the Presidium of the Scientific Council of the Discipline; supervisor of the first year of the medical course; member of the Committee for Science Management, member of the Committee for the University Development Strategy; supervisor of the Ministry of Science and Higher Education project Implementation Doctorate with Roche.

Manager in projects of, among others, the National Science Centre (3x OPUS), the Foundation for Polish Science (FNP TEAM) and the Ministry of Science and Higher Education (3x Inventus Plus). He acted as a scientific supervisor in NCN Preludium and Etiuda grants and Ministry of Science and Higher Education Diamond Grant.

Expert and reviewer in grant competitions organized by NCN, NAWA, FNP, SNSF, FWO, NHMRC, NWO and others.

Active educator: coordinator of the module Biochemistry with elements of molecular biology; created the elective "Preparing a medical student for the profession of a scientist" at the Medical University of Lodz; lectured, among others, at Tongji University in Shanghai (China) and the University of Palermo (Italy).

Supervisor / academic tutor of 16 completed doctoral dissertations, 5 master's theses and 4 bachelor's theses.

Extremely committed to the popularization of science. He regularly conducts classes for students of Lodz high schools as part of a series organized by the Promotion Office of the Medical University of Lodz. Initiator and/or co-organizer of, among others, the Forge of Young Talents Polish Academy of Sciences summer school, the "Conflict or generation relay" debate series, the Flying Science Cafés series, AMU PAN stands during the Science Picnic

of Polish Radio and the Copernicus Science Centre, the Science Festival in Warsaw, the Lublin Science Festival, the European Scientists' Night in Olsztyn and the Festival of Science, Technology and Art in Łódź. Coordinator of the Polish edition of the competition of European academies of young scientists "Who gets carried away by Europe?"



Prof. dr hab. n. med. Dariusz J. Jaskólski



[0000-0002-9971-9677](https://orcid.org/0000-0002-9971-9677)



[PUBLiCUM](#) – details of scientific activity

h-index (WoS Citations)	15
Total IF	187,787
Total ministry score	4287

I graduated from Medical Academy of Lodz and ever since have been maintaining strong bonds with my *Alma Mater*. In 2012 I became the Head and the Chair at The Department of Neurosurgery and Neurooncology, The Faculty of Medicine, Medical University of Lodz, Poland.

To date, I was a supervisor of two completed doctoral dissertations and I still am supervising ongoing three ones. I teach neurosurgery to students and residents and up to now I was in charge of seven successful residencies. In 1987 – 1993 I worked as a Registrar and Senior Registrar at The Department of Neurosurgery, Royal Hallamshire Hospital (Teaching) in Sheffield, UK. Interestingly enough, I not only learnt my surgical skills there but also how to use the gamma knife, since at the time, Sheffield was one out of only four sites in Europe where such a machine was in operation.

Throughout my career I visited and was learning at a number of excellent foreign neurosurgical centres, namely: Department of Neurosurgery, Tokyo University, Japan (prof. Kintomo Takakura), Department of Neurosurgery in Erlangen, Germany (prof. Rudolf Falbusch), Department of Neurosurgery in Kiel, Germany (prof. Maximilian Mehdorn) – twice, Department of Neurosurgery in Athens, Greece (prof. Damianos Sakas), Department of Neurosurgery in Helsinki, Finland (prof. Juha Hernesniemi) and at Hôpital Lariboisière, Paris, France (prof. Sebastien Froelich).

In the years 2001-2013 I was a Chairman of Lodz Division of The Society of Polish Neurosurgeons (PTNch) and in 2013-2021 the PTNch Board Member, and finally, its Vice-President. Last year I was elected as the President-Elect of PTNch and I shall begin my term as the President next year. I am a Polish delegate to European Association of Neurosurgical Societies, EANS and I represent Poland at Academia Eurasiana Neurochirurgica, as well as at the EANS Training Committee (since 2016 I am a regular lecturer at the EANS Teaching Courses taking place three times a year), I am also a delegate of Supreme Medical Council

and PTNch to the Union Européenne des Médecins Spécialistes, UEMS, a body of European Union, in which I work at the Neurosurgical Committee taking part in working out standards and requirements for teaching neurosurgery in European Union, including so-called Continuing Medical Education (EACCME). Since many years I have been lecturing at the Polish School of Neurosurgery (an annual neurosurgical course mandatory for Polish neurosurgical residents), I am also a licenced member of The Centre of Medical Examinations and since 12 years I am a Regional Consultant in Neurosurgery in Lodz.

Furthermore, I am a member of The Society of British Neurological Surgeons, a founding member of the Polish Society of Neuromodulation and a member of Polish Society of Skull Base Surgery. I am a member of the Editorial Board of Polish Journal of Neurology and Neurosurgery.

This year I was elected as a member of the Committee of Neurological Sciences at Polish Academy of Sciences (PAN) and soon after I won the elections for its chairman, consequently, I received the adequate nomination from the President of PAN.

My research interests are rather vast but the main directions I pursue are: vascular neurosurgery, specifically the issues of aneurysmal subarchnoid haemorrhage, molecular biology of neoplasms of the central nervous system and last but not least, functional neurosurgery, in particular deep brain stimulation and epilepsy surgery. The introduction of the modern surgical techniques to our Department is something that I take as my personal achievement, for which, in 2011, I was awarded the Prize of Voivodship Marshal for Introducing Innovations into Medicine. I am also a multiple winner of Lodz Medical University Rector Awards for research achievements.

I am an author of 175 research papers most of which were published in the journals indexed in PubMed, 31 chapters in textbooks (also published in English), moreover I have a record of 103 scientific conference papers. Depending on a source, the number of citations of my articles range from 1140 to 1330, whilst the Hirsch index is 19-20.



**Prof. dr hab. n. med. Monika Magdalena
Łukomska-Szymańska**

 [0000-0002-6110-4298](#)

 **PUBLICum** – details of scientific activity

h-index (WoS Citations)	14
Total IF	334,832
Total ministry score	8623

Prof. Monika Łukomska-Szymańska earned title of professor in 2020. She supervised five completed doctorate theses. Subsequent 4 doctorate theses should be defended by the end of this year. Three of them are interdisciplinary doctorate theses within the framework of the project „InterChemMed – Interdyscyplinarne studia doktoranckie łódzkich uczelni publicznych [Interdisciplinary Doctoral Studies of Public Lodz Universities]”; professors from University of Lodz are the second supervisors. I also supervise a doctorate thesis in International Doctoral School (IDS) of Medical University of Lodz.

I obtained a specialization in prosthodontics (2008) and in conservative dentistry and endodontics (2017).

I took part in the following research projects: 2 grants from the PSCSR (as a contractor) and 3 grants from the MUL (as the grant holder):

- Grant from the PSCSR – project no. KBN N N205180633. “Właściwości fizykochemiczne powierzchni materiałów stosowanych w protetyce stomatologicznej” [“Physicochemical properties of surfaces of materials used in dental prosthetics”]. Project site: LUT, Faculty of Chemistry, Institute of General and Ecological Chemistry, Adsorption and Catalysis Team; Department of Pre-Clinical Dentistry and Dental Diagnosis at Department of Conservative Dentistry at MUL. Holder.
- Grant from PSCSR – project no. 2940/B/H03/2007/33 “Kinetyka uwalniania środków farmakologicznych z termogeli chitozanowych” [“The kinetics of releasing drugs from chitosan thermogels”] – Project site: LUT, Faculty of Process and Environmental Engineering, Department of Environmental Engineering; Department of Pre-Clinical Dentistry and Dental Diagnosis at Department of Conservative Dentistry at MUL. Main contractor.
- GRANT FINANCED BY MEDICAL UNIVERSITY OF LODZ (502-12-402). “Ocena własności ochronnych powłok ceramicznych na bazie SiC wytwarzanych na metalowych częściach uzupełnień protetycznych” [“Assessment of protective qualities of SiC-based protective ceramic coatings used on metal parts of dental restoration”]. Project site: Department of Pre-Clinical Dentistry and Dental Diagnosis at Department of General Dentistry at MUL. 2005 – 2007. Grant holder.

- GRANT FINANCED BY MEDICAL UNIVERSITY OF LODZ (502 - 12 – 761) Wpływ warunków polimeryzacji na wybrane właściwości fizyczne i mechaniczne materiałów kompozytowych”. [“Influence of polymerization conditions on physical and mechanical properties of composites”]. Project site: Department of General Dentistry at MUL. 2008 – 2010. Grant holder.
- GRANT FINANCED BY MEDICAL UNIVERSITY OF LODZ 502-03/2-148-04/502-24-023) “Ocena wybranych właściwości systemów wiążących modyfikowanych substancjami o działaniu przeciwbakteryjnym” [“Assessment of selected properties of bonding systems modified with antibacterial substances”]. Project site: Department of General Dentistry at MUL. 2008 – 2010. Grant holder.



Prof. dr hab. n. med. Ireneusz Majsterek



[0000-0001-6231-3334](#)



PUBLICUM – details of scientific activity

h-index (WoS Citations)	28
Total IF	565,607
Total ministry score	12 276

Prof. Ireneusz Majsterek, MD, PhD, DSc, Head of the Department of Medical Chemistry and Biochemistry; Head of the MOLEcoLAB Center for Molecular Research on Civilizational Diseases, Rector's Plenipotentiary for Research & Development Projects at the Medical University of Lodz. He received the title of Professor of Medical Sciences from the President of the Republic of Poland in 2013.

He has completed numerous international research fellowships, including in France, Belgium, the United Kingdom, and the USA. His academic output includes over 450 scientific publications and more than 30 research projects, including grants from the Ministry of Science and Higher Education (MNiSW), the National Centre for Research and Development (NCBR), the National Science Centre (NCN), NASA, and the NIH. Additionally, he is an editor and reviewer for numerous prestigious journals listed in the Philadelphia list. Under his leadership, innovative methods of targeted therapy are being developed in laboratory conditions for future applications in medicine.

He is the author of 5 national and international patents. His total impact factor (IF) is 489.355, and his publications have been cited 3,861 times in the Web of Science (Core Collection). Additionally, as part of his scientific activity, he continued international fellowships, including: Clean Room Monitoring - Los Angeles, California, USA; Monitoring of Clinical Trials - European Found Training Program; Legal Issues in the Implementation of Investment Projects & Sustainable Development - European Found Training Program; European Project

Accelerator (EPA) - Brussels, Belgium; Scientific Internship at Thomas Jefferson University - Philadelphia, Pennsylvania, USA; and Scientific Internship at the College of Science and Technology, Temple University - Philadelphia, Pennsylvania, USA.

For many years, he served as the Chair of the Commission for the Development of Young Scientists and as the Dean of English-Division of Medical Studies. Currently, he is a member of: UMED4Excellence, the Center for Innovation and Technology Transfer of the Medical University of Lodz; the Board of the Polish Society for Metabolic Diseases (PtChM), and the Scientific Council of the Institute of Medical Biology of the Polish Academy of Sciences (PAN), and many others.

He is a member of the Advisory Committee for the "Science for Society" programs at the Ministry of Science and Higher Education (MNiSW) and a member of the Technological Innovation Team at the Ministry of Health. Additionally, he serves as an international expert for the Institute National du Cancer (INCA) in France, the United States-Israel Binational Science Foundation (BSF) in the USA, and many other organizations.

He has been recognized for his outstanding achievements and innovations with numerous awards, including the R&D Impact Award, Distinguished for Intelligent Development, Future Research Team, Ambassador of Innovation - Center for Intelligent Development Award, Eureka DGP - Polish Inventions, Scientist of the Future - Science & Business Synergy Award, the Special Award and Medal at the International Warsaw Invention Show (IWIS), the Honorary Medal from the Polish Society for Metabolic Diseases (PTChM), the Medal of the National Education Commission - Ministry of National Education Award (MEN), awards from the European Association for Vision and Eye Research (EVER), the American Society for Biochemistry and Molecular Biology (ASBMB), as well as numerous scientific awards from the Rector of the University of Lodz and the Rector of the Medical University of Lodz.

He has completed specialized training in various areas, including Legal Regulations Regarding the Management and Use of a Clean Room in Illinois, USA; Data Protection in Clinical Research; PRINCE2® Foundation Certificate in Project Management; Probability and Statistics for Business and Data Science; Quality Management System according to ISO 9001:2015; Management System in accordance with PN-EN ISO/IEC 17025 in Research Laboratories; Good Laboratory Practice (GLP) – Ensuring the Quality of Laboratory Research in Compliance with GLP Principles; Clinical Research Issues and Monitoring; PRISM Practitioner Methodology; Legal Issues in the Implementation of Investment Projects Considering Sustainable Development, and many others.

His scientific interests focus on the field of medical, clinical, and basic research related to human diseases. He has extensive experience in all aspects of DNA mutations and epimutations, ranging from fundamental evolutionary aspects to translational applications in genetic and epigenetic diagnostics and therapy.

His research interests encompass mechanisms of mutation induction, DNA repair, replication, and recombination; new methods for mutation detection using ultra-high-throughput sequencing; somatic mutations and epimutations in cancer and neurodegenerative diseases

during aging; the role of *de novo* mutations in the structure and function of chromatin; mitochondrial DNA mutations and their implications for diseases and human aging; and innovative approaches for generating and analysing mutations in cell lines and animal models.

He has a special interest in the fundamental mechanisms by which DNA damage and mutations influence development and differentiation, including various forms of cell death and cellular aging. In the context of the pathogenesis of civilizational diseases, innovative methods of targeted therapy are being developed under his leadership in laboratory conditions for future applications in medicine.



Prof. dr hab. n. med. Wojciech Fendler



[0000-0002-5083-916](https://orcid.org/0000-0002-5083-916)



PUBLiCUM – details of scientific activity

h-index (WoS Citations)	28
Total IF	930,973
Total ministry score	16 528

Prof. Wojciech Fendler MD, PhD (born 1982) graduated from the Medical University of Lodz. After obtaining PhD in 2011 and habilitation in 2013 he launched a biomarker project on microRNA biomarkers in oncology and radiotherapy together with prof. Dipanjan Chowdhury from the Dana-Farber Cancer Institute and Harvard Medical School. He has authored numerous high-impact publications in top journals in diabetology (Diabetes Care, Diabetologia), radiotherapy and oncology (International Journal of Radiation Oncology, Biology, Physics, Cancer Research, Clinical Cancer Research), experimental medicine (Science Translational Medicine) and basic sciences (Cell Reports, Nature Communications, eLife). Prof. Fendler is the recipient of several prestigious awards for young researchers including the Award of the National Science Centre in Life Sciences in 2020, START scholarship of the FNP (twice), Stipend of the Polpharma Foundation, Scholarship of the Ministry of Science and Higher Education, award of the Ministry of Health for habilitation and several others. International recognition of his works was awarded with the ISPAD-Medtronic Young Investigator Award in 2015 granted to outstanding researchers aged <40 in paediatric diabetology. During his career he has lead or supervised 28 research projects funded from the National Science Centre, Foundation for Polish Science and EU funds. Currently, as a leader of the Department of Biostatistics and Translational Medicine he explores the potential for biomarker assessment of risk incurred by ionizing radiation and detection of early stages of ovarian, breast and pancreatic cancers.

Current employment:

Head of the Department of Biostatistics and Translational Medicine

1st chair of Pediatrics, Medical University of Lodz

President of the Medical Research Agency

Visiting Professor: Department of Radiation Oncology, Dana-Farber Cancer Institute, Boston, MA, USA

Education:

26 th of October 2020	Professor of Medical Sciences and Health Sciences
11 th of June 2013	Habilitation (2nd PhD) in Diabetology
10 th of May 2011	Doctor of Medical Sciences for the thesis titled "The Role of Insulin Gene Structure and Function Disorders in the Pathogenesis and Clinical Course of Diabetes."
October 2001 - June 2007	studies at the Medical University of Łódź, graduating from the Faculty of Medicine with distinction, grade of 4.67.
1997-2001	Nicolaus Copernicus High School in Łódź

Courses and additional training:

January 2022	Applying 'Omics to Research, Harvard Clinical & Translational Science Center.
November 2020	Statistical and Practical Aspects of the Design/Analysis of Multi-arm, Multi-stage Platform Trials, University College London.
April 2020	ICH Good Clinical Practice E6 Course.
January 2015	Training in Self-Presentation and Public Speaking Skills as part of the SKILLS FNP Project.
December 2014	Training in Commercialization of Research Results as part of the SKILLS FNP Project.
June-July 2014	Participation in the 64th Meeting with Nobel Laureates in Lindau.
June 2014	Training in Presenting Scientific Research Results as part of the SKILLS FNP Project.
March 2014	Training in Self-Presentation as part of the SKILLS FNP Project.

July 2013	3rd Annual Short Course on Statistical Genetics and Genomics, Birmingham, AL.
January 2013	Course on Leadership Team Challenges; Leadership Models and Their Impact on Daily Work; Theory and Practice of Team Building and Management as part of the SKILLS FNP Project.
November 2012	Data Mining IIb – an advanced data mining techniques course organized by Statsoft Polska in Krakow (3 days).
November 2012	Data Mining IIa – a data mining techniques course organized by Statsoft Polska in Krakow (2 days).
October 2012	Negotiation Skills Training Workshop as part of the SKILLS FNP Project.
October 2012	Presentation of Scientific Issues for Various Audience Groups Training as part of the SKILLS FNP Project.
September 2012	Application of CGH Microarrays in Molecular Cytogenetics Training organized by Agilent – Waldbronn, Germany.
September 2012- October 2014	Participation in the FNP Mentoring Program at the Dana Farber Cancer Institute, Harvard Medical School under the supervision of Prof. Dipanjana Chowdhury.
May 2012	Interdisciplinary Research Workshop Training organized as part of the SKILLS FNP Program, Warsaw.
November 2011	Advanced Project Management Course organized as part of the SKILLS FNP Program, Oxford.
November 2011	Essentials of Project Management Course organized as part of the SKILLS FNP Program, Oxford.
November 2011	Advanced Research Writing Course organized as part of the SKILLS FNP Program, Warsaw.
October 2011	4th Course in Integration of Cytogenetics, Microarrays, and Massive Sequencing in Biomedical and Clinical Research organized by the European Genetics Foundation, Bologna.
November 2010	Creating a Business Plan and Choosing a Business Model for Academic Enterprises including Spin-off and Spin-out Training – organized by the Łódź Academy of Academic Entrepreneurship.
April 2010	STATISTICA in Scientific Research and Statistics Education Training – organized by Statsoft, Łódź.

October 2009	Strategies for Commercialization of New Technologies Training – organized by the Upper Silesian Agency for Enterprise Transformation, Katowice.
June 2009	Forecasting and Time Series Analysis Course – organized by StatSoft, Krakow.
June 2009	Functional Analysis of Gene and Protein Expression at All Levels of Organization – workshops on transcriptomics, genomics, flow cytometry, and confocal microscopy organized by the Molecular Medicine Studies, Warsaw.
October 2009 - June 2010	Postgraduate Studies in Processing and Analysis of Medical Images organized by the Lodz University of Technology, funded by EU EFS funds.
February 2009	STATISTICA Neural Networks Course – organized by StatSoft.
October 2008	Applications of STATISTICA and Data Mining in Scientific Research – seminar organized by StatSoft, in Warsaw.
September 2008	ISPAD Science School for Physicians – a 5-day course organized by the International Society of Pediatric and Adolescent Diabetes, Estes Park, Colorado, USA.
June 2008	Advances in Molecular Biology – a 5-day course organized by the Institute of Human Genetics, Poznań.
May 2008	Scientific Communications – a 5-day course organized by the Molecular Medicine Studies, Warsaw.
April 2008	From Gene to Protein, from Structure to Function and Dysfunction – a 5-day course organized by the Molecular Medicine Studies, Warsaw.
June 2006	Statistica for Medics and Biologists Course – organized by Statsoft, Krakow.

Scientific Achievements and Accolades

2024	Golden Otis Trust Award in the category of Medical Achievements in 2023.
2022	Minister of Health Implementation Award for a microRNA-based test facilitating ovarian cancer diagnosis.
2022	First-degree Rector's Scientific Award for scientific achievements.
2021	National Science Centre Award in the field of life sciences.

2020	9th place in the Golden Scalpel of Medical Pulse Competition for research on radiation exposure biomarkers and radiotherapy complications.
2020	Member of the Young Scientists Academy of the Polish Academy of Sciences.
2020	ISPAD Young Investigator Award – an international scientific society award granted to the best young scientist in pediatric diabetology.
2019	Award from the Lodz Branch of the Polish Academy of Sciences for Outstanding Young Scientists.
2018	Scientific Award of the Polish Society of Pediatric Endocrinology and Diabetology for the best publication in Pediatric Diabetology in 2014.
2017	Team Award (with Prof. Młynarski, Dr. Zmysłowska, and Prof. Borowiec) Łódź Eureka for establishing the National Registry of Patients with Wolfram Syndrome and defining disease progression markers for causative therapies.
2016	Minister of Health Scientific Award for post-doctoral dissertation.
2016	Wierzuchowski Scientific Award of the Polish Diabetological Society for scientific achievements.
2016	Winner of the national "Poles with Verve" plebiscite in the Medicine category.
2015	Ministry of Science and Higher Education Scholarship for Outstanding Young Scientists.
2015	Laureate of the 21st edition of the START Program of the Foundation for Polish Science with distinction.
2015	2nd Place in the Super Talents in Medicine Competition organized by the Puls Medycyny weekly.
2015	First prize for the best original work at the VI Congress of the Polish Society of Pediatric Oncology and Hematology.
2014	Winner of the 20th edition of the START Program of the Foundation for Polish Science.
2014	Winner of the 11th edition of the "Stay with Us" competition in the life sciences category, organized by the Polityka weekly.
2013	First-degree Rector's Scientific Award for publication cycle.
2013	First Prize of the Polish Diabetological Society for Young Medical Scientist.
2013	SCOPUS-Perspektywy Young Researcher Award awarded by Elsevier publishing house and Perspektywy Foundation.

2012	Eminent Scientist of the Year 2010 in Neonatology Award presented by the International Research Promotion Council.
2012	Scientific scholarship of the Polpharma Scientific Foundation.
2012	Scholarship supporting innovative doctoral research funded by the European Union Funds in Łódź.
2012	Best student of the Medical University of Łódź – Primus Inter Pares.
2012	Third prize in the regional final of the Primus Inter Pares competition.
2011	Primus Expert – Physician. Award for the best medical student in Poland awarded during the national final of the Primus Inter Pares competition.
2011	Title of Best Student of the Medical University of Łódź – awarded during the regional final of the Primus Inter Pares competition.
2011	Ministry of Health Scholarship for achievements in science.
2010	Golden Otis Trust Award in the category of Medical Achievements in 2023.
2010	Minister of Health Implementation Award for a microRNA-based test facilitating ovarian cancer diagnosis.
2009	First-degree Rector's Scientific Award for scientific achievements.
2009	National Science Centre Award in the field of life sciences.
2007	9th place in the Golden Scalpel of Medical Pulse Competition for research on radiation exposure biomarkers and radiotherapy complications.
2006	Member of the Young Scientists Academy of the Polish Academy of Sciences.
2006	ISPAD Young Investigator Award – an international scientific society award granted to the best young scientist in pediatric diabetology.
2006	Award from the Lodz Branch of the Polish Academy of Sciences for Outstanding Young Scientists.
2006	Scientific Award of the Polish Society of Pediatric Endocrinology and Diabetology for the best publication in Pediatric Diabetology in 2014.
2005	Team Award (with Prof. Młynarski, Dr. Zmysłowska, and Prof. Borowiec) Łódź Eureka for establishing the National Registry of Patients with Wolfram Syndrome and defining disease progression markers for causative therapies.

Bibliometric data:

Total number of scientific publications: 277

Number of original publications in journals indexed in the Philadelphia list: 253

Total number of citations: 4025 (Scopus)

Hirsch index: 31 (Scopus)

Number of monographs: 0

Number of chapters in monographs: 4

Intellectual property rights and utility models obtained: 1 implemented international patent, 1 national patent, one international patent application.

Full list of published papers:

<https://www.ncbi.nlm.nih.gov/sites/myncbi/wojciech.fendler.1/collections/63292133/public/>

Top 10 papers:

1. Elias K, Smyczynska U, Stawiski K, Nowicka Z, Webber J, Kaplan J, Landen C, Lubinski J, Mukhopadhyay A, Chakraborty D, Connolly DC, Symecko H, Domchek SM, Garber JE, Konstantinopoulos P, **Fendler W (autor korespondujący)**, Chowdhury D. Identification of BRCA1/2 mutation female carriers using circulating microRNA profiles. Nat Commun. 2023 Jun 8;14(1):3350. doi: 10.1038/s41467-023-38925-4.
2. Chrzanowski J, Grabia S, Michalak A, Wielgus A, Wykrota J, Mianowska B, Szadkowska A, **Fendler W**. GlyCulator 3.0: A Fast, Easy-to-Use Analytical Tool for CGM Data Analysis, Aggregation, Center Benchmarking, and Data Sharing. Diabetes Care. 2023 Jan 1;46(1):e3- e5. doi: 10.2337/dc22-0534.
3. Biancur DE, Paulo JA, Małachowska B, Quiles Del Rey M, Sousa CM, Wang X, Sohn ASW, Chu GC, Gygi SP, Harper JW, **Fendler W**, Mancias JD, Kimmelman AC. Compensatory metabolic networks in pancreatic cancers upon perturbation of glutamine metabolism. Nat Commun. 2017 Jul 3;8:15965. doi: 10.1038/ncomms15965.
4. **Fendler W**, Malachowska B, Meghani K, Konstantinopoulos PA, Guha C, Singh VK, Chowdhury D. Evolutionarily conserved serum microRNAs predict radiation-induced fatality in nonhuman primates. Sci Transl Med. 2017 Mar 1;9(379). doi: 10.1126/scitranslmed.aal2408.
5. Elias KM, **Fendler W**, Stawiski K, Fiascone SJ, Vitonis AF, Berkowitz RS, Frendl G, Konstantinopoulos P, Crum CP, Kedzierska M, Cramer DW, Chowdhury D. Diagnostic potential for a serum miRNA neural network for detection of ovarian cancer. Elife. 2017 Oct 31;6. doi: 10.7554/eLife.28932.
6. Acharya SS, **Fendler W**, Watson J, Hamilton A, Pan Y, Gaudiano E, Moskwa P, Bhanja P, Saha S, Guha C, Parmar K, Chowdhury D. Serum microRNAs are early indicators of

survival after radiation-induced hematopoietic injury. Sci Transl Med. 2015 May 13;7(287):287ra69. doi: 10.1126/scitranslmed.aaa6593.

7. Zmyslowska A, **Fendler W**, Niwald A, Ludwikowska-Pawlowska M, Borowiec M, Antosik K, Szadkowska A, Mlynarski W. Retinal thinning as a marker of disease progression in patients with Wolfram syndrome. Diabetes Care. 2015 Mar;38(3):e36-7. doi: 10.2337/dc14-1898.
8. **Fendler W**, Pietrzak I, Brereton MF, Lahmann C, Gadzicki M, Bienkiewicz M, Drozd I, Borowiec M, Malecki MT, Ashcroft FM, Mlynarski WM. Switching to sulphonylureas in children with iDEND syndrome caused by KCNJ11 mutations results in improved cerebellar perfusion. Diabetes Care. 2013 Aug;36(8):2311-6. doi: 10.2337/dc12-2166. Epub 2013 Mar 5.
9. Butwicka A, **Fendler W**, Zalepa A, Szadkowska A, Mianowska B, Gmitrowicz A, Mlynarski W. Efficacy of metabolic and psychological screening for mood disorders among children with type 1 diabetes. Diabetes Care. 2012 Nov;35(11):2133-9. doi: 10.2337/dc12-0160. Epub 2012 Sep 6.
10. **Fendler W**, Borowiec M, Antosik K, Jaroszewska-Swiatek B, Szwalkiewicz-Warowicka E, Malecki M, Mysliwiec M, Mlynarski W. Paternally inherited proinsulin mutations may result in earlier onset of monogenic diabetes mutation identity effect in monogenic diabetes. Diabetes Care. 2011 Jan;34(1):e9. doi: 10.2337/dc10-1142.

Participation in Research projects:

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2024	Principal Investigator of the NCN OPUS research grant titled "Predictive Properties of Circulating MicroRNAs in Patients with High Familial or Genetic Risk of Cancer" No. 2023/49/B/NZ5/03835.
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2023	Principal Investigator of the NCN PRELUDIUM Bis research grant titled "Impact of Glycemic Control and Variability in Type 1 Diabetes on the Development of Metabolic Memory - Analysis of Epigenetic Changes" No. 2022/47/O/NZ5/00683.
-
2023	Scientific Supervisor of the Pearl of Science grant titled "Significance of the NUDT16L1-TP53BP1-TP53 Axis in Obesity and Type 2 Diabetes" PN/01/0025/2022.
-
2023	Scientific Supervisor of the NCN POLONEZ Bis research grant titled "Identification of Angiogenesis Markers and Metabolic Markers in Endometriosis and Associated Epithelial Ovarian Cancer using Photoacoustic Imaging and Data Mining (ENDOVO)" No. 2022/47/P/NZ5/02484.
-
2021	Principal Investigator of the NCN PRELUDIUM Bis research grant titled "Characterization of Changes in the Immunological Context Induced by Cytotoxic Factors in Non-Small Cell Lung Cancer" No. 2020/39/O/NZ5/01696.
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2021-2023	Deputy Director for Scientific Affairs at the Clinical Research Support Center - project No. 2020/ABM/03/00006 funded by ABM.
2020	Principal Investigator of the NCN OPUS research grant titled "Multiomic Analysis of Serum and Exosomal Biomolecules Associated with Whole-Body Radiation."
2017	Principal Investigator of the First TEAM FNP research grant titled "Predictive Biomarkers of Radiation Toxicity (PBRTox)."
2015	Principal Investigator of the INTER FNP research grant titled "There and Back - Regulatory Networks of Transcription Factors in Monogenic Diabetes" No. 29/UD/SKILLS/2015.
2015	Principal Investigator of the IMPULS FNP research grant: "Metabolomic Markers of Neurodegeneration in Wolfram Syndrome" No. 38/UD/SKILLS/2015.
2014	Principal Investigator of the NCN OPUS research grant: "MicroRNAs as Causal and Modifying Factors in Diabetes and Kidney Cystic Disease (RCAD)" No. 2014/15/B/NZ5/00144.
2013	Principal Investigator of the Iuventus Plus research grant: "Role of Genetic Variation in the Glucokinase Gene in the Regulation of Lipid Metabolism in Contrasting Phenotypes of Monogenic Diabetes and Hyperinsulinism" No. IP2012011172.
2012	Principal Investigator of the NCN SONATA BIS research grant: "Profile of Circulating MicroRNAs in the Diagnosis of Rare Forms of Diabetes" No. 2012/05/E/NZ5/02130.
2012	Principal Investigator of the Polish Diabetological Society research grant: "MicroRNAs with Great Potential - Characterization of a New Group of Biological Markers in Developmental Diabetes."
2012	Principal Investigator of the Iuventus Plus research grant: "Prevalence of Monogenic Diabetes in Children in Poland and Genetic Characterization of Patients with Unique Disease Course" No. 2011 011771.
2011	Principal Investigator of the NCN research grant: "Search for Biological Markers of Disease Syndromes Involving Diabetes and Kidney Disorders Caused by Mutations in the HNF1-beta Gene Based on Bioinformatics Analyses" No. 2011/01/D/NZ5/02811.
2011	Post-doc in the TEAM project "Polish Registry of Pediatric and Adolescent Diabetes - a Nationwide Genetic Screening for Monogenic Diabetes" funded by the Operational Program Innovative Economy and the Foundation for Polish Science.
2011	Executor of the MNiSW research grant: "Microarray of Artificial Receptors for Non-Invasive Diagnosis of Cancer" No. N405 669540.

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- 2011** Executor of the MNiSW research grant: "Role of IKAROS Gene Mutations (IKZF1) in the Pathogenesis and Clinical Course of Acute Lymphoblastic Leukemia in Children: Multi-Center Studies." No. N407 254440.
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- 2010** Executor of the MNiSW research grant: "Use of Metformin in the Treatment of Children and Adolescents with 'Double' Diabetes" - N N407 187836.
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- 2010** Executor of the project: "Development of a Method for Detecting Markers Indicating Predisposition to Insulin Resistance" WND-POIG.01.03.01-00-128/08 funded by POIG funds.
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- 2009** Assistant Coordinator of the project "Improvement of Newborn Care in the Łódź Voivodeship" - funded by the European Economic Area Financial Mechanism and the Ministry of Health. No. PL0355.
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- 2009** Principal Investigator of the MNiSW Promoter Grant entitled "Association of Insulin Gene Structure and Function Disorders with the Pathogenesis and Clinical Course of Diabetes" No. N407 022135.
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- 2009** Scientific Grant from the European Society of Pediatric and Neonatal Intensive Care for participation in the Vth World Congress of Pediatric Critical Care Medicine in Geneva.
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- 2009** Participation in the implementation of the project "National Registry of Developmental Diabetes" - Project funded by the National Health Fund.
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- 2009** Principal Investigator of the NCN OPUS research grant titled "Predictive Properties of Circulating MicroRNAs in Patients with High Familial or Genetic Risk of Cancer" No. 2023/49/B/NZ5/03835.
-
- 2009** Principal Investigator of the NCN PRELUDIUM Bis research grant titled "Impact of Glycemic Control and Variability in Type 1 Diabetes on the Development of Metabolic Memory - Analysis of Epigenetic Changes" No. 2022/47/O/NZ5/00683.
-
- 2008** Scientific Supervisor of the Pearl of Science grant titled "Significance of the NUDT16L1-TP53BP1-TP53 Axis in Obesity and Type 2 Diabetes" PN/01/0025/2022.
-
- 2008** Scientific Supervisor of the NCN POLONEZ Bis research grant titled "Identification of Angiogenesis Markers and Metabolic Markers in Endometriosis and Associated Epithelial Ovarian Cancer using Photoacoustic Imaging and Data Mining (ENDOVO)" No. 2022/47/P/NZ5/02484.
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- 2008** Principal Investigator of the NCN PRELUDIUM Bis research grant titled "Characterization of Changes in the Immunological Context Induced by Cytotoxic Factors in Non-Small Cell Lung Cancer" No. 2020/39/O/NZ5/01696.
-

2007 Deputy Director for Scientific Affairs at the Clinical Research Support Center - project No. 2020/ABM/03/00006 funded by ABM.

2007- Principal Investigator of the NCN OPUS research grant titled "Multiomic Analysis of Serum and Exosomal Biomolecules Associated with Whole-Body Radiation."

Other scientific and administrative activities:

2022-	Member of the Evaluation Team for Scientific Units in Medical Sciences at the Ministry of Education and Science
2022-	Member of the Ethics in Science Committee of the Polish Academy of Sciences
2021-	Chairman of the Ministry of Health Committee for Scholarships for Students for Outstanding Scientific Achievements
2023-	Treasurer, Board Member of the Polish Diabetological Society
2019-2023	Board Member of the Polish Diabetological Society
2019-	Member of the Scientific Council of the Medical University of Łódź
2019-	Member of the Presidium of the Discipline Council of the Medical University of Łódź
2013-2019	Member of the Faculty of Medicine Council
2013-2019	Member of the Senate Committee for Science and Awards
2014-2019	Chair of the Committee for Individual Course of Studies at the Medical University of Łódź
2013-2014	Member of the Evaluation Team for Medical Sciences at the Ministry of Science and Higher Education
2012	Member of the Organizing Committee of the ISPAD Research School for Physicians
2012-present	Member of the Senate Committee of the Medical University of Łódź for Science and Awards
2011-present	Member of the Polish Diabetological Society
2010-present	Member of the International Society for Pediatric and Adolescent Diabetes
2007	Active participation in organizing the final of the 4th edition of the nationwide "Bone Marrow Donor" program organized by the "Krwinka" Foundation.
2006	Active participation in organizing the X Jubilee Conference of the Pediatric Section of the Polish Diabetological Society in Łódź
2004-2007	Chairman of the Student Scientific Circle at the Department of Pediatric Diseases, Faculty of Pediatrics, Medical University of Łódź (the circle received the STN award for the best scientific circle at the university in 2007 and 2008)

2004-2008	Member of the International Federation of Medical Students' Associations (IFMSA)

Reviewing activities for funding agencies:

2021-	Medical Research Agency
2020-	Member of the Permanent Team NZ1 at the National Science Centre (since 2024, Chairman)
2019-	National Agency for Academic Exchange (Bekker Programme)
2019-	Chairman of the Committee for the Evaluation of Scientific Journals at the Ministry of Science and Higher Education
2019-	Irish Research Council (Research projects in clinical sciences and scholarship program for outstanding doctoral students)
2018-	Hellenic Research Foundation – Greece (Research projects in basic sciences)
Since 2016-	Lindau Nobel Laureate Meetings – Evaluation of candidates' applications interested in participating in the meetings
Since 2016-	Ministry of Science and Higher Education (Diamond Grants / IUVENTUS Plus)
Since 2015-	National Science Centre (Grant reviews including SONATA, SONATA BIS, ETIUDA, OPUS, PRELUDIUM)
Since 2015-	Polish Diabetological Society (Grant program for young scientists and Funk Award), currently serving as Chairman of the Committee
2014-2015	COST Action EU
2013, 2017, 2022	Expert and member of the evaluation team for scientific units in the field of medical sciences and health sciences
Od 2013	Foundation for Polish Science (START, First TEAM, HOMING, POWROTY, POMOST)

Other review activities:

Reviewer of scientific articles for journals on the Philadelphia list, including: Diabetes Care, Diabetologia, BMC Genomics, Oncogene, Science Translational Medicine, Nucleic Acids Research, Cell, Journal of Clinical Investigations, British Journal of Cancer, Pediatric Diabetes, Diabetes Technology and Therapeutics, Pediatrics.

Additionally, participation as a reviewer or member of committees in 8 doctoral dissertation defenses and proceedings, as well as 8 habilitation proceedings and one professorship proceeding.

Pharmacology and pharmacy



Prof. dr hab. n. farm. Elżbieta Budzisz

 [0000-0001-9949-8723](https://orcid.org/0000-0001-9949-8723)



PUBLICUM – details of scientific activity

h-index (WoS Citations)	24
Total IF	260,547
Total ministry score	4 997

Prof. Elżbieta Budzisz, PhD, DSc, Pharm. is a graduate of the Faculty of Mathematics, Physics and Chemistry of the University of Lodz. Since January 1980, she has been working at the Medical University of Lodz at the Faculty of Pharmacy, where she has followed all the paths of a scientific career from the degree of doctor, habilitated doctor, to the title of professor, which she received in 2011. She is the co-author of over 125 scientific publications in international journals. She is also the co-author of two textbooks for the field of Cosmetology. The impact index of her achievements is $h = 20$. She is the supervisor of 12 completed doctoral dissertations and six in progress. The professor has been a reviewer in over twenty doctoral dissertations, two habilitation dissertations and six professorial nominations. She has been a DAAD scholarship holder several times and completed scientific internships in Vienna in the team of prof. Bernhard Keppler and at the Ludwig Maximilian University in Munich in the teams of prof. Klaus T. Wanner and prof. Ingo-Peter Lorenz. Her scientific interests concern two areas: searching for compounds with anticancer activity and the influence of selected compounds on skin parameters. In the latter area, she cooperates with cosmetic industry companies, where students of Cosmetology write their master's theses and complete internships. The professor gives lectures for students of Cosmetology in the following subjects: cosmetic chemistry, cosmetics formula, perfumery and optional classes. She has been the supervisor of over 100 bachelor's and master's theses for pharmacy and cosmetology. Since 2005, the professor has been the head of the Department of Chemistry of Cosmetic Raw Materials and since 2013 also the head of the Department of Cosmetology at the Faculty of Pharmacy in Łódź. In the years 2016-2020, she served as vice-dean for the Cosmetology major, a position she also holds for the term 2020-2024. My scientific and didactic achievements and supervision of doctoral theses are as follows. I have supervised 16 completed doctoral dissertations. In the last four years, I have supervised six doctoral dissertations. These include MSc. Malwina Zasada, whose topic was "Retinol activity in anti-aging therapy using transepidermal penetration promoters". The defense took place on November 25, 2020. In October 2020, the defense of MSc. chemistry Angelika Adamus Grabicka took place, whose topic was "Comparison of anticancer activity

of pyrazoline derivatives condensed with chromanone or flavanone: synthesis and study of physicochemical properties". In 2022, the defense of MSc. Anna Szymańska took place, whose topic was "Comparison of azelaic acid therapy and the effect of low-level laser in reducing acne lesions in patients with acne vulgaris". In the last year, I was the supervisor of three doctoral theses by MSc. Cosmonas Agata Markiewicz-Tomczak "The use of single and combined methods of chemical peeling application in anti-aging treatments", MSc. Anna Jaros "The effect of preparations containing vitamin C on vascular skin applied using different techniques" and MSc. Chem. Ewelina Namiecińska "Arenorthene(II) complexes with N,S-donor ligands - synthesis, antimicrobial and anticancer properties". In the years 2020-2024, I have co-authored about 15 scientific publications, including one entitled Biological properties of ruthenium(II)/(III) complexes with flavonoids as ligands" in the prestigious journal Coordination Chemistry Reviews with an interaction index of IF = 25.367 and 200 MNiSW points.

I recently gave two lectures by invitation. The first at the 17th Scientific and Technical Symposium, Autumn Symposium of Pharmaceutical and Cosmetic Industry, October 20, 2021. Entitled. "The role of the cannabinoid CBD in cosmetics and medical students' knowledge about it". The second at the IX International Scientific and Training Conference "Threats to Public Health from Substandard and Falsified Drugs and Dietary Supplements," held Poznań, December 5, 2023. The title of the lecture was "Falsification in Cosmetics."

In 2020-2024, I was a reviewer of seven doctoral dissertations: Ms. Bayarmaa Erdenebayar, M.Sc. "Study of inclusion complexes of selected fungicides with α - and β -cyclodextrins ' Ms. Marta Biernacka, M.Sc. 'Study of formation of inclusion complexes of cyclodextrins with selected biologically active compounds" Ms. Katarzyna Brodowska, M.Sc. "Effect of modification of naringenin molecule on its chelating properties and biological activity". Ms. Małgorzata Malinowska M.Sc. titled "Study of interactions of PPI G4 dendrimer with selected drugs and amino acids in aqueous medium". Ms. Ilona Trzcinska, M.Sc. "Studies of the interactions of cinnamic acid and its derivatives with α - and β -cyclodextrin in water". Ms. Dominika Anna Komorowska "Assessment of the effectiveness of stilbene derivatives in sensitizing breast cancer cells to ionizing radiation". Ms. Patrycja Mościcka "The impact of the COVID-19 pandemic on hygiene and cosmetic habits and on the compliance of Polish users with their own body". Ms. Katarzyna Sowa-Kasprzak "Synthesis and characterization of hybrid combinations of curcumin, oleanolic acid derivatives and selected anti-inflammatory drugs". In addition, I was a member of the habilitation committee and a reviewer of professorships six times. I was also a reviewer of IDUB internal grants for the University of Wrocław in 2022, 2023 and currently.

I have certificates of reviewing publications in prestigious journals, including Journal of Cosmetic Dermatology, Journal of Inorganic Biochemistry, Molecules, Chemistry & Biodiversity, ChemistrySelect and others. I have completed training, including acquiring key competences as a result of participating in training: EndNote - bibliography manager. EndNote

- bibliography manager as part of the project "Operation-Integration 2.0! - Stage II of the implementation of the Integrated University Program" I also acquired key competences as a result of participation in a training raising awareness of disability and psychological problems in the project "UMED connects - a program to increase the accessibility of the Medical University of Lodz". I completed a webinar entitled: "Facts and myths about probiotic products" proposed by the Polish Pharmaceutical Society on April 27, 2023 I acquired key competences as a result of participation in the training: PublicUM - a database of information on the achievements and achievements of UMED employees as part of the project "Operation-Integration 2.0! - Stage II of the implementation of the Integrated University Program" Training date: April 13, 2022.

I am a co-author of a chapter in the textbooks: Cosmetology (volume 2) edited by Dr. Anna Kołodziejczak, PZWL publishing house (2020, chapter title "Cosmetic Chemistry"), and a chapter in a textbook for cosmetology students edited by Prof. Andrzej Przyłipiak entitled Aesthetic Medicine (2024. 2nd edition). The chapter is entitled "Cellulite Reduction and Treatment". I participated in the EuroBIC16 conference in 2022 in Grenoble and EuroBIC17 in Muenster in 2024, where I presented the results of my research. I was the head of the research work entitled: "Development of a series of new oil formulations with anti-aging and anti-pollution properties" (2023) the work has been settled.

Contract with Sannprofi sp. z o.o. "Development of a cosmetic formulation for men based on pitaya extract. Work settled 2023. I was the project manager for the project "Development of a series of new oil formulations with anti-aging and anti-pollution properties." Work settled 2024. Since 2024, I have been the Editor of the Polish Journal of Cosmetology, a journal important for the field.



dr hab. n. farm. Magdalena Markowicz-Piasecka



0000-0002-1012-6550



– details of scientific activity

h-index (WoS Citations)	16
Total IF	237,398
Total ministry score	5 197

Basic Information and Professional Experience

Magdalena Markowicz-Piasecka graduated from the Faculty of Pharmacy at the Medical University of Łódź with a master degree in pharmacy in 2009. She continued her research at the Department of Pharmaceutical Chemistry, Drug Analysis, and Radiopharmacy, where she pursued her doctoral studies. In 2013, she obtained her PhD in pharmaceutical sciences based on her dissertation titled “Use of Dendrimers in the Preparation Technology of Iminodiacetic Acid Derivatives as Diagnostic Agents for Nuclear Magnetic Resonance Tomography.” She was awarded the habilitation degree by the Faculty of Pharmacy at the Medical University of Łódź in 2019, based on her scientific achievement titled “Exploring the New Pharmacological Potential of Metformin and Its Derivatives.”

Since October 2023, Magdalena Markowicz-Piasecka has been serving as the Head of Applied Pharmacy and the Department of Pharmacy Practice (Faculty of Pharmacy). Since September 2020, she has been employed as a university professor (previously, she held the positions of assistant professor and assistant at the Department of Pharmaceutical Chemistry, Drug Analysis, and Radiopharmacy).

Professional Development

Magdalena Markowicz-Piasecka has enhanced her professional qualifications through the completion of two specializations in key areas of pharmacy. In 2024, she earned the title of specialist in pharmaceutical analytics after successfully passing the State Pharmaceutical Specialization Exam with a very good grade. From 2012 to 2015, she completed a specialization in pharmacy practice at the Medical University of Łódź, finishing with a very good result on the final exam before the State Examination Board, earning the title of specialist in this field.

Additionally, Magdalena Markowicz-Piasecka has enriched her professional competencies by participating in scientific internships at foreign universities, including:

- September – November 2017: Postdoctoral research fellow at the University of Eastern Finland in Kuopio, Finland;
- July 7 – 8, 2016: Short-term scientific internship at the University of Eastern Finland in Kuopio, Finland;
- August 29 – September 4, 2015: Scientific internship at the University of Eastern Finland in Kuopio, Finland;
- May 29 – June 5, 2015: Scientific internship at the University of Wolverhampton in Wolverhampton, United Kingdom.

She further improves her skills and competencies by attending numerous training sessions and courses. For instance:

- Training titled “Verification and Assessment of the Entity’s Preparedness for the Evaluation of the Quality of Scientific Activity for 2022 – 2025 (Legal and Practical Aspects)” provided her with up-to-date knowledge on the procedures for evaluating the quality of scientific activity.
- Participation in the closing conference of the “Excellence in University Teaching” project (Medical University of Łódź) enabled her to familiarize herself with the latest trends and best practices in teaching, which is crucial for the quality of education at the university.
- ESME Certificate in Medical Education, obtained after completing the ESME Course and Report (University of Dundee, UK), confirmed her qualifications in medical education, directly impacting the quality of her teaching.
- LORIS Workshop – Regional Intelligent Specializations “Medicine, Pharmacy, Cosmetics” (April 27, 2023): During these workshops, Magdalena Markowicz-Piasecka participated in discussions on regional intelligent specializations, expanding her knowledge of innovation and collaboration in the fields of medicine, pharmacy, and cosmetics.
- EIT Health Matchmaking Meeting (Vienna, Austria, May 9-10, 2023): Participation in this international meeting allowed her to establish contacts with other researchers and industry representatives, potentially leading to future scientific collaborations.

Experience in Securing Research Funding

Magdalena Markowicz-Piasecka has extensive experience in securing research funding, having obtained numerous grants for the implementation of research projects, both as a project leader and a team member. Her experience spans national and university-level projects, as well as collaborations with renowned research institutions.

Project Leader:

- 2022: Secured a research grant from the Rector of the Medical University of Łódź (5th edition) for the project titled "Chemical Modifications of Metformin as an Innovative Approach to Achieving Stronger Cytotoxic Effects - In Vitro, In Vivo Studies, and Molecular Modeling."
- 2017 – 2019: Led the National Science Centre "Sonata" project (UMO-2016/21/D/NZ7/01548) titled "In Search of New Metformin Prodrugs – Biocompatibility and Pharmacokinetics." The project was successfully completed and settled.
- 2018 – 2020: Led a project for Young Scientists funded by the Ministry of Science and Higher Education titled "Assessment of the Impact of Polyamidoamine Dendrimers on the Release of Tissue Factor (TF) from Vascular Endothelial Cells. Part II – Assessment of the Impact of PAMAM Dendrimers on the Viability and Migration of Human Smooth Muscle Cells."
- 2018 – 2019: Directed the project "Biocompatibility Studies of New Biguanide Derivatives" as part of the statutory activities of the Medical University of Łódź.
- 2016 – 2017: Led the project "Synthesis, Stability Assessment, and Biocompatibility of New Iminodiacetic Acid Derivatives," funded as part of the statutory activities of the Medical University of Łódź.
- 2015 – 2017: Led a project for Young Scientists funded by the Ministry of Science and Higher Education titled "Assessment of the Impact of Polyamidoamine Dendrimers on the Coagulation Process," which included an analysis of the effects of dendrimers on various coagulation parameters.
- 2012 – 2014: Led a project for Young Scientists funded by the Ministry of Science and Higher Education titled "Assessment of the Impact of Polyamidoamine Dendrimers on the Coagulation and Fibrinolysis Processes."

Project Contributor:

- 2011 – 2014: Participated as a contributor in a research grant from the Ministry of Science and Higher Education (NN 405 669 940) titled "Modifications of Tetrahydroacridine Derivatives as Potential Markers for Determining Acetylcholinesterase Levels in Neurodegenerative Diseases."
- 2010 – 2013: Served as the main contributor in a research grant from the Ministry of Science and Higher Education (NN 405 133 139) titled "Combinations of Gadolinium Complexes of Mebrofenin Derivatives as New Contrast Agents."

- Through her diverse experiences in securing and executing grants, Magdalena Markowicz-Piasecka has demonstrated effective project management skills, contributing significantly to advancements in the fields of pharmacy and pharmaceutical analytics.

Teaching and Training of Academic Staff

Throughout her professional career, Magdalena Markowicz-Piasecka has demonstrated significant involvement in teaching, including supervising doctoral candidates and conducting classes at both the master's and postgraduate levels.

Supervision of Doctoral Candidates and Review of Scientific Work:

She serves as the scientific supervisor for one doctoral candidate in the International Doctoral School and as the promoter for one external doctoral candidate (Dr. Agnieszka Zajda, PhD defense in 2023). She was an assistant promoter for one doctoral candidate at the Medical University of Łódź (Dr. Maria Podsiedlik). She has prepared two reviews for doctoral theses and two for habilitation proceedings.

Student Supervision: she has supervised six master's theses and guided eleven master's theses. She served as the scientific supervisor for the Student Scientific Society in the Bioanalysis Laboratory at the Department of Pharmaceutical Chemistry, Drug Analysis, and Radiopharmacy from 2015 to 2022. She supervised eight students during summer internships (IAESTE and SEP programs, 2015–2024). She was also a reviewer for six master's theses and one master's thesis submitted to the National Master's Thesis Competition organized by the Polish Pharmaceutical Society. She has overseen three student grants in the Umed Grants competition (2017/2018, 2020/2021, 2021/2022).

Postgraduate Training: she has supervised pharmacists during their specialization and participates in postgraduate education. She was the supervisor for four pharmacy graduates during their specialization in pharmacy practice (2016 – 2020). She conducted courses as part of the specialization in pharmacy practice, training future specialists. She was the course leader for Pharmaceutical Chemistry in the Postgraduate Studies “Qualified Person” program. She developed and delivered a lecture titled “Health Promotion and Preventive Health Care in Community Pharmacy” on the e-learning platform for pharmacists as part of continuous training. She also served as the course leader for a specialization course organized for Amara on “Aseptic Techniques in Pharmacy – Ophthalmic Medications” (November 25–26, 2023).

Scientific Achievements and Positions Held

Magdalena Markowicz-Piasecka's scientific achievements include: 71 full-text publications with a total impact factor (IF) of 234.3, which translates to 4380 points according

to the Ministry of Education and Science (MEiN) evaluation system; 1 book chapter, which constitutes a significant contribution to the scientific literature; and the translation of the textbook "Medical Chemistry" by Patrick Graham, published by PWN Publishing House (ISBN: 978-83-01-20809-7), demonstrating her commitment to expanding the availability of key educational materials in Polish. Additionally, she is a co-author of 16 conference reports presenting research findings at national and international conferences, as well as 3 conference lectures.

In addition to her scientific activities, Magdalena Markowicz-Piasecka is actively involved in organizational work. She is a member of the Program Council of the International Doctoral School (since December 2019), a member of the University Council for Postgraduate Education (since October 2019), and a member of the MSD Scholarship Committee and MSD Recruitment Committee (since 2021). She has also been a member of the Commission for the Public Reporting Session at MSD (June 14, 2023, and June 10, 2024). Furthermore, she is a member of the Faculty Didactic Council for the Pharmacy Program (since 2020), a member of the Nostrication Commission (since 2020), a member of the Pharmaceutical Sciences Council (since 2020), including its Presidium, and a member of the Scientific Council of the Medical University of Łódź (since 2020).



dr hab. n. farm. Monika A. Olszewska, prof. UM



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PUBLiCUM – details of scientific activity

h-index (WoS Citations)	19
Total IF	305,764
Total ministry score	7 623

Education:

- **M.Sc. Eng. of Food Technology** (chemical food technology; specialty: technology of herbal and fragrance products) awarded in 1992 by the Faculty of Food Chemistry and Biotechnology (presently Faculty of Biotechnology and Food Sciences), Lodz University of Technology;
- one-year supplementary studies as part of **the Individual Course of Study (ICS)** at the Faculty of Chemistry of the Lodz University of Technology focusing on organic synthesis and spectroscopic methods of identifying organic compounds;

- **Ph.D. of Pharmaceutical Sciences** (specialty: phytochemistry, pharmacognosy, natural products research) with distinction, awarded in 2002 by the resolution of the Scientific Council of the Faculty of Pharmacy, Medical Academy of Lodz (currently Medical University of Lodz);
- **D.Sc. (habilitation) of Pharmaceutical Sciences** (specialty: phytochemistry, pharmacognosy, natural products research) awarded in 2013 by the resolution of the Research Council of the Faculty of Pharmacy, Medical University of Lodz.

Professional positions: Head of the Chair and Department of Pharmacognosy; Head of the Laboratory of Natural Products Analysis, BRaIN Research Centre; Vice-Dean for Science of the Faculty of Pharmacy (2020-2024); Member of the Scientific Council of the Faculty of Pharmacy (2013-2019), Member of the Discipline Council of the Pharmaceutical Sciences, Member of the Scientific Council of the Medical University of Lodz, Member of the Commission of Pharmaceutical, Biomedical and Natural Products Analysis, Committee of *Analytical Chemistry, Polish Academy of Sciences, PAN* (2016-2020)

Scientific achievements

Significant contributions in pharmaceutical sciences, particularly in the area of pharmacognosy, including studies on the phytochemical composition and pharmacological activity of herbal medicines and functional foods, such as::

- development and validation of analytical quality control procedures for natural products, primarily LC-PDA methods;
- development of preparative methods for isolating natural compounds from plant materials;
- metabolomic analysis of natural substances using LC-MS/MS and GC-MS techniques;
- application of NMR techniques for quantitative analysis and structural studies of natural compounds;
- analysis of biological activity, especially antioxidant, anti-inflammatory, antidiabetic and photoprotective effects of natural products in the context of civilization diseases.

Extensive experience in conducting interdisciplinary research in natural product analysis and managing projects and research teams, resulting in 97 scientific publications (mostly experimental) listed in international databases (WoS, Scopus), implementation of research projects financed from external sources, and scientific supervision of M.Sc. (87) and PhD (5) students. Continuous improvement of technical skills (e.g., through research visits and scientific cooperation) and cross-sectional competencies (participation in training in the field of project and team management). Active reviewer and expert (reviews of publications, grant applications, doctoral dissertations and habilitation applications).

Bibliometric data:

- **Total IF** (without summaries and supplements): 296,178
- **Citation count:** 1644 (SCOPUS), 1379 (WoS)
- **Hirsch Indeks, *h*:** 24 (SCOPUS), 21 (WoS)

Selected scientific publications representative of pharmaceutical sciences:

1. Michel P., Żbikowska H., Rudnicka K., Gonciarz W., Krupa A., Gajewski A., Machała P., **Olszewska M.A.** (2024). Anti-inflammatory, antioxidant and photoprotective activity of standardised *Gaultheria procumbens* L. leaf, stem, and fruit extracts in UVA-irradiated human dermal fibroblasts, *Journal of Ethnopharmacology*, 319, e117219, 1-13. IF=4.8
2. Owczarek-Januszkiewicz A., Kicel A., **Olszewska M.A.** (2023). *Aesculus hippocastanum* in the pharmaceutical industry and beyond – phytochemistry, bioactivity, present application, and future perspectives. *Industrial Crops and Products* 193, e116187, 1-23. IF=5.6
3. Rutkowska M., Kołodziejczyk-Czepas J., Owczarek A., Zakrzewska A., Magiera A., **Olszewska M.A.** (2021). Novel insight into biological activity and phytochemical composition of *Sorbus aucuparia* L. fruits: Fractionated extracts as inhibitors of protein glycation and oxidative/nitrative damage of human plasma components. *Food Research International* 147, e110526, 1-13. IF=7.425
4. **Olszewska M.A.**, Owczarek A., Magiera A., Granica S., Michel P. (2021). Screening for the active anti-inflammatory and antioxidant polyphenols of *Gaultheria procumbens* and their application for standardisation: from identification, through cellular studies to quantitative determination, *International Journal of Molecular Sciences*, 22, e11532, 1-21. IF=6.208
5. **Olszewska M.A.**, Granica S., Kołodziejczyk-Czepas J., Magiera A., Czerwińska M.E., Nowak P., Rutkowska M., Wasiński P., Owczarek A. (2020). Variability of sinapic acid derivatives during germination and their contribution to antioxidant and anti-inflammatory effects of broccoli sprouts in human plasma and human peripheral blood mononuclear cells. *Food & Function* 11 (8), 7231–7244. IF=5.396
6. Michel P., Granica S., Rosińska K., Rojek J., Poraj Ł., **Olszewska M.A.** (2020). Biological and chemical insight into *Gaultheria procumbens* fruits: a rich source of anti-inflammatory and antioxidant salicylate glycosides and procyanidins for food and functional application. *Food & Function* 11 (9), 7532-7544. IF=5.396
7. Owczarek A., **Olszewska M.A.** (2020). Development and validation of UHPLC-PDA method for simultaneous determination of bioactive polyphenols of horse-chestnut bark using numerical optimization with MS Excel Solver. *Journal of Pharmaceutical and Biomedical Analysis* 190, e113544, 1-10. IF=3.935

8. Owczarek A, Klys A, **Olszewska MA**. (2019). A validated ^1H qNMR method for direct and simultaneous quantification of esculin, fraxin and (–)-epicatechin in *Hippocastani cortex*. *Talanta* 192, 263-269. IF=5.339
9. Matczak M, Marchelak A, Michel P, Owczarek A, Piszczan A, Kolodziejczyk-Czepas J, Nowak P, **Olszewska MA**. (2018). *Sorbus domestica* L. leaf extracts as functional products: phytochemical profiling, cellular safety, pro-inflammatory enzymes inhibition and protective effects against oxidative stress in vitro. *Journal of Functional Foods* 40, 207-218, IF=3.470.
10. Kicel A, Owczarek A, Michel P, Skalicka-Woźniak K, Kiss AK, **Olszewska MA**. (2015). Application of HPCCC, UHPLC-PDA-ESI-MS³ and HPLC-PDA methods for rapid, one-step preparative separation and quantification of rutin in *Forsythia* flowers. *Industrial Crops and Products* 76, 86-94. IF=3.449.

Selected research projects financed through open-call procedures

1. *Phytochemical studies of selected plant materials from the genus Sorbus sensu lato – chemotaxonomic and antioxidant activity aspects*. **MSHE/National Science Centre (NCN)**, N N405 398037, 2009-2012, **principal investigator**.
2. *Characterization of Gaultheria procumbens L. (Ericaceae) as a source of plant substances with potential anti-inflammatory and antioxidant activity*. **National Science Centre (NCN)**, Preludium (2016-2020), 2015/19/N/NZ7/00959, **scientific supervisor**.
3. *Health-promoting potential of rowan fruit (Sorbus aucuparia L.) - in vitro studies*. **National Science Centre (NCN)**, Preludium (2018-2022), 2017/27/N/NZ9/02134, **scientific supervisor**.
4. *Standardization and biological activity of blackthorn flowers (Prunus spinosa L.) in the context of circulatory system disorders*. **National Science Centre (NCN)**, Preludium (2018-2023), 2017/27/N/NZ7/02074, **scientific supervisor**.
5. *Health-promoting potential of blackthorn fruit (Prunus spinosa L.) in inflammatory conditions of the digestive tract – in vitro studies*. **National Science Centre (NCN)**, Preludium (2023-2026), 2022/45/N/NZ9/01466, **scientific supervisor**.
6. *Black gold. Development of a new technology for the production of black garlic with programmed functional properties*. **Agency for Restructuring and Modernization of Agriculture**, R&D grant no. 00090.DDD.6509.00302.2022.15 (2023-2025); operational group; **principal investigator, project manager**, Medical University of Lodz.

Scientific supervision of doctoral dissertations:

1. **dr Piotr Michel**, procedure completed, PhD in Pharmaceutical Sciences (15.12.2015) with distinction;

2. **dr Anna Marchelak**, procedure completed, PhD in medical and health sciences in the discipline of pharmaceutical sciences (3/07/2020) with distinction;
3. **dr Magdalena Rutkowska**, procedure completed, PhD in medical and health sciences in the discipline of pharmaceutical sciences (3/07/2020) with distinction;
4. **dr Anna Magiera**, procedure completed, PhD in medical and health sciences in the discipline of pharmaceutical sciences (26.04.2023) with distinction;
5. **mgr farm. Aleksandra Prokop**, studies at the International Doctoral School of the Medical University of Lodz (2023-2027), in progress .



prof. dr hab. n. farm. Ewa Balcerczak



0000-0001-5257-2914



– details of scientific activity

h-index (WoS Citations)	18
Total IF	272,484
Total ministry score	6 230

Scientific Activity: Molecular basis of oncological and other diseases, search for new molecular markers, individualization of therapy, bioinformatics analysis, mechanism of multidrug resistance

H-index: 18, 112 original publications, 6 review papers

Most significant publications from the last 3 years:

ADAMTS Gene-Derived circRNA Molecules in Non-Small-Cell Lung Cancer: Expression Profiling, Clinical Correlations and Survival Analysis. Pietrzak J, Świechowski R, Wosiak A, Wcisło S, Balcerczak E. Int J Mol Sci. 2024 Feb 5;25(3):1897. doi: 10.3390/ijms25031897.

Genetic Insights into Colorectal Cancer: Evaluating PI3K/AKT Signaling Pathway Genes Expression. Świechowski R, Pietrzak J, Wosiak A, Mik M, Balcerczak E. Int J Mol Sci. 2024 May 27;25(11):5806. doi: 10.3390/ijms25115806.

Zinc Finger E-Box Binding Homeobox Family: Non-Coding RNA and Epigenetic Regulation in Gliomas. Lenda B, Żebrowska-Nawrocka M, Turek G, Balcerczak E. Biomedicines. 2023 May 5;11(5):1364. doi: 10.3390/biomedicines11051364.

Carvacrol as a Stimulant of the Expression of Key Genes of the Ginsenoside Biosynthesis Pathway and Its Effect on the Production of Ginseng Saponins in *Panax quinquefolium* Hairy Root Cultures. Kochan, E., Sienkiewicz, M., Szmaida-Krygier, D., Balcerczak, E., & Szymańska, G. (2024) International Journal of Molecular Sciences, 25(2), 909. <https://doi.org/10.3390/ijms25020909>

Changes in the expression of membrane type-matrix metalloproteinases genes (MMP14, MMP15, MMP16, MMP24) during treatment and their potential impact on the survival of patients with non-small cell lung cancer (NSCLC). Pietrzak J, Szmaida-Krygier D, Wosiak A, Świechowski R, Michalska K, Mirowski M, Żebrowska-Nawrocka M, Łochowski M, Balcerczak E. Biomed Pharmacother. 2022 Feb;146:112559. doi: 10.1016/j.biopha.2021.112559. Epub 2021 Dec 30.

Molecular Pathogenesis of Fibrosis, Thrombosis and Surfactant Dysfunction in the Lungs of Severe COVID-19 Patients. Krygier A, Szmajda-Krygier D, Świechowski R, Pietrzak J, Wosiak A, Wodziński D, Balcerczak E. *Biomolecules*. 2022 Dec 10;12(12):1845. doi: 10.3390/biom12121845

Assessment of the TGF β 1 gene expression and methylation status of the promoter region in patients with colorectal cancer. Wodziński D, Wosiak A, Pietrzak J, Świechowski R, Kordek R, Balcerczak E. *Sci Rep*. 2022 Jul 7;12(1):11488. doi: 10.1038/s41598-022-15599-

Correlation of TIMP1-MMP2/MMP9 Gene Expression Axis Changes with Treatment Efficacy and Survival of NSCLC Patients. Pietrzak J, Wosiak A, Szmajda-Krygier D, Świechowski R, Łochowski M, Pązik M, Balcerczak E. *Biomedicines*. 2023 Jun 21;11(7):1777. doi: 10.3390/biomedicines11071777.

ABCG2 Gene and ABCG2 Protein Expression in Colorectal Cancer-In Silico and Wet Analysis. Sałagacka-Kubiak A, Zawada D, Saed L, Kordek R, Jeleń A, Balcerczak E. *Int J Mol Sci*. 2023 Jun 23;24(13):10539. doi: 10.3390/ijms241310539.

Thymol as a control factor of the expression of key genes of the ginsenoside biosynthesis pathway and its effect on the production of ginseng saponins in *Panax quinquefolium* hairy root cultures. Ewa Kochan, Monika Sienkiewicz, Dagmara Szmajda-Krygier, Ewa Balcerczak, Grażyna Szymańska. April 2024 *Industrial Crops and Products* 210(10):118151 DOI: 10.1016/j.indcrop.2024.118151

Differential Expression of AP-2 Transcription Factors Family in Lung Adenocarcinoma and Lung Squamous Cell Carcinoma-A Bioinformatics Study. Szmajda-Krygier D, Krygier A, Żebrowska-Nawrocka M, Pietrzak J, Świechowski R, Wosiak A, Jeleń A, Balcerczak E. *Cells*. 2023 Feb 20;12(4):667. doi: 10.3390/cells12040667.

Expert and Organizational Activity:

- Member of The Consortium for Securing the Adoption of Personalised Health in Regions (SAPHIRE), 2022–2023
- Member of the CMPK team for accreditation in the specialization of Medical Laboratory Diagnostics since 2018
- Author of examination questions for CEM for the specialization exam in Medical Laboratory Diagnostics
- Author of questions for CEM for the Pharmaceutical Verification Exam
- Co-author of the specialization program in Medical Laboratory Diagnostics for CMKP (2018 and 2023)

- Expert for the Ministry of Health (MZ) for verification and development of the vocational training program for postgraduate education in medical analytics, 2021–2022
- Member of the Genetics team in KIDL since 2022
- Member of the team for the Confirmation and Recognition of Qualifications of Laboratory Diagnosticians in KIDL, 2018–2022 term, and from 2022 to the present
- Expert for the Ministry of Health for the preparation of a course program for the professional group of laboratory diagnosticians within the project no. POWR.07.01.00- 00-0002/22, co-financed by the European Social Fund as part of the Operational Program Knowledge Education Development 2014–2020
- Project manager for the translation of the LOINC dictionary commissioned by the Ministry of Health with a grant for the Medical University of Lodz, 2022–2023
- Project manager for the implementation of microcredentials in the area "Improvement of the quality of health care and availability of medical and paramedical services" in 2024 under a targeted grant from the budget of the Lodzkie Voivodeship Self- Government for the Medical University of Lodz
- Expert opinion dated June 16, 2020, on the admissibility of remote authorization of laboratory test results in light of current medical knowledge and the principles of the profession of laboratory diagnostician
- Coordinator of the FARM@BIO project at the Faculty of Pharmacy for the fields of Medical Analytics, Pharmacy, and Cosmetology – an integrated system for the development of student competences at the Faculty of Pharmacy and the Faculty of Biomedical Sciences and Postgraduate Education at the Medical University of Lodz in response to societal, labor market, and knowledge-based economy needs. WND-POWR.03.01.00-00-K050/15 NCBiR Pharmacy 2016–2019
- Implementer and co-author of the project entitled "Development of an innovative reader and cartridge set for blood cell analysis CBC+3DIFF and inflammatory markers for monitoring the health status of patients infected with coronavirus, including SARS- CoV-2, under remote conditions" submitted by MicroX Sp. z o.o. Application No.: POIR.01.01.01-00-2434/20, Total project cost: PLN 6,118,034.69, Grant amount: PLN 4,672,938.14, National Centre for Research and Development Operational Program: Intelligent Development 2014–2020 Competition: 5/1.1.1/2020 Fast Track, 2021–2023
- Project manager in the "KompendiUM" project – a highly specialized competency development program for adults in strategic areas, NCBiR – contract signing in progress.

Experience in reviewing/assessing clinical research projects of medicinal products/medical devices:

- Expert on the NCN panel
- Expert appointed by the EC to evaluate HORIZON 2020 FETOPEN CORDIS projects, 2020–2022
- Reviewer of EU EISMEA - EIC PathFinder projects, 2023
- Reviewer for the L'Oreal and UNESCO program "For Women in Science"
- Reviewer for funding applications in the Competition System of the Medical University of Piastów Śląskich in Wrocław

Supervisor/Mentor:

Doctoral dissertations, master's theses, Scientific Circle, ŁTSML – Lodz Society of Laboratory Medicine Students, currently STDL, students under the ERASMUS program, IAESTE program, specialists in the field of Medical Laboratory Diagnostics; mentor in the KUMPEL program, head of ITS at the Medical University of Lodz



prof. dr hab. n. farm. Paweł Szymański

 [0000-0003-3438-7509](#)

 **PUBLICum** – details of scientific activity

h-index (WoS Citations)	16
Total IF	218,785
Total ministry score	4 795

Prof. Paweł Szymański PhD. DSc. is a pharmacist, a graduate of the Faculty of Pharmacy of the Medical University of Lodz. Since completing his studies, he has gone through all stages of his academic career at the university, starting with a student of the Doctoral Studies at the Medical University of Lodz. He received the title of professor from the President of the Republic of Poland in 2018. He also has a specialization in "Pharmacy". In addition, he completed postgraduate studies in "Medical Company Management" and a number of courses improving professional competences, e.g.: "GMP Requirements in Quality Control", "Student-Centered Learning", "PRINCE2 Foundation Examination, APMG-International Licence 03097764-01-BXGQ", "Projects and Public Procurement Law - Theory and Practice"; "Intellectual Property Management in Biological and Medical Sciences, Commercialization of Scientific Research", "LPB - ISO 17025 - Competencies of Calibration and Research Laboratories". From the beginning of his scientific career, he has been working at the Department of Pharmaceutical Chemistry, Drug Analysis and Radiopharmacy, where

he has been the head of the Radiopharmacy Laboratory since 2014, and since October 2022 he has been the Head of the department and the Head of the Chair of Pharmaceutical Chemistry. He is the co-author of over 90 scientific publications in journals with both: national and international reach. The publication impact index is $H=21$ (Hirsch Index). He is a co-author of 5 patents and 6 patent applications. He completed his postdoctoral internship at Charles University Prague, Czech Republic, Faculty of Pharmacy in Hradec Kralove, Department of Pharmacology and Toxicology, Prof. PharmDr. Ing. Milan Laznicek CSc; during his stay, he participated in practical classes in radiopharmacy with English-speaking students and worked in the laboratory and participated in the labeling of active substances with radioactive technetium ($Tc-99m$) and performed analyses of labeling products. Since 2020, he has also been working as a full professor and Head of the Department of Radiobiology and Radiation Protection of the Military Institute of Hygiene and Epidemiology named after Gen. Kaczkowski, where he is responsible for, among other things, issuing opinions on the legislative process regarding ionizing radiation in Poland and implementing projects related to risk factors that may occur in the place of operation of Polish Army soldiers.

Professor Szymański is the supervisor of 12 completed doctoral dissertations, including 3 implementation ones related to the pharmaceutical industry, and the supervisor of two currently being implemented (both in the field of military medicine). The professor was a reviewer in 27 doctoral dissertations, in 9 habilitation procedures and a reviewer of 7 procedures for awarding the title of professor (including one carried out for a foreign unit). He is also an external expert in mid-term evaluations in doctoral schools of other medical universities in Poland, including: the Silesian Medical University in Katowice, the Poznań Medical University, the Medical University of Lublin and the Collegium Medicum of the Nicolaus Copernicus University in Bydgoszcz. He also reviews scientific projects of the National Science Centre (NCN), NCBiR implementation projects, projects financed from the structural funds of the European Union and reviews scientific publications in scientific journals. For his scientific work, he has been honored with several awards and distinctions, including the Scientific Award of the Minister of Health.

In the years 2016-2019, Professor Szymański served as Vice-Dean for Didactics, and in the years 2019-2020 as a Vice-Dean for the Pharmacy at the Faculty of Pharmacy of the Medical University of Lodz. The professor was also a member of the Scientific Council of the Medical University of Lodz for two terms (2019-2020) and (2021-2024); a member of the Senate Committee for Education (2016-2020); a member of the Doctoral Studies Examination Committee (2016-2022); a member of the Doctoral Studies Committee for Scholarships (2016-2020), since 2019 he has been a member of the Examination Committee of the International Doctoral School of the Medical University of Lodz and since 2020 he has been a member of the Scientific Council of the Military Institute of Hygiene and Epidemiology. The professor is also a member of various scientific and professional societies: the Polish Society of Nuclear Medicine, a member of the Polish Society of Medicinal Chemistry,

a member of the Polish Pharmaceutical Society and a member of the District Chamber of Pharmacists.

Professor Szymański also has professional experience in work outside scientific institutions. In previous years (2007-2018) he was the owner of an open pharmacy. In the period May 2017-January 2024 he was the co-owner and president of a pharmaceutical company - a spin-off company of the Medical University of Lodz *be.Q sp z o.o.* (MTLab *sp z o.o.*) dealing with routine physicochemical analyses of final drug forms and implementations for other companies. During this time, the company managed to implement GMP in its laboratory and implement Custom Fields into the PROD environment in one of the pharmaceutical companies, it was possible to develop and transfer technology for testing the content of vitamins in dietary supplements. The most interesting achievement in the company was the development and implementation of coating micromolar amounts of API substances on medical devices.

Professor Szymański's research involves, among others, the development of a methodology for the design and synthesis of acetylcholinesterase inhibitors, tetrahydroacridine derivatives and cyclopenta[b]quinoline, as potential therapeutic agents used in the diagnosis and therapy of Alzheimer's disease. In addition, the developed derivatives of 6-hydrazinonicotinic acid can be substances for the diagnosis of Alzheimer's disease using the SPECT technique - dedicated radiopharmaceuticals used in the study of cholinesterase content in individual organs. Additionally, the obtained derivatives with the 4-fluorobenzoic acid residue can be used after radioactive fluorine labelling in PET diagnostics. The biological properties of the newly synthesized derivatives have been confirmed in *in vitro* studies, as well as with basic chemical calculation techniques, including techniques for docking active substances to the active site, and the prediction of ADMET parameters has been performed. In addition, research interests concern the search for anticancer drugs, including the development of new nanoplateforms of silica as carriers of active substances. Part of the research interests also concerns issues related to the technology of drug formulations and pharmaceutical analysis of the finished drug form. The professor participates in work related to the design of new drugs, an example of which is the development, with Professor Niedzielski, of a new "combo" drug formulation for the treatment of neoplastic skin lesions in children called hemangiomas, and the latest work concerns the design of innovative patches for use on the battlefield.

Professor Szymański also has experience in obtaining funding for science. In the field of investment grants, he implemented the grant "Preparation of a team of laboratories for research in *in vitro* and *in vivo* systems of compounds with biological activity" from the sources of the Polish Science and Technology Fund (agreement no. 506/FNiTP/3380/2010 of 21.10.2010 for the amount of PLN 3 million for the Faculty of Pharmacy of the Medical University of Lodz), where he was the author of the grant. He was also the author of the grant and deputy head (coordinator) of the "Development and implementation of education programs in the field of medicine and pharmacy using the e-learning method at the Medical

University of Lodz" grant from the Structural Funds of the European Union (funding amount PLN 852,664.24). The nationwide project, addressed to professional groups related to medicine (pharmacists, physicians, laboratory diagnosticians, nurses and others), concerned e-learning and continuing education for medical professions. (www.e-umed.lodz.pl). In 2018, he prepared the "READY TO TEACH" grant - within action 3.4 POWER; implementation period: 01/09/2017 – 30/06/2019 project value: PLN 887 592.00; The main objective of the project is to improve competences of teaching staff by creating a university-wide integrated system for the development of teaching competences of the staff of the Medical University of Lodz for 356 people (254F/102M) in the period until 30/06/2019 – author and coordinator of the part concerning the Faculty of Pharmacy of the Medical University of Lodz. Then, as the author and grant manager, he implemented the project "Employ-Farm. High-quality internship programs for students of Pharmacy, Cosmetology, Medical Analytics at the Faculty of Pharmacy of the Medical University of Lodz." UDA-POWR.03.01.00-00-S060/17; implementation period 01.03.2018 – 31.12.2019 amount of funding: PLN 1,993,920.54; The main objective of the project is to improve competences (145K, 18M) of students of practical profiles: pharmacy, medical analytics, cosmetology at the Faculty of Pharmacy of the Medical University of Lodz, through the implementation of high-quality national internship programs in cooperation with employers. In the scope of implementing research grants, the professor obtained, among others, funding for the project: MNiSW/NCN No. N N405 133139 - "Combinations of gadolinium complexes of mebrophepine derivatives as new contrast substances" 2000-2013, NCN grant No. N N405 669940 - "Modifications of tetrahydroacridine derivatives as potential markers for determining the level of acetylcholinesterase in neurodegenerative diseases" 2011-2014; NCN grant No. 2015/19/B/NZ7/02847 "New hydrids of tetrahydroacridine derivatives as a acetylcholinesterase with multifunctional activity" PLN 941,444.00 (2015-2020).

**Ordinance No. 25/2019 of February 2, 2024
of the Rector of the Medical University of Lodz
regarding appointment of recruitment committees at Doctoral School
run by the Medical University of Lodz
in the academic year 2019/2020**

Under Art. 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws, item 1668, as amended) and § 47 (4) point 10 of the Statute of the Medical University of Lodz, as amended, in connection with § 2 section 1 and 2 of resolution No. 271/2019 of February 28, 2019 of the Senate of the Medical University of Lodz on the rules of recruitment to the Doctoral School run by Medical University of Lodz for the academic year 2019/2020, I order the following:

§ 1

1. A recruitment committee is hereby appointed to conduct the recruitment procedure to the Doctoral School run by the Medical University of Lodz, in the disciplines of pharmacology and pharmacy, medical sciences and health sciences in academic year 2019/2020.
2. The committee referred to in section 1, will be composed of:
 - 1) Chairwoman of the Committee – Head of the International Doctoral School, Prof. Anna Woźniacka, MD, PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Anna Kilanowicz-Sapota,, PhD, DSc, pharmaceutical sciences,
 - Prof. Paweł Szymański, PhD, DSc, pharmaceutical sciences,
 - b) medical sciences
 - Agnieszka Wierzbowska,, MD PhD,
 - Natalia Lewkowicz, MD PhD, DCs,
 - c) health sciences:
 - Elżbieta Rębas, PhD, Dcs, medical sciences,
 - Adam Wysokiński, PhD, Dcs, medical sciences.

§ 2

The Ordinance becomes effective upon being signed.

RECTOR: Prof. Radziław Kordek, MD, PhD

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 124/2020
of November 30, 2020
of the Rector of the Medical University of Lodz
amending Ordinance No. 17/2020 of March 3, 2020
of the Rector of the Medical University of Lodz
regarding appointment of recruitment committees to conduct the recruitment procedure
at International Doctoral School**

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2020, Item 85, as amended), and § 13(2) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

Ordinance No. 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz on appointment of recruitment committees to conduct the recruitment procedure at International Doctoral School in § 1 point 2 letter and is replaced by the following:

“a) pharmaceutical sciences:

- dr hab. n. farm. Magdalena Markowicz-Piasecka,
- prof. dr hab. n. farm. Paweł Szymański,”.

§ 2

The Ordinance becomes effective upon being signed.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 77/2024
of June 25, 2024
of the Rector of the Medical University of Lodz**

amending Ordinance No. 8/2024 of February 2, 2024 of the Rector of the Medical University of Lodz regarding appointment of recruitment committees to conduct the recruitment procedure to the doctoral schools run by the Medical University of Lodz in the academic year 2024/2025, and regarding announcement of the consolidated text of the Ordinance.

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), and § 13(2) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

Ordinance No. 8/2024 of February 2, 2024 of the Rector of the Medical University of Lodz on appointment of recruitment committees to conduct the recruitment procedure to the doctoral schools run by the Medical University of Lodz in the academic year 2024/2025 - § 2 (1) is replaced by:

“1) Chairman of the Committee – Head of the Doctoral School of Molecular Medicine Prof. Jakub Fichna, MD, PhD, DSc;”

§ 2

The consolidated text of Ordinance No. 8/2024 of February 2, 2024 of the Rector of the Medical University of Lodz on appointment of recruitment committees to conduct the recruitment procedure to the doctoral schools run by the Medical University of Lodz in the academic year 2024/2025, including the amendments referred to in § 1, constitutes an annex to this Ordinance.

§ 3

The Ordinance becomes effective upon being signed.

RECTOR: Prof. Radziśław Kordek, MD, PhD

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 8/2024
of February 2, 2024
of the Rector of the Medical University of Lodz regarding appointment of
recruitment committees to conduct the recruitment procedure to the
doctoral schools run by the Medical University of Lodz in the academic
year 2024/2025**

(consolidated text)

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), and § 13(2) in conjunction with § 77(2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

1. A recruitment committee is hereby appointed to conduct the recruitment procedure to the International Doctoral School run by the Medical University of Lodz, hereinafter referred to as the "University", in the disciplines of pharmacology and pharmacy, medical sciences and health sciences. It will be composed of:
 - 1) Chairwoman of the Committee – Head of the International Doctoral School, Prof. Anna Woźniacka, MD, PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Magdalena Markowicz-Piasecka, PhD, DSc, pharmaceutical sciences,
 - Prof. Paweł Szymański, PhD, DSc, pharmaceutical sciences,
 - b) medical sciences
 - Natalia Lewkowicz, MD PhD, DCs,
 - Prof. Jakub Fichna, MD PhD,
 - c) health sciences:
 - Elżbieta Rębas, PhD, Dcs, medical sciences,
 - Adam Wysokiński, PhD, Dcs, medical sciences.
2. A recruitment committee is appointed to conduct the recruitment procedure to the International Doctoral School within programs or projects financed from external sources. It will be composed of:
 - 1) Chairwoman of the Committee – Head of the International Doctoral School, Prof. Anna Woźniacka, MD, PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Magdalena Markowicz-Piasecka, Habilitated Doctor of Pharmaceutical Sciences,
 - Prof. Paweł Szymański, Habilitated Doctor of Pharmaceutical Sciences,
 - b) medical sciences
 - Natalia Lewkowicz, Habilitated Doctor of Medical Sciences,
 - Prof. Jakub Fichna, MD PhD,

- c) health sciences:
 - Elżbieta Rębas, Habilitated Doctor of Medical Sciences,
 - Adam Wysokiński, Habilitated Doctor of Medical Sciences,
- 3) Katarzyna Dyniak, MA – Deputy Director of the Foreign Language Centre of the Medical University of Lodz;
- 4) observer with an advisory voice – Head of the Science Support Center - Paulina Hejduk, MD PhD.

§ 2

A recruitment committee is appointed to conduct the recruitment procedure to the Doctoral School of Molecular Medicine run by the University in the disciplines of pharmacology and pharmacy, and medical sciences. It will be composed of:

- 1) Chairman of the Committee – Head of the Doctoral School of Molecular Medicine, Prof. Wojciech Fendler, MD PhD;
- 2) Members of the Committee, representing the discipline of medical sciences:
 - a) Prof. Małgorzata Czyż, MD, PhD (representative of the University),
 - b) Prof. Wiktoria Maria Suchorska, MD, PhD (representative of the Greater Poland Cancer Centre, Poznań),
 - c) Prof. Jacek Tabarkiewicz, Habilitated Doctor of Medical and Health Sciences (representative of the University of Rzeszów),
- 3) Katarzyna Dyniak, MA – Deputy Director of the Foreign Language Centre of the Medical University of Lodz.

§ 3

Ordinance 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz on appointment of the Recruitment Committee for the International Doctoral School is repealed.

§ 4

The Ordinance becomes effective upon being signed.

RECTOR: Prof. Radziśław Kordek, MD, PhD

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Resolution no. 18/2021
of 28 January 2021
adopted by the Senate of the Medical University of Lodz**

**on the procedure of recruitment to the International Doctoral School
in the academic year 2021/2022**

Pursuant to art. 200 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2020, item 85, as amended), and § 77 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

**SECTION I
GENERAL PROVISIONS**

§ 1

1. The resolution defines the principles and procedure of recruitment to the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences and health sciences, in the academic year 2021/2022.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) organizational unit – a research and teaching unit of the University, i.e. a clinic, ward or department;
 - 3) Doctoral School – the International Doctoral School run by the University;
 - 4) candidate – a person applying for admission to the International Doctoral School;
 - 5) Act – the Act of 20 July 2018 – Law on Higher Education and Science.

**SECTION II
RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL**

§ 2

1. The procedure of recruitment to the Doctoral School is conducted by the Recruitment Committee for the International Doctoral School appointed by the Rector, hereinafter referred to as the “Recruitment Committee”.
2. The Recruitment Committee has at least 7 members, including:
 - 1) the Chairperson – the Director of the Doctoral School;
 - 2) at least two academic teachers representing each of the following disciplines: pharmaceutical sciences, medical sciences and health sciences, who are also holders of at least the degree of *doktor habilitowany* (habilitatus doctor/habilitation).
3. In justifiable cases, the Rector may change the composition of the Recruitment Committee or appoint observers as its members acting in an advisory capacity.
4. The administrative services for the Recruitment Committee are provided by the Office for Doctoral Students.

§ 3

1. The Chairperson of the Recruitment Committee convenes and chairs meetings thereof.
2. Meetings of the Recruitment Committee are recorded in the form of minutes. Minutes are signed by the Chairperson and other members of the Committee who participate in a meeting.

3. The Recruitment Committee takes its decisions by resolutions. Resolutions are adopted by a simple majority of votes, in the presence of at least half of the members of the Committee. In the case of an equal number of votes cast, the vote given by the Chairperson is decisive.
4. In the case of the Chairperson's absence, a meeting of the Committee is convened and chaired by a Committee member authorized by the Chairperson. The provision of item 3 is applied accordingly.

§ 4

The responsibilities of the Recruitment Committee are in particular:

- 1) conducting the recruitment procedure, including keeping recruitment procedure documentation;
- 2) verifying documents submitted by candidates in the recruitment procedure;
- 3) notifying candidates of their being accepted for the qualification procedure and of the date and place of qualification examinations;
- 4) holding the qualification examination in the major subject;
- 5) taking minutes of the qualification procedure;
- 6) publishing results of the qualification procedure.

SECTION III RECRUITMENT PROCEDURE

Chapter 1 Rules of the recruitment procedure

§ 5

1. The Doctoral School may admit a person who:
 - 1) holds the professional title of *magister*, *magister inżynier* or an equivalent title;
 - 2) obtained a consent for scientific supervision of preparation of the doctoral thesis from a proposed supervisor;
 - 3) has knowledge of English language at B2 level at least;
 - 4) is not a doctoral student at any other doctoral school.
2. In exceptional cases, justified by the highest quality of academic achievements, the Doctoral School may admit a person who does not meet the requirements specified in item 1 point 1, and who is a graduate of a first-cycle programme or a student who completed the third year of a uniform long-cycle programme.
3. Scientific achievements are understood as research studies of significant importance for the development of science, innovativeness and economy or for the development of international cooperation in the field of science and technology. Scientific achievements of a candidate are assessed by the Recruitment Committee. The Recruitment Committee may ask a relevant scientific discipline council or the University Scientific Council for their opinion.
4. Foreigners may take up and pursue their studies at the Doctoral School under:
 - 1) international agreements, in compliance with the terms and conditions specified therein;
 - 2) agreements concluded by the University with foreign entities, in compliance with the terms and conditions specified therein;
 - 3) a decision of the Minister of Science and Higher Education;
 - 4) a decision of the Director of the Polish National Agency for Academic Exchange referring to its scholarship recipients;
 - 5) a decision of the Director of National Science Centre on awarding funds for execution of basic research in the form of a research project, internship or scholarship, qualified for funds under a contest procedure;
 - 6) an administrative decision of the Rector.

§ 6

1. Limits of places at the Doctoral School for specific disciplines in which studies for doctoral students are offered are determined by the Rector based on applications for awarding places in the Doctoral School in a given academic year filed by heads of organizational units with the University electronic IT system, and an analysis of costs of studies of doctoral students incurred by the University.
2. Applications defined in item 1, are filed with the Rector through the Director of the Doctoral School within the time limit specified by the Rector in an announcement.
3. Applications for awarding places in the Doctoral School may be filed by organizational units:
 - 1) implementing research projects or grants;
 - 2) obtaining funds from external sources for covering costs of doctoral students' studies, doctoral scholarships or conducting research activity with the participation of doctoral students and documented by publications or scientific projects;
 - 3) having scientific achievements, in the period of three years prior to filing of an application, confirmed by points obtained by proposed supervisors awarded for:
 - a) articles published in scientific magazines specified in Part A of the list of magazines announced by the Minister of Science and Higher Education of 25 January 2017 (the list of impact factor journals), or
 - b) articles published in scientific journals or reviewed international conference materials specified in the current list announced by the Minister of Science and Higher Education.
4. The procedure of recruitment to the Doctoral School is conducted according to the recruitment schedule set by the Rector by way of regulation.
5. Recruitment, limits of admissions to the Doctoral School and the list of places awarded to organizational units are announced by the Rector by way of regulation within the time limit specified in the recruitment schedule. The regulation of the Rector is published on the University website including the list of topics of research studies proposed by organizational units.
6. The specific date on which the recruitment procedure to the Doctoral School begins is given in the recruitment schedule, however, it is not earlier than on 1 July 2021.
7. If the limits of places defined for a specific scientific discipline are not reached, the Rector, upon an application made by the Director of the Doctoral School, may decide on:
 - 1) a relevant increase in the limits of places for other scientific disciplines in which studies at the Doctoral School are offered;
 - 2) conducting the procedure of supplementary recruitment to the Doctoral School; the supplementary recruitment schedule, supplementary recruitment procedure and the list of places awarded to organizational units under the supplementary recruitment are announced by the Rector by way of regulation.
8. In justifiable cases, the Rector may decide on increasing the limit of places set for a specific scientific discipline.

§ 7

1. The procedure of recruitment to the Doctoral School is conducted by way of a contest in compliance with the principles specified herein. The results of the contest are open to the public.
2. Each candidate may enter the contest for only one place defined in the list specified in § 6 item 5 and item 7 point 2, selecting one topic of a research study.
3. A candidate is obliged to present an outline of a research project related to a selected topic of research study in Polish or English language.
4. A candidate is obliged to keep the time limits specified in the recruitment schedule.

§ 8

The procedure of recruitment to the Doctoral School includes the following stages:

- 1) registration in the University electronic recruitment system by candidates;
- 2) submission of documents required in the recruitment procedure by candidates;
- 3) verification of documents submitted by candidates;
- 4) qualification procedure;
- 5) entry into the list of doctoral students or issue of an administrative decision.

Chapter 2 Submission of documents

§ 9

1. A candidate is obliged to submit to the Recruitment Committee, through the Office for Doctoral Students, within the time limit specified in the recruitment schedule, the following documents:
 - 1) an application for admission to the Doctoral School downloaded from the University electronic recruitment system, filed with the Rector through the Director of the Doctoral School; the application should include in particular: personal details of the candidate, topic of the research project, signature of a proposed supervisor confirming a consent for scientific supervision over preparation of the doctoral thesis;
 - 2) curriculum vitae (resume) including information on education, interests and scientific achievements of the candidate, including scientific publications and scientific meeting communications for the period of the last five years prior to filing of the application for admission to the Doctoral School;
 - 3) the original or a certified copy of the diploma of completion of a second-cycle or a uniform long-cycle programme or a certificate of completion of a second-cycle or a uniform long-cycle programme and on being awarded the professional title of *magister*, *magister inżynier* or an equivalent title issued by the dean's office;
 - 4) a certificate of the grade-point average obtained for a first-cycle and second-cycle programme or for a uniform long-cycle programme or for programme of studies completed abroad and being regarded as equivalent to first-cycle and second-cycle programmes or a uniform long-cycle programme;
 - 5) an outline of the research project specified in § 7 item 3, consisting of up to three A4 pages, approved by the proposed supervisor is located;
 - 6) a certificate confirming knowledge of another modern foreign language, other than English language – if a candidate holds such a certificate;
 - 7) documents confirming scientific achievements including in particular: copies of scientific publications and scientific meeting communications for the period of the last five years prior to filing of the application for admission to the Doctoral School, copies of diplomas confirming awards granted by the Student Scientific Society or other scientific societies, awards granted by the Rector to the best students and graduates or awards granted by the Minister;
 - 8) certificates on:
 - a) participation in student exchange programmes,
 - b) completion of post-graduate studies – if a candidate holds such a document;
 - 9) a diploma or a certificate on completion of other programme of university studies - if a candidate holds such a document;
 - 10) two recent and signed photos in the format specified for identification documents;
 - 11) if a candidate has a certificate of disability degree or a certificate specified in art. 5 and art. 62 of the Act of 27 August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons – a copy of the certificate.
2. A candidate who is also a participant of doctoral studies programme conducted at

the University is obliged to indicate, in the application specified in item 1 point 1, the topic of his/her research project other than the topic of the doctoral thesis prepared during his/her doctoral programme, as well as a proposed supervisor other than the supervisor providing scientific supervision over preparation of the doctoral thesis during the doctoral studies.

3. A candidate specified in § 5 item 2 is obliged to submit the original or a certified copy of the diploma of completion of a first-cycle programme or a certificate of completion of a first-cycle programme or a certificate of completion of the third year of a uniform full-cycle programme issued by the dean's office, and a summary of his/her earlier scientific achievements along with the dean's opinion as well as a list and copies of articles already published or accepted for publication and related to the conducted research studies.
4. A candidate, holding a diploma of studies completed abroad which, in compliance with the provisions of the Act, confirms education at the level equivalent to a second-cycle programme or a uniform long-cycle programme in the Republic of Poland, or regarded as equivalent to a Polish diploma of completion of a second-cycle programme or a uniform long-cycle programme and the professional title of *magister*, *magister inżynier* or an equivalent title, is obliged to submit:
 - 1) a diploma which is authenticated or has an Apostille clause enclosed,
 - 2) a certificate of recognition, under the recognition procedure, of the equivalence of the diploma with a relevant Polish diploma of completion of studies and the professional title – if they are required under the law.
5. Documents drawn up in a foreign language should be submitted along with sworn translation into Polish done by a certified translator, subject to item 6.
6. Documents drawn up in a foreign language other than English language shall be accepted provided that they are submitted along with English translation thereof.
7. In the case of submitting a certificate of completion of studies specified in item 1 point 2 and item 3, a candidate is obliged to submit his/her diploma of completion of studies or a certified copy thereof to the Office for Doctoral Students immediately after such documents are obtained.

§ 10

Immediately after being qualified for admission to the Doctoral School, each candidate is obliged to submit a medical certificate confirming that there are no obstacles for taking up studies at the Doctoral School to the Office for Doctoral Students. Failure to fulfil the obligation shall result in not allowing the candidate to participate in classes held at the Doctoral School.

§ 11

1. The documents specified in § 9 should be submitted by each candidate personally to the Office for Doctoral Students or sent to its address, subject to items 2 and 3.
2. The time limitation for submitting documents specified in the recruitment schedule is the final date for submission thereof to the Office for Doctoral Students or sending or filing the documents as specified in art. 57 § 5 of the Act of 14 June 1960 – Administrative Procedure Code; it particularly applies to sending documents via *Poczta Polska* office of an operator defined within the meaning of the Act of 23 November 2012 – Post Office Law.
3. In the case of foreigners, it is acceptable to send scans of the documents specified in § 9 via electronic mail, provided that they are sent within the time limit set in the recruitment schedule, and the original documents are submitted to the Recruitment Committee through the Office for Doctoral Students not later than within four days following publication of the list of candidates qualified for admission to the Doctoral School. In such a case the date of sending an e-mail with scans of documents enclosed is deemed to be the date of filing thereof.
4. Submission of the documents specified in § 9 after the time limit set in the recruitment schedule results in passing a decision on rejecting an application for admission to the Doctoral School.

5. When submitting documents to the Office for Doctoral Students, each candidate is obliged to produce his/her identity document.

Chapter 3

Document verification, inclusion in the qualification procedure

§ 12

1. Documents submitted by candidates in the recruitment procedure are verified by the Recruitment Committee.
2. Following the verification of documents, the Recruitment Committee admits candidates who meet the requirements specified in § 5 items 1-3 to the qualification procedure, including the qualification examinations.
3. If documents filed in the recruitment procedure are incomplete, the Recruitment Committee demands that a candidate submits the missing documents within seven days following the date of serving a relevant notice. Failure to meet this obligation within the set time limit results in rejecting the application and thus, not admitting the candidate to the recruitment procedure.
4. The Recruitment Committee notifies the candidate about admitting him/her to the qualification procedure and about the date of qualification examinations via electronic mail by sending all details to his/her e-mail address as indicated by the candidate in his/her application for admission to the Doctoral School.

Chapter 4

Qualification procedure

§ 13

1. In the qualification procedure the Recruitment Committee awards recruitment points in particular for the following:
 - 1) Results of the qualification examinations:
 - a) in English language,
 - b) in a major subject;
 - 2) the average grade for the period of first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies;
 - 3) scientific achievements.
2. The maximum total number of points that a candidate may be awarded in the qualification procedure is 40
3. To obtain a satisfactory result in the qualification procedure a candidate has to be awarded at least 22 recruitment points and satisfactory grades in the qualification examinations.
4. Detailed criteria of awarding and method of calculating recruitment points in the qualification procedure is specified in Appendix no. 1.
5. The qualification procedure applied to foreigners admitted to the Doctoral School, as specified in § 5 item 4 points 1-5, is conducted based on verification of the documents defined in § 9. Following the verification, the Recruitment Committee qualifies foreigners who meet the requirements specified in § 5 items 1-3, for admission to the Doctoral School for places given in the lists specified in § 6 item 5 and item 7 point 2 on a first-come, first-served basis.

§ 14

1. The qualification examinations are held in:
 - 1) English language – in written form;
 - 2) a major subject – in spoken form, in English.

2. The thematic scope of the qualification examination in a major subject is compliant with the topic of the research project as indicated by a candidate in his/her application for admission to the Doctoral School.
3. The qualification examination in English language is held by the Foreign Language Centre (FLC) of the Medical University of Lodz. The results of the examination are approved by the Director of the Foreign Language Centre and submitted to the Office for Doctoral Students as minutes.
4. The results of the qualification examination in English language are published on the University website.
5. Obtaining a unsatisfactory grade in the qualification examination in English language results in not admitting a candidate to the qualification examination in a major subject.
6. The Recruitment Committee does not exempt a candidate from the qualification examination in English.
7. A candidate's absence from the qualification examination on a given date results in awarding him/her an unsatisfactory grade.
8. Awarding an unsatisfactory grade in the qualification examinations results in obtaining a negative result in the qualification procedure.

§ 15

1. After completion of the qualification procedure, the Recruitment Committee makes a ranking list, separate for each of the scientific disciplines in which studies are offered at the Doctoral School. The order in which candidates' names are placed on the list is based on the number of recruitment points obtained in the qualification procedure.
2. The Recruitment Committee qualifies a candidate who meets the criteria specified in § 5 items 1-3 and who obtained a positive result in the qualification procedure for admission to the Doctoral School based on a ranking list, and awards him/her a place given on the lists specified in § 6 item 5 and item 7 point 2, within the limit of places for a specific scientific discipline determined by the Rector.
3. If there are candidates who obtain the same number of recruitment points in the qualification procedure, the order in which they are placed on the ranking list depends on the number of points awarded for scientific achievements by the Recruitment Committee.
4. When the qualification procedure is completed, the Recruitment Committee adopts a resolution by which it indicates the candidates qualified and those not qualified for admission to the Doctoral School. The resolution is signed by all the members of the Recruitment Committee who participated in voting.
5. The results obtained by a candidate in the qualification procedure are documented by the Recruitment Committee by drawing up minutes as specified in the specimen form enclosed hereto as Appendix no. 2 or Appendix no. 3 (for the recruitment procedure conducted within a project financed with external funds).
6. The results of the qualification procedure are published by the Recruitment Committee on the University website.
7. Upon a candidate's request, the Recruitment Committee provides him/her with details on constituent results of the qualification procedure.
8. In case of any doubts as to the number of points awarded in the qualification procedure, a candidate, by filing an application, may request that the Recruitment Committee verifies the documents submitted in the recruitment procedure and recalculate the recruitment points – within three days following the publication of the qualification procedure results.

§ 16

1. Candidates who obtained a satisfactory result in the qualification procedure, however, were not qualified for admission to the Doctoral School because of insufficient number of places within the limit awarded to a specific organizational unit, may apply for places in other organizational

units indicated by the Recruitment Committee. The list of places available at the Doctoral School is announced along with the results of the qualification procedure.

2. Candidates to be admitted to available places indicated by the Recruitment Committee are qualified according to the ranking list – in the order based on the number of points obtained in the qualification procedure.
3. Candidates specified in item 1 are obliged to file an application for admission to the Doctoral School (specified in § 9 item 1 point 1) to one of the places indicated by the Recruitment Committee within three days following publication of the qualification procedure results.
4. If a candidate qualified for admission to the Doctoral School resigns from enrolment, other candidates are admitted to places that other candidates resigned from based on the ranking list, not later than before the commencement of the cycle of studies. These are candidates who obtained a satisfactory result in the qualification procedure but were not admitted to the Doctoral School due to a lack of available places.

Chapter 5

Admission to the Doctoral School

§ 17

1. Candidates are admitted to the Doctoral School by:
 - 1) being entered into the list of doctoral students – in the case of candidates who are Polish citizens;
 - 2) an administrative decision of the Rector – in the case of foreigners.
2. An entry into the list of doctoral students is made by the Director of the Doctoral School.
3. A candidate is admitted to the Doctoral School, within the limited number of places defined for a specific scientific discipline, if he/she fulfils all the following conditions:
 - 1) meeting the requirements specified in § 5 items 1-3,
 - 2) obtaining a satisfactory result in the qualification procedure – subject to item 4.
4. If a person admitted to the Doctoral School is employed as an academic teacher or a member of academic staff, excluding the cases specified in art. 209 item 10 of the Act, an entry into the list of doctoral students is regarded to be effective if the employment relationship ceases or the employment period ends before the oath is taken and studies at the Doctoral School commence.
5. If an entry into the list of doctoral students is regarded as ineffective due to the fact that a person admitted to the Doctoral School does not meet the requirement specified in item 4, the place is awarded, based on the ranking list, to a candidate who obtained a satisfactory result in the qualification procedure, however, was not admitted to the Doctoral School due to the limit of places, not later than before the commencement of the cycle of studies.
6. A person admitted to the Doctoral School commences his/her studies and acquires the rights of a doctoral student upon taking the oath.

Chapter 6

Refusal of admission to the Doctoral School

§ 18

1. An administrative decision on refusal of admission to the Doctoral School is passed by the Rector.
2. A decision on refusal of admission to the Doctoral School is passed if at least one of the following conditions occurs:
 - 1) failure to meet the requirements specified in § 5 items 1-3;
 - 2) failure to obtain a satisfactory result in the qualification procedure;
 - 3) failure to submit the documents required in the recruitment procedure specified in § 9 within time limit given in the recruitment schedule;

- 4) lack of available places in the Doctoral School within the limit of admissions specified for a given scientific discipline by the Rector.

§ 19

An application for reconsidering the case may be filed within fourteen days after the decision is served. The only grounds for filing such an application is infringement of the recruitment principles specified herein.

SECTION IV RECRUITMENT PROCEDURE WITHIN A PROJECT FINANCED WITH EXTERNAL FUNDS

§ 20

1. Recruitment for candidates applying for admission to the Doctoral School within a project financed with external funds, hereinafter called the “project” is conducted, upon an application made by the head of an organizational unit, as a separate recruitment procedure, in the mode and in compliance with the principles set out herein, subject to § 21 and 22.
2. Applications specified in item 1, are filed with the Rector via the University electronic system through the Director of the Doctoral School.
3. Recruitment, limit of admissions and the list of places available in the Doctoral School for a separate recruitment procedure defined in item 1 are announced by the Rector by way of a regulation within the time limit specified in the recruitment schedule. The regulation passed by the Rector is published on the University website along with the list of topics of research projects proposed by the organizational unit.

§ 21

1. In the qualification procedure for candidates applying for admission to the Doctoral School within the project, the Recruitment Committee awards recruitment points for the following:
 - 1) research project prepared by the candidate – up to 30 points in total, including:
 - a) value uniqueness or scientific of the project – 0-10 points,
 - b) stage of theoretical preparation and a list of references – 0-5 points,
 - c) methodological correctness of the project – 0-5 points,
 - d) feasibility of the project within the period of studies at the Doctoral School – 0-10 points;
 - 2) scientific achievements of a candidate, in particular scientific publications and scientific meeting communications for the period of the last five years prior to filing of the application for admission to the Doctoral School – 0-10 points;
 - 3) interview in English – up to 60 points in total, including:
 - a) knowledge of English – 0-20 points,
 - b) providing substantive reasons for choosing the topic of the doctoral dissertation – 0-20 points,
 - c) knowledge of issues related to the research project – 0-10 points,
 - d) knowledge of scientific research methodology – 0-10 points.
2. The maximum number of points that a candidate may be awarded in the qualification procedure is 100 points.
3. To achieve a satisfactory result in the qualification procedure, a candidate has to obtain at least 50 recruitment points.
4. After completion of the qualification procedure, the Recruitment Committee makes a ranking list. The order in which candidates’ names are placed on the list is based on the number of recruitment points obtained.
5. The Recruitment Committee qualifies candidates who meet the criteria specified in § 5 items 1-3 and who obtained a positive result in the qualification procedure for admission to the

Doctoral School based on a ranking list, and awards him/her a place given on the list specified in § 20 item 3, within the limit of places for the project announced by the Rector.

§ 22

1. Candidates applying for employment for the purpose of execution of the research project are also obliged to submit the consent for employment issued by the project manager.
2. In exceptional and specific cases justified by the special nature of the research project, candidates may be admitted to the Doctoral School within the project with the qualification procedure being omitted.

SECTION V FINAL PROVISIONS

§ 23

1. In the case of candidates for the Doctoral School who are disabled persons, the recruitment rules and regulations specified in this Resolution are applied, subject to item 2.
2. The terms and conditions of holding the qualification examinations specified in § 14, item 1 including the needs of candidates who are disabled persons, are defined under separate internal rules and regulations of the University.

§ 24

The Resolution becomes effective upon adoption hereof.

RECTOR

prof. dr hab. n. med. Radziszław Kordek

cc:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

**Method of calculation of recruitment points in the procedure of qualification
for the International Doctoral School in the academic year 2020/2021**

1. Candidates applying for admission to the International Doctoral School run by the Medical University of Lodz are awarded recruitment points in the qualification procedure for the following:
 - 1) **results of the qualification examinations:**
 - a) in English language,
 - b) in a major subject– however, the number of points awarded to a candidate corresponds to the sum of grades obtained in the examinations (grade scale: 2; 3; 3.5; 4; 4.5; 5) and may not be higher than 10; grade ‘2’ is an unsatisfactory grade;
 - 2) **the average grade** for first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies or a programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies (excluding grades obtained in diploma examinations), whereas the number of points is calculated based on the following rule: the average grade rounded up to two decimal places is multiplied by three, and the obtained result, rounded up to one decimal place, corresponds to the number of points awarded to a candidate (the number may not be higher than 15);
 - 3) **participation in student exchange programmes** – 1 point;
 - 4) **completed postgraduate studies or other programme of university studies** – 1 point
 - 5) **knowledge of another modern foreign language, other than English language, confirmed by a certificate** – 2 points
 - 6) **scientific achievements according to the following criteria:**
 - a) articles published in scientific journals specified in the list announced by the Minister of Science and Higher Education of 25 January 2017, or articles published or accepted for publication in scientific journals or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education, if the candidate is mentioned as the second or subsequent author thereof – 1 point for each, up to 3 points in total,
 - b) articles published in scientific journals specified in the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017, or articles published or accepted for publication in scientific journals or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education, if the candidate is mentioned as the first author thereof – 2 points for each, up to 4 points in total,
 - c) scientific meeting communications (active participation confirmed by abstracts) – 0.5 point for each, up to 2 points in total,
 - d) awards won in national or international conferences of student scientific societies or other scientific societies, the Rector’s awards for the best students and graduates, the Minister’s awards – 1 point for each, up to 2 points in total – however, the total number of points awarded for scientific achievements may not be higher than 11.

Lodz, ...

MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

1) Chairperson of the Committee – Director of the International Doctoral School:

2) Members of the Committee:

.....
.....

hereby confirms that the candidate:,
(full name of the candidate)

Personal identification number /PESEL/, and if there is not any – the number of an identity document
and the name of the country which issued it:

.....,

obtained the following results in the procedure of qualification
for the International Doctoral School:

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
			Number of points	Total number of points
1	RESULTS OF QUALIFICATION EXAMINATIONS: - grade scale: 2; 3; 3.5; 4; 4.5; 5 - the total number of awarded points corresponds to the sum of the examination grades	Up to 10 points in total		
	written examination in English (based on the minutes drawn up by the Foreign Language Centre)	examination grade:		
	oral examination in a major subject	examination grade:		
2	THE AVERAGE GRADE for first-cycle and second-cycle programmes of studies / a uniform long-cycle programme of studies / for a programme of studies completed abroad and regarded as equivalent to a first-cycle and second-cycle or a uniform long- cycle programme of studies The average grade rounded up to two decimal places is multiplied by 3, and the obtained result, rounded up to one decimal place, is the number of points obtained (e.g. $3.81 \times 3 = 11.43 = 11.4$; $3.86 \times 3 = 11.58 = 11.6$).	Up to 15 points		
3	PARTICIPATION IN STUDENT EXCHANGE PROGRAMMES	1 point		
4	COMPLETED POSTGRADUATE STUDIES OR OTHER PROGRAMME OF UNIVERSITY STUDIES	1 point		
5	KNOWLEDGE OF ANOTHER MODERN FOREIGN LANGUAGE, OTHER THAN ENGLISH LANGUAGE, CONFIRMED BY A CERTIFICATE	2 points		

6	SCIENTIFIC ACHIEVEMENTS	Up to 11 points in total	Number of points	Total number of points
	articles published in scientific journals* – if the candidate is the second or subsequent author	1 point for each, up to 3 points in total		
	articles published in scientific journals * – if the candidate is the first author	2 point for each, up to 4 points in total		
	scientific meeting communications (active participation confirmed by abstracts)	0.5 point for each, up to 2 points in total		
	awards won in national or international conferences of student scientific societies or other scientific societies, the Rector’s awards for the best students and graduates, the Minister’s awards**	1 point for each, up to 2 points in total		
THE TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- In the qualification procedure, a candidate may obtain up to 40 points in total.
- To be awarded a satisfactory result in the qualification procedure, a candidate has to obtain at least 22 points and satisfactory grades in qualification examinations.

DECISION OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School hereby decides to qualify / not to qualify* the candidate: (full name of the candidate) for admission to the International Doctoral School run by the Medical University of Lodz, and to offer him/her a place awarded to the organizational unit: , within the limit of admissions defined by the Rector for the scientific discipline:

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Director of the International Doctoral School:

.....

2) Members of the Committee (full name, signature):

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

* Articles published in scientific journals specified in the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017, or articles published or accepted for publication in scientific journals or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education

** Indicate as appropriate.

MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

3) Chairperson of the Committee – Director of the International Doctoral School:

4) Members of the Committee:

.....
.....

hereby confirms that the candidate:,
(full name of the candidate)

Personal identification number /PESEL/, and if there is not any – the number of an identity document
and the name of the country which issued it:

.....,

**obtained the following results in the procedure of qualification
for the International Doctoral School:**

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
1	ASSESSMENT OF THE RESEARCH PROJECT	Up to 30 points in total	Number of points	Total number of points
	value uniqueness or scientific of the project	0-10 points		
	stage of theoretical preparation and a list of references	0-5 points		
	methodological correctness of the project	0-5 points		
	feasibility of the project within the period of studies at the Doctoral School	0-10 points		
2	SCIENTIFIC ACHIEVEMENTS (in particular scientific publications and scientific meeting communications for the period of the last five years prior to filing of the application for admission to the Doctoral School)	0-10 points	Number of points	
3	INTERVIEW IN ENGLISH	Up to 60 points in total	Number of points	Total number of points
	knowledge of English	0-20 points		
	providing substantive reasons for choosing the topic of the doctoral dissertation – 0-20 points	0-20 points		

	knowledge of issues related to the research project	0-10 points		
	knowledge of scientific research methodology	0-10 points		
THE TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- In the qualification procedure, a candidate may obtain up to 100 points in total.
- To be awarded a satisfactory result in the qualification procedure, a candidate has to obtain at least 50 points.

DECISION OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School hereby decides to qualify / not to qualify* the candidate: (full name of the candidate) for admission to the International Doctoral School run by the Medical University of Lodz, and to offer him/her a place awarded to the organizational unit: , within the limit of admissions defined by the Rector for a project financed with external funds:

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Director of the International Doctoral School:

.....

2) Members of the Committee (full name, signature):

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

* Indicate as appropriate.

**Resolution no. 2/2022
of 27 January 2022
of the Senate of the Medical University of Lodz**

**on the procedure of recruitment to the International Doctoral School
in the academic year 2022/2023**

Pursuant to Art. 200 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2021, item 478, as amended), and § 21 item 2 point 1 and § 77 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

**SECTION I
GENERAL PROVISIONS**

§ 1

1. The resolution defines the procedure of recruitment to the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences and health sciences, in the academic year 2022/2023.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) organizational unit – a research and teaching unit of the University, i.e. a clinic, ward or department;
 - 3) Doctoral School – the International Doctoral School run by the University;
 - 4) candidate – a person applying for admission to the International Doctoral School;
 - 5) Act – the Act of 20 July 2018 – Law on Higher Education and Science.

**SECTION II
RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL**

§ 2

1. The procedure of recruitment to the Doctoral School is conducted by the Recruitment Committee for the International Doctoral School appointed by the Rector, hereinafter referred to as the “Recruitment Committee”.
2. The Recruitment Committee has at least 7 members, including:
 - 1) the Chairperson – the Director of the Doctoral School;
 - 2) at least two academic teachers representing each of the following disciplines: pharmaceutical sciences, medical sciences and health sciences, who are also holders of at least the degree of *doktor habilitowany* (habilitatus doctor/habilitation degree).
3. In justifiable cases, the Rector may change the composition of the Recruitment Committee or appoint observers as its members acting in an advisory capacity.
4. The administrative services for the Recruitment Committee are provided by the Office for Doctoral Students.

§ 3

1. The Chairperson of the Recruitment Committee convenes and chairs meetings thereof.
2. Meetings of the Recruitment Committee are recorded in the form of minutes. Minutes are signed by the Chairperson and other members of the Committee who participate in a meeting.

3. The Recruitment Committee takes its decisions by resolutions. Resolutions are adopted by a simple majority of votes, in the presence of at least half of the members of the Committee. In the case of an equal number of votes cast, the vote given by the Chairperson is decisive.
4. In the case of the Chairperson's absence, a meeting of the Committee is convened and chaired by a Committee member authorized by the Chairperson. The provision of item 3 is applied accordingly.

§ 4

The responsibilities of the Recruitment Committee are in particular:

- 1) conducting the recruitment procedure, including keeping recruitment procedure documentation;
- 2) verifying documents submitted by candidates in the recruitment procedure;
- 3) notifying candidates of their being accepted for the qualification procedure and of the date and place of qualification examinations;
- 4) holding the qualification examination in the major subject;
- 5) taking minutes of the qualification procedure;
- 6) publishing results of the qualification procedure.

SECTION III RECRUITMENT PROCEDURE

Chapter 1 Rules of the recruitment procedure

§ 5

1. The Doctoral School may admit a person who:
 - 1) holds the professional title of *magister*, *magister inżynier* or an equivalent title;
 - 2) obtained a consent for scientific supervision over preparation of the doctoral thesis from a proposed supervisor;
 - 3) has knowledge of English language at B2 level at least;
 - 4) is not a doctoral student at any other doctoral school.
2. In exceptional cases, justified by the highest quality of academic achievements, the Doctoral School may admit a person who does not meet the requirements specified in item 1 point 1, and who is a graduate of a first-cycle programme or a student who completed the third year of a uniform long-cycle programme.
3. Scientific achievements are defined as research studies of significant importance for the development of science, innovativeness and economy or for the development of international cooperation in the field of science and technology. Scientific achievements of a candidate are assessed by the Recruitment Committee. The Recruitment Committee may ask a relevant scientific discipline council or the University Scientific Council for their opinion.
4. Foreigners may take up and pursue their studies at the Doctoral School under:
 - 1) international agreements, in compliance with the terms and conditions specified therein;
 - 2) agreements concluded by the University with foreign entities, in compliance with the terms and conditions specified therein;
 - 3) a decision of the Minister of Science and Higher Education;
 - 4) a decision of the Director of the Polish National Agency for Academic Exchange referring to its scholarship recipients;
 - 5) a decision of the Director of National Science Centre on awarding funds for execution of basic research in the form of a research project, internship or scholarship, qualified for funds under a contest procedure;
 - 6) an administrative decision of the Rector.

§ 6

1. Limits of places at the Doctoral School for specific disciplines in which studies for doctoral students are offered are determined by the Rector based on applications for awarding places in the Doctoral School in a given academic year filed by heads of organizational units with the University electronic IT system, and an analysis of costs of studies of doctoral students incurred by the University.
2. Applications defined in item 1, are filed with the Rector through the Director of the Doctoral School within the time limit specified by the Rector in an announcement.
3. Applications for awarding places in the Doctoral School may be filed by organizational units:
 - 1) implementing research projects or grants;
 - 2) obtaining funds from external sources for covering costs of doctoral students' studies, doctoral scholarships or conducting research activity with the participation of doctoral students and documented by publications or scientific projects;
 - 3) having scientific achievements, in the period of three years prior to filing of an application, confirmed by points obtained by proposed supervisors and awarded for articles published in scientific magazines specified in the list of magazines announced by the minister competent for science and higher education.
4. The procedure of recruitment to the Doctoral School is conducted according to the recruitment schedule set by the Rector by way of a regulation.
5. Recruitment, limits of admissions to the Doctoral School and the list of places awarded to organizational units are announced by the Rector by way of a regulation within the time limit specified in the recruitment schedule. The regulation of the Rector is published on the University website including the list of topics of research studies proposed by organizational units.
6. The recruitment procedure to the Doctoral School begins on 1 July 2022.
7. If the limits of places defined for a specific scientific discipline are not reached, the Rector, upon an application made by the Director of the Doctoral School, may decide on:
 - 1) a relevant increase in the limits of places for other scientific disciplines in which studies at the Doctoral School are offered;
 - 2) conducting the procedure of supplementary recruitment to the Doctoral School; the supplementary recruitment schedule, supplementary recruitment procedure and the list of places awarded to organizational units under the supplementary recruitment are announced by the Rector by way of a regulation.
8. In justifiable cases, the Rector may decide on increasing the limit of places set for a specific scientific discipline.

§ 7

1. The procedure of recruitment to the Doctoral School is conducted by way of a contest in compliance with the principles specified herein. The results of the contest are open to the public.
2. Each candidate may enter the contest for only one place defined in the list specified in § 6 item 5 and item 7 point 2, selecting one topic of a research study.
3. A candidate is obliged to present an outline of a research project related to a selected topic of research study in Polish or English language.
4. A candidate is obliged to keep the time limits specified in the recruitment schedule.

§ 8

The procedure of recruitment to the Doctoral School includes the following stages:

- 1) registration in the University electronic recruitment system by candidates;
- 2) submission of documents required in the recruitment procedure by candidates;
- 3) verification of documents submitted by candidates;
- 4) qualification procedure;
- 5) entry into the list of doctoral students or issue of an administrative decision.

Chapter 2

Submission of documents

§ 9

1. A candidate is obliged to submit to the Recruitment Committee, through the Office for Doctoral Students, within the time limit specified in the recruitment schedule, the following documents:
 - 1) an application for admission to the Doctoral School downloaded from the University electronic recruitment system, filed with the Rector through the Director of the Doctoral School; the application should include in particular: personal details of the candidate, topic of the research project, signature of a proposed supervisor confirming a consent for scientific supervision over preparation of the doctoral thesis;
 - 2) curriculum vitae (resume) including information on education, interests and scientific achievements of the candidate, including scientific publications and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the Doctoral School;
 - 3) the original or a certified copy of the diploma of completion of a second-cycle or a uniform long-cycle programme or a certificate of completion of a second-cycle or a uniform long-cycle programme and on being awarded the professional title of *magister*, *magister inżynier* or an equivalent title issued by the dean's office;
 - 4) a certificate of the grade-point average obtained for a first-cycle and second-cycle programme or for a uniform long-cycle programme or for programme of studies completed abroad and being regarded as equivalent to first-cycle and second-cycle programmes or a uniform long-cycle programme;
 - 5) an outline of the research project specified in § 7 item 3, consisting of up to three A4 pages, approved by the proposed supervisor;
 - 6) a certificate confirming knowledge of another modern foreign language, other than English language – if a candidate holds such a certificate;
 - 7) documents confirming scientific achievements including in particular: copies of scientific publications and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the Doctoral School, copies of diplomas confirming awards granted by the Student Scientific Society or other scientific societies, awards granted by the Rector to the best students and graduates or awards granted by the Minister;
 - 8) certificates on:
 - a) participation in student exchange programmes,
 - b) completion of post-graduate studies – if a candidate holds such a document;
 - 9) a diploma or a certificate on completion of other programme of university studies - if a candidate holds such a document;
 - 10) two recent and signed photos in the format specified for identification documents;
 - 11) if a candidate has a certificate of disability degree or a certificate specified in Art. 5 and Art. 62 of the Act of 27 August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons – a copy of the certificate.
2. A candidate who is also a participant of doctoral studies programme conducted at the University is obliged to indicate, in the application specified in item 1 point 1, the topic of his/her research project other than the topic of the doctoral thesis prepared during his/her doctoral programme, as well as a proposed supervisor other than the supervisor providing scientific supervision over preparation of the doctoral thesis in the course of the doctoral studies.
3. A candidate specified in § 5 item 2 is obliged to submit the original or a certified copy of the diploma of completion of a first-cycle programme or a certificate of completion of a first-cycle programme or a certificate of completion of the third year of a uniform full-cycle programme issued by the dean's office, and a summary of his/her earlier scientific achievements

along with the dean's opinion as well as a list and copies of articles already published or accepted for publication and related to the conducted research studies.

4. A candidate, holding a diploma of studies completed abroad which, in compliance with the provisions of the Act, confirms education at the level equivalent to a second-cycle programme or a uniform long-cycle programme in the Republic of Poland, or regarded as equivalent to a Polish diploma of completion of a second-cycle programme or a uniform long-cycle programme and the professional title of *magister*, *magister inżynier* or an equivalent title, is obliged to submit:
 - 1) a diploma which is authenticated or has an Apostille clause enclosed,
 - 2) a certificate of recognition, under the recognition procedure, of the equivalence of the diploma with a relevant Polish diploma of completion of studies and the professional title – if they are required under the law.
5. Documents drawn up in a foreign language other than English should be submitted along with sworn translation into Polish or English done by a certified translator.
6. In the case of submitting a certificate of completion of studies specified in item 1 point 3 and item 3, a candidate is obliged to submit his/her diploma of completion of studies or a certified copy thereof to the Office for Doctoral Students immediately after such documents are obtained.

§ 10

Immediately after being qualified for admission to the Doctoral School, each candidate is obliged to submit a medical certificate confirming that there are no obstacles for his/her taking up studies at the Doctoral School to the Office for Doctoral Students. Failure to fulfil the obligation shall result in not allowing the candidate to participate in classes held at the Doctoral School.

§ 11

1. The documents specified in § 9 should be submitted by each candidate personally to the Office for Doctoral Students or sent to its address, subject to items 2 and 3.
2. The time limit for submitting documents specified in the recruitment schedule is the final date for submission thereof to the Office for Doctoral Students or sending or filing the documents as specified in Art. 57 § 5 of the Act of 14 June 1960 – Administrative Procedure Code; it particularly applies to sending documents via *Poczta Polska* office of an operator defined within the meaning of the Act of 23 November 2012 – Post Office Law.
3. In the case of foreigners, it is acceptable to send scans of the documents specified in § 9 via electronic mail, provided that they are sent within the time limit set in the recruitment schedule, and the original documents are submitted to the Recruitment Committee through the Office for Doctoral Students not later than within four days following publication of the list of candidates qualified for admission to the Doctoral School. In such a case the date of sending an e-mail with scans of documents enclosed is deemed to be the date of filing thereof.
4. Submission of the documents specified in § 9 after the time limit set in the recruitment schedule results in passing a decision on rejecting an application for admission to the Doctoral School.
5. When submitting documents to the Office for Doctoral Students, each candidate is obliged to produce his/her identity document.

Chapter 3

Document verification, inclusion in the qualification procedure

§ 12

1. Documents submitted by candidates in the recruitment procedure are verified by the Recruitment Committee.
2. Following the verification of documents, the Recruitment Committee admits candidates who meet the requirements specified in § 5 items 1-3 to the qualification procedure.

3. If documents filed in the recruitment procedure are incomplete, the Recruitment Committee demands that a candidate submits the missing documents within seven days following the date of serving a relevant notice. Failure to meet this obligation within the set time limit results in rejecting the application and thus not admitting the candidate to the recruitment procedure.
4. The Recruitment Committee notifies the candidate about admitting him/her to the qualification procedure and about the date of qualification examinations via electronic mail by sending all details to his/her e-mail address as indicated by the candidate in his/her application for admission to the Doctoral School.

Chapter 4

Qualification procedure

§ 13

1. In the qualification procedure the Recruitment Committee awards recruitment points in particular for the following:
 - 1) Results of the qualification examinations:
 - a) in English language,
 - b) in a major subject;
 - 2) the average grade for the period of first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies;
 - 3) scientific achievements, in particular:
 - a) scientific articles and scientific meeting communications published in the period of five years preceding filing an application for admission to the Doctoral School,
 - b) awards granted by scientific societies, rectors and ministers.
2. The maximum total number of points that a candidate may be awarded in the qualification procedure is 40.
3. To obtain a satisfactory result in the qualification procedure a candidate has to be awarded at least 22 recruitment points and satisfactory grades in the qualification examinations.
4. Detailed criteria of awarding and method of calculating recruitment points in the qualification procedure is specified in Appendix no. 1.
5. The qualification procedure applied to foreigners admitted to the Doctoral School, as specified in § 5 item 4 points 1-5, is conducted based on verification of the documents defined in § 9. Following the verification, the Recruitment Committee qualifies foreigners who meet the requirements specified in § 5 items 1-3, for admission to the Doctoral School for places given in the lists specified in § 6 item 5 and item 7 point 2 on a first-come, first-served basis.

§ 14

1. The qualification examinations are held in:
 - 1) English language – in written form;
 - 2) a major subject – in spoken form, in English.
2. The thematic scope of the qualification examination in a major subject is compliant with the topic of the research project as indicated by a candidate in his/her application for admission to the Doctoral School.
3. The qualification examination in English language is held by the Foreign Language Centre (FLC) of the Medical University of Lodz. The results of the examination are approved by the Director of the Foreign Language Centre and submitted to the Office for Doctoral Students as minutes.
4. The results of the qualification examination in English language are published on the University website.

5. Obtaining a unsatisfactory grade in the qualification examination in English language results in not admitting a candidate to the qualification examination in a major subject.
6. The Recruitment Committee does not exempt a candidate from the qualification examination in English.
7. A candidate's absence from the qualification examination on a given date results in awarding him/her an unsatisfactory grade.
8. Being awarded an unsatisfactory grade in the qualification examinations results in obtaining a negative result in the qualification procedure.

§ 15

1. After completion of the qualification procedure, the Recruitment Committee makes a ranking list, separate for each of the scientific disciplines in which studies are offered at the Doctoral School. The order in which candidates' names are placed on the list is based on the number of recruitment points obtained in the qualification procedure.
2. The Recruitment Committee qualifies a candidate who meets the criteria specified in § 5 items 1-3 and who obtained a positive result in the qualification procedure for admission to the Doctoral School based on a ranking list, and awards him/her a place given on the lists specified in § 6 item 5 and item 7 point 2, within the limit of places for a specific scientific discipline determined by the Rector.
3. If there are candidates who obtain the same number of recruitment points in the qualification procedure, the order in which they are placed on the ranking list depends on the number of points awarded for scientific achievements by the Recruitment Committee.
4. When the qualification procedure is completed, the Recruitment Committee adopts a resolution by which it indicates the candidates qualified and those not qualified for admission to the Doctoral School. The resolution is signed by all the members of the Recruitment Committee who participated in voting.
5. The results obtained by a candidate in the qualification procedure are documented by the Recruitment Committee by drawing up minutes as specified in the specimen form enclosed hereto as Appendix no. 2 or Appendix no. 3.
6. The results of the qualification procedure are published by the Recruitment Committee on the University website.
7. Upon a candidate's request, the Recruitment Committee provides him/her with details on constituent results of the qualification procedure.
8. In case of any doubts as to the number of points awarded in the qualification procedure, a candidate, by filing an application, may request that the Recruitment Committee verify the documents submitted in the recruitment procedure and recalculate the recruitment points – within three days following the publication of the qualification procedure results.

§ 16

1. Candidates who obtained a satisfactory result in the qualification procedure, however, were not qualified for admission to the Doctoral School because of insufficient number of places within the limit awarded to a specific organizational unit, may apply for places in other organizational units indicated by the Recruitment Committee. The list of places available at the Doctoral School is announced along with the results of the qualification procedure.
2. Candidates to be admitted to available places indicated by the Recruitment Committee are qualified according to the ranking list – in the order based on the number of points obtained in the qualification procedure.
3. Candidates specified in item 1 are obliged to file an application for admission to the Doctoral School (specified in § 9 item 1 point 1) to one of the places indicated by the Recruitment Committee within three days following publication of the qualification procedure results.
4. If a candidate qualified for admission to the Doctoral School resigns from enrolment, other candidates are admitted to places that other candidates resigned from based on the ranking list,

not later than before the commencement of the cycle of studies. These are candidates who obtained a satisfactory result in the qualification procedure but were not admitted to the Doctoral School due to a lack of available places.

Chapter 5

Admission to the Doctoral School

§ 17

1. Candidates are admitted to the Doctoral School by:
 - 1) being entered into the list of doctoral students – in the case of candidates who are Polish citizens;
 - 2) an administrative decision of the Rector – in the case of foreigners.
2. An entry into the list of doctoral students is made by the Director of the Doctoral School.
3. A candidate is admitted to the Doctoral School, within the limited number of places defined for a specific scientific discipline, if he/she:
 - 1) meets the requirements specified in § 5 items 1-3,
 - 2) obtains a satisfactory result in the qualification procedure,
 - 3) being qualified for admission by the Recruitment Committee – subject to item 4.
4. If a person admitted to the Doctoral School is employed as an academic teacher or a member of academic staff, excluding the cases specified in Art. 209 item 10 of the Act, an entry into the list of doctoral students is regarded to be effective if the employment relationship ceases or the employment period ends before the oath is taken and studies at the Doctoral School commence.
5. If an entry into the list of doctoral students is regarded as ineffective due to the fact that a person admitted to the Doctoral School does not meet the requirement specified in item 4, the place is awarded, based on the ranking list, to a candidate who obtained a satisfactory result in the qualification procedure, however, was not admitted to the Doctoral School due to the limit of places, not later than before the commencement of the cycle of studies.
6. A person admitted to the Doctoral School commences his/her studies and acquires the rights of a doctoral student upon taking the oath.
7. If a person resigns from pursuing studies before taking the oath, the entry into the list of doctoral students is regarded as invalid.

Chapter 6

Refusal of admission to the Doctoral School

§ 18

1. An administrative decision on refusal of admission to the Doctoral School is passed by the Rector.
2. A decision on refusal of admission to the Doctoral School is passed if at least one of the following conditions occurs:
 - 1) failure to meet the requirements specified in § 5 items 1-3;
 - 2) obtaining a negative result in the qualification procedure;
 - 3) failure to submit the documents required in the recruitment procedure specified in § 9 within time limit given in the recruitment schedule;
 - 4) lack of available places in the Doctoral School within the limit of admissions specified by the Rector.

§ 19

An application for reconsidering the case may be filed within fourteen days after the decision is served. The only grounds for filing such an application is infringement of the recruitment principles specified herein.

SECTION IV
RECRUITMENT PROCEDURE WITHIN A PROJECT FINANCED
WITH EXTERNAL FUNDS

§ 20

1. Recruitment for candidates applying for admission to the Doctoral School within a project financed with external funds, hereinafter referred to as the “project” is conducted, upon an application made by the head of an organizational unit, as a separate recruitment procedure, in the mode and in compliance with the principles set out herein, subject to § 21 and 22.
2. Applications specified in item 1, are filed with the Rector via the University electronic system through the Director of the Doctoral School.
3. A separate procedure of recruitment to the Doctoral School is conducted according to the schedule of recruitment specified by the Rector by way of a regulation.
4. Recruitment, limit of admissions and the list of places available in the Doctoral School for a separate recruitment procedure defined in item 1 are announced by the Rector by way of a regulation within the time limit specified in the recruitment schedule. The regulation passed by the Rector is published on the University website along with the list of topics of research projects proposed by an organizational unit.

§ 21

1. In the qualification procedure for candidates applying for admission to the Doctoral School within the project, the Recruitment Committee awards recruitment points for the following:
 - 1) research project prepared by the candidate – up to 30 points in total, including:
 - a) uniqueness or scientific value of the project – 0-10 points,
 - b) level of theoretical preparation and a list of references – 0-5 points,
 - c) methodological correctness of the project – 0-5 points,
 - d) feasibility of the project within the period of studies at the Doctoral School – 0-10 points;
 - 2) scientific achievements of a candidate, in particular scientific publications and scientific meeting communications for the period of the last five years prior to filing of the application for admission to the Doctoral School – 0-10 points;
 - 3) interview in English – up to 60 points in total, including:
 - a) knowledge of English – 0-20 points,
 - b) providing substantive reasons for choosing the topic of the doctoral dissertation – 0-20 points,
 - c) knowledge of issues related to the research project – 0-10 points,
 - d) knowledge of scientific research methodology – 0-10 points.
2. The maximum number of points that a candidate may be awarded in the qualification procedure is 100 points.
3. To achieve a satisfactory result in the qualification procedure, a candidate has to obtain at least 50 recruitment points.
4. After completion of the qualification procedure, the Recruitment Committee makes a ranking list. The order in which candidates’ names are placed on the list is based on the number of recruitment points obtained.
5. Based on the ranking list, the Recruitment Committee qualifies candidates who meet the criteria specified in § 5 items 1-3 and who obtained a positive result in the qualification procedure for admission to the Doctoral School within the project, and awards them places given on the list specified in § 20 item 4, within the limit of places for the project as announced by the Rector.

§ 22

In exceptional and specific cases justified by the special nature of the research project, candidates may be admitted to the Doctoral School within the project with the qualification procedure being omitted.

SECTION V FINAL PROVISIONS

§ 23

1. In the case of candidates for the Doctoral School who are disabled persons, the recruitment rules and regulations specified in this Resolution are applied, subject to item 2.
2. The terms and conditions of holding the qualification examinations specified in § 14 item 1 allowing the needs of candidates who are disabled persons, are defined under separate internal rules and regulations of the University.

§ 24

The Resolution becomes effective upon adoption hereof.

RECTOR

Prof. Radziszław Kordek, MD PhD

cc:

- Intranet/Public Information Bulletin

**Method of calculation of recruitment points in the procedure of qualification
for the International Doctoral School in the academic year 2022/2023**

1. Candidates applying for admission to the International Doctoral School run by the Medical University of Lodz are awarded recruitment points in the qualification procedure for the following:
 - 1) **results of the qualification examinations:**
 - a) in English language,
 - b) in a major subject– however, the number of points awarded to a candidate corresponds to the sum of grades obtained in the examinations (grade scale: 2; 3; 3.5; 4; 4.5; 5) and may not be higher than 10; grade ‘2’ is an unsatisfactory grade;
 - 2) **the average grade** for first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies or a programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies (excluding grades obtained in diploma examinations), whereas the number of points is calculated based on the following rule: the average grade rounded up to two decimal places is multiplied by three, and the obtained result, rounded up to one decimal place, corresponds to the number of points awarded to a candidate (the number may not be higher than 15);
 - 3) **participation in student exchange programmes** – 1 point;
 - 4) **completed postgraduate studies or other programme of university studies** – 1 point
 - 5) **knowledge of another modern foreign language, other than English language, confirmed by a certificate** – 2 points
 - 6) **scientific achievements according to the following criteria:**
 - a) publications in the period of five years before filing of an application for admission to the Doctoral School:
 - articles published in scientific journals specified in the list announced by the Minister of Science and Higher Education of 25 January 2017, or articles published or accepted for publication in scientific journals or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education, if the candidate is mentioned as the second or subsequent author thereof – 1 point for each, up to 3 points in total,
 - articles published in scientific journals specified in the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017, or articles published or accepted for publication in scientific journals or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education, if the candidate is mentioned as the first author thereof – 2 points for each, up to 4 points in total,
 - scientific meeting communications (active participation confirmed by abstracts) – 0.5 point for each, up to 2 points in total,
 - b) awards won in national or international conferences of student scientific societies or other scientific societies, the Rector’s awards for the best students and graduates, the Minister’s awards – 1 point for each, up to 2 points in total – however, the total number of points awarded for scientific achievements may not be higher than 11.

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MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

1) Chairperson of the Committee – Director of the International Doctoral School:

2) Members of the Committee:

.....
.....

hereby confirms that the candidate:,
(full name of the candidate)

Personal identification number /PESEL/, and if there is not any – the number of an identity document
and the name of the country which issued it:

.....,

obtained the following results in the procedure of qualification
for the International Doctoral School:

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
			Number of points	Total number of points
1	RESULTS OF QUALIFICATION EXAMINATIONS: - grade scale: 2; 3; 3.5; 4; 4.5; 5 - the total number of awarded points corresponds to the sum of the examination grades	Up to 10 points in total		
	written examination in English (based on the minutes drawn up by the Foreign Language Centre)	examination grade:		
	oral examination in a major subject	examination grade:		
2	THE AVERAGE GRADE for first-cycle and second-cycle programmes of studies / a uniform long-cycle programme of studies / for a programme of studies completed abroad and regarded as equivalent to a first-cycle and second-cycle or a uniform long- cycle programme of studies The average grade rounded up to two decimal places is multiplied by 3, and the obtained result, rounded up to one decimal place, is the number of points obtained (e.g. $3.81 \times 3 = 11.43 = 11.4$; $3.86 \times 3 = 11.58 = 11.6$).	Up to 15 points		
3	PARTICIPATION IN STUDENT EXCHANGE PROGRAMMES	1 point		
4	COMPLETED POSTGRADUATE STUDIES OR OTHER PROGRAMME OF UNIVERSITY STUDIES	1 point		
5	KNOWLEDGE OF ANOTHER MODERN FOREIGN LANGUAGE, OTHER THAN ENGLISH LANGUAGE, CONFIRMED BY A CERTIFICATE	2 points		

6	SCIENTIFIC ACHIEVEMENTS	Up to 11 points in total	Number of points	Total number of points
	articles published in scientific journals* – if the candidate is the second or subsequent author	1 point for each, up to 3 points in total		
	articles published in scientific journals** – if the candidate is the first author	2 point for each, up to 4 points in total		
	scientific meeting communications (active participation confirmed by abstracts)	0.5 point for each, up to 2 points in total		
	awards won in national or international conferences of student scientific societies or other scientific societies, the Rector’s awards for the best students and graduates, the Minister’s awards***	1 point for each, up to 2 points in total		
THE TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- In the qualification procedure, a candidate may obtain up to 40 points in total.
- To be awarded a satisfactory result in the qualification procedure, a candidate has to obtain at least 22 points and satisfactory grades in the qualification examinations.

DECISION OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School hereby decides to qualify / not to qualify* the candidate: (full name of the candidate) for admission to the International Doctoral School run by the Medical University of Lodz, and to offer him/her a place awarded to the organizational unit: , within the limit of admissions defined by the Rector for the scientific discipline:

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Director of the International Doctoral School:

.....

2) Members of the Committee (full name, signature):

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

* Scientific articles and scientific meeting communications published in the period of five years preceding filing of an application for admission to the Doctoral School should be included.

** Articles published in scientific journals specified in the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017, or articles published or accepted for publication in scientific journals or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education.

*** Indicate as appropriate.

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MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

3) Chairperson of the Committee – Director of the International Doctoral School:

4) Members of the Committee:

.....
.....

hereby confirms that the candidate:,
(full name of the candidate)

Personal identification number /PESEL/, and if there is not any – the number of an identity document
and the name of the country which issued it:

.....,

**obtained the following results in the procedure of qualification
for the International Doctoral School:**

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
1	ASSESSMENT OF THE RESEARCH PROJECT	Up to 30 points in total	Number of points	Total number of points
	uniqueness or scientific value of the project	0-10 points		
	stage of theoretical preparation and a list of references	0-5 points		
	methodological correctness of the project	0-5 points		
	feasibility of the project within the period of studies at the Doctoral School	0-10 points		
2	SCIENTIFIC ACHIEVEMENTS (in particular scientific publications and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the Doctoral School)	0-10 points	Number of points	
3	INTERVIEW IN ENGLISH	Up to 60 points in total	Number of points	Total number of points
	knowledge of English	0-20 points		
	providing substantive reasons for choosing the topic of the doctoral dissertation – 0-20 points	0-20 points		

knowledge of issues related to the research project	0-10 points		
knowledge of scientific research methodology	0-10 points		
THE TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:			

- In the qualification procedure, a candidate may obtain up to 100 points in total.
- To be awarded a satisfactory result in the qualification procedure, a candidate has to obtain at least 50 points.

DECISION OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School hereby decides to qualify / not to qualify* the candidate: (full name of the candidate) for admission to the International Doctoral School run by the Medical University of Lodz, and to offer him/her a place awarded to the organizational unit: , within the limit of admissions defined by the Rector for a project financed with external funds:

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Director of the International Doctoral School:

.....

2) Members of the Committee (full name, signature):

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

* Indicate as appropriate.

**Resolution no. 375/2020
of 28 April 2020
adopted by the Senate of the Medical University of Lodz**

**on making amendments to the Rules and Regulations of the Doctoral School
and the consolidated text of the Rules and Regulations**

Pursuant to art. 205 of the Act 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2020 item 85, as amended), § 76 point 3 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, in connection with the Regulation no. 20/2020 of 14 January 2020 of the Rector of the Medical University of Lodz on the transformation of the Doctoral School by giving it the name of “International Doctoral School”, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The Rules and Regulations of the Doctoral School implemented under the Resolution no. 289/2019 of 28 May 2019 adopted by the Senate of the Medical University of Lodz (i.e. the Resolution no. 311/2019 of 27 June 2019 of the Senate of the Medical University of Lodz), are amended as follows:

- 1) the phrase “Doctoral School” used in different grammatical cases is replaced with the phrase “International Doctoral School” used in relevant grammatical cases”;
- 2) in § 1, point 2 item 4 shall read as follows:
“4) Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in point 1”;
- 3) in § 3, the following point shall be added:
“3. The main lecture language at the Doctoral School is English.”;
- 4) in § 8 point 12, the dot shall be replaced with a semicolon and points 13 and 14 shall be added as follows:
“13) evaluate the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;
14) in the case of any dispute between a doctoral student and his/her supervisor – filing a request for mediation with the Director of the International Doctoral School; it is required that at least one representative of the Doctoral Student Government participates in the procedure of mediation between a doctoral student and his/her supervisor.”;
- 5) in § 9, point 1 item 2 shall read as follows:
“2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Director of the International Doctoral School given after obtaining an opinion of a supervisor(s).”;
- 6) in § 11 point 4 item 10, the dot shall be replaced with a semicolon and items 11-13 shall be added as follows:
“11) perform activities promoting science;
12) attend the so-called summer and winter schools and other forms of classes developing his/her knowledge, skills and competencies;
13) attend the so-called summer and winter schools and other forms of classes developing his/her knowledge, skills and competencies.”;
- 7) in § 13, points 3 and 4 shall read as follows:
“3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitation) or the title of professor and having scientific achievements (in

the period of 3 years preceding assuming the duties of a supervisor) such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences included in the current list announced by the Minister of Science and Higher Education (MSHE).

4. A person holding the degree of *doktor* [doctoral degree] may be an assisting supervisor.”;
- 8) in § 14, in point 1 in item 7 the dot shall be replaced with a semicolon and item 8 shall be added as follows:

“8) developing his/her qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.”;

- 9) § 17 shall read as follows:

“§ 17

1. The programme of studies at the Doctoral School includes, in particular, obligatory and elective courses as well as professional placement training. The programme of studies may also provide for lectures of visiting professors, internship abroad, courses organized in the form of summer or winter schools and study visits.
2. Courses at the Doctoral School may be conducted with the use of distance education methods and techniques (e-learning).
3. The Director of the Doctoral School may oblige a doctoral student to participate in scientific events, including conferences, training courses or workshops by which the student may develop his/her knowledge, skills and competencies.
4. Completion of the programme of studies results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of 22 December 2015 on the Integrated System of Qualifications and regulations introduced pursuant to art. 7 point 3 thereof.”;

- 10) in § 20, point 12 shall read as follows:

“12. In exceptional and justified cases, a doctoral student may obtain consent of the Director of the Doctoral School for exemption from attendance at specific courses included in the programme of studies, or a consent for repeating a course/courses provided that it will not result in extending the period of studies over the time limit specified in § 2 point 1.”;

- 11) § 23 shall read as follows:

“§ 23

1. Midterm evaluation includes the following:
 - 1) implementation of an individual research plan, including implementation of a research project and a schedule of doctoral thesis preparation;
 - 2) participation in scientific conferences, attending summer and winter schools, workshops or training courses;
 - 3) presentation of results of research studies at national and international scientific conferences or in the form of published scientific articles, chapters in monographs or scientific meeting communications;
 - 4) participation in activities promoting science, including organization of conferences, training courses or workshops;
 - 5) acquisition of external funds awarded by domestic or foreign institutions for implementation of research projects.
2. The aim of midterm evaluation is also evaluation of the quality of scientific supervision provided by a supervisor(s).
3. Midterm evaluation is made by the Evaluation Committee appointed – upon a request of the Director of the Doctoral School – by the Scientific Discipline Council in which a doctoral thesis is prepared.
4. The Evaluation Committee has three members, including at least one person who holds the degree of *doktor habilitowany* (habilitation) or the title of professor in the discipline in which a doctoral thesis is prepared, employed outside the University. Additionally, at least one member of the Committee is a representative of doctoral students acting as an

observer. Neither a supervisor or an assisting supervisor may be members of the Committee.

5. Midterm evaluation is made in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.

6. Midterm evaluation ends with a positive or negative result. The result of the evaluation along with substantiation is open and it is published on the University website.”;

12) in § 24, point 1 shall read as follows:

“1. Midterm evaluation is made based on a report on implementation of an individual research plan prepared by a doctoral student in Polish and English, approved by his/her supervisor(s), and a doctoral student’s annual reports submitted after the first and the second year of studies. The report on implementation of an individual research plan is submitted by a doctoral student to the Evaluation Committee in paper and electronic version, through the Director of the Doctoral School – at least 30 days prior to the scheduled date of evaluation.”

§ 2

1. The consolidated text of the Rules and Regulations of the International Doctoral School, including the amendments specified in § 1 is enclosed as an Appendix hereto.

2. The Rules and Regulations of the International Doctoral School, in the version provided under this Resolution, become effective on 1 October 2020.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radzisław Kordek, MD, PhD*

CC:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

Appendix to the Resolution no. 375/2020
of 28 April 2020
adopted by the Senate of the Medical University of Lodz

Appendix to the Resolution no. 289/2019
of 28 May 2019
adopted by the Senate of the Medical University of Lodz

RULES AND REGULATIONS OF THE INTERNATIONAL DOCTORAL SCHOOL

(consolidated text)

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the International Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences, health sciences, as well as the related rights and obligations of doctoral students.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) Senate – the University Senate;
 - 3) organizational unit – a University research and teaching unit, i.e. a clinic, ward or department;
 - 4) Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in point 1;
 - 5) doctoral student – a person pursuing his/her studies at the Doctoral School run by the University;
 - 6) Act – the Act of 20 July 2018 – Law on Higher Education and Science;
 - 7) Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and ends with submission of the doctoral thesis.
2. The studies at the Doctoral School prepare a doctoral student for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmaceutical sciences, medical sciences and health sciences, and provides a doctoral student with the option to:
 - 1) prepare himself/herself for performing teaching, research and research and development work;
 - 2) acquire the skill of taking advantage of the world’s scientific achievements;
 - 3) identify and solve research problems and conduct research studies, as well as use the results in the form of patents and publications;
 - 4) acquire high research competencies and scientific independence;
 - 5) prepare the doctoral student for independent planning of his/her scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility in compliance with the European Charter for Researchers;
 - 6) prepare for participation in exchange of research experience and ideas, also in the international community.
3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted in compliance with the programme of studies and an individual research plan.

2. The academic year at the Doctoral School begins on 1 October and ends on 30 September. It is divided into two semesters.
3. The main lecture language at the Doctoral School is English.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Director appointed and removed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Director of the Doctoral School may be held by an academic teacher employed with the University being his/her primary place of employment and holding the title of professor or *doktor habilitowany* (habilitation).
3. The Rector holds supervision over the Doctoral School.

§ 5

1. In particular, the Director of the Doctoral School:
 - 1) plans a development strategy for the Doctoral School and presents it to the Rector;
 - 2) organizes and supervises the implementation of the programme of studies at the Doctoral School;
 - 3) chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 - 4) enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 - 5) after consulting a doctoral student, appoints his/her doctoral thesis supervisor(s) and an assisting supervisor;
 - 6) approves the individual research plan presented by a doctoral student;
 - 7) takes final decisions on awarding doctoral students credits for subsequent years of studies;
 - 8) upon a doctoral student's request, suspends his/her studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law;
 - 9) gives his/her consent for:
 - a) changing a supervisor(s) or an assisting supervisor,
 - b) extending the deadline for submission of the doctoral thesis specified in the individual research plan,
 - c) leaving of the doctoral student for internship abroad and conducting research outside the University as specified in the Rules and Regulations;
 - 10) appoints the evaluation committee for carrying out the midterm evaluation;
 - 11) cooperates with the University Scientific Council in defining the rules of recruitment to the Doctoral School and developing the programme of studies at the Doctoral School;
 - 12) prepares a proposed version of the Rules and Regulations of the Doctoral School and presents it to the Senate;
 - 13) presents a report on the Doctoral School's operation for each academic year to the Rector.
2. A doctoral student may file an appeal against final decisions made by the Director of the Doctoral School and specified in points 1, items 5-9 with the Rector within 14 days following the receipt of a notice informing thereon.

SECTION III

ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at one doctoral school only at the same time.
3. A doctoral student may not be employed as an academic teacher or academic staff member, excluding the exceptions specified in art. 209 point 10 of the Act.

§ 7

1. A person admitted to the Doctoral School commences his/her studies and acquires the rights of doctoral students upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (ID) to each doctoral student.

SECTION IV

RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Chapter 1

Rights of doctoral students

§ 8

A doctoral student has, in particular, the right to:

- 1) scientific supervision provided by his/her supervisor/supervisors or an assisting supervisor;
- 2) acquire knowledge and develop interests and, for such purposes, use the University scientific infrastructure – within the scope of the University financial means and organizational capabilities;
- 3) participate in seminars, research, development and implementation works and in the open scientific meetings organized at the University,;
- 4) use the University's library, information and archive collections;
- 5) doctoral scholarship – as specified in the Act and the Rules and Regulations;
- 6) receive awards and distinctions;
- 7) join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act, the Act of 7 April 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
- 8) suspend his/her studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law;
- 9) apply for:
 - a) changing a supervisor(s) or an assisting supervisor,
 - b) extending the deadline for submission of the doctoral thesis specified in the individual research plan – under the terms and conditions specified in the Rules and Regulations;
- 10) apply for:
 - a) student loan – under the terms and conditions specified in separate regulations,
 - b) accommodation at a University student residence hall, including accommodation for his/her spouse or child – under the terms and conditions and in compliance with the procedure specified in the rules and regulations of benefits offered to students;
- 11) holiday breaks for a period not exceeding 8 weeks annually; such breaks should be taken in periods in which no teaching classes are conducted and should be approved by a supervisor;
- 12) social insurance and health insurance – in compliance with the rules specified in § 31 points 6 and 7;
- 13) evaluate the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;

- 14) in the case of any dispute between a doctoral student and his/her supervisor – filing a request for mediation with the Director of the International Doctoral School; it is required that at least one representative of the Doctoral Student Government participates in the procedure of mediation between a doctoral student and his/her supervisor.

§ 9

1. For the purposes related to preparation of his/her doctoral thesis, a doctoral student also has the right to:
 - 1) participate in national and international scientific seminars, conferences, conventions and symposiums;
 - 2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Director of the International Doctoral School given after obtaining an opinion of a supervisor(s).
2. Internship completed abroad is included in the period of studies at the Doctoral School.
3. The Director of the Doctoral School may award a doctoral student a credit for courses or professional placement training completed by the doctoral student during an internship abroad. Such courses or professional placement training are regarded as those specified in the programme of studies.

§ 10

1. A doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the programme of studies at the Doctoral School to his/her needs resulting from disability in a way that will enable him/her to fully participate in the education process.
2. Doctoral students specified in point 1 are:
 - 1) disabled persons who hold a valid disability certificate, disability level certificate or an equivalent document;
 - 2) persons suffering from chronic diseases who do not hold the certificates specified in point 1, and whose health condition is confirmed by submitted medical documentation;
 - 3) persons whose sudden disease or accident result in a temporary inability to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
3. The scope of adjustment of conditions for completion of the programme of studies, upon a doctoral student's request, is determined by the Director of the Doctoral School following consultation with a specialist for disabled persons.
4. Adjustment of conditions for completion of the programme of studies to suit a doctoral student's needs resulting from disability may particularly involve:
 - 1) using by a doctoral student, during classes, credit tests and exams:
 - a) support provided by an assistant for the disabled,
 - b) technological solutions designed for a specific type of disability;
 - 2) modification of the procedure of participation in teaching classes;
 - 3) changing deadlines and forms of taking credit tests and exams;
 - 4) providing a doctoral student with teaching materials in a form adapted to a specific type of disability.

Chapter 2

Obligations of doctoral students

§ 11

2. A doctoral student is obliged to comply with the Rules and Regulations.
3. A doctoral student is obliged to observe the internal regulations of the University and the Code of Doctoral Student Ethics.
4. The main responsibilities of a doctoral student include completion of the programme of studies and implementation of an individual research plan, including:
 - 1) participation in teaching classes specified in the programme of studies;

- 2) obtaining credits for courses specified in the programme of studies within set deadlines;
 - 3) completion of professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the programme of studies;
 - 4) conducting research studies under supervision of a supervisor(s) and preparation of a doctoral thesis in compliance with the schedule specified in an individual research plan.
5. A doctoral student is also obliged to:
- 1) collect an electronic doctoral student ID, identification badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 - 2) use his/her electronic mail address generated in the University IT system when contacting University employees;
 - 3) develop, following consultation with his/her supervisor(s), an individual research plan including, in particular, a schedule of preparation and the set deadline for submission of his/her doctoral thesis;
 - 4) submit, to the Director of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 points 3 and 4, including an opinion of a supervisor(s);
 - 5) attempt to obtain funds for completion of research studies related to preparation of a doctoral thesis;
 - 6) conduct research studies necessary for preparation of a doctoral thesis in organizational units;
 - 7) sign the attendance list in an organizational unit in which research studies are conducted;
 - 8) in the case of absence from classes or in an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases – other written excuse;
 - 9) immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and receiving doctoral scholarship;
 - 10) preserve the good name of the University;
 - 11) perform activities promoting science;
 - 12) attend the so-called summer and winter schools and other forms of classes developing his/her knowledge, skills and competencies;
 - 13) present the results of research studies at national and international scientific conferences.

§ 12

A doctoral student is obliged to hold documents confirming current medical tests specified in the Regulation of the Minister of Health of 26 August 2014 on medical tests for candidates for post-primary or higher schools and professional qualification courses, pupils of such schools, students, participants of professional qualification courses and participants of doctoral studies.

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific supervision

§ 13

1. The Doctoral School provides a doctoral student with scientific supervision of a supervisor(s) or a supervisor and an assisting supervisor.
2. The Director of the Doctoral School, after consultation with a doctoral student, appoints his/her supervisor(s) within 3 months following the date of commencing studies.

3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitation) or the title of professor and having scientific achievements (in the period of 3 years preceding assuming the duties of a supervisor) such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences included in the current list announced by the Minister of Science and Higher Education (MSHE).
4. A person holding the degree of *doktor* [doctoral degree] may be an assisting supervisor.
5. A person who does not meet the requirements specified in point 3 and who is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues the doctoral thesis relates to.
6. The function of a supervisor may not be performed by a person who in the last 5 years:
 - 1) was a supervisor of 4 doctoral students who were removed from the doctoral student register due to a negative result of midterm evaluation, or
 - 2) supervised preparation of a doctoral thesis by at least 2 persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. A supervisor confirms assuming the duties resulting from scientific supervision in writing.
8. A supervisor and an assisting supervisor may provide scientific supervision to not more than 3 doctoral students at the same time.

§ 14

1. The tasks of a supervisor include in particular:
 - 1) providing a doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of his/her doctoral thesis;
 - 2) developing, together with a doctoral student, an individual research plan specifying, in particular, the schedule of preparation and the deadline for submission of the doctoral thesis;
 - 3) providing supervision over implementation of an individual research plan;
 - 4) making an annual evaluation of progress in implementation of an individual research plan and issuing an opinion on a doctoral student's annual report;
 - 5) providing funds necessary for completion of a research project;
 - 6) issuing opinions on a doctoral student's requests concerning the course of studies;
 - 7) evaluating a doctoral thesis prepared by a doctoral student;
 - 8) developing his/her qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.
2. A supervisor is responsible for conducting on-site occupational work and safety training for a doctoral student at a unit where research studies are conducted and professional placement training specified in the programme of studies is carried out. The scope of the training should be adjusted as required by the nature of a doctoral student's research study and professional placement training.
3. An assisting supervisor performs a supportive function in scientific supervision over a doctoral student, and in particular in planning, implementation and analysis of doctoral thesis results.

§ 15

1. A doctoral student may file a request for changing his/her supervisor(s) with the Director of the Doctoral School. The request has to include substantiation.
2. A supervisor may be changed only once throughout the whole period of studies at the Doctoral School, within 9 months following the day of commencing studies.
3. In exceptional and justified cases, the Director of the Doctoral School may decide on changing a supervisor, without applying the rule specified in point 2.

4. In the cases specified in points 2 and 3, a supervisor is changed in compliance with the rules set out in § 13 points 3-8.
5. In the case of a supervisor's prolonging absence, the Director of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 points 3-8.
6. In the case of changing an assisting supervisor, the rules set out in points 1-5 are applied accordingly.

Chapter 2

Programme of studies

§ 16

1. The programme of studies at the Doctoral School is determined by the Senate. The programme of studies has to be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.
2. The programme of studies is published on the University website not later than 5 months before the commencement of the recruitment procedure.

§ 17

1. The programme of studies at the Doctoral School includes, in particular, obligatory and elective courses as well as professional placement training. The programme of studies may also provide for lectures of visiting professors, internship abroad, courses organized in the form of summer or winter schools and study visits.
2. Courses at the Doctoral School may be conducted with the use of distance education methods and techniques (e-learning).
3. The Director of the Doctoral School may oblige a doctoral student to participate in scientific events, including conferences, training courses or workshops by which the student may develop his/her knowledge, skills and competencies.
4. Completion of the programme of studies results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of 22 December 2015 on the Integrated System of Qualifications and regulations introduced pursuant to art. 7 point 3 thereof.

§ 18

1. The number of professional placement training hours in the form of teaching classes at the University or participation therein is:
 - 1) in the 1st year of studies – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of studies – 60 teaching hours a year.
2. A doctoral student employed as an academic teacher, subject to § 6 point 3, conducting teaching classes at the University, is exempt from professional training in the form of conducting or participation in conducting of teaching classes.

Chapter 3

Individual research plan

§ 19

1. An individual research plan is developed by a doctoral student, following consultation with a supervisor(s) and submitted to the Director of the Doctoral School for approval within 12 months following the commencement of studies. The specimen form of an individual research plan is enclosed as Appendix no. 1 to the Rules and Regulations.
2. In the case of appointing an assisting supervisor, an individual research plan is presented after his/her approval is granted.

3. An individual research plan specifies in particular:
 - 1) subject and assumptions of a doctoral thesis;
 - 2) full name, degree or academic title of the supervisor and scope of his/her duties or full names, degrees or academic titles of the supervisors along with the scope of their duties;
 - 3) schedule of research studies;
 - 4) schedule of preparation and date of submission of a doctoral thesis;
 - 5) rules of cooperation between a doctoral student and his/her supervisor(s), including the number of consultation hours offered by the supervisor(s);
 - 6) method of financing research studies and presentation of their results, also in the form of scientific articles or scientific meeting communications;
 - 7) participation in conferences, symposiums, conventions and internships;
 - 8) list of provided University's research infrastructure, including the rules of access to the infrastructure.
4. In exceptional and justified cases, upon a request filed jointly by a doctoral student and a supervisor(s), the Director of the Doctoral School may give consent for an update of an individual research plan.
5. Implementation of an individual research plan is subject to midterm evaluation in compliance with the rules specified in § 23 and 24.

SECTION VI VERIFICATION OF LEARNING OUTCOMES

Chapter 1 Awarding a credit for a course

§ 20

1. A credit or a course may be awarded based on an exam, a test with a grade or a credit test. The form of awarding a credit for a course is specified in the schedule of the programme of studies implementation.
2. Exams and credit tests may be conducted in the form of written and spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, if a course is run in the language.
4. A credit for a course may also be awarded based on written credit papers (essays) on a given topic, multimedia projects or presentations prepared by doctoral students.
5. An academic teacher informs doctoral students about the form of exam or credit test prior to commencement of a course.
6. The result of an exam or a credit test is entered into the doctoral student's electronic student index to which access is provided via the University IT system.
7. A credit for a doctoral seminar is awarded during an annual public scientific review session at which a doctoral student gives presentation in English on scientific hypotheses, methods and results of his/her research studies.
8. A doctoral student's presentation at a public scientific review session is assessed by a committee whose members are a supervisor(s) and the Director of the Doctoral School or persons appointed by them. The result of the evaluation is entered into the doctoral student's electronic index by the Director of the Doctoral School.
9. A credit for practical placement training is awarded by a supervisor.
10. A doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If a doctoral student fails to take an exam or a credit test specified in point 7 due to illness or a leave for academic purposes, the Director of the Doctoral School, upon the doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, a doctoral student may obtain consent of the Director of the Doctoral School for exemption from attendance at specific courses included in the programme

of studies, or a consent for repeating a course/courses provided that it will not result in extending the period of studies over the time limit specified in § 2 point 1.

13. The Director of the Doctoral School may give a doctoral student consent for obtaining a credit in advance for a course scheduled for the subsequent year or years of studies in the programme of studies.

Chapter 2

Awarding a credit for a year of studies

§ 21

1. A period for which credits are awarded at the Doctoral School is an academic year.
2. The condition for being awarded a credit for a year of studies at the Doctoral School is:
 - 1) obtaining a credit for a course and professional placement training specified in the programme of studies;
 - 2) completion of research studies and progress in preparation of a doctoral thesis according to a schedule specified in an individual research plan.
3. The Director of the Doctoral School awards a credit for a year of studies by making an entry into a doctoral student's electronic index based on the doctoral student's annual report approved by his/her supervisor(s).
4. A doctoral student is obliged to file an annual report on performing the duties specified in point 2 point with the Director of the Doctoral School by 30 August. The specimen form of the report is enclosed as Appendix no. 2 to the Rules and Regulations.
5. A doctoral student does not have the right to repeat a year of studies.
6. In exceptional and justified cases, the Director of Doctoral School may postpone some of duties of a doctoral student until the next academic year.

Chapter 3

Scale of grades and an average grade

§ 22

1. The results of credit test and exams and the average grade are expressed in the following scale of grades:
 - 2) 5,0 – *bardzo dobry*;
 - 3) 4,5 – *ponad dobry*;
 - 4) 4,0 – *dobry*;
 - 5) 3,5 – *dość dobry*;
 - 6) 3,0 – *dostateczny*;
 - 7) 2,0 – *niedostateczny*.
2. The scale of grades specified in point 1 may be applied in its translated version, in English:
 - 1) 5.0 – *Excellent*;
 - 2) 4.5 – *Very Good*;
 - 3) 4.0 – *Good*;
 - 4) 3.5 – *Satisfactory*;
 - 5) 3.0 – *Sufficient*;
 - 6) 2.0 – *Failed*.
3. An average grade is calculated as an arithmetic mean of grades obtained by a doctoral student in all credit test and exam attempts.

Chapter 4

Midterm evaluation

§ 23

1. Midterm evaluation includes the following:

- 6) implementation of an individual research plan, including implementation of a research project and a schedule of doctoral thesis preparation;
 - 7) participation in scientific conferences, attending summer and winter schools, workshops or training courses;
 - 8) presentation of results of research studies at national and international scientific conferences or in the form of published scientific articles, chapters in monographs or scientific meeting communications;
 - 9) participation in activities promoting science, including organization of conferences, training courses or workshops;
 - 10) acquisition of external funds awarded by domestic or foreign institutions for implementation of research projects.
2. The aim of midterm evaluation is also evaluation of the quality of scientific supervision provided by a supervisor(s).
 3. Midterm evaluation is made by the Evaluation Committee appointed – upon a request of the Director of the Doctoral School – by the Scientific Discipline Council in which a doctoral thesis is prepared.
 4. The Evaluation Committee has three members, including at least one person who holds the degree of *doktor habilitowany* (habilitation) or the title of professor in the discipline in which a doctoral thesis is prepared, employed outside the University. Additionally, at least one member of the Committee is a representative of doctoral students acting as an observer. Neither a supervisor or an assisting supervisor may be members of the Committee.
 5. Midterm evaluation is made in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.
 6. Midterm evaluation ends with a positive or negative result. The result of the evaluation along with substantiation is open and it is published on the University website.

§ 24

1. Midterm evaluation is made based on a report on implementation of an individual research plan prepared by a doctoral student in Polish and English, approved by his/her supervisor(s), and a doctoral student's annual reports submitted after the first and the second year of studies. The report on implementation of an individual research plan is submitted by a doctoral student to the Evaluation Committee in paper and electronic version, through the Director of the Doctoral School – at least 30 days prior to the scheduled date of evaluation.
2. Within the midterm evaluation procedure, the Evaluation Committee holds evaluation interviews with a doctoral student and his/her supervisor(s).
3. The Evaluation Committee draws up a protocol on a doctoral student's midterm evaluation.
4. The protocol on the midterm evaluation, along with the report specified in point 1, is kept in the personal files of a doctoral student.
5. A doctoral student and his/her supervisor(s) have the right to:
 - 1) get familiar with the protocol on midterm evaluation;
 - 2) file a letter with objections as to the midterm evaluation along with a request for reevaluation with the Director of the Doctoral School.
6. A doctoral student and his/her supervisor(s) have the right to file an appeal against a decision of the Director of the Doctoral School taken in the case specified in point 5 item 2 with the Rector. The Rector's decision is final.
7. Another midterm evaluation is made by the Evaluation Committee appointed by the Director of the Doctoral School. The members of the Committee are different than those being members of the Committee making the first evaluation. The result of the second evaluation is final.

SECTION VII DOCTORAL THESIS

Chapter 1

Submission of a doctoral thesis

§ 25

1. Studies of a doctoral student at the Doctoral School end with submission of a doctoral thesis.
2. A doctoral student submits his/her doctoral thesis together with an abstract in English and a positive opinion of his/her supervisor(s) to the Director of the Doctoral School. An abstract in Polish is also enclosed to a doctoral thesis written in a foreign language.
3. A doctoral thesis may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific articles, design, construction, technological or implementation works, as well as an independent and separated part of a collective work.
4. In the case of submission of a doctoral thesis before the end of the period of studies completion stipulated in the programme of studies, the Director of the Doctoral School, upon a doctoral student's request, exempts the doctoral student from the obligation to participate in the remaining part of classes and professional placement training until the end of the period of studies.
5. Studies at the Doctoral School in the case specified in point may not last for a period shorter than 6 semesters.

Chapter 2

Extending the deadline for submission of a doctoral thesis

§ 26

1. Upon a request of a doctoral student, the Director of the Doctoral School may extend the deadline for submission of a doctoral thesis specified in an individual research plan, in the following cases:
 - 1) long-term illness of a doctoral student or his/her supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of a doctoral student or his/her supervisor,
 - 4) suspension of studies stipulated in § 29– for the overall period not longer than 2 years.
2. A doctoral student has to enclose substantiation and the opinion of his/her supervisor(s) to the request.
3. Extending the deadline for submission of a doctoral thesis results in extending the period of studies at the Doctoral School, and a doctoral student retains his/her right to doctoral scholarship subject to § 30 point 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented by:
 - 1) doctoral student's electronic index to which doctoral students and academic teachers have access via the University IT system;
 - 2) data stored in the University IT system in printed version:
 - a) protocols on awarding credits for courses,
 - b) doctoral student periodic achievement record.
2. The rules of keeping records on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given an index number – a subsequent within a given academic year until completion of studies at the Doctoral School.

2. Personal files of a doctoral student are marked with the student index number.
3. Personal files of a doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) protocol of the Recruitment Committee on the procedure of recruitment to the Doctoral School;
 - 3) written version of the pledge signed by a doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of a supervisor(s) for exercising scientific supervision over a doctoral student;
 - 6) individual research plan;
 - 7) doctoral student's annual report;
 - 8) protocols of awarding credits for courses and doctoral student periodic achievement record;
 - 9) protocol on the midterm evaluation;
 - 10) doctoral student's requests and applications filed in relation to the course of studies;
 - 11) decisions regarding the course of studies;
 - 12) doctoral thesis with an opinion of a supervisor(s) enclosed.

SECTION IX SUSPENSION OF STUDIES

§ 29

At a doctoral student's request, the Director of the Doctoral School suspends his/her studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. A doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives doctoral scholarship.
2. The overall period in which doctoral scholarship is received may not exceed 4 years.
3. A period of suspension of studies specified in § 29 is not included in the period defined in point 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of professor's remuneration – up to the month in which midterm evaluation is made;
 - 2) 57% of professor's remuneration – following the month in which midterm evaluation is made.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on a doctoral student's achievements. The criteria and procedure of awarding an increased amount of scholarship are established by the Rector.
4. A doctoral student who holds disability certificate, disability level certificate or the decision specified in art. 5 and art. 62 of the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period specified in § 30 point 2, receives doctoral scholarship in the amount defined in point 1 and increased by 30%.
5. In the case of a doctoral student who, following midterm evaluation with a positive result is employed as an academic teacher or an academic staff member for the number of hours not exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in point 1, item 2.

6. The University pays social insurance contributions stipulated in the regulations on social insurance system – obligatory old age pension, disability pension and accident insurance. The contributions are deducted from the amount of doctoral scholarship. The University deducts the contributions if a doctoral student is not subject to the insurance under any other procedure.
7. Sickness insurance for doctoral students is voluntary.

§ 32

1. In the period of suspension of studies specified in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is understood as the amount of monthly doctoral scholarship payable on the day of filing a request for suspension.
2. A doctoral student who submitted his/her doctoral thesis before the set date of completion of studies stipulated in the programme of studies receives doctoral scholarship until the day on which the time limit for completion of studies ends, however, no longer than for a period of 6 months, subject to § 30 point 2.

§ 33

Under the rules specified in the Act, a doctoral student may be granted:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education (MSHE) for eminent young scholars.

SECTION XI DISCIPLINARY RESPONSIBILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary responsibility for violating the rules applied at the University and for committing acts demeaning the dignity of a doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. A doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the midterm evaluation;
 - 2) failure to submit a doctoral thesis within the deadline specified in an individual research plan;
 - 3) withdrawal from studies.
2. A doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of his/her doctoral thesis;
 - 2) failure to fulfill the obligations specified in § 11 points 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted in written form to the Director of the Doctoral School.
4. A doctoral student is removed from the doctoral student register by an administrative decision of the Rector. If the Rector passes such a decision, an application for reconsidering of the case may be filed within 14 days following the receipt thereof.
5. Removal from the doctoral student register results in the loss of the right to doctoral scholarship. Payment of doctoral scholarship is suspended on the first day of the month following the month in which a decision on removal became final.
6. In the case of removal from the doctoral student register, it is not possible to resume studies. A

person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.

7. A person removed from the doctoral student register is obliged to return his/her electronic student identification document.

SECTION XIII FINAL PROVISIONS

§ 36

A doctoral student is obliged to get familiar with the Rules and Regulations before commencement of his/her studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on 1 October 2019.

§ 39

In the case of making amendments to the Rules and Regulations, relevant provisions on adoption hereof are applied.

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

Łódź, ...

INDIVIDUAL RESEARCH PLAN

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
GENERAL DESCRIPTION OF THE DOCTORAL THESIS (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	
TASKS OF THE SUPERVISOR/SUPERVISORS/ASSISTING SUPERVISOR	
SCHEDULED NUMBER OF CONSULTATION HOURS WITH THE SUPERVISOR IN THE 1 ST , 2 ND , 3 RD AND 4 TH YEAR OF STUDIES	

* Indicate as appropriate.

C. METHOD OF FINANCING THE RESEARCH**D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY**

I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS

II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS

III. PARTICIPATION IN INTERNATIONAL EXCHANGE

E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)**F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL THESIS**

No.	Date/Period of implementation	Planned research and stages of preparation of the doctoral thesis*
1st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
2nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
3rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
4th YEAR OF STUDIES (academic year 20...../20....)		

* In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral thesis, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

**ANNUAL REPORT ON THE COURSE OF STUDIES
AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

*(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)*

Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s),
space G – by the Director of the International Doctoral School.

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
ACADEMIC TEACHER	YES/NO*
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF ŁÓDŹ (CLINIC/DEPARTMENT/WARD)	

C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN

* Indicate as appropriate.

I. STAGE OF ADVANCEMENT OF THE DOCTORAL THESIS (DESCRIPTION)						
II. PUBLICATIONS (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)						
NO .	AUTHOR/SCIENTIFIC EDITOR	TITLE	PUBLISHER/MAGAZINE TITLE	PLACE OF PUBLICATION/ YEAR OF PUBLICATION	MSHE POINTS/IF	NO. OF PAGES
1						
2						
3						
4						
III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS						
NO .	NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZING ENTITY AND PLACE	DATE	TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TITLE OF THE PAPER	
1						
2						
3						
4						
IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT						
NO .	TITLE	PRINCIPAL INVESTIGATOR	NAME OF THE UNIT	PERIOD OF CONDUCTING THE RESEARCH	TYPE OF PARTICIPATION	
1						
2						
3						
V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL THESIS						
LP.	ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAME OF THE INSTITUTION	PLACE	PERIOD	OBJECTIVE	SOURCES OF FUNDS
1						
2						
3						
VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)						
NO .	NAME OF THE INSTITUTION	TITLE OF THE PROJECT/GRANT	TYPE OF GRANT	IMPLEMENTATION PERIOD	ROLE IN THE PROJECT	
1						
2						
3						

D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES		
I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record		
II. PROFESSIONAL PLACEMENT TRAINING		
NO.	LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH HE/SHE PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)	SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
DATE OF DRAWING UP THE REPORT		SIGNATURE OF THE DOCTORAL STUDENT
E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS		POSITIVE/ NEGATIVE*
F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS		

.....
(date)

.....
(name stamp(s) and signature(s) of the supervisor(s))

* Indicate as appropriate.

G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES

..... year of studies at the International Doctoral School (academic year 20...../20.....):

- credit is awarded
- credit is not awarded
- credit is awarded conditionally

.....
(date)

.....
(name stamp and signature of the Director
of the International Doctoral School)

**Resolution no. 375/2020
of 28 April 2020
adopted by the Senate of the Medical University of Lodz**

**on making amendments to the Rules and Regulations of the Doctoral School
and the consolidated text of the Rules and Regulations**

Pursuant to art. 205 of the Act 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2020 item 85, as amended), § 76 point 3 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, in connection with the Regulation no. 20/2020 of 14 January 2020 of the Rector of the Medical University of Lodz on the transformation of the Doctoral School by giving it the name of “International Doctoral School”, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The Rules and Regulations of the Doctoral School implemented under the Resolution no. 289/2019 of 28 May 2019 adopted by the Senate of the Medical University of Lodz (i.e. the Resolution no. 311/2019 of 27 June 2019 of the Senate of the Medical University of Lodz), are amended as follows:

- 1) the phrase “Doctoral School” used in different grammatical cases is replaced with the phrase “International Doctoral School” used in relevant grammatical cases”;
- 2) in § 1, point 2 item 4 shall read as follows:
“4) Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in point 1”;
- 3) in § 3, the following point shall be added:
“3. The main lecture language at the Doctoral School is English.”;
- 4) in § 8 point 12, the dot shall be replaced with a semicolon and points 13 and 14 shall be added as follows:
“13) evaluate the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;
14) in the case of any dispute between a doctoral student and his/her supervisor – filing a request for mediation with the Director of the International Doctoral School; it is required that at least one representative of the Doctoral Student Government participates in the procedure of mediation between a doctoral student and his/her supervisor.”;
- 5) in § 9, point 1 item 2 shall read as follows:
“2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Director of the International Doctoral School given after obtaining an opinion of a supervisor(s).”;
- 6) in § 11 point 4 item 10, the dot shall be replaced with a semicolon and items 11-13 shall be added as follows:
“11) perform activities promoting science;
12) attend the so-called summer and winter schools and other forms of classes developing his/her knowledge, skills and competencies;
13) attend the so-called summer and winter schools and other forms of classes developing his/her knowledge, skills and competencies.”;
- 7) in § 13, points 3 and 4 shall read as follows:
“3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitation) or the title of professor and having scientific achievements (in

the period of 3 years preceding assuming the duties of a supervisor) such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences included in the current list announced by the Minister of Science and Higher Education (MSHE).

4. A person holding the degree of *doktor* [doctoral degree] may be an assisting supervisor.”;
- 8) in § 14, in point 1 in item 7 the dot shall be replaced with a semicolon and item 8 shall be added as follows:

“8) developing his/her qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.”;

- 9) § 17 shall read as follows:

“§ 17

1. The programme of studies at the Doctoral School includes, in particular, obligatory and elective courses as well as professional placement training. The programme of studies may also provide for lectures of visiting professors, internship abroad, courses organized in the form of summer or winter schools and study visits.
2. Courses at the Doctoral School may be conducted with the use of distance education methods and techniques (e-learning).
3. The Director of the Doctoral School may oblige a doctoral student to participate in scientific events, including conferences, training courses or workshops by which the student may develop his/her knowledge, skills and competencies.
4. Completion of the programme of studies results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of 22 December 2015 on the Integrated System of Qualifications and regulations introduced pursuant to art. 7 point 3 thereof.”;

- 10) in § 20, point 12 shall read as follows:

“12. In exceptional and justified cases, a doctoral student may obtain consent of the Director of the Doctoral School for exemption from attendance at specific courses included in the programme of studies, or a consent for repeating a course/courses provided that it will not result in extending the period of studies over the time limit specified in § 2 point 1.”;

- 11) § 23 shall read as follows:

“§ 23

1. Midterm evaluation includes the following:
 - 1) implementation of an individual research plan, including implementation of a research project and a schedule of doctoral thesis preparation;
 - 2) participation in scientific conferences, attending summer and winter schools, workshops or training courses;
 - 3) presentation of results of research studies at national and international scientific conferences or in the form of published scientific articles, chapters in monographs or scientific meeting communications;
 - 4) participation in activities promoting science, including organization of conferences, training courses or workshops;
 - 5) acquisition of external funds awarded by domestic or foreign institutions for implementation of research projects.
2. The aim of midterm evaluation is also evaluation of the quality of scientific supervision provided by a supervisor(s).
3. Midterm evaluation is made by the Evaluation Committee appointed – upon a request of the Director of the Doctoral School – by the Scientific Discipline Council in which a doctoral thesis is prepared.
4. The Evaluation Committee has three members, including at least one person who holds the degree of *doktor habilitowany* (habilitation) or the title of professor in the discipline in which a doctoral thesis is prepared, employed outside the University. Additionally, at least one member of the Committee is a representative of doctoral students acting as an

observer. Neither a supervisor or an assisting supervisor may be members of the Committee.

5. Midterm evaluation is made in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.

6. Midterm evaluation ends with a positive or negative result. The result of the evaluation along with substantiation is open and it is published on the University website.”;

12) in § 24, point 1 shall read as follows:

“1. Midterm evaluation is made based on a report on implementation of an individual research plan prepared by a doctoral student in Polish and English, approved by his/her supervisor(s), and a doctoral student’s annual reports submitted after the first and the second year of studies. The report on implementation of an individual research plan is submitted by a doctoral student to the Evaluation Committee in paper and electronic version, through the Director of the Doctoral School – at least 30 days prior to the scheduled date of evaluation.”

§ 2

1. The consolidated text of the Rules and Regulations of the International Doctoral School, including the amendments specified in § 1 is enclosed as an Appendix hereto.

2. The Rules and Regulations of the International Doctoral School, in the version provided under this Resolution, become effective on 1 October 2020.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radzisław Kordek, MD, PhD*

CC:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

Appendix to the Resolution no. 375/2020
of 28 April 2020
adopted by the Senate of the Medical University of Lodz

Appendix to the Resolution no. 289/2019
of 28 May 2019
adopted by the Senate of the Medical University of Lodz

RULES AND REGULATIONS OF THE INTERNATIONAL DOCTORAL SCHOOL

(consolidated text)

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the International Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences, health sciences, as well as the related rights and obligations of doctoral students.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) Senate – the University Senate;
 - 3) organizational unit – a University research and teaching unit, i.e. a clinic, ward or department;
 - 4) Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in point 1;
 - 5) doctoral student – a person pursuing his/her studies at the Doctoral School run by the University;
 - 6) Act – the Act of 20 July 2018 – Law on Higher Education and Science;
 - 7) Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and ends with submission of the doctoral thesis.
2. The studies at the Doctoral School prepare a doctoral student for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmaceutical sciences, medical sciences and health sciences, and provides a doctoral student with the option to:
 - 1) prepare himself/herself for performing teaching, research and research and development work;
 - 2) acquire the skill of taking advantage of the world’s scientific achievements;
 - 3) identify and solve research problems and conduct research studies, as well as use the results in the form of patents and publications;
 - 4) acquire high research competencies and scientific independence;
 - 5) prepare the doctoral student for independent planning of his/her scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility in compliance with the European Charter for Researchers;
 - 6) prepare for participation in exchange of research experience and ideas, also in the international community.
3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted in compliance with the programme of studies and an individual research plan.

2. The academic year at the Doctoral School begins on 1 October and ends on 30 September. It is divided into two semesters.
3. The main lecture language at the Doctoral School is English.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Director appointed and removed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Director of the Doctoral School may be held by an academic teacher employed with the University being his/her primary place of employment and holding the title of professor or *doktor habilitowany* (habilitation).
3. The Rector holds supervision over the Doctoral School.

§ 5

1. In particular, the Director of the Doctoral School:
 - 1) plans a development strategy for the Doctoral School and presents it to the Rector;
 - 2) organizes and supervises the implementation of the programme of studies at the Doctoral School;
 - 3) chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 - 4) enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 - 5) after consulting a doctoral student, appoints his/her doctoral thesis supervisor(s) and an assisting supervisor;
 - 6) approves the individual research plan presented by a doctoral student;
 - 7) takes final decisions on awarding doctoral students credits for subsequent years of studies;
 - 8) upon a doctoral student's request, suspends his/her studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law;
 - 9) gives his/her consent for:
 - a) changing a supervisor(s) or an assisting supervisor,
 - b) extending the deadline for submission of the doctoral thesis specified in the individual research plan,
 - c) leaving of the doctoral student for internship abroad and conducting research outside the University as specified in the Rules and Regulations;
 - 10) appoints the evaluation committee for carrying out the midterm evaluation;
 - 11) cooperates with the University Scientific Council in defining the rules of recruitment to the Doctoral School and developing the programme of studies at the Doctoral School;
 - 12) prepares a proposed version of the Rules and Regulations of the Doctoral School and presents it to the Senate;
 - 13) presents a report on the Doctoral School's operation for each academic year to the Rector.
2. A doctoral student may file an appeal against final decisions made by the Director of the Doctoral School and specified in points 1, items 5-9 with the Rector within 14 days following the receipt of a notice informing thereon.

SECTION III

ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at one doctoral school only at the same time.
3. A doctoral student may not be employed as an academic teacher or academic staff member, excluding the exceptions specified in art. 209 point 10 of the Act.

§ 7

1. A person admitted to the Doctoral School commences his/her studies and acquires the rights of doctoral students upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (ID) to each doctoral student.

SECTION IV

RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Chapter 1

Rights of doctoral students

§ 8

A doctoral student has, in particular, the right to:

- 1) scientific supervision provided by his/her supervisor/supervisors or an assisting supervisor;
- 2) acquire knowledge and develop interests and, for such purposes, use the University scientific infrastructure – within the scope of the University financial means and organizational capabilities;
- 3) participate in seminars, research, development and implementation works and in the open scientific meetings organized at the University,;
- 4) use the University's library, information and archive collections;
- 5) doctoral scholarship – as specified in the Act and the Rules and Regulations;
- 6) receive awards and distinctions;
- 7) join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act, the Act of 7 April 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
- 8) suspend his/her studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law;
- 9) apply for:
 - a) changing a supervisor(s) or an assisting supervisor,
 - b) extending the deadline for submission of the doctoral thesis specified in the individual research plan – under the terms and conditions specified in the Rules and Regulations;
- 10) apply for:
 - a) student loan – under the terms and conditions specified in separate regulations,
 - b) accommodation at a University student residence hall, including accommodation for his/her spouse or child – under the terms and conditions and in compliance with the procedure specified in the rules and regulations of benefits offered to students;
- 11) holiday breaks for a period not exceeding 8 weeks annually; such breaks should be taken in periods in which no teaching classes are conducted and should be approved by a supervisor;
- 12) social insurance and health insurance – in compliance with the rules specified in § 31 points 6 and 7;
- 13) evaluate the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;

- 14) in the case of any dispute between a doctoral student and his/her supervisor – filing a request for mediation with the Director of the International Doctoral School; it is required that at least one representative of the Doctoral Student Government participates in the procedure of mediation between a doctoral student and his/her supervisor.

§ 9

1. For the purposes related to preparation of his/her doctoral thesis, a doctoral student also has the right to:
 - 1) participate in national and international scientific seminars, conferences, conventions and symposiums;
 - 2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Director of the International Doctoral School given after obtaining an opinion of a supervisor(s).
2. Internship completed abroad is included in the period of studies at the Doctoral School.
3. The Director of the Doctoral School may award a doctoral student a credit for courses or professional placement training completed by the doctoral student during an internship abroad. Such courses or professional placement training are regarded as those specified in the programme of studies.

§ 10

1. A doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the programme of studies at the Doctoral School to his/her needs resulting from disability in a way that will enable him/her to fully participate in the education process.
2. Doctoral students specified in point 1 are:
 - 1) disabled persons who hold a valid disability certificate, disability level certificate or an equivalent document;
 - 2) persons suffering from chronic diseases who do not hold the certificates specified in point 1, and whose health condition is confirmed by submitted medical documentation;
 - 3) persons whose sudden disease or accident result in a temporary inability to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
3. The scope of adjustment of conditions for completion of the programme of studies, upon a doctoral student's request, is determined by the Director of the Doctoral School following consultation with a specialist for disabled persons.
4. Adjustment of conditions for completion of the programme of studies to suit a doctoral student's needs resulting from disability may particularly involve:
 - 1) using by a doctoral student, during classes, credit tests and exams:
 - a) support provided by an assistant for the disabled,
 - b) technological solutions designed for a specific type of disability;
 - 2) modification of the procedure of participation in teaching classes;
 - 3) changing deadlines and forms of taking credit tests and exams;
 - 4) providing a doctoral student with teaching materials in a form adapted to a specific type of disability.

Chapter 2

Obligations of doctoral students

§ 11

2. A doctoral student is obliged to comply with the Rules and Regulations.
3. A doctoral student is obliged to observe the internal regulations of the University and the Code of Doctoral Student Ethics.
4. The main responsibilities of a doctoral student include completion of the programme of studies and implementation of an individual research plan, including:
 - 1) participation in teaching classes specified in the programme of studies;

- 2) obtaining credits for courses specified in the programme of studies within set deadlines;
 - 3) completion of professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the programme of studies;
 - 4) conducting research studies under supervision of a supervisor(s) and preparation of a doctoral thesis in compliance with the schedule specified in an individual research plan.
5. A doctoral student is also obliged to:
- 1) collect an electronic doctoral student ID, identification badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 - 2) use his/her electronic mail address generated in the University IT system when contacting University employees;
 - 3) develop, following consultation with his/her supervisor(s), an individual research plan including, in particular, a schedule of preparation and the set deadline for submission of his/her doctoral thesis;
 - 4) submit, to the Director of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 points 3 and 4, including an opinion of a supervisor(s);
 - 5) attempt to obtain funds for completion of research studies related to preparation of a doctoral thesis;
 - 6) conduct research studies necessary for preparation of a doctoral thesis in organizational units;
 - 7) sign the attendance list in an organizational unit in which research studies are conducted;
 - 8) in the case of absence from classes or in an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases – other written excuse;
 - 9) immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and receiving doctoral scholarship;
 - 10) preserve the good name of the University;
 - 11) perform activities promoting science;
 - 12) attend the so-called summer and winter schools and other forms of classes developing his/her knowledge, skills and competencies;
 - 13) present the results of research studies at national and international scientific conferences.

§ 12

A doctoral student is obliged to hold documents confirming current medical tests specified in the Regulation of the Minister of Health of 26 August 2014 on medical tests for candidates for post-primary or higher schools and professional qualification courses, pupils of such schools, students, participants of professional qualification courses and participants of doctoral studies.

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific supervision

§ 13

1. The Doctoral School provides a doctoral student with scientific supervision of a supervisor(s) or a supervisor and an assisting supervisor.
2. The Director of the Doctoral School, after consultation with a doctoral student, appoints his/her supervisor(s) within 3 months following the date of commencing studies.

3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitation) or the title of professor and having scientific achievements (in the period of 3 years preceding assuming the duties of a supervisor) such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences included in the current list announced by the Minister of Science and Higher Education (MSHE).
4. A person holding the degree of *doktor* [doctoral degree] may be an assisting supervisor.
5. A person who does not meet the requirements specified in point 3 and who is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues the doctoral thesis relates to.
6. The function of a supervisor may not be performed by a person who in the last 5 years:
 - 1) was a supervisor of 4 doctoral students who were removed from the doctoral student register due to a negative result of midterm evaluation, or
 - 2) supervised preparation of a doctoral thesis by at least 2 persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. A supervisor confirms assuming the duties resulting from scientific supervision in writing.
8. A supervisor and an assisting supervisor may provide scientific supervision to not more than 3 doctoral students at the same time.

§ 14

1. The tasks of a supervisor include in particular:
 - 1) providing a doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of his/her doctoral thesis;
 - 2) developing, together with a doctoral student, an individual research plan specifying, in particular, the schedule of preparation and the deadline for submission of the doctoral thesis;
 - 3) providing supervision over implementation of an individual research plan;
 - 4) making an annual evaluation of progress in implementation of an individual research plan and issuing an opinion on a doctoral student's annual report;
 - 5) providing funds necessary for completion of a research project;
 - 6) issuing opinions on a doctoral student's requests concerning the course of studies;
 - 7) evaluating a doctoral thesis prepared by a doctoral student;
 - 8) developing his/her qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.
2. A supervisor is responsible for conducting on-site occupational work and safety training for a doctoral student at a unit where research studies are conducted and professional placement training specified in the programme of studies is carried out. The scope of the training should be adjusted as required by the nature of a doctoral student's research study and professional placement training.
3. An assisting supervisor performs a supportive function in scientific supervision over a doctoral student, and in particular in planning, implementation and analysis of doctoral thesis results.

§ 15

1. A doctoral student may file a request for changing his/her supervisor(s) with the Director of the Doctoral School. The request has to include substantiation.
2. A supervisor may be changed only once throughout the whole period of studies at the Doctoral School, within 9 months following the day of commencing studies.
3. In exceptional and justified cases, the Director of the Doctoral School may decide on changing a supervisor, without applying the rule specified in point 2.

4. In the cases specified in points 2 and 3, a supervisor is changed in compliance with the rules set out in § 13 points 3-8.
5. In the case of a supervisor's prolonging absence, the Director of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 points 3-8.
6. In the case of changing an assisting supervisor, the rules set out in points 1-5 are applied accordingly.

Chapter 2

Programme of studies

§ 16

1. The programme of studies at the Doctoral School is determined by the Senate. The programme of studies has to be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.
2. The programme of studies is published on the University website not later than 5 months before the commencement of the recruitment procedure.

§ 17

1. The programme of studies at the Doctoral School includes, in particular, obligatory and elective courses as well as professional placement training. The programme of studies may also provide for lectures of visiting professors, internship abroad, courses organized in the form of summer or winter schools and study visits.
2. Courses at the Doctoral School may be conducted with the use of distance education methods and techniques (e-learning).
3. The Director of the Doctoral School may oblige a doctoral student to participate in scientific events, including conferences, training courses or workshops by which the student may develop his/her knowledge, skills and competencies.
4. Completion of the programme of studies results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of 22 December 2015 on the Integrated System of Qualifications and regulations introduced pursuant to art. 7 point 3 thereof.

§ 18

1. The number of professional placement training hours in the form of teaching classes at the University or participation therein is:
 - 1) in the 1st year of studies – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of studies – 60 teaching hours a year.
2. A doctoral student employed as an academic teacher, subject to § 6 point 3, conducting teaching classes at the University, is exempt from professional training in the form of conducting or participation in conducting of teaching classes.

Chapter 3

Individual research plan

§ 19

1. An individual research plan is developed by a doctoral student, following consultation with a supervisor(s) and submitted to the Director of the Doctoral School for approval within 12 months following the commencement of studies. The specimen form of an individual research plan is enclosed as Appendix no. 1 to the Rules and Regulations.
2. In the case of appointing an assisting supervisor, an individual research plan is presented after his/her approval is granted.

3. An individual research plan specifies in particular:
 - 1) subject and assumptions of a doctoral thesis;
 - 2) full name, degree or academic title of the supervisor and scope of his/her duties or full names, degrees or academic titles of the supervisors along with the scope of their duties;
 - 3) schedule of research studies;
 - 4) schedule of preparation and date of submission of a doctoral thesis;
 - 5) rules of cooperation between a doctoral student and his/her supervisor(s), including the number of consultation hours offered by the supervisor(s);
 - 6) method of financing research studies and presentation of their results, also in the form of scientific articles or scientific meeting communications;
 - 7) participation in conferences, symposiums, conventions and internships;
 - 8) list of provided University's research infrastructure, including the rules of access to the infrastructure.
4. In exceptional and justified cases, upon a request filed jointly by a doctoral student and a supervisor(s), the Director of the Doctoral School may give consent for an update of an individual research plan.
5. Implementation of an individual research plan is subject to midterm evaluation in compliance with the rules specified in § 23 and 24.

SECTION VI

VERIFICATION OF LEARNING OUTCOMES

Chapter 1

Awarding a credit for a course

§ 20

1. A credit or a course may be awarded based on an exam, a test with a grade or a credit test. The form of awarding a credit for a course is specified in the schedule of the programme of studies implementation.
2. Exams and credit tests may be conducted in the form of written and spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, if a course is run in the language.
4. A credit for a course may also be awarded based on written credit papers (essays) on a given topic, multimedia projects or presentations prepared by doctoral students.
5. An academic teacher informs doctoral students about the form of exam or credit test prior to commencement of a course.
6. The result of an exam or a credit test is entered into the doctoral student's electronic student index to which access is provided via the University IT system.
7. A credit for a doctoral seminar is awarded during an annual public scientific review session at which a doctoral student gives presentation in English on scientific hypotheses, methods and results of his/her research studies.
8. A doctoral student's presentation at a public scientific review session is assessed by a committee whose members are a supervisor(s) and the Director of the Doctoral School or persons appointed by them. The result of the evaluation is entered into the doctoral student's electronic index by the Director of the Doctoral School.
9. A credit for practical placement training is awarded by a supervisor.
10. A doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If a doctoral student fails to take an exam or a credit test specified in point 7 due to illness or a leave for academic purposes, the Director of the Doctoral School, upon the doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, a doctoral student may obtain consent of the Director of the Doctoral School for exemption from attendance at specific courses included in the programme

of studies, or a consent for repeating a course/courses provided that it will not result in extending the period of studies over the time limit specified in § 2 point 1.

13. The Director of the Doctoral School may give a doctoral student consent for obtaining a credit in advance for a course scheduled for the subsequent year or years of studies in the programme of studies.

Chapter 2

Awarding a credit for a year of studies

§ 21

1. A period for which credits are awarded at the Doctoral School is an academic year.
2. The condition for being awarded a credit for a year of studies at the Doctoral School is:
 - 1) obtaining a credit for a course and professional placement training specified in the programme of studies;
 - 2) completion of research studies and progress in preparation of a doctoral thesis according to a schedule specified in an individual research plan.
3. The Director of the Doctoral School awards a credit for a year of studies by making an entry into a doctoral student's electronic index based on the doctoral student's annual report approved by his/her supervisor(s).
4. A doctoral student is obliged to file an annual report on performing the duties specified in point 2 point with the Director of the Doctoral School by 30 August. The specimen form of the report is enclosed as Appendix no. 2 to the Rules and Regulations.
5. A doctoral student does not have the right to repeat a year of studies.
6. In exceptional and justified cases, the Director of Doctoral School may postpone some of duties of a doctoral student until the next academic year.

Chapter 3

Scale of grades and an average grade

§ 22

1. The results of credit test and exams and the average grade are expressed in the following scale of grades:
 - 2) 5,0 – *bardzo dobry*;
 - 3) 4,5 – *ponad dobry*;
 - 4) 4,0 – *dobry*;
 - 5) 3,5 – *dość dobry*;
 - 6) 3,0 – *dostateczny*;
 - 7) 2,0 – *niedostateczny*.
2. The scale of grades specified in point 1 may be applied in its translated version, in English:
 - 1) 5.0 – *Excellent*;
 - 2) 4.5 – *Very Good*;
 - 3) 4.0 – *Good*;
 - 4) 3.5 – *Satisfactory*;
 - 5) 3.0 – *Sufficient*;
 - 6) 2.0 – *Failed*.
3. An average grade is calculated as an arithmetic mean of grades obtained by a doctoral student in all credit test and exam attempts.

Chapter 4

Midterm evaluation

§ 23

1. Midterm evaluation includes the following:

- 6) implementation of an individual research plan, including implementation of a research project and a schedule of doctoral thesis preparation;
 - 7) participation in scientific conferences, attending summer and winter schools, workshops or training courses;
 - 8) presentation of results of research studies at national and international scientific conferences or in the form of published scientific articles, chapters in monographs or scientific meeting communications;
 - 9) participation in activities promoting science, including organization of conferences, training courses or workshops;
 - 10) acquisition of external funds awarded by domestic or foreign institutions for implementation of research projects.
2. The aim of midterm evaluation is also evaluation of the quality of scientific supervision provided by a supervisor(s).
 3. Midterm evaluation is made by the Evaluation Committee appointed – upon a request of the Director of the Doctoral School – by the Scientific Discipline Council in which a doctoral thesis is prepared.
 4. The Evaluation Committee has three members, including at least one person who holds the degree of *doktor habilitowany* (habilitation) or the title of professor in the discipline in which a doctoral thesis is prepared, employed outside the University. Additionally, at least one member of the Committee is a representative of doctoral students acting as an observer. Neither a supervisor or an assisting supervisor may be members of the Committee.
 5. Midterm evaluation is made in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.
 6. Midterm evaluation ends with a positive or negative result. The result of the evaluation along with substantiation is open and it is published on the University website.

§ 24

1. Midterm evaluation is made based on a report on implementation of an individual research plan prepared by a doctoral student in Polish and English, approved by his/her supervisor(s), and a doctoral student's annual reports submitted after the first and the second year of studies. The report on implementation of an individual research plan is submitted by a doctoral student to the Evaluation Committee in paper and electronic version, through the Director of the Doctoral School – at least 30 days prior to the scheduled date of evaluation.
2. Within the midterm evaluation procedure, the Evaluation Committee holds evaluation interviews with a doctoral student and his/her supervisor(s).
3. The Evaluation Committee draws up a protocol on a doctoral student's midterm evaluation.
4. The protocol on the midterm evaluation, along with the report specified in point 1, is kept in the personal files of a doctoral student.
5. A doctoral student and his/her supervisor(s) have the right to:
 - 1) get familiar with the protocol on midterm evaluation;
 - 2) file a letter with objections as to the midterm evaluation along with a request for reevaluation with the Director of the Doctoral School.
6. A doctoral student and his/her supervisor(s) have the right to file an appeal against a decision of the Director of the Doctoral School taken in the case specified in point 5 item 2 with the Rector. The Rector's decision is final.
7. Another midterm evaluation is made by the Evaluation Committee appointed by the Director of the Doctoral School. The members of the Committee are different than those being members of the Committee making the first evaluation. The result of the second evaluation is final.

SECTION VII DOCTORAL THESIS

Chapter 1

Submission of a doctoral thesis

§ 25

1. Studies of a doctoral student at the Doctoral School end with submission of a doctoral thesis.
2. A doctoral student submits his/her doctoral thesis together with an abstract in English and a positive opinion of his/her supervisor(s) to the Director of the Doctoral School. An abstract in Polish is also enclosed to a doctoral thesis written in a foreign language.
3. A doctoral thesis may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific articles, design, construction, technological or implementation works, as well as an independent and separated part of a collective work.
4. In the case of submission of a doctoral thesis before the end of the period of studies completion stipulated in the programme of studies, the Director of the Doctoral School, upon a doctoral student's request, exempts the doctoral student from the obligation to participate in the remaining part of classes and professional placement training until the end of the period of studies.
5. Studies at the Doctoral School in the case specified in point may not last for a period shorter than 6 semesters.

Chapter 2

Extending the deadline for submission of a doctoral thesis

§ 26

1. Upon a request of a doctoral student, the Director of the Doctoral School may extend the deadline for submission of a doctoral thesis specified in an individual research plan, in the following cases:
 - 1) long-term illness of a doctoral student or his/her supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of a doctoral student or his/her supervisor,
 - 4) suspension of studies stipulated in § 29– for the overall period not longer than 2 years.
2. A doctoral student has to enclose substantiation and the opinion of his/her supervisor(s) to the request.
3. Extending the deadline for submission of a doctoral thesis results in extending the period of studies at the Doctoral School, and a doctoral student retains his/her right to doctoral scholarship subject to § 30 point 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented by:
 - 1) doctoral student's electronic index to which doctoral students and academic teachers have access via the University IT system;
 - 2) data stored in the University IT system in printed version:
 - a) protocols on awarding credits for courses,
 - b) doctoral student periodic achievement record.
2. The rules of keeping records on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given an index number – a subsequent within a given academic year until completion of studies at the Doctoral School.

2. Personal files of a doctoral student are marked with the student index number.
3. Personal files of a doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) protocol of the Recruitment Committee on the procedure of recruitment to the Doctoral School;
 - 3) written version of the pledge signed by a doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of a supervisor(s) for exercising scientific supervision over a doctoral student;
 - 6) individual research plan;
 - 7) doctoral student's annual report;
 - 8) protocols of awarding credits for courses and doctoral student periodic achievement record;
 - 9) protocol on the midterm evaluation;
 - 10) doctoral student's requests and applications filed in relation to the course of studies;
 - 11) decisions regarding the course of studies;
 - 12) doctoral thesis with an opinion of a supervisor(s) enclosed.

SECTION IX SUSPENSION OF STUDIES

§ 29

At a doctoral student's request, the Director of the Doctoral School suspends his/her studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. A doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives doctoral scholarship.
2. The overall period in which doctoral scholarship is received may not exceed 4 years.
3. A period of suspension of studies specified in § 29 is not included in the period defined in point 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of professor's remuneration – up to the month in which midterm evaluation is made;
 - 2) 57% of professor's remuneration – following the month in which midterm evaluation is made.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on a doctoral student's achievements. The criteria and procedure of awarding an increased amount of scholarship are established by the Rector.
4. A doctoral student who holds disability certificate, disability level certificate or the decision specified in art. 5 and art. 62 of the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period specified in § 30 point 2, receives doctoral scholarship in the amount defined in point 1 and increased by 30%.
5. In the case of a doctoral student who, following midterm evaluation with a positive result is employed as an academic teacher or an academic staff member for the number of hours not exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in point 1, item 2.

6. The University pays social insurance contributions stipulated in the regulations on social insurance system – obligatory old age pension, disability pension and accident insurance. The contributions are deducted from the amount of doctoral scholarship. The University deducts the contributions if a doctoral student is not subject to the insurance under any other procedure.
7. Sickness insurance for doctoral students is voluntary.

§ 32

1. In the period of suspension of studies specified in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is understood as the amount of monthly doctoral scholarship payable on the day of filing a request for suspension.
2. A doctoral student who submitted his/her doctoral thesis before the set date of completion of studies stipulated in the programme of studies receives doctoral scholarship until the day on which the time limit for completion of studies ends, however, no longer than for a period of 6 months, subject to § 30 point 2.

§ 33

Under the rules specified in the Act, a doctoral student may be granted:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education (MSHE) for eminent young scholars.

SECTION XI DISCIPLINARY RESPONSIBILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary responsibility for violating the rules applied at the University and for committing acts demeaning the dignity of a doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. A doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the midterm evaluation;
 - 2) failure to submit a doctoral thesis within the deadline specified in an individual research plan;
 - 3) withdrawal from studies.
2. A doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of his/her doctoral thesis;
 - 2) failure to fulfill the obligations specified in § 11 points 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted in written form to the Director of the Doctoral School.
4. A doctoral student is removed from the doctoral student register by an administrative decision of the Rector. If the Rector passes such a decision, an application for reconsidering of the case may be filed within 14 days following the receipt thereof.
5. Removal from the doctoral student register results in the loss of the right to doctoral scholarship. Payment of doctoral scholarship is suspended on the first day of the month following the month in which a decision on removal became final.
6. In the case of removal from the doctoral student register, it is not possible to resume studies. A

person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.

7. A person removed from the doctoral student register is obliged to return his/her electronic student identification document.

SECTION XIII FINAL PROVISIONS

§ 36

A doctoral student is obliged to get familiar with the Rules and Regulations before commencement of his/her studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on 1 October 2019.

§ 39

In the case of making amendments to the Rules and Regulations, relevant provisions on adoption hereof are applied.

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

Łódź, ...

INDIVIDUAL RESEARCH PLAN

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
GENERAL DESCRIPTION OF THE DOCTORAL THESIS (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF ŁÓDŹ (CLINIC/DEPARTMENT/WARD)	
TASKS OF THE SUPERVISOR/SUPERVISORS/ASSISTING SUPERVISOR	
SCHEDULED NUMBER OF CONSULTATION HOURS WITH THE SUPERVISOR IN THE 1 ST , 2 ND , 3 RD AND 4 TH YEAR OF STUDIES	

* Indicate as appropriate.

C. METHOD OF FINANCING THE RESEARCH**D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY**

I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS

II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS

III. PARTICIPATION IN INTERNATIONAL EXCHANGE

E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)**F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL THESIS**

No.	Date/Period of implementation	Planned research and stages of preparation of the doctoral thesis*
1st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
2nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
3rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
4th YEAR OF STUDIES (academic year 20...../20....)		

* In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral thesis, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

**ANNUAL REPORT ON THE COURSE OF STUDIES
AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

*(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)*

Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s),
space G – by the Director of the International Doctoral School.

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
ACADEMIC TEACHER	YES/NO*
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF ŁÓDŹ (CLINIC/DEPARTMENT/WARD)	

C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN

* Indicate as appropriate.

I. STAGE OF ADVANCEMENT OF THE DOCTORAL THESIS (DESCRIPTION)						
II. PUBLICATIONS (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)						
NO .	AUTHOR/SCIENTIFIC EDITOR	TITLE	PUBLISHER/MAGAZINE TITLE	PLACE OF PUBLICATION/ YEAR OF PUBLICATION	MSHE POINTS/IF	NO. OF PAGES
1						
2						
3						
4						
III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS						
NO .	NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZING ENTITY AND PLACE	DATE	TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TITLE OF THE PAPER	
1						
2						
3						
4						
IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT						
NO .	TITLE	PRINCIPAL INVESTIGATOR	NAME OF THE UNIT	PERIOD OF CONDUCTING THE RESEARCH	TYPE OF PARTICIPATION	
1						
2						
3						
V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL THESIS						
LP.	ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAME OF THE INSTITUTION	PLACE	PERIOD	OBJECTIVE	SOURCES OF FUNDS
1						
2						
3						
VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)						
NO .	NAME OF THE INSTITUTION	TITLE OF THE PROJECT/GRANT	TYPE OF GRANT	IMPLEMENTATION PERIOD	ROLE IN THE PROJECT	
1						
2						
3						

D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES		
I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record		
II. PROFESSIONAL PLACEMENT TRAINING		
NO.	LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH HE/SHE PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)	SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
DATE OF DRAWING UP THE REPORT		SIGNATURE OF THE DOCTORAL STUDENT
E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS		POSITIVE/ NEGATIVE*
F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS		

.....
(date)

.....
(name stamp(s) and signature(s) of the supervisor(s))

* Indicate as appropriate.

G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES

..... year of studies at the International Doctoral School (academic year 20...../20.....):

- credit is awarded
- credit is not awarded
- credit is awarded conditionally

.....
(date)

.....
(name stamp and signature of the Director
of the International Doctoral School)

**Resolution no. 72/2021
of 27 May 2021
adopted by the Senate of the Medical University of Lodz**

**on making amendments to the Rules and Regulations of the International Doctoral School
and the consolidated text of the Rules and Regulations**

Pursuant to art. 205 points 2 and 5 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2021 item 478, as amended), § 76 point 3 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The Rules and Regulations of the International Doctoral School implemented under Resolution no. 289/2019 of 28 May 2019 and adopted by the Senate of the Medical University of Lodz (i.e. Resolution no. 375/2020 of 28 April 2020 of the Senate of the Medical University of Lodz), are amended as follows:

- 1) in § 3, point 1 shall read as follows:
„1. The studies at the Doctoral School are conducted based on the education program and an individual research plan.”;
- 2) in § 5 point 1, item 10 shall read as follows:
„10) files an application with the Scientific Discipline Council for appointment of the Evaluation Commission for Mid-term Assessment.”;
- 3) § 12 shall read as follows:

„§ 12

A doctoral student is obliged to hold current medical tests specified in the Directive of the Minister of Health on medical tests for candidates for post-primary or higher schools and candidates for professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.”;

- 4) in § 17, points 5-7 shall be added:
„5. Appendices to the education program shall be teaching guidelines for specific courses called “syllabuses”.
 6. A syllabus specifies in particular:
 - 1) curriculum contents;
 - 2) modes of conducting classes;
 - 3) ways of verifying the learning outcomes;
 - 4) literature for the course.
 7. The syllabus is adopted for the whole cycle of studies and, within duration thereof, it is not subject to any amendments, except for those made to the program specified in § 17a point 3.”;
- 5) § 17 shall be followed by § 17a:

„§ 17a

1. The programme of studies at the Doctoral School shall be subject to regular assessment and improvement.
2. In order to improve the programme of studies, amendments may be made thereto. The amendments shall be introduced to the new cycle of studies.
3. Within the cycle of studies, introduced amendments shall only:

- 1) concern the selection of the curriculum contents provided to doctoral students during the courses and including the latest scientific achievements or achievements related to professional activity;
- 2) result from the requirement to:
 - a) remove irregularities identified by the Scientific Evaluation Committee (*Komisja Ewaluacji Nauki - KEN*),
 - b) adjust the education program to the amendments to the commonly binding law.”;

6) § 23 and 24 shall read as follows:

„§ 23

1. The mid-term assessment applies to implementation of the individual research plan, and in particular:
 - 1) implementation of the research project and the schedule of preparation of the doctoral dissertation;
 - 2) theoretical fundamentals of work and methodology of conducted research studies;
 - 3) progress of the research study on which the doctoral dissertation will be based;
 - 4) measurable effects of work including a framework of the doctoral dissertation, completed chapters or coherent fragments of the doctoral dissertation, articles that have been published or submitted for publication;
 - 5) participation in scientific conferences, summer and winter schools, workshops or other forms of courses developing knowledge and skills in the studied field;
 - 6) presentation of research results discussed at national or international scientific conferences;
 - 7) internships completed by doctoral students at renowned Polish and foreign research centers;
 - 8) activities aimed at acquiring funds for implementation of research projects or grants;
 - 9) experience resulting from the doctoral student’s teaching practice;
 - 10) other achievements (e.g. participation in organization of scientific conferences and cultural events, work for the doctoral student government).
2. The mid-term assessment is also aimed at evaluation of the quality of scientific guidance provided by the supervisor(s).
3. The mid-term assessment is carried out in the middle of the period of studies specified in the education program at the Doctoral School, however, not later than by the end of the fifth semester of studies.
4. The schedule of the mid-term assessment is set by the Director of the Doctoral School and it is published at the University website.
5. In exceptional cases like fortuitous events, a doctoral student may submit to the Director of the Doctoral School a medical certificate confirming that he/she is not able to participate in the mid-term assessment on the set date or, in justified cases, other written excuse, and he/she may file a request for appointing another date of the mid-term assessment.
6. The mid-term assessment shall be based on:
 - 1) an individual research plan;
 - 2) a report on implementation of the individual research plan prepared by the doctoral student in Polish and English with an enclosed opinion of the supervisor(s); the report should be submitted to the Evaluation Commission for Mid-term Assessment in written and electronic version through the Director of the Doctoral School by the date set in the schedule specified in point 4; the template form of the report is enclosed as Appendix no. 3 to the Rules and Regulations;
 - 3) annual reports submitted by doctoral students following the first and the second year of studies;
 - 4) assessment of the quality of scientific guidance provided by the supervisor(s); the template form is enclosed as Appendix no. 4 to the Rules and Regulations;

- 5) an assessment interview at which the doctoral student presents his/her scientific achievements related to the preparation of his/her doctoral dissertation.
7. The mid-term assessment ends with a positive or negative result. The assessment result including a justification is open and it is published on the University website.
8. A failure to submit documents required for carrying out of the mid-term assessment or a failure to justify the doctoral student's non-participation in the mid-term assessment procedure on the set date leads to obtaining a negative result of the mid-term assessment.
9. In the case of a negative result of the mid-term assessment, the doctoral student is removed from the register of doctoral students, as specified in § 35.

§ 24

1. The mid-term assessment is carried out by the Evaluation Commission for Mid-term Assessment appointed, upon a request of the Director of the Doctoral School, by the Scientific Discipline Council in which a doctoral dissertation is prepared.
 2. The Evaluation Commission has three members, including at least one person who holds the degree of doktor habilitowany (*habilitation*) or the title of professor in the discipline in which a doctoral dissertation is prepared, employed outside the University.
 3. Additionally, at least one representative of doctoral students participates in sessions of the Commission for Mid-term Assessment as an observer.
 4. The supervisor and the auxiliary supervisor may not be members of the Evaluation Commission for Mid-term Assessment.
 5. Decisions of the Evaluation Commission for Mid-term Assessment are taken by a simple majority of votes. If a decision cannot be taken unanimously, a member of the Evaluation Commission has the right to submit his/her opinion with a justification in writing.
 6. The result of the mid-term assessment is determined at a closed session, without participation of the doctoral student or his/her supervisor.
 7. A protocol on the course of the mid-term assessment is drawn up by the Evaluation Commission for Mid-term Assessment. It is signed by all members of the Commission. The template form of the protocol is enclosed as Appendix no. 5 to the Rules and Regulations.
 8. The mid-term assessment protocol, including the report specified in § 23 point 6 item 2, is kept in the doctoral student's personal files.
 9. Sessions of the Evaluation Commission for Mid-term Assessment may be held with the use of electronic means of communication.
 10. If members of the Evaluation Commission for Mid-term Assessment participate in a session held with the use of electronic means of communication, following the end of a session they are obliged to send the Head of the Commission a written confirmation of the final assessment result, including a justification, via e-mail.
 11. In the case specified in point 10, the mid-term assessment protocol is signed by the Head of the Evaluation Commission for Mid-term Assessment.
 12. The doctoral student and the supervisor(s) have the right to:
 - 1) get familiar with the mid-term assessment protocol;
 - 2) file a letter with objections as to the mid-term assessment along with a request for reevaluation with the Director of the Doctoral School.
 13. A doctoral student and his/her supervisor(s) have the right to file with the Rector an appeal against a decision of the Director of the Doctoral School taken in the case specified in point 12 item 2. A decision passed by the Rector is final.”;
- 7) the following appendices shall be added:
- a) Appendix no. 3 – template form of the report on the individual research plan,
 - b) Appendix no. 4 – template form of the assessment of scientific guidance,

- c) Appendix no. 5 – template form of the protocol of the Evaluation Commission for Mid-term Assessment
– as specified in Appendices no. 1-3 hereto, respectively.

§ 2

1. The consolidated text of the Rules and Regulations of the International Doctoral School, including the amendments specified in § 1 is enclosed as Appendix no. 4 hereto.
2. The Rules and Regulations of the International Doctoral School, in the version provided for under this Resolution, become effective on 1 October 2021.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radzisław Kordek, MD, PhD*

CC:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

Appendix to the Resolution no. 72/2021
of 27 May 2021
adopted by the Senate of the Medical University of Lodz

**RULES AND REGULATIONS
OF THE INTERNATIONAL DOCTORAL SCHOOL**

(consolidated text)

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the International Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences, health sciences, as well as the related rights and obligations of doctoral students.
2. The terms applied herein have the following meaning:
 1. University – the Medical University of Lodz;
 2. Senate – the University Senate;
 3. organizational unit – a University research and teaching unit, i.e. a clinic, ward or department;
 4. Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in point 1;
 5. doctoral student – a person pursuing his/her studies at the Doctoral School run by the University;
 6. Act – the Act of 20 July 2018 – Law on Higher Education and Science;
 7. Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and ends with submission of the doctoral thesis.
2. The studies at the Doctoral School prepare a doctoral student for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmaceutical sciences, medical sciences and health sciences, and provides a doctoral student with the option to:
 1. prepare himself/herself for performing teaching, research and research and development work;
 2. acquire the skill of taking advantage of the world’s scientific achievements;
 3. identify and solve research problems and conduct research studies, as well as use the results in the form of patents and publications;
 4. acquire high research competencies and scientific independence;
 5. prepare the doctoral student for independent planning of his/her scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility in compliance with the European Charter for Researchers;
 6. prepare for participation in exchange of research experience and ideas, also in the international community.
3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted based on the education program and an individual research plan

2. The academic year at the Doctoral School begins on 1 October and ends on 30 September. It is divided into two semesters.
3. The main lecture language at the Doctoral School is English.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Director appointed and removed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Director of the Doctoral School may be held by an academic teacher employed with the University being his/her primary place of employment and holding the title of professor or *doktor habilitowany* (habilitation).
3. The Rector holds supervision over the Doctoral School.

§ 5

1. In particular, the Director of the Doctoral School:
 1. plans a development strategy for the Doctoral School and presents it to the Rector;
 2. organizes and supervises the implementation of the programme of studies at the Doctoral School;
 3. chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 4. enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 5. after consulting a doctoral student, appoints his/her doctoral thesis supervisor(s) and an assisting supervisor;
 6. approves the individual research plan presented by a doctoral student;
 7. takes final decisions on awarding doctoral students credits for subsequent years of studies;
 8. upon a doctoral student's request, suspends his/her studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law;
 9. gives his/her consent for:
 - a. changing a supervisor(s) or an assisting supervisor,
 - b. extending the deadline for submission of the doctoral thesis specified in the individual research plan,
 - c. leaving of the doctoral student for internship abroad and conducting research outside the University as specified in the Rules and Regulations;
 10. files an application with the Scientific Discipline Council for appointment of the Evaluation Commission for Mid-term Assessment;”;
 11. cooperates with the University Scientific Council in defining the rules of recruitment to the Doctoral School and developing the programme of studies at the Doctoral School;
 12. prepares a proposed version of the Rules and Regulations of the Doctoral School and presents it to the Senate;
 13. presents a report on the Doctoral School's operation for each academic year to the Rector.
2. A doctoral student may file an appeal against final decisions made by the Director of the Doctoral School and specified in points 1, items 5-9 with the Rector within 14 days following the receipt of a notice informing thereon.

SECTION III

ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at one doctoral school only at the same time.
3. A doctoral student may not be employed as an academic teacher or academic staff member, excluding the exceptions specified in art. 209 point 10 of the Act.

§ 7

1. A person admitted to the Doctoral School commences his/her studies and acquires the rights of doctoral students upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (ID) to each doctoral student.

SECTION IV

RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Chapter 1

Rights of doctoral students

§ 8

A doctoral student has, in particular, the right to:

1. scientific supervision provided by his/her supervisor/supervisors or an assisting supervisor;
2. acquire knowledge and develop interests and, for such purposes, use the University scientific infrastructure – within the scope of the University financial means and organizational capabilities;
3. participate in seminars, research, development and implementation works and in the open scientific meetings organized at the University,;
4. use the University's library, information and archive collections;
5. doctoral scholarship – as specified in the Act and the Rules and Regulations;
6. receive awards and distinctions;
7. join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act, the Act of 7 April 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
8. suspend his/her studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law;
9. apply for:
 - a. changing a supervisor(s) or an assisting supervisor,
 - b. extending the deadline for submission of the doctoral thesis specified in the individual research plan – under the terms and conditions specified in the Rules and Regulations;

10. apply for:
 - a. student loan – under the terms and conditions specified in separate regulations,
 - b. accommodation at a University student residence hall, including accommodation for his/her spouse or child – under the terms and conditions and in compliance with the procedure specified in the rules and regulations of benefits offered to students;
11. holiday breaks for a period not exceeding 8 weeks annually; such breaks should be taken in periods in which no teaching classes are conducted and should be approved by a supervisor;
12. social insurance and health insurance – in compliance with the rules specified in § 31 points 6 and 7;
13. evaluate the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;
14. in the case of any dispute between a doctoral student and his/her supervisor – filing a request for mediation with the Director of the International Doctoral School; it is required that at least one representative of the Doctoral Student Government participates in the procedure of mediation between a doctoral student and his/her supervisor.

§ 9

1. For the purposes related to preparation of his/her doctoral thesis, a doctoral student also has the right to:
 1. participate in national and international scientific seminars, conferences, conventions and symposiums;
 2. complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Director of the International Doctoral School given after obtaining an opinion of a supervisor(s).
2. Internship completed abroad is included in the period of studies at the Doctoral School.
3. The Director of the Doctoral School may award a doctoral student a credit for courses or professional placement training completed by the doctoral student during an internship abroad. Such courses or professional placement training are regarded as those specified in the programme of studies.

§ 10

1. A doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the programme of studies at the Doctoral School to his/her needs resulting from disability in a way that will enable him/her to fully participate in the education process.
2. Doctoral students specified in point 1 are:
 1. disabled persons who hold a valid disability certificate, disability level certificate or an equivalent document;
 2. persons suffering from chronic diseases who do not hold the certificates specified in point 1, and whose health condition is confirmed by submitted medical documentation;
 3. persons whose sudden disease or accident result in a temporary inability to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
3. The scope of adjustment of conditions for completion of the programme of studies, upon a doctoral student's request, is determined by the Director of the Doctoral School following consultation with a specialist for disabled persons.

4. Adjustment of conditions for completion of the programme of studies to suit a doctoral student's needs resulting from disability may particularly involve:
 1. using by a doctoral student, during classes, credit tests and exams:
 - a. support provided by an assistant for the disabled,
 - b. technological solutions designed for a specific type of disability;
 2. modification of the procedure of participation in teaching classes;
 3. changing deadlines and forms of taking credit tests and exams;
 4. providing a doctoral student with teaching materials in a form adapted to a specific type of disability.

Chapter 2

Obligations of doctoral students

§ 11

1. A doctoral student is obliged to comply with the Rules and Regulations.
2. A doctoral student is obliged to observe the internal regulations of the University and the Code of Doctoral Student Ethics.
3. The main responsibilities of a doctoral student include completion of the programme of studies and implementation of an individual research plan, including:
 1. participation in teaching classes specified in the programme of studies;
 2. obtaining credits for courses specified in the programme of studies within set deadlines;
 3. completion of professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the programme of studies;
 4. conducting research studies under supervision of a supervisor(s) and preparation of a doctoral thesis in compliance with the schedule specified in an individual research plan.
4. A doctoral student is also obliged to:
 1. collect an electronic doctoral student ID, identification badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 2. use his/her electronic mail address generated in the University IT system when contacting University employees;
 3. develop, following consultation with his/her supervisor(s), an individual research plan including, in particular, a schedule of preparation and the set deadline for submission of his/her doctoral thesis;
 4. submit, to the Director of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 points 3 and 4, including an opinion of a supervisor(s);
 5. attempt to obtain funds for completion of research studies related to preparation of a doctoral thesis;
 6. conduct research studies necessary for preparation of a doctoral thesis in organizational units;
 7. sign the attendance list in an organizational unit in which research studies are conducted;
 8. in the case of absence from classes or in an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases – other written excuse;

9. immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and receiving doctoral scholarship;
10. preserve the good name of the University;
11. perform activities promoting science;
12. attend the so-called summer and winter schools and other forms of classes developing his/her knowledge, skills and competencies;
13. present the results of research studies at national and international scientific conferences.

§ 12

A doctoral student is obliged to hold current medical tests specified in the Directive of the Minister of Health on medical tests for candidates for post-primary or higher schools and candidates for professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.”;

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific supervision

§ 13

1. The Doctoral School provides a doctoral student with scientific supervision of a supervisor(s) or a supervisor and an assisting supervisor.
2. The Director of the Doctoral School, after consultation with a doctoral student, appoints his/her supervisor(s) within 3 months following the date of commencing studies.
3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitation) or the title of professor and having scientific achievements (in the period of 3 years preceding assuming the duties of a supervisor) such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences included in the current list announced by the Minister of Science and Higher Education (MSHE).
4. A person holding the degree of *doktor* [doctoral degree] may be an assisting supervisor.
5. A person who does not meet the requirements specified in point 3 and who is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues the doctoral thesis relates to.
6. The function of a supervisor may not be performed by a person who in the last 5 years:
 1. was a supervisor of 4 doctoral students who were removed from the doctoral student register due to a negative result of midterm evaluation, or
 2. supervised preparation of a doctoral thesis by at least 2 persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. A supervisor confirms assuming the duties resulting from scientific supervision in writing.
8. A supervisor and an assisting supervisor may provide scientific supervision to not more than 3 doctoral students at the same time.

§ 14

1. The tasks of a supervisor include in particular:
 1. providing a doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of his/her doctoral thesis;
 2. developing, together with a doctoral student, an individual research plan specifying, in particular, the schedule of preparation and the deadline for submission of the doctoral thesis;
 3. providing supervision over implementation of an individual research plan;
 4. making an annual evaluation of progress in implementation of an individual research plan and issuing an opinion on a doctoral student's annual report;
 5. providing funds necessary for completion of a research project;
 6. issuing opinions on a doctoral student's requests concerning the course of studies;
 7. evaluating a doctoral thesis prepared by a doctoral student;
 8. developing his/her qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.
2. A supervisor is responsible for conducting on-site occupational work and safety training for a doctoral student at a unit where research studies are conducted and professional placement training specified in the programme of studies is carried out. The scope of the training should be adjusted as required by the nature of a doctoral student's research study and professional placement training.
3. An assisting supervisor performs a supportive function in scientific supervision over a doctoral student, and in particular in planning, implementation and analysis of doctoral thesis results.

§ 15

1. A doctoral student may file a request for changing his/her supervisor(s) with the Director of the Doctoral School. The request has to include substantiation.
2. A supervisor may be changed only once throughout the whole period of studies at the Doctoral School, within 9 months following the day of commencing studies.
3. In exceptional and justified cases, the Director of the Doctoral School may decide on changing a supervisor, without applying the rule specified in point 2.
4. In the cases specified in points 2 and 3, a supervisor is changed in compliance with the rules set out in § 13 points 3-8.
5. In the case of a supervisor's prolonging absence, the Director of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 points 3-8.
6. In the case of changing an assisting supervisor, the rules set out in points 1-5 are applied accordingly.

Chapter 2 Programme of studies

§ 16

1. The programme of studies at the Doctoral School is determined by the Senate. The programme of studies has to be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.

2. The programme of studies is published on the University website not later than 5 months before the commencement of the recruitment procedure.

„§ 17a

1. The programme of studies at the Doctoral School shall be subject to regular assessment and improvement.
2. In order to improve the programme of studies, amendments may be made thereto. The amendments shall be introduced to the new cycle of studies.
3. Within the cycle of studies, introduced amendments shall only:
 - 1) concern the selection of the curriculum contents provided to doctoral students during the courses and including the latest scientific achievements or achievements related to professional activity;
 - 2) result from the requirement to:
 - a) remove irregularities identified by the Scientific Evaluation Committee (*Komisja Ewaluacji Nauki - KEN*),
 - b) adjust the education program to the amendments to the commonly binding law.”;

§ 18

1. The number of professional placement training hours in the form of teaching classes at the University or participation therein is:
 - 1) in the 1st year of studies – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of studies – 60 teaching hours a year.
2. A doctoral student employed as an academic teacher, subject to § 6 point 3, conducting teaching classes at the University, is exempt from professional training in the form of conducting or participation in conducting of teaching classes.

Chapter 3 **Individual research plan**

§ 19

1. An individual research plan is developed by a doctoral student, following consultation with a supervisor(s) and submitted to the Director of the Doctoral School for approval within 12 months following the commencement of studies. The specimen form of an individual research plan is enclosed as Appendix no. 1 to the Rules and Regulations.
2. In the case of appointing an assisting supervisor, an individual research plan is presented after his/her approval is granted.
3. An individual research plan specifies in particular:
 - 1) subject and assumptions of a doctoral thesis;
 - 2) full name, degree or academic title of the supervisor and scope of his/her duties or full names, degrees or academic titles of the supervisors along with the scope of their duties;
 - 3) schedule of research studies;
 - 4) schedule of preparation and date of submission of a doctoral thesis;
 - 5) rules of cooperation between a doctoral student and his/her supervisor(s), including the number of consultation hours offered by the supervisor(s);
 - 6) method of financing research studies and presentation of their results, also in the form of scientific articles or scientific meeting communications;
 - 7) participation in conferences, symposiums, conventions and internships;
 - 8) list of provided University's research infrastructure, including the rules of access to the infrastructure.

4. In exceptional and justified cases, upon a request filed jointly by a doctoral student and a supervisor(s), the Director of the Doctoral School may give consent for an update of an individual research plan.
5. Implementation of an individual research plan is subject to midterm evaluation in compliance with the rules specified in § 23 and 24.

SECTION VI VERIFICATION OF LEARNING OUTCOMES

Chapter 1 Awarding a credit for a course

§ 20

1. A credit or a course may be awarded based on an exam, a test with a grade or a credit test. The form of awarding a credit for a course is specified in the schedule of the programme of studies implementation.
2. Exams and credit tests may be conducted in the form of written and spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, if a course is run in the language.
4. A credit for a course may also be awarded based on written credit papers (essays) on a given topic, multimedia projects or presentations prepared by doctoral students.
5. An academic teacher informs doctoral students about the form of exam or credit test prior to commencement of a course.
6. The result of an exam or a credit test is entered into the doctoral student's electronic student index to which access is provided via the University IT system.
7. A credit for a doctoral seminar is awarded during an annual public scientific review session at which a doctoral student gives presentation in English on scientific hypotheses, methods and results of his/her research studies.
8. A doctoral student's presentation at a public scientific review session is assessed by a committee whose members are a supervisor(s) and the Director of the Doctoral School or persons appointed by them. The result of the evaluation is entered into the doctoral student's electronic index by the Director of the Doctoral School.
9. A credit for practical placement training is awarded by a supervisor.
10. A doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If a doctoral student fails to take an exam or a credit test specified in point 7 due to illness or a leave for academic purposes, the Director of the Doctoral School, upon the doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, a doctoral student may obtain consent of the Director of the Doctoral School for exemption from attendance at specific courses included in the programme of studies, or a consent for repeating a course/courses provided that it will not result in extending the period of studies over the time limit specified in § 2 point 1.
13. The Director of the Doctoral School may give a doctoral student consent for obtaining a credit in advance for a course scheduled for the subsequent year or years of studies in the programme of studies.

Chapter 2

Awarding a credit for a year of studies

§ 21

1. A period for which credits are awarded at the Doctoral School is an academic year.
2. The condition for being awarded a credit for a year of studies at the Doctoral School is:
 1. obtaining a credit for a course and professional placement training specified in the programme of studies;
 2. completion of research studies and progress in preparation of a doctoral thesis according to a schedule specified in an individual research plan.
3. The Director of the Doctoral School awards a credit for a year of studies by making an entry into a doctoral student's electronic index based on the doctoral student's annual report approved by his/her supervisor(s).
4. A doctoral student is obliged to file an annual report on performing the duties specified in point 2 point with the Director of the Doctoral School by 30 August. The specimen form of the report is enclosed as Appendix no. 2 to the Rules and Regulations.
5. A doctoral student does not have the right to repeat a year of studies.
6. In exceptional and justified cases, the Director of Doctoral School may postpone some of duties of a doctoral student until the next academic year.

Chapter 3

Scale of grades and an average grade

§ 22

1. The results of credit test and exams and the average grade are expressed in the following scale of grades:
 1. 5,0 – *bardzo dobry*;
 2. 4,5 – *ponad dobry*;
 3. 4,0 – *dobry*;
 4. 3,5 – *dość dobry*;
 5. 3,0 – *dostateczny*;
 6. 2,0 – *niedostateczny*.
2. The scale of grades specified in point 1 may be applied in its translated version, in English:
 1. 5.0 – *Excellent*;
 2. 4.5 – *Very Good*;
 3. 4.0 – *Good*;
 4. 3.5 – *Satisfactory*;
 5. 3.0 – *Sufficient*;
 6. 2.0 – *Failed*.
3. An average grade is calculated as an arithmetic mean of grades obtained by a doctoral student in all credit test and exam attempts.

Chapter 4

Midterm evaluation

„§ 23

10. The mid-term assessment applies to implementation of the individual research plan, and in particular:
 - 2) implementation of the research project and the schedule of preparation of the doctoral dissertation;
 - 11) theoretical fundamentals of work and methodology of conducted research studies;

- 12) progress of the research study on which the doctoral dissertation will be based;
 - 13) measurable effects of work including a framework of the doctoral dissertation, completed chapters or coherent fragments of the doctoral dissertation, articles that have been published or submitted for publication;
 - 14) participation in scientific conferences, summer and winter schools, workshops or other forms of courses developing knowledge and skills in the studied field;
 - 15) presentation of research results discussed at national or international scientific conferences;
 - 16) internships completed by doctoral students at renowned Polish and foreign research centers;
 - 17) activities aimed at acquiring funds for implementation of research projects or grants;
 - 18) experience resulting from the doctoral student's teaching practice;
 - 19) other achievements (e.g. participation in organization of scientific conferences and cultural events, work for the doctoral student government).
11. The mid-term assessment is also aimed at evaluation of the quality of scientific guidance provided by the supervisor(s).
 12. The mid-term assessment is carried out in the middle of the period of studies specified in the education program at the Doctoral School, however, not later than by the end of the fifth semester of studies.
 13. The schedule of the mid-term assessment is set by the Director of the Doctoral School and it is published at the University website.
 14. In exceptional cases like fortuitous events, a doctoral student may submit to the Director of the Doctoral School a medical certificate confirming that he/she is not able to participate in the mid-term assessment on the set date or, in justified cases, other written excuse, and he/she may file a request for appointing another date of the mid-term assessment.
 15. The mid-term assessment shall be based on:
 - 6) an individual research plan;
 - 7) a report on implementation of the individual research plan prepared by the doctoral student in Polish and English with an enclosed opinion of the supervisor(s); the report should be submitted to the Evaluation Commission for Mid-term Assessment in written and electronic version through the Director of the Doctoral School by the date set in the schedule specified in point 4; the template form of the report is enclosed as Appendix no. 3 to the Rules and Regulations;
 - 8) annual reports submitted by doctoral students following the first and the second year of studies;
 - 9) assessment of the quality of scientific guidance provided by the supervisor(s); the template form is enclosed as Appendix no. 4 to the Rules and Regulations;
 - 10) an assessment interview at which the doctoral student presents his/her scientific achievements related to the preparation of his/her doctoral dissertation.
 16. The mid-term assessment ends with a positive or negative result. The assessment result including a justification is open and it is published on the University website.
 17. A failure to submit documents required for carrying out of the mid-term assessment or a failure to justify the doctoral student's non-participation in the mid-term assessment procedure on the set date leads to obtaining a negative result of the mid-term assessment.
 18. In the case of a negative result of the mid-term assessment, the doctoral student is removed from the register of doctoral students, as specified in § 35.

§ 24

2. The mid-term assessment is carried out by the Evaluation Commission for Mid-term Assessment appointed, upon a request of the Director of the Doctoral School, by the Scientific Discipline Council in which a doctoral dissertation is prepared.

14. The Evaluation Commission has three members, including at least one person who holds the degree of doktor habilitowany (*habilitation*) or the title of professor in the discipline in which a doctoral dissertation is prepared, employed outside the University.
15. Additionally, at least one representative of doctoral students participates in sessions of the Commission for Mid-term Assessment as an observer.
16. The supervisor and the auxiliary supervisor may not be members of the Evaluation Commission for Mid-term Assessment.
17. Decisions of the Evaluation Commission for Mid-term Assessment are taken by a simple majority of votes. If a decision cannot be taken unanimously, a member of the Evaluation Commission has the right to submit his/her opinion with a justification in writing.
18. The result of the mid-term assessment is determined at a closed session, without participation of the doctoral student or his/her supervisor.
19. A protocol on the course of the mid-term assessment is drawn up by the Evaluation Commission for Mid-term Assessment. It is signed by all members of the Commission. The template form of the protocol is enclosed as Appendix no. 5 to the Rules and Regulations.
20. The mid-term assessment protocol, including the report specified in § 23 point 6 item 2, is kept in the doctoral student's personal files.
21. Sessions of the Evaluation Commission for Mid-term Assessment may be held with the use of electronic means of communication.
22. If members of the Evaluation Commission for Mid-term Assessment participate in a session held with the use of electronic means of communication, following the end of a session they are obliged to send the Head of the Commission a written confirmation of the final assessment result, including a justification, via e-mail.
23. In the case specified in point 10, the mid-term assessment protocol is signed by the Head of the Evaluation Commission for Mid-term Assessment.
24. The doctoral student and the supervisor(s) have the right to:
 - 3) get familiar with the mid-term assessment protocol;
 - 4) file a letter with objections as to the mid-term assessment along with a request for reevaluation with the Director of the Doctoral School.
25. A doctoral student and his/her supervisor(s) have the right to file with the Rector an appeal against a decision of the Director of the Doctoral School taken in the case specified in point 12 item 2. A decision passed by the Rector is final.”;

SECTION VII DOCTORAL THESIS

Chapter 1 Submission of a doctoral thesis

§ 25

1. Studies of a doctoral student at the Doctoral School end with submission of a doctoral thesis.
2. A doctoral student submits his/her doctoral thesis together with an abstract in English and a positive opinion of his/her supervisor(s) to the Director of the Doctoral School. An abstract in Polish is also enclosed to a doctoral thesis written in a foreign language.
3. A doctoral thesis may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific articles, design, construction, technological or implementation works, as well as an independent and separated part of a collective work.
4. In the case of submission of a doctoral thesis before the end of the period of studies completion stipulated in the programme of studies, the Director of the Doctoral School, upon a doctoral student's request, exempts the doctoral student from the obligation to participate in the

remaining part of classes and professional placement training until the end of the period of studies.

5. Studies at the Doctoral School in the case specified in point may not last for a period shorter than 6 semesters.

Chapter 2

Extending the deadline for submission of a doctoral thesis

§ 26

1. Upon a request of a doctoral student, the Director of the Doctoral School may extend the deadline for submission of a doctoral thesis specified in an individual research plan, in the following cases:
 - 1) long-term illness of a doctoral student or his/her supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of a doctoral student or his/her supervisor,
 - 4) suspension of studies stipulated in § 29– for the overall period not longer than 2 years.
2. A doctoral student has to enclose substantiation and the opinion of his/her supervisor(s) to the request.
3. Extending the deadline for submission of a doctoral thesis results in extending the period of studies at the Doctoral School, and a doctoral student retains his/her right to doctoral scholarship subject to § 30 point 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented by:
 - 1) doctoral student's electronic index to which doctoral students and academic teachers have access via the University IT system;
 - 2) data stored in the University IT system in printed version:
 - a) protocols on awarding credits for courses,
 - b) doctoral student periodic achievement record.
2. The rules of keeping records on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given an index number – a subsequent within a given academic year until completion of studies at the Doctoral School.
2. Personal files of a doctoral student are marked with the student index number.
3. Personal files of a doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) protocol of the Recruitment Committee on the procedure of recruitment to the Doctoral School;
 - 3) written version of the pledge signed by a doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of a supervisor(s) for exercising scientific supervision over a doctoral student;
 - 6) individual research plan;
 - 7) doctoral student's annual report;
 - 8) protocols of awarding credits for courses and doctoral student periodic achievement record;
 - 9) protocol on the midterm evaluation;
 - 10) doctoral student's requests and applications filed in relation to the course of studies;

- 11) decisions regarding the course of studies;
- 12) doctoral thesis with an opinion of a supervisor(s) enclosed.

SECTION IX SUSPENSION OF STUDIES

§ 29

At a doctoral student's request, the Director of the Doctoral School suspends his/her studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. A doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives doctoral scholarship.
2. The overall period in which doctoral scholarship is received may not exceed 4 years.
3. A period of suspension of studies specified in § 29 is not included in the period defined in point 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of professor's remuneration – up to the month in which midterm evaluation is made;
 - 2) 57% of professor's remuneration – following the month in which midterm evaluation is made.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on a doctoral student's achievements. The criteria and procedure of awarding an increased amount of scholarship are established by the Rector.
4. A doctoral student who holds disability certificate, disability level certificate or the decision specified in art. 5 and art. 62 of the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period specified in § 30 point 2, receives doctoral scholarship in the amount defined in point 1 and increased by 30%.
5. In the case of a doctoral student who, following midterm evaluation with a positive result is employed as an academic teacher or an academic staff member for the number of hours not exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in point 1, item 2.
6. The University pays social insurance contributions stipulated in the regulations on social insurance system – obligatory old age pension, disability pension and accident insurance. The contributions are deducted from the amount of doctoral scholarship. The University deducts the contributions if a doctoral student is not subject to the insurance under any other procedure.
7. Sickness insurance for doctoral students is voluntary.

§ 32

1. In the period of suspension of studies specified in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is understood as the amount of monthly doctoral scholarship payable on the day of filing a request for suspension.
2. A doctoral student who submitted his/her doctoral thesis before the set date of completion of studies stipulated in the programme of studies receives doctoral scholarship until the day on

which the time limit for completion of studies ends, however, no longer than for a period of 6 months, subject to § 30 point 2.

§ 33

Under the rules specified in the Act, a doctoral student may be granted:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education (MSHE) for eminent young scholars.

SECTION XI DISCIPLINARY RESPONSIBILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary responsibility for violating the rules applied at the University and for committing acts demeaning the dignity of a doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. A doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the midterm evaluation;
 - 2) failure to submit a doctoral thesis within the deadline specified in an individual research plan;
 - 3) withdrawal from studies.
2. A doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of his/her doctoral thesis;
 - 2) failure to fulfill the obligations specified in § 11 points 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted in written form to the Director of the Doctoral School.
4. A doctoral student is removed from the doctoral student register by an administrative decision of the Rector. If the Rector passes such a decision, an application for reconsidering of the case may be filed within 14 days following the receipt thereof.
5. Removal from the doctoral student register results in the loss of the right to doctoral scholarship. Payment of doctoral scholarship is suspended on the first day of the month following the month in which a decision on removal became final.
6. In the case of removal from the doctoral student register, it is not possible to resume studies. A person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.
7. A person removed from the doctoral student register is obliged to return his/her electronic student identification document.

SECTION XIII FINAL PROVISIONS

§ 36

A doctoral student is obliged to get familiar with the Rules and Regulations before commencement of his/her studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on 1 October 2019.

§ 39

In the case of making amendments to the Rules and Regulations, relevant provisions on adoption hereof are applied.

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

Łódź, ...

INDIVIDUAL RESEARCH PLAN

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
GENERAL DESCRIPTION OF THE DOCTORAL THESIS (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	

* Indicate as appropriate.

ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	
TASKS OF THE SUPERVISOR/SUPERVISORS/ASSISTING SUPERVISOR	
SCHEDULED NUMBER OF CONSULTATION HOURS WITH THE SUPERVISOR IN THE 1 ST , 2 ND , 3 RD AND 4 TH YEAR OF STUDIES	
C. METHOD OF FINANCING THE RESEARCH	
D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY	
I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS	
II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS	
III. PARTICIPATION IN INTERNATIONAL EXCHANGE	
E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)	

F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL THESIS		
No.	Date/Period of implementation	Planned research and stages of preparation of the doctoral thesis*
1 st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
2 nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
3 rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		

* In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral thesis, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

.....
(name stamp and signature of the Director of the International Doctoral School)

Appendix no. 2
to the Rules and Regulations of the International Doctoral School

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

Łódź, ...

**ANNUAL REPORT ON THE COURSE OF STUDIES
AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s),
space G – by the Director of the International Doctoral School.

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
ACADEMIC TEACHER	YES/NO*
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	

* Indicate as appropriate.

FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	

C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN						
I. STAGE OF ADVANCEMENT OF THE DOCTORAL THESIS (DESCRIPTION)						
II. PUBLICATIONS (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)						
NO .	AUTHOR/SCIENTIFIC EDITOR	TITLE	PUBLISHER/MAGAZINE TITLE	PLACE OF PUBLICATION/ YEAR OF PUBLICATION	MSHE POINTS/ IF	NO. OF PAGES
1						
2						
3						
4						
III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS						
NO .	NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZING ENTITY AND PLACE	DATE	TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TITLE OF THE PAPER	
1						
2						
3						
4						
IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT						
NO .	TITLE	PRINCIPAL INVESTIGATOR	NAME OF THE UNIT	PERIOD OF CONDUCTING THE RESEARCH	TYPE OF PARTICIPATION	
1						
2						
3						
V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL THESIS						
LP.	ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAME OF THE INSTITUTION	PLACE	PERIOD	OBJECTIVE	SOURCES OF FUNDS
1						
2						

3						
VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)						
NO.	NAME OF THE INSTITUTION	TITLE OF THE PROJECT/GRANT	TYPE OF GRANT	IMPLEMENTATION PERIOD	ROLE IN THE PROJECT	
1						
2						
3						

D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES		
I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record		
II. PROFESSIONAL PLACEMENT TRAINING		
NO.	LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH HE/SHE PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)	SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
DATE OF DRAWING UP THE REPORT		SIGNATURE OF THE DOCTORAL STUDENT
E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS		POSITIVE/ NEGATIVE*
F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS		

* Indicate as appropriate.

.....
(date)

.....
(name stamp(s) and signature(s) of the supervisor(s))

G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES

..... year of studies at the International Doctoral School (academic year 20...../20.....):

- credit is awarded
- credit is not awarded
- credit is awarded conditionally

..... (date)	 (name stamp and signature of the Director of the International Doctoral School)



(WZÓR)

RAPORT
Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ
ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR)

Mid-term Report
for the period (dd.mm.yy) to (dd.mm.yy)

1) Podstawowe dane
/ Basic data

Imię / imiona i nazwisko doktoranta /Name/s and surname of PhD student:	Dyscyplina /Discipline: ☐ Nauki farmaceutyczne (Pharmacology and Pharmacy) ☐ Nauki medyczne (Medical Sciences) ☐ Nauki o zdrowiu (Health Sciences)
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department)	Uniwersytet Medyczny w Łodzi /Medical University of Lodz
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) /PhD student e-mail account (in e-doktorant system):	Numer legitymacji /Student ID:
Numer ORCID /ORCID:	Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej /Date of beginning of doctoral studies:
Promotor rozprawy doktorskiej (1) /PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) /PhD dissertation Supervisor (2):
Promotor pomocniczy rozprawy doktorskiej /Auxiliary PhD dissertation Supervisor:	Data złożenia raportu do oceny śródkresowej /Date of submitting the Midt-term Report: <i>Doctoral School Administration stamp</i>

2) Informacje o rozprawie doktorskiej
/Information on doctoral dissertation

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Original title of doctoral dissertation

Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of dissertation (month, year)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKS. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most important results and achievements, conclusions) (DESCRIPTION – MAX 5 PAGES A4, ARIAL NARROW 11, LINE SPACING 1)

3) Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB)
/ Report on progress in implementation of Individual Research Plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyrzucić w %) (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) A. Timely execution of research timetable stages up to date and degree of realization of IRP (expressed as a percentage) (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wyrzucić w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) B. Progress in implementation of doctoral dissertation and degree of its realization (expressed as a percentage) (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt. A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) C. Explanation of any discrepancies between stages of realization described in point A and B, and timetable and dissertation submission deadline declared in IRP (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

4) Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, zrealizowane w trakcie kształcenia w Międzynarodowej Szkole Doktorskiej.
/ Scientific achievements and other activity directly related to implementation of doctoral dissertation which were not indicated in the recruitment process for International Doctoral School

A. Publikacje naukowe, w tym A. Scientific publications including	pkt MNiSW / MNiSW (ministerial) points	5-letni / 5-year impact factor
publikacje z listy MNiSW / publications from MNiSW list		
autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number		

publikacje spoza listy MNiSW / publications outside MNiSW list		
autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number		–
publikacje konferencyjne / conference publications		
autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively		–
inne publikacje lub rozdziały w książkach / other papers or chapters in books		
autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively		–
B. Prezentacje konferencyjne B. Conference presentations		
ustne (prezentowane osobiście)/ talks (presented by PhD student) /		
autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation titles, name of conference, venue, date		
plakatowe (prezentowane osobiście) / posters (presented by PhD student)		
autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation titles, name of conference, venue, date		
C. Kierowanie projektami naukowymi i stypendia naukowe (np. MK_PP, NCN, FNP, NAWA). C. Principal investigator in scientific projects and scientific scholarships (e.g. MK_PP, NCN, FNP, NAWA). Please note: students who were admitted to International Doctoral School in a frame of project or Industrial Doctoral Program do not indicate this project/program		
nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of financing institution, type of project/scholarship, project title, role in project		
D. Staże naukowe (krajowe, zagraniczne) związane z realizacją rozprawy doktorskiej D. Internships (domestic, international) related to implementation of doctoral dissertation		
kraj, nazwa instytucji, miejsce, okres trwania / country, name of host institution, place, time of duration		
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta, etc.) E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student, etc.)		
kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie. / country, date of register of patent applications or obtained patent / name of financing institution, type of project/scholarship, project title, role in project		

**5) Sprawozdanie z I i II roku realizacji programu kształcenia
/ Report of realization of I and II year of Education Program**

A. Realizacja programu kształcenia A. Implementation of education program
terminowa / nieterminowa realizacja program kształcenia

<i>/ timely / untimely implementation of the education program</i>	
B. Praktyki zawodowe (max 90 h**) B. Professional practical training (max 90 h)	
Zajęcia ze studentami prowadzone samodzielnie / Classes with students taught by PhD student	Liczba godzin / Number of hours
Uczestniczenie w prowadzeniu zajęć ze studentami / Participation in teaching of classes with students	Liczba godzin / Number of hours

6) Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej
/ **SWOT analysis of IRP realization and preparation of doctoral dissertation**

Silne strony / Strengths	Słabe strony / Weaknesses
• XXX • XXX	• XXX • XXX
Szanse / Opportunities	Zagrożenia / Threats
• XXX • XXX	• XXX • XXX

7) Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ **Additional comments, remarks and/or conclusions by PhD student (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)**

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą.
/ The undersigned hereby certifies that the above information is correct.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

8) Opinia promotora/promotorów (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ **Opinion of the Supervisor/Supervisors (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)**

.....
data/date

.....
czytelny podpis promotora/legible signature of the Supervisor

.....
data/date

.....
czytelny podpis drugiego promotora/legible signature of the 2nd Supervisor

**Ordinance No. 28/2021 of February 16, 2021
of the Rector of the Medical University of Lodz amending Ordinance No. 17/2020 of March
3, 2020 of the Rector of the Medical University of Lodz
regarding appointment of recruitment committee at International Doctoral School and
regarding announcement of the consolidated text of the Ordinance.**

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2020, Item 85, as amended), and § 13(2) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

Ordinance No. 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz on appointment of recruitment committee at International Doctoral School in § 1 (2), Letter C in the second indent, the full stop is replaced by a comma and Letter D is added, as follows:

„d) health sciences:

- dr hab. n. tech. Michał Marczak,
- dr hab. n. med. Dariusz Timler.”.

§ 2

The consolidated text of Ordinance No. 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz, including the amendments referred to in § 1, constitutes an annex to this Ordinance.

§ 3

The Ordinance becomes effective upon being signed.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 17/2020
of March 3, 2020
of the Rector of the Medical University of Lodz
regarding appointment of recruitment committees to conduct
the recruitment procedure for International Doctoral School**

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2020, Item 85, as amended), and § 13(2) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

A recruitment committee is hereby appointed to conduct the recruitment procedure for the International Doctoral School run by the Medical University of Lodz, in the disciplines of pharmacology and pharmacy, medical sciences and health sciences. It will be composed of:

- 1) Chairwoman of the Committee – Head of the International Doctoral School, prof. dr hab. med. Anna Woźniacka;
- 2) committee members representing scientific disciplines:
 - a) pharmaceutical sciences:
 - dr hab. n. med. Anna Kilanowicz-Sapota,,
 - prof. dr hab. n. farm. Paweł Szymański,
 - b) medical sciences
 - dr hab. n. med. Natalia Lewkowicz,
 - prof. dr hab. n. med. Agnieszka Wierzbowska,
 - c) health sciences
 - dr hab. n. med. Elżbieta Rębas,
 - dr hab. n. med. Adam Wysokiński.

§ 2

The Ordinance becomes effective upon being signed.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 4/2022 of January 19, 2022
of the Rector of the Medical University of Lodz amending Ordinance No. 17/2020 of March
3, 2020 of the Rector of the Medical University of Lodz
regarding appointment of recruitment committee at International Doctoral School and
regarding announcement of the consolidated text of the Ordinance.**

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2021, Item 478, as amended), and § 12(3) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

Ordinance No. 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz on appointment of recruitment committee at International Doctoral School (i.e. Ordinance No. 28/2021 of March 16, 2021 of the Rector of the Medical University of Lodz) in § 1 (2):

- 1) Letter C in the second indent, the full stop is replaced by a comma;
- 2) Letter D is deleted.

§ 2

The consolidated text of Ordinance No. 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz, including the amendments referred to in § 1, constitutes an annex to this Ordinance.

§ 3

The Ordinance becomes effective upon being signed.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 17/2020
of March 3, 2020
of the Rector of the Medical University of Lodz
regarding appointment of recruitment committees to conduct
the recruitment procedure for International Doctoral School**

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2020, Item 85, as amended), and § 13(2) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

A recruitment committee is hereby appointed to conduct the recruitment procedure for the International Doctoral School run by the Medical University of Lodz, in the disciplines of pharmacology and pharmacy, medical sciences and health sciences. It will be composed of:

1) Chairwoman of the Committee – Head of the International Doctoral School, prof. dr hab. med. Anna Woźniacka;

2) committee members representing scientific disciplines:

a) pharmaceutical sciences:

- dr hab. n. med. Anna Kilanowicz-Sapota,,
- prof. dr hab. n. farm. Paweł Szymański,

b) medical sciences

- dr hab. n. med. Natalia Lewkowicz,
- prof. dr hab. n. med. Agnieszka Wierzbowska,

c) health sciences

- dr hab. n. med. Elżbieta Rębas,
- dr hab. n. med. Adam Wysokiński.

§ 2

The Ordinance becomes effective upon being signed.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 8/2024
of February 2, 2024
of the Rector of the Medical University of Lodz
regarding appointment of recruitment committees to conduct
the recruitment procedure to the doctoral schools
run by the Medical University of Lodz
in the academic year 2024/2025**

(consolidated text)

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), and § 13(2) in conjunction with § 77(2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

1. A recruitment committee is hereby appointed to conduct the recruitment procedure to the International Doctoral School run by the Medical University of Lodz, hereinafter referred to as the "University", in the disciplines of pharmacology and pharmacy, medical sciences and health sciences. It will be composed of:
 - 1) Chairwoman of the Committee – Head of the International Doctoral School, Prof. Anna Woźniacka, MD, PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Magdalena Markowicz-Piasecka, PhD, DSc, pharmaceutical sciences,
 - Prof. Paweł Szymański, PhD, DSc, pharmaceutical sciences,
 - b) medical sciences
 - Natalia Lewkowicz, MD PhD, DCs,
 - Prof. Jakub Fichna, MD PhD,
 - c) health sciences:
 - Elżbieta Rębas, PhD, Dcs, medical sciences,
 - Adam Wysokiński, PhD, Dcs, medical sciences.
2. A recruitment committee is appointed to conduct the recruitment procedure to the International Doctoral School within programs or projects financed from external sources. It will be composed of:
 - 1) Chairwoman of the Committee – Head of the International Doctoral School, Prof. Anna Woźniacka, MD, PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Magdalena Markowicz-Piasecka, Habilitated Doctor of Pharmaceutical Sciences,
 - Prof. Paweł Szymański, Habilitated Doctor of Pharmaceutical Sciences,
 - b) medical sciences
 - Natalia Lewkowicz, Habilitated Doctor of Medical Sciences,
 - Prof. Jakub Fichna, MD PhD,
 - c) health sciences:
 - Elżbieta Rębas, Habilitated Doctor of Medical Sciences,
 - Adam Wysokiński, Habilitated Doctor of Medical Sciences,

- 3) Katarzyna Dyniak, MA – Deputy Director of the Foreign Language Centre of the Medical University of Lodz;
- 4) observer with an advisory voice – Head of the Science Support Center - Paulina Hejduk, MD PhD.

§ 2

A recruitment committee is appointed to conduct the recruitment procedure to the Doctoral School of Molecular Medicine run by the University in the disciplines of pharmacology and pharmacy, and medical sciences. It will be composed of:

- 1) Chairman of the Committee – Head of the Doctoral School of Molecular Medicine, Prof. Wojciech Fendler, MD PhD;
- 2) Members of the Committee, representing the discipline of medical sciences:
 - a) Prof. Małgorzata Czyż, MD, PhD (representative of the University),
 - b) Prof. Wiktoria Maria Suchorska, MD, PhD (representative of the Greater Poland Cancer Centre, Poznań),
 - c) Prof. Jacek Tabarkiewicz, Habilitated Doctor of Medical and Health Sciences (representative of the University of Rzeszów),
- 3) Katarzyna Dyniak, MA – Deputy Director of the Foreign Language Centre of the Medical University of Lodz.

§ 3

Ordinance 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz on appointment of the Recruitment Committee for the International Doctoral School is repealed.

§ 4

The Ordinance becomes effective upon being signed.

RECTOR: Prof. Radziław Kordek, MD, PhD

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 96/2024
of September 6, 2024
of the Rector of the Medical University of Lodz**

amending Ordinance No. 8/2024 of February 2, 2024 of the Rector of the Medical University of Lodz regarding appointment of recruitment committees to conduct the recruitment procedure to the doctoral schools run by the Medical University of Lodz in the academic year 2024/2025, and regarding announcement of the consolidated text of the Ordinance.

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), and § 13(2) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

Ordinance No. 8/2024 of February 2, 2024 of the Rector of the Medical University of Lodz on appointment of recruitment committees to conduct the recruitment procedure to the doctoral schools run by the Medical University of Lodz in the academic year 2024/2025 - the following changes are introduced:

1) in § 1:

a) in section 1 point 1 is replaced by the following:

"1) chairman of the committee - prof. Maciej Kupczyk, MD PhD;"

b) in section 2 point 1 is replaced by the following:

"1) chairman of the committee - prof. Maciej Kupczyk, MD PhD;

§ 2

The consolidated text of Ordinance No. 8/2024 of February 2, 2024 of the Rector of the Medical University of Lodz on appointment of recruitment committees to conduct the recruitment procedure to the doctoral schools run by the Medical University of Lodz in the academic year 2024/2025, including the amendments referred to in § 1, constitutes an annex to this Ordinance.

§ 3

The Ordinance becomes effective upon being signed.

RECTOR: Prof. Janusz Piekarski MD, PhD

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 8/2024
of February 2, 2024
of the Rector of the Medical University of Lodz regarding appointment of
recruitment committees to conduct the recruitment procedure to the
doctoral schools run by the Medical University of Lodz in the academic
year 2024/2025**

(consolidated text)

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), and § 13(2) in conjunction with § 77(2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

1. A recruitment committee is hereby appointed to conduct the recruitment procedure to the International Doctoral School run by the Medical University of Lodz, hereinafter referred to as the "University", in the disciplines of pharmacology and pharmacy, medical sciences and health sciences. It will be composed of:
 - 1) Chairman of the Committee - prof. Maciej Kupczyk, MD PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Magdalena Markowicz-Piasecka, PhD, DSc, pharmaceutical sciences,
 - Prof. Paweł Szymański, PhD, DSc, pharmaceutical sciences,
 - b) medical sciences
 - Natalia Lewkowicz, MD PhD, DCs,
 - Prof. Jakub Fichna, MD PhD,
 - c) health sciences:
 - Elżbieta Rębas, PhD, Dcs, medical sciences,
 - Adam Wysokiński, PhD, Dcs, medical sciences.
2. A recruitment committee is appointed to conduct the recruitment procedure to the International Doctoral School within programs or projects financed from external sources. It will be composed of:
 - 1) Chairman of the Committee - prof. Maciej Kupczyk, MD PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Magdalena Markowicz-Piasecka, Habilitated Doctor of Pharmaceutical Sciences,
 - Prof. Paweł Szymański, Habilitated Doctor of Pharmaceutical Sciences,
 - b) medical sciences
 - Natalia Lewkowicz, Habilitated Doctor of Medical Sciences,
 - Prof. Jakub Fichna, MD PhD,

- c) health sciences:
 - Elżbieta Rębas, Habilitated Doctor of Medical Sciences,
 - Adam Wysokiński, Habilitated Doctor of Medical Sciences,
- 3) Katarzyna Dyniak, MA – Deputy Director of the Foreign Language Centre of the Medical University of Lodz;
- 4) observer with an advisory voice – Head of the Science Support Center - Paulina Hejduk, MD PhD.

§ 2

A recruitment committee is appointed to conduct the recruitment procedure to the Doctoral School of Molecular Medicine run by the University in the disciplines of pharmacology and pharmacy, and medical sciences. It will be composed of:

- 1) Chairman of the Committee – Head of the Doctoral School of Molecular Medicine, Prof. Wojciech Fendler, MD PhD;
- 2) Members of the Committee, representing the discipline of medical sciences:
 - a) Prof. Małgorzata Czyż, MD, PhD (representative of the University),
 - b) Prof. Wiktoria Maria Suchorska, MD, PhD (representative of the Greater Poland Cancer Centre, Poznań),
 - c) Prof. Jacek Tabarkiewicz, Habilitated Doctor of Medical and Health Sciences (representative of the University of Rzeszów),
- 3) Katarzyna Dyniak, MA – Deputy Director of the Foreign Language Centre of the Medical University of Lodz.

§ 3

Ordinance 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz on appointment of the Recruitment Committee for the International Doctoral School is repealed.

§ 4

The Ordinance becomes effective upon being signed.

RECTOR: Prof. Radziław Kordek, MD, PhD

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Resolution no. 3/2023
of 26th January 2023
of the Senate of the Medical University of Lodz**

**on the procedure of recruitment to the International Doctoral School
in the academic year 2023/2024**

Pursuant to Art. 200 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2022, item 574, as amended), and § 21 item 2 point 1 and § 77 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

**SECTION I
GENERAL PROVISIONS**

§ 1

1. The resolution defines the procedure of recruitment to the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences and health sciences, in the academic year 2023/2024.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) organizational unit – a research and teaching unit of the University, i.e. a clinic, ward or department;
 - 3) Doctoral School – the International Doctoral School run by the University;
 - 4) candidate – a person applying for admission to the International Doctoral School;
 - 5) Act – the Act of 20 July 2018 – Law on Higher Education and Science.

**SECTION II
RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL**

§ 2

1. The procedure of recruitment to the Doctoral School is conducted by the Recruitment Committee for the International Doctoral School appointed by the Rector, hereinafter referred to as the “Recruitment Committee”.
2. The Recruitment Committee has at least 7 members, including:
 - 1) the Chairperson – the Head of the Doctoral School;
 - 2) at least two academic teachers representing each of the following disciplines: pharmaceutical sciences, medical sciences and health sciences, who are also holders of at least the degree of *doktor habilitowany* (habilitatus doctor/habilitation degree).
3. In justifiable cases, the Rector may change the composition of the Recruitment Committee or appoint observers as its members acting in an advisory capacity.
4. The administrative services for the Recruitment Committee are provided by the Office for Doctoral Students.

§ 3

1. The Chairperson of the Recruitment Committee convenes and chairs meetings thereof.
2. Meetings of the Recruitment Committee are recorded in the form of minutes. Minutes are signed by the Chairperson and other members of the Committee who participate in the meeting.

3. The Recruitment Committee takes its decisions by resolutions. Resolutions are adopted by a simple majority of votes, in the presence of at least half of the members of the Committee. In the case of an equal number of votes cast, the vote given by the Chairperson is decisive.
4. In the case of the Chairperson's absence, a meeting of the Committee is convened and chaired by a Committee member authorized by the Chairperson. The provision of item 3 is applied accordingly.

§ 4

The responsibilities of the Recruitment Committee involve conducting the recruitment procedure, including:

- 1) keeping recruitment procedure documentation;
- 2) carrying out formal and substantive assessment of documents submitted by candidates in the recruitment procedure;
- 3) taking decisions on admitting candidates to the qualification procedure;
- 4) holding the qualification examination in the major subject;
- 5) taking minutes of the qualification procedure;
- 6) publishing results of the qualification procedure.

SECTION III RECRUITMENT PROCEDURE

Chapter 1 Rules of the recruitment procedure

§ 5

1. The Doctoral School may admit a person who:
 - 1) holds the professional title of *magister*, *magister inżynier* or an equivalent title;
 - 2) obtained a consent for scientific supervision over preparation of the doctoral thesis from a proposed supervisor;
 - 3) has knowledge of English language (B2 level at least);
 - 4) is not a doctoral student at any other doctoral school.
2. In exceptional cases, justified by the highest quality of academic achievements, the Doctoral School may admit a person who does not meet the requirements specified in item 1 point 1, and who is a graduate of a first-cycle programme or a student who completed the third year of a uniform long-cycle programme.
3. Scientific achievements are defined as research studies of significant importance for the development of science, innovativeness and economy or for the development of international cooperation in the field of science and technology. Scientific achievements of a candidate are assessed by the Recruitment Committee. The Recruitment Committee may ask a relevant scientific discipline council or the University Scientific Council for their opinion.
4. Foreigners may take up and pursue their studies at the Doctoral School under:
 - 1) international agreements, in compliance with the terms and conditions specified therein;
 - 2) agreements concluded by the University with foreign entities, in compliance with the terms and conditions specified therein;
 - 3) a decision of the Minister of Science and Higher Education;
 - 4) a decision of the Director of the Polish National Agency for Academic Exchange referring to its scholarship recipients;
 - 5) a decision of the Director of the National Science Centre on awarding funds for execution of basic research in the form of a research project, internship or scholarship, qualified for awarding funds under a contest procedure;
 - 6) an administrative decision of the Rector.

§ 6

1. Limits of places at the Doctoral School for specific disciplines in which studies for doctoral students are offered are determined by the Rector based on applications for awarding places in the Doctoral School in a given academic year filed by heads of organizational units with the University electronic system, and an analysis of costs of studies of doctoral students incurred by the University.
2. Applications defined in item 1, are filed with the Rector through the Head of the Doctoral School within the time limit specified by the Rector in an announcement.
3. Applications for awarding places in the Doctoral School may be filed by organizational units:
 - 1) implementing research projects or grants;
 - 2) obtaining funds from external sources for covering costs of doctoral students' studies, doctoral scholarships or conducting research activity with the participation of doctoral students and documented by publications or scientific projects;
 - 3) presenting scientific achievements, in the period of three years prior to filing of an application, confirmed by points obtained by proposed supervisors and awarded for articles published in scientific magazines specified in the list of magazines announced by the Minister of Science and Higher Education.
4. In the case of organizational units cooperating with foreign universities or scientific institutions aimed at granting a joint doctoral degree, an application for a awarding a place at the Doctoral School may be considered with rules specified in item 3 being omitted.
5. The procedure of recruitment to the Doctoral School is conducted according to the recruitment schedule set by the Rector by way of a regulation.
6. Recruitment, limits of admissions to the Doctoral School and the list of places awarded to organizational units are announced by the Rector by way of a regulation within the time limit specified in the recruitment schedule.
6. The recruitment procedure to the Doctoral School begins on 3 July 2023.
7. If the limits of places defined for a specific scientific discipline are not reached, the Rector, upon an application made by the Head of the Doctoral School, may decide on:
 - 1) a relevant increase in the limits of places for other scientific disciplines in which studies at the Doctoral School are offered;
 - 2) conducting the procedure of supplementary recruitment to the Doctoral School; the supplementary recruitment schedule, supplementary recruitment procedure and the list of places awarded to organizational units under the supplementary recruitment are announced by the Rector by way of a regulation.
8. In justifiable cases, the Rector may decide on increasing the limit of places set for a specific scientific discipline or increasing the number of places awarded to a specific organizational unit.

§ 7

1. The procedure of recruitment to the Doctoral School is conducted by way of a contest in compliance with the principles specified herein. The results of the contest are open to the public.
2. Each candidate may enter the contest for only one place defined in the list specified in § 6 item 6 and item 7 point 2, selecting one topic of a research study.
3. A candidate is obliged to present an outline of a research project related to a selected topic of research study in Polish or English language.
4. A candidate is obliged to keep the time limits specified in the recruitment schedule.

§ 8

The procedure of recruitment to the Doctoral School includes the following stages:

- 1) registration in the University electronic recruitment system by candidates;

- 2) submission of documents required in the recruitment procedure and specified in § 9 by candidates;
- 3) formal and substantive assessment of documents submitted by candidates;
- 4) qualification procedure;
- 5) entry into the list of doctoral students or issue of an administrative decision.

Chapter 2 Submission of documents

§ 9

1. A candidate is obliged to submit to the Recruitment Committee, within the time limit specified in the recruitment schedule, the following documents:
 - 1) an application for admission to the Doctoral School downloaded from the University electronic recruitment system; the application should include in particular: personal details of the candidate, topic of the research project, signature of a proposed supervisor confirming a consent for scientific supervision over preparation of the doctoral thesis; the application should be filed with the Rector through the Head of the Doctoral School
 - 2) curriculum vitae (resume) including information on education, interests and scientific achievements of the candidate, including scientific publications and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the Doctoral School;
 - 3) the original or a certified copy of the diploma of completion of a second-cycle or a uniform long-cycle programme or a certificate of completion of a second-cycle or a uniform long-cycle programme and being awarded the professional title of *magister*, *magister inżynier* or an equivalent title issued by the dean's office;
 - 4) a certificate of the grade-point average obtained for a first-cycle and second-cycle programme or for a uniform long-cycle programme or for programme of studies completed abroad and being regarded as equivalent to first-cycle and second-cycle programmes or a uniform long-cycle programme;
 - 5) an outline of the research project specified in § 7 item 3, consisting of up to three A4 pages, approved by the proposed supervisor;
 - 6) a certificate confirming knowledge of another modern foreign language, other than English language, B2 level at least (as defined by the standards of the Common European Framework of Reference for Languages (CEFR) – if a candidate holds such a certificate;
 - 7) documents confirming scientific achievements, including in particular copies of:
 - a) scientific publications and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the Doctoral School,
 - b) diplomas confirming awards granted by the Student Scientific Society or other scientific societies, awards granted by the Rector to the best students and graduates or awards granted by the Minister;
 - c) documents confirming that the candidate filed a patent application for an invention or a utility model with the patent office as the author or a co-author; or that the candidate is the author or a co-author of an invention or a utility model for which the patent office has granted a patent or a protection right, respectively, including the number of application, patent or protection right assigned by the patent office, understood as a confirmation of the application filed with the patent office, including the list of authors, the relevant item in the patent office database (e.g. <https://ewyszukiwarka.pue.uprp.gov.pl/>) or the first page of the patent description being the grounds for filing the application with the patent office – if a candidate holds such a certificate;
 - 8) certificates of participation in student exchange programmes, completion of post-graduate studies – if a candidate holds such a document;

- 9) a diploma or a certificate of completion of other programme of university studies - if a candidate holds such a document;
 - 10) two recent and signed photos in the format specified for identification documents;
 - 11) if a candidate has a certificate of disability degree or a certificate specified in Art. 5 and Art. 62 of the Act of 27 August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons – a copy of the certificate; the candidate is obliged to present the original document to the Office for Doctoral Students.
2. A candidate who is also a participant of doctoral studies programme conducted at the University is obliged to indicate, in the application specified in item 1 point 1, the topic of his/her research project other than the topic of the doctoral thesis prepared during his/her doctoral programme, as well as a proposed supervisor other than the supervisor providing scientific supervision over preparation of the doctoral thesis in the course of the doctoral studies.
 3. A candidate specified in § 5 item 2 is obliged to submit the original or a certified copy of the diploma of completion of a first-cycle programme or a certificate of completion of a first-cycle programme or a certificate of completion of the third year of a uniform long-cycle programme issued by the dean's office, and a summary of his/her earlier scientific achievements along with the dean's opinion as well as a list and copies of articles already published or accepted for publication and related to the conducted research studies.
 4. In the case of submitting certificates on completion of studies specified in item 1 point 3 and item 3, a candidate is obliged to present to the Office for Doctoral Students a diploma or a certified copy of a diploma of completion of studies immediately after obtaining the document.
 5. A candidate, holding a diploma of studies completed abroad which, in compliance with the provisions of the Act, confirms education at the level equivalent to a second-cycle programme or a uniform long-cycle programme in the Republic of Poland, or regarded as equivalent to a Polish diploma of completion of a second-cycle programme or a uniform long-cycle programme and the professional title of *magister*, *magister inżynier* or an equivalent title, is obliged to submit:
 - 1) a diploma which is authenticated or has an Apostille clause enclosed,
 - 2) a certificate of recognition, under the recognition procedure, of the equivalence of the diploma with a relevant Polish diploma of completion of studies and the professional title – if they are required under the law.
 6. The documents required in the recruitment procedure may be filed in Polish or English, subject to item 7.
 7. If documents that confirm fulfilment of the requirements specified in § 5 items 1-3 are drawn up in a language other than Polish or English, a candidate is obliged to submit them along with a sworn translation into Polish or English issued by a certified translator.

§ 10

Immediately after being qualified for admission to the Doctoral School, each candidate is obliged to submit to the Office for Doctoral Students a medical certificate confirming that there are no obstacles for his/her taking up studies at the Doctoral School. Failure to fulfil the obligation will result in not allowing the candidate to participate in classes held at the Doctoral School.

§ 11

1. The documents specified in § 9 should be submitted by each candidate personally to the Office for Doctoral Students or sent to its address, subject to items 2 and 3.
2. The time limit for submitting documents specified in the recruitment schedule is the final date for submission thereof to the Office for Doctoral Students or sending or filing the documents as specified in Art. 57 § 5 of the Act of 14 June 1960 – Administrative Procedure Code; it particularly applies to sending documents via *Poczta Polska* office of an operator defined within the meaning of the Act of 23 November 2012 – Post Office Law.

3. In the case of foreigners, it is acceptable to send scans of the documents specified in § 9 via electronic mail, provided that they are sent within the time limit set in the recruitment schedule, and the original documents are submitted to the Recruitment Committee through the Office for Doctoral Students not later than within four days following publication of the list of candidates qualified for admission to the Doctoral School. In such a case, the date of sending an e-mail with scans of documents enclosed is deemed to be the date of filing thereof.
4. Submission of the documents specified in § 9 after the time limit set in the recruitment schedule results in passing a decision on rejecting an application for admission to the Doctoral School.
5. When submitting documents to the Office for Doctoral Students, each candidate is obliged to produce his/her identity document.

Chapter 3

Document verification, inclusion in the qualification procedure

§ 12

1. Documents submitted by candidates in the recruitment procedure are subject to formal and substantive assessment by the Recruitment Committee.
2. Following the assessment of documents, the Recruitment Committee admits candidates who meet the requirements specified in § 5 items 1-3 to the qualification procedure.
3. If documents filed in the recruitment procedure are incomplete, the Recruitment Committee demands that a candidate submits the missing documents within seven days following the date of serving a relevant notice. Failure to meet this obligation within the set time limit results in rejecting the application and thus not admitting the candidate to the recruitment procedure.
4. The Recruitment Committee notifies the candidate about admitting him/her to the qualification procedure and about the date of qualification examinations via electronic mail by sending all details to his/her e-mail address as indicated by the candidate in his/her application for admission to the Doctoral School.

Chapter 4

Qualification procedure

§ 13

1. In the qualification procedure the Recruitment Committee awards recruitment points for the following:
 - 1) Results of the qualification examinations:
 - a) in English language,
 - b) in a major subject;
 - 2) the average grade for the period of first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies;
 - 3) participation in student exchange programmes;
 - 4) completed postgraduate studies or other programme of studies;
 - 5) knowledge of another modern language, other than English (B2 level at least);
 - 6) scientific achievements, in particular:
 - a) scientific articles and scientific meeting communications published in the period of five years preceding filing an application for admission to the Doctoral School,
 - b) academic awards granted by scientific societies, rectors and ministers,
 - c) inventions or utility models with regard to which the candidate has filed patent applications with the patent office as the author or a co-author,
 - d) invention patents or the protection right for utility models granted to the candidate as the author or a co-author.

2. The maximum total number of points that a candidate may be awarded in the qualification procedure is 40.
3. To obtain a satisfactory result in the qualification procedure a candidate has to be awarded at least 22 recruitment points and satisfactory grades in the qualification examinations.
4. Detailed criteria of awarding and method of calculating recruitment points in the qualification procedure are specified in Appendix 1 hereto.
5. The qualification procedure applied for foreigners admitted to the Doctoral School, as specified in § 5 item 4 points 1-5, is conducted based on formal and substantive assessment of the documents defined in § 9. Following the assessment of documents, the Recruitment Committee qualifies foreigners who meet the requirements specified in § 5 items 1-3, for admission to the Doctoral School for places given in the lists specified in § 6 item 6 and item 7 point 2 on a first-come, first-served basis.

§ 14

1. The qualification examinations are held in:
 - 1) English language – in written form;
 - 2) a major subject – in spoken form, in English.
2. The thematic scope of the qualification examination in a major subject is compliant with the topic of the research project as indicated by a candidate in his/her application for admission to the Doctoral School.
3. The qualification examination in English language is held by the Foreign Language Centre (FLC) of the Medical University of Lodz. The results of the examination are approved by the Head of the Foreign Language Centre and submitted to the Office for Doctoral Students as minutes.
4. The results of the qualification examination in English language are published on the University website.
5. The Recruitment Committee does not exempt a candidate from the qualification examination in English.
6. A candidate who obtained an unsatisfactory grade in the qualification examination in English may not be admitted to the qualification examination in a major subject.
7. Obtaining an unsatisfactory grade in the qualification examination in English or a major subject results in obtaining a negative result in the qualification procedure.
8. A candidate's absence from the qualification examination on a given date results in awarding him/her an unsatisfactory grade.

§ 15

1. After completion of the qualification procedure, the Recruitment Committee makes a ranking list, separate for each of the scientific disciplines in which studies are offered at the Doctoral School. The order in which candidates' names are placed on the list is based on the number of recruitment points obtained in the qualification procedure.
2. The Recruitment Committee qualifies a candidate who meets the criteria specified in § 5 items 1-3 and who obtained a positive result in the qualification procedure for admission to the Doctoral School based on a ranking list, and awards him/her a place given on the lists specified in § 6 item 6 and item 7 point 2, within the limit of places for a specific scientific discipline determined by the Rector.
3. In the case of candidates who obtain the same number of recruitment points in the qualification procedure, the order in which they are placed on the ranking list depends on the number of points for scientific achievements awarded by the Recruitment Committee.
4. When the qualification procedure is completed, the Recruitment Committee adopts a resolution by which it indicates the candidates qualified and those not qualified for admission to the Doctoral School. The resolution is signed by all the members of the Recruitment Committee who participated in voting.

5. The results obtained by a candidate in the qualification procedure are documented by the Recruitment Committee by drawing up minutes as specified in the specimen form enclosed hereto as Appendix 2 hereto.
6. The results of the qualification procedure are published by the Recruitment Committee on the University website.
7. Upon a candidate's request, the Recruitment Committee provides him/her with details on constituent results of the qualification procedure.
8. In case of any doubts as to the number of points awarded in the qualification procedure, a candidate, by filing an application, may request that the Recruitment Committee reassess the documents submitted in the recruitment procedure and recalculate the recruitment points – within three days following the publication of the qualification procedure results.

§ 16

1. Candidates who obtained a satisfactory result in the qualification procedure, however, were not qualified for admission to the Doctoral School because of insufficient number of places within the limit awarded to a specific organizational unit, may apply for places in other organizational units indicated by the Recruitment Committee. The list of places available at the Doctoral School is announced along with the results of the qualification procedure.
2. Candidates to be admitted to available places indicated by the Recruitment Committee are qualified according to the ranking list – in the order based on the number of points obtained in the qualification procedure.
3. Candidates specified in item 1 are obliged to file an application for admission to the Doctoral School (specified in § 9 item 1 point 1) to one of the places indicated by the Recruitment Committee within three days following publication of the qualification procedure results.
4. If a candidate qualified for admission to the Doctoral School resigns from enrolment, other candidates are admitted to places that other candidates resigned from based on the ranking list, not later than before the commencement of the cycle of studies. These are candidates who obtained a satisfactory result in the qualification procedure but were not admitted to the Doctoral School due to a lack of available places.

Chapter 5 Admission to the Doctoral School

§ 17

1. Candidates are admitted to the Doctoral School by:
 - 1) being entered into the list of doctoral students – in the case of candidates who are Polish citizens;
 - 2) an administrative decision of the Rector – in the case of foreigners.
2. A candidate is admitted to the Doctoral School, within the limited number of places determined by the Rector for a specific scientific discipline, if he/she:
 - 1) meets the requirements specified in § 5 items 1-3;
 - 2) submits the documents specified in § 9 within the time limit defined in the recruitment schedule;
 - 3) obtains a satisfactory result in the qualification procedure,
 - 4) is qualified for admission by the Recruitment Committee – subject to item 3.
3. If a person admitted to the Doctoral School is employed as an academic teacher or a member of academic staff, excluding the cases specified in Art. 209 item 10 of the Act, an entry into the list of doctoral students is regarded to be effective if the employment relationship ceases or the employment period ends before the oath is taken and studies at the Doctoral School commence.
4. If an entry into the list of doctoral students is regarded as ineffective due to the fact that a person admitted to the Doctoral School does not meet the requirement specified in item 3,

the place is awarded, based on the ranking list, to a candidate who obtained a satisfactory result in the qualification procedure, however, was not admitted to the Doctoral School due to the limit of places; such a candidate is admitted to the Doctoral School not later than within five days following the commencement of the cycle of studies.

5. A person admitted to the Doctoral School commences his/her studies and acquires the rights of a doctoral student upon taking the oath.
6. If a person resigns from pursuing studies before taking the oath, the entry into the list of doctoral students is regarded as invalid.

§ 18

1. An administrative decision on refusal of admission to the Doctoral School is passed by the Rector.
2. A decision on refusal of admission to the Doctoral School is passed if at least one of the following conditions occurs:
 - 1) failure to meet the requirements specified in § 5 items 1-3;
 - 2) obtaining a negative result in the qualification procedure;
 - 3) failure to submit the documents required in the recruitment procedure specified in § 9 within the time limit given in the recruitment schedule;
 - 4) refusal of admission to the Doctoral School by the Recruitment Committee due to a lack of available places.

§ 19

An application for reconsidering the case may be filed within fourteen days following the service of the decision. The only grounds for filing such an application is infringement of the recruitment principles specified herein.

SECTION IV RECRUITMENT PROCEDURE WITHIN A PROGRAMME OR PROJECT FINANCED WITH EXTERNAL FUNDS

§ 20

1. Recruitment for candidates applying for admission to the Doctoral School within a programme or project financed with external funds, hereinafter referred to as the “project” may be conducted, upon an application made by the head of an organizational unit, as a separate recruitment procedure, in the mode and in compliance with the principles set out herein, subject to § 21.
2. Applications specified in item 1, are filed with the Rector via the University electronic system through the Head of the Doctoral School.
3. A separate procedure of recruitment to the Doctoral School is conducted according to the schedule of recruitment specified by the Rector by way of a regulation.
4. Recruitment, limit of admissions and the list of places available in the Doctoral School for a separate recruitment procedure defined in item 1, as well as the list of topics of research studies proposed by these organizational units are announced by the Rector by way of a regulation within the time limit specified in the recruitment schedule.

§ 21

1. In the qualification procedure for candidates applying for admission to the Doctoral School within the project, the Recruitment Committee awards recruitment points for the following:
 - 1) research project prepared by the candidate – up to 30 points in total, including:
 - a) uniqueness or scientific value of the project – 0-10 points,
 - b) level of theoretical preparation and a list of references – 0-5 points,
 - c) methodological correctness of the project – 0-5 points,

- d) feasibility of the project within the period of studies at the Doctoral School – 0-10 points;
- 2) scientific achievements of a candidate, in particular scientific publications and scientific meeting communications for the period of the last five years prior to filing of the application for admission to the Doctoral School – 0-10 points;
- 3) interview in English – up to 60 points in total, including:
 - a) knowledge of English – 0-20 points,
 - b) providing substantive reasons for choosing the topic of the doctoral dissertation – 0-20 points,
 - c) knowledge of issues related to the research project – 0-10 points,
 - d) knowledge of scientific research methodology – 0-10 points.
- 2. The maximum number of points that a candidate may be awarded in the qualification procedure is 100 points.
- 3. To achieve a satisfactory result in the qualification procedure, a candidate has to obtain at least 50 recruitment points.
- 4. After completion of the qualification procedure, the Recruitment Committee makes a ranking list. The order in which candidates' names are placed on the list is based on the number of recruitment points obtained.
- 5. Based on the ranking list, the Recruitment Committee qualifies candidates who meet the criteria specified in § 5 items 1-3 and who obtained a positive result in the qualification procedure for admission to the Doctoral School within a project, and awards them places given on the list specified in § 20 item 4, within the limit of places for the project as announced by the Rector.
- 6. The Recruitment Committee records results obtained by candidates in the recruitment procedure by taking minutes whose template form is enclosed as Appendix 3 hereto.

SECTION V FINAL PROVISIONS

§ 22

- 1. In the case of candidates for the Doctoral School who are disabled persons, the recruitment rules and regulations specified in this Resolution are applied, subject to item 2.
- 2. The terms and conditions of holding the qualification examinations specified in § 14 item 1 allowing the needs of candidates who are disabled persons, are defined under separate internal rules and regulations of the University.

§ 23

The Resolution becomes effective upon adoption hereof.

RECTOR
Prof. Radziszław Kordek, MD PhD

cc:
- Intranet/Public Information Bulletin

**Criteria of awarding and calculating recruitment points in the procedure of qualification
for the International Doctoral School
in the academic year 2023/2024**

Candidates applying for admission to the International Doctoral School run by the Medical University of Lodz are awarded recruitment points in the qualification procedure for the following:

- 1) **results of the qualification examinations:**
 - a) in English language,
 - b) in a major subject

– however, the number of points awarded to a candidate corresponds to the sum of grades obtained in the examinations (grade scale: 2; 3; 3.5; 4; 4.5; 5) and may not be higher than 10; grade ‘2’ is an unsatisfactory grade;
- 2) **the average grade** for first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies or a programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies (excluding grades obtained in diploma examinations); however, the number of points is calculated based on the following rule: the average grade rounded up to two decimal places is multiplied by three, and the obtained result, rounded up to one decimal place, corresponds to the number of points awarded to a candidate (the number may not be higher than 15);
- 3) **participation in student exchange programmes** – 1 point;
- 4) **completed postgraduate studies or other programme of university studies** – 1 point;
- 5) **knowledge of another modern foreign language, other than English language, confirmed by a certificate (B2 level at least) as defined by the standards of the Common European Framework of Reference for Languages (CEFR)** – 2 points;
- 6) **scientific achievements according to the following criteria:**
 - a) publications in the period of five years before filing of an application for admission to the Doctoral School:
 - articles published or accepted for publication in scientific journals specified in the current list announced by the Minister of Science and Higher Education (the candidate is the second or a subsequent author) – 1 point for each, up to 3 points in total,
 - articles published or accepted for publication in scientific journals specified in the current list announced by the Minister of Science and Higher Education (the candidate is the first author) – 2 points for each, up to 4 points in total,
 - scientific meeting communications (active participation confirmed by abstracts and certificates) – 0.5 point for each, up to 2 points in total,
 - b) awards won in national or international conferences of student scientific societies or other scientific societies, university rector’s awards for the best students and graduates, minister’s awards, patent applications for inventions or utility models filed with the patent office by the candidate as the first author or a co-author, an invention patent or the protection right for utility model obtained by the candidate as the first author or a co-author – 1 point for each, up to 2 points in total; however, the total number of points awarded for scientific achievements may not be higher than 11.

Łódź, ...

MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

1) Chairperson of the Committee – Head of the International Doctoral School:

2) Members of the Committee:

.....
.....

hereby confirms that the candidate:,
(full name of the candidate)

date of birth,

obtained the following results in the procedure of qualification
for the International Doctoral School:

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
			Number of points	Total number of points
1	RESULTS OF QUALIFICATION EXAMINATIONS: - grade scale: 2; 3; 3.5; 4; 4.5; 5 - the total number of awarded points corresponds to the sum of the examination grades	up to 10 points in total		
	written examination in English (based on the minutes drawn up by the Foreign Language Centre)	examination grade:		
	oral examination in a major subject	examination grade:		
2	THE AVERAGE GRADE for first-cycle and second-cycle programmes of studies / a uniform long-cycle programme of studies / a programme of studies completed abroad and regarded as equivalent to a first-cycle and second-cycle or a uniform long-cycle programme of studies* The average grade rounded up to two decimal places is multiplied by three, and the obtained result, rounded up to one decimal place, is the number of points awarded (e.g. $3.81 \times 3 = 11.43 = 11.4$; $3.86 \times 3 = 11.58 = 11.6$).	up to 15 points		
3	PARTICIPATION IN STUDENT EXCHANGE PROGRAMMES	1 point		

*indicate as appropriate

4	COMPLETED POSTGRADUATE STUDIES OR OTHER PROGRAMME OF UNIVERSITY STUDIES	1 point		
5	KNOWLEDGE OF ANOTHER MODERN FOREIGN LANGUAGE, OTHER THAN ENGLISH LANGUAGE, CONFIRMED BY A CERTIFICATE, B2 LEVEL AT LEAST, AS DEFINED BY THE STANDARDS OF THE COMMON EUROPEAN FRAMEWORK OF REFERENCE FOR LANGUAGES (CEFR)	2 points		
6	SCIENTIFIC ACHIEVEMENTS*	up to 11 points in total	number of points	total number of points
	articles published in scientific journals* – the candidate is the second or a subsequent author**	1 point for each, up to 3 points in total		
	articles published in scientific journals** – the candidate is the first author**	2 point for each, up to 4 points in total		
	scientific meeting communications (active participation confirmed by abstracts and certificates)	0.5 point for each, up to 2 points in total		
	awards won in national or international conferences of student scientific societies/other scientific societies/university rector’s awards for the best students and graduates/ minister’s awards/ patent applications for inventions/utility models filed with the patent office by the candidate as the first author or a co-author/invention patent/ utility model protection right obtained by the candidate as the first author or a co-author (number of the application/patent/protection right assigned by the patent office)***	1 point for each, up to 2 points in total		
TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- In the qualification procedure, a candidate may obtain up to 40 points in total.
- To be awarded a satisfactory result in the qualification procedure, a candidate has to obtain at least 22 points and satisfactory grades in the qualification examinations.

* Scientific articles and scientific meeting communications published in the period of five years prior to filing of an application for admission to the Doctoral School should be included.

** Articles published or accepted for publication in scientific journals specified in the current list announced by the Minister of Science and Higher Education.

*** Indicate as appropriate.

**DECISION
OF THE RECRUITMENT COMMITTEE
FOR THE INTERNATIONAL DOCTORAL SCHOOL**

**The Recruitment Committee for the International Doctoral School hereby decides to
QUALIFY / NOT TO QUALIFY***

..... (full name of the candidate)

**for admission to the International Doctoral School run by the Medical University of Lodz
in the disciplines: pharmaceutical sciences, medical sciences, health sciences,
and to offer him/her a place awarded to the organizational unit:**

..... ,

within the limit of admissions determined by the Rector for the scientific discipline:

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Head of the International Doctoral School (full name, signature):

.....

2) Members of the Committee (full name, signature):

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

* Indicate as appropriate

* Indicate as appropriate.

MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

1) Chairperson of the Committee – Head of the International Doctoral School:

2) Members of the Committee:

.....
.....

hereby confirms that the candidate:,
(full name of the candidate)

date of birth,

obtained the following results in the procedure of qualification
for the International Doctoral School:

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
1	ASSESSMENT OF THE RESEARCH PROJECT	up to 30 points in total	number of points	total number of points
	uniqueness or scientific value of the project	0-10 points		
	stage of theoretical preparation and a list of references	0-5 points		
	methodological correctness of the project	0-5 points		
	feasibility of the project within the period of studies at the International Doctoral School	0-10 points		
2	SCIENTIFIC ACHIEVEMENTS (in particular scientific articles and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the International Doctoral School)	0-10 points	number of points	
3	INTERVIEW IN ENGLISH	up to 60 points in total	number of points	total number of points
	knowledge of English	0-20 points		
	presenting substantive reasons for choosing the topic of the doctoral dissertation – 0-20 points	0-20 points		

	knowledge of issues related to the research project	0-10 points		
	knowledge of scientific research methodology	0-10 points		
TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- In the qualification procedure, a candidate may obtain up to 100 points in total.
- To be awarded a satisfactory result in the qualification procedure, a candidate has to obtain at least 50 points.

**DECISION OF THE RECRUITMENT COMMITTEE
FOR THE INTERNATIONAL DOCTORAL SCHOOL**

**The Recruitment Committee for the International Doctoral School hereby decides to
QUALIFY / NOT TO QUALIFY***

..... *(full name of the candidate)*
**for admission to the International Doctoral School run by the Medical University of Lodz
in the disciplines: pharmaceutical sciences, medical sciences, health sciences,
and to offer him/her a place awarded to the organizational unit:**

..... ,
within the limit of admissions determined by the Rector for a project financed with external funds:

.....

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Head of the International Doctoral School *(full name, signature):*

.....

2) Members of the Committee *(full name, signature):*

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

* Indicate as appropriate.

**Resolution No. 10/2022
of March 31, 2022
adopted by the Senate of the Medical University of Lodz**

**on making amendments to the Rules and Regulations of the International Doctoral School
and the consolidated text of the Rules and Regulations**

Pursuant to Article 205 Items 2 and 5 of the Act Law on Higher Education and Science and some other Acts of 20 July 2018 and § 21 Item 2 Point 1 and § 76 Item 3 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz, the following resolution is hereby adopted:

§ 1

In the Regulations of the International Doctoral School, introduced by resolution No. 289/2019 of May 28, 2019 of the Senate of the Medical University of Lodz (i.e. resolution No. 72/2021 of May 27, 2021 of the Senate of the Medical University of Lodz), the following changes are introduced:

1) in § 13:

a) Item 1 is replaced by:

“1. The Doctoral School provides doctoral students with scientific supervision provided by:

- 1) Supervisor or supervisors or
- 2) Supervisor and Assistant Supervisor

b) after Item 2, sections 2a and 2b have been added as follows:

“2a. The Head of the Doctoral School, at the request of the Supervisor and after consultation with the doctoral student, may appoint an Assistant Supervisor for the doctoral student, subject to Item 2b.

2b. The appointment of an Assistant Supervisor is not possible if the scientific supervision is provided by Supervisors.”

c) section is added 9 as follows:

“9. The number of doctoral students referred to in Item 8 does not include doctoral students who receive education under programmes or projects financed from external sources.”

2) in § 15:

a) Items 1 and 2 are replaced by:

“1. A doctoral student may file a request with the Head of the Doctoral School for changing their Supervisor(s) or for appointing another Supervisor(s), subject to Items 2 and 2a. The request has to include substantiation.

2. It is possible to change a Supervisor(s) appointed within the set time limit specified in § 13 Item 2 within nine months following the commencement of studies.”

b) after Item no. 2, Item no. 2a has been added as follows:

“2 a. It is not possible to appoint another Supervisor(s) or an Assistant Supervisor if the scientific guidance is provided by a supervisor and an Assistant Supervisor.”;

c) Items 3-5 have been replaced as follows:

“3. In exceptional and justified cases, the Head of the Doctoral School may decide on changing a Supervisor(s), without applying the rule specified in Item 2.

4. In the cases specified in Items 2 and 3, a Supervisor is changed in compliance with the rules set out in § 13 Items 3-9.

5. In the event of prolonged absence by the Supervisor, the Head of the Doctoral School may appoint another academic teacher to perform the function of Supervisor temporarily, in compliance with the rules set out in § 13 Items 3-8.”

3) in § 31 Item 8 is added:

“8. In accordance with section 1 for employment by the University in connection with the implementation of a research project, referred to in Art. 119 section 2 points 2 and 3 of the Act of July 2018 - Law on Higher Education and Science, a doctoral student is not entitled to a doctoral scholarship if he or she receives a salary in the amount of at least 150% of the amount of the doctoral scholarship to which they are entitled, during the period of his or her employment.”.

§ 2

1. Changes to the content of the Regulations of the International Doctoral School referred to in § 1, enter into force on October 1, 2022, subject to section 2.

2. The provision referred to in § 1 point 3 does not apply to doctoral students who remain employed in connection with the implementation of the research project referred to in Art. 119 section 2 points 2 and 3 of the Act of July 20, 2018 - Law on Higher Education and Science, before September 21, 2021, i.e. the date of entry into force of the Act of July 23, 2021 amending the Act - Education Law on Higher Education and Science and the Act - Provisions introducing the Act - Education Law on Higher Education and Science (Journal of Laws, item 1630),

3. The consolidated text of the Regulations of the International Doctoral School, taking into account the changes referred to in § 1, constitutes an annex to this resolution.

§ 3

The Resolution becomes effective upon being adopted.

On behalf of the Rector: **Vice-Rector for Organizational and Student Affairs**

prof. dr hab. n. med. Janusz Piekarski

Promulgation of the legal act:

- Intranet/Public Information Bulletin

Appendix to the Resolution no.
10/2022 of March 31, 2022 adopted by
the Senate of the Medical University
of Lodz

RULES AND REGULATIONS OF THE INTERNATIONAL DOCTORAL SCHOOL

(consolidated text)

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the International Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences, health sciences, as well as the related rights and obligations of doctoral students.
2. The terms applied herein have the following meaning:
 1. University – the Medical University of Lodz;
 2. Senate – the University Senate;
 3. organizational unit – a University research and teaching unit, i.e. a clinic, ward or department;
 4. Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in point 1;
 5. doctoral student – a person pursuing his/her studies at the Doctoral School run by the University;
 6. Act – the Act of 20 July 2018 – Law on Higher Education and Science;
 7. Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and ends with submission of the doctoral thesis.
2. The studies at the Doctoral School prepare a doctoral student for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmaceutical sciences, medical sciences and health sciences, and provides a doctoral student with the option to:
 1. prepare himself/herself for performing teaching, research and research and development work;
 2. acquire the skill of taking advantage of the world’s scientific achievements;
 3. identify and solve research problems and conduct research studies, as well as use the results in the form of patents and publications;
 4. acquire high research competencies and scientific independence;
 5. prepare the doctoral student for independent planning of his/her scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility in compliance with the European Charter for Researchers;
 6. prepare for participation in exchange of research experience and ideas, also in the international community.
3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted based on the education program and an individual research plan

2. The academic year at the Doctoral School begins on 1 October and ends on 30 September. It is divided into two semesters.
3. The main lecture language at the Doctoral School is English.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Director appointed and removed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Director of the Doctoral School may be held by an academic teacher employed with the University being his/her primary place of employment and holding the title of professor or *doktor habilitowany* (habilitation).
3. The Rector holds supervision over the Doctoral School.

§ 5

1. In particular, the Director of the Doctoral School:
 1. plans a development strategy for the Doctoral School and presents it to the Rector;
 2. organizes and supervises the implementation of the programme of studies at the Doctoral School;
 3. chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 4. enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 5. after consulting a doctoral student, appoints his/her doctoral thesis supervisor(s) and an assisting supervisor;
 6. approves the individual research plan presented by a doctoral student;
 7. takes final decisions on awarding doctoral students credits for subsequent years of studies;
 8. upon a doctoral student's request, suspends his/her studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law;
 9. gives his/her consent for:
 - a. changing a supervisor(s) or an assisting supervisor,
 - b. extending the deadline for submission of the doctoral thesis specified in the individual research plan,
 - c. leaving of the doctoral student for internship abroad and conducting research outside the University as specified in the Rules and Regulations;
 10. files an application with the Scientific Discipline Council for appointment of the Evaluation Commission for Mid-term Assessment;”;
 11. cooperates with the University Scientific Council in defining the rules of recruitment to the Doctoral School and developing the programme of studies at the Doctoral School;
 12. prepares a proposed version of the Rules and Regulations of the Doctoral School and presents it to the Senate;
 13. presents a report on the Doctoral School's operation for each academic year to the Rector.
2. A doctoral student may file an appeal against final decisions made by the Director of the Doctoral School and specified in points 1, items 5-9 with the Rector within 14 days following the receipt of a notice informing thereon.

SECTION III ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at one doctoral school only at the same time.
3. A doctoral student may not be employed as an academic teacher or academic staff member, excluding the exceptions specified in art. 209 point 10 of the Act.

§ 7

1. A person admitted to the Doctoral School commences his/her studies and acquires the rights of doctoral students upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (ID) to each doctoral student.

SECTION IV RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Chapter 1 Rights of doctoral students

§ 8

A doctoral student has, in particular, the right to:

1. scientific supervision provided by his/her supervisor/supervisors or an assisting supervisor;
2. acquire knowledge and develop interests and, for such purposes, use the University scientific infrastructure – within the scope of the University financial means and organizational capabilities;
3. participate in seminars, research, development and implementation works and in the open scientific meetings organized at the University,;
4. use the University's library, information and archive collections;
5. doctoral scholarship – as specified in the Act and the Rules and Regulations;
6. receive awards and distinctions;
7. join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act, the Act of 7 April 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
8. suspend his/her studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law;
9. apply for:
 - a. changing a supervisor(s) or an assisting supervisor,
 - b. extending the deadline for submission of the doctoral thesis specified in the individual research plan – under the terms and conditions specified in the Rules and Regulations;

10. apply for:
 - a. student loan – under the terms and conditions specified in separate regulations,
 - b. accommodation at a University student residence hall, including accommodation for his/her spouse or child – under the terms and conditions and in compliance with the procedure specified in the rules and regulations of benefits offered to students;
11. holiday breaks for a period not exceeding 8 weeks annually; such breaks should be taken in periods in which no teaching classes are conducted and should be approved by a supervisor;
12. social insurance and health insurance – in compliance with the rules specified in § 31 points 6 and 7;
13. evaluate the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;
14. in the case of any dispute between a doctoral student and his/her supervisor – filing a request for mediation with the Director of the International Doctoral School; it is required that at least one representative of the Doctoral Student Government participates in the procedure of mediation between a doctoral student and his/her supervisor.

§ 9

1. For the purposes related to preparation of his/her doctoral thesis, a doctoral student also has the right to:
 1. participate in national and international scientific seminars, conferences, conventions and symposiums;
 2. complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Director of the International Doctoral School given after obtaining an opinion of a supervisor(s).
2. Internship completed abroad is included in the period of studies at the Doctoral School.
3. The Director of the Doctoral School may award a doctoral student a credit for courses or professional placement training completed by the doctoral student during an internship abroad. Such courses or professional placement training are regarded as those specified in the programme of studies.

§ 10

1. A doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the programme of studies at the Doctoral School to his/her needs resulting from disability in a way that will enable him/her to fully participate in the education process.
2. Doctoral students specified in point 1 are:
 1. disabled persons who hold a valid disability certificate, disability level certificate or an equivalent document;
 2. persons suffering from chronic diseases who do not hold the certificates specified in point 1, and whose health condition is confirmed by submitted medical documentation;
 3. persons whose sudden disease or accident result in a temporary inability to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
3. The scope of adjustment of conditions for completion of the programme of studies, upon a doctoral student's request, is determined by the Director of the Doctoral School following consultation with a specialist for disabled persons.

4. Adjustment of conditions for completion of the programme of studies to suit a doctoral student's needs resulting from disability may particularly involve:
 1. using by a doctoral student, during classes, credit tests and exams:
 - a. support provided by an assistant for the disabled,
 - b. technological solutions designed for a specific type of disability;
 2. modification of the procedure of participation in teaching classes;
 3. changing deadlines and forms of taking credit tests and exams;
 4. providing a doctoral student with teaching materials in a form adapted to a specific type of disability.

Chapter 2

Obligations of doctoral students

§ 11

1. A doctoral student is obliged to comply with the Rules and Regulations.
2. A doctoral student is obliged to observe the internal regulations of the University and the Code of Doctoral Student Ethics.
3. The main responsibilities of a doctoral student include completion of the programme of studies and implementation of an individual research plan, including:
 1. participation in teaching classes specified in the programme of studies;
 2. obtaining credits for courses specified in the programme of studies within set deadlines;
 3. completion of professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the programme of studies;
 4. conducting research studies under supervision of a supervisor(s) and preparation of a doctoral thesis in compliance with the schedule specified in an individual research plan.
4. A doctoral student is also obliged to:
 1. collect an electronic doctoral student ID, identification badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 2. use his/her electronic mail address generated in the University IT system when contacting University employees;
 3. develop, following consultation with his/her supervisor(s), an individual research plan including, in particular, a schedule of preparation and the set deadline for submission of his/her doctoral thesis;
 4. submit, to the Director of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 points 3 and 4, including an opinion of a supervisor(s);
 5. attempt to obtain funds for completion of research studies related to preparation of a doctoral thesis;
 6. conduct research studies necessary for preparation of a doctoral thesis in organizational units;
 7. sign the attendance list in an organizational unit in which research studies are conducted;
 8. in the case of absence from classes or in an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases – other written excuse;

9. immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and receiving doctoral scholarship;
10. preserve the good name of the University;
11. perform activities promoting science;
12. attend the so-called summer and winter schools and other forms of classes developing his/her knowledge, skills and competencies;
13. present the results of research studies at national and international scientific conferences.

§ 12

A doctoral student is obliged to hold current medical tests specified in the Directive of the Minister of Health on medical tests for candidates for post-primary or higher schools and candidates for professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.”;

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific supervision

§ 13

1. The Doctoral School provides doctoral students with scientific supervision provided by:
 - 1) Supervisor or supervisors or
 - 2) Supervisor and Assistant Supervisor;
2. The Director of the Doctoral School, after consultation with a doctoral student, appoints his/her supervisor(s) within 3 months following the date of commencing studies.
 - 2a. The Head of the Doctoral School, at the request of the Supervisor and after consultation with the doctoral student, may appoint an Assistant Supervisor for the doctoral student, subject to Item 2b.
 - 2b. The appointment of an Assistant Supervisor is not possible if the scientific supervision is provided by Supervisors
3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitation) or the title of professor and having scientific achievements (in the period of 3 years preceding assuming the duties of a supervisor) such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences included in the current list announced by the Minister of Science and Higher Education (MSHE).
4. A person holding the degree of *doktor* [doctoral degree] may be an assisting supervisor.
5. A person who does not meet the requirements specified in point 3 and who is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues the doctoral thesis relates to.
6. The function of a supervisor may not be performed by a person who in the last 5 years:
 1. was a supervisor of 4 doctoral students who were removed from the doctoral student register due to a negative result of midterm evaluation, or
 2. supervised preparation of a doctoral thesis by at least 2 persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. A supervisor confirms assuming the duties resulting from scientific supervision in

writing.

8. A supervisor and an assisting supervisor may provide scientific supervision to not more than 3 doctoral students at the same time.
9. The number of doctoral students referred to in Item 8 does not include doctoral students who receive education under programmes or projects financed from external sources.

§ 14

1. The tasks of a supervisor include in particular:
 1. providing a doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of his/her doctoral thesis;
 2. developing, together with a doctoral student, an individual research plan specifying, in particular, the schedule of preparation and the deadline for submission of the doctoral thesis;
 3. providing supervision over implementation of an individual research plan;
 4. making an annual evaluation of progress in implementation of an individual research plan and issuing an opinion on a doctoral student's annual report;
 5. providing funds necessary for completion of a research project;
 6. issuing opinions on a doctoral student's requests concerning the course of studies;
 7. evaluating a doctoral thesis prepared by a doctoral student;
 8. developing his/her qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.
2. A supervisor is responsible for conducting on-site occupational work and safety training for a doctoral student at a unit where research studies are conducted and professional placement training specified in the programme of studies is carried out. The scope of the training should be adjusted as required by the nature of a doctoral student's research study and professional placement training.
3. An assisting supervisor performs a supportive function in scientific supervision over a doctoral student, and in particular in planning, implementation and analysis of doctoral thesis results.

§ 15

1. A doctoral student may file a request with the Head of the Doctoral School for changing their Supervisor(s) or for appointing another Supervisor(s), subject to Items 2 and 2a. The request has to include substantiation.
2. It is possible to change a Supervisor(s) appointed within the set time limit specified in § 13 Item 2 within nine months following the commencement of studies.
 - 2 a. It is not possible to appoint another Supervisor(s) or an Assistant Supervisor if the scientific guidance is provided by a supervisor and an Assistant Supervisor.
3. In exceptional and justified cases, the Head of the Doctoral School may decide on changing a Supervisor(s), without applying the rule specified in Item 2.
4. In the cases specified in Items 2 and 3, a Supervisor is changed in compliance with the rules set out in § 13 Items 3-9.
5. In the event of prolonged absence by the Supervisor, the Head of the Doctoral School may appoint another academic teacher to perform the function of Supervisor temporarily, in compliance with the rules set out in § 13 Items 3-8.
6. In the case of changing an assisting supervisor, the rules set out in points 1-5 are applied accordingly.

Chapter 2 Programme of studies

§ 16

1. The programme of studies at the Doctoral School is determined by the Senate. The programme of studies has to be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.

2. The programme of studies is published on the University website not later than 5 months before the commencement of the recruitment procedure.

„§ 17a

1. The programme of studies at the Doctoral School shall be subject to regular assessment and improvement.
2. In order to improve the programme of studies, amendments may be made thereto. The amendments shall be introduced to the new cycle of studies.
3. Within the cycle of studies, introduced amendments shall only:
 - 1) concern the selection of the curriculum contents provided to doctoral students during the courses and including the latest scientific achievements or achievements related to professional activity;
 - 2) result from the requirement to:
 - a) remove irregularities identified by the Scientific Evaluation Committee (*Komisja Ewaluacji Nauki - KEN*),
 - b) adjust the education program to the amendments to the commonly binding law.”;

§ 18

1. The number of professional placement training hours in the form of teaching classes at the University or participation therein is:
 - 1) in the 1st year of studies – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of studies – 60 teaching hours a year.
2. A doctoral student employed as an academic teacher, subject to § 6 point 3, conducting teaching classes at the University, is exempt from professional training in the form of conducting or participation in conducting of teaching classes.

Chapter 3 **Individual research plan**

§ 19

1. An individual research plan is developed by a doctoral student, following consultation with a supervisor(s) and submitted to the Director of the Doctoral School for approval within 12 months following the commencement of studies. The specimen form of an individual research plan is enclosed as Appendix no. 1 to the Rules and Regulations.
2. In the case of appointing an assisting supervisor, an individual research plan is presented after his/her approval is granted.
3. An individual research plan specifies in particular:
 - 1) subject and assumptions of a doctoral thesis;
 - 2) full name, degree or academic title of the supervisor and scope of his/her duties or full names, degrees or academic titles of the supervisors along with the scope of their duties;
 - 3) schedule of research studies;
 - 4) schedule of preparation and date of submission of a doctoral thesis;
 - 5) rules of cooperation between a doctoral student and his/her supervisor(s), including the number of consultation hours offered by the supervisor(s);
 - 6) method of financing research studies and presentation of their results, also in the form of scientific articles or scientific meeting communications;
 - 7) participation in conferences, symposiums, conventions and internships;
 - 8) list of provided University's research infrastructure, including the rules of access to the infrastructure.

4. In exceptional and justified cases, upon a request filed jointly by a doctoral student and a supervisor(s), the Director of the Doctoral School may give consent for an update of an individual research plan.
5. Implementation of an individual research plan is subject to midterm evaluation in compliance with the rules specified in § 23 and 24.

SECTION VI

VERIFICATION OF LEARNING OUTCOMES

Chapter 1

Awarding a credit for a course

§ 20

1. A credit or a course may be awarded based on an exam, a test with a grade or a credit test. The form of awarding a credit for a course is specified in the schedule of the programme of studies implementation.
2. Exams and credit tests may be conducted in the form of written and spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, if a course is run in the language.
4. A credit for a course may also be awarded based on written credit papers (essays) on a given topic, multimedia projects or presentations prepared by doctoral students.
5. An academic teacher informs doctoral students about the form of exam or credit test prior to commencement of a course.
6. The result of an exam or a credit test is entered into the doctoral student's electronic student index to which access is provided via the University IT system.
7. A credit for a doctoral seminar is awarded during an annual public scientific review session at which a doctoral student gives presentation in English on scientific hypotheses, methods and results of his/her research studies.
8. A doctoral student's presentation at a public scientific review session is assessed by a committee whose members are a supervisor(s) and the Director of the Doctoral School or persons appointed by them. The result of the evaluation is entered into the doctoral student's electronic index by the Director of the Doctoral School.
9. A credit for practical placement training is awarded by a supervisor.
10. A doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If a doctoral student fails to take an exam or a credit test specified in point 7 due to illness or a leave for academic purposes, the Director of the Doctoral School, upon the doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, a doctoral student may obtain consent of the Director of the Doctoral School for exemption from attendance at specific courses included in the programme of studies, or a consent for repeating a course/courses provided that it will not result in extending the period of studies over the time limit specified in § 2 point 1.
13. The Director of the Doctoral School may give a doctoral student consent for obtaining a credit in advance for a course scheduled for the subsequent year or years of studies in the programme of studies.

Chapter 2

Awarding a credit for a year of studies

§ 21

1. A period for which credits are awarded at the Doctoral School is an academic year.
2. The condition for being awarded a credit for a year of studies at the Doctoral School is:
 1. obtaining a credit for a course and professional placement training specified in the programme of studies;
 2. completion of research studies and progress in preparation of a doctoral thesis according to a schedule specified in an individual research plan.
3. The Director of the Doctoral School awards a credit for a year of studies by making an entry into a doctoral student's electronic index based on the doctoral student's annual report approved by his/her supervisor(s).
4. A doctoral student is obliged to file an annual report on performing the duties specified in point 2 point with the Director of the Doctoral School by 30 August. The specimen form of the report is enclosed as Appendix no. 2 to the Rules and Regulations.
5. A doctoral student does not have the right to repeat a year of studies.
6. In exceptional and justified cases, the Director of Doctoral School may postpone some of duties of a doctoral student until the next academic year.

Chapter 3

Scale of grades and an average grade

§ 22

1. The results of credit test and exams and the average grade are expressed in the following scale of grades:
 1. 5,0 – *bardzo dobry*;
 2. 4,5 – *ponad dobry*;
 3. 4,0 – *dobry*;
 4. 3,5 – *dość dobry*;
 5. 3,0 – *dostateczny*;
 6. 2,0 – *niedostateczny*.
2. The scale of grades specified in point 1 may be applied in its translated version, in English:
 1. 5.0 – *Excellent*;
 2. 4.5 – *Very Good*;
 3. 4.0 – *Good*;
 4. 3.5 – *Satisfactory*;
 5. 3.0 – *Sufficient*;
 6. 2.0 – *Failed*.
3. An average grade is calculated as an arithmetic mean of grades obtained by a doctoral student in all credit test and exam attempts.

Chapter 4

Midterm evaluation

„§ 23

10. The mid-term assessment applies to implementation of the individual research plan, and in particular:
 - 2) implementation of the research project and the schedule of preparation of the doctoral dissertation;
 - 11) theoretical fundamentals of work and methodology of conducted research studies;

- 12) progress of the research study on which the doctoral dissertation will be based;
 - 13) measurable effects of work including a framework of the doctoral dissertation, completed chapters or coherent fragments of the doctoral dissertation, articles that have been published or submitted for publication;
 - 14) participation in scientific conferences, summer and winter schools, workshops or other forms of courses developing knowledge and skills in the studied field;
 - 15) presentation of research results discussed at national or international scientific conferences;
 - 16) internships completed by doctoral students at renowned Polish and foreign research centers;
 - 17) activities aimed at acquiring funds for implementation of research projects or grants;
 - 18) experience resulting from the doctoral student's teaching practice;
 - 19) other achievements (e.g. participation in organization of scientific conferences and cultural events, work for the doctoral student government).
11. The mid-term assessment is also aimed at evaluation of the quality of scientific guidance provided by the supervisor(s).
 12. The mid-term assessment is carried out in the middle of the period of studies specified in the education program at the Doctoral School, however, not later than by the end of the fifth semester of studies.
 13. The schedule of the mid-term assessment is set by the Director of the Doctoral School and it is published at the University website.
 14. In exceptional cases like fortuitous events, a doctoral student may submit to the Director of the Doctoral School a medical certificate confirming that he/she is not able to participate in the mid-term assessment on the set date or, in justified cases, other written excuse, and he/she may file a request for appointing another date of the mid-term assessment.
 15. The mid-term assessment shall be based on:
 - 6) an individual research plan;
 - 7) a report on implementation of the individual research plan prepared by the doctoral student in Polish and English with an enclosed opinion of the supervisor(s); the report should be submitted to the Evaluation Commission for Mid-term Assessment in written and electronic version through the Director of the Doctoral School by the date set in the schedule specified in point 4; the template form of the report is enclosed as Appendix no. 3 to the Rules and Regulations;
 - 8) annual reports submitted by doctoral students following the first and the second year of studies;
 - 9) assessment of the quality of scientific guidance provided by the supervisor(s); the template form is enclosed as Appendix no. 4 to the Rules and Regulations;
 - 10) an assessment interview at which the doctoral student presents his/her scientific achievements related to the preparation of his/her doctoral dissertation.
 16. The mid-term assessment ends with a positive or negative result. The assessment result including a justification is open and it is published on the University website.
 17. A failure to submit documents required for carrying out of the mid-term assessment or a failure to justify the doctoral student's non-participation in the mid-term assessment procedure on the set date leads to obtaining a negative result of the mid-term assessment.
 18. In the case of a negative result of the mid-term assessment, the doctoral student is removed from the register of doctoral students, as specified in § 35.

§ 24

2. The mid-term assessment is carried out by the Evaluation Commission for Mid-term Assessment appointed, upon a request of the Director of the Doctoral School, by the Scientific Discipline Council in which a doctoral dissertation is prepared.

14. The Evaluation Commission has three members, including at least one person who holds the degree of doktor habilitowany (*habilitation*) or the title of professor in the discipline in which a doctoral dissertation is prepared, employed outside the University.
15. Additionally, at least one representative of doctoral students participates in sessions of the Commission for Mid-term Assessment as an observer.
16. The supervisor and the auxiliary supervisor may not be members of the Evaluation Commission for Mid-term Assessment.
17. Decisions of the Evaluation Commission for Mid-term Assessment are taken by a simple majority of votes. If a decision cannot be taken unanimously, a member of the Evaluation Commission has the right to submit his/her opinion with a justification in writing.
18. The result of the mid-term assessment is determined at a closed session, without participation of the doctoral student or his/her supervisor.
19. A protocol on the course of the mid-term assessment is drawn up by the Evaluation Commission for Mid-term Assessment. It is signed by all members of the Commission. The template form of the protocol is enclosed as Appendix no. 5 to the Rules and Regulations.
20. The mid-term assessment protocol, including the report specified in § 23 point 6 item 2, is kept in the doctoral student's personal files.
21. Sessions of the Evaluation Commission for Mid-term Assessment may be held with the use of electronic means of communication.
22. If members of the Evaluation Commission for Mid-term Assessment participate in a session held with the use of electronic means of communication, following the end of a session they are obliged to send the Head of the Commission a written confirmation of the final assessment result, including a justification, via e-mail.
23. In the case specified in point 10, the mid-term assessment protocol is signed by the Head of the Evaluation Commission for Mid-term Assessment.
24. The doctoral student and the supervisor(s) have the right to:
 - 3) get familiar with the mid-term assessment protocol;
 - 4) file a letter with objections as to the mid-term assessment along with a request for reevaluation with the Director of the Doctoral School.
25. A doctoral student and his/her supervisor(s) have the right to file with the Rector an appeal against a decision of the Director of the Doctoral School taken in the case specified in point 12 item 2. A decision passed by the Rector is final.”;

SECTION VII DOCTORAL THESIS

Chapter 1 Submission of a doctoral thesis

§ 25

1. Studies of a doctoral student at the Doctoral School end with submission of a doctoral thesis.
2. A doctoral student submits his/her doctoral thesis together with an abstract in English and a positive opinion of his/her supervisor(s) to the Director of the Doctoral School. An abstract in Polish is also enclosed to a doctoral thesis written in a foreign language.
3. A doctoral thesis may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific articles, design, construction, technological or implementation works, as well as an independent and separated part of a collective work.
4. In the case of submission of a doctoral thesis before the end of the period of studies completion stipulated in the programme of studies, the Director of the Doctoral School, upon a doctoral student's request, exempts the doctoral student from the obligation to participate in the

remaining part of classes and professional placement training until the end of the period of studies.

5. Studies at the Doctoral School in the case specified in point may not last for a period shorter than 6 semesters.

Chapter 2

Extending the deadline for submission of a doctoral thesis

§ 26

1. Upon a request of a doctoral student, the Director of the Doctoral School may extend the deadline for submission of a doctoral thesis specified in an individual research plan, in the following cases:
 - 1) long-term illness of a doctoral student or his/her supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of a doctoral student or his/her supervisor,
 - 4) suspension of studies stipulated in § 29– for the overall period not longer than 2 years.
2. A doctoral student has to enclose substantiation and the opinion of his/her supervisor(s) to the request.
3. Extending the deadline for submission of a doctoral thesis results in extending the period of studies at the Doctoral School, and a doctoral student retains his/her right to doctoral scholarship subject to § 30 point 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented by:
 - 1) doctoral student's electronic index to which doctoral students and academic teachers have access via the University IT system;
 - 2) data stored in the University IT system in printed version:
 - a) protocols on awarding credits for courses,
 - b) doctoral student periodic achievement record.
2. The rules of keeping records on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given an index number – a subsequent within a given academic year until completion of studies at the Doctoral School.
2. Personal files of a doctoral student are marked with the student index number.
3. Personal files of a doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) protocol of the Recruitment Committee on the procedure of recruitment to the Doctoral School;
 - 3) written version of the pledge signed by a doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of a supervisor(s) for exercising scientific supervision over a doctoral student;
 - 6) individual research plan;
 - 7) doctoral student's annual report;
 - 8) protocols of awarding credits for courses and doctoral student periodic achievement record;
 - 9) protocol on the midterm evaluation;
 - 10) doctoral student's requests and applications filed in relation to the course of studies;

- 11) decisions regarding the course of studies;
- 12) doctoral thesis with an opinion of a supervisor(s) enclosed.

SECTION IX SUSPENSION OF STUDIES

§ 29

At a doctoral student's request, the Director of the Doctoral School suspends his/her studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave or parental leave specified in the Act of 26 June 1974 – Labor Law.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. A doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives doctoral scholarship.
2. The overall period in which doctoral scholarship is received may not exceed 4 years.
3. A period of suspension of studies specified in § 29 is not included in the period defined in point 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of professor's remuneration – up to the month in which midterm evaluation is made;
 - 2) 57% of professor's remuneration – following the month in which midterm evaluation is made.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on a doctoral student's achievements. The criteria and procedure of awarding an increased amount of scholarship are established by the Rector.
4. A doctoral student who holds disability certificate, disability level certificate or the decision specified in art. 5 and art. 62 of the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period specified in § 30 point 2, receives doctoral scholarship in the amount defined in point 1 and increased by 30%.
5. In the case of a doctoral student who, following midterm evaluation with a positive result is employed as an academic teacher or an academic staff member for the number of hours not exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in point 1, item 2.
6. The University pays social insurance contributions stipulated in the regulations on social insurance system – obligatory old age pension, disability pension and accident insurance. The contributions are deducted from the amount of doctoral scholarship. The University deducts the contributions if a doctoral student is not subject to the insurance under any other procedure.
7. Sickness insurance for doctoral students is voluntary.
8. In accordance with section 1 for employment by the University in connection with the implementation of a research project, referred to in Art. 119 section 2 points 2 and 3 of the Act of July 2018 - Law on Higher Education and Science, a doctoral student is not entitled to a doctoral scholarship if he or she receives a salary in the amount of at least 150% of the amount of the doctoral scholarship to which they are entitled, during the period of his or her employment.

§ 32

1. In the period of suspension of studies specified in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is understood as the amount of monthly doctoral scholarship payable on the day of filing a request for suspension.

2. A doctoral student who submitted his/her doctoral thesis before the set date of completion of studies stipulated in the programme of studies receives doctoral scholarship until the day on

which the time limit for completion of studies ends, however, no longer than for a period of 6 months, subject to § 30 point 2.

§ 33

Under the rules specified in the Act, a doctoral student may be granted:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education (MSHE) for eminent young scholars.

SECTION XI DISCIPLINARY RESPONSIBILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary responsibility for violating the rules applied at the University and for committing acts demeaning the dignity of a doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. A doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the midterm evaluation;
 - 2) failure to submit a doctoral thesis within the deadline specified in an individual research plan;
 - 3) withdrawal from studies.
2. A doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of his/her doctoral thesis;
 - 2) failure to fulfill the obligations specified in § 11 points 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted in written form to the Director of the Doctoral School.
4. A doctoral student is removed from the doctoral student register by an administrative decision of the Rector. If the Rector passes such a decision, an application for reconsidering of the case may be filed within 14 days following the receipt thereof.
5. Removal from the doctoral student register results in the loss of the right to doctoral scholarship. Payment of doctoral scholarship is suspended on the first day of the month following the month in which a decision on removal became final.
6. In the case of removal from the doctoral student register, it is not possible to resume studies. A person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.
7. A person removed from the doctoral student register is obliged to return his/her electronic student identification document.

SECTION XIII FINAL PROVISIONS

§ 36

A doctoral student is obliged to get familiar with the Rules and Regulations before commencement of his/her studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on 1 October 2019.

§ 39

In the case of making amendments to the Rules and Regulations, relevant provisions on adoption hereof are applied.

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

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INDIVIDUAL RESEARCH PLAN

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES
GENERAL DESCRIPTION OF THE DOCTORAL THESIS (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	

* Indicate as appropriate.

ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	
TASKS OF THE SUPERVISOR/SUPERVISORS/ASSISTING SUPERVISOR	
SCHEDULED NUMBER OF CONSULTATION HOURS WITH THE SUPERVISOR IN THE 1 ST , 2 ND , 3 RD AND 4 TH YEAR OF STUDIES	
C. METHOD OF FINANCING THE RESEARCH	
D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY	
I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS	
II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS	
III. PARTICIPATION IN INTERNATIONAL EXCHANGE	
E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)	

F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL THESIS		
No.	Date/Period of implementation	Planned research and stages of preparation of the doctoral thesis
1 st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
2 nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
3 rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		

In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral thesis, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

.....
(name stamp and signature of the Director of the International Doctoral School)

Appendix no. 2
to the Rules and Regulations of the International Doctoral School

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

Łódź, ...

**ANNUAL REPORT ON THE COURSE OF STUDIES
AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20../20...**

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s),
space G – by the Director of the International Doctoral School.

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
ACADEMIC TEACHER	YES/NO*
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	

* Indicate as appropriate.

FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	

C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN

I. STAGE OF ADVANCEMENT OF THE DOCTORAL THESIS (DESCRIPTION)

II. PUBLICATIONS

(GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)

NO.	AUTHOR/SCIENTIFIC EDITOR	TITLE	PUBLISHER/MAGAZINE TITLE	PLACE OF PUBLICATION/ YEAR OF PUBLICATION	MSHE POINTS/ IF	NO. OF PAGES
1						
2						
3						
4						

III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS

NO.	NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZING ENTITY AND PLACE	DATE	TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TITLE OF THE PAPER
1					
2					
3					
4					

IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT

NO.	TITLE	PRINCIPAL INVESTIGATOR	NAME OF THE UNIT	PERIOD OF CONDUCTING THE RESEARCH	TYPE OF PARTICIPATION
1					
2					
3					

V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL THESIS

LP.	ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAME OF THE INSTITUTION	PLACE	PERIOD	OBJECTIVE	SOURCES OF FUNDS
1						
2						

3					
VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)					
NO.	NAME OF THE INSTITUTION	TITLE OF THE PROJECT/GRANT	TYPE OF GRANT	IMPLEMENTATION PERIOD	ROLE IN THE PROJECT
1					
2					
3					

D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES		
I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record		
II. PROFESSIONAL PLACEMENT TRAINING		
NO.	LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH HE/SHE PARTICIPATED <i>(NAMES OF COURSES AND NUMBER OF HOURS)</i>	SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
DATE OF DRAWING UP THE REPORT		SIGNATURE OF THE DOCTORAL STUDENT
E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS		POSITIVE/ NEGATIVE
F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS		

Indicate as appropriate.

.....
(date)

.....
(name stamp(s) and signature(s) of the supervisor(s))

G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES	
..... year of studies at the International Doctoral School (academic year 20...../20): • credit is awarded • credit is not awarded • credit is awarded conditionally	
..... (date)	 (name stamp and signature of the Director of the International Doctoral School)



(WZÓR)

**RAPORT
Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ
ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR)**

**Mid-term Report
for the period (dd.mm.yy) to (dd.mm.yy)**

**1) Podstawowe dane
/ Basic data**

Imię / imiona i nazwisko doktoranta /Name/s and surname of PhD student:	Dyscyplina /Discipline: ☐ Nauki farmaceutyczne (Pharmacology and Pharmacy) ☐ Nauki medyczne (Medical Sciences) ☐ Nauki o zdrowiu (Health Sciences)
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department)	Uniwersytet Medyczny w Łodzi /Medical University of Lodz
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) /PhD student e-mail account (in e-doktorant system):	Numer legitymacji /Student ID:
Numer ORCID /ORCID:	Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej /Date of beginning of doctoral studies:
Promotor rozprawy doktorskiej (1) /PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) /PhD dissertation Supervisor (2):
Promotor pomocniczy rozprawy doktorskiej /Auxiliary PhD dissertation Supervisor:	Data złożenia raportu do oceny śródokresowej /Date of submitting the Midt-term Report: <i>Doctoral School Administration stamp</i>

**2) Informacje o rozprawie doktorskiej
/Information on doctoral dissertation**

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Original title of doctoral dissertation

Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of dissertation (month, year)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKS. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most important results and achievements, conclusions) (DESCRIPTION – MAX 5 PAGES A4, ARIAL NARROW 11, LINE SPACING 1)

3) Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB)
/ Report on progress in implementation of Individual Research Plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyrzucić w %) (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) A. Timely execution of research timetable stages up to date and degree of realization of IRP (expressed as a percentage) (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wyrzucić w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) B. Progress in implementation of doctoral dissertation and degree of its realization (expressed as a percentage) (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt. A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) C. Explanation of any discrepancies between stages of realization described in point A and B, and timetable and dissertation submission deadline declared in IRP (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

4) Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, zrealizowane w trakcie kształcenia w Międzynarodowej Szkole Doktorskiej.
/ Scientific achievements and other activity directly related to implementation of doctoral dissertation which were not indicated in the recruitment process for International Doctoral School

A. Publikacje naukowe, w tym A. Scientific publications including	pkt MNiSW / MNiSW (ministerial) points	5-letni / 5-year impact factor
publikacje z listy MNiSW / publications from MNiSW list		
autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number		

publikacje spoza listy MNiSW / publications outside MNiSW list		
autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number		—
publikacje konferencyjne / conference publications		
autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively		—
inne publikacje lub rozdziały w książkach / other papers or chapters in books		
autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively		—
B. Prezentacje konferencyjne B. Conference presentations		
ustne (prezentowane osobiście)/ talks (presented by PhD student) /		
autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation titles, name of conference, venue, date		
plakatowe (prezentowane osobiście) / posters (presented by PhD student)		
autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation titles, name of conference, venue, date		
C. Kierowanie projektami naukowymi i stypendia naukowe (np. MK_PP, NCN, FNP, NAWA). C. Principal investigator in scientific projects and scientific scholarships (e.g. MK_PP, NCN, FNP, NAWA). Please note: students who were admitted to International Doctoral School in a frame of project or Industrial Doctoral Program do not indicate this project/program		
nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of financing institution, type of project/scholarship, project title, role in project		
D. Staże naukowe (krajowe, zagraniczne) <u>związane z realizacją rozprawy doktorskiej</u> D. Internships (domestic, international) <u>related to implementation of doctoral dissertation</u>		
kraj, nazwa instytucji, miejsce, okres trwania / country, name of host institution, place, time of duration		
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta, etc.) E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student, etc.)		
kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie. / country, date of register of patent applications or obtained patent / name of financing institution, type of project/scholarship, project title, role in project		

**5) Sprawozdanie z I i II roku realizacji programu kształcenia
/ Report of realization of I and II year of Education Program**

A. Realizacja programu kształcenia A. Implementation of education program
terminowa / nieterminowa realizacja program kształcenia

<i>/ timely / untimely implementation of the education program</i>	
B. Praktyki zawodowe (max 90 h**) B. Professional practical training (max 90 h)	
Zajęcia ze studentami prowadzone samodzielnie / Classes with students taught by PhD student	<i>Liczba godzin / Number of hours</i>
Uczestniczenie w prowadzeniu zajęć ze studentami / Participation in teaching of classes with students	<i>Liczba godzin / Number of hours</i>

6) Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej
/ SWOT analysis of IRP realization and preparation of doctoral dissertation

Silne strony / Strengths	Słabe strony / Weaknesses
• XXX • XXX	• XXX • XXX
Szanse / Opportunities	Zagrożenia / Threats
• XXX • XXX	• XXX • XXX

7) Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS – MAKŚ. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ Additional comments, remarks and/or conclusions by PhD student (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą.
/ The undersigned hereby certifies that the above information is correct.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

8) Opinia promotora/promotorów (OPIS – MAKŚ. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ Opinion of the Supervisor/Supervisors (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

.....
data/date

.....
czytelny podpis promotora/legible signature of the Supervisor

.....
data/date

.....
czytelny podpis drugiego promotora/legible signature of the 2nd Supervisor

**Resolution No. 12/2024
of February 29, 2024
adopted by the Senate of the Medical University of Lodz**

**on making amendments to the Rules and Regulations of the International Doctoral School
and the consolidated text of the Rules and Regulations**

Pursuant to Article 205(2) and (5) of the Act of July 20, 2018 – Law on Higher Education and Science (Journal of Laws of 2023, Item 742) and § 21(2)(1) and § 76(3) of the Statutes of the Medical University of Lodz of June 27, 2019 as amended, the following resolution is hereby adopted:

§ 1

As of October 1, 2023, the Rules and Regulations of the International Doctoral School, implemented under Resolution No. 289/2019 of 28 May, 2019 adopted by the Senate of the Medical University of Lodz, are amended as follows:

- a) in § 5 Item 1, Point 11 and 12 are replaced by the following:
 - 11) develops projects:
 - a) on the programme of studies at the Doctoral School,
 - b) on the procedure of recruitment to the Doctoral School ,
 - c) on the Rules and Regulations of the Doctoral School;
 - 12) submits drafts of the programme of studies at the Doctoral School and the rules of recruitment to the Doctoral School to the Scientific Council of the University for opinion.;”;
- b) in § 11 Item 4, Point 2 is replaced by the following:
 - „2) use an individual e-mail account in contacts with University employees, indicated by the University's Office of Doctoral Studies, and protect it against access by any third parties.”,
- 3) in § 21 Item 4 is replaced by the following:
 - 4. Annual report on the course of studies referred to in Item 2 must be submitted by the doctoral student, in Polish or English, to the Head of the Doctoral School by August 30. The report template is presented in Annex No. 2 to the Regulations.”;
- 4) The contents of Annexes No. 1-5 are as specified in Annexes No. 1-5 to this Resolution, respectively.

§ 2

The consolidated text of the Rules and Regulations of the International Doctoral School, including the amendments referred to in § 1, constitutes Annex No. 6 to this Resolution.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radziszław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin



(WZÓR/SPECIMEN FORM)

.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

INDYWIDUALNY PLAN BADAWCZY / INDIVIDUAL RESEARCH PLAN

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”./ The form must be typed and submitted in paper version after obtaining the approval of the Supervisor(s). If there is no relevant information to be provided, insert “NONE” in a given space.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL DISSERTATION	
TEMAT ROZPRawy DOKTORSKIEJ W JĘZYKU POLSKIM I ANGIELSKIM / TITLE OF THE DOCTORAL DISSERTATION IN POLISH AND ENGLISH	
DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU* / PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*

* Zaznaczyć właściwe / Mark as appropriate.

OGÓLNY OPIS ROZPRAWY DOKTORSKIEJ (PROBLEM BADAWCZY, HIPOTEZY BADAWCZE, CEL, KORZYŚCI TEORETYCZNE I PRAKTYCZNE, TEORETYCZNE PODSTAWY PRACY BADAWCZEJ I METODYKA BADAŃ NAUKOWYCH) / GENERAL DESCRIPTION OF THE DOCTORAL DISSERTATION (RESEARCH PROBLEM, RESEARCH HYPOTHESES, OBJECTIVE, THEORETICAL AND PRACTICAL BENEFITS, THEORETICAL FOUNDATIONS OF RESEARCH PAPER AND METHODOLOGY OF SCIENTIFIC RESEARCH)	
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (DD-MM-RRRR) / DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION (DD-MM-YYYY)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR(S), ACADEMIC DEGREE(S)/ TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTANT SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIwersytetu Medycznego w Łodzi (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF ŁÓDŹ (CLINIC/ DEPARTMENT/WARD)	
ZADANIA PROMOTORA/ PROMOTORÓW/PROMOTORA POMOCNICZEGO / TASKS OF THE SUPERVISOR(S) / ASSISTANT SUPERVISOR	
ZASADY WSPÓŁPRACY POMIĘDZY DOKTORANTEM A PROMOTOREM/ PROMOTORAMI/PROMOTOREM POMOCNICZYM, W TYM LICZBA GODZIN KONSULTACJI W POSZCZEGÓLNYCH LATACH KSZTAŁCENIA / RULES OF COOPERATION BETWEEN THE DOCTORAL STUDENT AND THE SUPERVISOR(S)/ ASSISTANT SUPERVISOR, INCLUDING THE NUMBER OF CONSULTATION HOURS IN EACH YEAR OF STUDY	

C. SPOSÓB FINANSOWANIA BADAŃ, AKTYWNOŚĆ W ZAKRESIE POZYSKIWANIA ŚRODKÓW FINANSOWYCH NA REALIZACJĘ PROJEKTÓW BADAWCZYCH LUB GRANTÓW / C. SOURCE OF RESEARCH FINANCING, ACTIVITY AIMED AT OBTAINING FUNDS FOR IMPLEMENTATION OF RESEARCH PROJECTS OR GRANTS

D. SPOSÓB PREZENTACJI WYNIKÓW BADAŃ / D. PRESENTATION OF RESEARCH STUDY RESULTS

I. ARTYKUŁY NAUKOWE/INNE PUBLIKACJE / I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS

I rok / 1st year*

☐ TAK / YES

☐ NIE / NO

Typ publikacji / Type of publication:.....

II rok / 2nd year

☐ TAK / YES

☐ NIE / NO

Typ publikacji / Type of publication:.....

III rok / 3rd year

☐ TAK / YES

☐ NIE / NO

Typ publikacji / Type of publication:.....

IV rok / 4th year

☐ TAK / YES

☐ NIE / NO

Typ publikacji / Type of publication:.....

* Zaznaczyć właściwe i wskazać typ publikacji (np. poglądowa, oryginalna, monografia). / Mark as appropriate and specify the type of publication (e.g. review, original paper, monograph).

II. UDZIAŁ W KONFERENCJACH/SYMPOZJACH/ZJAZDACH NAUKOWYCH (KRAJOWYCH, ZAGRANICZNYCH)
/ II. PARTICIPATION IN SCIENTIFIC CONFERENCES/ SYMPOSIUMS/CONVENTIONS (DOMESTIC,
INTERNATIONAL)

I rok / 1st year*

☐ TAK / YES

☐ NIE / NO

Typ konferencji/symposium/zjazdu / Type of conference/symposium/congress:

II rok / 2nd year

☐ TAK / YES

☐ NIE / NO

Typ konferencji/symposium/zjazdu / Type of conference/symposium/congress:

III rok / 3rd year

☐ TAK / YES

☐ NIE / NO

Typ konferencji/symposium/zjazdu / Type of conference/symposium/congress:

IV rok / 4th year

☐ TAK / YES

☐ NIE / NO

Typ konferencji/symposium/zjazdu / Type of conference/symposium/congress:

III. KIEROWANIE PROJEKTAMI NAUKOWYMI / III. PRINCIPAL INVESTIGATOR IN SCIENTIFIC PROJECTS

* Zaznaczyć właściwe i wskazać, czy konferencja/symposium/kongres będzie się odbywała/odbywał w kraju czy za granicą. / Mark the appropriate and indicate whether the conference/symposium/congress will take place domestically or abroad.

IV. STAŻE NAUKOWE (KRAJOWE, ZAGRANICZNE) ZWIĄZANE Z REALIZACJĄ ROZPRAWY DOKTORSKIEJ /
IV. INTERNSHIPS (DOMESTIC, INTERNATIONAL) RELATED TO PREPARATION OF THE DOCTORAL
DISSERTATION

I rok/ 1st year*

☐ TAK /YES

☐ NIE / NO

Typ stażu / Type of internship:.....

II rok / 2nd year

☐ TAK /YES

☐ NIE / NO

Typ stażu / Type of internship:.....

III rok / 3rd year

☐ TAK /YES

☐ NIE / NO

Typ stażu / Type of internship:.....

IV rok / 4th year

☐ TAK /YES

☐ NIE / NO

Typ stażu / Type of internship:.....

V. INNE (NP. PATENTY, ZGŁOSZENIA PATENTOWE, WZORY UŻYTKOWE I PRAWA AUTORSKIE DO UTWORÓW,
WNIOSKI O PROJEKTY I STYPENDIA ZŁOŻONE PRZEZ DOKTORANTA), UDZIAŁ W SZKOŁACH LETNICH
I ZIMOWYCH, WARSZTATACH, SZKOLENIACH / V. OTHER (E.G. PATENTS, PATENT APPLICATIONS, UTILITY
MODELS AND COPYRIGHTS, PROJECT OR SCHOLARSHIP APPLICATIONS SUBMITTED BY DOCTORAL STUDENT,
PARTICIPATION IN SUMMER AND WINTER SCHOOLS, WORKSHOPS, TRAINING COURSES)

* Zaznaczyć właściwe i wskazać, czy staż będzie odbywał się w kraju czy za granicą. /Mark as appropriate and specify whether the internship will be / was held domestically or abroad.

** Zaznaczyć właściwe / Mark as appropriate.

VI. UDZIAŁ W WYMIANIE MIĘDZYNARODOWEJ / VI. PARTICIPATION IN INTERNATIONAL EXCHANGE

I rok / 1st year**

☐ TAK / YES

☐ NIE / NO

II rok / 2nd year

☐ TAK / YES

☐ NIE / NO

III rok / 3rd year

☐ TAK / YES

☐ NIE / NO

IV rok / 4th year

☐ TAK / YES

☐ NIE / NO

Opis: / Description:

E. WYKAZ UDOSTĘPNIANEJ DOKTORANTOWI INFRASTRUKTURY BADAWCZEJ UNIwersYTETU MEDYCZNEGO W ŁODZI (wraz z zasadami dostępu do tej infrastruktury) / E. LIST OF RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)

F. HARMONOGRAM BADAŃ I PRZYGOTOWANIA ROZPRAWY DOKTORSKIEJ / F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL DISSERTATION

Lp. No.	Termin/okres realizacji / Date/period of implementation	Planowane badania oraz etapy przygotowania rozprawy doktorskiej* / Planned research and stages of preparation of the doctoral dissertation*
I ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 1 st YEAR OF STUDY (academic year 20...../20....)		

* W szczególności: ustalenie obszaru badań, sformułowanie problemu badawczego, opracowanie metodyki prowadzenia badań, etapy przygotowania rozprawy doktorskiej, udział w konferencjach, zjazdach i sympozjach oraz wymianie międzynarodowej, staże zagraniczne, planowane publikacje (artykuły, komunikaty zjazdowe), projekty i granty badawcze.
/ In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral dissertation, participation in conferences, conventions and symposiums and international exchange programs, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

1		
2		
3		
4		
5		
II ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 2nd YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		
III ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 3rd YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		
IV ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 4th YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		

.....
 (podpis doktoranta/
 signature of the Doctoral Student)

.....
 (pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów/
 name stamp(s) and signature(s) of the Supervisor(s))

G. OPINIA PROMOTORA POMOCNICZEGO* / G. OPINION OF THE ASSISTANT SUPERVISOR*

.....
(pieczęć imienna i podpis promotora pomocniczego/
name stamp and signature of the Assistant Supervisor)

.....
(pieczęć imienna i podpis dyrektora Międzynarodowej Szkoły Doktorskiej/
name stamp and signature of the Head of the International Doctoral School)

* Opinia wymagana w przypadku wyznaczenia promotora pomocniczego. / The opinion is required if an assistant supervisor is appointed.

(WZÓR/ SPECIMEN FORM)



Łódź, ...

.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

**SPRAWOZDANIE ROCZNE Z PRZEBIEGU KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE
DOKTORSKIEJ ZA ROK AKADEMICKI 20.../20... / ANNUAL REPORT ON THE COURSE
OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”. Rubryki A-D wypełnia doktorant, rubryki D-F – promotor/promotorzy, rubrykę G – dyrektor Międzynarodowej Szkoły Doktorskiej.) / (The form must be typed and submitted in paper version after obtaining the approval of the Supervisor(s); If there is no relevant information to be provided, insert “NONE” in a given space. Spaces A-D must be filled in by the Doctoral Student, spaces D-F – by the Supervisor(s), space G – by the Head of the International Doctoral School.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
NAUCZYCIEL AKADEMICKI / ACADEMIC TEACHER	☐ TAK / YES ☐ NIE / NO*
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL DISSERTATION	

* Zaznaczyć właściwe./ Mark as appropriate.

TEMAT ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / SUBJECT OF THE DOCTORAL DISSERTATION (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	
DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU / PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION (AS SPECIFIED IN THE INDIVIDUAL RESEARCH PLAN)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/ STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR(S), ACADEMIC DEGREE(S)/TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTANT SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIWERSYTETU MEDYCZNEGO W ŁODZI (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	
C. SPRAWOZDANIE Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO / C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN	
I. Czy doktorant zrealizował założenia wskazane w indywidualnym planie badawczym, dotyczące roku akademickiego, za który składa sprawozdanie? / I. Has the doctoral student implemented the assumptions indicated in the individual research plan for the academic year for which they are submitting the report? ☐ TAK / YES ☐ NIE (uzasadnienie): / NO* (reasons): Sprawozdanie z realizacji indywidualnego planu badawczego/ Report on implementation of the individual research plan:	

* Zaznaczyć właściwe./ Mark as appropriate.

II. PUBLIKACJE / II. PUBLICATIONS						
(NALEŻY PODAĆ TYLKO TE PUBLIKACJE, KTÓRE UKAZAŁY SIĘ JUŻ DRUKIEM W OKRESIE SPRAWOZDAWCZYM, ORAZ TE, KTÓRE ZOSTAŁY OSTATECZNIE ZAAKCEPTOWANE PRZEZ REDAKCJĘ) / (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS.)						
LP. /NO.	AUTOR/ REDAKCJA NAUKOWA /AUTHOR/ SCIENTIFIC EDITOR	TYTUŁ / TITLE	NAZWA WYDAWNICTWA/ TYTUŁ CZASOPISMA / PUBLISHER NAME/MAGAZINE TITLE	MIEJSCE WYDANIA/ ROK WYDANIA / PLACE OF PUBLICATION/ YEAR OF PUBLICATION	PUNKTY MINISTERIALNE* / IMPACT FACTOR / MINISTERIAL POINTS*/ IMPACT FACTOR	NR STR. / PAGE NO.
1						
2						
3						
4						
5						
6						
III. UDZIAŁ W KONFERENCJACH/SYMPOZJACH/ZJAZDACH / III. PARTICIPATION IN CONFERENCES/ SYMPOSIUMS/CONVENTIONS						
LP. /NO.	NAZWA KONFERENCJI/ SYMPOZJUM/ ZJAZDU / NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZATOR I MIEJSCE / ORGANIZING ENTITY AND PLACE	TERMIN / DATE	RODZAJ UCZESTNI- CTWA (BIERNY/ CZYNNY) / TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TYTUŁ REFERATU / TITLE OF THE PRESENTATION	
1						
2						
3						
4						
5						
6						
IV. UDZIAŁ W BADANIACH PROWADZONYCH PRZEZ JEDNOSTKĘ / IV. PARTICIPATION IN RESEARCH CONDUCTED BY THE UNIT						
LP. /NO.	TYTUŁ/ TITLE	KIEROWNIK BADAŃ/ PRINCIPAL INVESTIGATOR	NAZWA JEDNOSTKI / NAME OF THE UNIT	OKRES REALIZACJI / PERIOD OF CONDUCTING REASERCH	CHARAKTER UCZESTNICTWA / TYPE OF PARTICIPATION	

* Liczba punktów według aktualnego wykazu czasopism, ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki./ Number of points according to the current list of journals announced by the Minister of Higher Education and Science.

1					
2					
3					
4					
5					
6					

V. STAŻE NAUKOWE ZWIĄZANE Z ROZPRAWĄ DOKTORSKĄ / V. RESEARCH INTERNSHIPS RELATED TO THE DOCTORAL DISSERTATION

LP. / NO.	STAŻE NAUKOWE KRAJOWE/ ZAGRANICZNE/ DOMESTIC/INTERNATIONAL RESEARCH INTERNSHIPS	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	MIEJSCE / PLACE	OKRES / PERIOD	CEL / OBJECTIVE	ŹRÓDŁO FINAN- SOWANIA / SOURCES OF FUNDS
1						
2						
3						
4						
5						
6						

VI. PROJEKTY/GRANTY NAUKOWE (NCN, NCBiR, FNP, INNE) / VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)

LP. / NO.	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	TYTUŁ PROJEKTU/ GRANTU / TITLE OF THE PROJECT/GRANT	RODZAJ GRANTU / TYPE OF GRANT	OKRES REALIZACJI / IMPLEMENTATION PERIOD	FUNKCJA W PROJEKCIE / ROLE IN THE PROJECT
1					
2					
3					
4					

5					
6					
D. SPRAWOZDANIE Z REALIZACJI PROGRAMU KSZTAŁCENIA / D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES					
I. EGZAMINY I ZALICZENIA – zgodnie z załączoną kartą okresowych osiągnięć / I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record					
II. PRAKTYKI ZAWODOWE / II. PROFESSIONAL PLACEMENT TRAINING					
LP. /NO.	WYKAZ ZAJĘĆ, KTÓRE DOKTORANT PROWADZIŁ SAMODZIELNIE LUB W KTÓRYCH PROWADZENIU UCZESTNICZYŁ (NAZWY PRZEDMIOTÓW I LICZBA GODZIN) / LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH THEY PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)				PODPIS PROMOTORA / SIGNATURE OF THE SUPERVISOR
1					
2					
3					
4					
5					
DATA SPORZĄDZENIA SPRAWOZDANIA/ DATE OF DRAWING UP THE REPORT			PODPIS DOKTORANTA/ SIGNATURE OF THE DOCTORAL STUDENT		
E. OCENA SPRAWOZDANIA ROCZNEGO PRZEZ PROMOTORA/ PROMOTORÓW / E. ASSESSMENT OF THE ANNUAL REPORT BY THE SUPERVISOR(S)					☐ POZYTYWNA / POSITIVE ☐ NEGATYWNA/ NEGATIVE*
F. OPINIA PROMOTORA/PROMOTORÓW W FORMIE OPISOWEJ / F. DESCRIPTIVE OPINION OF THE SUPERVISOR(S)					

* Zaznaczyć właściwe./ Mark as appropriate.

.....
(data/ date)

.....
(pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów /
name stamp(s) and signature(s) of the Supervisor(s))

**G. ZALICZENIE ROKU KSZTAŁCENIA PRZEZ DYREKTORA MIĘDZYNARODOWEJ SZKOŁY DOKTORSKIEJ
/ G. CREDIT FOR A YEAR OF STUDY AWARDED BY THE HEAD OF THE INTERNATIONAL DOCTORAL
SCHOOL**

..... rok kształcenia w Międzynarodowej Szkole Doktorskiej (rok akademicki 20..../20....) /
..... year of studies at the International Doctoral School (academic year 20..../20....):

- zaliczam / credit awarded
- nie zaliczam / credit not awarded
- zaliczam warunkowo / credit awarded conditionally*

.....
(data/date)

.....
(pieczęć imienna i podpis dyrektora
Międzynarodowej Szkoły Doktorskiej/
name stamp and signature of the Head
of the International Doctoral School)

* Zaznaczyć właściwe./ Mark as appropriate.

Załącznik nr 3 do uchwały nr 12/2024
z dnia 29 lutego 2024 r.
Senatu Uniwersytetu Medycznego w Łodzi

Załącznik nr 3
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 3
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

RAPORT Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ ZA OKRES OD (DD.MM.RRRR) DO (DD.MM.RRRR)
/ REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN – FOR MID-TERM
ASSESSMENT FOR THE PERIOD FROM (DD.MM.YYYY) TO (DD.MM.YYYY)

1. Podstawowe dane / Basic information

Imię / imiona i nazwisko doktoranta / Name/s and surname of Doctoral student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne / Pharmacology and Pharmacy ☐ Nauki medyczne / Medical Sciences ☐ Nauki o zdrowiu / Health Sciences*
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department):	Numer ORCID / ORCID:
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / Doctoral Student's e-mail account (in the e-doktorant system):	Numer legitymacji / Student ID:
Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej	Promotor rozprawy doktorskiej (1) / Supervisor of the doctoral dissertation (1):

* Zaznaczyć właściwe./ Mark as appropriate.

/Date of commencing studies at the International Doctoral School:	
Promotor rozprawy doktorskiej (2) / Supervisor of the doctoral dissertation (2):	Promotor pomocniczy rozprawy doktorskiej / Assistant Supervisor for the doctoral dissertation:
Data złożenia raportu do oceny śródkresowej /Date of submission of the report for mid-term assessment: (pieczęć imienna i podpis pracownika Centrum Obsługi Doktorantów / name stamp and signature of the employee of the Office of Doctoral Studies)	

2. Informacje o rozprawie doktorskiej/ Information on the doctoral dissertation

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Title of the doctoral dissertation (in Polish and English)
Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of the doctoral dissertation (month, year, as specified in the individual research plan – IRP)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKŚ. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most significant results and achievements, conclusions) (DESCRIPTION – MAX. 5 A4 PAGES, ARIAL NARROW 11 FONT, 1.0 SPACING)

3. Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB) / Report on the progress in implementation of the individual research plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyrzucić w %) (OPIS – MAKŚ. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / A. Timeliness of completion of the previous stages of the research work schedule and the degree of implementation of the IRP (expressed in percentage) (DESCRIPTION – MAX. 0.5 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wyrazić w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / B. Progress in the preparation of the doctoral dissertation and degree of its implementation (expressed in percentage) (DESCRIPTION – MAX. 1 PAGE A4, ARIAL NARROW 11 FONT, 1.0 SPACING)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / C. Reasons for any discrepancies between the degree of implementation (described in points A and B and the schedule) and the deadline for submission of the doctoral dissertation, as declared in the IRP (DESCRIPTION – MAX. 1 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

4. Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej / Scientific achievements and other activities directly related to implementation of the doctoral dissertation.

A. Publikacje naukowe, w tym: / A. Scientific publications including:	Punkty ministerialne /Ministerial points*	Impact Factor	Czy wskazane w IPB: TAK/NIE / Indicated in the IRP: YES/NO
Publikacje w czasopismach ujętych w wykazie Ministra / Publications in journals included in the list of the Minister**			
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>			
Publikacje w czasopismach nieujętych w wykazie Ministra / Publications in journals not included in the list of the Minister***			
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors,</i>			

* Liczba punktów według wykazu czasopism ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Number of points according to the list of journals announced by the Minister of Higher Education and Science.

** Artykuły opublikowane w czasopismach ujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals included in the list announced by the Minister of Higher Education and Science.

*** Artykuły opublikowane w czasopismach nieujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals not included in the list announced by the Minister of Higher Education and Science.

<i>publication title, journal, issue, year, pages or DOI number</i>			
Publikacje konferencyjne / Conference publications			
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		–	
Inne publikacje lub rozdziały w książkach / Other papers or book chapters			
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		–	
B. Prezentacje konferencyjne / B. Conference presentations			
ustne (prezentowane osobiście) / oral (given by the Doctoral Student)			
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>			
plakatowe (prezentowane osobiście) / posters (given by the Doctoral Student)			
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>			
C. Kierowanie projektami naukowymi i stypendia naukowe (np. NCN, FNP, NAWA). Uwaga: Studenci, którzy zostali przyjęci do Szkoły Doktorskiej w ramach projektu lub programu Doktorat Wdrożeniowy nie wskazują tego projektu/programu. C. Principal investigator in scientific projects and scientific scholarships (e.g. National Science Centre (NCN), Foundation for Polish Science (FNP), Polish National Agency for Academic Exchange (NAWA)). Note: students who were admitted to the International Doctoral School within a project or the Industrial Doctoral Program do not indicate this project/program.			

<i>nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of the funding institution, type of project/scholarship, project title, role in project</i>	
D. Staże naukowe (krajowe, zagraniczne) związane z realizacją rozprawy doktorskiej / D. Research internships (domestic, international) related to implementation of the doctoral dissertation	
<i>kraj, nazwa instytucji, miejsce, okres trwania / country, name of the host institution, place, duration period</i>	
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by the Doctoral Student)	
<i>kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/ stypendium, tytuł, funkcja w projekcie / country, date of register of patent applications or obtained patent / name of the funding institution, type of project/scholarship, project title, role in project</i>	
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym (IPB) F. Scientific achievements and other activities directly related to preparation of the doctoral dissertation, not included in the individual research plan (IRP)	
<i>np. publikacje, konferencje, staże, współpraca zagraniczna, projekty, granty, inne (potwierdzone kserokopiami) / e.g. publications, conferences, internships, international cooperation, projects, grants, other (confirmed by photocopies)</i>	

5. Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej / SWOT analysis of IRP implementation and preparation of the doctoral dissertation

Silne strony / Strengths	Słabe strony / Weaknesses

• xxx • xxx	• xxx • xxx
Szanse / Opportunities	Zagrożenia / Threats
• xxx • xxx	• xxx • xxx

6. Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Additional comments, remarks, conclusions by Doctoral student** (DESCRIPTION – MAX. 0.5 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą. / I, the undersigned, hereby certify that the above information is true and accurate.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of the Doctoral Student

7. Opinia promotora/promotorów (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Opinion of the Supervisor(s)** (DESCRIPTION – MAX. 0.5 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

.....
data/date

.....
czytelny podpis promotora/legible signature of the Supervisor

.....
data/date

.....
czytelny podpis drugiego promotora/legible signature
of the Second Supervisor

Załącznik nr 4 do uchwały nr 12/2024
z dnia 29 lutego 2024 r.
Senatu Uniwersytetu Medycznego w Łodzi

Załącznik nr 4
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 4
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

**OCENA JAKOŚCI OPIEKI NAUKOWEJ ZA OKRES OD (DD.MM.RRRR) DO (DD.MM.RRRR)
/ ASSESSMENT OF THE QUALITY OF SCIENTIFIC SUPERVISION
FOR THE PERIOD FROM (DD.MM.YYYY) TO (DD.MM.YYYY)**

1. Podstawowe dane dotyczące doktoranta / Basic details of the Doctoral Student

Imię / imiona i nazwisko doktoranta / Name/s and surname of Doctoral student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne / Pharmacology and Pharmacy ☐ Nauki medyczne / Medical Sciences ☐ Nauki o zdrowiu / Health Sciences*
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / Doctoral Student's e-mail account (in the e-doktorant system):	Numer legitymacji / Student ID:
Promotor rozprawy doktorskiej (1) / Supervisor of the doctoral dissertation (1):	Promotor rozprawy doktorskiej (2) / Supervisor of the doctoral dissertation (2):

* Zaznaczyć właściwe./ Mark as appropriate.

2. Charakterystyka współpracy z promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko) / Description of cooperation with the Supervisor (scale: 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time dedicated to cooperation with the Doctoral Student	
Ogólna kultura wzajemnych kontaktów i współpracy / Culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez promotora / Scientific suggestions and inspirations provided by the Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Accuracy of collaboration in preparation of multi-author publications	
Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Assistance in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) offered to the Doctoral Student	
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Options of participating in projects carried out in the unit, provided to the Doctoral Student	
Ogólna ocena współpracy z promotorem / Overall assessment of cooperation with the Supervisor	
Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional)	

3. Charakterystyka współpracy z drugim promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko) / Description of cooperation with the Second Supervisor (scale: 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time dedicated to cooperation with the Doctoral Student	
Ogólna kultura wzajemnych kontaktów i współpracy / Culture of mutual contact and cooperation	

Sugestie i inspiracje naukowe udzielane przez drugiego promotora / Scientific suggestions and inspirations provided by the Second Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Accuracy of collaboration in preparation of multi-author publications	
Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Assistance in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) offered to the Doctoral Student	
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Options of participating in projects carried out in the unit, provided to the Doctoral Student	
Ogólna ocena współpracy z drugim promotorem / Overall assessment of cooperation with the Second Supervisor	
Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional)	

.....
data/date

.....
czytelny podpis doktoranta/legible signature of the Doctoral Student

Załącznik nr 5 do uchwały nr 12/2024
z dnia 29 lutego 2024 r.
Senatu Uniwersytetu Medycznego w Łodzi

Załącznik nr 5
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 5
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

PROTOKÓŁ KOMISJI EWALUACYJNEJ DS. OCENY ŚRÓDOKRESOWEJ
– OCENA ZA OKRES (DD.MM.RRRR) DO (DD.MM.RRRR)
/MINUTES OF THE EVALUATION COMMITTEE FOR MID-TERM ASSESSMENT
– ASSESSMENT FOR THE PERIOD FROM (DD.MM.YYYY) TO (DD.MM.YYYY)

.....
(imię / imiona i nazwisko doktoranta / name(s) and surname of the Doctoral Student)

Komisja Ewaluacyjna ds. Oceny Śródkresowej Doktoranta Międzynarodowej Szkoły Doktorskiej Uniwersytetu Medycznego w Łodzi (UM) w dyscyplinie:
....., **w składzie:**

/ Evaluation Committee for Mid-term Assessment of the Doctoral Student at the International Doctoral School, Medical University of Lodz (MUL), for the discipline of:
....., **consisting of:**

No.	Tytuł / stopień naukowy, imię, nazwisko / Scientific title / degree, name, surname	Rola / Role
1.		Przewodniczący Komisji / Head of the Committee
	Uniwersytet, wydział, instytut / University, faculty, institute:	
2.		Członek Komisji z UM / Member from the MUL
	Uniwersytet, wydział, instytut / University, faculty, institute:	
3.		Członek Komisji spoza UM / Member from outside the MUL
	Uniwersytet, wydział, instytut / University, faculty, institute:	
4.		Obserwator – doktorant / Observer – Doctoral student
	Uniwersytet Medyczny w Łodzi/ Medical University of Lodz:	

1. Ocena realizacji indywidualnego planu badawczego (IPB) i harmonogramu przygotowania rozprawy doktorskiej/ Assessment of implementation of individual research plan (IRP) and timetable of doctoral dissertation preparation

Tytuł rozprawy doktorskiej (w języku dysertacji) / Original title of the doctoral dissertation	
Termin złożenia dysertacji zaplanowany w IPB jest realny. / The date of submission of the doctoral dissertation as planned in IRP is feasible.	TAK / NIE* / YES / NO*
Hipoteza lub problem badawczy została już sformułowana. / The research hypothesis or problem have already been formulated.	TAK / NIE* / YES / NO*
Odpowiednia metodyka badawcza została wybrana i zastosowana. / The proper research methodology has been chosen and applied.	TAK / NIE* / YES / NO*
Uzyskane dotychczas wyniki są istotne dla zrealizowania rozprawy doktorskiej. / The results obtained so far are important for the implementation of the doctoral dissertation.	TAK / NIE* / YES / NO*
Oczekiwane wyniki badań naukowych i/lub aplikacyjnych są możliwe do uzyskania w okresie kolejnych 2 lat. / The expected results of scientific and/or application research are achievable within the next 2 years.	TAK / NIE* / YES / NO*
Badania realizowane są zgodnie z harmonogramem zaplanowanym w IPB. / The research is being conducted according to the schedule planned in the IRP.	TAK / NIE* / YES / NO*
Jakość wykonywania zadań wynikających z harmonogramu przygotowania rozprawy doktorskiej/ The quality of the tasks completed according to the schedule of the doctoral dissertation preparation.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*
Nowatorstwo wyników, ich ważność i wpływ na rozwój nauki, cywilizacji, społeczeństwa. / Novelty of the results, their importance and influence on the advancement of science, civilization, and society.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*

* Niepotrzebne skreślić. / Delete as appropriate.

- 2. Ocena dorobku naukowego i innej aktywności bezpośrednio związanej z realizacją rozprawy doktorskiej** (A-E – elementy uwzględnione w indywidualnym planie badawczym, F – dorobek naukowy i inne aktywności nieprzewidziane w indywidualnym planie badawczym) / **Assessment of scientific achievements and other activities directly related to implementation of the doctoral dissertation** (A-E - elements included in the individual research plan, F – scientific achievements and other activities not included in the individual research plan)

Dorobek naukowy / Scientific achievements	Ocena Komisji / Committee assessment
A. Publikacje naukowe / A. Scientific publications	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
B. Prezentacje konferencyjne / B. Conference presentations	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
C. Kierowanie projektami naukowymi i stypendia naukowe / C. Principal investigator in scientific projects and scientific scholarships	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
D. Staże naukowe związane z realizacją rozprawy doktorskiej / D. Research internships related to implementation of the doctoral dissertation	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by the Doctoral Student)	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan	POZYTYWNA / NIE DOTYCZY* / POSITIVE / NOT APPLICABLE*

* Niepotrzebne skreślić. Adnotację „NIE DOTYCZY” w wierszach A-E należy pozostawić w przypadku nieuwzględnienia danego elementu w indywidualnym planie badawczym. / Delete as appropriate. The annotation "NOT APPLICABLE" in lines A-E should be left if a given element is not included in the individual research plan.

- 3. Opinia dotycząca jakości opieki naukowej i wsparcia w prowadzeniu działalności naukowej** / **Opinion concerning the quality of scientific supervision and support in conducting scientific activities**

Promotor / Supervisor	Drugi promotor / Second Supervisor
BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*

* Niepotrzebne skreślić. / Delete as appropriate.

Ocena prezentacji osiągnięć doktoranta i dyskusja naukowa / Assessment of the Doctoral Student's presentation of achievements and scientific discussion

Prezentacja osiągnięć i dyskusja naukowa / Presentation of achievements and scientific discussion	Ocena / Assessment
Prezentacja osiągnięć doktoranta / Doctoral student's presentation of achievements	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *
Dyskusja naukowa / Scientific discussion	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *

* Niepotrzebne skreślić. / Delete as appropriate.

4. Wynik głosowania Komisji Ewaluacyjnej ds. Oceny Śródkresowej / Voting result of the Evaluation Committee for Mid-term Assessment

Lp/No.	Imię i nazwisko / Name, surname	Rola / Role	Wynik głosowania / Voting result*	Podpis i data lub status „on-line” / Signature and date or “on-line” status **
1.		Przewodniczący Komisji / Chairperson of the Committee		
2.		Członek Komisji z UM / Member from the MUL		
3.		Członek Komisji spoza UM / Member from outside the MUL		
W roli obserwatora – doktorant/ Observer – Doctoral student:				

* Należy wpisać: „ocena pozytywna” lub „ocena negatywna”. / Please enter: "positive evaluation" or "negative evaluation".

** Status „on-line” należy wpisać w przypadku uczestniczenia w obradach Komisji za pośrednictwem środków komunikacji elektronicznej. / The "on-line" status should be entered in the case of participation in the Committee's deliberations via electronic means of communication.

5. Ocena końcowa doktoranta / Final assessment of the Doctoral Student

POZYTYWNA / POSITIVE*	NEGATYWNA / NEGATIVE*

* Niepotrzebne skreślić. / Delete as appropriate.

- 6. Uzasadnienie końcowej oceny Komisji, uwzględniające poszczególne punkty raportu i prezentację doktoranta** (OPIS – MIN. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ Reasons for the Committee's final assessment result, including particular points awarded for the Doctoral Student's mid-term report and presentation of achievements (DESCRIPTION – MIN. 0.5 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

Za Komisję / On behalf of the Committee:

data / czytelny podpis przewodniczącego Komisji
/ date / legible signature of the Chairperson of the Committee

**RULES AND REGULATIONS
OF THE INTERNATIONAL DOCTORAL SCHOOL**

(introduced under Resolution No. 289/2019 of May 28, 2019
adopted by the Senate of the Medical University of Lodz)

consolidated text

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the International Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmacology and pharmacy, medical sciences, health sciences, as well as the related rights and obligations of doctoral students.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) Senate – the University Senate;
 - 3) organizational unit – a University research and teaching unit, i.e., a department, clinical department or unit;
 - 4) Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in Item 1;
 - 5) doctoral student – a person pursuing their studies at the Doctoral School run by the University;
 - 6) Act – the Act of July 20, 2018 – Law on Higher Education and Science;
 - 7) Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and end with submission of a doctoral dissertation.
2. The studies at the Doctoral School prepare doctoral students for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmacology and pharmacy, medical sciences and health sciences, and creates conditions for doctoral students to:
 - 1) prepare for performing teaching, research and research and development work;
 - 2) acquire the skill of taking advantage of the world’s scientific achievements;
 - 3) identify and solve research problems, plan and conduct research studies, as well as use results of studies through patents and publications;
 - 4) acquire high research competencies and scientific independence;
 - 5) prepare for independent planning of their own scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
 - 6) prepare for participation in exchange of research experience and ideas, also in the international community.
3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted in compliance with the programme of studies and an individual research plan.
2. The academic year at the Doctoral School begins on October 1 and ends on September 30. It is divided into two semesters.
3. The main lecture language at the Doctoral School is English.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Head appointed and removed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Head of the Doctoral School may be held by an academic teacher employed with the University being their primary place of employment and holding the title of professor or *doktor habilitowany* (habilitated doctor).
3. Supervision over the Doctoral School is exercised by the Rector.

§ 5

1. In particular, the Head of the Doctoral School:
 - 1) plans a development strategy for the Doctoral School and presents it to the Rector;
 - 2) organizes and supervises the implementation of the programme of studies at the Doctoral School;
 - 3) chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 - 4) enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 - 5) after consulting a doctoral student, appoints their doctoral dissertation supervisor(s) and an assistant supervisor;
 - 6) (repealed);
 - 7) takes final decisions on awarding doctoral students credits for subsequent years of studies;
 - 8) upon a doctoral student's request, suspends their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code;
 - 9) gives consent for:
 - a) changing a supervisor(s) or an assistant supervisor,
 - b) extending the time limit for submission of a doctoral dissertation specified in an individual research plan,
 - c) leaving of a doctoral student for internship abroad and conducting research outside the University, as specified in the Rules and Regulations;
 - 10) files a request with the Discipline Scientific Council for appointing the Evaluation Committee for Mid-term Assessment;
 - 11) develops projects:
 - a) on the programme of studies at the Doctoral School,
 - b) on the procedure of recruitment to the Doctoral School
 - c) on the Rules and Regulations of the Doctoral School;
 - 12) submits drafts of the programme of studies at the Doctoral School and the rules of recruitment to the Doctoral School to the Scientific Council of the University for opinion;
 - 13) presents a report on the Doctoral School's operation for each academic year to the Rector.
2. A doctoral student may file an appeal against final decisions made by the Head of the Doctoral School and specified in Items 1 Points 5-9 with the Rector within 14 days following the receipt of a notice informing thereon.

SECTION III

ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at one doctoral school only at the same time.
3. A doctoral student may not be employed as an academic teacher or academic staff member, excluding the exceptions specified in Article 209(10) of the Act.

§ 7

1. A person admitted to the Doctoral School commences their studies and acquires the rights of a doctoral student upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (EDSIC) to each doctoral student.
3. A doctoral student is entitled to hold their EDSIC from the date of making the pledge until the date of completion of their studies or removal from the doctoral student register.
4. The validity of EDSIC held by a doctoral student who has been awarded a credit for a year of study, in accordance with § 21 Item 3, is extended for the following academic year.
5. Doctoral students of a foreign university or research institution who pursue a part of their studies at the Doctoral School will be issued an EDSIC based on the submitted request.

SECTION IV

RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Chapter 1

Rights of doctoral students

§ 8

A doctoral student has, in particular, the right to:

- 1) scientific guidance provided by their supervisor(s) or an assistant supervisor;
- 2) acquire knowledge and develop interests and, for such purposes, use the University scientific infrastructure – within the scope of the University financial means and organizational capabilities;
- 3) participate in seminars, research, development and implementation works and in open scientific meetings organized at the University;
- 4) use the University's library, information and archive collections;
- 5) doctoral scholarship – as specified in the Act and the Rules and Regulations;
- 6) receive awards and distinctions;
- 7) join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act of April 7, 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
- 8) suspend their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code;
- 9) apply for:
 - a) changing their supervisor(s) or assistant supervisor,

- b) extending the time limit for submission of a doctoral dissertation specified in an individual research plan – under the terms and conditions specified in the Rules and Regulations;
- 10) apply for:
 - a) a student loan – under the terms and conditions specified in separate regulations,
 - b) accommodation at a University student residence hall, including accommodation for their spouse or child – under the terms and conditions and in compliance with the procedure specified in the rules and regulations of benefits offered to students;
- 11) holiday breaks not exceeding eight weeks annually; such breaks should be taken in periods in which no teaching classes are conducted and should be approved by their supervisor;
- 12) social insurance and health insurance – in compliance with the rules specified in § 31 Items 6 and 7;
- 13) assess the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;
- 14) in the case of any dispute between a doctoral student and their supervisor – filing a request for mediation with the Head of the Doctoral School; it is required that at least one representative of the Doctoral Student Government participate in mediations between a doctoral student and their supervisor.

§ 9

1. For research purposes related to preparation of their doctoral dissertation, a doctoral student also has the right to:
 - 1) participate in national and international scientific seminars, conferences, conventions and symposiums;
 - 2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Head of the Doctoral School given after obtaining an opinion of a supervisor(s).
2. Internship completed abroad is included in the period of studies at the Doctoral School.
3. The Head of the Doctoral School may award a doctoral student a credit for courses or professional placement training completed by a doctoral student during their internship abroad. Such courses or professional placement training are regarded as those specified in the programme of studies.

§ 10

1. A doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the programme of studies at the Doctoral School to their needs resulting from disability in a way that will enable them to fully participate in the education process.
2. Doctoral students specified in Item 1 are:
 - 1) disabled persons who hold a valid disability certificate, disability level certificate or an equivalent document;
 - 2) persons suffering from chronic diseases who do not hold the certificates specified in Point 1, and whose health condition is confirmed by submitted medical documentation;
 - 3) persons whose sudden disease or accident result in a temporary inability to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
3. The scope of adjustment of conditions for completion of the programme of studies, upon a doctoral student's request, is determined by the Head of the Doctoral School following consultation with a specialist for disabled persons.
4. Adjustment of conditions for completion of the programme of studies to suit a doctoral student's needs resulting from their disability may particularly involve:

- 1) using by a doctoral student, during classes, credit tests and exams:
 - a) support provided by an assistant for the disabled,
 - b) technological solutions designed for a specific type of disability;
- 2) modification of the procedure of participation in teaching classes;
- 3) changing time limits and forms of taking credit tests and exams;
- 4) providing a doctoral student with teaching materials in a form adapted to a specific type of disability.

Chapter 2

Obligations of doctoral students

§ 11

1. A doctoral student is obliged to comply with the Rules and Regulations.
2. A doctoral student is also obliged to observe other University internal regulations and the Code of Doctoral Student Ethics.
3. The main responsibilities of a doctoral student include completion of the programme of studies and implementation of an individual research plan, including:
 - 1) participation in teaching classes specified in the programme of studies;
 - 2) obtaining credits for courses specified in the programme of studies within set time limits;
 - 3) completion of professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the programme of studies;
 - 4) conducting research studies under the guidance of their supervisor(s) and preparation of their doctoral dissertation in compliance with the schedule specified in an individual research plan.
4. A doctoral student is also obliged to:
 - 1) collect an electronic doctoral student ID, a badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 - 2) use an individual e-mail account in contacts with University employees, indicated by the University's Office of Doctoral Studies, and protect it against access by any third parties;
 - 3) develop, following consultation with their supervisor(s), an individual research plan including, in particular, a schedule of preparation and the set time limit for submission of their doctoral dissertation;
 - 4) submit, to the Head of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 Items 3 and 4, including an opinion of their supervisor(s);
 - 5) make efforts to obtain funds for completion of research studies related to preparation of their doctoral dissertation;
 - 6) conduct research studies necessary for preparation of their doctoral dissertation in organizational units;
 - 7) sign the attendance list in an organizational unit in which research studies are conducted;
 - 8) in the case of absence from classes or an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases – other written excuse;
 - 9) immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and receiving doctoral scholarship;
 - 10) preserve the good name of the University;
 - 11) perform activities promoting science;

- 12) attend the so-called summer and winter schools and other forms of classes developing their knowledge, skills and competencies;
- 13) present the results of research studies at national and international scientific conferences.

§ 12

A doctoral student is obliged to hold documents confirming the fact of undergoing current medical tests specified in the Regulation of the Minister of Health on medical tests for candidates for post-primary or higher schools and professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific guidance

§ 13

1. The Doctoral School provides a doctoral student with scientific guidance of:
 - 1) a supervisor or supervisors or
 - 2) a supervisor and an assistant supervisor.
2. The Head of the Doctoral School, after consultation with a doctoral student, appoints their supervisor(s) within three months following the date of commencing studies.
- 2a. The Head of the Doctoral School, at a supervisor's request and after consultation with a doctoral student, may appoint an assistant supervisor for a doctoral student, subject to Item 2b.
- 2b. The appointment of an assistant supervisor is not possible if the scientific guidance is provided by supervisors.
3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitated doctor) at least and having scientific achievements, in the period of three years preceding assuming the duties of a supervisor, such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education
4. A person holding the degree of *doktor* [doctoral degree] at least may be an assistant supervisor.
5. A person who does not meet the requirements specified in Item 3 but is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues a doctoral dissertation relates to.
6. The function of a supervisor may not be performed by a person who in the preceding five years:
 - 1) was a supervisor of four doctoral students who were removed from the doctoral student register due to a negative result of mid-term assessment, or
 - 2) provided guidance in relation to preparation of a doctoral dissertation to at least two persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. A supervisor confirms assuming the duties resulting from scientific guidance in writing.

8. A supervisor and an assistant supervisor may provide scientific guidance to not more than three doctoral students at the same time.
9. The number of doctoral students referred to in Item 8 does not include doctoral students who receive education under programmes or projects financed from external sources.

§ 14

1. The tasks of a supervisor include in particular:
 - 1) providing a doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of their doctoral dissertation;
 - 2) developing, together with a doctoral student, an individual research plan specifying, in particular, the schedule of preparation and the time limit for submission of a doctoral dissertation;
 - 3) providing guidance in the implementation of an individual research plan;
 - 4) making an annual assessment of a doctoral student's progress in the implementation of an individual research plan and issuing an opinion on a doctoral student's annual report;
 - 5) providing funds necessary for conducting a research project;
 - 6) issuing opinions on a doctoral student's requests concerning the course of studies;
 - 7) assessing a doctoral dissertation prepared by a doctoral student;
 - 8) developing their qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.
2. A supervisor is responsible for conducting on-site occupational work and safety training for a doctoral student at a unit where research studies are conducted and professional placement training specified in the programme of studies is carried out. The scope of the training should be adjusted as required by the nature of a doctoral student's research study and professional placement training.
3. An assistant supervisor performs a supportive function in scientific guidance provided to a doctoral student, and in particular in planning research, as well as implementation and analysis of their results.

§ 15

1. A doctoral student may file a request for changing their supervisor(s) with the Head of the Doctoral School or for appointing another supervisor(s), subject to Items 2 and 2a. The request has to include substantiation.
2. It is possible to change a supervisor(s) appointed within the set time limit specified in § 13 Item 2 within nine months following the commencement of studies.
- 2a. It is not possible to appoint another supervisor(s) or an assistant supervisor if the scientific guidance is provided by a supervisor and an assistant supervisor.
3. In exceptional and justified cases, the Head of the Doctoral School may decide on changing a supervisor(s), without applying the rule specified in Item 2.
4. In the cases specified in Items 2 and 3, a supervisor is changed in compliance with the rules set out in § 13 Items 3-9.
5. In the case of a supervisor's prolonging absence, the Head of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 Items 3-8.
6. In the case of substituting an assistant supervisor, the rules set out in Items 1-5 are applied accordingly.

Chapter 2

Programme of studies

§ 16

1. The programme of studies at the Doctoral School is determined by the Senate. The programme of studies has to be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.
2. The programme of studies is published on the University website not later than five months before the commencement of the recruitment procedure.
3. The education of doctoral students at the Doctoral School may be provided in cooperation with another entity, in particular an entrepreneur or a foreign university or research institution.

§ 17

1. The programme of studies at the Doctoral School includes, in particular, obligatory and elective courses as well as professional placement training. The programme of studies may also provide for lectures of visiting professors, internship abroad, courses organized in the form of summer or winter schools and study visits.
2. Teaching classes at the Doctoral School may be conducted with the use of distance education methods and techniques (e-learning).
3. The Head of the Doctoral School may oblige a doctoral student to participate in scientific events, including conferences, training courses or workshops by which the student may develop their knowledge, skills and competencies.
4. Completion of the programme of studies at the Doctoral School results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of December 22, 2015 on the Integrated System of Qualifications and regulations introduced pursuant to Article 7(3) thereof.
5. Appendices to the education program are teaching guidelines for specific courses called "syllabuses".
6. A syllabus specifies in particular:
 - 1) curriculum contents;
 - 2) modes of conducting classes;
 - 3) ways of verifying the learning outcomes;
 - 4) literature for the course.
7. The syllabus is adopted for the whole cycle of studies and, within duration thereof, it is not subject to any amendments, except for those made to the program specified in § 17a Item 3.

§ 17a

1. The programme of studies at the Doctoral School is subject to regular assessment and improvement.
2. In order to improve the programme of studies, amendments may be made thereto. The amendments will be introduced to the new cycle of studies.
3. Within the cycle of studies, introduced amendments will only:
 - 1) concern the selection of the curriculum contents provided to doctoral students during the courses and including the latest scientific achievements or achievements related to professional activity;
 - 2) result from the requirement to:
 - a) remove irregularities identified by the Scientific Evaluation Committee (*Komisja Ewaluacji Nauki - KEN*),
 - b) adjust the programme of studies according to the amendments made to the commonly binding law

§ 18

1. The number of professional placement training hours in the form of teaching classes at the University or participation therein is:
 - 1) in the 1st year of study – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of studies – 60 teaching hours a year.
2. A doctoral student employed as an academic teacher, subject to § 6 Item 3, conducting teaching classes at the University, is exempt from professional training in the form of conducting or participation in conducting of teaching classes. The exemption is equivalent to obtaining a credit for teaching practice course.

Chapter 3

Individual research plan

§ 19

1. An individual research plan is developed by a doctoral student, following consultation with their supervisor(s) and submitted, in Polish and English version, to the Head of the Doctoral School within 12 months following the commencement of studies. The template of an individual research plan is enclosed as Annex No. 1 to the Rules and Regulations.
2. In the case of appointing an assistant supervisor, an individual research plan is presented after their approval is granted.
3. An individual research plan specifies in particular:
 - 1) subject and assumptions of a research project, including research objectives of the planned studies and the method of completion thereof;
 - 2) schedule of preparation and date of submission of a doctoral dissertation
 - 3) full name, degree or academic title of a supervisor(s) or and an assistant supervisor and the scope of their duties and rules of cooperation;
 - 4) method of financing research studies;
 - 5) method of presentation of results of studies, including in the form of scientific articles or scientific meeting communications;
 - 6) participation in scientific conferences, internships or other forms extending knowledge and skills in the field studied;
 - 7) participation in international exchange programmes;
 - 8) list of the University's research infrastructure to which a doctoral student has access.
4. In exceptional and justified cases, upon a request filed jointly by a doctoral student and their supervisor(s), the Head of the Doctoral School may give consent for an update of an individual research plan.
5. Implementation of an individual research plan is subject to mid-term assessment in compliance with the rules specified in § 23 and 24.

SECTION VI VERIFICATION OF LEARNING OUTCOMES

Chapter 1 Awarding a credit for a course

§ 20

1. A credit for a course may be awarded based on an exam, a test with a grade or a credit test. The form of awarding a credit for a course is specified in the schedule of the programme of studies implementation.
2. Exams and credit tests may be conducted in the form of written and spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, if a course was run in the language.
4. A credit for a course may also be awarded based on written assignments (essays) on a given topic, multimedia projects or presentations prepared by doctoral students.
5. An academic teacher informs doctoral students about the form of exam or credit test prior to commencement of a course.
6. The result of an exam or a credit test is entered into a doctoral student's electronic index to which access is provided via the University IT system.
7. A credit for a doctoral seminar is awarded during an annual public scientific review session at which a doctoral student gives presentation in English on scientific hypotheses, methods and results of their research studies.
8. A doctoral student's presentation at a public scientific review session is assessed by a committee appointed by the Head of the Doctoral School. The Head of the Doctoral School may invite external experts to participate in the work of the committee and act in an advisory capacity. The result of the assessment is entered into a doctoral student's electronic index by the Head of the Doctoral School.
9. A credit for practical placement training is awarded by a supervisor.
10. A doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If a doctoral student fails to take an exam or a credit test specified in Item 7 due to illness or a leave for academic purposes, the Head of the Doctoral School, upon a doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, a doctoral student may obtain consent of the Head of the Doctoral School for exemption from attendance at specific courses included in the programme of studies, or a consent for repeating a course/courses provided that it does not result in extending the period of studies over the time limit specified in § 2 Item 1.
13. The Head of the Doctoral School may give a doctoral student a consent for obtaining a credit in advance for a course scheduled for the subsequent year or years of studies in the programme of studies.

Chapter 2 Awarding a credit for a year of study

§ 21

1. A period for which credits are awarded at the Doctoral School is an academic year.
2. The condition for being awarded a credit for a year of study at the Doctoral School is:
 - 1) obtaining a credit for a course and professional placement training specified in the programme of studies;

- 2) completion of research studies and progress in preparation of a doctoral dissertation according to a schedule specified in an individual research plan.
3. The Head of the Doctoral School awards a credit for a year of study by making an entry in a doctoral student's electronic index based on a doctoral student's annual report approved by their supervisor(s).
4. Annual report on the course of studies referred to in Item 2 must be submitted by the doctoral student, in Polish or English, to the Head of the Doctoral School by August 30. The report template is presented in Annex No. 2 to the Regulations
5. A doctoral student does not have the right to repeat a year of study.
6. In exceptional and justified cases, the Head of the Doctoral School may postpone fulfillment of some of duties of a doctoral student until the next academic year.

Chapter 3

Scale of grades and a grade point average

§ 22

1. The results of credit tests and exams and the grade point average are expressed by the following scale of grades:
 - 1) 5,0 – *bardzo dobry*;
 - 2) 4,5 – *ponad dobry*;
 - 3) 4,0 – *dobry*;
 - 4) 3,5 – *dość dobry*;
 - 5) 3,0 – *dostateczny*;
 - 6) 2,0 – *niedostateczny*.
2. The scale of grades specified in Item 1 may be applied in its translated version, in English:
 - 1) 5.0 – *Excellent*;
 - 2) 4.5 – *Very Good*;
 - 3) 4.0 – *Good*;
 - 4) 3.5 – *Satisfactory*;
 - 5) 3.0 – *Sufficient*;
 - 6) 2.0 – *Failed*.
3. A grade point average is calculated as an arithmetic mean of grades obtained by a doctoral student in all credit test and exam attempts.

Chapter 4

Mid-term assessment

§ 23

1. The implementation of the individual research plan referred to in § 19 is subject to mid-term assessment.
2. The mid-term assessment is carried out in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.
3. The mid-term assessment ends with a positive or negative result. The assessment result, including a justification, is open to the public and it is announced on the University website within a time limit set in the schedule specified in Item 5.
4. The mid-term assessment also includes evaluation of the quality of scientific guidance provided by a supervisor(s).
5. The schedule of the mid-term assessment is set by the Head of the Doctoral School. It is published for doctoral students at the University website.

6. The mid-term assessment is based on:
 - 1) an individual research plan;
 - 2) report on the implementation of the individual research plan prepared by a doctoral student in Polish and English, approved by their supervisor(s); a doctoral student submits the report in written and electronic version, in Polish and English, to the Evaluation Committee for Mid-term Assessment through the Head of the Doctoral School within a time limit set in the schedule specified in Item 5; the template of the report is enclosed as Annex No. 3 to the Rules and Regulations;
 - 3) annual reports submitted by a doctoral student after the first and the second years of study;
 - 4) evaluation of the quality of scientific guidance provided by a supervisor(s), in Polish and English version; the template is enclosed as Annex No. 4 to the Rules and Regulations;
 - 5) an assessment interview at which a doctoral student presents their scientific achievements related to the preparation of their doctoral dissertation.
7. The condition for being admitted to the mid-term assessment is the submission of the documents listed in Item 6 Points 2 and 4 within the time limit specified in the schedule referred to in Item 5.
8. Presence of a doctoral student at the mid-term assessment, on the date specified in the schedule referred to in Item 5, is obligatory. A doctoral student may excuse their absence by presenting the Head of the Doctoral School with a medical certificate or, in justified cases, another written excuse. In the case of an excused absence, the Head of the Doctoral School will set a new date for the mid-term assessment.
9. Failure by a doctoral student to submit the documents required for the mid-term assessment within the prescribed time limit, or unexcused failure to attend the mid-term assessment on the scheduled date will incur a negative result of the mid-term assessment.
10. In the case of a negative mid-term assessment, a doctoral student is removed from the doctoral student register, under the rules specified in § 35.

§ 24

1. Mid-term assessment is carried out by the Evaluation Commission for Mid-term Assessment appointed, upon a request of the Head of the Doctoral School, by the Scientific Discipline Council in which a doctoral dissertation is prepared. The Scientific Discipline Council nominates a chairperson who manages the work of the Commission.
2. In justified cases, the Scientific Discipline Council, upon the request of the Head of the Doctoral School, may change the composition of the Evaluation Committee for Mid-term Assessment.
3. The Evaluation Committee for Mid-term Assessment is composed of three persons, including at least one person holding the title of *doktor habilitowany* (habilitated doctor) or the title of professor in the discipline in which a doctoral dissertation is being prepared, employed outside the University, or a person referred to in § 13 Item. 5. Neither a supervisor nor an assistant supervisor may be members of the Evaluation Committee for Mid-term Assessment.
4. Meetings of the Evaluation Committee for Mid-term Assessment are also attended by a representative of doctoral students who acts as an observer.
5. Meetings of the Evaluation Committee for Mid-term Assessment are attended by all its members.
6. Decisions of the Evaluation Committee for Mid-term Assessment are taken by a simple majority of votes. Members of the Committee may not abstain from voting.
7. In justified cases, a member of the Evaluation Committee for Mid-term Assessment may participate in the meetings of the Committee remotely, by means of electronic

communication, ensuring, in particular, multilateral communication in real time, in compliance with the necessary security rules.

8. The outcome of the mid-term assessment is determined in a closed meeting, without the participation of a doctoral student or their supervisor.
9. The Evaluation Committee for Mid-term Assessment draws up minutes, in Polish and English, to be signed by the Chairperson of the Committee. A template of the minutes is specified in Annex No. 5 to the Rules and Regulations.
10. The mid-term assessment minutes, including the report specified in § 23 Item 6 Point 2, is kept in a doctoral student's personal files.
11. A doctoral student and their supervisor(s) have the right to get familiar with the mid-term assessment minutes.
12. In the event of a breach of the formal conditions of the mid-term assessment concerning the composition of the Evaluation Committee for the Mid-term Assessment, or conducting of the procedure of the assessment in violation of the Rules and Regulations, a doctoral student has the right to submit objections to the Head of the Doctoral School, within seven days of the publication of the result of the assessment, and file a request for re-assessment.
13. The grounds for objections may not be based on complaints concerning the substantive assessment made by the Evaluation Committee for the Mid-term assessment.
14. Objections based on the grounds referred to in Item 13 will not be considered.
15. A doctoral student has the right to appeal to the Rector against the decision of the Head of the Doctoral School made in the case referred to in Item 12. The decision of the Rector is final.

SECTION VII DOCTORAL DISSERTATION

Chapter 1 Submission of a doctoral dissertation

§ 25

1. Studies of a doctoral student at the Doctoral School end with submission of their doctoral dissertation.
2. A doctoral student submits their doctoral dissertation in written version, along with an abstract in English and a positive opinion of their supervisor(s) to the Head of the Doctoral School, within a time limit specified in the individual research plan. An abstract in Polish must also be attached to a doctoral dissertation prepared in a foreign language.
3. A doctoral dissertation may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific articles, a design, construction, technological or implementation work, as well as an independent and separated part of a collective work.
4. In the case of submission of a doctoral dissertation before the end of the period of studies completion stipulated in the programme of studies, the Head of the Doctoral School, upon a doctoral student's request, exempts them from the obligation to participate in the remaining part of classes and professional placement training until the end of the period of studies.
5. Studies at the Doctoral School in the case specified in Item 4 may not last for a period shorter than six semesters.

Chapter 2

Extending the time limit for submission of a doctoral dissertation

§ 26

1. Upon a doctoral student's request, the Head of the Doctoral School may extend the time limit for submission of a doctoral dissertation specified in an individual research plan, in the following cases:
 - 1) long-term illness of a doctoral student or their supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of a doctoral student or their supervisor,
 - 4) suspension of studies stipulated in § 29– for the overall period not longer than two years.
2. A doctoral student has to enclose substantiation and the opinion of their supervisor(s) to the request.
3. Extending the time limit for submission of a doctoral dissertation results in extending the period of studies at the Doctoral School, and a doctoral student retains their right to doctoral scholarship subject to § 30 Item 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented by:
 - 1) a doctoral student's electronic index to which doctoral students and academic teachers have access via the University IT system;
 - 2) data stored in the University IT system in printed version:
 - a) minutes on awarding credits for courses,
 - b) doctoral student periodic achievement record.
2. The rules of keeping records on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given an index number – a subsequent within a given academic year until completion of studies at the Doctoral School.
2. Personal files of each doctoral student are marked with a student index number.
3. Personal files of each doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) minutes of the Recruitment Committee on the procedure of recruitment to the Doctoral School;
 - 3) written version of the pledge signed by a doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of a supervisor(s) for providing scientific guidance to a doctoral student;
 - 6) individual research plan;
 - 7) a doctoral student's annual reports;
 - 8) minutes on awarding credits for courses and doctoral student periodic achievement record;
 - 9) minutes on the mid-term assessment;
 - 10) a doctoral student's requests and applications filed in relation to the course of studies;
 - 11) decisions regarding the course of studies;
 - 12) doctoral dissertation with an opinion of a supervisor(s) enclosed.

SECTION IX

SUSPENSION OF STUDIES

§ 29

At a doctoral student's request, the Head of the Doctoral School suspends their studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. A doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives doctoral scholarship.
2. An overall period in which doctoral scholarship is received may not exceed four years.
3. A period of suspension of studies specified in § 29 is not included in the period defined in Point 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of the remuneration for professors – up to the month in which mid-term assessment is carried out;
 - 2) 57% of the remuneration for professors – following the month in which mid-term assessment is made.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on a doctoral student's achievements. The criteria and procedure of awarding an increased scholarship and its amount are established by the Rector.
4. A doctoral student who holds a disability certificate, disability level certificate or the decision specified in Article 5 and Article 62 of the Act of August 27, 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period specified in § 30 Item 2, doctoral scholarship in the amount defined in Item 1 Point 1 and increased by 30%.
5. In the case of a doctoral student who, following the mid-term assessment with a positive result, is employed as an academic teacher or an academic staff member for the number of hours not exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in Item 1, Point 2.
6. The University pays social insurance contributions stipulated in the regulations on social insurance system – obligatory old age pension, disability pension and accident insurance. The contributions are deducted from the amount of doctoral scholarship. The University deducts health insurance contributions if a doctoral student is not covered by the insurance based on any other entitlement.
7. Sickness insurance for doctoral students is voluntary.
8. Doctoral scholarship is not awarded to a doctoral student receiving remuneration of at least 150% of the amount of the doctoral scholarship to which they are entitled, in accordance with Item 1 under employment by the University, in connection with the implementation of a research project referred to in Article 119(2)(2) and (3) of the Act of July 20, 2018 - Law on Higher Education and Science, during the period of that employment.

§ 32

1. In the period of suspension of studies specified in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is understood as the amount of monthly doctoral scholarship due on the day of filing a request for suspension.
2. A doctoral student who submitted their doctoral dissertation, before the set date of completion of studies stipulated in the programme of studies, receives the doctoral scholarship until the day on which the time limit for completion of studies ends, however, no longer than for a period of six months, subject to § 30 Item 2.

§ 33

A doctoral student may be awarded:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education for eminent young scholars - in accordance with the rules laid down in the Act, or other scholarships awarded under separate regulations.

SECTION XI

DISCIPLINARY LIABILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary liability for violating the rules applied at the University and for committing acts demeaning the dignity of a doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII

REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. A doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the mid-term assessment;
 - 2) failure to submit a doctoral dissertation within the time limit specified in an individual research plan;
 - 3) withdrawal from studies;
 - 4) failure to commence studies;
 - 5) violation of the prohibition referred to in Article 200 (7) or Article 209(10) of the Act;
 - 6) imposing a disciplinary penalty of expulsion from the Doctoral School.
2. A doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of their doctoral dissertation;
 - 2) failure to fulfill the obligations specified in § 11 Items 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted by a doctoral student in written form to the Head of the Doctoral School.
- 3a. A doctoral student is deemed not to have commenced their studies if they do not make the pledge referred to in § 7 Item 1 within five days from the beginning of the academic year.
4. A doctoral student is removed from the doctoral student register by an administrative decision of the Rector. If the Rector passes such a decision, a request for reconsidering of the case may be filed within 14 days following the receipt thereof.
- 4a. In the proceedings for the removal of a doctoral student from the doctoral student register, in the cases referred to in Item 1, Point 5, a doctoral student is requested to submit, within

no less than 30 days, a letter of resignation from their studies in another doctoral school or from their employment as an academic teacher or academic staff member.

5. The removal from the doctoral student register results in the loss of the entitlement to the doctoral scholarship. Payment of the doctoral scholarship is suspended on the first day of the month following the month in which the decision on removal became final.
6. In the case of removal from the doctoral student register, it is not possible to resume studies. A person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.
7. A person removed from the doctoral student register is obliged to return their electronic doctoral student identification document.

SECTION XIII FINAL PROVISIONS

§ 36

A doctoral student is obliged to get familiar with the Rules and Regulations before commencement of their studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on October 1, 2019.

§ 39

Any amendments to the Rules and Regulations are made in compliance with the relevant provisions on adoption hereof.

Załącznik nr 1
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 1
to the Rules and Regulations of the International Doctoral School



(WZÓR/SPECIMEN FORM)

.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

INDYWIDUALNY PLAN BADAWCZY / INDIVIDUAL RESEARCH PLAN

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”./ The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors. If there is no relevant information to be provided, insert “NONE” in a given space.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL DISSERTATION	
TEMAT ROZPRAWY DOKTORSKIEJ W JĘZYKU POLSKIM I ANGIELSKIM / SUBJECT OF THE DOCTORAL DISSERTATION	

DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU* / PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
OGÓLNY OPIS ROZPRAWY DOKTORSKIEJ (CEL, PROBLEM BADAWCZY, HIPOTEZY BADAWCZE, KORZYŚCI TEORETYCZNE I PRAKTYCZNE, TEORETYCZNE PODSTAWY PRACY BADAWCZEJ I METODOLOGII BADAŃ NAUKOWYCH) / GENERAL DESCRIPTION OF THE DOCTORAL DISSERTATION (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (DD-MM-RRRR) / DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION (DD-MM-RRRR)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/ TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIWERSYTETU MEDYCZNEGO W ŁODZI (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/ DEPARTMENT/WARD)	
ZADANIA PROMOTORA/ PROMOTORÓW/PROMOTORA POMOCNICZEGO / TASKS OF THE SUPERVISOR/SUPERVISORS/ ASSISTING SUPERVISOR	
ZASADY WSPÓŁPRACY POMIĘDZY DOKTORANTEM A PROMOTOREM/ PROMOTORAMI/PROMOTOREM POMOCNICZYM, W TYM LICZBA GODZIN KONSULTACJI W POSZCZEGÓLNYCH LATACH KSZTAŁCENIA / PRINCIPLES OF COOPERATION BETWEEN THE PHD STUDENT AND THE SUPERVISOR/SUPERVISORS/ ASSISTING SUPERVISOR, INCLUDING THE NUMBER OF CONSULTATION HOURS IN PARTICULAR YEARS OF EDUCATION	
C. SPOSÓB FINANSOWANIA BADAŃ, AKTYWNOŚĆ W ZAKRESIE POZYSKIWANIA ŚRODKÓW FINANSOWYCH NA REALIZACJĘ PROJEKTÓW BADAWCZYCH LUB GRANTÓW / C. METHOD OF FINANCING THE RESEARCH,	

* Zaznaczyć właściwe / Indicate as appropriate.

ACTIVITY IN THE OBTAINING FINANCING FOR THE IMPLEMENTATION OF RESEARCH PROJECTS OR GRANTS
D. SPOSÓB PREZENTACJI WYNIKÓW BADAŃ / D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY
I. ARTYKUŁY NAUKOWE/INNE PUBLIKACJE / I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS
II. UDZIAŁ W KONFERENCJACH NAUKOWYCH, SZKOŁACH LETNICH I ZIMOWYCH, WARSZTATACH, SZKOLENIACH, STAŻACH LUB INNYCH FORMACH POGŁĘBIAJĄCYCH WIEDZĘ I UMIEJĘTNOŚCI W ZAKRESIE BADANEGO TEMATU / II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS/INTERNSHIP OR OTHER FORMS DEEPENING KNOWLEDGE AND SKILLS IN THE SUBJECT RESEARCH
III. UDZIAŁ W WYMIANIE MIĘDZYNARODOWEJ / III. PARTICIPATION IN INTERNATIONAL EXCHANGE
E. WYKAZ UDOSTĘPNIANEJ DOKTORANTOWI INFRASTRUKTURY BADAWCZEJ UNIwersYTETU MEDYCZNEGO W ŁODZI (wraz z zasadami dostępu do tej infrastruktury) / E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)

F. HARMONOGRAM BADAŃ I PRZYGOTOWANIA ROZPRAWY DOKTORSKIEJ / F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL DISSERTATION		
Lp. No.	Termin/okres realizacji Date/Period of implementation	Planowane badania oraz etapy przygotowania rozprawy doktorskiej* / Planned research and stages of preparation of the doctoral dissertation*
I ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 1st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
II ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 2nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
III ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 3rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
IV ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 4th YEAR OF STUDIES (academic year 20...../20....)		

* W szczególności: ustalenie obszaru badań, sformułowanie problemu badawczego, opracowanie metodyki prowadzenia badań, etapy przygotowania rozprawy doktorskiej, udział w konferencjach, zjazdach i sympozjach oraz wymianie międzynarodowej, staże zagraniczne, planowane publikacje (artykuły, komunikaty zjazdowe), projekty i granty badawcze. / In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral dissertation, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

Załącznik nr 2
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 2
to the Rules and Regulations of the International Doctoral School

(WZÓR/ SPECIMEN FORM)



.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

**SPRAWOZDANIE ROCZNE Z PRZEBIEGU KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE
DOKTORSKIEJ ZA ROK AKADEMICKI 20.../20... / ANNUAL REPORT ON THE COURSE
OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”. Rubryki A-D wypełnia doktorant, rubryki D-F – promotor/promotorzy, rubrykę G – dyrektor Międzynarodowej Szkoły Doktorskiej.) / (The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors; If there is no relevant information to be provided, insert “NONE” in a given space. Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s), space G – by the Director of the International Doctoral School.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
NAUCZYCIEL AKADEMICKI / ACADEMIC TEACHER	☐ TAK / YES

	☐ NIE / NO*
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL DISSERTATION	
TEMAT ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / SUBJECT OF THE DOCTORAL DISSERTATION (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	
DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU / PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/ STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIwersytetu Medycznego w Łodzi (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF ŁÓDŹ (CLINIC/DEPARTMENT/WARD)	
C. SPRAWOZDANIE Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO / C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN	
I. Czy doktorant zrealizował założenia wskazane w indywidualnym planie badawczym, dotyczące roku akademickiego, za który składa sprawozdanie? / I. Has the doctoral student implemented the assumptions indicated in the individual research plan regarding the academic year for which they are submitting the report?	
☐ TAK / YES ☐ NIE (uzasadnienie): / NO* (justification):	

* Zaznaczyć właściwe./ Indicate as appropriate.

* Zaznaczyć właściwe./ Indicate as appropriate.

Sprawozdanie z realizacji indywidualnego planu badawczego/ Report on the implementation of the individual research plan:

II. PUBLIKACJE / II. PUBLICATIONS

(NALEŻY PODAĆ TYLKO TE PUBLIKACJE, KTÓRE UKAZAŁY SIĘ JUŻ DRUKIEM W OKRESIE SPRAWOZDAWCZYM, ORAZ TE, KTÓRE ZOSTAŁY OSTATECZNIE ZAAKCEPTOWANE PRZEZ REDAKCJĘ) / (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)

LP. /NO.	AUTOR/ REDAKCJA NAUKOWA /AUTHOR/ SCIENTIFIC EDITOR	TYTUŁ / TITLE	NAZWA WYDAWNICTWA/ TYTUŁ CZASOPISMA / PUBLISHER/MAGAZINE TITLE	MIEJSCE WYDANIA/ ROK WYDANIA / PLACE OF PUBLICATION/ YEAR OF PUBLICATION	PUNKTY MINISTERIALNE* / IMPACT FACTOR / MINISTERIAL POINTS*/ IMPACT FACTOR	NR STR. / NO. OF PAGES
1						
2						
3						
4						
5						
6						

III. UDZIAŁ W KONFERENCJACH/SYMPOZJACH/ZJAZDACH / III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS

LP. /NO.	NAZWA KONFERENCJI/ SYMPOZJUM/ ZJAZDU / NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZATOR I MIEJSCE / ORGANIZING ENTITY AND PLACE	TERMIN / DATE	RODZAJ UCZESTNI- CTWA (BIERNY/ CZYNNY) / TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TYTUŁ REFERATU / TITLE OF THE PAPER
1					
2					

* Liczba punktów według aktualnego wykazu czasopism, ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki./The number of points according to the current list of journals, announced in the announcement of the minister responsible for higher education and science.

3						
4						
5						
6						
IV. UDZIAŁ W BADANIACH PROWADZONYCH PRZEZ JEDNOSTKĘ / IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT						
LP. /NO.	TYTUŁ/TITLE	KIEROWNIK BADAŃ/ PRINCIPAL INVESTIGATOR	NAZWA JEDNOSTKI / NAME OF THE UNIT	OKRES REALIZACJI / PERIOD OF CONDUCTING THE REASERCH	CHARAKTER UCZESTNICTWA / TYPE OF PARTICIPATION	
1						
2						
3						
4						
5						
6						
V. STAŻE NAUKOWE ZWIĄZANE Z ROZPRAWĄ DOKTORSKĄ / V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL DISSERTATION						
LP. /NO.	STAŻE NAUKOWE KRAJOWE/ ZAGRANICZNE / ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	MIEJSCE / PLACE	OKRES / PERIOD	CEL /OBJECTIVE	ŹRÓDŁO FINAN- SOWANIA / SOURCES OF FUNDS
1						
2						
3						
4						
5						
6						
VI. PROJEKTY/GRANTY NAUKOWE (NCN, NCBiR, FNP, INNE) / VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)						
LP. /NO.	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	TYTUŁ PROJEKTU/ GRANTU / TITLE OF THE PROJECT/GRANT	RODZAJ GRANTU / TYPE OF GRANT	OKRES REALIZACJI /IMPLEMENTATION PERIOD	FUNKCJA W PROJEKCIE / ROLE IN THE PROJECT	

1					
2					
3					
4					
5					
6					
D. SPRAWOZDANIE Z REALIZACJI PROGRAMU KSZTAŁCENIA / D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES					
I. EGZAMINY I ZALICZENIA – zgodnie z załączoną kartą okresowych osiągnięć / I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record					
II. PRAKTYKI ZAWODOWE / II. PROFESSIONAL PLACEMENT TRAINING					
LP. /NO.	WYKAZ ZAJĘĆ, KTÓRE DOKTORANT PROWADZIŁ SAMODZIELNIE LUB W KTÓRYCH PROWADZENIU UCZESTNICZYŁ (NAZWY PRZEDMIOTÓW I LICZBA GODZIN) / LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH THEY PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)				PODPIS PROMOTORA / SIGNATURE OF THE SUPERVISOR
1					
2					
3					
4					
5					
DATA SPORZĄDZENIA SPRAWOZDANIA/ DATE OF DRAWING UP THE REPORT			PODPIS DOKTORANTA/ SIGNATURE OF THE DOCTORAL STUDENT		
E. OCENA SPRAWOZDANIA ROCZNEGO PRZEZ PROMOTORA/ PROMOTORÓW / E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS					☐ POZYTYWNA / POSITIVE ☐ NEGATYWNA/ NEGATIVE*
F. OPINIA PROMOTORA/PROMOTORÓW W FORMIE OPISOWEJ / F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS					

* Zaznaczyć właściwe./ Indicate as appropriate.

.....
(data/ date)

.....
(pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów /
name stamp and signature of the supervisor/name stamps and signatures
of the supervisors)

G. ZALICZENIE ROKU KSZTAŁCENIA PRZEZ DYREKTORA MIĘDZYNARODOWEJ SZKOŁY DOKTORSKIEJ / G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES

..... rok kształcenia w Międzynarodowej Szkole Doktorskiej (rok akademicki 20..../20....) /
..... year of studies at the International Doctoral School (academic year 20..../20....):

- zaliczam / credit is awarded
- nie zaliczam / credit is not awarded
- zaliczam warunkowo / credit is awarded conditionally*

.....
(data/date)

.....
(pieczęć imienna i podpis dyrektora
Międzynarodowej Szkoły Doktorskiej/
name stamp and signature of the Director
of the International Doctoral School)

* Zaznaczyć właściwe./ Indicate as appropriate.

Załącznik nr 3
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 3
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

RAPORT Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR)
/MID-TERM REPORT FOR THE PERIOD (DD.MM.YY) TO (DD.MM.YY)

Podstawowe dane / Basic data

Imię / imiona i nazwisko doktoranta /Name/s and surname of PhD student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne (Pharmacology and Pharmacy) ☐ Nauki medyczne (Medical Sciences) ☐ Nauki o zdrowiu (Health Sciences)
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department)	Uniwersytet Medyczny w Łodzi / Medical University of Lodz
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / PhD student e-mail account (in e-doktorant system):	Numer legitymacji / Student ID No.:
Numer ORCID / ORCID:	Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej /Date of beginning of doctoral studies:

Promotor rozprawy doktorskiej (1) / PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) / PhD dissertation Supervisor (2):
Promotor pomocniczy rozprawy doktorskiej / Auxiliary PhD dissertation Supervisor:	Data złożenia raportu do oceny śródkresowej /Date of submitting the Midt- term Report: <i>(pieczętka imienna i podpis pracownika Centrum Obsługi Doktorantów / name stamp and signature of the employee of the Office of Doctoral Studies)</i>

Informacje o rozprawie doktorskiej/ Information on doctoral dissertation

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Title of the doctoral dissertation (in Polish and English)
Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of dissertation (month, year in accordance with the individual research plan – IPB)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKS. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most important results and achievements, conclusions) (DESCRIPTION – MAX 5 PAGES A4, ARIAL NARROW 11, LINE SPACING 1)
b)
c)
d)

Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB) / Report on progress in implementation of Individual Research Plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyrzucić w %) (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / A. Timely execution of research timetable stages up to date and degree of realization of IRP (expressed as a percentage) (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wyrazić w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / B. Progress in implementation of doctoral dissertation and degree of its realization (expressed as a percentage) (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt. A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / C. Explanation of any discrepancies between stages of realization described in point A and B, and timetable and dissertation submission deadline declared in IRP (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej (A-E – elementy uwzględnione w indywidualnym planie badawczym, F – dorobek naukowy i inne aktywności naukowe nieprzewidziane w indywidualnym planie badawczym) / **Scientific achievements and other activity directly related to implementation of doctoral dissertation** (A-E – elements included in the individual research plan, F – scientific achievements and other scientific activities not provided for in the individual research plan)

A. Publikacje naukowe, w tym: / A. Scientific publications including:	Punkty ministerialne / Ministerial points*	Impact Factor
Publikacje w czasopismach ujętych w wykazie Ministra / Publications in journals included in the list of the Minister**		
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>		
Publikacje w czasopismach nieujętych w wykazie Ministra / Publications in journals not included in the list of the Minister***		

* Liczba punktów według wykazu czasopism ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / The number of points according to the list of journals announced in the announcement of the minister responsible for higher education and science.

** Artykuły opublikowane w czasopismach ujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals included in the list announced in the announcement of the minister responsible for higher education and science.

*** Artykuły opublikowane w czasopismach nieujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals not included in the list announced in the announcement of the minister responsible for higher education and science.

<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>		
Publikacje konferencyjne / Conference publications		
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		—
Inne publikacje lub rozdziały w książkach / Other papers or chapters in books		
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		—
B. Prezentacje konferencyjne / B. Conference presentations		
ustne (prezentowane osobiście) / talks (presented by PhD student) /		
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>		
plakatowe (prezentowane osobiście) / posters (presented by PhD student)		
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>		
C. Kierowanie projektami naukowymi i stypendia naukowe (np. NCN, FNP, NAWA). Uwaga: Studenci, którzy zostali przyjęci do Szkoły Doktorskiej w ramach projektu lub programu Doktorat Wdrożeniowy nie wskazują tego projektu/programu. / C. Principal investigator in scientific projects and scientific scholarships (e.g. NCN, FNP, NAWA). Please note: students who were admitted to International Doctoral School in a frame of project or Industrial Doctoral Program do not indicate this project/program.		
<i>nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of financing institution, type of project/scholarship, project title, role in project</i>		

D. Staże naukowe (krajowe, zagraniczne) związane z realizacją rozprawy doktorskiej D. Internships (domestic, international) related to implementation of doctoral dissertation
<i>kraj, nazwa instytucji, miejsce, okres trwania / country, name of host institution, place, time of duration</i>
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student)
<i>kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / country, date of register of patent applications or obtained patent / name of financing institution, type of project/scholarship, project title, role in project</i>
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan
<i>np. publikacje, konferencje, staże, współpraca zagraniczna, projekty, granty, inne (potwierdzone kserokopiami) / e.g. publications, conferences, internships, international cooperation, projects, grants, other (confirmed by photocopies)</i>

Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej / SWOT analysis of IRP realization and preparation of doctoral dissertation

Silne strony / Strengths	Słabe strony / Weaknesses
• XXX • XXX	• XXX • XXX
Szanse / Opportunities	Zagrożenia / Threats
• XXX • XXX	• XXX • XXX

Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Additional comments, remarks and/or conclusions by PhD student** (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą. / The undersigned hereby certifies that the above information is correct.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

Opinia promotora/promotorów (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Opinion of the Supervisor/Supervisors** (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

.....
data/date

.....
czytelny podpis promotora/legible signature of the Supervisor

.....
data/date

.....
*czytelny podpis drugiego promotora/legible signature
of the 2nd Supervisor*

Załącznik nr 4
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 4
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

OCENA JAKOŚCI OPIEKI NAUKOWEJ
ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR) / ASSESSMENT OF SCIENTIFIC GUIDANCE
FOR THE PERIOD (DD.MM.YY) TO (DD.MM.YY)

1. Podstawowe dane dotyczące doktoranta / Basic data concerning PhD student

Imię / imiona i nazwisko doktoranta / Name/s and surname of PhD student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne / Pharmacology and Pharmacy ☐ Nauki medyczne / Medical Sciences ☐ Nauki o zdrowiu / Health Sciences
Konto poczty elektronicznej doktoranta (w systemie e-doktorant)	Numer legitymacji / Student ID:

/ PhD student e-mail account (in e-doktorant system):	
Promotor rozprawy doktorskiej (1) / PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) / PhD dissertation Supervisor (2):

**2. Charakterystyka współpracy z promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko)
/ Description of cooperation with the Supervisor (score 1 – very low, to 5 – very high)**

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time spent on cooperation with PhD student	
Ogólna kultura wzajemnych kontaktów i współpracy / General culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez promotora / Suggestions and scientific inspiration provided by the Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Properness of collaboration in preparation of multi-author publications	
e) Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Involvement in assisting PhD student in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) f)	g)
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Enabling PhD student's participation in projects realized in their Unit	
Ogólna ocena współpracy z promotorem / Overall assessment of cooperation with the Auxiliary Supervisor	
h) Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional) i)	

3. Charakterystyka współpracy z drugim promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko) / Description of cooperation with the 2nd Supervisor (score 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time spent on cooperation with PhD student	

Ogólna kultura wzajemnych kontaktów i współpracy / General culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez drugiego promotora / Suggestions and scientific inspiration provided by the 2 nd Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Properness of collaboration in preparation of multi-author publications	
j) Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Involvement in assisting PhD student in acquiring own grants (both from internal and external sources of financing, e.g. Preludium)	l)
k) Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Enabling PhD student's participation in projects realized in their Unit	
Ogólna ocena współpracy z drugim promotorem / Overall assessment of cooperation with the 2 nd Supervisor	
m) Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional)	
n)	
o)	
p)	
q)	

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

Załącznik nr 5
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 5
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

**PROTOKÓŁ KOMISJI EWALUACYJNEJ DS. OCENY ŚRÓDOKRESOWEJ
– OCENA ZA OKRES (DD.MM.RRRR) DO (DD.MM.RRR) / EVALUATION PROTOCOL
OF THE EVALUATION COMMISSION FOR MID-TERM ASSESSMENT
– ASSESSMENT FOR THE PERIOD (DD.MM.YYYY) TO (DD.MM.YYYY)**

.....
(imię / imiona i nazwisko doktoranta / name/s and surname of PhD student)

**Komisja Ewaluacyjna ds. Oceny Śródkresowej Doktoranta Międzynarodowej Szkoły
Doktorskiej Uniwersytetu Medycznego w Łodzi (UM) w dyscyplinie:
..... w składzie:
/ Evaluation Commission for Mid-term Assessment the PhD student at UM International**

Doctoral School in the discipline:
consists of:

No.	Tytuł / stopień naukowy, imię, nazwisko / Scientific title / degree, Name, Surname	Rola / Role
1.		Przewodniczący Komisji / Head of the Commission
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
2.		Członek Komisji z UM / Member from UM
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
3.		Członek Komisji spoza UM / Member from outside UM
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
4.		Obserwator – doktorant / Observer – PhD student
	Uniwersytet, Wydział / University, Faculty:	

1. Ocena realizacji indywidualnego planu badawczego (IPB) i harmonogramu przygotowania rozprawy doktorskiej/ Assessment of implementation of Individual Research Plan (IRP) and timetable of doctoral dissertation preparation

* Niepotrzebne skreślić. / Delete as appropriate.

2. Ocena dorobku naukowego i innej aktywności bezpośrednio związanej z realizacją rozprawy

Tytuł rozprawy doktorskiej (w języku dysertacji) / Original title of doctoral dissertation	
Termin złożenia dysertacji zaplanowany w IPB jest realny. / The date of submission of doctoral dissertation as planned in IRP is realistic.	TAK / NIE* / YES / NO*
Hipoteza lub problem badawczy została już sformułowana. / The research hypothesis or problem has already been formulated.	TAK / NIE* / YES / NO*
Odpowiednia metodyka badawcza została wybrana i zastosowana. / Appropriate research methodology has been chosen and applied.	TAK / NIE* / YES / NO*
Uzyskane dotychczas wyniki są istotne dla zrealizowania rozprawy doktorskiej. / The results obtained so far are relevant to implementation of doctoral dissertation.	TAK / NIE* / YES / NO*
Oczekiwane wyniki badań naukowych i/lub aplikacyjnych są możliwe do uzyskania w okresie kolejnych 2 lat. / Expected results of scientific and/or application research are possible to be obtained in the period of next 2 years.	TAK / NIE* / YES / NO*
Badania realizowane są zgodnie z harmonogramem zaplanowanym w IPB. / Realized research has been consistent with the timetable planned in IRP.	TAK / NIE* / YES / NO*
Jakość wykonywania zadań wynikających z harmonogramu przygotowania rozprawy doktorskiej jest zadowalająca. / The quality of implemented tasks resulting from the timetable of doctoral dissertation preparation is satisfying.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*
Nowatorstwo wyników, ich ważność i wpływ na rozwój nauki, cywilizacji, społeczeństwa. / Innovation of results, their importance and influence on development of science, civilization, society.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*

doktorskiej (A-E – elementy uwzględnione w indywidualnym planie badawczym
F – dorobek naukowy i inne aktywności nieprzewidziane w indywidualnym planie badawczym)

/Assessment of scientific achievements and other activity directly related to implementation of doctoral dissertation (A-E - elements included in the individual research plan, F – scientific achievements and other activities not provided for in the individual research plan)

Dorobek naukowy / Scientific achievements	Ocena Komisji / Commission assessment
A. Publikacje naukowe / A. Scientific publications	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
B. Prezentacje konferencyjne / B. Conference presentations	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
C. Kierowanie projektami naukowymi i stypendia naukowe / C. Principal investigator in scientific projects and scientific scholarships	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
D. Staże naukowe związane z realizacją rozprawy doktorskiej / D. Internships related to implementation of doctoral dissertation	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student).	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieuwjęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY NOT APPLICABLE*

* Niepotrzebne skreślić. Adnotację „NIE DOTYCZY” w wierszach A-E należy pozostawić w przypadku nieuwzględnienia danego elementu w indywidualnym planie badawczym. / Delete as appropriate. The annotation "NOT APPLICABLE" in lines A-E should be left if a given element is not included in the individual research plan.

7. Opinia dotycząca jakości opieki naukowej i wsparcia w prowadzeniu działalności naukowej
/ Opinion concerning scientific guidance and support in conducting scientific activities

Promotor / Supervisor	Drugi promotor / 2nd Supervisor
BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*

* Niepotrzebne skreślić. / Delete as appropriate.

8. Ocena prezentacji osiągnięć doktoranta i dyskusja naukowa / Assessment of Presentation of Achievements and scientific discussion

Prezentacja osiągnięć i dyskusja naukowa / Presentation of Achievements and scientific discussion	Ocena / Assesment
Prezentacja osiągnięć doktoranta / PhD student's Presentation of Achievements	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *
Dyskusja naukowa / Scientific discussion	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *

* Niepotrzebne skreślić. / Delete as appropriate.

9. Wynik głosowania Komisji Ewaluacyjnej ds. Oceny Śródkresowej / Voting result of the Evaluation Commission for Mid-term Assessment

Lp/No.	Imię i nazwisko / Name, Surname	Rola / Role	Wynik głosowania /Result of the vote*	Podpis i data lub status „on-line” / Signature and date or status „on-line”**
1.		Przewodniczący Komisji / Head of the Commission		
2.		Członek Komisji z UM / Member from UM		
3.		Członek Komisji spoza UM / Member from outside UM		
W roli obserwatora – doktorant/ Observer – PhD student:				

* Należy wpisać: „ocena pozytywna” lub „ocena negatywna”. / Please enter: "positive evaluation" or "negative evaluation".

** Status „on-line” należy wpisać w przypadku uczestniczenia w obradach Komisji za pośrednictwem środków komunikacji elektronicznej. / The "on-line" status should be entered in the case of participation in the Committee's deliberations via electronic means of communication.

10. Ocena końcowa doktoranta / Final assessment of PhD student

POZYTYWNA / POSITIVE*	NEGATYWNA / NEGATIVE*

* Niepotrzebne skreślić. / Delete as appropriate.

- 11. Uzasadnienie końcowej oceny Komisji, uwzględniające poszczególne punkty raportu i prezentację doktoranta (OPIS – MIN. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ Justification of the Commission's final assessment result taking into account specific points of PhD student's Mid-term Report and their Presentation of Achievements
(DESCRIPTION – MIN 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)**

Za Komisję / On behalf of the Commission:
data / czytelny podpis przewodniczącego Komisji
/ date / legible signature of Head of Commission

**Resolution No. 15/2023
of 27 April 2023
adopted by the Senate of the Medical University of Lodz**

**on making amendments to the Rules and Regulations of the International Doctoral School
and the consolidated text of the Rules and Regulations**

Pursuant to Article 205 Items 2 and 5 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2023, Item 742) and § 21 Item 2 Point 1 and § 76 Item 3 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz, the following resolution is hereby adopted:

§ 1

As of 1 October 2023, the Rules and Regulations of the International Doctoral School implemented under Resolution No. 289/2019 of 28 May 2019 adopted by the Senate of the Medical University of Lodz (i.e., Resolution No. 10/2022 of 31 March 2022 of the Senate of the Medical University of Lodz), are amended as follows:

- 1) in § 5 Item 1, Point 6 is repealed;
- 2) in § 7:
 - a) Item 2 will read as follows:

„2. The University issues an electronic doctoral student identity card (EDSIC) to each doctoral student.”,
 - b) Items 3-5 are added, with the following wording:
 - „3. A doctoral student is entitled to hold their EDSIC from the date of making the pledge until the date of completion of their studies or removal from the doctoral student register.
 4. The validity of EDSIC held by a doctoral student who has been awarded a credit for a year of study, in accordance with § 21 Item 3, is extended for the following academic year.
 5. Doctoral students of a foreign university or research institution who pursue a part of their studies at the Doctoral School will be issued an EDSIC based on the submitted request.”;
- 3) in § 11 Item 2 will read as follows:

„2. A doctoral student is also obliged to observe other University internal regulations and the Code of Doctoral Student Ethics.”;
- 4) in § 13 Items 3 and 4 will read as follows:
 - „3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitated doctor) at least and having scientific achievements, in the period of three years preceding assuming the duties of a supervisor, such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education.
 4. A person holding the degree of *doktor* [doctoral degree] at least may be an assistant supervisor.”;
- 5) in § 16, Item 3 is added, with the following wording:

„3. The education of doctoral students at the Doctoral School may be provided in cooperation with another entity, in particular an entrepreneur or a foreign university or research institution.”;
- 6) in § 19:
 - a) Item 1 will read as follows:

„1. An individual research plan is developed by a doctoral student, following consultation with their supervisor(s) and submitted, in Polish and English version, to the Head of the Doctoral School within 12 months following the commencement of studies. The template of an individual research plan is enclosed as Appendix No. 1 to the Rules and Regulations.”,

b) Item 3 will read as follows:

1. „3. An individual research plan specifies in particular:

- 1) subject and assumptions of a research project, including research objectives of the planned studies and the method of completion thereof;
- 2) schedule of preparation and date of submission of a doctoral dissertation;
- 3) full name, degree or academic title of a supervisor(s) or and an assistant supervisor and the scope of their duties and rules of cooperation;
- 4) method of financing research studies;
- 5) method of presentation of results of studies, including in the form of scientific articles or scientific meeting communications;
- 6) participation in scientific conferences, internships or other forms extending knowledge and skills in the field studied;
- 7) participation in international exchange programmes;
- 8) list of the University's research infrastructure to which a doctoral student has access.”;

7) in § 20, Item 8 will read as follows:

„8. A doctoral student's presentation at a public scientific review session is assessed by a committee appointed by the Head of the Doctoral School. The Head of the Doctoral School may invite external experts to participate in the work of the committee and act in an advisory capacity. The result of the assessment is entered into a doctoral student's electronic index by the Head of the Doctoral School.”;

8) in § 21, Item 4 will read as follows:

„4. A doctoral student is obliged to file an annual report on performing the duties specified in Item 2 with the Head of the Doctoral School, in Polish and English version, by 30 August. The template of the report is enclosed as Appendix No. 2 to the Rules and Regulations.”;

9) § 23 and 24 will read as follows:

„§ 23

1. The implementation of the individual research plan referred to in § 19 is subject to mid-term assessment.
2. The mid-term assessment is carried out in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.
3. The mid-term assessment ends with a positive or negative result. The assessment result, including a justification, is open to the public and it is announced on the University website within a time limit set in the schedule specified in Item 5.
4. The mid-term assessment also includes evaluation of the quality of scientific guidance provided by a supervisor(s).
5. The schedule of the mid-term assessment is set by the Head of the Doctoral School. It is published for doctoral students at the University website.
6. The mid-term assessment is based on:
 - 1) an individual research plan;
 - 2) report on the implementation of the individual research plan prepared by a doctoral student in Polish and English, approved by their supervisor(s); a doctoral student submits the report in written and electronic version, in Polish and English, to the

Evaluation Committee for Mid-term Assessment through the Head of the Doctoral School within a time limit set in the schedule specified in Item 5; the template of the report is enclosed as Appendix No. 3 to the Rules and Regulations;

- 3) annual reports submitted by a doctoral student after the first and the second years of study;
 - 4) evaluation of the quality of scientific guidance provided by a supervisor(s), in Polish and English version; the template is enclosed as Appendix No. 4 to the Rules and Regulations;
 - 5) an assessment interview at which a doctoral student presents their scientific achievements related to the preparation of their doctoral dissertation.
7. The condition for being admitted to the mid-term assessment is the submission of the documents listed in Item 6 Points 2 and 4 within the time limit specified in the schedule referred to in Item 5.
 8. Presence of a doctoral student at the mid-term assessment, on the date specified in the schedule referred to in Item 5, is obligatory. A doctoral student may excuse their absence by presenting the Head of the Doctoral School with a medical certificate or, in justified cases, another written excuse. In the case of an excused absence, the Head of the Doctoral School will set a new date for the mid-term assessment.
 9. Failure by a doctoral student to submit the documents required for the mid-term assessment within the prescribed time limit, or unexcused failure to attend the mid-term assessment on the scheduled date will incur a negative result of the mid-term assessment.
 10. In the case of a negative mid-term assessment, a doctoral student is removed from the doctoral student register, under the rules specified in § 35.

§ 24

1. Mid-term assessment is carried out by the Evaluation Commission for Mid-term Assessment appointed, upon a request of the Head of the Doctoral School, by the Scientific Discipline Council in which a doctoral dissertation is prepared. The Scientific Discipline Council nominates a chairperson who manages the work of the Commission.
2. In justified cases, the Scientific Discipline Council, upon the request of the Head of the Doctoral School, may change the composition of the Evaluation Committee for Mid-term Assessment.
3. The Evaluation Committee for Mid-term Assessment is composed of three persons, including at least one person holding the title of *doktor habilitowany* (habilitated doctor) or the title of professor in the discipline in which a doctoral dissertation is being prepared, employed outside the University, or a person referred to in § 13 Item. 5. Neither a supervisor nor an assistant supervisor may be members of the Evaluation Committee for Mid-term Assessment.
4. Meetings of the Evaluation Committee for Mid-term Assessment are also attended by a representative of doctoral students who acts as an observer.
5. Meetings of the Evaluation Committee for Mid-term Assessment are attended by all its members.
6. Decisions of the Evaluation Committee for Mid-term Assessment are taken by a simple majority of votes. Members of the Committee may not abstain from voting.
7. In justified cases, a member of the Evaluation Committee for Mid-term Assessment may participate in the meetings of the Committee remotely, by means of electronic communication, ensuring, in particular, multilateral communication in real time, in compliance with the necessary security rules.
8. The outcome of the mid-term assessment is determined in a closed meeting, without the participation of a doctoral student or their supervisor.

9. The Evaluation Committee for Mid-term Assessment draws up minutes, in Polish and English, to be signed by the Chairperson of the Committee. A template of the minutes is specified in Appendix No. 5 to the Rules and Regulations.
10. The mid-term assessment minutes, including the report specified in § 23 Item 6 Point 2, is kept in a doctoral student's personal files.
11. A doctoral student and their supervisor(s) have the right to get familiar with the mid-term assessment minutes.
12. In the event of a breach of the formal conditions of the mid-term assessment concerning the composition of the Evaluation Committee for the Mid-term Assessment, or conducting of the procedure of the assessment in violation of the Rules and Regulations, a doctoral student has the right to submit objections to the Head of the Doctoral School, within seven days of the publication of the result of the assessment, and file a request for re-assessment.
13. The grounds for objections may not be based on complaints concerning the substantive assessment made by the Evaluation Committee for the Mid-term assessment.
14. Objections based on the grounds referred to in Item 13 will not be considered.
15. A doctoral student has the right to appeal to the Rector against the decision of the Head of the Doctoral School made in the case referred to in Item 12. The decision of the Rector is final.”;
- 10) in § 25, Item 2 will read as follows:
 „2. A doctoral student submits their doctoral dissertation in written version, along with an abstract in English and a positive opinion of their supervisor(s) to the Head of the Doctoral School, within a time limit specified in the individual research plan. An abstract in Polish must also be attached to a doctoral dissertation prepared in a foreign language.”;

11) § 33 will read as follows :

„§ 33

A doctoral student may be awarded:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education for eminent young scholars - in accordance with the rules laid down in the Act, or other scholarships awarded under separate regulations.”;
- 12) in § 35:
 - a) in Item 1 Point 3, the dot is replaced by a semi-colon and Points 4-6 are added, with the following wording:
 - „4) failure to commence studies;
 - 5) violation of the prohibition referred to in Article 200 Item 7 or Article 209 Item 10 of the Act;
 - 6) imposing a disciplinary penalty of expulsion from the Doctoral School.”,
 - b) following Item 3, Item 3a is added:
 - „3a. A doctoral student is deemed not to have commenced their studies if they do not make the pledge referred to in § 7 Item 1 within five days from the beginning of the academic year.”,
 - c) following Item 4, Item 4a is added:
 - „4a. In the proceedings for the removal of a doctoral student from the doctoral student register, in the cases referred to in Item 1, Point 5, a doctoral student is requested to submit, within no less than 30 days, a letter of resignation from their studies in another doctoral school or from their employment as an academic teacher or academic staff member.”;

13) Appendices No. 1-5 will read as specified in Appendix No. 1 hereto.

§ 2

The consolidated text of the Rules and Regulations of the International Doctoral School, including the amendments specified in § 1, is enclosed as Appendix No. 2 hereto.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radziszław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

Załącznik nr 1
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Appendix no. 1
to the Rules and Regulations of the International Doctoral School



(WZÓR/SPECIMEN FORM)

.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

INDYWIDUALNY PLAN BADAWCZY / INDIVIDUAL RESEARCH PLAN

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”./ The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors. If there is no relevant information to be provided, insert “NONE” in a given space.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL THESIS	
TEMAT ROZPRAWY DOKTORSKIEJ W JĘZYKU POLSKIM I ANGIELSKIM / SUBJECT OF THE DOCTORAL THESIS	
DISCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU* / PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*

* Zaznaczyć właściwe / Indicate as appropriate.

OGÓLNY OPIS ROZPRAWY DOKTORSKIEJ (CEL, PROBLEM BADAWCZY, HIPOTEZY BADAWCZE, KORZYŚCI TEORETYCZNE I PRAKTYCZNE, TEORETYCZNE PODSTAWY PRACY BADAWCZEJ I METODOLOGII BADAŃ NAUKOWYCH) / GENERAL DESCRIPTION OF THE DOCTORAL THESIS (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (DD-MM-RRRR) / DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS (DD-MM-RRRR)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/ TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIwersytetu Medycznego w Łodzi (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/ DEPARTMENT/WARD)	
ZADANIA PROMOTORA/ PROMOTORÓW/PROMOTORA POMOCNICZEGO / TASKS OF THE SUPERVISOR/SUPERVISORS/ ASSISTING SUPERVISOR	
ZASADY WSPÓŁPRACY POMIĘDZY DOKTORANTEM A PROMOTOREM/ PROMOTORAMI/PROMOTOREM POMOCNICZYM, W TYM LICZBA GODZIN KONSULTACJI W POSZCZEGÓLNYCH LATACH KSZTAŁCENIA / PRINCIPLES OF COOPERATION BETWEEN THE PHD STUDENT AND THE SUPERVISOR/SUPERVISORS/ ASSISTING SUPERVISOR, INCLUDING THE NUMBER OF CONSULTATION HOURS IN PARTICULAR YEARS OF EDUCATION	
C. SPOSÓB FINANSOWANIA BADAŃ, AKTYWNOŚĆ W ZAKRESIE POZYSKIWANIA ŚRODKÓW FINANSOWYCH NA REALIZACJĘ PROJEKTÓW BADAWCZYCH LUB GRANTÓW / C. METHOD OF FINANCING THE RESEARCH, ACTIVITY IN THE OBTAINING FINANCING FOR THE IMPLEMENTATION OF RESEARCH PROJECTS OR GRANTS	
D. SPOSÓB PREZENTACJI WYNIKÓW BADAŃ / D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY	

I. ARTYKUŁY NAUKOWE/INNE PUBLIKACJE / I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS
II. UDZIAŁ W KONFERENCJACH NAUKOWYCH, SZKOŁACH LETNICH I ZIMOWYCH, WARSZTATACH, SZKOLENIACH, STAŻACH LUB INNYCH FORMACH POGŁĘBIAJĄCYCH WIEDZĘ I UMIEJĘTNOŚCI W ZAKRESIE BADANEGO TEMATU / II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS/INTERNSHIP OR OTHER FORMS DEEPENING KNOWLEDGE AND SKILLS IN THE SUBJECT RESEARCH
III. UDZIAŁ W WYMIANIE MIĘDZYNARODOWEJ / III. PARTICIPATION IN INTERNATIONAL EXCHANGE
E. WYKAZ UDOSTĘPNIANEJ DOKTORANTOWI INFRASTRUKTURY BADAWCZEJ UNIWERSYTETU MEDYCZNEGO W ŁODZI (wraz z zasadami dostępu do tej infrastruktury) / E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)
F. HARMONOGRAM BADAŃ I PRZYGOTOWANIA ROZPRAWY DOKTORSKIEJ / F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL THESIS

Lp. No.	Termin/okres realizacji Date/Period of implementation	Planowane badania oraz etapy przygotowania rozprawy doktorskiej* / Planned research and stages of preparation of the doctoral thesis*
I ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 1 st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
II ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 2 nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
III ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 3 rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
IV ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 4 th YEAR OF STUDIES (academic year 20...../20....)		
1		
2		

* W szczególności: ustalenie obszaru badań, sformułowanie problemu badawczego, opracowanie metodyki prowadzenia badań, etapy przygotowania rozprawy doktorskiej, udział w konferencjach, zjazdach i sympozjach oraz wymianie międzynarodowej, staże zagraniczne, planowane publikacje (artykuły, komunikaty zjazdowe), projekty i granty badawcze. / In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral thesis, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

3		
4		

.....
*(podpis doktoranta/
signature of the doctoral student)*

.....
*(pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów/
name stamp(s) and signature(s) of the supervisor(s))*

G. OPINIA PROMOTORA POMOCNICZEGO* / G. OPINION OF THE ASSISTING SUPERVISOR*

.....
*(pieczęć imienna i podpis promotora pomocniczego/
name stamp and signature of the assisting supervisor)*

.....
*(pieczęć imienna i podpis dyrektora Międzynarodowej Szkoły Doktorskiej/
name stamp and signature of the Director of the International Doctoral School)*

* Opinia wymagana w przypadku wyznaczenia promotora pomocniczego. / The opinion is required if an assisting supervisor is appointed.

(WZÓR/ SPECIMEN FORM)



.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

**SPRAWOZDANIE ROCZNE Z PRZEBIEGU KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE
DOKTORSKIEJ ZA ROK AKADEMICKI 20.../20... / ANNUAL REPORT ON THE COURSE OF STUDIES
AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”. Rubryki A-D wypełnia doktorant, rubryki D-F – promotor/promotorzy, rubrykę G – dyrektor Międzynarodowej Szkoły Doktorskiej.) / (The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors; If there is no relevant information to be provided, insert “NONE” in a given space. Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s), space G – by the Director of the International Doctoral School.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
NAUCZYCIEL AKADEMICKI / ACADEMIC TEACHER	☐ TAK / YES ☐ NIE / NO*
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL THESIS	
TEMAT ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / SUBJECT OF THE DOCTORAL THESIS (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	

* Zaznaczyć właściwe./ Indicate as appropriate.

DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU / PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/ STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIwersYTETU MEDYCZNEGO W ŁODZI (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	
C. SPRAWOZDANIE Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO / C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN	
I. Czy doktorant zrealizował założenia wskazane w indywidulany planie badawczym, dotyczące roku akademickiego, za który składa sprawozdanie? / I. Has the doctoral student implemented the assumptions indicated in the individual research plan regarding the academic year for which he/she is submitting the report? ☐ TAK / YES ☐ NIE (uzasadnienie): / NO* (justification): Sprawozdanie z realizacji indywidulany planu badawczego/ Report on the implementation of the individual research plan:	

* Zaznaczyć właściwe./ Indicate as appropriate.

II. PUBLIKACJE / II. PUBLICATIONS						
(NALEŻY PODAĆ TYLKO TE PUBLIKACJE, KTÓRE UKAZAŁY SIĘ JUŻ DRUKIEM W OKRESIE SPRAWOZDAWCZYM, ORAZ TE, KTÓRE ZOSTAŁY OSTATECZNIE ZAAKCEPTOWANE PRZEZ REDAKCJĘ) / (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)						
LP. /NO.	AUTOR/ REDAKCJA NAUKOWA /AUTHOR/ SCIENTIFIC EDITOR	TYTUŁ / TITLE	NAZWA WYDAWNICTWA/ TYTUŁ CZASOPISMA / PUBLISHER/MAGAZINE TITLE	MIEJSCE WYDANIA/ ROK WYDANIA / PLACE OF PUBLICATION/ YEAR OF PUBLICATION	PUNKTY MINISTERIALNE* / IMPACT FACTOR / MINISTERIAL POINTS*/ IMPACT FACTOR	NR STR. / NO. OF PAGES
1						
2						
3						
4						
5						
6						
III. UDZIAŁ W KONFERENCJACH/SYMPOZJACH/ZJAZDACH / III. PARTICIPATION IN CONFERENCES/ SYMPOSIUMS/CONVENTIONS						
LP. /NO.	NAZWA KONFERENCJI/ SYMPOZJUM/ ZJAZDU / NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZATOR I MIEJSCE / ORGANIZING ENTITY AND PLACE	TERMIN / DATE	RODZAJ UCZESTNI- CTWA (BIERNY/ CZYNNY) / TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TYTUŁ REFERATU / TITLE OF THE PAPER	
1						
2						
3						
4						
5						
6						
IV. UDZIAŁ W BADANIACH PROWADZONYCH PRZEZ JEDNOSTKĘ / IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT						
LP. /NO.	TYTUŁ/ TITLE	KIEROWNIK BADAŃ/ PRINCIPAL INVESTIGATOR	NAZWA JEDNOSTKI / NAME OF THE UNIT	OKRES REALIZACJI / PERIOD OF CONDUCTING THE REASERCH	CHARAKTER UCZESTNICTWA / TYPE OF PARTICIPATION	
1						

* Liczba punktów według aktualnego wykazu czasopism, ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki./The number of points according to the current list of journals, announced in the announcement of the minister responsible for higher education and science.

2					
3					
4					
5					
6					

V. STAŻE NAUKOWE ZWIĄZANE Z ROZPRAWĄ DOKTORSKĄ / V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL THESIS

LP. / NO.	STAŻE NAUKOWE KRAJOWE/ ZAGRANICZNE / ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	MIEJSCE / PLACE	OKRES / PERIOD	CEL / OBJECTIVE	ŹRÓDŁO FINAN- SOWANIA / SOURCES OF FUNDS
1						
2						
3						
4						
5						
6						

VI. PROJEKTY/GRANTY NAUKOWE (NCN, NCBiR, FNP, INNE) / VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)

LP. / NO.	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	TYTUŁ PROJEKTU/ GRANTU / TITLE OF THE PROJECT/GRANT	RODZAJ GRANTU / TYPE OF GRANT	OKRES REALIZACJI / IMPLEMENTATION PERIOD	FUNKCJA W PROJEKCIE / ROLE IN THE PROJECT
1					
2					
3					
4					
5					
6					

D. SPRAWOZDANIE Z REALIZACJI PROGRAMU KSZTAŁCENIA / D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES		
I. EGZAMINY I ZALICZENIA – zgodnie z załączoną kartą okresowych osiągnięć / I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record		
II. PRAKTYKI ZAWODOWE / II. PROFESSIONAL PLACEMENT TRAINING		
LP. /NO.	WYKAZ ZAJĘĆ, KTÓRE DOKTORANT PROWADZIŁ SAMODZIELNIE LUB W KTÓRYCH PROWADZENIU UCZESTNICZYŁ (NAZWY PRZEDMIOTÓW I LICZBA GODZIN) / LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH HE/SHE PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)	PODPIS PROMOTORA / SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
5		
DATA SPORZĄDZENIA SPRAWOZDANIA/ DATE OF DRAWING UP THE REPORT		PODPIS DOKTORANTA/ SIGNATURE OF THE DOCTORAL STUDENT
E. OCENA SPRAWOZDANIA ROCZNEGO PRZEZ PROMOTORA/ PROMOTORÓW / E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS		☐ POZYTYWNA / POSITIVE ☐ NEGATYWNA/ NEGATIVE*
F. OPINIA PROMOTORA/PROMOTORÓW W FORMIE OPISOWEJ / F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS		

.....
(data/ date)

.....
(pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów /
name stamp and signature of the supervisor/name stamps and signatures
of the supervisors)

* Zaznaczyć właściwe./ Indicate as appropriate.

G. ZALICZENIE ROKU KSZTAŁCENIA PRZEZ DYREKTORA MIĘDZYNARODOWEJ SZKOŁY DOKTORSKIEJ / G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES	
..... rok kształcenia w Międzynarodowej Szkole Doktorskiej (rok akademicki 20..../20....) / year of studies at the International Doctoral School (academic year 20..../20....): • zaliczam / credit is awarded • nie zaliczam / credit is not awarded • zaliczam warunkowo / credit is awarded conditionally*	
..... (data/date)	 (pieczęć imienna i podpis dyrektora Międzynarodowej Szkoły Doktorskiej/ name stamp and signature of the Director of the International Doctoral School)

* Zaznaczyć właściwe./ Indicate as appropriate.



(WZÓR/ SPECIMEN FORM)

RAPORT Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR)
/MID-TERM REPORT FOR THE PERIOD (DD.MM.YY) TO (DD.MM.YY)

Podstawowe dane / Basic data

Imię / imiona i nazwisko doktoranta /Name/s and surname of PhD student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne (Pharmacology and Pharmacy) ☐ Nauki medyczne (Medical Sciences) ☐ Nauki o zdrowiu (Health Sciences)
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department)	Uniwersytet Medyczny w Łodzi / Medical University of Lodz
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / PhD student e-mail account (in e-doktorant system):	Numer legitymacji / Student ID:
Numer ORCID / ORCID:	Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej /Date of beginning of doctoral studies:
Promotor rozprawy doktorskiej (1) / PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) / PhD dissertation Supervisor (2):
Promotor pomocniczy rozprawy doktorskiej / Auxiliary PhD dissertation Supervisor:	Data złożenia raportu do oceny śródkresowej /Date of submitting the Midt-term Report: <i>(pieczętka imienna i podpis pracownika Centrum Obsługi Doktorantów / name stamp and signature of the employee of the Office of Doctoral Studies)</i>

Informacje o rozprawie doktorskiej/ Information on doctoral dissertation

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Title of the doctoral dissertation (in Polish and English)
Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of dissertation (month, year in accordance with the individual research plan – IPB)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKS. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most important results and achievements, conclusions) (DESCRIPTION – MAX 5 PAGES A4, ARIAL NARROW 11, LINE SPACING 1)

Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB) / Report on progress in implementation of Individual Research Plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyrzucić w %) (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / A. Timely execution of research timetable stages up to date and degree of realization of IRP (expressed as a percentage) (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wyrzucić w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / B. Progress in implementation of doctoral dissertation and degree of its realization (expressed as a percentage) (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt. A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / C. Explanation of any discrepancies between stages of realization described in point A and B, and timetable and dissertation submission deadline declared in IRP (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej (A-E – elementy uwzględnione w indywidualnym planie badawczym, F – dorobek naukowy i inne aktywności naukowe nieprzewidziane w indywidualnym planie badawczym) / **Scientific achievements and other activity directly related to implementation of doctoral dissertation** (A-E – elements included in the individual research plan, F – scientific achievements and other scientific activities not provided for in the individual research plan)

A. Publikacje naukowe, w tym: / A. Scientific publications including:	<i>Punkty ministerialne / Ministerial points*</i>	<i>Impact Factor</i>
Publikacje w czasopismach ujętych w wykazie Ministra / Publications in journals included in the list of the Minister**		
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>		
Publikacje w czasopismach nieujętych w wykazie Ministra / Publications in journals not included in the list of the Minister***		
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>		
Publikacje konferencyjne / Conference publications		
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		–
Inne publikacje lub rozdziały w książkach / Other papers or chapters in books		
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title,</i>		–

* Liczba punktów według wykazu czasopism ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / The number of points according to the list of journals announced in the announcement of the minister responsible for higher education and science.

** Artykuły opublikowane w czasopismach ujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals included in the list announced in the announcement of the minister responsible for higher education and science.

*** Artykuły opublikowane w czasopismach nieujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals not included in the list announced in the announcement of the minister responsible for higher education and science.

journal or publishing house, issue, year, pages or DOI / ISBN number alternatively		
B. Prezentacje konferencyjne / B. Conference presentations		
ustne (prezentowane osobiście) / talks (presented by PhD student) /		
autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date		
plakatowe (prezentowane osobiście) / posters (presented by PhD student)		
autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date		
C. Kierowanie projektami naukowymi i stypendia naukowe (np. NCN, FNP, NAWA). Uwaga: Studenci, którzy zostali przyjęci do Szkoły Doktorskiej w ramach projektu lub programu Doktorat Wdrożeniowy nie wskazują tego projektu/programu. / C. Principal investigator in scientific projects and scientific scholarships (e.g. NCN, FNP, NAWA). Please note: students who were admitted to International Doctoral School in a frame of project or Industrial Doctoral Program do not indicate this project/program.		
nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of financing institution, type of project/scholarship, project title, role in project		
D. Staże naukowe (krajowe, zagraniczne) związane z realizacją rozprawy doktorskiej D. Internships (domestic, international) related to implementation of doctoral dissertation		
kraj, nazwa instytucji, miejsce, okres trwania / country, name of host institution, place, time of duration		
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student)		

<i>kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/ stypendium, tytuł, funkcja w projekcie / country, date of register of patent applications or obtained patent / name of financing institution, type of project/scholarship, project title, role in project</i>
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan
<i>np. publikacje, konferencje, staże, współpraca zagraniczna, projekty, granty, inne (potwierdzone kserokopiami) / e.g. publications, conferences, internships, international cooperation, projects, grants, other (confirmed by photocopies)</i>

Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej / SWOT analysis of IRP realization and preparation of doctoral dissertation

Silne strony / Strengths	Słabe strony / Weaknesses
• XXX • XXX	• XXX • XXX
Szanse / Opportunities	Zagrożenia / Threats
• XXX • XXX	• XXX • XXX

Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / Additional comments, remarks and/or conclusions by PhD student (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą. / The undersigned hereby certifies that the above information is correct.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

Opinia promotora/promotorów (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Opinion of the Supervisor/Supervisors** (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

.....
data/date

.....
czytelny podpis promotora/legible signature of the Supervisor

.....
data/date

.....
*czytelny podpis drugiego promotora/legible signature
of the 2nd Supervisor*



(WZÓR/ SPECIMEN FORM)

OCENA JAKOŚCI OPIEKI NAUKOWEJ
ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR) / ASSESSMENT OF SCIENTIFIC GUIDANCE
FOR THE PERIOD (DD.MM.YY) TO (DD.MM.YY)

1. Podstawowe dane dotyczące doktoranta / Basic data concerning PhD student

Imię / imiona i nazwisko doktoranta / Name/s and surname of PhD student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne / Pharmacology and Pharmacy ☐ Nauki medyczne / Medical Sciences ☐ Nauki o zdrowiu / Health Sciences
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / PhD student e-mail account (in e-doktorant system):	Numer legitymacji / Student ID:
Promotor rozprawy doktorskiej (1) / PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) / PhD dissertation Supervisor (2):

2. Charakterystyka współpracy z promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko)
/ Description of cooperation with the Supervisor (score 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time spent on cooperation with PhD student	
Ogólna kultura wzajemnych kontaktów i współpracy / General culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez promotora / Suggestions and scientific inspiration provided by the Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach	

eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorskich / Properness of collaboration in preparation of multi-author publications	
Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Involvement in assisting PhD student in acquiring own grants (both from internal and external sources of financing, e.g. Preludium)	
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Enabling PhD student's participation in projects realized in their Unit	
Ogólna ocena współpracy z promotorem / Overall assessment of cooperation with the Auxiliary Supervisor	
Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional)	

3. Charakterystyka współpracy z drugim promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko) / Description of cooperation with the 2nd Supervisor (score 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time spent on cooperation with PhD student	
Ogólna kultura wzajemnych kontaktów i współpracy / General culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez drugiego promotora / Suggestions and scientific inspiration provided by the 2 nd Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorskich / Properness of collaboration in preparation of multi-author publications	
Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Involvement in assisting PhD student in acquiring own grants (both from internal and external sources of financing, e.g. Preludium)	
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Enabling PhD student's participation in projects realized in their Unit	

Ogólna ocena współpracy z drugim promotorem / Overall assessment of cooperation with the 2 nd Supervisor	
Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional)	

.....

data/date

.....

czytelny podpis doktoranta/legible signature of PhD student



(WZÓR/ SPECIMEN FORM)

**PROTOKÓŁ KOMISJI EWALUACYJNEJ DS. OCENY ŚRÓDOKRESOWEJ
– OCENA ZA OKRES (DD.MM.RRRR) DO (DD.MM.RRR) / EVALUATION PROTOCOL
OF THE EVALUATION COMMISSION FOR MID-TERM ASSESSMENT
– ASSESSMENT FOR THE PERIOD (DD.MM.YYYY) TO (DD.MM.YYYY)**

.....
(imię / imiona i nazwisko doktoranta / name/s and surname of PhD student)

**Komisja Ewaluacyjna ds. Oceny Śródkresowej Doktoranta Międzynarodowej Szkoły
Doktorskiej Uniwersytetu Medycznego w Łodzi (UM) w dyscyplinie:**
..... **w składzie:**
**/ Evaluation Commission for Mid-term Assessment the PhD student at UM International
Doctoral School in the discipline:**
consists of:

No.	Tytuł / stopień naukowy, imię, nazwisko / Scientific title / degree, Name, Surname	Rola / Role
1.	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	Przewodniczący Komisji / Head of the Commission
2.	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	Członek Komisji z UM / Member from UM
3.	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	Członek Komisji spoza UM / Member from outside UM
4.	Uniwersytet, Wydział / University, Faculty:	Obserwator – doktorant / Observer – PhD student

1. Ocena realizacji indywidualnego planu badawczego (IPB) i harmonogramu przygotowania rozprawy doktorskiej/ Assessment of implementation of Individual Research Plan (IRP) and timetable of doctoral dissertation preparation

* Niepotrzebne skreślić. / Delete as appropriate.

Tytuł rozprawy doktorskiej (w języku dysertacji) / Original title of doctoral dissertation	
Termin złożenia dysertacji zaplanowany w IPB jest realny. / The date of submission of doctoral dissertation as planned in IRP is realistic.	TAK / NIE* / YES / NO*
Hipoteza lub problem badawczy została już sformułowana. / The research hypothesis or problem has already been formulated.	TAK / NIE* / YES / NO*
Odpowiednia metodyka badawcza została wybrana i zastosowana. / Appropriate research methodology has been chosen and applied.	TAK / NIE* / YES / NO*
Uzyskane dotychczas wyniki są istotne dla zrealizowania rozprawy doktorskiej. / The results obtained so far are relevant to implementation of doctoral dissertation.	TAK / NIE* / YES / NO*
Oczekiwane wyniki badań naukowych i/lub aplikacyjnych są możliwe do uzyskania w okresie kolejnych 2 lat. / Expected results of scientific and/or application research are possible to be obtained in the period of next 2 years.	TAK / NIE* / YES / NO*
Badania realizowane są zgodnie z harmonogramem zaplanowanym w IPB. / Realized research has been consistent with the timetable planned in IRP.	TAK / NIE* / YES / NO*
Jakość wykonywania zadań wynikających z harmonogramu przygotowania rozprawy doktorskiej jest zadowalająca. / The quality of implemented tasks resulting from the timetable of doctoral dissertation preparation is satisfying.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*
Nowatorstwo wyników, ich ważność i wpływ na rozwój nauki, cywilizacji, społeczeństwa. / Innovation of results, their importance and influence on development of science, civilization, society.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW* ²⁷

2. Ocena dorobku naukowego i innej aktywności bezpośrednio związanej z realizacją rozprawy doktorskiej (A-E – elementy uwzględnione w indywidualnym planie badawczym F – dorobek naukowy i inne aktywności nieprzewidziane w indywidualnym planie badawczym) / **Assessment of scientific achievements and other activity directly related to implementation of doctoral dissertation** (A-E - elements included in the individual research plan, F – scientific achievements and other activities not provided for in the individual research plan)

Dorobek naukowy / Scientific achievements	Ocena Komisji / Commission assessment
A. Publikacje naukowe / A. Scientific publications	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
B. Prezentacje konferencyjne / B. Conference presentations	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
C. Kierowanie projektami naukowymi i stypendia naukowe / C. Principal investigator in scientific projects and scientific scholarships	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
D. Staże naukowe związane z realizacją rozprawy doktorskiej / D. Internships related to implementation of doctoral dissertation	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student).	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY NOT APPLICABLE*

* Niepotrzebne skreślić. Adnotację „NIE DOTYCZY” w wierszach A-E należy pozostawić w przypadku nieuwzględnienia danego elementu w indywidualnym planie badawczym. / Delete as appropriate. The annotation "NOT APPLICABLE" in lines A-E should be left if a given element is not included in the individual research plan.

3. Opinia dotycząca jakości opieki naukowej i wsparcia w prowadzeniu działalności naukowej / Opinion concerning scientific guidance and support in conducting scientific activities

Promotor / Supervisor	Drugi promotor / 2nd Supervisor
BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*

* Niepotrzebne skreślić. / Delete as appropriate.

4. Ocena prezentacji osiągnięć doktoranta i dyskusja naukowa / Assessment of Presentation of Achievements and scientific discussion

Prezentacja osiągnięć i dyskusja naukowa / Presentation of Achievements and scientific discussion	Ocena / Assesment
Prezentacja osiągnięć doktoranta / PhD student's Presentation of Achievements	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *
Dyskusja naukowa / Scientific discussion	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *

* Niepotrzebne skreślić. / Delete as appropriate.

5. Wynik głosowania Komisji Ewaluacyjnej ds. Oceny Śródkresowej / Voting result of the Evaluation Commission for Mid-term Assessment

Lp/No.	Imię i nazwisko / Name, Surname	Rola / Role	Wynik głosowania /Result of the vote*	Podpis i data lub status „on-line” / Signature and date or status „on-line”**
1.		Przewodniczący Komisji / Head of the Commission		
2.		Członek Komisji z UM / Member from UM		

3.	Członek Komisji spoza UM / Member from outside UM	
W roli obserwatora – doktorant/ Observer – PhD student:		

* Należy wpisać: „ocena pozytywna” lub „ocena negatywna”. / Please enter: "positive evaluation" or "negative evaluation".

** Status „on-line” należy wpisać w przypadku uczestniczenia w obradach Komisji za pośrednictwem środków komunikacji elektronicznej. / The "on-line" status should be entered in the case of participation in the Committee's deliberations via electronic means of communication.

6. Ocena końcowa doktoranta / Final assessment of PhD student

POZYTYWNA / POSITIVE*	NEGATYWNA / NEGATIVE*

* Niepotrzebne skreślić. / Delete as appropriate.

7. Uzasadnienie końcowej oceny Komisji, uwzględniające poszczególne punkty raportu i prezentację doktoranta (OPIS – MIN. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / Justification of Commission's final assessment result taking into account specific points of PhD student's Mid-term Report and his/her Presentation of Achievements (DESCRIPTION – MIN 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Za Komisję / On behalf of the Commission:

*data / czytelny podpis przewodniczącego Komisji
/ date / legible signature of Head of Commission*

**RULES AND REGULATIONS
OF THE INTERNATIONAL DOCTORAL SCHOOL**

(introduced under Resolution No. 289/2019 of 28 May 2019
adopted by the Senate of the Medical University of Lodz)

consolidated text



Łódź 2019

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the International Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences, health sciences, as well as the related rights and obligations of doctoral students.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) Senate – the University Senate;
 - 3) organizational unit – a University research and teaching unit, i.e., a department, clinical department or unit;
 - 4) Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in Item 1;
 - 5) doctoral student – a person pursuing their studies at the Doctoral School run by the University;
 - 6) Act – the Act of 20 July 2018 – Law on Higher Education and Science;
 - 7) Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and end with submission of a doctoral dissertation.
2. The studies at the Doctoral School prepare doctoral students for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmaceutical sciences, medical sciences and health sciences, and creates conditions for doctoral students to:
 - 1) prepare for performing teaching, research and research and development work;
 - 2) acquire the skill of taking advantage of the world’s scientific achievements;
 - 3) identify and solve research problems, plan and conduct research studies, as well as use results of studies through patents and publications;
 - 4) acquire high research competencies and scientific independence;
 - 5) prepare for independent planning of their own scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
 - 6) prepare for participation in exchange of research experience and ideas, also in the international community.
3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted in compliance with the programme of studies and an individual research plan.
2. The academic year at the Doctoral School begins on 1 October and ends on 30 September. It is divided into two semesters.
3. The main lecture language at the Doctoral School is English.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Head appointed and removed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Head of the Doctoral School may be held by an academic teacher employed with the University being their primary place of employment and holding the title of professor or *doktor habilitowany* (habilitated doctor).
3. Supervision over the Doctoral School is exercised by the Rector.

§ 5

1. In particular, the Head of the Doctoral School:
 - 1) plans a development strategy for the Doctoral School and presents it to the Rector;
 - 2) organizes and supervises the implementation of the programme of studies at the Doctoral School;
 - 3) chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 - 4) enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 - 5) after consulting a doctoral student, appoints their doctoral dissertation supervisor(s) and an assistant supervisor;
 - 6) (repealed);
 - 7) takes final decisions on awarding doctoral students credits for subsequent years of studies;
 - 8) upon a doctoral student's request, suspends their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of 26 June 1974 – Labor Code;
 - 9) gives consent for:
 - a) changing a supervisor(s) or an assistant supervisor,
 - b) extending the time limit for submission of a doctoral dissertation specified in an individual research plan,
 - c) leaving of a doctoral student for internship abroad and conducting research outside the University, as specified in the Rules and Regulations;
 - 10) files a request with the Discipline Scientific Council for appointing the Evaluation Committee for Mid-term Assessment;
 - 11) cooperates with the University Scientific Council on defining the rules of recruitment to the Doctoral School and developing the programme of studies at the Doctoral School;
 - 12) prepares a draft version of the Rules and Regulations of the Doctoral School and presents it to the Senate;
 - 13) presents a report on the Doctoral School's operation for each academic year to the Rector.
2. A doctoral student may file an appeal against final decisions made by the Head of the Doctoral School and specified in Items 1 Points 5-9 with the Rector within 14 days following the receipt of a notice informing thereon.

SECTION III ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at one doctoral school only at the same time.
3. A doctoral student may not be employed as an academic teacher or academic staff member, excluding the exceptions specified in Article 209 Item 10 of the Act.

§ 7

1. A person admitted to the Doctoral School commences their studies and acquires the rights of a doctoral student upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (EDSIC) to each doctoral student.
3. A doctoral student is entitled to hold their EDSIC from the date of making the pledge until the date of completion of their studies or removal from the doctoral student register.
4. The validity of EDSIC held by a doctoral student who has been awarded a credit for a year of study, in accordance with § 21 Item 3, is extended for the following academic year.
5. Doctoral students of a foreign university or research institution who pursue a part of their studies at the Doctoral School will be issued an EDSIC based on the submitted request.

SECTION IV RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Chapter 1 Rights of doctoral students

§ 8

A doctoral student has, in particular, the right to:

- 1) scientific guidance provided by their supervisor(s) or an assistant supervisor;
- 2) acquire knowledge and develop interests and, for such purposes, use the University scientific infrastructure – within the scope of the University financial means and organizational capabilities;
- 3) participate in seminars, research, development and implementation works and in open scientific meetings organized at the University;
- 4) use the University's library, information and archive collections;
- 5) doctoral scholarship – as specified in the Act and the Rules and Regulations;
- 6) receive awards and distinctions;
- 7) join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act of 7 April 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
- 8) suspend their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of 26 June 1974 – Labor Code;
- 9) apply for:
 - a) changing their supervisor(s) or assistant supervisor,
 - b) extending the time limit for submission of a doctoral dissertation specified in an individual research plan – under the terms and conditions specified in the Rules and Regulations;

- 10) apply for:
 - a) a student loan – under the terms and conditions specified in separate regulations,
 - b) accommodation at a University student residence hall, including accommodation for their spouse or child – under the terms and conditions and in compliance with the procedure specified in the rules and regulations of benefits offered to students;
- 11) holiday breaks not exceeding eight weeks annually; such breaks should be taken in periods in which no teaching classes are conducted and should be approved by their supervisor;
- 12) social insurance and health insurance – in compliance with the rules specified in § 31 Items 6 and 7;
- 13) assess the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;
- 14) in the case of any dispute between a doctoral student and their supervisor – filing a request for mediation with the Head of the Doctoral School; it is required that at least one representative of the Doctoral Student Government participate in mediations between a doctoral student and their supervisor.

§ 9

1. For research purposes related to preparation of their doctoral dissertation, a doctoral student also has the right to:
 - 1) participate in national and international scientific seminars, conferences, conventions and symposiums;
 - 2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Head of the Doctoral School given after obtaining an opinion of a supervisor(s).
2. Internship completed abroad is included in the period of studies at the Doctoral School.
3. The Head of the Doctoral School may award a doctoral student a credit for courses or professional placement training completed by a doctoral student during their internship abroad. Such courses or professional placement training are regarded as those specified in the programme of studies.

§ 10

1. A doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the programme of studies at the Doctoral School to their needs resulting from disability in a way that will enable them to fully participate in the education process.
2. Doctoral students specified in Item 1 are:
 - 1) disabled persons who hold a valid disability certificate, disability level certificate or an equivalent document;
 - 2) persons suffering from chronic diseases who do not hold the certificates specified in Point 1, and whose health condition is confirmed by submitted medical documentation;
 - 3) persons whose sudden disease or accident result in a temporary inability to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
3. The scope of adjustment of conditions for completion of the programme of studies, upon a doctoral student's request, is determined by the Head of the Doctoral School following consultation with a specialist for disabled persons.
4. Adjustment of conditions for completion of the programme of studies to suit a doctoral student's needs resulting from their disability may particularly involve:
 - 1) using by a doctoral student, during classes, credit tests and exams:
 - a) support provided by an assistant for the disabled,
 - b) technological solutions designed for a specific type of disability;

- 2) modification of the procedure of participation in teaching classes;
- 3) changing time limits and forms of taking credit tests and exams;
- 4) providing a doctoral student with teaching materials in a form adapted to a specific type of disability.

Chapter 2

Obligations of doctoral students

§ 11

1. A doctoral student is obliged to comply with the Rules and Regulations.
2. A doctoral student is also obliged to observe other University internal regulations and the Code of Doctoral Student Ethics.
3. The main responsibilities of a doctoral student include completion of the programme of studies and implementation of an individual research plan, including:
 - 1) participation in teaching classes specified in the programme of studies;
 - 2) obtaining credits for courses specified in the programme of studies within set time limits;
 - 3) completion of professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the programme of studies;
 - 4) conducting research studies under the guidance of their supervisor(s) and preparation of their doctoral dissertation in compliance with the schedule specified in an individual research plan.
4. A doctoral student is also obliged to:
 - 1) collect an electronic doctoral student ID, a badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 - 2) use their electronic mail address generated in the University IT system when contacting University employees;
 - 3) develop, following consultation with their supervisor(s), an individual research plan including, in particular, a schedule of preparation and the set time limit for submission of their doctoral dissertation;
 - 4) submit, to the Head of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 Items 3 and 4, including an opinion of their supervisor(s);
 - 5) make efforts to obtain funds for completion of research studies related to preparation of their doctoral dissertation;
 - 6) conduct research studies necessary for preparation of their doctoral dissertation in organizational units;
 - 7) sign the attendance list in an organizational unit in which research studies are conducted;
 - 8) in the case of absence from classes or an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases – other written excuse;
 - 9) immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and receiving doctoral scholarship;
 - 10) preserve the good name of the University;

- 11) perform activities promoting science;
- 12) attend the so-called summer and winter schools and other forms of classes developing their knowledge, skills and competencies;
- 13) present the results of research studies at national and international scientific conferences.

§ 12

A doctoral student is obliged to hold documents confirming the fact of undergoing current medical tests specified in the Regulation of the Minister of Health on medical tests for candidates for post-primary or higher schools and professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific guidance

§ 13

1. The Doctoral School provides a doctoral student with scientific guidance of:
 - 1) a supervisor or supervisors or
 - 2) a supervisor and an assistant supervisor.
2. The Head of the Doctoral School, after consultation with a doctoral student, appoints their supervisor(s) within three months following the date of commencing studies.
- 2a. The Head of the Doctoral School, at a supervisor's request and after consultation with a doctoral student, may appoint an assistant supervisor for a doctoral student, subject to Item 2b.
- 2b. The appointment of an assistant supervisor is not possible if the scientific guidance is provided by supervisors.
3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitated doctor) at least and having scientific achievements, in the period of three years preceding assuming the duties of a supervisor, such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education
4. A person holding the degree of *doktor* [doctoral degree] at least may be an assistant supervisor.
5. A person who does not meet the requirements specified in Item 3 but is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues a doctoral dissertation relates to.
6. The function of a supervisor may not be performed by a person who in the preceding five years:
 - 1) was a supervisor of four doctoral students who were removed from the doctoral student register due to a negative result of mid-term assessment, or
 - 2) provided guidance in relation to preparation of a doctoral dissertation to at least two persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.

7. A supervisor confirms assuming the duties resulting from scientific guidance in writing.
8. A supervisor and an assistant supervisor may provide scientific guidance to not more than three doctoral students at the same time.
9. The number of doctoral students referred to in Item 8 does not include doctoral students who receive education under programmes or projects financed from external sources.

§ 14

1. The tasks of a supervisor include in particular:
 - 1) providing a doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of their doctoral dissertation;
 - 2) developing, together with a doctoral student, an individual research plan specifying, in particular, the schedule of preparation and the time limit for submission of a doctoral dissertation;
 - 3) providing guidance in the implementation of an individual research plan;
 - 4) making an annual assessment of a doctoral student's progress in the implementation of an individual research plan and issuing an opinion on a doctoral student's annual report;
 - 5) providing funds necessary for conducting a research project;
 - 6) issuing opinions on a doctoral student's requests concerning the course of studies;
 - 7) assessing a doctoral dissertation prepared by a doctoral student;
 - 8) developing their qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.
2. A supervisor is responsible for conducting on-site occupational work and safety training for a doctoral student at a unit where research studies are conducted and professional placement training specified in the programme of studies is carried out. The scope of the training should be adjusted as required by the nature of a doctoral student's research study and professional placement training.
3. An assistant supervisor performs a supportive function in scientific guidance provided to a doctoral student, and in particular in planning research, as well as implementation and analysis of their results.

§ 15

1. A doctoral student may file a request for changing their supervisor(s) with the Head of the Doctoral School or for appointing another supervisor(s), subject to Items 2 and 2a. The request has to include substantiation.
2. It is possible to change a supervisor(s) appointed within the set time limit specified in § 13 Item 2 within nine months following the commencement of studies.
- 2a. It is not possible to appoint another supervisor(s) or an assistant supervisor if the scientific guidance is provided by a supervisor and an assistant supervisor.
3. In exceptional and justified cases, the Head of the Doctoral School may decide on changing a supervisor(s), without applying the rule specified in Item 2.
4. In the cases specified in Items 2 and 3, a supervisor is changed in compliance with the rules set out in § 13 Items 3-9.
5. In the case of a supervisor's prolonging absence, the Head of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 Items 3-8.
6. In the case of substituting an assistant supervisor, the rules set out in Items 1-5 are applied accordingly.

Chapter 2

Programme of studies

§ 16

1. The programme of studies at the Doctoral School is determined by the Senate. The programme of studies has to be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.
2. The programme of studies is published on the University website not later than five months before the commencement of the recruitment procedure.
3. The education of doctoral students at the Doctoral School may be provided in cooperation with another entity, in particular an entrepreneur or a foreign university or research institution.

§ 17

1. The programme of studies at the Doctoral School includes, in particular, obligatory and elective courses as well as professional placement training. The programme of studies may also provide for lectures of visiting professors, internship abroad, courses organized in the form of summer or winter schools and study visits.
2. Teaching classes at the Doctoral School may be conducted with the use of distance education methods and techniques (e-learning).
3. The Head of the Doctoral School may oblige a doctoral student to participate in scientific events, including conferences, training courses or workshops by which the student may develop their knowledge, skills and competencies.
4. Completion of the programme of studies at the Doctoral School results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of 22 December 2015 on the Integrated System of Qualifications and regulations introduced pursuant to Article 7 Item 3 thereof.
5. Appendices to the education program are teaching guidelines for specific courses called "syllabuses".
6. A syllabus specifies in particular:
 - 1) curriculum contents;
 - 2) modes of conducting classes;
 - 3) ways of verifying the learning outcomes;
 - 4) literature for the course.
7. The syllabus is adopted for the whole cycle of studies and, within duration thereof, it is not subject to any amendments, except for those made to the program specified in § 17a Item 3.

§ 17a

1. The programme of studies at the Doctoral School is subject to regular assessment and improvement.
2. In order to improve the programme of studies, amendments may be made thereto. The amendments will be introduced to the new cycle of studies.
3. Within the cycle of studies, introduced amendments will only:
 - 1) concern the selection of the curriculum contents provided to doctoral students during the courses and including the latest scientific achievements or achievements related to professional activity;
 - 2) result from the requirement to:
 - a) remove irregularities identified by the Scientific Evaluation Committee (*Komisja Ewaluacji Nauki - KEN*),
 - b) adjust the programme of studies according to the amendments made to

the commonly binding law

§ 18

1. The number of professional placement training hours in the form of teaching classes at the University or participation therein is:
 - 1) in the 1st year of study – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of studies – 60 teaching hours a year.
2. A doctoral student employed as an academic teacher, subject to § 6 Item 3, conducting teaching classes at the University, is exempt from professional training in the form of conducting or participation in conducting of teaching classes. The exemption is equivalent to obtaining a credit for teaching practice course.

Chapter 3

Individual research plan

§ 19

1. An individual research plan is developed by a doctoral student, following consultation with their supervisor(s) and submitted, in Polish and English version, to the Head of the Doctoral School within 12 months following the commencement of studies. The template of an individual research plan is enclosed as Appendix No. 1 to the Rules and Regulations.
2. In the case of appointing an assistant supervisor, an individual research plan is presented after their approval is granted.
3. An individual research plan specifies in particular:
 - 1) subject and assumptions of a research project, including research objectives of the planned studies and the method of completion thereof;
 - 2) schedule of preparation and date of submission of a doctoral dissertation
 - 3) full name, degree or academic title of a supervisor(s) or and an assistant supervisor and the scope of their duties and rules of cooperation;
 - 4) method of financing research studies;
 - 5) method of presentation of results of studies, including in the form of scientific articles or scientific meeting communications;
 - 6) participation in scientific conferences, internships or other forms extending knowledge and skills in the field studied;
 - 7) participation in international exchange programmes;
 - 8) list of the University's research infrastructure to which a doctoral student has access.
4. In exceptional and justified cases, upon a request filed jointly by a doctoral student and their supervisor(s), the Head of the Doctoral School may give consent for an update of an individual research plan.
5. Implementation of an individual research plan is subject to mid-term assessment in compliance with the rules specified in § 23 and 24.

SECTION VI
VERIFICATION OF LEARNING OUTCOMES

Chapter 1
Awarding a credit for a course

§ 20

1. A credit for a course may be awarded based on an exam, a test with a grade or a credit test. The form of awarding a credit for a course is specified in the schedule of the programme of studies implementation.
2. Exams and credit tests may be conducted in the form of written and spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, if a course was run in the language.
4. A credit for a course may also be awarded based on written assignments (essays) on a given topic, multimedia projects or presentations prepared by doctoral students.
5. An academic teacher informs doctoral students about the form of exam or credit test prior to commencement of a course.
6. The result of an exam or a credit test is entered into a doctoral student's electronic index to which access is provided via the University IT system.
7. A credit for a doctoral seminar is awarded during an annual public scientific review session at which a doctoral student gives presentation in English on scientific hypotheses, methods and results of their research studies.
8. A doctoral student's presentation at a public scientific review session is assessed by a committee appointed by the Head of the Doctoral School. The Head of the Doctoral School may invite external experts to participate in the work of the committee and act in an advisory capacity. The result of the assessment is entered into a doctoral student's electronic index by the Head of the Doctoral School.
9. A credit for practical placement training is awarded by a supervisor.
10. A doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If a doctoral student fails to take an exam or a credit test specified in Item 7 due to illness or a leave for academic purposes, the Head of the Doctoral School, upon a doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, a doctoral student may obtain consent of the Head of the Doctoral School for exemption from attendance at specific courses included in the programme of studies, or a consent for repeating a course/courses provided that it does not result in extending the period of studies over the time limit specified in § 2 Item 1.
13. The Head of the Doctoral School may give a doctoral student a consent for obtaining a credit in advance for a course scheduled for the subsequent year or years of studies in the programme of studies.

Chapter 2
Awarding a credit for a year of study

§ 21

1. A period for which credits are awarded at the Doctoral School is an academic year.
2. The condition for being awarded a credit for a year of study at the Doctoral School is:
 - 1) obtaining a credit for a course and professional placement training specified in the programme of studies;

- 2) completion of research studies and progress in preparation of a doctoral dissertation according to a schedule specified in an individual research plan.
3. The Head of the Doctoral School awards a credit for a year of study by making an entry in a doctoral student's electronic index based on a doctoral student's annual report approved by their supervisor(s).
4. A doctoral student is obliged to file an annual report on performing the duties specified in Item 2 with the Head of the Doctoral School, in Polish and English version, by 30 August. The template of the report is enclosed as Appendix No. 2 to the Rules and Regulations.
5. A doctoral student does not have the right to repeat a year of study.
6. In exceptional and justified cases, the Head of the Doctoral School may postpone fulfillment of some of duties of a doctoral student until the next academic year.

Chapter 3

Scale of grades and a grade point average

§ 22

1. The results of credit tests and exams and the grade point average are expressed by the following scale of grades:
 - 2) 5,0 – *bardzo dobry*;
 - 3) 4,5 – *ponad dobry*;
 - 4) 4,0 – *dobry*;
 - 5) 3,5 – *dość dobry*;
 - 6) 3,0 – *dostateczny*;
 - 7) 2,0 – *niedostateczny*.
2. The scale of grades specified in Item 1 may be applied in its translated version, in English:
 - 1) 5.0 – *Excellent*;
 - 2) 4.5 – *Very Good*;
 - 3) 4.0 – *Good*;
 - 4) 3.5 – *Satisfactory*;
 - 5) 3.0 – *Sufficient*;
 - 6) 2.0 – *Failed*.
3. A grade point average is calculated as an arithmetic mean of grades obtained by a doctoral student in all credit test and exam attempts.

Chapter 4

Mid-term assessment

§ 23

1. The implementation of the individual research plan referred to in § 19 is subject to mid-term assessment.
2. The mid-term assessment is carried out in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.
3. The mid-term assessment ends with a positive or negative result. The assessment result, including a justification, is open to the public and it is announced on the University website within a time limit set in the schedule specified in Item 5.
4. The mid-term assessment also includes evaluation of the quality of scientific guidance provided by a supervisor(s).
5. The schedule of the mid-term assessment is set by the Head of the Doctoral School. It is published for doctoral students at the University website.

6. The mid-term assessment is based on:
 - 1) an individual research plan;
 - 2) report on the implementation of the individual research plan prepared by a doctoral student in Polish and English, approved by their supervisor(s); a doctoral student submits the report in written and electronic version, in Polish and English, to the Evaluation Committee for Mid-term Assessment through the Head of the Doctoral School within a time limit set in the schedule specified in Item 5; the template of the report is enclosed as Appendix No. 3 to the Rules and Regulations;
 - 3) annual reports submitted by a doctoral student after the first and the second years of study;
 - 4) evaluation of the quality of scientific guidance provided by a supervisor(s), in Polish and English version; the template is enclosed as Appendix No. 4 to the Rules and Regulations;
 - 5) an assessment interview at which a doctoral student presents their scientific achievements related to the preparation of their doctoral dissertation.
7. The condition for being admitted to the mid-term assessment is the submission of the documents listed in Item 6 Points 2 and 4 within the time limit specified in the schedule referred to in Item 5.
8. Presence of a doctoral student at the mid-term assessment, on the date specified in the schedule referred to in Item 5, is obligatory. A doctoral student may excuse their absence by presenting the Head of the Doctoral School with a medical certificate or, in justified cases, another written excuse. In the case of an excused absence, the Head of the Doctoral School will set a new date for the mid-term assessment.
9. Failure by a doctoral student to submit the documents required for the mid-term assessment within the prescribed time limit, or unexcused failure to attend the mid-term assessment on the scheduled date will incur a negative result of the mid-term assessment.
10. In the case of a negative mid-term assessment, a doctoral student is removed from the doctoral student register, under the rules specified in § 35.

§ 24

1. Mid-term assessment is carried out by the Evaluation Commission for Mid-term Assessment appointed, upon a request of the Head of the Doctoral School, by the Scientific Discipline Council in which a doctoral dissertation is prepared. The Scientific Discipline Council nominates a chairperson who manages the work of the Commission.
2. In justified cases, the Scientific Discipline Council, upon the request of the Head of the Doctoral School, may change the composition of the Evaluation Committee for Mid-term Assessment.
3. The Evaluation Committee for Mid-term Assessment is composed of three persons, including at least one person holding the title of *doktor habilitowany* (habilitated doctor) or the title of professor in the discipline in which a doctoral dissertation is being prepared, employed outside the University, or a person referred to in § 13 Item. 5. Neither a supervisor nor an assistant supervisor may be members of the Evaluation Committee for Mid-term Assessment.
4. Meetings of the Evaluation Committee for Mid-term Assessment are also attended by a representative of doctoral students who acts as an observer.
5. Meetings of the Evaluation Committee for Mid-term Assessment are attended by all its members.
6. Decisions of the Evaluation Committee for Mid-term Assessment are taken by a simple majority of votes. Members of the Committee may not abstain from voting.

7. In justified cases, a member of the Evaluation Committee for Mid-term Assessment may participate in the meetings of the Committee remotely, by means of electronic communication, ensuring, in particular, multilateral communication in real time, in compliance with the necessary security rules.
8. The outcome of the mid-term assessment is determined in a closed meeting, without the participation of a doctoral student or their supervisor.
9. The Evaluation Committee for Mid-term Assessment draws up minutes, in Polish and English, to be signed by the Chairperson of the Committee. A template of the minutes is specified in Appendix No. 5 to the Rules and Regulations.
10. The mid-term assessment minutes, including the report specified in § 23 Item 6 Point 2, is kept in a doctoral student's personal files.
11. A doctoral student and their supervisor(s) have the right to get familiar with the mid-term assessment minutes.
12. In the event of a breach of the formal conditions of the mid-term assessment concerning the composition of the Evaluation Committee for the Mid-term Assessment, or conducting of the procedure of the assessment in violation of the Rules and Regulations, a doctoral student has the right to submit objections to the Head of the Doctoral School, within seven days of the publication of the result of the assessment, and file a request for re-assessment.
13. The grounds for objections may not be based on complaints concerning the substantive assessment made by the Evaluation Committee for the Mid-term assessment.
14. Objections based on the grounds referred to in Item 13 will not be considered.
15. A doctoral student has the right to appeal to the Rector against the decision of the Head of the Doctoral School made in the case referred to in Item 12. The decision of the Rector is final.

SECTION VII DOCTORAL DISSERTATION

Chapter 1 Submission of a doctoral dissertation

§ 25

1. Studies of a doctoral student at the Doctoral School end with submission of their doctoral dissertation.
2. A doctoral student submits their doctoral dissertation in written version, along with an abstract in English and a positive opinion of their supervisor(s) to the Head of the Doctoral School, within a time limit specified in the individual research plan. An abstract in Polish must also be attached to a doctoral dissertation prepared in a foreign language.
3. A doctoral dissertation may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific articles, a design, construction, technological or implementation work, as well as an independent and separated part of a collective work.
4. In the case of submission of a doctoral dissertation before the end of the period of studies completion stipulated in the programme of studies, the Head of the Doctoral School, upon a doctoral student's request, exempts them from the obligation to participate in the remaining part of classes and professional placement training until the end of the period of studies.
5. Studies at the Doctoral School in the case specified in Item 4 may not last for a period shorter than six semesters.

Chapter 2

Extending the time limit for submission of a doctoral dissertation

§ 26

1. Upon a doctoral student's request, the Head of the Doctoral School may extend the time limit for submission of a doctoral dissertation specified in an individual research plan, in the following cases:
 - 1) long-term illness of a doctoral student or their supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of a doctoral student or their supervisor,
 - 4) suspension of studies stipulated in § 29– for the overall period not longer than two years.
2. A doctoral student has to enclose substantiation and the opinion of their supervisor(s) to the request.
3. Extending the time limit for submission of a doctoral dissertation results in extending the period of studies at the Doctoral School, and a doctoral student retains their right to doctoral scholarship subject to § 30 Item 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented by:
 - 1) a doctoral student's electronic index to which doctoral students and academic teachers have access via the University IT system;
 - 2) data stored in the University IT system in printed version:
 - a) minutes on awarding credits for courses,
 - b) doctoral student periodic achievement record.
2. The rules of keeping records on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given an index number – a subsequent within a given academic year until completion of studies at the Doctoral School.
2. Personal files of each doctoral student are marked with a student index number.
3. Personal files of each doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) minutes of the Recruitment Committee on the procedure of recruitment to the Doctoral School;
 - 3) written version of the pledge signed by a doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of a supervisor(s) for providing scientific guidance to a doctoral student;
 - 6) individual research plan;
 - 7) a doctoral student's annual reports;
 - 8) minutes on awarding credits for courses and doctoral student periodic achievement record;
 - 9) minutes on the mid-term assessment;
 - 10) a doctoral student's requests and applications filed in relation to the course of studies;
 - 11) decisions regarding the course of studies;
 - 12) doctoral dissertation with an opinion of a supervisor(s) enclosed.

SECTION IX SUSPENSION OF STUDIES

§ 29

At a doctoral student's request, the Head of the Doctoral School suspends their studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of 26 June 1974 – Labor Code.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. A doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives doctoral scholarship.
2. An overall period in which doctoral scholarship is received may not exceed four years.
3. A period of suspension of studies specified in § 29 is not included in the period defined in point 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of the remuneration for professors – up to the month in which mid-term assessment is carried out;
 - 2) 57% of the remuneration for professors – following the month in which mid-term assessment is made.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on a doctoral student's achievements. The criteria and procedure of awarding an increased scholarship and its amount are established by the Rector.
4. A doctoral student who holds a disability certificate, disability level certificate or the decision specified in Article 5 and Article 62 of the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period specified in § 30 Item 2, doctoral scholarship in the amount defined in Item 1 Point 1 and increased by 30%.
5. In the case of a doctoral student who, following the mid-term assessment with a positive result, is employed as an academic teacher or an academic staff member for the number of hours not exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in Item 1, Point 2.
6. The University pays social insurance contributions stipulated in the regulations on social insurance system – obligatory old age pension, disability pension and accident insurance. The contributions are deducted from the amount of doctoral scholarship. The University deducts health insurance contributions if a doctoral student is not covered by the insurance based on any other entitlement.
7. Sickness insurance for doctoral students is voluntary.
8. Doctoral scholarship is not awarded to a doctoral student receiving remuneration of at least 150% of the amount of the doctoral scholarship to which they are entitled, in accordance with Item 1 under employment by the University, in connection with the implementation of a research project referred to in Article 119 Item 2 Points 2 and 3 of the Act of 20 July 2018 - Law on Higher Education and Science, during the period of that employment.

§ 32

1. In the period of suspension of studies specified in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is understood as the amount of monthly doctoral scholarship due on the day of filing a request for suspension.
2. A doctoral student who submitted their doctoral dissertation, before the set date of completion of studies stipulated in the programme of studies, receives the doctoral scholarship until the day on which the time limit for completion of studies ends, however, no longer than for a period of six months, subject to § 30 Item 2.

§ 33

A doctoral student may be awarded:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education for eminent young scholars - in accordance with the rules laid down in the Act, or other scholarships awarded under separate regulations.

SECTION XI DISCIPLINARY LIABILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary liability for violating the rules applied at the University and for committing acts demeaning the dignity of a doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. A doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the mid-term assessment;
 - 2) failure to submit a doctoral dissertation within the time limit specified in an individual research plan;
 - 3) withdrawal from studies;
 - 4) failure to commence studies;
 - 5) violation of the prohibition referred to in Article 200 Item 7 or Article 209 Item 10 of the Act;
 - 6) imposing a disciplinary penalty of expulsion from the Doctoral School.
2. A doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of their doctoral dissertation;
 - 2) failure to fulfill the obligations specified in § 11 Items 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted by a doctoral student in written form to the Head of the Doctoral School.
- 3a. A doctoral student is deemed not to have commenced their studies if they do not make the pledge referred to in § 7 Item 1 within five days from the beginning of the academic year.
4. A doctoral student is removed from the doctoral student register by an administrative decision of the Rector. If the Rector passes such a decision, a request for reconsidering of

the case may be filed within 14 days following the receipt thereof.

- 4a. In the proceedings for the removal of a doctoral student from the doctoral student register, in the cases referred to in Item 1, Point 5, a doctoral student is requested to submit, within no less than 30 days, a letter of resignation from their studies in another doctoral school or from their employment as an academic teacher or academic staff member.
5. The removal from the doctoral student register results in the loss of the entitlement to the doctoral scholarship. Payment of the doctoral scholarship is suspended on the first day of the month following the month in which the decision on removal became final.
6. In the case of removal from the doctoral student register, it is not possible to resume studies. A person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.
7. A person removed from the doctoral student register is obliged to return their electronic doctoral student identification document.

SECTION XIII FINAL PROVISIONS

§ 36

A doctoral student is obliged to get familiar with the Rules and Regulations before commencement of their studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on 1 October 2019.

§ 39

Any amendments to the Rules and Regulations are made in compliance with the relevant provisions on adoption hereof.

Załącznik nr 1
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Appendix no. 1
to the Rules and Regulations of the International Doctoral School



(WZÓR/SPECIMEN FORM)

.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

INDYWIDUALNY PLAN BADAWCZY / INDIVIDUAL RESEARCH PLAN

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”./ The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors. If there is no relevant information to be provided, insert “NONE” in a given space.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL THESIS	
TEMAT ROZPRAWY DOKTORSKIEJ W JĘZYKU POLSKIM I ANGIELSKIM / SUBJECT OF THE DOCTORAL THESIS	

DYSCIPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU* / PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
OGÓLNY OPIS ROZPRAWY DOKTORSKIEJ (CEL, PROBLEM BADAWCZY, HIPOTEZY BADAWCZE, KORZYŚCI TEORETYCZNE I PRAKTYCZNE, TEORETYCZNE PODSTAWY PRACY BADAWCZEJ I METODOLOGII BADAŃ NAUKOWYCH) / GENERAL DESCRIPTION OF THE DOCTORAL THESIS (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (DD-MM-RRRR) / DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS (DD-MM-RRRR)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/ TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIwersYTETU MEDYCZNEGO W ŁODZI (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/ DEPARTMENT/WARD)	
ZADANIA PROMOTORA/ PROMOTORÓW/PROMOTORA POMOCNICZEGO / TASKS OF THE SUPERVISOR/SUPERVISORS/ ASSISTING SUPERVISOR	
ZASADY WSPÓŁPRACY POMIĘDZY DOKTORANTEM A PROMOTOREM/ PROMOTORAMI/PROMOTOREM POMOCNICZYM, W TYM LICZBA GODZIN KONSULTACJI W POSZCZEGÓLNYCH LATACH KSZTAŁCENIA / PRINCIPLES OF COOPERATION BETWEEN THE PHD STUDENT AND THE SUPERVISOR/SUPERVISORS/ ASSISTING SUPERVISOR, INCLUDING THE NUMBER OF CONSULTATION HOURS IN PARTICULAR YEARS OF EDUCATION	
C. SPOSÓB FINANSOWANIA BADAŃ, AKTYWNOŚĆ W ZAKRESIE POZYSKIWANIA ŚRODKÓW FINANSOWYCH NA REALIZACJĘ PROJEKTÓW BADAWCZYCH LUB GRANTÓW / C. METHOD OF FINANCING THE RESEARCH, ACTIVITY IN THE OBTAINING FINANCING FOR THE IMPLEMENTATION OF RESEARCH PROJECTS OR GRANTS	

* Zaznaczyć właściwe / Indicate as appropriate.

D. SPOSÓB PREZENTACJI WYNIKÓW BADAŃ / D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY
I. ARTYKUŁY NAUKOWE/INNE PUBLIKACJE / I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS
II. UDZIAŁ W KONFERENCJACH NAUKOWYCH, SZKOŁACH LETNICH I ZIMOWYCH, WARSZTATACH, SZKOLENIACH, STAŻACH LUB INNYCH FORMACH POGŁĘBIAJĄCYCH WIEDZĘ I UMIEJĘTNOŚCI W ZAKRESIE BADANEGO TEMATU / II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS/INTERNSHIP OR OTHER FORMS DEEPENING KNOWLEDGE AND SKILLS IN THE SUBJECT RESEARCH
III. UDZIAŁ W WYMIANIE MIĘDZYNARODOWEJ / III. PARTICIPATION IN INTERNATIONAL EXCHANGE
E. WYKAZ UDOSTĘPNIANEJ DOKTORANTOWI INFRASTRUKTURY BADAWCZEJ UNIWERSYTETU MEDYCZNEGO W ŁODZI (wraz z zasadami dostępu do tej infrastruktury) / E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)

F. HARMONOGRAM BADAŃ I PRZYGOTOWANIA ROZPRAWY DOKTORSKIEJ / F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL THESIS		
Lp. No.	Termin/okres realizacji Date/Period of implementation	Planowane badania oraz etapy przygotowania rozprawy doktorskiej* / Planned research and stages of preparation of the doctoral thesis*
I ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 1st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
II ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 2nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
III ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 3rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
IV ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 4th YEAR OF STUDIES (academic year 20...../20....)		

* W szczególności: ustalenie obszaru badań, sformułowanie problemu badawczego, opracowanie metodyki prowadzenia badań, etapy przygotowania rozprawy doktorskiej, udział w konferencjach, zjazdach i sympozjach oraz wymianie międzynarodowej, staże zagraniczne, planowane publikacje (artykuły, komunikaty zjazdowe), projekty i granty badawcze. / In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral thesis, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

1		
2		
3		
4		

.....
*(podpis doktoranta/
signature of the doctoral student)*

.....
*(pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów/
name stamp(s) and signature(s) of the supervisor(s))*

G. OPINIA PROMOTORA POMOCNICZEGO * / G. OPINION OF THE ASSISTING SUPERVISOR *

.....
*(pieczęć imienna i podpis promotora pomocniczego/
name stamp and signature of the assisting supervisor)*

.....
*(pieczęć imienna i podpis dyrektora Międzynarodowej Szkoły Doktorskiej/
name stamp and signature of the Director of the International Doctoral School)*

* Opinia wymagana w przypadku wyznaczenia promotora pomocniczego. / The opinion is required if an assisting supervisor is appointed.

(WZÓR/ SPECIMEN FORM)



.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

**SPRAWOZDANIE ROCZNE Z PRZEBIEGU KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE
DOKTORSKIEJ ZA ROK AKADEMICKI 20.../20... / ANNUAL REPORT ON THE COURSE OF STUDIES
AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”. Rubryki A-D wypełnia doktorant, rubryki D-F – promotor/promotorzy, rubrykę G – dyrektor Międzynarodowej Szkoły Doktorskiej.) / (The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors; If there is no relevant information to be provided, insert “NONE” in a given space. Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s), space G – by the Director of the International Doctoral School.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
NAUCZYCIEL AKADEMICKI / ACADEMIC TEACHER	☐ TAK / YES ☐ NIE / NO*
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL THESIS	
TEMAT ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / SUBJECT OF THE DOCTORAL THESIS (COMPLIANCE WITH	

* Zaznaczyć właściwe./ Indicate as appropriate.

INDIVIDUAL RESEARCH PLAN)	
DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU / PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/ STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIwersYTETU MEDYCZNEGO W ŁODZI (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	
C. SPRAWOZDANIE Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO / C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN	
I. Czy doktorant zrealizował założenia wskazane w indywidulany planie badawczym, dotyczące roku akademickiego, za który składa sprawozdanie? / I. Has the doctoral student implemented the assumptions indicated in the individual research plan regarding the academic year for which he/she is submitting the report? ☐ TAK / YES ☐ NIE (uzasadnienie): / NO* (justification): Sprawozdanie z realizacji indywidualnego planu badawczego/ Report on the implementation of the individual research plan:	

* Zaznaczyć właściwe./ Indicate as appropriate.

II. PUBLIKACJE / II. PUBLICATIONS						
(NALEŻY PODAĆ TYLKO TE PUBLIKACJE, KTÓRE UKAZAŁY SIĘ JUŻ DRUKIEM W OKRESIE SPRAWOZDAWCZYM, ORAZ TE, KTÓRE ZOSTAŁY OSTATECZNIE ZAAKCEPTOWANE PRZEZ REDAKCJĘ) / (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)						
LP. /NO.	AUTOR/ REDAKCJA NAUKOWA /AUTHOR/ SCIENTIFIC EDITOR	TYTUŁ / TITLE	NAZWA WYDAWNICTWA/ TYTUŁ CZASOPISMA / PUBLISHER/MAGAZINE TITLE	MIEJSCE WYDANIA/ ROK WYDANIA / PLACE OF PUBLICATION/ YEAR OF PUBLICATION	PUNKTY MINISTERIALNE* / IMPACT FACTOR / MINISTERIAL POINTS*/ IMPACT FACTOR	NR STR. / NO. OF PAGES
1						
2						
3						
4						
5						
6						

III. UDZIAŁ W KONFERENCJACH/SYMPOZJACH/ZJAZDACH / III. PARTICIPATION IN CONFERENCES/ SYMPOSIUMS/CONVENTIONS					
LP. /No.	NAZWA KONFERENCJI/ SYMPOZJUM/ ZJAZDU / NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZATOR I MIEJSCE / ORGANIZING ENTITY AND PLACE	TERMIN / DATE	RODZAJ UCZESTNI- CTWA (BIERNY/ CZYNNY) / TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TYTUŁ REFERATU / TITLE OF THE PAPER
1					
2					
3					
4					
5					
6					

IV. UDZIAŁ W BADANIACH PROWADZONYCH PRZEZ JEDNOSTKĘ / IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT					
LP. /NO.	TYTUŁ/ TITLE	KIEROWNIK BADAŃ/ PRINCIPAL INVESTIGATOR	NAZWA JEDNOSTKI / NAME OF THE UNIT	OKRES REALIZACJI / PERIOD OF CONDUCTING THE REASERCH	CHARAKTER UCZESTNICTWA / TYPE OF PARTICIPATION

* Liczba punktów według aktualnego wykazu czasopism, ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki./The number of points according to the current list of journals, announced in the announcement of the minister responsible for higher education and science.

1					
2					
3					
4					
5					
6					

V. STAŻE NAUKOWE ZWIĄZANE Z ROZPRAWĄ DOKTORSKĄ / V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL THESIS

LP. / NO.	STAŻE NAUKOWE KRAJOWE/ ZAGRANICZNE / ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	MIEJSCE / PLACE	OKRES / PERIOD	CEL / OBJECTIVE	ŹRÓDŁO FINAN- SOWANIA / SOURCES OF FUNDS
1						
2						
3						
4						
5						
6						

VI. PROJEKTY/GRANTY NAUKOWE (NCN, NCBiR, FNP, INNE) / VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)

LP. / NO.	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	TYTUŁ PROJEKTU/ GRANTU / TITLE OF THE PROJECT/GRANT	RODZAJ GRANTU / TYPE OF GRANT	OKRES REALIZACJI / IMPLEMENTATION PERIOD	FUNKCJA W PROJEKCIE / ROLE IN THE PROJECT
1					
2					
3					
4					
5					
6					

D. SPRAWOZDANIE Z REALIZACJI PROGRAMU KSZTAŁCENIA / D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES		
I. EGZAMINY I ZALICZENIA – zgodnie z załączoną kartą okresowych osiągnięć / I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record		
II. PRAKTYKI ZAWODOWE / II. PROFESSIONAL PLACEMENT TRAINING		
LP. /NO.	WYKAZ ZAJĘĆ, KTÓRE DOKTORANT PROWADZIŁ SAMODZIELNIE LUB W KTÓRYCH PROWADZENIU UCZESTNICZYŁ (NAZWY PRZEDMIOTÓW I LICZBA GODZIN) / LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH HE/SHE PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)	PODPIS PROMOTORA / SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
5		
DATA SPORZĄDZENIA SPRAWOZDANIA/ DATE OF DRAWING UP THE REPORT		PODPIS DOKTORANTA/ SIGNATURE OF THE DOCTORAL STUDENT
E. OCENA SPRAWOZDANIA ROCZNEGO PRZEZ PROMOTORA/ PROMOTORÓW / E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS		☐ POZYTYWNA / POSITIVE ☐ NEGATYWNA/ NEGATIVE*
F. OPINIA PROMOTORA/PROMOTORÓW W FORMIE OPISOWEJ / F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS		

.....
(data/ date)

.....
(pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów / name stamp and signature of the supervisor/name stamps and signatures of the supervisors)

* Zaznaczyć właściwe./ Indicate as appropriate.

G. ZALICZENIE ROKU KSZTAŁCENIA PRZEZ DYREKTORA MIĘDZYNARODOWEJ SZKOŁY DOKTORSKIEJ / G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES	
..... rok kształcenia w Międzynarodowej Szkole Doktorskiej (rok akademicki 20..../20....) / year of studies at the International Doctoral School (academic year 20..../20....): • zaliczam / credit is awarded • nie zaliczam / credit is not awarded • zaliczam warunkowo / credit is awarded conditionally*	
..... (data/date)	 (pieczęć imienna i podpis dyrektora Międzynarodowej Szkoły Doktorskiej/ name stamp and signature of the Director of the International Doctoral School)

* Zaznaczyć właściwe./ Indicate as appropriate.



(WZÓR/ SPECIMEN FORM)

**RAPORT Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR)
/MID-TERM REPORT FOR THE PERIOD (DD.MM.YY) TO (DD.MM.YY)**

Podstawowe dane / Basic data

Imię / imiona i nazwisko doktoranta /Name/s and surname of PhD student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne (Pharmacology and Pharmacy) ☐ Nauki medyczne (Medical Sciences) ☐ Nauki o zdrowiu (Health Sciences)
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department)	Uniwersytet Medyczny w Łodzi / Medical University of Lodz
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / PhD student e-mail account (in e-doktorant system):	Numer legitymacji / Student ID:
Numer ORCID / ORCID:	Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej /Date of beginning of doctoral studies:
Promotor rozprawy doktorskiej (1) / PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) / PhD dissertation Supervisor (2):
Promotor pomocniczy rozprawy doktorskiej / Auxiliary PhD dissertation Supervisor:	Data złożenia raportu do oceny śródkresowej /Date of submitting the Midt-term Report: <i>(pieczętka imienna i podpis pracownika Centrum Obsługi Doktorantów / name stamp and signature of the employee of the Office)</i>

	<i>of Doctoral Studies)</i>

Informacje o rozprawie doktorskiej/ Information on doctoral dissertation

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Title of the doctoral dissertation (in Polish and English)
Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of dissertation (month, year in accordance with the individual research plan – IPB)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKS. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most important results and achievements, conclusions) (DESCRIPTION – MAX 5 PAGES A4, ARIAL NARROW 11, LINE SPACING 1)
b)
c)
d)

Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB) / Report on progress in implementation of Individual Research Plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyrzucić w %) (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / A. Timely execution of research timetable stages up to date and degree of realization of IRP (expressed as a percentage) (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wyrzucić w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / B. Progress in implementation of doctoral dissertation and degree of its realization (expressed as a percentage) (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt. A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / C. Explanation of any discrepancies between stages of realization described in point A and B, and timetable and dissertation submission deadline declared in IRP (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej (A-E – elementy uwzględnione w indywidualnym planie badawczym, F – dorobek naukowy i inne aktywności naukowe nieprzewidziane w indywidualnym planie badawczym)
/ Scientific achievements and other activity directly related to implementation of doctoral dissertation (A-E – elements included in the individual research plan, F – scientific achievements and other scientific activities not provided for in the individual research plan)

A. Publikacje naukowe, w tym: / A. Scientific publications including:	<i>Punkty ministerialne / Ministerial points*</i>	<i>Impact Factor</i>
Publikacje w czasopismach ujętych w wykazie Ministra / Publications in journals included in the list of the Minister**		
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>		
Publikacje w czasopismach nieujętych w wykazie Ministra / Publications in journals not included in the list of the Minister***		
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>		
Publikacje konferencyjne / Conference publications		
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		–

* Liczba punktów według wykazu czasopism ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / The number of points according to the list of journals announced in the announcement of the minister responsible for higher education and science.

** Artykuły opublikowane w czasopismach ujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals included in the list announced in the announcement of the minister responsible for higher education and science.

*** Artykuły opublikowane w czasopismach nieujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals not included in the list announced in the announcement of the minister responsible for higher education and science.

Inne publikacje lub rozdziały w książkach / Other papers or chapters in books		
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		—
B. Prezentacje konferencyjne / B. Conference presentations		
ustne (prezentowane osobiście) / talks (presented by PhD student) /		
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>		
plakatowe (prezentowane osobiście) / posters (presented by PhD student)		
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>		
C. Kierowanie projektami naukowymi i stypendia naukowe (np. NCN, FNP, NAWA). Uwaga: Studenci, którzy zostali przyjęci do Szkoły Doktorskiej w ramach projektu lub programu Doktorat Wdrożeniowy nie wskazują tego projektu/programu. / C. Principal investigator in scientific projects and scientific scholarships (e.g. NCN, FNP, NAWA). Please note: students who were admitted to International Doctoral School in a frame of project or Industrial Doctoral Program do not indicate this project/program.		
<i>nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of financing institution, type of project/scholarship, project title, role in project</i>		
D. Staże naukowe (krajowe, zagraniczne) związane z realizacją rozprawy doktorskiej D. Internships (domestic, international) related to implementation of doctoral dissertation		
<i>kraj, nazwa instytucji, miejsce, okres trwania / country, name of host institution, place, time of duration</i>		

E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student)
<i>kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/ stypendium, tytuł, funkcja w projekcie / country, date of register of patent applications or obtained patent / name of financing institution, type of project/scholarship, project title, role in project</i>
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan
<i>np. publikacje, konferencje, staże, współpraca zagraniczna, projekty, granty, inne (potwierdzone kserokopiami) / e.g. publications, conferences, internships, international cooperation, projects, grants, other (confirmed by photocopies)</i>

Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej / SWOT analysis of IRP realization and preparation of doctoral dissertation

Silne strony / Strengths	Słabe strony / Weaknesses
• XXX • XXX	• XXX • XXX
Szanse / Opportunities	Zagrożenia / Threats
• XXX • XXX	• XXX • XXX

Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / Additional comments, remarks and/or conclusions by PhD student (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą. / The undersigned hereby certifies that the above information is correct.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

Opinia promotora/promotorów (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Opinion of the Supervisor/Supervisors** (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

.....
data/date

.....
czytelny podpis promotora/legible signature of the Supervisor

.....
data/date

.....
*czytelny podpis drugiego promotora/legible signature
of the 2nd Supervisor*



(WZÓR/ SPECIMEN FORM)

OCENA JAKOŚCI OPIEKI NAUKOWEJ
ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR) / ASSESSMENT OF SCIENTIFIC GUIDANCE
FOR THE PERIOD (DD.MM.YY) TO (DD.MM.YY)

1. Podstawowe dane dotyczące doktoranta / Basic data concerning PhD student

Imię / imiona i nazwisko doktoranta / Name/s and surname of PhD student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne / Pharmacology and Pharmacy ☐ Nauki medyczne / Medical Sciences ☐ Nauki o zdrowiu / Health Sciences
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / PhD student e-mail account (in e-doktorant system):	Numer legitymacji / Student ID:
Promotor rozprawy doktorskiej (1) / PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) / PhD dissertation Supervisor (2):

2. Charakterystyka współpracy z promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko)
/ Description of cooperation with the Supervisor (score 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time spent on cooperation with PhD student	
Ogólna kultura wzajemnych kontaktów i współpracy / General culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez promotora / Suggestions and scientific inspiration provided by the Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach	

eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Properness of collaboration in preparation of multi-author publications	
e) Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Involvement in assisting PhD student in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) f)	g)
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Enabling PhD student's participation in projects realized in their Unit	
Ogólna ocena współpracy z promotorem / Overall assessment of cooperation with the Auxiliary Supervisor	
h) Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional) i)	

3. Charakterystyka współpracy z drugim promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko) / Description of cooperation with the 2nd Supervisor (score 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time spent on cooperation with PhD student	
Ogólna kultura wzajemnych kontaktów i współpracy / General culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez drugiego promotora / Suggestions and scientific inspiration provided by the 2 nd Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Properness of collaboration in preparation of multi-author publications	
j) Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Involvement in assisting PhD student in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) k)	l)
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Enabling PhD student's participation in projects realized in their Unit	

Ogólna ocena współpracy z drugim promotorem / Overall assessment of cooperation with the 2 nd Supervisor	
m) Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional) n) o) p) q)	

.....

data/date

.....

czytelny podpis doktoranta/legible signature of PhD student



(WZÓR/ SPECIMEN FORM)

**PROTOKÓŁ KOMISJI EWALUACYJNEJ DS. OCENY ŚRÓDOKRESOWEJ
– OCENA ZA OKRES (DD.MM.RRRR) DO (DD.MM.RRR) / EVALUATION PROTOCOL
OF THE EVALUATION COMMISSION FOR MID-TERM ASSESSMENT
– ASSESSMENT FOR THE PERIOD (DD.MM.YYYY) TO (DD.MM.YYYY)**

.....
(imię / imiona i nazwisko doktoranta / name/s and surname of PhD student)

Komisja Ewaluacyjna ds. Oceny Śródkresowej Doktoranta Międzynarodowej Szkoły Doktorskiej Uniwersytetu Medycznego w Łodzi (UM) w dyscyplinie:
..... **w składzie:**
/ Evaluation Commission for Mid-term Assessment the PhD student at UM International Doctoral School in the discipline:
consists of:

No.	Tytuł / stopień naukowy, imię, nazwisko / Scientific title / degree, Name, Surname	Rola / Role
1.		Przewodniczący Komisji / Head of the Commission
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
2.		Członek Komisji z UM / Member from UM
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
3.		Członek Komisji spoza UM / Member from outside UM
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
4.		Obserwator – doktorant / Observer – PhD student
	Uniwersytet, Wydział / University, Faculty:	

1. Ocena realizacji indywidualnego planu badawczego (IPB) i harmonogramu przygotowania rozprawy doktorskiej/ Assessment of implementation of Individual Research Plan (IRP) and timetable of doctoral dissertation preparation

Tytuł rozprawy doktorskiej (w języku dysertacji) / Original title of doctoral dissertation	
Termin złożenia dysertacji zaplanowany w IPB jest realny. / The date of submission of doctoral dissertation as planned in IRP is realistic.	TAK / NIE* / YES / NO*
Hipoteza lub problem badawczy została już sformułowana. / The research hypothesis or problem has already been formulated.	TAK / NIE* / YES / NO*
Odpowiednia metodyka badawcza została wybrana i zastosowana. / Appropriate research methodology has been chosen and applied.	TAK / NIE* / YES / NO*
Uzyskane dotychczas wyniki są istotne dla zrealizowania rozprawy doktorskiej. / The results obtained so far are relevant to implementation of doctoral dissertation.	TAK / NIE* / YES / NO*
Oczekiwane wyniki badań naukowych i/lub aplikacyjnych są możliwe do uzyskania w okresie kolejnych 2 lat. / Expected results of scientific and/or application research are possible to be obtained in the period of next 2 years.	TAK / NIE* / YES / NO*
Badania realizowane są zgodnie z harmonogramem zaplanowanym w IPB. / Realized research has been consistent with the timetable planned in IRP.	TAK / NIE* / YES / NO*
Jakość wykonywania zadań wynikających z harmonogramu przygotowania rozprawy doktorskiej jest zadowalająca. / The quality of implemented tasks resulting from the timetable of doctoral dissertation preparation is satisfying.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*

Nowatorstwo wyników, ich ważność i wpływ na rozwój nauki, cywilizacji, społeczeństwa. / Innovation of results, their importance and influence on development of science, civilization, society.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*

* Niepotrzebne skreślić. / Delete as appropriate.

2. Ocena dorobku naukowego i innej aktywności bezpośrednio związanej z realizacją rozprawy doktorskiej (A-E – elementy uwzględnione w indywidualnym planie badawczym
F – dorobek naukowy i inne aktywności nieprzewidziane w indywidualnym planie badawczym)

/Assessment of scientific achievements and other activity directly related to implementation of doctoral dissertation (A-E - elements included in the individual research plan, F – scientific achievements and other activities not provided for in the individual research plan)

Dorobek naukowy / Scientific achievements	Ocena Komisji / Commission assessment
A. Publikacje naukowe / A. Scientific publications	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
B. Prezentacje konferencyjne / B. Conference presentations	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
C. Kierowanie projektami naukowymi i stypendia naukowe / C. Principal investigator in scientific projects and scientific scholarships	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
D. Staże naukowe związane z realizacją rozprawy doktorskiej / D. Internships related to implementation of doctoral dissertation	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*

E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student).	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY NOT APPLICABLE*

* Niepotrzebne skreślić. Adnotację „NIE DOTYCZY” w wierszach A-E należy pozostawić w przypadku nieuwzględnienia danego elementu w indywidualnym planie badawczym. / Delete as appropriate. The annotation "NOT APPLICABLE" in lines A-E should be left if a given element is not included in the individual research plan.

8. Opinia dotycząca jakości opieki naukowej i wsparcia w prowadzeniu działalności naukowej / Opinion concerning scientific guidance and support in conducting scientific activities

Promotor / Supervisor	Drugi promotor / 2nd Supervisor
BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*

* Niepotrzebne skreślić. / Delete as appropriate.

9. Ocena prezentacji osiągnięć doktoranta i dyskusja naukowa / Assessment of Presentation of Achievements and scientific discussion

Prezentacja osiągnięć i dyskusja naukowa / Presentation of Achievements and scientific discussion	Ocena / Assessment
Prezentacja osiągnięć doktoranta / PhD student's Presentation of Achievements	BARDZO DOBRA/DOBRA/DOSTATECZNA/NEGATYWNA* / VERY GOOD/GOOD/SATISFACTORY/UNSATISFACTORY *
Dyskusja naukowa / Scientific discussion	BARDZO DOBRA/DOBRA/DOSTATECZNA/NEGATYWNA* / VERY GOOD/GOOD/SATISFACTORY/UNSATISFACTORY *

* Niepotrzebne skreślić. / Delete as appropriate.

10. Wynik głosowania Komisji Ewaluacyjnej ds. Oceny Śródkresowej / Voting result of the Evaluation Commission for Mid-term Assessment

Lp/No.	Imię i nazwisko / Name, Surname	Rola / Role	Wynik głosowania /Result of the vote*	Podpis i data lub status „on-line” / Signature and date or status „on-line”**
1.		Przewodniczący Komisji / Head of the Commission		
2.		Członek Komisji z UM / Member from UM		
3.		Członek Komisji spoza UM / Member from outside UM		
W roli obserwatora – doktorant/ Observer – PhD student:				

* Należy wpisać: „ocena pozytywna” lub „ocena negatywna”. / Please enter: "positive evaluation" or "negative evaluation".

** Status „on-line” należy wpisać w przypadku uczestniczenia w obradach Komisji za pośrednictwem środków komunikacji elektronicznej. / The "on-line" status should be entered in the case of participation in the Committee's deliberations via electronic means of communication.

11. Ocena końcowa doktoranta / Final assessment of PhD student

POZYTYWNA / POSITIVE*	NEGATYWNA / NEGATIVE*

* Niepotrzebne skreślić. / Delete as appropriate.

**12. Uzasadnienie końcowej oceny Komisji, uwzględniające poszczególne punkty raportu i prezentację doktoranta (OPIS – MIN. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ Justification of Commission's final assessment result taking into account specific points of PhD student's Mid-term Report and his/her Presentation of Achievements
(DESCRIPTION – MIN 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)**

Za Komisję / On behalf of the Commission:
data / czytelny podpis przewodniczącego Komisji
/ date / legible signature of Head of Commission

**Ordinance No. 17/2020
of March 3, 2020
of the Rector of the Medical University of Lodz
regarding appointment of recruitment committees to conduct
the recruitment procedure for International Doctoral School**

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2020, Item 85, as amended), and § 13(2) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

A recruitment committee is hereby appointed to conduct the recruitment procedure for the International Doctoral School run by the Medical University of Lodz, in the disciplines of pharmacology and pharmacy, medical sciences and health sciences. It will be composed of:

- 1) Chairwoman of the Committee – Head of the International Doctoral School, prof. dr hab. med. Anna Woźniacka;
- 2) committee members representing scientific disciplines:
 - a) pharmaceutical sciences:
 - dr hab. n. med. Anna Kilanowicz-Sapota,,
 - prof. dr hab. n. farm. Paweł Szymański,
 - b) medical sciences
 - dr hab. n. med. Natalia Lewkowicz,
 - prof. dr hab. n. med. Agnieszka Wierzbowska,
 - c) health sciences
 - dr hab. n. med. Elżbieta Rębas,
 - dr hab. n. med. Adam Wysokiński.

§ 2

The Ordinance becomes effective upon being signed.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 17/2024
of February 16, 2024
of the Rector of the Medical University of Lodz
amending Ordinance No. 8/2024 of February 2, 2024
of the Rector of the Medical University of Lodz
regarding appointment of recruitment committees to conduct the recruitment procedure
to the doctoral schools run by the Medical University of Lodz
in the academic year 2024/2025, and regarding announcement
of the consolidated text of the Ordinance.**

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), and § 13(2) in conjunction with § 77 (2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

Ordinance No. 8/2024 of February 2, 2024 of the Rector of the Medical University of Lodz on appointment of recruitment committees to conduct the recruitment procedure to the doctoral schools run by the Medical University of Lodz in the academic year 2024/2025 is hereby amended as follows:

- 1) in § 1:
 - a) in Section 1 Point 2, Letter b is replaced by the following:
 - „b) medical sciences:
 - Natalia Lewkowicz, MD, PhD, DSc,
 - Prof. Jakub Fichna, MD, PhD, DSc,”
 - b) in Paragraph 1 Point 2, Letter b is replaced by:
 - „b) medical sciences:
 - Natalia Lewkowicz, MD, PhD, DSc,
 - Prof. Jakub Fichna, MD, PhD,”;
- 3) § 2 Point 2 is replaced by the following:
 - „2) Members of the Committee representing the discipline of medical sciences:
 - a) Prof. Małgorzata Czyż, MD, PhD (representative of the University),
 - b) Prof. Wiktoria Maria Suchorska, MD, PhD (representative of the Greater Poland Cancer Centre, Poznań),
 - c) Prof. Jacek Tabarkiewicz, MD, PhD (representative of the University of Rzeszów);”.

§ 2

The consolidated text of Ordinance No. 8/2024 of February 2, 2024 of the Rector of the Medical University of Lodz on appointment of recruitment committees to conduct the recruitment procedure to the doctoral schools run by the Medical University of Lodz in the academic year 2024/2025, including the amendments referred to in § 1, constitutes an annex to this Ordinance.

§ 3

The Ordinance becomes effective upon being signed.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Ordinance No. 8/2024
of February 2, 2024
of the Rector of the Medical University of Lodz
regarding appointment of recruitment committees to conduct
the recruitment procedure to the doctoral schools
run by the Medical University of Lodz
in the academic year 2024/2025**

(consolidated text)

Under Article 23 (1) of the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), and § 13(2) in conjunction with § 77(2) of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the following Ordinance is issued:

§ 1

1. A recruitment committee is hereby appointed to conduct the recruitment procedure to the International Doctoral School run by the Medical University of Lodz, hereinafter referred to as the "University", in the disciplines of pharmacology and pharmacy, medical sciences and health sciences. It will be composed of:
 - 1) Chairwoman of the Committee – Head of the International Doctoral School, Prof. Anna Woźniacka, MD, PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Magdalena Markowicz-Piasecka, PhD, DSc, pharmaceutical sciences,
 - Prof. Paweł Szymański, PhD, DSc, pharmaceutical sciences,
 - b) medical sciences
 - Natalia Lewkowicz, MD PhD, DCs,
 - Prof. Jakub Fichna, MD PhD,
 - c) health sciences:
 - Elżbieta Rębas, PhD, Dcs, medical sciences,
 - Adam Wysokiński, PhD, Dcs, medical sciences.
2. A recruitment committee is appointed to conduct the recruitment procedure to the International Doctoral School within programs or projects financed from external sources. It will be composed of:
 - 1) Chairwoman of the Committee – Head of the International Doctoral School, Prof. Anna Woźniacka, MD, PhD;
 - 2) Members of the Committee, representing the following scientific disciplines:
 - a) pharmacology and pharmacy:
 - Magdalena Markowicz-Piasecka, Habilitated Doctor of Pharmaceutical Sciences,
 - Prof. Paweł Szymański, Habilitated Doctor of Pharmaceutical Sciences,
 - b) medical sciences
 - Natalia Lewkowicz, Habilitated Doctor of Medical Sciences,
 - Prof. Jakub Fichna, MD PhD,
 - c) health sciences:
 - Elżbieta Rębas, Habilitated Doctor of Medical Sciences,

- Adam Wysokiński, Habilitated Doctor of Medical Sciences,
- 3) Katarzyna Dyniak, MA – Deputy Director of the Foreign Language Centre of the Medical University of Lodz;
- 4) observer with an advisory voice – Head of the Science Support Center - Paulina Hejduk, MD PhD.

§ 2

A recruitment committee is appointed to conduct the recruitment procedure to the Doctoral School of Molecular Medicine run by the University in the disciplines of pharmacology and pharmacy, and medical sciences. It will be composed of:

- 1) Chairman of the Committee – Head of the Doctoral School of Molecular Medicine, Prof. Wojciech Fendler, MD PhD;
- 2) Members of the Committee, representing the discipline of medical sciences:
 - a) Prof. Małgorzata Czyż, MD, PhD (representative of the University),
 - b) Prof. Wiktoria Maria Suchorska, MD, PhD (representative of the Greater Poland Cancer Centre, Poznań),
 - c) Prof. Jacek Tabarkiewicz, Habilitated Doctor of Medical and Health Sciences (representative of the University of Rzeszów),
- 3) Katarzyna Dyniak, MA – Deputy Director of the Foreign Language Centre of the Medical University of Lodz.

§ 3

Ordinance 17/2020 of March 3, 2020 of the Rector of the Medical University of Lodz on appointment of the Recruitment Committee for the International Doctoral School is repealed.

§ 4

The Ordinance becomes effective upon being signed.

RECTOR: Prof. Radziśław Kordek, MD, PhD

Promulgation of the legal act:

- Intranet/Public Information Bulletin

**Resolution No. 271/2019
of February 28, 2019
of the Senate of the Medical University of Lodz**

**on the procedure of recruitment to the Doctoral School run by
the Medical University of Lodz in the academic year 2019/2020**

Pursuant to Article 291 of the Act of July 3, 2018 – Implementing provisions – Law on Higher Education and Science (Journal of Laws, Item 1669), and § 34 Item 5 of the Statutes of the Medical University of Lodz of September 29, 2011, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

**SECTION I
GENERAL PROVISIONS**

§ 1

1. The Resolution defines the procedure of recruitment to the Doctoral School run by the Medical University of Lodz in the academic year 2019/2020.
2. The terms applied herein have the following meaning:
 - 1) University – Medical University of Lodz;
 - 2) organizational unit – a research and teaching unit of the University, i.e. a department, clinical ward or a unit;
 - 3) Doctoral School – an organized form of education for doctoral students conducted by the University in the following scientific disciplines: pharmacology and pharmacy, medical sciences, health sciences, preparing for the doctoral degree and resulting in the submission of a doctoral dissertation;
 - 4) candidate – a person applying for admission to the Doctoral School;
 - 5) Act – the Act of July 20, 2018 – Law on Higher Education and Science.

**SECTION II
RECRUITMENT COMMITTEE FOR THE DOCTORAL SCHOOL**

§ 2

1. The procedure of recruitment to the Doctoral School is conducted by the Recruitment Committee for Doctoral School, hereinafter referred to as the “Recruitment Committee”.
2. The Recruitment Committee is composed of at least seven members, including:
 - 1) Chairperson – the Head of the Doctoral School;
 - 2) at least two academic teachers representing each of the following disciplines: pharmacology and pharmacy, medical sciences and health sciences, holding the degree of *doktor habilitowany* (*habilitatus doctor*/holder of the habilitation degree) at least.
3. In justifiable cases, the Rector may change the composition of the Recruitment Committee.
4. Administrative services for the Recruitment Committee are provided by the Office of Doctoral Studies.

§ 3

1. The Chairperson of the Recruitment Committee convenes and chairs meetings thereof.
2. Meetings of the Recruitment Committee are recorded in the form of minutes. Minutes are signed by the Chairperson and other members of the Committee who participate in the meeting.

3. The Recruitment Committee takes its decisions by resolutions. Resolutions are adopted by a simple majority of votes, in the presence of half of the members of the Committee at least. In the case of an equal number of votes cast, the vote given by the Chairperson is decisive.
4. In the case of the Chairperson's absence, a meeting of the Committee is convened and chaired by a Committee member authorized by the Chairperson. The provision of Item 3 applies accordingly.

§ 4

The responsibilities of the Recruitment Committee are in particular:

- 1) conducting the recruitment procedure, including keeping recruitment procedure documentation;
- 2) verifying documents submitted by candidates in the recruitment procedure;
- 3) notifying candidates on their being admitted to the qualification procedure and the date and place of holding qualification exams;
- 4) holding the qualification exam in the major subject;
- 5) taking minutes of the qualification procedure;
- 6) publishing results of the qualification procedure.

SECTION III RECRUITMENT PROCEDURE

Chapter 1 Rules of the recruitment procedure

§ 5

1. The Doctoral School may admit a person who:
 - 1) holds the professional title of *magister*, *magister inżynier* or an equivalent title;
 - 2) obtained a consent for scientific guidance over preparation of the doctoral dissertation from a proposed supervisor;
 - 3) is not a doctoral student at any other doctoral school.
2. In exceptional cases, justified by the highest quality of academic achievements, the Doctoral School may admit a person who does not meet the requirements specified in Item 1 Point 1, and who is a graduate of a first-cycle program or a student who completed the third year of a unified long-cycle program, including a beneficiary of the "Diamantowy Grant" (*Diamond Grant*) program specified under Article 181 of the Act of July 3, 2018 – Implementing provisions – Law on Higher Education and Science.
3. Highest quality scientific achievements are defined as scientific research conducted by an outstandingly talented student, of significant importance for the development of science, innovation and economy or for the development of international cooperation in science and technology. Scientific achievements of the candidate are assessed by the Recruitment Committee.
4. Foreigners may take up and pursue their studies at the Doctoral School under:
 - 1) international agreements, in compliance with the terms and conditions specified therein;
 - 2) agreements concluded by the University with foreign entities, in compliance with the terms and conditions specified therein;
 - 3) a decision of the Minister of Science and Higher Education;
 - 4) a decision of the Director of the Polish National Agency for Academic Exchange referring to its scholarship recipients;
 - 5) a decision of the Director of the National Science Centre on awarding funds for execution of basic research in the form of a research project, internship or scholarship, qualified for awarding funds under a contest procedure;
 - 6) an administrative decision of the Rector.
5. An application for admission to the Doctoral School may be filed by a foreigner who knows the Polish language to an extent that allows them for pursuing studies in the language.

§ 6

1. The limit of admissions to the Doctoral School is determined by the Rector based on applications for awarding places in the Doctoral School filed by heads of organizational units, as specified in the template form presented in Annex No. 1, and an analysis of the cost of doctoral education incurred by the University
2. Applications defined in Item 1 are filed with the Rector through the Head of the Doctoral School within the time limit specified by the Rector in an announcement.
3. Applications for awarding places in the Doctoral School may be filed by organizational units:
 - 1) implementing research projects or grants;
 - 2) presenting scientific achievements, confirmed by points obtained by proposed supervisors and awarded for articles published in Impact Factor scientific journals (in the period of three years prior to filing of the application).
4. Recruitment, limits of admissions to the Doctoral School and the list of places awarded to organizational units are announced by the Rector in an ordinance within the time limit specified in the recruitment schedule. The Rector's order is published on the University's website along with a list of research paper topics proposed by organizational units.
5. The day on which the Rector issues the ordinance referred to in Item 4 is considered the day on which recruitment to the Doctoral School begins.

§ 7

1. The procedure of recruitment to the Doctoral School is conducted by way of a contest in compliance with the rules specified herein. The results of the contest are open to the public.
2. Each candidate may enter the contest for only one place defined in the list specified in § 6 Item 4, selecting one topic of a research study.
3. The candidate is obliged to present an outline of a research project related to a selected topic of research study.
4. The procedure of recruitment to the Doctoral School is conducted in accordance with the recruitment schedule set by the Rector in an ordinance.
5. The candidate is obliged to keep the time limits specified in the recruitment schedule.

§ 8

The procedure of recruitment to the Doctoral School includes the following stages:

- 1) submission of documents required in the recruitment procedure by candidates;
- 2) verification of documents submitted by candidates;
- 3) qualification procedure;
- 4) entry into the register of doctoral students or issue of an administrative decision on refusal of admission to the Doctoral School.

Chapter 2

Submission of documents

§ 9

1. The candidate is obliged to submit to the Recruitment Committee, through the Office of Doctoral Studies, within the time limit specified in the recruitment schedule, the following documents:
 - 1) an application to the Rector (through the Head of the Doctoral School) for admission to the Doctoral School, containing in particular: the candidate's data, the topic of the research project, the signature of the proposed supervisor, confirming their consent to the scientific guidance over the preparation of the doctoral dissertation, information on the candidate's education and scientific achievements; the template form of application is provided herein - for candidates who are Polish citizens - Annex No. 2, for foreigners - Annex No. 3;
 - 2) original or a certified copy of the diploma of completion of a second-cycle or a unified long-cycle program or a certificate of completion of a second-cycle or a unified long-cycle

- program and being awarded the professional title of *magister*, *magister inżynier* or an equivalent title issued by the dean's office;
- 3) certificate on the grade-point average obtained for a first-cycle and second-cycle program or for a unified long-cycle program or for program of studies completed abroad and being regarded as equivalent to first-cycle and second-cycle programs or a unified long-cycle program;
 - 4) outline of the research project (consisting of two to three A4 pages) specified in § 7 Item 3, approved by the head of the chair in which the organizational unit employing the proposed supervisor is allocated, and if the organizational unit employing the proposed supervisor is allocated outside the chair structure - a research project approved by the head of a chair with a similar profile;
 - 5) documents confirming scientific achievements in the last five years, in particular: copies of scientific publications, scientific meeting communications, diplomas confirming the awards of the student scientific society or other scientific societies, rector's awards for the best students and graduates or awards of the minister;
 - 6) certificates confirming:
 - a) participation in student exchange programs,
 - b) studies pursued under an individual education program,
 - c) completion of post-graduate studies,
 - d) specialization training completed or in progress– if the candidate has such documents;
 - 7) certificate confirming knowledge of another modern foreign language, other than the language subject to the qualification exam - if the candidate has such a certificate;
 - 8) two recent and signed photos in the format specified for identification documents;
 - 9) if the candidate has a certificate of disability degree or a certificate specified in Article 5 and Article 62 of the Act of August 27, 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons (consolidated text of the Journal of Laws of 2018, Item 511) – a copy of the certificate.
2. The candidate who is also a participant of doctoral studies program conducted at the University is obliged to indicate, in its application specified in Item 1 Point 1, the topic of their research project other than the topic of the doctoral dissertation prepared during their doctoral program, as well as a proposed supervisor other than the supervisor providing scientific guidance over the preparation of the doctoral dissertation during the doctoral studies.
 3. The candidate specified in § 5 Item 2 is obliged to submit the original or a certified copy of the diploma of completion of a first-cycle program or a certificate of completion of a first-cycle program or a certificate of completion of the third year of a unified full-cycle program issued by the dean's office, and a summary of their earlier scientific achievements along with the dean's opinion as well as a list and copies of articles already published or accepted for publication and related to the conducted research studies.
 4. The candidate, holding a diploma of studies completed abroad which, in compliance with the provisions of the Act, confirms education at the level equivalent to a second-cycle program or a unified long-cycle program in the Republic of Poland, or regarded as equivalent to a Polish diploma of completion of a second-cycle program or a unified long-cycle program and the professional title of *magister*, *magister inżynier* or an equivalent title, is obliged to submit:
 - 1) diploma which is authenticated or has an Apostille clause enclosed,
 - 2) certificate of recognition, under the recognition procedure, of the equivalence of the diploma with a relevant Polish diploma of studies completion and the professional title – if required under the law.
 5. Documents drawn up in a foreign language should be submitted along with sworn translation into Polish done by a certified translator.
 6. A foreigner is also required to submit a certificate confirming their knowledge of the Polish language at a level of at least B1 proficiency, issued by the State Committee for the Certification

of Proficiency in Polish as a Foreign Language, or a certificate confirming the completion of a preparatory course for undertaking education in Polish at a unit designated by the Minister of Science and Higher Education, or a certificate issued by the University confirming a level of knowledge of Polish allowing for undertaking studies in the language.

7. In the case of submitting a certificate of completion of studies specified in Item 1 Point 2 and Item 3, the candidate is obliged to submit their diploma of completion of studies or a certified copy thereof to the Office of Doctoral Studies immediately after such documents are obtained.

§ 10

Immediately after being qualified for admission to the Doctoral School, each candidate is obliged to submit to the Office of Doctoral School a medical certificate confirming that there are no obstacles for taking up studies at the Doctoral School. Failure to fulfil the obligation shall result in not allowing the candidate to participate in didactic classes held at the Doctoral School.

§ 11

1. The documents specified in § 9 should be submitted by candidates personally to the Office of Doctoral Studies or sent to its address, subject to Item 2.
2. The time limitation for submitting documents specified in the recruitment schedule is the final date for submission thereof to the Office of Doctoral Studies or sending or filing the documents as specified in Article 57(5) of the Act of June 14, 1960 – Code of Administrative Procedure (consolidated text of the Journal of Laws of 2018, Item 2096, as amended), it particularly applies to sending the documents via *Poczta Polska* office of an operator defined within the meaning of the Act of November 23, 2012 – Post Office Law (consolidated text of the Journal of Laws of 2018, Item 2188, as amended), or submitting them to a Polish consular section.
3. Documents that are submitted or posted after the time limit specified in the recruitment schedule will be returned to the candidate without being considered.
4. When submitting documents to the Office of Doctoral Studies each candidate is obliged to produce their identity document.

Chapter 3

Verification of documents, inclusion in the qualification procedure

§ 12

1. Documents submitted by candidates in the recruitment procedure are verified by the Recruitment Committee.
2. Following the verification of documents, the Recruitment Committee admits candidates who meet the requirements specified in § 5 to the qualification procedure, including the qualification exams.
3. If documents filed in the recruitment procedure are incomplete, the Recruitment Committee demands that the candidate submits the missing documents within 7 days following the date of serving a relevant notice. Failure to meet this obligation within the set time limit will result in the candidate's application being left unprocessed, and thus not admitting the candidate to the qualification procedure.
4. The Recruitment Committee notifies the candidate about admitting them to the qualification procedure and about the date of qualification exams via electronic mail by sending all details to their e-mail address as indicated by the candidate in their application for admission to the Doctoral School.

Chapter 4

Qualification procedure

§ 13

1. In the qualification procedure the Recruitment Committee awards recruitment points for the following:
 - 1) Results of the qualification exams:
 - a) in a modern foreign language,
 - b) in the major subject;
 - 2) grade-point average for the period of first-cycle and second-cycle programs of studies or a unified long-cycle program of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programs of studies or a unified long-cycle programs of studies;
 - 3) participation in student exchange programs;
 - 4) scientific achievements.
2. Detailed criteria of awarding and method of calculating recruitment points in the qualification procedure is specified in Annex No. 4.
3. The maximum total number of points that the candidate may be awarded in the qualification procedure is 46.
4. To obtain a satisfactory result in the qualification procedure the candidate has to be awarded at least 23 recruitment points and satisfactory grades in the qualification exams.
5. The qualification procedure applied to foreigners admitted to the Doctoral School, as specified in §5 Item 4 Points 1-5, is conducted based on verification of the documents defined in § 9. Following the verification of documents, the Recruitment Committee qualifies foreigners who meet the requirements specified in § 5 Items 1 and 5, for admission to the Doctoral School for places given in the lists specified in § 6 Item 4 on a first-come, first-served basis.

§ 14

1. The qualification exams are held in:
 - 1) modern foreign language – in written form;
 - 2) major subject – in spoken form.
2. The qualification exam in modern foreign language is taken by the candidate from one of the three languages: English, French or German, subject to Items 3 and 4.
3. A foreigner may choose to take the qualification exam in a modern foreign language one of the languages listed in Item 2, except that the chosen language may not be an official language in the country of the foreigner's citizenship; or they may choose the Polish language.
4. The candidate who is a Polish citizen and at the same time has citizenship of another country may choose one of the languages listed in Item 2, provided that the chosen language may not be an official language of the country whose citizenship the candidate holds.
5. The thematic scope of the qualification exam in the major subject corresponds to the topic of the research project as indicated by the candidate in their application for admission to the Doctoral School.
6. The qualification exam in a modern language is held by the Foreign Language Centre (FLC) of the Medical University of Lodz. The exam is conducted by foreign language lecturers appointed by the Head of FLC. The results of the exam are approved by the Head of FLC and forwarded to the to the Office of Doctoral Studies in the form of minutes.
7. The results of the qualification exam in modern foreign language are published on the University website.
8. Obtaining an unsatisfactory grade in the qualification exam in a modern foreign language results in not admitting the candidate to the qualification exam in the major subject.
9. The candidate's absence from the qualification exam on a set date results in awarding them an unsatisfactory grade.
10. The Recruitment Committee does not exempt the candidate from the qualification exam in modern foreign language.

§ 15

1. When conducting the qualification procedure, the Recruitment Committee makes a ranking list. The order in which candidates' names are placed on the list is based on the number of recruitment points obtained in the qualification procedure.
2. The Recruitment Committee qualifies the candidate for admission to the Doctoral School based on the ranking list, and awards them a place given on the list specified in § 6 Item 4, within the limit of admissions determined by the Rector.
3. When the qualification procedure is completed, the Recruitment Committee adopts a resolution by which it indicates the candidates qualified and those not qualified for admission to the Doctoral School. The resolution is signed by all the members of the Recruitment Committee who participated in the voting procedure.
4. The results obtained by the candidate in the qualification procedure are documented by the Recruitment Committee by drawing up minutes as specified in the template form enclosed hereto as Annex No. 5.
5. The results of the qualification procedure are published by the Recruitment Committee on the University website.
6. Upon the candidate's request the Recruitment Committee provides them with details on constituent results of the qualification procedure.
7. In the case of any doubts as to the number of points awarded in the qualification procedure, within 7 days following the publication of the qualification procedure results, the candidate not qualified for admission to the Doctoral School, by filing an application, may request that the Recruitment Committee verify the documents submitted in the recruitment procedure and recalculate the recruitment points.

§ 16

1. Candidates who obtained a satisfactory result in the qualification procedure, however, were not qualified for admission to the Doctoral School because of insufficient number of places within the limit awarded to a specific organizational unit, may apply for places in other organizational units indicated by the Recruitment Committee. The list of available places in the Doctoral School is announced along with the results of the qualification procedure.
2. Candidates are qualified for admission to vacant places specified by the Recruitment Committee according to the ranking list - in the order of the number of recruitment points obtained by the candidates in the qualification procedure.
3. Candidates specified in Item 1 are obliged to file an application for admission to the Doctoral School to one of the places indicated by the Recruitment Committee within 7 days following publication of the qualification procedure results, as specified in the template forms enclosed hereto as Annex No. 2 or No. 3, respectively.
4. If qualified candidates resign from taking up studies in the Doctoral School, other candidates are admitted to places that they resigned from, based on the ranking list and not later than before the commencement of the cycle of studies. These are candidates who obtained a satisfactory result in the qualification procedure, however, were not admitted to the Doctoral School due to a lack of vacant places.

Chapter 5

Entry into the list of doctoral students, issuance of the decision on refusal of admission to the Doctoral School

§ 17

1. Candidates are admitted to the Doctoral School by:
 - 1) entry into the list of doctoral students – in the case of candidates who are Polish citizens;
 - 2) administrative decision of the Rector – in the case of foreigners.
2. An entry into the list of doctoral students is made by the Head of the Doctoral School.

3. A decision on admission of a foreigner is issued by the Rector
4. The candidate is admitted to the Doctoral School if they meet all the following conditions:
 - 1) requirements specified in § 5 are fulfilled,
 - 2) documents required in the recruitment procedure and specified in § 9 are submitted,
 - 3) satisfactory result in the qualification procedure is obtained – subject to Item 6.
5. A person admitted to the Doctoral School commences studies and acquires the rights of the doctoral student upon taking the pledge.
6. If a person admitted to the Doctoral School is employed as an academic teacher or a member of academic staff, excluding the cases specified in Article 209(10) of the Act, an entry into the list of doctoral students is regarded to be effective if the employment relationship ceases or the employment period ends before the pledge is taken and studies at the Doctoral School commence.
7. If an entry into the list of doctoral students is regarded as ineffective due to the fact that a person admitted to the Doctoral School does not meet the requirement specified Item 4, the place is awarded, based on the ranking list, to the candidate who obtained a satisfactory result in the qualification procedure, however, was not admitted to the Doctoral School due to the limit of places, not later than before the commencement of the cycle of studies.

§ 18

1. Refusal of admission to the Doctoral School is by administrative decision.
2. The decision on refusal of admission to the Doctoral School is passed if at least one of the following conditions occurs:
 - 1) failure to meet the requirements specified in § 5 Items 1-3;
 - 2) failure to submit the documents required in the recruitment procedure specified in § 9;
 - 3) failure to obtain a satisfactory result in the qualification procedure;
 - 4) lack of available places in the Doctoral School within the limit of admissions specified for a scientific discipline by the Rector.
3. The decision on refusal of admission to the Doctoral School is passed by the Rector.

§ 19

An application for reconsideration of the case may be filed; such an application may be filed only on the grounds of infringement of the recruitment principles specified herein.

SECTION IV FINAL PROVISIONS

§ 20

1. In the case of candidates for the Doctoral School who are disabled persons the recruitment rules and regulations specified in the Resolution are applied, subject to Item 2.
2. The terms and conditions of holding the qualification exams specified in §14 Item 1, including the needs of candidates who are disabled persons, are defined under separate internal rules and regulations of the University.

§ 21

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

CC:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

Lodz, ...

.....
(official stamp of the organizational unit)

**RECTOR
OF THE MEDICAL UNIVERSITY OF LODZ**

**through
HEAD OF THE DOCTORAL SCHOOL**

APPLICATION

(to be filed by the head of an organizational unit with the total number of places given)

I kindly request that places are awarded in the Doctoral School in the academic year/..... for the Department/Clinical Ward/Unit:

The application refers to graduates of the following faculties *(indicate or give the name of the faculty)*:
Medicine, Dentistry, Public Health, Biology, Biotechnology, Pharmacy, other:

Proposed supervisor(s):

PROPOSED TOPICS OF RESEARCH STUDIES: (topic of the research study determines the thematic scope of the research project):.....
in the scientific discipline(s)*:

- ☐ pharmacology and pharmacy
- ☐ medical sciences
- ☐ health sciences

Substantiation:

- list of research projects / grants implemented in the unit:
.....
- number of points obtained by a proposed supervisors(s) for scientific articles published in impact factor journals (in the last three years prior to filing of the application):
- the organizational unit can provide professional placement training specified in the program of studies:
YES/NO*

Consent of the proposed supervisor(s)
for scientific guidance over preparation
of the doctoral dissertation(s)

Head of the Organizational Unit
(Department/Clinical Ward/Unit)

.....
(signature(s) and name stamp(s))

.....
(signature and name stamp)

* Indicate as appropriate.

Lodz, ...

**RECTOR
OF THE MEDICAL UNIVERSITY OF LODZ**

**through
HEAD OF THE DOCTORAL SCHOOL**

APPLICATION
(template form for candidates being Polish citizens)

I kindly request that I am admitted to the Doctoral School run by the Medical University in Lodz, in the academic year/....., for the place awarded to the Department/Clinical Ward/Unit:.....

Modern foreign language chosen for the qualification exam: English/German/French*

TOPIC OF THE RESEARCH PROJECT (corresponds to the thematic scope of the qualification exam in the major subject):

in the discipline of*:

- ☐ pharmacology and pharmacy
- ☐ medical sciences
- ☐ health sciences

CANDIDATE DETAILS

1. **Last name:** **First and middle names:** **Sex:** F/M
2. **Personal identification number /PESEL/, or if there is not any – the number of the identity document and name of the country that issued it:**
3. **Date and place of birth:**
(day/month/year) (place)
4. **Citizenship:**
5. **Residence address:**
(town/city with the zip code, name of the street, house number, apartment number)
6. **Correspondence address (if different from the residence address):**
(town/city with the zip code, name of the street, house number, apartment number)
7. **Contact details:**
(phone number, e-mail address)
8. **Education:**
(professional title, name of the university, faculty, year of graduation, postgraduate studies)
9. **Doctoral studies at the medical University of Lodz** (year of commencing the studies, name of the supervisor, topic of the doctoral dissertation, if not applicable, write: none):.....

10. **Doctoral degree: YES/NO*, in the scientific field, scientific discipline:**
11. **Achievements in scientific work** (*information on articles published/accepted for publication, scientific meeting communications, participation in implementation of research grants, awards and distinctions, scholarships, internships*):
.....
12. **Other achievements** (*individual course of study, participation in student exchange programs*):
13. **Specializations** (*completed or in progress*): **YES/NO***:
14. **Certificate of disability / certificate of disability degree / certificate specified in Article 5 and Article 62 of the Act of August 27, 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons: YES/NO*.**

* Indicate as appropriate.

By signing this document I hereby confirm that the data included in the application are true and correct.

Lodz, ...

.....
(candidate's signature)

Consent of the proposed supervisor:

I hereby give my consent for scientific guidance over preparation of the doctoral dissertation

.....
(supervisor's signature and name stamp,
official seal of the Department/ Clinical Ward/Unit)

(Tick as appropriate:)

☐ I give my consent for being provided by the Medical University of Lodz with information on the procedure of recruitment to the Doctoral School and the course of studies at the Doctoral School via electronic means of communication, in accordance with the Act of July 18, 2002 on Electronic Services (consolidated text of the Journal of Laws of 2019, Item 123).

☐ I confirm that I have been instructed on the contents of Article 209(10) of the Act of July 20, 2018 – Law on Higher Education and Science (Journal of Laws, Item 1668, as amended), and the legal effects thereof for the procedure of recruitment to the Doctoral School.

(Article 209(10) of the Act of July 20, 2018 – Law on Higher Education and Science: A doctoral student must not be employed as an academic teacher or academic staff member. This restriction does not apply to employment of a doctoral student: 1) *for the purpose of execution of the research project specified in Article 119(2)(2-3)*; 2) *following the mid-semester assessment resulting in awarding a satisfactory grade, however, in the case of employment for the number of hours exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in Item 4 Point 2*; 3) *who is not entitled to doctoral scholarship.*)

Pursuant to Article 13(1) and (2) of the Regulation (EU) of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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), we hereby inform that:

- 1) the Controller of your personal data is the Medical University of Lodz, al. Kościuszki 4, 90-419 Łódź;

- 2) you may contact the Data Protection Officer via e-mail address iod@umed.lodz.pl;
- 3) your personal data will be processed for the purpose of:
 - a) conducting the procedure of recruitment to the Doctoral School by the Medical University of Lodz, pursuant to Article 6 (1)(b)(c)(e) and Article 9(2)(b) of the General Data Protection Regulation,
 - b) providing current information related to the procedure of recruitment to the Doctoral School, and subsequently, information on the course of studies at the Doctoral School pursuant to Article 6(1)(a) of the General Data Protection Regulation,
 - c) keeping a proper record of the course of studies at the Doctoral School pursuant to Article 6 (1)(b)(c)(e) and Article 9(2)(b) of the General Data Protection Regulation;
- 4) your personal data may be disclosed only to persons authorized by the Data Controller to process personal data, entities processing the data under an entrustment agreement and other entities authorized under the law;
- 5) no automated decisions shall be made based on your personal data; it shall not be subject to profiling either;
- 6) your personal data is stored for a period necessary for conducting all actions related to the procedure of recruitment and documentation archiving in compliance with the procedures applied by the Data Controller and resulting from the requirement to ensure an option of clarifying any doubts related to the recruitment process, and in the case of admission to the Doctoral School, for the period of 50 years following completion of the studies;
- 7) you have the right to file a complaint with the President of the Personal Data Protection Office concerning illegal processing of personal data by the Medical University of Lodz, however, the right to make a complaint applies only to cases relating to compliance of data processing with the applicable law;
- 8) providing your personal data is necessary for the purpose of participation in the recruitment procedure and documenting the course of studies at the Doctoral School pursuant to the Act of July 20, 2018 – Law on Higher Education and Science;
- 9) you have the right of access to the contents of your personal data as well as the right to rectify, erase, restrict processing thereof, the right to object or to withdraw your consent at any time, which will not affect the lawfulness of processing based on the consent before the withdrawal – to the extent specified under the law.

I enclose the following documents (delete as appropriate):

No.	List of documents*	Confirmation of the receipt of the documents by the candidate
1	Original diploma / a certified copy of the diploma of completion of a second cycle / unified long-cycle program / a certificate of completion of a second cycle / unified long-cycle program and on being awarded the professional title of <i>magister</i> / <i>magister inżynier</i> / an equivalent title, issued by the dean's office	
2	Certificate on the grade-point average obtained for a first-cycle and second-cycle / unified long-cycle program of studies (including two decimal places)	
3	Research project approved by the head of the chair (an outline of the research project consisting of 2-3 A4 pages)	
4	Documents confirming scientific achievements in the last five years, particularly copies of: scientific publications / scientific meeting communications / diplomas which confirm awards granted by the Student Scientific Society or other scientific societies / the Rector's awards for the best students and graduates or awards granted by the Minister	
5	Certificate of participation in student exchange programs / pursuing studies under the individual course of study / completion of post-graduate studies	
6	Certificate of specialization training, completed or in progress	
7	Certificate confirming knowledge of another modern foreign language, other than the language subject to the qualification exam	
8	Two recent and signed photos in the format specified for identification documents	

9	Certificate of disability / a certificate of disability degree / a certificate specified in Article 5 and Article 62 of the Act of August 27, 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons	
10	Other documents:	

* indicate as appropriate.

Lodz, ...

.....
(candidate's signature)

**I confirm the receipt of the documents
listed in the table above:**

.

.....
(signature of an employee
of the Office of Doctoral Studies)

Lodz, ...

**RECTOR
OF THE MEDICAL UNIVERSITY OF LODZ**

**through
HEAD OF THE DOCTORAL SCHOOL**

APPLICATION
(template form for foreigners)

I kindly request that I am admitted to the Doctoral School run by the Medical University in Lodz, in the academic year/....., for the place awarded to the Department/Clinical Ward/Unit:.....

Modern foreign language chosen for the qualification exam: English/German/French/Polish*

TOPIC OF THE RESEARCH PROJECT (corresponds to the thematic scope of the qualification exam in the major subject):

in the discipline of*:

- ☐ pharmacology and pharmacy
- ☐ medical sciences
- ☐ health sciences

CANDIDATE DETAILS

1. **Last name:** **First and middle names:** **Sex:** F/M
2. **Personal identification number /PESEL/, or if there is not any – the number of the identity document and name of the country that issued it:**
3. **Date and place of birth:**
(day/month/year) (place)
4. **Citizenship:**..... **Karta Polaka [Pole's Card] YES/NO*, No.:**
5. **Residence address:**
(town/city with the zip code, name of the street, house number, apartment number)
6. **Correspondence address (if different from the residence address):**
.....
(town/city with the zip code, name of the street, house number, apartment number)
7. **Contact details:**
(phone number, e-mail address)
8. **Education:**
(professional title, name of the university, faculty, year of graduation, postgraduate studies)
9. **Doctoral studies at the medical University of Lodz** (year of commencing the studies, name of the supervisor, topic of the doctoral dissertation, if not applicable, write: none):.....
10. **Doctoral degree: YES/NO*, in the scientific field, scientific discipline:**

11. **Achievements in scientific work** (information on articles published/accepted for publication, scientific meeting communications, participation in implementation of research grants, awards and distinctions, scholarships, internships):
12. **Other achievements** (individual course of study, participation in student exchange programs):
13. **Specializations** (completed or in progress): **YES/NO***:
14. **Certificate of disability / certificate of disability degree / certificate specified in Article 5 and Article 62 of the Act of August 27, 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons: YES/NO*.**

* Indicate as appropriate.

By signing this document I hereby confirm that the data included in the application are true and correct.

Lodz, ...

.....
(candidate's signature)

Consent of the proposed supervisor:

I hereby give my consent for scientific guidance over preparation of the doctoral dissertation

.....
(supervisor's signature and name stamp,
official seal of the Department/ Clinical Ward/Unit)

(Tick as appropriate:)

☐ I give my consent for being provided by the Medical University of Lodz with information on the procedure of recruitment to the Doctoral School and the course of studies at the Doctoral School via electronic means of communication, in accordance with the Act of July 18, 2002 on Electronic Services (consolidated text of the Journal of Laws of 2019, Item 123).

☐ I confirm that I have been instructed on the contents of Article 209(10) of the Act of July 20, 2018 – Law on Higher Education and Science (Journal of Laws, Item 1668, as amended), and the legal effects thereof for the procedure of recruitment to the Doctoral School.

(Article 209(10) of the Act of July 20, 2018 – Law on Higher Education and Science: A doctoral student must not be employed as an academic teacher or academic staff member. This restriction does not apply to employment of a doctoral student: 1) for the purpose of execution of the research project specified in Article 119(2)(2-3); 2) following the mid-semester assessment resulting in awarding a satisfactory grade, however, in the case of employment for the number of hours exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in Item 4 Point 2; 3) who is not entitled to doctoral scholarship.)

Pursuant to Article 13(1) and (2) of the Regulation (EU) of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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), we hereby inform that:

- 1) the Controller of your personal data is the Medical University of Lodz, al. Kościuszki 4, 90-419 Łódź;
- 2) you may contact the Data Protection Officer via e-mail address iod@umed.lodz.pl;

- 3) your personal data will be processed for the purpose of:
 - d) conducting the procedure of recruitment to the Doctoral School by the Medical University of Lodz, pursuant to Article 6 (1)(b)(c)(e) and Article 9(2)(b) of the General Data Protection Regulation,
 - e) providing current information related to the procedure of recruitment to the Doctoral School, and subsequently, information on the course of studies at the Doctoral School pursuant to Article 6(1)(a) of the General Data Protection Regulation,
 - f) keeping a proper record of the course of studies at the Doctoral School pursuant to Article 6 (1)(b)(c)(e) and Article 9(2)(b) of the General Data Protection Regulation;
- 4) your personal data may be disclosed only to persons authorized by the Data Controller to process personal data, entities processing the data under an entrustment agreement and other entities authorized under the law;
- 5) no automated decisions shall be made based on your personal data; it shall not be subject to profiling either;
- 6) your personal data is stored for a period necessary for conducting all actions related to the procedure of recruitment and documentation archiving in compliance with the procedures applied by the Data Controller and resulting from the requirement to ensure an option of clarifying any doubts related to the recruitment process, and in the case of admission to the Doctoral School, for the period of 50 years following completion of the studies;
- 7) you have the right to file a complaint with the President of the Personal Data Protection Office concerning illegal processing of personal data by the Medical University of Lodz, however, the right to make a complaint applies only to cases relating to compliance of data processing with the applicable law;
- 8) providing your personal data is necessary for the purpose of participation in the recruitment procedure and documenting the course of studies at the Doctoral School pursuant to the Act of July 20, 2018 – Law on Higher Education and Science;
- 9) you have the right of access to the contents of your personal data as well as the right to rectify, erase, restrict processing thereof, the right to object or to withdraw your consent at any time, which will not affect the lawfulness of processing based on the consent before the withdrawal – to the extent specified under the law.

I enclose the following documents (delete as appropriate):

No.	List of documents*	Confirmation of the receipt of the documents by the candidate
1	Original diploma / a certified copy of the diploma of completion of a second cycle / unified long-cycle program / a certificate of completion of a second cycle / unified long-cycle program and on being awarded the professional title of <i>magister</i> / <i>magister inżynier</i> / an equivalent title, issued by the dean's office	
2	Diploma of completion of studies abroad, in compliance with the provisions of the Act of July 20, 2018 – Law on Higher Education and Science, confirming education at the level equivalent to a second-cycle program or a unified long-cycle program in the Republic of Poland / regarded as equivalent to a relevant Polish diploma of completion of a second-cycle program or a unified long-cycle program and the professional title of <i>magister</i> , <i>magister inżynier</i> or an equivalent title	
3	Authentication of the diploma of studies completed abroad / Apostille clause	
4	Certificate of recognition, under the recognition procedure, of the equivalence of the diploma of studies completed abroad with a relevant Polish diploma of completion of a second-cycle / unified long-cycle program of studies and the professional title of <i>magister</i> / <i>magister inżynier</i> / an equivalent title	
5	Certificate on the average grade obtained for a first-cycle and second-cycle / unified long-cycle program of studies / a program of studies completed abroad regarded as equivalent to a first-cycle and second-cycle / unified long-cycle program of studies (including two decimal places)	
6	Research project approved by the head of the chair (an outline of the research project consisting of 2-3 A4 pages)	

7	Documents confirming scientific achievements in the last five years, particularly copies of: scientific publications / scientific meeting communications / diplomas which confirm awards granted by the Student Scientific Society or other scientific societies / the Rector's awards for the best students and graduates or awards granted by the Minister	
8	Certificate of participation in student exchange programs / pursuing studies under the individual course of study / completion of post-graduate studies	
9	Certificate of specialization training, completed or in progress	
10	Certificate confirming knowledge of the Polish language issued by the State Commission for the Certification of Proficiency in Polish as a Foreign Language, or a certificate confirming completion of a one-year preparatory course for undertaking education in Polish at a unit designated by the Minister of Science and Higher Education / certificate issued by the Medical University of Lodz, confirming a level of knowledge of Polish allowing for undertaking studies in the language	
11	Certificate confirming knowledge of knowledge of another modern foreign language, other than the language subject to the qualification exam	
12	Sworn translation of the documents into Polish done by a certified translator	
13	Two recent and signed photos in the format specified for identification documents	
14	Certificate of disability / a certificate of disability degree / a certificate specified in Article 5 and Article 62 of the Act of August 27, 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons	
15	Other documents:	

* indicate as appropriate.

Lodz, ...

.....
(candidate's signature)

**I confirm the receipt of the documents
listed in the table above:**

.

.....
(signature of an employee
of the Office of Doctoral Studies)

**Method of calculation of recruitment points in the procedure of qualification
for the Doctoral School run by the Medical University of Lodz
in the academic year 2019/2020**

1. Candidates applying for admission to the Doctoral School run by the Medical University of Lodz are awarded recruitment points in the qualification procedure for the following:
 - 1) **results of the qualification exams:**
 - a) in a modern foreign language (English, German or French; in the case of foreign candidates – English, German, French or Polish),
 - b) in the major subject
– however, the number of points awarded to the candidate corresponds to the sum of grades obtained in the exams (grade scale: 2; 3; 3,5; 4; 4,5; 5) and may not be higher than 10; grade ‘2’ is an unsatisfactory grade;
 - 2) **the grade-point average** obtained for a first-cycle and second-cycle or unified long-cycle program of studies completed abroad and regarded as equivalent to a first-cycle and second-cycle or a unified long-cycle program of studies completed in the Republic of Poland (excluding grades obtained in diploma exams), whereas the number of points is calculated based on the following rule: the average grade rounded up to two decimal places is multiplied by three, and the obtained result is rounded up to one decimal place (e.g. $3.81 \times 3 = 11.43 = 11.4$; $3.86 \times 3 = 11.58 = 11.6$), it corresponds to the number of points awarded to the candidate (the number may not be higher than 15);
 - 3) **participation in student exchange programs** – not more than 1 point;
 - 4) **scientific achievements according to the following criteria:**
 - a) articles published or accepted for publication in peer-reviewed scientific journals specified on the list of ranked journals announced by the Minister of Science and Higher Education – 1 point for each, up to 4 points in total,
 - b) articles published or accepted for publication in peer-reviewed scientific impact factor (IF) journals – 2 points for each, up to six 6 points in total,
 - c) scientific meeting communications (active participation confirmed by abstracts) – 0.5 point for each, up to 3 points in total,
 - d) awards won in national or international conferences of student scientific societies or other scientific societies, the Rector’s awards for the best students and graduates, the Minister’s awards – 1 point for each, up to 3 points in total,
 - e) individual course of study – up to 1 point in total,
 - f) knowledge of an additional modern foreign language, not subject to the qualification exam, knowledge of which is confirmed by a certificate – up to 1 point,
 - g) completed postgraduate studies – up to 1 point in total,
 - h) specialization training completed or in progress (specialization training card or a diploma of a specialist) – up to 1 point in total
– however, the total number of awarded points may not be higher than 20.
2. The total number of recruitment points awarded in the qualification procedure may not be higher than 46.

Lodz, ...

MINUTES OF THE RECRUITMENT COMMITTEE FOR THE DOCTORAL SCHOOL OF THE QUALIFICATION PROCEDURE

The Recruitment Committee for the Doctoral School represented by:

1) **Chairperson of the Committee – Head of the Doctoral School:**

2) **other members of the Committee:**

.....

.....

.....

hereby finds that the candidate:,
(full name of the candidate)

Personal identification number /PESEL/, and if there is not any – the number of an identity document and the name of the country which issued it:

.....,

obtained the following results in the procedure of qualification for the Doctoral School:

No.	Criteria of awarding recruitment points in the qualification procedure	Points	
		Number of points	Total number of points
1	RESULTS OF QUALIFICATION EXAMS: -grade scale: 2; 3; 3.5; 4; 4.5; 5 - the total number of awarded points corresponds to the sum of the exam grades	Up to 10 points in total	
	written exam in a modern foreign language - language (based on the minutes drawn up by the Foreign Language Centre)	exam grade:	
	spoken exam in the major subject	exam grade:	
2	AVERAGE GRADE for first-cycle and second-cycle programs of study or a unified long-cycle programs of study / for programs of study completed abroad and regarded as equivalent to first-cycle and second-cycle or unified long-cycle programs of study*	Up to 15 points	Number of points
	The average grade rounded up to two decimal places is multiplied by 3, and the obtained result is rounded up to one decimal place (e.g. $3.81 \times 3 = 11.43 = 11.4$; $3.86 \times 3 = 11.58 = 11.6$).		
3	PARTICIPATION IN STUDENT EXCHANGE PROGRAMS	Up to 1 point	Number of points

4	SCIENTIFIC ACHIEVEMENTS	Up to 20 points in total	Number of points	Total number of points
	articles published or accepted for publication in peer-reviewed scientific journals specified on the list of ranked journals announced by the Minister of Science and Higher Education	1 point for each, up to 4 points in total		
	articles published or accepted for publication in peer-reviewed scientific impact factor (IF) journals (other than those specified above)	2 points for each, up to 6 points in total		
	scientific meeting communications (active participation confirmed by abstracts)	0.5 point for each, up to 3 points in total		
	awards won in national / international conferences of student scientific societies / other scientific societies / the Rector's awards for the best students and graduates / the Minister's awards*	1 point for each, up to 3 points in total		
	individual course of study	up to 1 point		
	additional modern foreign language, other than the language subject to the qualification exam	up to 1 point		
	completed postgraduate studies	up to 1 point		
	specialization training completed or in progress (specialization training card or a diploma of a specialist)	up to 1 point		
THE TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- The candidate may obtain up to 46 points in total in the qualification procedure.
- To be awarded a satisfactory result in the qualification procedure, the candidate must obtain at least 23 points and satisfactory grades in qualification exams.

DECISION OF THE RECRUITMENT COMMITTEE FOR THE DOCTORAL SCHOOL

The Recruitment Committee for the Doctoral School hereby decides to qualify / not to qualify the candidate: (full name of the candidate) for admission to the Doctoral School run by the Medical University of Lodz, and to offer them a place awarded to the organizational unit:

* Indicate as appropriate.

Signatures of the Members of the Recruitment Committee for the Doctoral School:

1) Chairperson of the Committee – Head of the Doctoral School:

2) Other Members of the Committee (full name, signature):

.....

**Resolution no. 360/2020
of 30 January 2020**

adopted by the Senate of the Medical University of Lodz

**on the procedure of recruitment to the International Doctoral School
in the academic year 2020/2021**

Pursuant to art. 200 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws item 1668, as amended), and § 77 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

**SECTION I
GENERAL PROVISIONS**

§ 1

1. The resolution defines the principles and procedure of recruitment to the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences and health sciences, in the academic year 2020/2021.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) organizational unit – a research and teaching unit of the University, i.e. a clinic, ward or department;
 - 3) Doctoral School – the International Doctoral School run by the University;
 - 4) candidate – a person applying for admission to the International Doctoral School;
 - 5) Act – the Act of 20 July 2018 – Law on Higher Education and Science.

**SECTION II
RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL**

§ 2

1. The procedure of recruitment to the Doctoral School is conducted by the Recruitment Committee for the International Doctoral School appointed by the Rector, hereinafter referred to as the “Recruitment Committee”.
2. The Recruitment Committee has at least 7 members, including:
 - 1) the Chairperson – the Director of the Doctoral School;
 - 2) at least two academic teachers representing each of the following disciplines: pharmaceutical sciences, medical sciences and health sciences, who are also holders of at least the degree of *doktor habilitowany* (habilitation).
3. In justifiable cases, the Rector may change the composition of the Recruitment Committee or appoint observers as its members acting in an advisory capacity.
4. The administrative services for the Recruitment Committee are provided by the Office for Doctoral Students.

§ 3

1. The Chairperson of the Recruitment Committee convenes and chairs meetings thereof.
2. Meetings of the Recruitment Committee are recorded in the form of minutes. Minutes are signed by the Chairperson and other members of the Committee who participate in a meeting.

3. The Recruitment Committee takes its decisions by resolutions. Resolutions are adopted by a simple majority of votes, in the presence of at least half of the members of the Committee. In the case of an equal number of votes cast, the vote given by the Chairperson is decisive.
4. In the case of the Chairperson's absence, a meeting of the Committee is convened and chaired by a Committee member authorized by the Chairperson. The provision of item 3 is applied accordingly.

§ 4

The responsibilities of the Recruitment Committee are in particular:

- 1) conducting the recruitment procedure, including keeping recruitment procedure documentation;
- 2) verifying documents submitted by candidates in the recruitment procedure;
- 3) notifying candidates of being accepted for the qualification procedure and of the date and place of qualification examinations;
- 4) holding a qualification examination in the major subject;
- 5) taking minutes of the qualification procedure;
- 6) publishing results of the qualification procedure.

SECTION III RECRUITMENT PROCEDURE

Chapter 1 Rules of the recruitment procedure

§ 5

1. The Doctoral School may admit a person who:
 - 1) holds the professional title of *magister*, *magister inżynier* or an equivalent title;
 - 2) obtained a consent for scientific supervision of preparation of the doctoral thesis from a proposed supervisor;
 - 3) has knowledge of English language at B2 level at least;
 - 4) is not a doctoral student at any other doctoral school.
2. In exceptional cases, justified by the highest quality of academic achievements, the Doctoral School may admit a person who does not meet the requirements specified in item 1 point 1, and who is a graduate of a first-cycle programme or a student who completed the third year of a unified long-cycle programme.
3. Scientific achievements are understood as research studies of significant importance for the development of science, innovativeness and economy or for the development of international cooperation in the field of science and technology. Scientific achievements of a candidate are assessed by the Recruitment Committee. The Recruitment Committee may ask a relevant scientific discipline council or the University Scientific Council for their opinion.
4. Foreigners may take up and pursue their studies at the Doctoral School under:
 - 1) international agreements, in compliance with the terms and conditions specified therein;
 - 2) agreements concluded by the University with foreign entities, in compliance with the terms and conditions specified therein;
 - 3) a decision of the Minister of Science and Higher Education;
 - 4) a decision of the Director of the Polish National Agency for Academic Exchange referring to its scholarship recipient;
 - 5) a decision of the Director of National Science Centre on awarding funds for execution of basic research in the form of a research project, internship or scholarship, qualified for funds under a contest procedure;
 - 6) an administrative decision of the Rector.

§ 6

1. Limits of places at the Doctoral School for specific disciplines in which studies for doctoral students are offered are determined by the Rector based on applications for awarding places in the Doctoral School filed by heads of organizational units as specified in the specimen form presented in Appendix no. 1, and an analysis of costs of studies of doctoral students incurred by the University.
2. Applications defined in item 1, are filed with the Rector through the Director of the Doctoral School within the time limit specified by the Rector in an announcement.
3. Applications for awarding places in the Doctoral School may be filed by organizational units:
 - 1) implementing research projects or grants;
 - 2) obtaining funds for doctoral scholarships from external sources or conducting research activity with the participation of doctoral students and documented by publications or scientific projects;
 - 3) having scientific achievements, in the period of three years prior to filing of an application, and confirmed by points obtained by proposed supervisors awarded for:
 - a) articles published in scientific magazines specified in Part A of the list of magazines announced by the Minister of Science and Higher Education of 25 January 2017 (the list of impact factor journals), or
 - b) articles published in scientific journals or reviewed international conference materials specified in the current list announced by the Minister of Science and Higher Education.
4. The procedure of recruitment to the Doctoral School is conducted according to the recruitment schedule set by the Rector by way of regulation.
5. Recruitment, limits of admissions to the Doctoral School and the list of places awarded to organizational units are announced by the Rector by way of regulation within the time limit specified in the recruitment schedule. The regulation of the Rector is published on the University website including the list of topics of research studies proposed by organizational units.
6. The day on which the Rector issues the regulation specified in item 5 is regarded as the day on which recruitment to the Doctoral School begins.
7. If the limits of places defined for a specific scientific discipline are not reached, the Rector, upon an application made by the Director of the Doctoral School, may decide on:
 - 1) a relevant increase in the limits of places for other scientific disciplines in which studies at the Doctoral School are offered;
 - 2) conducting the procedure of supplementary recruitment to the Doctoral School; the supplementary recruitment schedule, supplementary recruitment procedure and the list of places awarded to organizational units under the supplementary recruitment are announced by the Rector by way of regulation.
8. In justifiable cases, the Rector may decide on increasing the limit of places set for a specific scientific discipline.

§ 7

1. The procedure of recruitment to the Doctoral School is conducted by way of a contest in compliance with the principles specified herein. The results of the contest are open to the public.
2. Each candidate may enter the contest for only one place defined in the list specified in paragraph 6 item 5 and item 7 point 2, selecting one topic of a research study.
3. A candidate is obliged to present an outline of a research project related to a selected topic of research study in Polish or English language.
4. A candidate is obliged to keep the time limits specified in the recruitment schedule.

§ 8

The procedure of recruitment to the Doctoral School includes the following stages:

- 1) submission of documents required in the recruitment procedure by candidates;
- 2) verification of documents submitted by candidates;
- 3) qualification procedure;

- 4) entry into the list of doctoral students or issue of an administrative decision.

Chapter 2 Submission of documents

§ 9

1. A candidate is obliged to submit to the Recruitment Committee, through the Office for Doctoral Students, within the time limit specified in the recruitment schedule, the following documents:
 - 1) an application for admission to the Doctoral School, filed with the Rector through the Director of the Doctoral School, which should include in particular: personal details of the candidate, topic of the research project, signature of a proposed supervisor confirming a consent for scientific supervision of preparation of the doctoral thesis, information on education and scientific achievements of the candidate; the specimen form for candidates being Polish citizens is enclosed hereto as Appendix no. 2, and for foreign candidates – as Appendix no. 3;
 - 2) the original or a certified copy of the diploma of completion of a second-cycle or a unified long-cycle programme or a certificate of completion of a second-cycle or a unified long-cycle programme and on being awarded the professional title of *magister*, *magister inżynier* or an equivalent title issued by the dean's office;
 - 3) a certificate of the grade-point average obtained for a first-cycle and second-cycle programme or for a unified long-cycle programme or for programme of studies completed abroad and being regarded as equivalent with first-cycle and second-cycle programmes or a unified long-cycle programme;
 - 4) an outline of the research project specified in paragraph 7 item 3, consisting of up to three A4 pages, approved by the head of the chair in which an organizational unit employing the proposed supervisor is located; if an organizational unit is located outside the chair structure or there is no head of the chair or the proposed supervisor is the head of the chair, the research project has to be approved by the dean of the faculty in which the unit is located;
 - 5) documents confirming scientific achievements in the last five years, including a list thereof, in particular: copies of scientific publications, scientific meeting communications, diplomas confirming awards granted by the Student Scientific Society or other scientific societies, awards granted by the Rector to the best students and graduates or awards granted by the Minister;
 - 6) certificates on:
 - a) participation in student exchange programmes,
 - b) pursuing studies under the individual course of studies,
 - c) completion of post-graduate studies,
 - d) specialization training completed or in progress– if a candidate has such a certificate;
 - 7) a certificate confirming knowledge of a second modern foreign language, other than English language – if a candidate has such a certificate;
 - 8) two recent and signed photos in the format specified for identification documents;
 - 9) if a candidate has a certificate of disability degree or a certificate specified in art. 5 and art. 62 of the Act of 27 August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons – a copy of the certificate.
2. A candidate who is also a participant of doctoral studies programme conducted at the University is obliged to indicate, in its application specified in item 1 point 1, the topic of his/her research project other than the topic of the doctoral thesis prepared during his/her doctoral programme, as well as a proposed supervisor other than the supervisor providing scientific supervision of preparation of the doctoral thesis during the doctoral studies.
3. A candidate specified in paragraph 5 item 2 is obliged to submit the original or a certified copy of the diploma of completion of a first-cycle programme or a certificate of completion of a first-cycle programme or a certificate of completion of the third year of a unified full-cycle programme issued by the dean's office, and a summary of his/her earlier scientific achievements

along with the dean's opinion as well as a list and copies of articles already published or accepted for publication and related to the conducted research studies.

4. A candidate, holding a diploma of studies completed abroad which, in compliance with the provisions of the Act, confirms education at the level equivalent to a second-cycle programme or a unified long-cycle programme in the Republic of Poland, or regarded as equivalent to a Polish diploma of completion of a second-cycle programme or a unified long-cycle programme and the professional title of *magister*, *magister inżynier* or an equivalent title, is obliged to submit:
 - 1) a diploma which is authenticated or has an Apostille clause enclosed,
 - 2) a certificate of recognition, under the recognition procedure, of the equivalence of the diploma with a relevant Polish diploma of studies completion and the professional title – if they are required under the law.
5. Documents drawn up in a foreign language should be submitted along with sworn translation into Polish done by a certified translator.
6. In the case of submitting a certificate of completion of studies specified in item 1 point 2 and item 3, a candidate is obliged to submit his/her diploma of completion of studies or a certified copy thereof to the Office for Doctoral Students immediately after such documents are obtained.

§ 10

Immediately after being qualified for admission to the Doctoral School, each candidate is obliged to submit a medical certificate confirming that there are no obstacles for taking up studies at the Doctoral School to the Office for Doctoral Students. Failure to fulfil the obligation shall result in not allowing the candidate to participate in classes held at the Doctoral School.

§ 11

1. The documents specified in paragraph 9 should be submitted by candidates personally to the Office for Doctoral Students or sent to its address, subject to items 2 and 3.
2. The time limitation for submitting documents specified in the recruitment schedule is the final date for submission thereof to the Office for Doctoral Students or sending or filing the documents as specified in art. 57 paragraph 5 of the Act of 14 June 1960 – Administrative Procedure Code; it particularly applies to sending the documents via *Poczta Polska* office of an operator defined within the meaning of the Act of 23 November 2012 – Post Office Law.
3. In the case of foreigners, it is acceptable to send scans of the documents specified in paragraph 9 via electronic mail, provided that they are sent within the time limit set in the recruitment schedule, and at least one day prior to a set date of the qualification examination in English language. The original documents are submitted to the Recruitment Committee through the Office for Doctoral Students. In such a case the date of sending an e-mail with scans of documents enclosed is deemed to be the date of filing thereof.
4. Submission of the documents specified in paragraph 9, after the time limit set in the recruitment schedule results in passing a decision on rejecting an application for admission to the Doctoral School.
5. When submitting documents to the Office for Doctoral Students each candidate is obliged to produce his/her identity document.

Chapter 3

Document verification, inclusion in the qualification procedure

§ 12

1. Documents submitted by candidates in the recruitment procedure are verified by the Recruitment Committee.
2. Following the verification of documents, the Recruitment Committee admits candidates who meet the requirements specified in paragraph 5 items 1-3 to the qualification procedure, including the qualification examinations.
3. If documents filed in the recruitment procedure are incomplete, the Recruitment Committee demands that a candidate submits the missing documents within 7 days following the date of serving a relevant notice. Failure to meet this obligation within the set time limit results in not admitting the candidate to the recruitment procedure.
4. The Recruitment Committee notifies a candidate about admitting him/her to the qualification procedure and about the date of qualification examinations via electronic mail by sending all details to his/her e-mail address as indicated by the candidate in his/her application for admission to the Doctoral School.

Chapter 4

Qualification procedure

§ 13

1. In the qualification procedure the Recruitment Committee awards recruitment points for the following:
 - 1) Results of the qualification examinations:
 - a) in English language,
 - b) in the major subject;
 - 2) the average grade for the period of first-cycle and second-cycle programmes of studies or a unified long-cycle programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a unified long-cycle programme of studies;
 - 3) participation in student exchange programmes;
 - 4) scientific achievements.
2. Detailed criteria of awarding and method of calculating recruitment points in the qualification procedure is specified in Appendix no. 4.
3. The maximum total number of points that a candidate may be awarded in the qualification procedure is 46.
4. To obtain a satisfactory result in the qualification procedure a candidate has to be awarded at least 23 recruitment points and satisfactory grades in the qualification examinations.
5. The qualification procedure applied to foreigners admitted to the Doctoral School, as specified in paragraph 5 item 4 points 1-5, is conducted based on verification of the documents defined in paragraph 9. Following the verification, the Recruitment Committee qualifies foreigners who meet the requirements specified in paragraph 5 items 1-3, for admission to the Doctoral School for places given in the lists specified in paragraph 6 item 5 and item 7 point 2 on a first-come, first-served basis.

§ 14

1. The qualification examinations are held in:
 - 1) English language – in written form;
 - 2) the major subject – in spoken form, in English.
2. The thematic scope of the qualification examination in the major subject is compliant with the topic of the research project as indicated by a candidate in his/her application for admission to the Doctoral School.

3. The qualification examination in English language is held by the Foreign Language Centre (FLC) of the Medical University of Lodz. The results of the examination are approved by the Director of the Foreign Language Centre and submitted to the Office for Doctoral Students as minutes.
4. The results of the qualification examination in English language are published on the University website.
5. Obtaining a unsatisfactory grade in the qualification examination in English language results in not admitting a candidate to the qualification examination in the major subject.
6. The Recruitment Committee does not exempt a candidate from the qualification examination in English.
7. A candidate's absence from the qualification examination on a given date results in awarding him/her a unsatisfactory grade.

§ 15

1. When conducting the qualification procedure, the Recruitment Committee makes a ranking list, separate for each of the scientific disciplines in which studies are offered at the Doctoral School. The order in which candidates' names are placed on the list is based on the number of recruitment points obtained in the qualification procedure.
2. The Recruitment Committee qualifies a candidate for admission to the Doctoral School based on a ranking list, and awards him/her a place given on the lists specified in paragraph 6 item 5 and item 7 point 2, within the limit of places for a specific scientific discipline determined by the Rector.
3. If there are candidates who obtain the same number of recruitment points in the qualification procedure, the order in which they are placed on the ranking list depends on the number of points awarded by the Recruitment Committee for scientific achievements.
4. When the qualification procedure is completed, the Recruitment Committee adopts a resolution by which it indicates the candidates qualified and those not qualified for admission to the Doctoral School. The resolution is signed by all the members of the Recruitment Committee who participated in voting.
5. The results obtained by a candidate in the qualification procedure are documented by the Recruitment Committee by drawing up minutes as specified in the specimen form enclosed hereto as Appendix no. 5.
6. The results of the qualification procedure are published by the Recruitment Committee on the University website.
7. Upon a candidate's request the Recruitment Committee provides him/her with details on constituent results of the qualification procedure.
8. In case of any doubts as to the number of points awarded in the qualification procedure, a candidate qualified for admission to the Doctoral School, by filing an application, may request that the Recruitment Committee verifies the documents submitted in the recruitment procedure and recalculate the recruitment points – within 7 days following the publication of the qualification procedure results.

§ 16

1. Candidates who obtained a satisfactory result in the qualification procedure, however, were not qualified for admission to the Doctoral School because of insufficient number of places within the limit awarded to a specific organizational unit, may apply for places in other organizational units indicated by the Recruitment Committee. The list of available places is announced along with the results of the qualification procedure.
2. Candidates to be admitted to available places indicated by the Recruitment Committee are qualified according to the ranking list – in the order based on the number of points obtained in the qualification procedure.
3. Candidates specified in item 1 are obliged to file an application for admission to the Doctoral School to one of the places indicated by the Recruitment Committee within 7 days following

publication of the qualification procedure results as specified in the specimen form enclosed hereto as Appendix no. 2 or no. 3, respectively.

4. If a qualified candidate resigns from enrolment in the Doctoral School, other candidates are admitted to places that other candidates resigned from based on the ranking list, not later than before the commencement of the cycle of studies. These are candidates who obtained a satisfactory result in the qualification procedure but were not admitted to the Doctoral School due to a lack of available places.

Chapter 5

Admission to the Doctoral School

§ 17

1. Candidates are admitted to the Doctoral School by:
 - 1) being entered into the list of doctoral students – in the case of candidates who are Polish citizens;
 - 2) an administrative decision of the Rector – in the case of foreigners.
2. An entry into the list of doctoral students is made by the Director of the Doctoral School.
3. A candidate is admitted to the Doctoral School, within the limited number of places defined for a specific scientific discipline, if he/she meets all the following conditions:
 - 1) meeting the requirements specified in § 5 items 1-3,
 - 2) submitting the documents required in the recruitment procedure and specified in paragraph 9,
 - 3) obtaining a satisfactory result in the qualification procedure – subject to item 4.
4. If a person admitted to the Doctoral School is employed as an academic teacher or a member of academic staff, excluding the cases specified in art. 209 item 10 of the Act, an entry into the list of doctoral students is regarded to be effective if the employment relationship ceases or the employment period ends before the oath is taken and studies at the Doctoral School commence.
5. If an entry into the list of doctoral students is regarded as ineffective due to the fact that a person admitted to the Doctoral School does not meet the requirement specified in item 4, the place is awarded, based on the ranking list, to a candidate who obtained a satisfactory result in the qualification procedure, however, was not admitted to the Doctoral School due to the limit of places, not later than before the commencement of the cycle of studies.
6. A person admitted to the Doctoral School commences his/her studies and acquires the rights of doctoral student upon taking the oath.

Chapter 6

Refusal of admission to the Doctoral School

§ 18

1. An administrative decision on refusal of admission to the Doctoral School is passed by the Rector.
2. A decision on refusal of admission to the Doctoral School is passed if at least one of the following conditions occurs:
 - 1) failure to meet the requirements specified in paragraph 5 items 1-3;
 - 2) failure to submit the documents required in the recruitment procedure specified in paragraph 9;
 - 3) failure to obtain a satisfactory result in the qualification procedure;
 - 4) lack of available places in the Doctoral School within the limit of admissions specified for a given scientific discipline by the Rector.

§ 19

An application for reconsidering the case may be filed; such an application may be filed only on the grounds of infringement of the recruitment principles specified herein.

SECTION IV RECRUITMENT PROCEDURE FOR CANDIDATES WHOSE EDUCATION OR DOCTORAL SCHOLARSHIP WILL BE FINANCED OR CO-FINANCED WITH EXTERNAL FUNDS

§ 20

1. Recruitment for candidates whose studies or doctoral scholarship are financed or co-financed with external funds, including candidates employed for execution of research projects, may be conducted, with the consent of the Rector upon an application made by the head of an organizational unit, as a separate recruitment procedure – in the mode and in compliance with the principles set out herein, subject to items 2-5.
2. Applications specified in item 1, are filed with the Rector through the Director of the Doctoral School; the specimen form of the application is enclosed as Appendix no.6.
3. Recruitment, limit of admissions and the list of places available in the Doctoral School for a separate recruitment procedure defined in item 1 are announced by the Rector by way of a regulation within the time limit specified in the recruitment schedule. The regulation passed by the Rector is published on the University website along with the list of topics of research projects proposed by the organizational unit.
4. Candidates employed for the purpose of execution of research projects are also obliged to submit a consent for employment for the purpose of execution of research project issued by the project manager.
5. For the separate recruitment procedure specified in item 1, the Recruitment Committee makes a separate ranking list. The order in which the names of candidates are placed on the list depends on the number of recruitment points obtained in the qualification procedure.
6. The Recruitment Committee qualifies a candidate for admission to the Doctoral School based on the ranking list, awarding him/her a place included in the list specified in item 3.
7. If candidates obtain the same number of recruitment points, the order in which they are placed on the ranking list depends on the number of points for scientific achievements awarded by the recruitment Committee.

SECTION V FINAL PROVISIONS

§ 21

1. In the case of candidates for the Doctoral School who are disabled persons the recruitment rules and regulations specified in the Resolution are applied, subject to item 2.
2. The terms and conditions of holding the qualification examinations specified in paragraph 14, including the needs of candidates who are disabled persons, are defined under separate internal rules and regulations of the University.

§ 22

The Resolution becomes effective upon adoption hereof.

RECTOR
prof. dr hab. n. med. Radziśław Kordek

cc:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

Lodz, ...

.....
(stamp of the organizational unit)

**RECTOR
OF THE MEDICAL UNIVERSITY OF LODZ**

**through
the DIRECTOR
OF THE INTERNATIONAL DOCTORAL SCHOOL**

**APPLICATION FOR AWARDING PLACES
IN THE INTERNATIONAL DOCTORAL SCHOOL**

(to be filed in by the head of an organizational unit with the total number of places given)

I kindly request that places are awarded in the International Doctoral School run by the Medical University of Lodz in the academic year/..... for the Clinic/Ward/Department:

The application refers to graduates of the following faculties (*indicate or give the name of the faculty*):
Medicine, Medicine and Dentistry, Public Health, Biology, Biotechnology, Pharmacy, other:

Proposed supervisor(s):

PORPOSED TOPIC OF THE RESEARCH STUDY:

in the scientific discipline(s)*:

- ☐ pharmaceutical sciences
- ☐ medical sciences
- ☐ health sciences

Justification:

- list of research projects/grants implemented by the unit (name, duration, sources of financing):
.....
.....
- funds obtained from external sources and allocated for doctoral scholarships (amount, sources and financing period):
- research activity of the unit documented by publications or research projects and involving participation of doctoral students:
- number of points obtained, in the last three years prior to filing of the application, by a proposed supervisors(s) for articles published in scientific journals specified in part A of the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017 (list of impact factor journals) or for articles published in scientific journals or reviewed materials from international conferences specified in the current list announced by the Minister of Science and Higher Education:
.....

- the organization unit can provide professional placement training specified in the programme of studies:
YES/NO*

Consent of the proposed supervisor(s)
for scientific supervision
of the doctoral thesis/theses preparation

Head of the Organizational Unit
(Clinic/Ward/Department)

.....
(signature(s) and name stamp(s))

.....
(signature and name stamp)

* Indicate as appropriate.

Lodz, ...

**RECTOR
OF THE MEDICAL UNIVERSITY OF LODZ****through
the DIRECTOR
OF THE INTERNATIONAL DOCTORAL SCHOOL****APPLICATION FOR ADMISSION
TO THE INTERNATIONAL DOCTORAL SCHOOL**
(specimen form for candidates being Polish citizens)

I kindly request that I am admitted as a student of the International Doctoral School run by the Medical University in Lodz, in the academic year/....., for the place awarded to the Clinic/Ward/Department:.....

TOPIC OF THE RESEARCH PROJECT (determines the thematic scope of the qualification examination in the major subject):

in the following discipline*:

- ☐ pharmaceutical sciences
☐ medical sciences
☐ health sciences

CANDIDATE DETAILS

1. **Last name:** **First and middle names:** **Sex:** F/M
2. **Personal identification number /PESEL/, or if there is not any – the number of the identity document and name of the country that issued it:**
3. **Date and place of birth:**
(day/month/year) (place)
4. **Nationality:**
5. **Residence address:**
(town/city with the postal code, name of the street, house number, apartment number)
6. **Correspondence address (if different from the residence address):**
(town/city with the postal code, name of the street, house number, apartment number)
7. **Contact details:**
(phone number, e-mail address)
8. **Education:**
(professional title, name of the university, faculty, year of graduation, postgraduate studies)
9. **Doctoral studies at the medical University of Lodz** (year of commencing the studies, name of the supervisor, topic of the doctoral thesis, if not applicable, write: none):.....
10. **Doctoral degree: YES/NO*, in the scientific field, scientific discipline:**

11. **Achievements in scientific work** (*information on articles published/accepted for publication, scientific meeting communications, participation in implementation of research grants, awards and distinctions, science scholarships, science internships*):
12. **Other achievements** (individual course of studies, participation in student exchange programme):
13. **Specializations** (completed or in progress): **YES/NO***:
14. **Certificate of disability / certificate of disability degree / certificate specified in art. 5 and art. 62 of the Act of 27 August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons: YES/NO***.

* Indicate as appropriate.

By signing this document I hereby confirm that the data included in the application is true and correct.

Lodz, ...

.....
(candidate's signature)

Consent of the proposed supervisor:

**I hereby give my consent for scientific supervision
of the doctoral thesis preparation**

.....
(supervisor's signature and name stamp,
official seal of the Clinic/ Ward/Department)

(Tick as appropriate:)

- ☐ I give my consent for receipt of information on the procedure of recruitment to the International Doctoral School and the course of studies at the International Doctoral School provided by the Medical University of Lodz via electronic means of communication pursuant to the Act of 18 July 2002 on Electronic Services (Journal of Laws of 2019, item 123).
- ☐ I confirm that I have been instructed on the contents of art. 209 item 10 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws, item 1668, as amended), the legal effects thereof for the procedure of recruitment to the International Doctoral School.

(art. 209 item 10 of the Act of 20 July 2018 – Law on Higher Education and Science: A doctoral student may not be employed as an academic teacher or academic staff member. This restriction does not apply to employment of a doctoral student: 1) *for the purpose of execution of the research project specified in art. 119, item 2 points 2 and 3*; 2) *following the mid-semester assessment resulting in awarding a satisfactory grade, however, in the case of employment for the number of hours exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in item 4 point 2*; 3) *who is not entitled to doctoral scholarship*.)

Pursuant to art. 13 item 1 and item 2 of the Regulation (EU) of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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) we hereby inform that:

- 1) the Controller of your personal data is the Medical University of Lodz, al. Kościuszki 4, 90-419 Łódź;
- 2) you may contact the Data Protection Officer via e-mail address iod@umed.lodz.pl;
- 3) your personal data will be processed for the purpose of:

- a) conducting the procedure of recruitment to the International Doctoral School by the Medical University of Lodz, pursuant to art. 6 item 1 letters b, c, e and art. 9 item 2 letter b of the General Data Protection Regulation,
 - b) providing current information related to the procedure of recruitment to the International Doctoral School, and subsequently, information on the course of studies at the International Doctoral School pursuant to art. 6 item 1 letter a of the General Data Protection Regulation,
 - c) keeping a proper record of the course of studies at the International Doctoral School pursuant to art. 6 item 1 letters b, c, e and art. 9 item 2 letter b of the General Data Protection Regulation;
- 4) your personal data may be disclosed only to persons authorized by the Data Controller to process personal data, entities processing the data under an entrustment agreement and other entities authorized under the law;
 - 5) no automated decisions shall be made based on your personal data; it shall not be subject to profiling either;
 - 6) your personal data is stored for a period necessary for conducting all actions related to the procedure of recruitment and documentation archiving in compliance with the procedures applied by the Data Controller and resulting from the requirement to ensure an option of clarifying any doubts related to the recruitment process, and in the case of admission to the International Doctoral School, for the period of fifty years following completion of the studies;
 - 7) you have the right to file a complaint with the President of the Personal Data Protection Office concerning illegal processing of personal data by the Medical University of Lodz, however, the right to make a complaint applies only to cases relating to compliance of data processing with the applicable law;
 - 8) providing your personal data is necessary for the purpose of participation in the recruitment procedure and documenting the course of studies at the International Doctoral School pursuant to the Act of 20 July 2018 – Law on Higher Education and Science;
 - 9) you have the right of access to the contents of your personal data as well as the right to rectify, erase, restrict processing thereof, the right to object or to withdraw your consent at any time, which will not affect the lawfulness of processing based on the consent before the withdrawal – to the extent specified under the law.

I enclose the following documents (delete as appropriate):

No.	List of documents*	Confirmation of the receipt of the documents by the candidate
1	Original diploma / a certified copy of the diploma of completion of a second cycle / unified long-cycle programme / a certificate of completion of a second cycle / unified long-cycle programme and on being awarded the professional title of <i>magister</i> / <i>magister inżynier</i> / an equivalent title, issued by the dean's office	
2	Certificate of the average grade obtained for a first-cycle and second-cycle / unified long-cycle programme of studies (including two decimal places)	
3	Research project approved by the head of the chair / the dean (an outline of the research project in Polish / English language, consisting of up to three A4 pages)	
4	Documents confirming scientific achievements in the last five years, particularly copies of: scientific publications / scientific meeting communications / diplomas which confirm awards granted by the Student Scientific Society or other scientific societies / the Rector's awards for the best students and graduates or awards granted by the Minister – including the list thereof	
5	Certificate of participation in student exchange programmes / pursuing studies under the individual course of studies / completion of post-graduate studies	
6	Certificate of specialization training, completed or in progress	
7	Certificate confirming knowledge of a second modern foreign language, other than English language	
8	Two recent and signed photos in the format specified for identification documents	
9	Certificate of disability / a certificate of disability degree / a certificate specified in art. 5 and art. 62 of the Act of 27 August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons	

10	Other documents:	

* indicate as appropriate.

Lodz, ...

.....
(candidate's signature)

**I confirm the receipt of the documents
listed in the table above:**

.

.....
(signature of an employee
of the Office for Doctoral Students)

Lodz, ...

**RECTOR
OF THE MEDICAL UNIVERSITY OF LODZ**

**through
the DIRECTOR
OF THE INTERNATIONAL DOCTORAL SCHOOL**

**APPLICATION FOR ADMISSION
TO THE INTERNATIONAL DOCTORAL SCHOOL**
(specimen form for foreigners)

CANDIDATE DETAILS

1. **Last name:** **First and middle name(s):** **Sex:** F/M
2. **Personal identification number /PESEL/, or if there is not any – the number of the identity document and name of the state that issued it:**
3. **Date and place of birth:**
(day/month/year) (country of birth)
4. **Nationality:**
5. **Residence address:**
(town/city with the postal code, name of the street, house number, apartment number)
6. **Correspondence address (if different from the residence address):**
.....
(town/city with the postal code, name of the street, house number, apartment number)
7. **Contact details:**
(phone number, e-mail address)
8. **Education:**
(professional title, name of the university, faculty, year of graduation, postgraduate studies)
9. **Doctoral studies at the Medical University of Lodz** *(year of commencing the studies, name of the supervisor, topic of the doctoral thesis, if not applicable, write: none):*
10. **Doctoral degree: YES/NO*, in the scientific field, scientific discipline:**
11. **Achievements in scientific work** *(information on articles published/accepted for publication, scientific meeting communications, participation in implementation of research grants, awards and distinctions, science scholarships, science internships):*
12. **Other achievements** *(individual course of studies, participation in student exchange programme):*
13. **Specializations** *(completed or pursued): YES/NO*:*
14. **Certificate of disability / certificate of disability degree / certificate specified in art. 5 and art. 62 of the Act of 27 August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons: YES/NO*.**

* Indicate as appropriate.

By signing this document I hereby confirm that the data included in the application is true and correct.

Lodz, ...

.....
(candidate's signature)

Consent of the proposed supervisor:

**I hereby give my consent for scientific supervision
of the doctoral thesis preparation**

.....
(supervisor's signature and name stamp,
official seal of the Clinic/ Ward/Department)

(Tick as appropriate:)

☐ I give my consent for receipt of information on the procedure of recruitment to the International Doctoral School and the course of studies at the International Doctoral School provided by the Medical University of Lodz via electronic means of communication pursuant to the Act of 18 July 2002 on Electronic Services (Journal of Laws of 2019, item 123).

☐ I confirm that I have been instructed on the contents of art. 209 item 10 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws, item 1668, as amended), the legal effects thereof for the procedure of recruitment to the International Doctoral School.

(art. 209 item 10 of the Act of 20 July 2018 – Law on Higher Education and Science: A doctoral student may not be employed as an academic teacher or academic staff member. This restriction does not apply to employment of a doctoral student: 1) *for the purpose of execution of the research project specified in art. 119, item 2 points 2 and 3;* 2) *following the mid-semester assessment resulting in awarding a satisfactory grade, however, in the case of employment for the number of hours exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in item 4 point 2;* 3) *who is not entitled to doctoral scholarship.*)

Pursuant to art. 13 item 1 and item 2 of the Regulation (EU) of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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) we hereby inform that:

- 10) the Controller of your personal data is the Medical University of Lodz, al. Kościuszki 4, 90-419 Łódź;
- 11) you may contact the Data Protection Officer via e-mail address iod@umed.lodz.pl;
- 12) your personal data will be processed for the purpose of:
 - d) conducting the procedure of recruitment to the International Doctoral School by the Medical University of Lodz, pursuant to art. 6 item 1 letters b, c, e and art. 9 item 2 letter b of the General Data Protection Regulation,
 - e) providing current information related to the procedure of recruitment to the International Doctoral School, and subsequently, information on the course of studies at the International Doctoral School pursuant to art. 6 item 1 letter a of the General Data Protection Regulation,
 - f) keeping a proper record of the course of studies at the International Doctoral School pursuant to art. 6 item 1 letters b, c, e and art. 9 item 2 letter b of the General Data Protection Regulation;
- 13) your personal data may be disclosed only to persons authorized by the Data Controller to process personal data, entities processing the data under an entrustment agreement and other entities authorized under the law;
- 14) no automated decisions shall be made based on your personal data; it shall not be subject to profiling either;
- 15) your personal data is stored for a period necessary for conducting all actions related to the procedure of recruitment and documentation archiving in compliance with the procedures applied by the Data Controller and resulting from the requirement to ensure an option of clarifying any doubts related to the recruitment process, and in the case of admission to the International Doctoral School, for the period of fifty years following completion of the studies;
- 16) you have the right to file a complaint with the President of the Personal Data Protection Office concerning illegal processing of personal data by the Medical University of Lodz, however, the right to make a complaint applies only to cases relating to compliance of data processing with the applicable law;

- 17) providing your personal data is necessary for the purpose of participation in the recruitment procedure and documenting the course of studies at the International Doctoral School pursuant to the Act of 20 July 2018 – Law on Higher Education and Science;
- 18) you have the right of access to the contents of your personal data as well as the right to rectify, erase, restrict processing thereof, the right to object or to withdraw your consent at any time, which will not affect the lawfulness of processing based on the consent before the withdrawal – to the extent specified under the law.

I enclose the following documents (*delete as appropriate*):

No.	List of documents*	Confirmation of the receipt of the documents by the candidate
1	Original diploma / a certified copy of the diploma of completion of a second cycle / unified long-cycle programme / a certificate of completion of a second cycle / unified long-cycle programme and on being awarded the professional title of <i>magister</i> / <i>magister inżynier</i> / an equivalent title, issued by the dean's office	
2	Diploma of completion of studies abroad, in compliance with the provisions of the Act of 20 July 2018 – Law on Higher Education and Science, confirming education at the level equivalent to a second-cycle programme or a unified long-cycle programme in the Republic of Poland / regarded as equivalent to a relevant Polish diploma of completion of a second-cycle programme or a unified long-cycle programme and the professional title of <i>magister</i> , <i>magister inżynier</i> or an equivalent title	
3	Authentication of the diploma of studies completed abroad / Apostille clause	
4	Certificate of recognition, under the recognition procedure, of the equivalence of the diploma of studies completed abroad with a relevant Polish diploma of completion of a second-cycle / unified long-cycle programme of studies and the professional title of <i>magister</i> / <i>magister inżynier</i> / an equivalent title	
5	Certificate of the average grade obtained for a first-cycle and second-cycle / unified long-cycle programme of studies / a programme of studies completed abroad regarded as equivalent to a first-cycle and second-cycle / unified long-cycle programme of studies (including two decimal places)	
6	Research project approved by the head of the chair / dean (an outline of the research project in Polish / English language, consisting of up to three A4 pages)	
7	Documents confirming scientific achievements in the last five years, particularly copies of: scientific publications / scientific meeting communications / diplomas which confirm awards granted by the Student Scientific Society or other scientific / academic societies / the Rector's awards for the best students and graduates or awards granted by the Minister – including the list thereof	
8	Certificate of participation in student exchange programmes / pursuing studies under the individual course of studies / completion of post-graduate studies	
9	Certificate of specialization training, completed or in progress	
10	Certificate confirming knowledge of a second modern foreign language, other than English language	
11	Sworn translation of the documents into Polish done by a certified translator	
12	Two recent and signed photos in the format specified for identification documents	
13	Certificate of disability / a certificate of disability degree / a certificate specified in art. 5 and art. 62 of the Act of 27 August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons	

14	Other documents:	

* Indicate as appropriate.

Lodz, ...

.....
(candidate's signature)

**I confirm the receipt of the documents
listed in the table above:**

.....
(signature of an employee
of the Office for Doctoral Students)

**Method of calculation of recruitment points in the procedure of qualification
for the International Doctoral School in the academic year 2020/2021**

1. Candidates applying for admission to the International Doctoral School run by the Medical University of Lodz are awarded recruitment points in the qualification procedure for the following:
 - 1) **results of the qualification examinations:**
 - a) in English language,
 - b) in the major subject– however, the number of points awarded to a candidate corresponds to the sum of grades obtained in the examinations (grade scale: 2; 3; 3,5; 4; 4,5; 5) and may not be higher than 10; grade ‘2’ is an unsatisfactory grade;
 - 2) **the average grade** for a first-cycle and second-cycle or unified long-cycle programme of studies completed abroad and regarded as equivalent to a first-cycle and second-cycle or a unified long-cycle programme of studies completed in the Republic of Poland (excluding grades obtained in diploma examinations), whereas the number of points is calculated based on the following rule: the average grade rounded up to two decimal places is multiplied by three, and the obtained result is rounded up to one decimal place (e.g. $3.81 \times 3 = 11.43 = 11.4$; $3.86 \times 3 = 11.58 = 11.6$), it corresponds to the number of points awarded to a candidate (the number may not be higher than 15);
 - 3) **participation in student exchange programmes** – not more than 1 point;
 - 4) **scientific achievements according to the following criteria:**
 - a) articles published in scientific journals specified in part B of the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017 – 1 point for each, with the total number of points not higher than 4,
 - b) articles published in scientific journals specified in part A of the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017 (a list of impact factor journals), or articles published or accepted for publication in scientific journals or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education – 2 points for each, with the total number of points not higher than 6,
 - c) scientific meeting communications (active participation confirmed by abstracts) – 0.5 point for each, with the total number of points not higher than 3,
 - d) awards won in national or international conferences of student scientific societies or other scientific societies, the Rector’s awards for the best students and graduates, the Minister’s awards – 1 point each, up to 3 points in total,
 - e) individual course of studies – not more than 1 point,
 - f) knowledge of an additional modern foreign language, other than English language, confirmed by a certificate – not more than 1 point,
 - g) completed postgraduate studies – not more than 1 point,
 - h) specialization training completed or in progress (specialization training card or a diploma of a specialist) – 1 point– however, the total number of awarded points may not be higher than 20.
2. The total number of recruitment points awarded in the qualification procedure may not be higher than 46.

Lodz, ...

MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

1) Chairperson of the Committee – Director of the International Doctoral School:

2) other members of the Committee:

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

hereby declares that the candidate:,
(full name of the candidate)

Personal identification number /PESEL/, and if there is not any – the number of an identity document
and the name of the country which issued it:

.....,

obtained the following results in the procedure of qualification
for the International Doctoral School:

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
1	RESULTS OF QUALIFICATION EXAMINATIONS: -grade scale: 2; 3; 3,5; 4; 4,5; 5 - the total number of awarded points corresponds to the sum of the examination grades	Up to 10 points in total	Number of points	Total number of points
	written examination in English (based on the minutes drawn up by the Foreign Language Centre)	examination grade:		
	oral examination in the major subject	examination grade:		
2	THE AVERAGE GRADE for the first-cycle and second-cycle or the unified long-cycle programme of studies / for programme of studies completed abroad and regarded as equivalent to a first-cycle and second-cycle or a unified long-cycle programme of studies	Up to 15 points	Number of points	
	The average grade rounded up to two decimal places is multiplied by 3, and the obtained result is rounded up to one decimal place (e.g. $3.81 \times 3 = 11.43 = 11.4$; $3.86 \times 3 = 11.58 = 11.6$).			
3	PARTICIPATION IN STUDENT EXCHANGE PROGRAMMES	Up to 1 point	Number of points	

4	SCIENTIFIC ACHIEVEMENTS	Up to 20 points in total	Number of points	Total number of points
	articles published in scientific journals specified in part B of the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017	1 point for each, up to 4 points in total		
	articles published in scientific journals specified in part A of the list of scientific journals announced by the Minister of Science and Higher Education of 25 January 2017 (a list of impact factor journals) / articles published or accepted for publication in scientific journals or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education	2 points for each, up to 6 points in total		
	scientific meeting communications (active participation confirmed by abstracts)	0.5 point for each, up to 3 points in total		
	awards won in national / international conferences of student scientific societies / other scientific societies / the Rector's awards for the best students and graduates / the Minister's awards*	1 point for each, up to 3 points in total		
	individual course of studies	up to 1 point		
	additional modern foreign language, other than English language	up to 1 point		
	completed postgraduate studies	up to 1 point		
	specialization completed or in progress (card of specialization training or a diploma of a specialist)	1 point		
THE TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- A candidate may obtain up to 46 points in total in the qualification procedure.
- To be awarded a satisfactory result in the qualification procedure, a candidate has to obtain at least 23 points and satisfactory grades in qualification examinations.

DECISION OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School hereby decides to qualify / not to qualify the candidate: (*full name of the candidate*) for admission to the International Doctoral School run by the Medical University of Lodz, and to offer him/her a place awarded to the organizational unit: , within the limit of admissions defined by the Rector for the scientific discipline: / within the limit of admissions defined by the Rector (*in the case of limit defined for a separate recruitment procedure*):

* Indicate as appropriate.

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Director of the International Doctoral School:

.....

2) other Members of the Committee (*full name, signature*):

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

Lodz, ...

.....
(stamp of the organizational unit)

**RECTOR
OF THE MEDICAL UNIVERSITY OF LODZ**

**through
the DIRECTOR
OF THE INTERNATIONAL DOCTORAL SCHOOL**

APPLICATION

*(the application refers to the recruitment procedure for candidates whose costs of studies or doctoral scholarship
will be financed or co-financed with external funds)*

In relations to obtaining funds from external sources, i.e. funds awarded by based on
/ awarded by in relation to execution of the research project *(specify sources of financing, name of
the project)*, earmarked for covering / covering parts of the costs of studies of doctoral students / doctoral scholarship,
I hereby request that a consent is given for conducting a separate procedure of recruitment to
the International Doctoral School run by the Medical University of Lodz for these candidates in the academic year

I declare that the funds obtained from the above-mentioned external sources will be used in the period from to* to
cover the following costs:*

- 1) costs of execution of the above-mentioned research project:
- 2) costs of studies for doctoral student(s) / doctoral student(s) employed for the purpose of
execution of the above-mentioned research project:
- 3) doctoral scholarship / ...% of costs of the doctoral scholarship for doctoral student(s) employed for
the purpose of execution of the above-mentioned research project;
- 4) other expenses, i.e.:

**The application refers to graduates of the following faculties: medicine, medicine and dentistry, public health,
biology, biotechnology, pharmacy, other:** *(indicate or give the name of
the faculty)*

Proposed supervisor(s):

PROPOSED TOPIC OF THE RESEARCH STUDY:

in the following discipline(s)*:

- ☐ pharmaceutical sciences
- ☐ medical sciences
- ☐ health sciences

Justification:

- number of points obtained, in the last three years prior to filing of the application, by a proposed supervisors(s) for
articles published in scientific journals specified in part A of the list of scientific journals announced by the Minister
of Science and Higher Education of 25 January 2017 (list of impact factor journals) or for articles published in
scientific journals or reviewed materials from international conferences specified in the current list announced by the
Minister of Science and Higher Education:
- the organization unit can provide professional placement training specified in the programme of studies: **YES/NO***

Consent of the proposed supervisor(s)
for scientific supervision of doctoral thesis/theses preparation

Head of the Organizational Unit
(Clinic/Ward/Department)

.....
(signature(s) and name stamp(s))

.....
(signature and name stamp)

* indicate as appropriate.

**Resolution no. 3/2024
of February 1, 2024
of the Senate of the Medical University of Lodz**

**on the procedure of recruitment to the International Doctoral School
in the academic year 2024/2025**

Pursuant to Article 200 of the Act of July 20, 2018 – Law on Higher Education and Science (Journal of Laws of 2023, Item 742, as amended), and § 21(2)(1) and § 77 of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

**SECTION I
GENERAL PROVISIONS**

§ 1

1. The Resolution defines the procedure of recruitment to the International Doctoral School run by the Medical University of Lodz in the academic year 2024/2025 in the following disciplines: pharmacology and pharmacy, medical sciences and health sciences.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) organizational unit – a research and teaching unit of the University, i.e. a clinic, ward or department;
 - 3) Doctoral School – the International Doctoral School run by the University;
 - 4) candidate – a person applying for admission to the International Doctoral School run by the Medical University of Lodz;
 - 5) Act – the Act of July 20, 2018 – Law on Higher Education and Science.

**SECTION II
RECRUITMENT COMMITTEE**

§ 2

1. The procedure of recruitment to the Doctoral School is conducted by the Recruitment Committee.
2. The Recruitment Committee is composed of at least 7 members, including:
 - 1) Chairperson – the Head of the Doctoral School;
 - 2) at least two academic teachers representing each of the following disciplines: pharmacology and pharmacy, medical sciences and health sciences, holding the degree of *doktor habilitowany* (habilitatus doctor/habilitation degree) at least.
3. In justifiable cases, the Rector may change the composition of the Recruitment Committee or appoint observers acting in an advisory capacity as members of the Committee.
4. The administrative services for the Recruitment Committee are provided by the Office of Doctoral Studies.

§ 3

1. The Chairperson of the Recruitment Committee convenes and chairs meetings thereof.
2. Meetings of the Recruitment Committee are recorded in the form of minutes. Minutes are signed by the Chairperson and other members of the Committee who participate in the meeting.
3. The Recruitment Committee takes its decisions by resolutions. Resolutions are adopted by a simple majority of votes, in the presence of half of the members of the Committee at least. In the case of an equal number of votes cast, the vote given by the Chairperson is decisive.
4. In the case of the Chairperson's absence, a meeting of the Committee is convened and chaired by a Committee member authorized by the Chairperson. The provision of Item 3 is applied accordingly.

§ 4

The responsibilities of the Recruitment Committee involve conducting the recruitment procedure, including:

- 1) keeping recruitment procedure documentation;
- 2) carrying out formal and substantive assessment of documents submitted by candidates in the recruitment procedure;
- 3) taking decisions on admitting candidates to the qualification procedure;
- 4) holding the qualification exam in the major subject;
- 5) taking minutes of the qualification procedure;
- 6) publishing results of the qualification procedure.

SECTION III RECRUITMENT PROCEDURE

Chapter 1 Rules of the recruitment procedure

§ 5

1. The Doctoral School may admit a person who:
 - 1) holds the professional title of *magister*, *magister inżynier* or an equivalent title;
 - 2) obtained a consent for scientific supervision over preparation of the doctoral dissertation from a proposed supervisor;
 - 3) has knowledge of the English language at B2 level at least;
 - 4) is not a doctoral student at any other doctoral school.
2. In exceptional cases, justified by the highest quality of academic achievements, the Doctoral School may admit a person who does not meet the requirements specified in Item 1 Point 1, and who is a graduate of a first-cycle programme or a student who completed the third year of a uniform long-cycle programme.
3. Scientific achievements are defined as research studies of significant importance for the development of science, innovativeness and economy or for the development of international cooperation in the field of science and technology. Scientific achievements of a candidate are assessed by the Recruitment Committee which may ask a relevant scientific discipline council or the University Scientific Council for their opinion.
4. Foreigners may take up and pursue their studies at the Doctoral School under:
 - 1) international agreements, in compliance with the terms and conditions specified therein;
 - 2) agreements concluded by the University with foreign entities, in compliance with the terms and conditions specified therein;
 - 3) a decision of the Minister of Science and Higher Education;
 - 4) a decision of the Director of the Polish National Agency for Academic Exchange referring to

- its scholarship recipients;
- 5) a decision of the Director of the National Science Centre on awarding funds for execution of basic research in the form of a research project, internship or scholarship, qualified for awarding funds under a contest procedure;
 - 6) an administrative decision of the Rector.

§ 6

1. Limits of admissions to the Doctoral School for specific disciplines in which studies for doctoral students are offered are determined by the Rector based on applications for awarding places in the Doctoral School in a given academic year filed by heads of organizational units with the University electronic system, and an analysis of costs of studies of doctoral students incurred by the University.
2. Applications defined in Item 1 are filed with the Rector through the Head of the Doctoral School within the time limit specified by the Rector in an announcement.
3. Applications for awarding places in the Doctoral School may be filed by organizational units:
 - 1) implementing research projects or grants;
 - 2) obtaining funds from external sources for covering costs of doctoral students' studies, doctoral scholarships or conducting research activity with the participation of doctoral students and documented by publications or scientific projects;
 - 3) presenting scientific achievements, in the period of three years prior to filing of an application, confirmed by points obtained by proposed supervisors and awarded for articles published in scientific magazines specified in the list of magazines announced by the Minister of Science and Higher Education.
4. In the case of organizational units cooperating with foreign universities or scientific institutions aimed at granting a joint doctoral degree, an application for awarding a place at the Doctoral School may be considered with rules specified in Item 3 being omitted.
5. The procedure of recruitment to the Doctoral School is conducted according to the recruitment schedule set by the Rector in an ordinance.
6. Recruitment, limits of admissions to the Doctoral School and the list of places awarded to organizational units are announced by the Rector in an ordinance within the time limit specified in the recruitment schedule.
7. The recruitment procedure to the Doctoral School begins on July 2, 2024.
8. If the limits of places defined for a specific scientific discipline are not reached, the Rector, upon an application made by the Head of the Doctoral School, may decide on:
 - 1) a relevant increase in the limits of places for other scientific disciplines in which studies at the Doctoral School are offered;
 - 2) conducting the procedure of supplementary recruitment to the Doctoral School; the supplementary recruitment schedule, supplementary recruitment procedure and the list of places awarded to organizational units under the supplementary recruitment are announced by the Rector in an ordinance.
9. In justifiable cases, the Rector may decide on increasing the limit of places set for a specific scientific discipline or increasing the number of places awarded to a specific organizational unit.

§ 7

1. The procedure of recruitment to the Doctoral School is conducted by way of a contest in compliance with the rules specified herein. The results of the contest are open to the public.
2. A candidate may enter the contest for only one place defined in the list specified in § 6 Item 6 and Item 8 Point 2, selecting one topic of a research study.

3. A candidate is obliged to present an outline of a research project related to a selected topic of research study in Polish or English language.
4. A candidate is obliged to keep the time limits specified in the recruitment schedule.

§ 8

The procedure of recruitment to the Doctoral School includes the following stages:

- 1) registration of candidates in the University electronic recruitment system;
- 2) submission of documents required in the recruitment procedure and specified in § 9 by candidates;
- 3) formal and substantive assessment of documents submitted by candidates;
- 4) qualification procedure;
- 5) entry into the register of doctoral students or issue of an administrative decision.

Chapter 2

Submission of documents

§ 9

1. A candidate is obliged to submit to the Recruitment Committee, within the time limit specified in the recruitment schedule, the following documents:
 - 1) application for admission to the Doctoral School downloaded from the University electronic recruitment system; the application should include in particular: personal details of the candidate, topic of the research project, signature of a proposed supervisor confirming a consent for scientific supervision over preparation of the doctoral dissertation; the application should be filed with the Rector through the Head of the Doctoral School
 - 2) curriculum vitae (resume) including information on education, interests and scientific achievements of the candidate, including scientific publications and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the Doctoral School;
 - 3) original or a certified copy of the diploma of completion of a second-cycle or a uniform long-cycle programme or a certificate of completion of a second-cycle or a uniform long-cycle programme and being awarded the professional title of *magister*, *magister inżynier* or an equivalent title issued by the dean's office;
 - 4) certificate of the grade-point average obtained for a first-cycle and second-cycle programme or for a uniform long-cycle programme or for programme of studies completed abroad and being regarded as equivalent to first-cycle and second-cycle programmes or a uniform long-cycle programme;
 - 5) outline of the research project specified in § 7 Item 3, consisting of up to three A4 pages, approved by the proposed supervisor;
 - 6) certificate confirming knowledge of another modern foreign language, other than English language, at B2 level at least (as defined by the standards of the Common European Framework of Reference for Languages (CEFR) – if a candidate holds such a certificate;
 - 7) documents confirming scientific achievements, including in particular copies of:
 - a) scientific publications and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the Doctoral School,
 - b) diplomas confirming awards granted by the Student Scientific Society or other scientific societies, awards granted by the Rector to the best students and graduates or awards granted by the Minister;

- c) documents confirming that the candidate filed a patent application for an invention or a utility model with the patent office as the author or a co-author; or that the candidate is the author or a co-author of an invention or a utility model for which the patent office has granted a patent or a protection right, respectively, including the number of application, patent or protection right assigned by the patent office, understood as a confirmation of the application filed with the patent office, including the list of authors, the relevant Item in the patent office database (e.g. <https://ewyszukiwarka.pue.uprp.gov.pl/>) or the first page of the patent description being the grounds for filing the application with the patent office - if a candidate holds such a certificate;
 - 8) certificates of participation in student exchange programmes, completion of post-graduate studies – if a candidate holds such a document;
 - 9) a diploma or a certificate of completion of other programme of university studies - if a candidate holds such a document;
 - 10) two recent and signed photos in the format specified for identification documents;
 - 11) if a candidate has a certificate of disability degree or a certificate specified in Article 5 and Article 62 of the Act of August 27, 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons – a copy of the certificate; the candidate is obliged to present the original document to the Office of Doctoral Studies.
2. A candidate who is also a participant of doctoral studies programme conducted at the University is obliged to indicate, in the application specified in Item 1 Point 1, the topic of their research project other than the topic of the doctoral dissertation prepared during their doctoral programme, as well as a proposed supervisor other than the supervisor providing scientific supervision over preparation of the doctoral dissertation in the doctoral programme.
 3. A candidate specified in § 5 Item 2 is obliged to submit the original or a certified copy of the diploma of completion of a first-cycle programme or a certificate of completion of a first-cycle programme or a certificate of completion of the third year of a uniform long-cycle programme issued by the dean's office, and a summary of their earlier scientific achievements along with the dean's opinion as well as a list and copies of articles already published or accepted for publication and related to the conducted research studies.
 4. In the case of submitting certificates on completion of studies specified in Item 1 Point 3 and Item 3, a candidate is obliged to present to the Office of Doctoral Studies a diploma or a certified copy of a diploma of completion of studies immediately after obtaining the document.
 5. A candidate, holding a diploma of studies completed abroad is obliged to submit:
 - 1) a diploma which is authenticated or has an Apostille clause enclosed,
 - 2) a certificate of recognition, under the recognition procedure, of the equivalence of the diploma with a relevant Polish diploma of completion of studies and the professional title – if they are required under the law.
 6. The documents required in the recruitment procedure may be filed in Polish or English, subject to Item 7.
 7. If documents that confirm fulfilment of the requirements specified in § 5 Items 1-3 are drawn up in a language other than Polish or English, a candidate is obliged to submit them along with a sworn translation into Polish or English issued by a certified translator.

§ 10

Immediately after being qualified for admission to the Doctoral School, a candidate is obliged to submit to the Office of Doctoral Studies a medical certificate confirming that there are no obstacles for their taking up studies at the Doctoral School. Failure to fulfil the obligation will result in not allowing the candidate to participate in classes held at the Doctoral School.

§ 11

1. The documents specified in § 9 should be submitted by a candidate personally to the Office of Doctoral Studies or sent to its address, subject to Item 2.
2. In the case of foreigners, it is acceptable to send scans of the documents specified in § 9 via electronic mail, provided that they are sent within the time limit set in the recruitment schedule, and the original documents are submitted to the Recruitment Committee through the Office of Doctoral Studies not later than within:
 - 1) four days after publication of the list of candidates qualified for admission to the Doctoral School.
 - 2) 30 days after publication of the list of candidates qualified for admission to the Doctoral School - if the foreigner is required to obtain a visa entitling them to stay in the territory of the Republic of Poland.
3. In the case referred to in Item 2, the date of submitting the documents is the date of sending the e-mail containing scans thereof.
4. When submitting documents to the Office of Doctoral Studies, a candidate is obliged to produce their identity document.

Chapter 3

Document verification, inclusion in the qualification procedure

§ 12

1. Documents submitted by candidates in the recruitment procedure are subject to formal and substantive assessment by the Recruitment Committee.
2. Following the assessment of documents, the Recruitment Committee admits candidates who meet the requirements specified in § 5 Items 1-3 to the qualification procedure.
3. If documents filed in the recruitment procedure are incomplete, the Recruitment Committee requires that a candidate submit the missing documents within seven days after being served a relevant notice. Failure to meet this obligation within the set time limit results in rejecting the application, and thus not admitting the candidate to the recruitment procedure.
4. The Office Doctoral Studies notifies the candidate about admitting them to the qualification procedure and about the date of qualification exams via electronic mail by sending all details to their e-mail address as indicated by the candidate in their application for admission to the Doctoral School.

Chapter 4

Qualification procedure

§ 13

1. In the qualification procedure, the Recruitment Committee awards recruitment points for the following:
 - 1) Results of the qualification exams:
 - a) in English language,
 - b) in a major subject;
 - 2) the average grade for the period of first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies;
 - 3) participation in student exchange programmes;

- 4) individual course of study, completed postgraduate studies or another programme of studies;
- 5) knowledge of another modern language, other than English (B2 level at least);
- 6) scientific achievements, in particular:
 - a) scientific articles and scientific meeting communications published in the period of five years preceding filing an application for admission to the Doctoral School,
 - b) academic awards granted by scientific societies, rectors and ministers,
 - c) inventions or utility models with regard to which the candidate has filed patent applications with the patent office as the author or a co-author,
 - d) invention patents or the protection right for utility models granted to the candidate as the author or a co-author.
2. The maximum total number of points that a candidate may be awarded in the qualification procedure is 40.
3. To obtain a satisfactory result in the qualification procedure a candidate must be awarded at least 22 recruitment points and satisfactory grades in the qualification exams.
4. Detailed criteria of awarding and method of calculating recruitment points in the qualification procedure are specified in Annex 1 hereto.
5. The qualification procedure applied for foreigners admitted to the Doctoral School, as specified in § 5 Item 4 Points 1-5, is conducted based on formal and substantive assessment of the documents defined in § 9. Following the assessment of documents, the Recruitment Committee qualifies foreigners who meet the requirements specified in § 5 Items 1-3, for admission to the Doctoral School for places given in the lists specified in § 6 Item 6 and Item 8 Point 2 on a first-come, first-served basis.

§ 14

1. The qualification exams are held in:
 - 1) English language – in written form;
 - 2) a major subject – in spoken form, in English.
2. The thematic scope of the qualification exam in a major subject is compliant with the topic of the research project as indicated by a candidate in their application for admission to the Doctoral School.
3. The qualification exam in English language is held by the Foreign Language Centre (FLC) of the Medical University of Lodz. The results of the exam are approved by the Head of the Foreign Language Centre and submitted to the Office of Doctoral Studies as minutes.
4. The results of the qualification exam in English language are published on the University website.
5. The Recruitment Committee does not exempt a candidate from the qualification exam in English.
6. A candidate who obtained an unsatisfactory grade in the qualification exam in English may not be admitted to the qualification exam in a major subject.
7. Obtaining an unsatisfactory grade in the qualification exam in English or a major subject results in obtaining a negative result in the qualification procedure.
8. A candidate's absence from the qualification exam on a given date results in awarding them an unsatisfactory grade.

§ 15

1. After completion of the qualification procedure, the Recruitment Committee makes a ranking list, separate for each of the scientific disciplines in which studies are offered at the Doctoral

School. The order in which candidates' names are placed on the list is based on the number of recruitment points obtained in the qualification procedure.

2. The Recruitment Committee qualifies a candidate who meets the criteria specified in § 5 Items 1-3 and who obtained a positive result in the qualification procedure for admission to the Doctoral School based on a ranking list, and awards them a place given on the lists specified in § 6 Item 6 and Item 8 Point 2, within the limit of places for a specific scientific discipline determined by the Rector.
3. In the case of candidates who obtain the same number of recruitment points in the qualification procedure, the order in which they are placed on the ranking list depends on the number of points for scientific achievements awarded by the Recruitment Committee.
4. When the qualification procedure is completed, the Recruitment Committee adopts a resolution by which it indicates the candidates qualified and those not qualified for admission to the Doctoral School. The Resolution is signed by all the members of the Recruitment Committee who participated in voting.
5. The results obtained by a candidate in the qualification procedure are documented by the Recruitment Committee by drawing up minutes as specified in the specimen form enclosed hereto as Annex 2 hereto.
6. The results of the qualification procedure are published by the Recruitment Committee on the University website.
7. Upon a candidate's request, the Recruitment Committee provides them with details on the constituent results of the qualification procedure.
8. In case of any doubts as to the number of points awarded in the qualification procedure, within three days following the publication of the qualification procedure results, a candidate may file a request with the Recruitment Committee for reassessment of the documents submitted in the recruitment procedure and recalculation of the recruitment points. The decision of the Recruitment Committee made after recalculating the recruitment points is final.

§ 16

1. Candidates who obtained a satisfactory result in the qualification procedure, however, were not qualified for admission to the Doctoral School because of insufficient number of places within the limit awarded to a specific organizational unit, may apply for places in other organizational units indicated by the Recruitment Committee. The list of places available at the Doctoral School is announced along with the results of the qualification procedure.
2. Candidates to be admitted to available places indicated by the Recruitment Committee are qualified according to the ranking list – in the order based on the number of points obtained in the qualification procedure.
3. Candidates specified in Item 1 are obliged to file an application for admission to the Doctoral School (specified in § 9 Item 1 Point 1) to one of the places indicated by the Recruitment Committee within three days following publication of the qualification procedure results.
4. If a candidate qualified for admission to the Doctoral School resigns from enrolment, other candidates are admitted to places that other candidates resigned from based on the ranking list, not later than before the commencement of the cycle of studies. These are candidates who obtained a satisfactory result in the qualification procedure but were not admitted to the Doctoral School due to a lack of available places.

Chapter 5

Admission or refusal of admission to the Doctoral School

§ 17

1. Candidates are admitted to the Doctoral School by:
 - 1) being entered into the register of doctoral students – in the case of candidates who are Polish citizens;
 - 2) an administrative decision of the Rector – in the case of foreigners.
2. Entry into the register of doctoral students is made by the Head of the Doctoral School.
3. A candidate is admitted to the Doctoral School, within the limited number of places determined by the Rector for a specific scientific discipline, if they:
 - 1) meet the requirements specified in § 5 Items 1-3;
 - 2) submit the documents specified in § 9 within the time limit defined in the recruitment schedule;
 - 3) obtain a satisfactory result in the qualification procedure,
 - 4) are qualified for admission by the Recruitment Committee – subject to Item 3.
4. A person admitted to the Doctoral School commences their studies and acquires the rights of a doctoral student upon taking the oath.
5. If a person resigns from pursuing studies before taking the oath, an entry into the register of doctoral students is regarded as invalid.

§ 18

1. An administrative decision on refusal of admission to the Doctoral School is passed by the Rector.
2. A decision on refusal of admission to the Doctoral School is passed if at least one of the following conditions occurs:
 - 1) the requirements specified in § 5 Items 1-3 are not met;
 - 2) a negative result is obtained in the qualification procedure;
 - 3) documents specified in § 9 are not submitted by the time limit set in the recruitment schedule;
 - 4) refusal of admission to the Doctoral School by the Recruitment Committee due to a lack of available places.

§ 19

An application for reconsidering the case may be filed within 14 days following the service of the decision. The only grounds for filing such an application are infringement of the recruitment principles specified herein.

SECTION IV RECRUITMENT PROCEDURE WITHIN A PROGRAMME OR PROJECT FINANCED WITH EXTERNAL FUNDS

§ 20

Recruitment for candidates applying for admission to the Doctoral School under a program or project financed from external sources, hereinafter referred to as the "Project", is carried out in the manner and in compliance with the terms and conditions specified in this Resolution, subject to § 21-23.

§ 21

1. Recruitment to the Doctoral School under the project may be conducted, at the request of the head of the organizational unit, as part of a separate recruitment procedure. The application is submitted to the Rector in the University's IT system, through the Head of the Doctoral School.
2. A separate procedure of recruitment to the Doctoral School is conducted according to the schedule of recruitment specified by the Rector in an ordinance.
3. Recruitment, limit of admissions and the list of places available in the Doctoral School for a separate recruitment procedure defined in Item 1, as well as the list of topics of research studies proposed by these organizational units are announced by the Rector in an ordinance within the time limit specified in the recruitment schedule.

§ 21

1. The recruitment procedure for candidates applying for admission to the Doctoral School under the project is conducted by the Recruitment Committee appointed by the Rector.
2. The Recruitment Committee consists of at least eight persons, including:
 - 1) Chairperson – Head of the Doctoral School;
 - 2) at least two academic teachers representing one of the following scientific disciplines: pharmacology and pharmacy, medical sciences and health sciences, holding at least a habilitated doctor's degree;
 - 3) an academic teacher designated by the head of the University's Foreign Language Teaching Centre .
3. The provisions specified in § 2-4 shall apply accordingly to the Recruitment Committee.
4. In the qualification procedure for candidates applying for admission to the Doctoral School within the project, the Recruitment Committee awards recruitment points for the following:
 - 1) research project prepared by the candidate – up to 30 points in total, including:
 - a) uniqueness or scientific value of the project – 0-10 points,
 - b) level of theoretical preparation and a list of references – 0-5 points,
 - c) methodological correctness of the project – 0-5 points,
 - d) feasibility of the project within the period of studies at the Doctoral School – 0-10 points;
 - 2) scientific achievements of a candidate, in particular scientific publications and scientific meeting communications for the period of the last five years prior to filing of the application for admission to the Doctoral School – 0-10 points;
 - 3) interview in English – up to 60 points in total, including:
 - a) knowledge of English – 0-20 points,
 - b) providing substantive reasons for choosing the topic of the doctoral dissertation – 0-20 points,
 - c) knowledge of issues related to the research project – 0-10 points,
 - d) knowledge of scientific research methodology – 0-10 points.
5. The maximum number of points that a candidate may be awarded in the qualification procedure is 100 points.
6. To achieve a satisfactory result in the qualification procedure, a candidate must obtain at least 50 recruitment points.
7. In case of absence from the qualifying exam on the scheduled date, the candidate receives an unsatisfactory grade.
8. After completion of the qualification procedure, the Recruitment Committee makes a ranking list. The order in which candidates' names are placed on the list is based on the number of recruitment points obtained.

9. Based on the ranking list, the Recruitment Committee qualifies candidates who meet the criteria specified in § 5 Items 1-3 and who obtained a positive result in the qualification procedure for admission to the Doctoral School within a project, and awards them places given on the list specified in § 20 Item 4, within the limit of places for the project as announced by the Rector.
10. The Recruitment Committee records results obtained by candidates in the recruitment procedure by taking minutes whose template form is enclosed as Annex 3 hereto.

§ 23

1. A candidate is admitted the Doctoral School under the Project if they fulfil all of the following conditions:
 - 1) they meet the requirements specified in § 5 Items 1-3;
 - 2) they submit the documents referred to in § 9 within the time limit defined in the recruitment schedule;
 - 3) they obtain a positive result in the qualification procedure;
 - 4) they are qualified for admission by the Recruitment Committee;
 - 5) the University obtains funds from external sources to finance doctoral scholarship under the Project.
2. A decision on refusal of admission to the Doctoral School under the Project is passed if at least one of the following conditions occurs:
 - 1) the requirements specified in § 5 Items 1-3 are not met;
 - 2) the documents specified in § 9 are not submitted by the time limit set in the recruitment schedule;
 - 3) a negative result is obtained in the qualification procedure;
 - 4) a candidate does not qualify for admission by the Recruitment Committee due to lack of places;
 - 5) the University does not obtain funds from external sources to finance doctoral scholarship under the Project.
3. In the case of decisions on admission or refusal of admission to the Doctoral School falling beyond the scope defined in Items 1 and 2, the rules specified in § 17-19 apply.

SECTION V FINAL PROVISIONS

§ 24

1. In the case of candidates for the Doctoral School who are disabled persons, the rules of recruitment specified in this Resolution are applied, subject to Item 2.
2. The terms and conditions of conducting the qualification exams specified in § 14 Item 1, allowing the needs of candidates who are disabled persons, are defined under separate internal regulations of the University.

§ 25

The Resolution becomes effective upon being adopted.

RECTOR
Prof. Radziław Kordek, MD PhD

cc:
- Intranet/Public Information Bulletin

**Criteria of awarding and calculating recruitment points in the procedure of qualification
for the International Doctoral School
in the academic year 2024/2025**

1. Candidates applying for admission to the International Doctoral School run by the Medical University of Lodz are awarded recruitment points in the qualification procedure for the following:

1) results of the qualification exams:

- a) in English language,
- b) in a major subject
- however, the number of points awarded to a candidate corresponds to the sum of grades obtained in the exams (grade scale: 2; 3; 3.5; 4; 4.5; 5) and may not be higher than 10; grade '2' is an unsatisfactory grade;

2) the average grade for first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies or a programme of studies completed abroad and regarded as equivalent to first-cycle and second-cycle programmes of studies or a uniform long-cycle programme of studies (excluding grades obtained in diploma exams); however, the number of points is calculated based on the following rule: the average grade rounded up to two decimal places is multiplied by three, and the obtained result, rounded up to one decimal place, corresponds to the number of points awarded to a candidate (the number may not be higher than 15);

3) participation in student exchange programmes – 1 point;

4) individual course of study, completed postgraduate studies or other programme of university studies – 1 point;

5) knowledge of another modern foreign language, other than English language, confirmed by a certificate (B2 level at least) as defined by the standards of the Common European Framework of Reference for Languages (CEFR) – 2 points;

6) scientific achievements according to the following criteria:

- a) publications in the period of five years before filing of an application for admission to the Doctoral School:
 - articles published or accepted for publication in scientific journals specified in the current list announced by the Minister of Science and Higher Education (the candidate is the second or a subsequent author) – 1 point for each, up to 3 points in total,
 - articles published or accepted for publication in scientific journals specified in the current list announced by the Minister of Science and Higher Education (the candidate is the first author) – 2 points for each, up to 4 points in total,
 - scientific meeting communications (active participation confirmed by abstracts and certificates) – 0.5 point for each, up to 2 points in total,
- b) awards won in national or international conferences of student scientific societies or other scientific societies, university rector's awards for the best students and graduates, minister's awards, patent applications for inventions or utility models filed with the patent office by the candidate as the first author or a co-author, an invention patent or the protection right for utility model obtained by the candidate as the first author or a co-author – 1 point for each, up to 2 points in total; however, the total number of points awarded for scientific achievements may not be higher than 11.

2. If the grades on a diploma issued abroad are expressed in a grading scale other than the Polish grading scale, the following formula is used to convert them in accordance with the Polish grading scale:

$$OP = \frac{(OS - \min)}{\max - \min} \times 3 + 2, \text{ where:}$$

1) OP – means a grade calculated in accordance with the Polish grading scale;

- 2) OS – means the grade indicated in the supplement to the diploma of completion of studies;
- 3) min – means the lowest grade on the grading scale applicable in the candidate's country;
- 4) max – means the highest mark on the grading scale applicable in the candidate's country.

Lodz, ...

MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

1) Chairperson of the Committee – Head of the International Doctoral School:

2) Members of the Committee:

.....
.....

hereby confirms that the candidate: ,
(full name of the candidate)

date of birth,

obtained the following results in the procedure of qualification
for the International Doctoral School:

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
			Number of points	Total number of points
1	RESULTS OF QUALIFICATION EXAMS: - grade scale: 2; 3; 3.5; 4; 4.5; 5 - the total number of awarded points corresponds to the sum of the exam grades	up to 10 points in total		
	written exam in English (based on the minutes drawn up by the Foreign Language Centre)	exam grade:		
	oral exam in a major subject	exam grade:		
2	THE AVERAGE GRADE for first-cycle and second-cycle programmes of studies / a uniform long-cycle programme of studies / a programme of studies completed abroad and regarded as equivalent to a first-cycle and second-cycle or a uniform long-cycle programme of studies* The average grade rounded up to two decimal places is multiplied by three, and the obtained result, rounded up to one decimal place, is the number of points awarded (e.g. $3.81 \times 3 = 11.43 = 11.4$; $3.86 \times 3 = 11.58 = 11.6$).	up to 15 points		
3	PARTICIPATION IN STUDENT EXCHANGE PROGRAMMES	1 point		

*indicate as appropriate

4	INDIVIDUAL COURSE OF STUDY, COMPLETED POSTGRADUATE STUDIES OR OTHER PROGRAMME OF UNIVERSITY STUDIES	1 point		
5	KNOWLEDGE OF ANOTHER MODERN FOREIGN LANGUAGE, OTHER THAN ENGLISH LANGUAGE, CONFIRMED BY A CERTIFICATE, B2 LEVEL AT LEAST, AS DEFINED BY THE STANDARDS OF THE COMMON EUROPEAN FRAMEWORK OF REFERENCE FOR LANGUAGES (CEFR)	2 points		
6	SCIENTIFIC ACHIEVEMENTS*	up to 11 points in total	number of points	total number of points
	articles published in scientific journals* – the candidate is the second or a subsequent author**	1 point for each, up to 3 points in total		
	articles published in scientific journals** – the candidate is the first author**	2 points for each, up to 4 points in total		
	scientific meeting communications (active participation confirmed by abstracts and certificates)	0.5 point for each, up to 2 points in total		
	awards won in national or international conferences of student scientific societies/other scientific societies/university rector’s awards for the best students and graduates/ minister’s awards/ patent applications for inventions/utility models filed with the patent office by the candidate as the first author or a co-author)/invention patent/ utility model protection right obtained by the candidate as the first author or a co-author (number of the application/patent/protection right assigned by the patent office)***	1 point for each, up to 2 points in total		
TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- In the qualification procedure, a candidate may obtain up to 40 points in total.
- To be awarded a satisfactory result in the qualification procedure, a candidate must obtain at least 22 points and satisfactory grades in the qualification exams.

* Scientific articles and scientific meeting communications published in the period of five years prior to filing of an application for admission to the Doctoral School should be included.

** Articles published or accepted for publication in scientific journals specified in the current list announced by the Minister of Science and Higher Education.

*** Indicate as appropriate.

**DECISION
OF THE RECRUITMENT COMMITTEE
FOR THE INTERNATIONAL DOCTORAL SCHOOL**

**The Recruitment Committee for the International Doctoral School hereby decides
TO QUALIFY / NOT TO QUALIFY***

.....(*full name of the candidate*)
for admission to the International Doctoral School run by the Medical University of Lodz in the disciplines:
pharmacology and pharmacy, medical sciences, health sciences, and to offer them a place awarded to the
organizational unit: ,
within the limit of admissions determined by the Rector for the scientific discipline:

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Head of the International Doctoral School (*full name, signature*):

.....

2) Members of the Committee (*full name, signature*):

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

* Indicate as appropriate

* Indicate as appropriate.

Lodz, ...

MINUTES OF THE RECRUITMENT COMMITTEE FOR THE INTERNATIONAL DOCTORAL SCHOOL

The Recruitment Committee for the International Doctoral School represented by:

1) Chairperson of the Committee – Head of the International Doctoral School:

2) Members of the Committee:

.....
.....

hereby confirms that the candidate: ,
(full name of the candidate)

date of birth,

obtained the following results in the procedure of qualification
for the International Doctoral School:

No.	Criteria of awarding recruitment points in the qualification procedure		Points	
1	ASSESSMENT OF THE RESEARCH PROJECT	up to 30 points in total	number of points	total number of points
	uniqueness or scientific value of the project	0-10 points		
	stage of theoretical preparation and a list of references	0-5 points		
	methodological correctness of the project	0-5 points		
	feasibility of the project within the period of studies at the International Doctoral School	0-10 points		
2	SCIENTIFIC ACHIEVEMENTS (in particular scientific articles and scientific meeting communications in the period of the last five years prior to filing of the application for admission to the International Doctoral School)	0-10 points	number of points	
3	INTERVIEW IN ENGLISH	up to 60 points in total	number of points	total number of points
	knowledge of English	0-20 points		
	presenting substantive reasons for choosing the topic of the doctoral dissertation – 0-20 points	0-20 points		

	knowledge of issues related to the research project	0-10 points		
	knowledge of scientific research methodology	0-10 points		
TOTAL NUMBER OF POINTS OBTAINED IN THE QUALIFICATION PROCEDURE:				

- In the qualification procedure, a candidate may obtain up to 100 points in total.
- To be awarded a satisfactory result in the qualification procedure, a candidate must obtain at least 50 points.

**DECISION OF THE RECRUITMENT COMMITTEE
FOR THE INTERNATIONAL DOCTORAL SCHOOL**

**The Recruitment Committee for the International Doctoral School hereby decides
TO QUALIFY / NOT TO QUALIFY***

..... (full name of the candidate)
**for admission to the International Doctoral School run by the Medical University of Lodz
in the disciplines: pharmacology and pharmacy, medical sciences, health sciences, and to offer them
a place awarded to the organizational unit:,
within the limit of admissions determined by the Rector for a project financed with external funds:**
.....

Signatures of the Members of the Recruitment Committee for the International Doctoral School:

1) Chairperson of the Committee – Head of the International Doctoral School (full name, signature):

.....

2) Members of the Committee (full name, signature):

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

* Indicate as appropriate.

**Resolution No. 289/2019
of May 28, 2019
of the Senate of the Medical University of Lodz**

on the Rules and Regulations of the Doctoral School

Pursuant to Article 292 of the Act of July 3, 2018 – Implementing provisions – Law on Higher Education and Science (Journal of Laws, Item 1669, as amended), and § 34 Item 5 of the Statutes of the Medical University of Lodz of September 29, 2011, as amended, the Senate of the Medical University of Lodz hereby adopts the following resolution:

§ 1

The Doctoral School run by the Medical University of Lodz in the following scientific disciplines: pharmacology and pharmacy, medical sciences and health sciences hereby adopts the Rules and Regulations, constituting an annex to the Resolution.

§ 2

The Rules and Regulations of the Doctoral School become effective on October 1, 2019.

§ 3

The Resolution becomes effective upon being adopted.

Authorized by the Rector:

Vice-Rector for Organizational and Student Affairs
Prof. Janusz Piekarski, MD, PhD

CC:

- organizational units according to the distribution list
- Intranet/Public Information Bulletin

Annex to Resolution No. 289/ 2019
of May 28, 2019
of the Senate of the Medical University of Lodz

RULES AND REGULATIONS OF THE DOCTORAL SCHOOL

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the Doctoral School run by the Medical University of Lodz in the following disciplines: pharmacology and pharmacy, medical sciences, health sciences, as well as the rights and obligations of doctoral students resulting therefrom.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) Senate – the University Senate;
 - 3) organizational unit – a University research and teaching unit, i.e., a department, clinical ward or unit;
 - 4) Doctoral School – an organized form of education provided by the University in the scientific disciplines specified in Item 1;
 - 5) doctoral student – a person pursuing their studies at the Doctoral School run by the University;
 - 6) Act – the Act of July 20, 2018 – Law on Higher Education and Science;
 - 7) Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and end with submission of a doctoral dissertation.
2. The studies at the Doctoral School prepare doctoral students for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmacology and pharmacy, medical sciences, health sciences, and creates conditions for the doctoral student to:
 - 1) prepare for performing teaching, research and research and development work;
 - 2) acquire the skill of taking advantage of the world’s scientific achievements;
 - 3) identify and solve research problems, plan and conduct research studies, as well as use results of studies through patents and publications;
 - 4) acquire high research competencies and scientific independence;
 - 5) prepare for independent planning of their own scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
 - 6) prepare for participation in exchange of research experience and ideas, also in an international community.
3. No fees are charged for the studies offered to doctoral students at the Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted in compliance with the program of studies and an individual research plan.
2. The academic year at the Doctoral School begins on October 1 and ends on September 30. It is divided into two semesters.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Head of the Doctoral School appointed and dismissed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Head of the Doctoral School may be held by an academic teacher employed with the University, being their primary place of employment, and holding the title of professor or *doktor habilitowany* (habilitated doctor).
3. Supervision over the Doctoral School is exercised by the Rector.

§ 5

1. In particular, the Head of the Doctoral School:
 - 1) plans a development strategy for the Doctoral School and presents it to the Rector;
 - 2) organizes and supervises the implementation of the program of studies at the Doctoral School;
 - 3) chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 - 4) enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 - 5) after consulting the doctoral student, appoints their doctoral dissertation supervisor(s) or a supervisor and an assistant supervisor;
 - 6) approves the individual research plan presented by the doctoral student;
 - 7) takes final decisions on awarding the doctoral student credit for subsequent years of study;
 - 8) at the doctoral student's request, suspends their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code;
 - 9) gives consent for:
 - a) replacing the supervisor(s) or the assistant supervisor,
 - b) extending the time limit for submission of the doctoral dissertation specified in the individual research plan,
 - c) suspending studies at the Doctoral School in cases other than those mentioned in Point 8,
 - d) taking up an internship abroad by the doctoral student and conducting research outside the University - under the terms and conditions specified in the Rules and Regulations;
 - 10) appoints the Evaluation Committee to conduct the mid-term assessment;
 - 11) cooperates with the University Scientific Council on defining the rules of recruitment to the Doctoral School and developing the program of studies at the Doctoral School;
 - 12) prepares a draft version of the Rules and Regulations of the Doctoral School and presents it to the Senate;
 - 13) presents a report on the Doctoral School's operation for each academic year to the Rector.
2. The doctoral student may file an appeal against decisions made by the Head of the Doctoral School and specified in Item 1 Points 5-9 with the Rector within 14 days following the service of a notice informing them thereon.

SECTION III ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at only one doctoral school at the same time.
3. The doctoral student may not be employed as an academic teacher or an academic staff member, excluding the exceptions specified in Article 209(10) of the Act.

§ 7

1. A person admitted to the Doctoral School commences their studies and acquires the rights of the doctoral student upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (EDSIC) to the doctoral student.

SECTION IV RIGHTS AND OBLIGATIONS OF THE DOCTORAL STUDENT

Chapter 1 Rights of the doctoral student

§ 8

The doctoral student has, in particular, the right to:

- 1) scientific guidance provided by their supervisor(s) or an assistant supervisor;
- 2) acquire knowledge and develop interests and, for such purposes, use the University research infrastructure – within the scope of the University financial means and organizational capabilities;
- 3) participate in seminars, research, development and implementation works and in open scientific meetings organized at the University;
- 4) use the University's library, information and archive collections;
- 5) doctoral scholarship – as specified in the Act and the Rules and Regulations;
- 6) receive awards and distinctions;
- 7) join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act of April 7, 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
- 8) suspend their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code;
- 9) apply for:
 - a) replacement of their supervisor(s) or assistant supervisor,
 - b) extension of the time limit for submission of the doctoral dissertation specified in the individual research plan;
 - c) suspension of studies at the Doctoral School in cases other than those specified in Item 8 – under the terms and conditions specified in the Rules and Regulations;
- 10) apply for:
 - a) student loan – under the terms and conditions specified in separate regulations,
 - b) accommodation at a University student residence hall, including accommodation for their spouse or child – under the terms and conditions and in compliance with the procedure specified in the regulations on benefits offered to students;
- 11) holiday breaks not exceeding eight weeks annually; such breaks should be taken in periods in which no didactic classes are conducted, with prior approval of their supervisor;

- 12) social insurance and health insurance – in compliance with the rules specified in § 31 Items 6 and 7.

§ 9

1. For research purposes related to preparation of their doctoral dissertation, the doctoral student also has the right to:
 - 1) participate in national and international scientific seminars, conferences, conventions and symposiums;
 - 2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with prior consent of the Head of the Doctoral School given after obtaining an opinion of a supervisor or supervisors.
2. Internships completed abroad are regarded as periods of studies at the Doctoral School.
3. The Head of the Doctoral School may award the doctoral student credits for courses or professional placement training completed by the doctoral student during their internship abroad. Such courses or professional placement training are regarded as equivalent to those specified in the program of studies.

§ 10

1. The doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the program of studies at the Doctoral School to their needs resulting from disability in a way that will enable them to fully participate in the education process.
2. Doctoral students specified in Item 1 are:
 - 1) disabled persons who hold a valid disability certificate, disability degree certificate or an equivalent document;
 - 2) persons suffering from chronic diseases who do not hold the certificates specified in Point 1, and whose health condition is confirmed by submitted medical documentation;
 - 3) persons whose sudden disease or accident result in a temporary incapacity to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
2. The scope of adjustment of conditions for completion of the program of studies, at the doctoral student's request, is determined by the Head of the Doctoral School following consultation with a specialist for disabled persons.
3. Adjustment of conditions for completion of the program of studies to suit the doctoral student's needs resulting from their disability may particularly involve:
 - 1) use by the doctoral student, during classes, credit tests and exams:
 - a) support provided by an assistant for the disabled,
 - b) technological solutions designed for a specific type of disability;
 - 2) modification of the mode of participation in didactic classes;
 - 3) change of time limits and forms of taking credit tests and exams;
 - 4) provision of teaching materials in a form adapted to a specific type of disability of the doctoral student.

Chapter 2

Obligations of the doctoral student

§ 11

1. The doctoral student is obliged to comply with the Rules and Regulations.
2. The doctoral student is also obliged to observe other University internal regulations and the Code of Doctoral Student Ethics.
3. The main responsibilities of the doctoral student include completion of the program of studies and implementation of the individual research plan, including:
 - 1) participation in didactic classes specified in the program of studies;

- 2) obtaining credits for courses specified in the program of studies within the set time limits;
 - 3) completing professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the program of studies;
 - 4) conducting research studies under the guidance of their supervisor(s) and preparation of their doctoral dissertation in compliance with the schedule specified in the individual research plan.
1. The doctoral student is also obliged to:
 - 1) collect an electronic doctoral student ID, a badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 - 2) use their electronic mail address generated in the University IT system when contacting University staff;
 - 3) develop, following consultation with their supervisor(s), the individual research plan including, in particular, the schedule of preparation and the set time limit for submission of their doctoral dissertation;
 - 4) submit, to the Head of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 Items 3 and 4, including an opinion of their supervisor(s);
 - 5) make efforts to obtain funds for completion of research studies related to preparation of their doctoral dissertation;
 - 6) conduct research studies necessary for preparation of their doctoral dissertation in organizational units;
 - 7) sign the attendance list in an organizational unit in which they conduct their research studies;
 - 8) in the case of absence from classes or an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases, other written excuse;
 - 9) immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and payment of doctoral scholarship;
 - 10) preserve the good name of the University.

§ 12

The doctoral student is obliged to hold documents confirming the fact that they have recently undergone medical tests specified in the Regulation of the Minister of Health of August 26, 2014 on medical tests for candidates for post-primary or higher schools and professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific guidance

§ 13

1. The Doctoral School ensures the doctoral student scientific guidance of a supervisor or supervisors, or a supervisor and an assistant supervisor.
2. The Head of the Doctoral School, after consultation with the doctoral student, appoints their supervisor(s) within three months following the date of commencing studies.

3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitated doctor) or the title of professor and having scientific achievements, such as articles published in Impact Factor journals in the period of three years preceding assuming the duties of a supervisor,
4. The function of an assistant supervisor may be performed by a person holding the degree of *doktor* [doctoral degree].
5. A person who does not meet the requirements specified in Item 3 but is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues the doctoral dissertation relates to.
6. The function of a supervisor may not be performed by a person who in the preceding five years:
 - 1) was a supervisor of four doctoral students who were removed from the doctoral student register due to a negative result of mid-term assessment, or
 - 2) provided guidance in relation to preparation of a doctoral dissertation to at least two persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. The supervisor confirms assuming the duties resulting from scientific guidance in writing.
8. The supervisor and the assistant supervisor may provide scientific guidance to not more than three doctoral students at the same time.

§ 14

1. The tasks of the supervisor include in particular:
 - 1) providing the doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of their doctoral dissertation;
 - 2) developing, together with the doctoral student, the individual research plan specifying, in particular, the schedule of preparation and the time limit for submission of the doctoral dissertation;
 - 3) providing supervision over implementation of the individual research plan;
 - 4) making annual assessment of the doctoral student's progress in implementation of the individual research plan and issuing an opinion on the doctoral student's annual report;
 - 5) providing funds necessary for completion of the research project;
 - 6) issuing opinions at the doctoral student's requests concerning the course of studies;
 - 7) assessing the doctoral dissertation prepared by the doctoral student.
2. The supervisor is responsible for conducting on-site occupational health and safety training for the doctoral student at a unit where research studies are conducted and professional placement training specified in the program of studies is carried out. The scope of the training should be adjusted as required by the nature of the doctoral student's research study and professional placement training.
3. The assistant supervisor performs a supportive function in scientific guidance provided to the doctoral student, particularly in planning research, as well as implementation and analysis of their results.

§ 15

1. The doctoral student may file a request for replacing their supervisor(s) with the Head of the Doctoral School. The request has to include substantiation.
2. The supervisor may be replaced only once in the whole period of studies at the Doctoral School, within nine months from the commencement of studies.
3. In exceptional and justified cases, the Head of the Doctoral School may decide on replacing the supervisor without applying the rule specified in Item 2.

4. In the cases specified in Items 2 and 3, a supervisor is replaced in compliance with the rules set out in § 13 Items 3-8.
5. In the case of the supervisor's prolonging absence, the Head of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 Items 3-8.
6. In the case of replacing the assistant supervisor, the rules set out in Items 1-5 are applied accordingly.

Chapter 2

Program of studies

§ 16

1. The program of studies at the Doctoral School is determined by the Senate. The program of studies must be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.
2. The program of studies is published on the University website not later than five months before the commencement of the recruitment procedure.

§ 17

1. The program of studies at the Doctoral School includes obligatory and elective courses, as well as professional placement training.
2. Completion of the program of studies at the Doctoral School results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of December 22, 2015 on the Integrated System of Qualifications and regulations introduced pursuant to Article 7(3) thereof.

§ 18

1. The number of hours of professional placement training in the form of didactic classes at the University or participation therein is:
 - 1) in the 1st year of study – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of study – 60 teaching hours a year.
2. The doctoral student employed as an academic teacher, subject to § 6 Item 3, conducting didactic classes at the University, is exempt from professional placement training in the form of conducting or participation in conducting of didactic classes. The exemption is equivalent to awarding credit for a teaching practice course.

Chapter 3

Individual research plan

§ 19

1. An individual research plan is developed by the doctoral student, following consultation with their supervisor(s), and presented for approval to the Head of the Doctoral School within 12 months following the commencement of studies. The template form of an individual research plan is enclosed as Annex No. 1 to the Rules and Regulations.
2. In the case of appointing an assistant supervisor, the individual research plan is presented after their opinion is issued.
3. The individual research plan specifies in particular:
 - 1) subject and assumptions of the research project;
 - 2) full name, degree or academic title of the supervisor(s) or and the assistant supervisor and the scope of their duties;
 - 3) schedule of the research;

- 4) schedule of preparation and date of submission of the doctoral dissertation;
 - 5) the rules of cooperation between the doctoral student and the supervisor(s), including the number of hours of consultation provided by the supervisor(s)
 - 6) method of financing research studies and presentation of their results, including in the form of scientific articles or scientific meeting communications;
 - 7) participation in conferences, symposiums, conventions and internships;
 - 8) list of the University's research infrastructure made available to the doctoral student, together with the rules of access to this infrastructure.
4. In exceptional and justified cases, at a request filed jointly by the doctoral student and their supervisor(s), the Head of the Doctoral School may give consent for an update of the individual research plan.
 5. Implementation of the individual research plan is subject to mid-term assessment, in compliance with the rules specified in § 23 and 24.

SECTION VI

VERIFICATION OF LEARNING OUTCOMES

Chapter 1

Awarding credit for a course

§ 20

1. Credits for courses may be awarded based on an exam, a test with a grade or a credit test. The form of awarding credit for a course is specified in the schedule of implementation of the program of studies.
2. Exams and credit tests may be conducted in the form of written or spoken tests verifying knowledge and skills.
3. Credit for a course may also be awarded based on written assignments (essays) on a specific topic, multimedia projects or presentations prepared by doctoral students.
4. The academic teacher informs doctoral students about the form of the exam or credit test prior to commencement of each course.
5. The teacher enters the result of exam or credit test into the doctoral student's electronic record to which access is provided via the University IT system.
6. Credit for a doctoral seminar is awarded during an annual public scientific review session at which the doctoral student gives presentation on scientific hypotheses, methods and results of their research studies.
7. The doctoral student's presentation at the public scientific review session is assessed by a committee composed of the supervisor(s) and the Head of the Doctoral School or persons appointed by them. The result of the assessment is entered into the doctoral student's electronic record by the Head of the Doctoral School.
8. Credit for practical placement training is awarded by the supervisor.
9. The doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
10. If the doctoral student fails to take an exam or a credit test specified in Item 6 due to illness or a leave for academic purposes, the Head of the Doctoral School, at the doctoral student's request, may set another date of the exam or credit test.
11. In exceptional and justified cases, the doctoral student may obtain consent from the Head of the Doctoral School for repetition of one course, provided that it does not extend the period of studies beyond the time limit specified in § 2 Item 1.
12. The Head of the Doctoral School may give the doctoral student a consent for obtaining credit in advance for a course scheduled in the program of studies for the subsequent year or years of studies.

Chapter 2

Awarding credit for a year of study

§ 21

1. The period for which credits are awarded at the Doctoral School is an academic year.
2. The conditions for being awarded credit for a year of study at the Doctoral School are:
 - 1) obtaining credit for a course and professional placement training specified in the program of studies;
 - 2) completion of research studies and progress in preparation of the doctoral dissertation in accordance with the schedule specified in the individual research plan.
3. The Head of the Doctoral School awards credit for a year of study by making an entry in the doctoral student's electronic record based on the doctoral student's annual report approved by their supervisor(s).
4. The doctoral student is obliged to file an annual report on performing the duties specified in Item 2 with the Head of the Doctoral School by August 30. The template form of the report is enclosed as Annex No. 2 to the Rules and Regulations.
5. The doctoral student does not have the right to repeat a year of study.
6. In exceptional and justified cases, the Head of the Doctoral School may postpone fulfillment of some of the doctoral student's duties until the next academic year.

Chapter 3

Scale of grades and grade point average

§ 22

1. The results of credit tests and exams and the grade point average are expressed by the following scale of grades:
 - 1) 5,0 – *bardzo dobry*;
 - 2) 4,5 – *ponad dobry*;
 - 3) 4,0 – *dobry*;
 - 4) 3,5 – *dość dobry*;
 - 5) 3,0 – *dostateczny*;
 - 6) 2,0 – *niedostateczny*.
2. The scale of grades specified in Item 1 may be applied in its translated version, in English:
 - 1) 5.0 – *Excellent*;
 - 2) 4.5 – *Very Good*;
 - 3) 4.0 – *Good*;
 - 4) 3.5 – *Satisfactory*;
 - 5) 3.0 – *Sufficient*;
 - 6) 2.0 – *Failed*.
3. The grade point average is calculated as an arithmetic mean of grades obtained by the doctoral student in all credit test and exam attempts.

Chapter 4

Mid-term assessment

§ 23

1. The implementation of the individual research plan, including the schedule of doctoral dissertation preparation, is subject to the mid-term assessment conducted by an evaluation committee appointed by the Head of the Doctoral School.
2. The purpose of the mid-term assessment is also to evaluate the quality of scientific guidance provided by the supervisor(s).

3. The mid-term assessment is carried out in the middle of the period of studies specified in the program of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.
4. The Evaluation Committee is composed of three members, including at least one person holding the degree of *doktor habilitowany* [habilitated doctor] or the title of professor in the discipline in which the doctoral dissertation is being prepared, employed outside the University. The supervisor and assistant supervisor must not be members of the committee.
5. The mid-term assessment ends with a positive or negative result. The result of the assessment, together with the justification, is public and subject to publication on the University's website.

§ 24

1. The mid-term assessment is carried out on based on the report on implementation of the individual research plan, prepared by the doctoral student in Polish and in English, along with the opinion of the supervisor(s). The report on implementation of the individual research plan should be submitted by the doctoral student to the Evaluation Committee, in paper and electronic versions, through the Head of the Doctoral School, at least 30 days before the scheduled assessment date.
2. As part of the mid-term assessment, the Evaluation Committee conducts evaluation interviews with the doctoral student and the supervisor(s).
3. The Evaluation Committee draws up minutes of the mid-term assessment of the doctoral student.
4. The minutes of the mid-term assessment, together with the report referred to in Item 1, are kept in the doctoral student's personal file.
5. The doctoral student and the supervisor(s) have the right to:
 - 1) familiarize themselves with the mid-term assessment minutes;
 - 2) submit to the Head of the Doctoral School objections to the result of the mid-term assessment and request re-assessment.
6. The doctoral student and the supervisor(s) have the right to appeal to the Rector against the decision of the Head of the Doctoral School made in the case referred to in Item 5 Point 2. The Rector's decision is final.
7. The mid-term re-assessment is carried out by an evaluation committee appointed by the Head of the Doctoral School and composed of different members than the Committee conducting the first assessment. The result of the re-assessment is final.

SECTION VII DOCTORAL DISSERTATION

Chapter 1 Submission of the doctoral dissertation

§ 25

1. Studies of the doctoral student at the Doctoral School end with submission of their doctoral dissertation.
2. The doctoral student submits their doctoral dissertation, along with its abstract in English and a positive opinion of their supervisor(s), to the Head of the Doctoral School, within a time limit specified in the individual research plan. An abstract in Polish must also be attached to a doctoral dissertation prepared in a foreign language.
3. The doctoral dissertation may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific papers, a design, construction, technological or implementation work, as well as an independent and separated

part of a collective work.

4. In the case of submission of the doctoral dissertation before the end of the period of studies completion stipulated in the program of studies, the Head of the Doctoral School, at the doctoral student's request, exempts them from the obligation to participate in the remaining part of classes and professional placement training until the end of the period of studies.
5. In the case specified in Item 4, studies at the Doctoral School may not last for a period shorter than six semesters.

Chapter 2

Extending the time limit for submission of the doctoral dissertation

§ 26

1. At the doctoral student's request, the Head of the Doctoral School may extend the time limit for submission of the doctoral dissertation specified in the individual research plan in the following cases:
 - 1) long-term illness of the doctoral student or their supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of the doctoral student or their supervisor,
 - 4) suspension of studies in the cases referred to in § 29 Items 1 and 2
– for an overall period not exceeding two years.
2. The doctoral student must enclose substantiation and the opinion of their supervisor(s) to the request referred to in Item 1.
3. Extending the time limit for submission of the doctoral dissertation results in extending the period of studies at the Doctoral School, and the doctoral student retains their right to doctoral scholarship, subject to § 30 Item 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented in:
 - 1) the doctoral student's electronic record to which doctoral students and academic teachers have access via the University IT system;
 - 2) printouts of data stored in the University IT system:
 - a) minutes of credits awarded for courses,
 - b) doctoral student periodic achievement records.
2. The rules of keeping documentation on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given a record number – a subsequent within a given academic year, which is assigned to the doctoral student until completion of studies at the Doctoral School.
2. Personal files of the doctoral student are marked with their record number.
3. Personal files of the doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) minutes of the Recruitment Committee on the procedure of qualification to the Doctoral School;
 - 3) written version of the pledge signed by the doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of the supervisor(s) for providing scientific guidance to the doctoral student;
 - 6) individual research plan;

- 7) the doctoral student's annual reports;
- 8) minutes of credits awarded for courses and doctoral student periodic achievement records;
- 9) minutes of the mid-term assessment;
- 10) a doctoral student's requests and applications filed in relation to the course of studies;
- 11) decisions regarding the course of studies;
- 12) doctoral dissertation with an opinion of the supervisor(s) enclosed.

SECTION IX SUSPENSION OF STUDIES

§ 29

1. At the request of the doctoral student, the Head of the Doctoral School suspends their studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 - Labor Code.
2. In exceptional and justified cases other than those mentioned in Item 1, at the request of the doctoral student, the Head of the Doctoral School may, after obtaining an opinion from the supervisor, grant consent for the suspension of studies for an overall period not exceeding one year.
3. It is not allowed to grant consent for the suspension of studies referred to in Item 2 for a past period.
4. The request referred to in Item 2 should be submitted by the doctoral student together with a substantiation and an opinion of the supervisor.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. The doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives the doctoral scholarship.
2. An overall period in which the doctoral scholarship is received may not exceed four years.
3. A period of suspension of studies specified in § 29 Item 1 is not included in the period referred to in Item 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of the remuneration for professors – up to the month in which the mid-term assessment is carried out;
 - 2) 57% of the remuneration for professors – following the month in which the mid-term assessment is carried out.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on the doctoral student's achievements. The criteria and procedure of awarding an increased scholarship and its amount are determined by the Rector.
4. The doctoral student who holds a disability certificate, disability degree certificate or the decision specified in Article 5 and Article 62 of the Act of August 27, 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period referred to in § 30 Item 2, doctoral scholarship in the amount specified in Item 1 Point 1 and increased by 30%.

5. In the case of a doctoral student who, following the mid-term assessment with a positive result, is employed as an academic teacher or an academic staff member for the number of hours exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship referred to in Item 1, Point 2.
6. The University pays social insurance contributions stipulated in the regulations on social insurance system, i.e. obligatory old age pension, disability pension and accident insurance contributions. The contributions are deducted from the amount of doctoral scholarship. The University deducts health insurance contributions if the doctoral student is not covered by the insurance based under any other entitlement.
7. Sickness insurance for doctoral students is voluntary.

§ 32

1. In the period of suspension of studies referred to in § 29 Item 1, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is considered as the amount of monthly doctoral scholarship due on the day of filing the request for suspension.
2. In the period of suspension of studies referred to in § 29 Item 2, the doctoral student is not entitled to the doctoral scholarship.
3. The doctoral student who submitted their doctoral dissertation, before the set date of completion of studies stipulated in the program of studies, receives the doctoral scholarship until the day when the time limit for completion of studies ends, however, no longer than for a period of six months, subject to § 30 Item 2.

§ 33

The doctoral student may be awarded:

- 1) scholarship – by a local self-government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local self-government legal person;
- 3) scholarship of the Minister of Science and Higher Education for eminent young scholars.

SECTION XI DISCIPLINARY LIABILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary liability for violating the rules applied at the University and for committing acts demeaning the dignity of the doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. The doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the mid-term assessment;
 - 2) failure to submit their doctoral dissertation within the time limit specified in the individual research plan;
 - 3) withdrawal from studies.
2. The doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of their doctoral dissertation;

- 2) failure to fulfill the obligations referred to in § 11 Items 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted by the doctoral student in writing to the Head of the Doctoral School.
4. The doctoral student is removed from the doctoral student register under an administrative decision of the Rector. If the Rector passes such a decision, a request for reconsidering of the case may be filed within 14 days following service thereof.
5. The removal from the doctoral student register results in the loss of the entitlement to the doctoral scholarship. Payment of the doctoral scholarship is ceased on the first day of the month following the month in which the decision on removal became final.
6. In the case of removal from the doctoral student register, it is not allowed to resume studies. A person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.
7. A person removed from the doctoral student register is obliged to return their electronic doctoral student identification document (ID).

SECTION XIII FINAL PROVISIONS

§ 36

The doctoral student is obliged to familiarize themselves with the Rules and Regulations before commencement of their studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on October 1, 2019.

§ 39

Any amendments to the Rules and Regulations are made in compliance with the relevant provisions on adoption hereof.

(TEMPLATE FORM)

.....
(seal of the Doctoral School)

Lodz, ...

INDIVIDUAL RESEARCH PLAN

(The form must be typed and filed in paper format after obtaining the approval of the supervisor(s);
If there is no relevant information to be provided, insert "NONE" in an appropriate space.)

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT'S RECORD NUMBER	
YEAR OF COMMENCING STUDIES AT THE DOCTORAL SCHOOL	
B. DOCTORAL DISSERTATION	
SUBJECT OF THE DOCTORAL DISSERTATION	
SCIENTIFIC DISCIPLINE	PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
GENERAL OUTLINE OF THE DOCTORAL DISSERTATION (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION	
FULL NAME(S) OF THE SUPERVISOR(S), ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTANT SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (DEPARTMENT/ UNIT/CLINICAL WARD)	
TASKS OF THE SUPERVISOR(S) /ASSISTANT SUPERVISOR	

* Indicate as appropriate.

SCHEDULED NUMBER OF CONSULTATION HOURS WITH THE SUPERVISOR IN THE 1 ST , 2 ND , 3 RD AND 4 TH YEAR OF STUDY	
C. METHOD OF FINANCING THE RESEARCH STUDY	
D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY	
I. SCIENTIFIC PAPERS/OTHER PUBLICATIONS	
II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS	
III. PARTICIPATION IN INTERNATIONAL EXCHANGE PROGRAMS	
E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)	

F. SCHEDULE OF THE RESEARCH AND PREPARATION OF THE DOCTORAL DISSERTATION		
No.	Date/Period of completion	Planned research and stages of preparation of the doctoral dissertation*
1st YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		
2nd YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		
3rd YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		

* In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral dissertation, participation in conferences, conventions, symposiums and international exchange programs, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

4 th YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		

.....
(signature of the doctoral student)

.....
(name stamp(s) and signature(s) of the supervisor(s))

G. OPINION OF THE ASSISTANT SUPERVISOR*

.....
(name stamp and signature of the assistant supervisor)

APPROVED BY

.....
(name stamp and signature of the Head of the Doctoral School)

* The opinion is required if an assistant supervisor is appointed.

(TEMPLATE FORM)

.....
(seal of the Doctoral School)

Lodz, ...

**ANNUAL REPORT
ON THE COURSE OF STUDIES AT THE DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

*(The form must be typed and filed in paper format after obtaining the approval of the supervisor(s);
If there is no relevant information to be provided, insert "NONE" in an appropriate space.)*

Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s),
space G – by the Head of the Doctoral School.

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT'S RECORD NUMBER	
ACADEMIC TEACHER	YES/NO*
YEAR OF COMMENCING STUDIES AT THE DOCTORAL SCHOOL	
B. DOCTORAL DISSERTATION	
SUBJECT OF THE DOCTORAL DISSERTATION	
SCIENTIFIC DISCIPLINE	PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
TIME LIMIT FOR SUBMISSION OF THE DOCTORAL DISSERTATION	
FULL NAME(S) OF THE SUPERVISOR(S), ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTANT SUPERVISOR, ACADEMIC DEGREE/TITLE	

* Indicate as appropriate.

ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (DEPARTMENT/ UNIT/CLINICAL WARD)	

C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN						
I. STAGE OF PROGRESS OF THE DOCTORAL DISSERTATION (<i>DESCRIPTION</i>)						
II. PUBLICATIONS (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)						
NO.	AUTHOR/SCIENTIFIC EDITOR	TITLE	PUBLISHER/JOURNAL TITLE	PLACE OF PUBLICATION/ YEAR OF PUBLICATION	MSHE POINTS/ IF	NO. OF PAGES
1						
2						
3						
4						
III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS						
NO.	NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZING ENTITY AND PLACE	DATE	FORM OF PARTICIPATION (PASSIVE/ ACTIVE)	TITLE OF THE PAPER	
1						
2						
3						
4						
IV. PARTICIPATION IN RESEARCH STUDIES CONDUCTED BY THE UNIT						
NO.	TITLE	PRINCIPAL INVESTIGATOR	NAME OF THE UNIT	PERIOD OF CONDUCTING THE RESEARCH	FORM OF PARTICIPATION	
1						
2						
3						
V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL DISSERTATION						
NO.	ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAME OF THE INSTITUTION	PLACE	PERIOD	OBJECTIVE	SOURCES OF FUNDS
1						
2						
3						
VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)						
NO.	NAME OF THE INSTITUTION	TITLE OF THE PROJECT /GRANT	TYPE OF GRANT	IMPLEMENTATION PERIOD	FUNCTION IN THE PROJECT	

1					
2					
3					

D. REPORT ON IMPLEMENTATION OF THE PROGRAM OF STUDIES

I. EXAMS AND CREDIT TESTS – as shown in the doctoral student's periodic achievement record

II. PROFESSIONAL PLACEMENT TRAINING

NO.	LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH THEY PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)	SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
DATE OF DRAWING UP THE REPORT		SIGNATURE OF THE DOCTORAL STUDENT

E. ASSESSMENT OF THE ANNUAL REPORT BY THE SUPERVISOR(S)

POSITIVE/
NEGATIVE*

F. DESCRIPTIVE OPINION OF THE SUPERVISOR(S)

* Indicate as appropriate.

.....
(date)

.....
(name stamp(s) and signature(s) of the supervisor(s))

G. CREDIT FOR A YEAR OF STUDY AWARDED BY THE HEAD OF THE DOCTORAL SCHOOL	
..... year of study at the Doctoral School (academic year 20...../20.....): • credit is awarded • credit is not awarded • credit is awarded conditionally	
..... (date)	 (name stamp and signature of the Head of the Doctoral School)

RULES AND REGULATIONS OF THE DOCTORAL SCHOOL

(consolidated text)

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the Doctoral School run by the Medical University of Lodz in the following disciplines: pharmacology and pharmacy, medical sciences, health sciences, as well as the rights and obligations of doctoral students resulting therefrom.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) Senate – the University Senate;
 - 3) organizational unit – a University research and teaching unit, i.e., a department, clinical ward or unit;
 - 4) Doctoral School – an organized form of education provided by the University in the scientific disciplines specified in Item 1;
 - 5) doctoral student – a person pursuing their studies at the Doctoral School run by the University;
 - 6) Act – the Act of July 20, 2018 – Law on Higher Education and Science;
 - 7) Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and end with submission of a doctoral dissertation.
2. The studies at the Doctoral School prepare doctoral students for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmacology and pharmacy, medical sciences, health sciences, and creates conditions for the doctoral student to:
 - 1) prepare for performing teaching, research and research and development work;
 - 2) acquire the skill of taking advantage of the world’s scientific achievements;
 - 3) identify and solve research problems, plan and conduct research studies, as well as use results of studies through patents and publications;
 - 4) acquire high research competencies and scientific independence;
 - 5) prepare for independent planning of their own scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
 - 6) prepare for participation in exchange of research experience and ideas, also in an international community.
3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted in compliance with the program of studies and an individual research plan.
2. The academic year at the Doctoral School begins on October 1 and ends on September 30. It is divided into two semesters.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Head of the Doctoral School appointed and dismissed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Head of the Doctoral School may be held by an academic teacher employed with the University, being their primary place of employment, and holding the title of professor or *doktor habilitowany* (habilitated doctor).
3. Supervision over the Doctoral School is exercised by the Rector.

§ 5

1. In particular, the Head of the Doctoral School:
 - 1) plans a development strategy for the Doctoral School and presents it to the Rector;
 - 2) organizes and supervises the implementation of the program of studies at the Doctoral School;
 - 3) chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 - 4) enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 - 5) after consulting the doctoral student, appoints their doctoral dissertation supervisor(s) or a supervisor and an assistant supervisor;
 - 6) approves the individual research plan presented by the doctoral student;
 - 7) takes final decisions on awarding the doctoral student credit for subsequent years of study;
 - 8) at the doctoral student's request, suspends their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code;
 - 9) gives consent for:
 - a) replacing the supervisor(s) or the assistant supervisor,
 - b) extending the time limit for submission of the doctoral dissertation specified in the individual research plan,
 - c) taking up an internship abroad by the doctoral student and conducting their research outside the University - under the terms and conditions specified in the Rules and Regulations;
 - 10) appoints the Evaluation Committee to conduct the mid-term assessment;
 - 11) cooperates with the University Scientific Council on defining the rules of recruitment to the Doctoral School and developing the program of studies at the Doctoral School;
 - 12) prepares a draft version of the Rules and Regulations of the Doctoral School and presents it to the Senate;
 - 13) presents a report on the Doctoral School's operation for each academic year to the Rector.
2. The doctoral student may file an appeal against decisions made by the Head of the Doctoral School and specified in Item 1 Points 5-9 with the Rector within 14 days following the service of a notice informing them thereon.

SECTION III

ADMISSION TO THE DOCTORAL SCHOOL

§ 6

Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.

A person may be a doctoral student at only one doctoral school at the same time.

The doctoral student may not be employed as an academic teacher or an academic staff member, excluding the exceptions specified in Article 209(10) of the Act.

§ 7

1. A person admitted to the Doctoral School commences their studies and acquires the rights of the doctoral student upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (EDSIC) to the doctoral student.

SECTION IV

RIGHTS AND OBLIGATIONS OF THE DOCTORAL STUDENT

Chapter 1

Rights of the doctoral student

§ 8

The doctoral student has, in particular, the right to:

- 1) scientific guidance provided by their supervisor(s) or an assistant supervisor;
- 2) acquire knowledge and develop interests and, for such purposes, use the University research infrastructure – within the scope of the University financial means and organizational capabilities;
- 3) participate in seminars, research, development and implementation works and in open scientific meetings organized at the University;
- 4) use the University's library, information and archive collections;
- 5) doctoral scholarship – as specified in the Act and the Rules and Regulations;
- 6) receive awards and distinctions;
- 7) join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act of April 7, 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
- 8) suspend their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code;
- 9) apply for:
 - a) replacement of the supervisor(s) or the assistant supervisor,
 - b) extension of the time limit for submission of the doctoral dissertation specified in the individual research plan – under the terms and conditions specified in the Rules and Regulations;
- 10) apply for:
 - a) student loan – under the terms and conditions specified in separate regulations,
 - b) accommodation at a University student residence hall, including accommodation for their spouse or child – under the terms and conditions and in compliance with the procedure specified in the regulations on benefits offered to students;
- 11) holiday breaks not exceeding eight weeks annually; such breaks should be taken in periods in which no didactic classes are conducted, with prior approval of their supervisor;

- 12) social insurance and health insurance – in compliance with the rules specified in § 31 Items 6 and 7.

§ 9

1. For research purposes related to preparation of their doctoral dissertation, the doctoral student also has the right to:
 - 1) participate in national and international scientific seminars, conferences, conventions and symposiums;
 - 2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with prior consent of the Head of the Doctoral School given after obtaining an opinion of a supervisor or supervisors.
2. Internships completed abroad are regarded as periods of studies at the Doctoral School.
3. The Head of the Doctoral School may award the doctoral student credits for courses or professional placement training completed by the doctoral student during their internship abroad. Such courses or professional placement training are regarded as equivalent to those specified in the program of studies.

§ 10

1. The doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the program of studies at the Doctoral School to their needs resulting from disability in a way that will enable them to fully participate in the education process.
2. Doctoral students specified in Item 1 are:
 - 1) disabled persons who hold a valid disability certificate, disability degree certificate or an equivalent document;
 - 2) persons suffering from chronic diseases who do not hold the certificates specified in Point 1, and whose health condition is confirmed by submitted medical documentation;
 - 3) persons whose sudden disease or accident result in a temporary incapacity to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
2. The scope of adjustment of conditions for completion of the program of studies, at the doctoral student's request, is determined by the Head of the Doctoral School following consultation with a specialist for disabled persons.
3. Adjustment of conditions for completion of the program of studies to suit the doctoral student's needs resulting from their disability may particularly involve:
 - 1) use by the doctoral student, during classes, credit tests and exams:
 - a) support provided by an assistant for the disabled,
 - b) technological solutions designed for a specific type of disability;
 - 2) modification of the mode of participation in didactic classes;
 - 3) change of time limits and forms of taking credit tests and exams;
 - 4) provision of teaching materials in a form adapted to a specific type of disability of the doctoral student.

Chapter 2

Obligations of the doctoral student

§ 11

1. The doctoral student is obliged to comply with the Rules and Regulations.
2. The doctoral student is also obliged to observe other University internal regulations and the Code of Doctoral Student Ethics.
3. The main responsibilities of the doctoral student include completion of the program of studies and implementation of the individual research plan, including:
 - 1) participation in didactic classes specified in the program of studies;

- 2) obtaining credits for courses specified in the program of studies within the set time limits;
 - 3) completing professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the program of studies;
 - 4) conducting research studies under the guidance of their supervisor(s) and preparation of their doctoral dissertation in compliance with the schedule specified in the individual research plan.
1. The doctoral student is also obliged to:
 - 1) collect an electronic doctoral student ID, a badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 - 2) use their electronic mail address generated in the University IT system when contacting University staff;
 - 3) develop, following consultation with their supervisor(s), the individual research plan including, in particular, the schedule of preparation and the set time limit for submission of their doctoral dissertation;
 - 4) submit, to the Head of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 Items 3 and 4, including an opinion of their supervisor(s);
 - 5) make efforts to obtain funds for completion of research studies related to preparation of their doctoral dissertation;
 - 6) conduct research studies necessary for preparation of their doctoral dissertation in organizational units;
 - 7) sign the attendance list in an organizational unit in which they conduct their research studies;
 - 8) in the case of absence from classes or an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases, other written excuse;
 - 9) immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and payment of doctoral scholarship;
 - 10) preserve the good name of the University.

§ 12

The doctoral student is obliged to hold documents confirming the fact that they have recently undergone medical tests specified in the Regulation of the Minister of Health of August 26, 2014 on medical tests for candidates for post-primary or higher schools and professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific guidance

§ 13

1. The Doctoral School ensures the doctoral student scientific guidance of a supervisor or supervisors, or a supervisor and an assistant supervisor.
2. The Head of the Doctoral School, after consultation with the doctoral student, appoints their supervisor(s) within three months following the date of commencing studies.

3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitated doctor) or the title of professor and having scientific achievements, such as articles published in Impact Factor journals in the period of three years preceding assuming the duties of a supervisor,
4. The function of an assistant supervisor may be performed by a person holding the degree of *doktor* [doctoral degree].
5. A person who does not meet the requirements specified in Item 3 but is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues the doctoral dissertation relates to.
6. The function of a supervisor may not be performed by a person who in the preceding five years:
 - 1) was a supervisor of four doctoral students who were removed from the doctoral student register due to a negative result of mid-term assessment, or
 - 2) provided guidance in relation to preparation of a doctoral dissertation to at least two persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. The supervisor confirms assuming the duties resulting from scientific guidance in writing.
8. The supervisor and the assistant supervisor may provide scientific guidance to not more than three doctoral students at the same time.

§ 14

1. The tasks of the supervisor include in particular:
 - 1) providing the doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of their doctoral dissertation;
 - 2) developing, together with the doctoral student, the individual research plan specifying, in particular, the schedule of preparation and the time limit for submission of the doctoral dissertation;
 - 3) providing supervision over implementation of the individual research plan;
 - 4) making annual assessment of the doctoral student's progress in implementation of the individual research plan and issuing an opinion on the doctoral student's annual report;
 - 5) providing funds necessary for completion of the research project;
 - 6) issuing opinions at the doctoral student's requests concerning the course of studies;
 - 7) assessing the doctoral dissertation prepared by the doctoral student.
2. The supervisor is responsible for conducting on-site occupational health and safety training for the doctoral student at a unit where research studies are conducted and professional placement training specified in the program of studies is carried out. The scope of the training should be adjusted as required by the nature of the doctoral student's research study and professional placement training.
3. The assistant supervisor performs a supportive function in scientific guidance provided to the doctoral student, particularly in planning research, as well as implementation and analysis of their results.

§ 15

1. The doctoral student may file a request for replacing their supervisor(s) with the Head of the Doctoral School. The request has to include substantiation.
2. The supervisor may be replaced only once in the whole period of studies at the Doctoral School, within nine months from the commencement of studies.
3. In exceptional and justified cases, the Head of the Doctoral School may decide on replacing the supervisor without applying the rule specified in Item 2.
4. In the cases specified in Items 2 and 3, a supervisor is replaced in compliance with the rules set out in § 13 Items 3-8.

5. In the case of the supervisor's prolonging absence, the Head of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 Items 3-8.
6. In the case of replacing the assistant supervisor, the rules set out in Items 1-5 are applied accordingly.

Chapter 2

Program of studies

§ 16

1. The program of studies at the Doctoral School is determined by the Senate. The program of studies must be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.
2. The program of studies is published on the University website not later than five months before the commencement of the recruitment procedure.

§ 17

1. The program of studies at the Doctoral School includes obligatory and elective courses, as well as professional placement training.
2. Completion of the program of studies at the Doctoral School results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of December 22, 2015 on the Integrated System of Qualifications and regulations introduced pursuant to Article 7(3) thereof.
3. Didactic classes at the Doctoral School may be conducted in English or in the form of e-learning.

§ 18

1. The number of hours of professional placement training in the form of didactic classes at the University or participation therein is:
 - 1) in the 1st year of study – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of study – 60 teaching hours a year.
2. The doctoral student employed as an academic teacher, subject to § 6 Item 3, conducting didactic classes at the University, is exempt from professional placement training in the form of conducting or participation in conducting of didactic classes. The exemption is equivalent to awarding credit for a teaching practice course.

Chapter 3

Individual research plan

§ 19

1. An individual research plan is developed by the doctoral student, following consultation with their supervisor(s), and presented for approval to the Head of the Doctoral School within 12 months following the commencement of studies. The template form of an individual research plan is enclosed as Annex No. 1 to the Rules and Regulations.
2. In the case of appointing an assistant supervisor, the individual research plan is presented after their opinion is issued.
3. The individual research plan specifies in particular:
 - 1) subject and assumptions of the research project;
 - 2) full name, degree or academic title of the supervisor(s) or and the assistant supervisor and the scope of their duties;
 - 3) schedule of the research;

- 4) schedule of preparation and date of submission of the doctoral dissertation;
 - 5) the rules of cooperation between the doctoral student and the supervisor(s), including the number of hours of consultation provided by the supervisor(s)
 - 6) method of financing research studies and presentation of their results, including in the form of scientific articles or scientific meeting communications;
 - 7) participation in conferences, symposiums, conventions and internships;
 - 8) list of the University's research infrastructure made available to the doctoral student, together with the rules of access to this infrastructure.
4. In exceptional and justified cases, at a request filed jointly by the doctoral student and their supervisor(s), the Head of the Doctoral School may give consent for an update of the individual research plan.
 5. Implementation of the individual research plan is subject to mid-term assessment, in compliance with the rules specified in § 23 and 24.

SECTION VI

VERIFICATION OF LEARNING OUTCOMES

Chapter 1

Awarding credit for a course

§ 20

1. Credits for courses may be awarded based on an exam, a test with a grade or a credit test. The form of awarding credit for a course is specified in the schedule of implementation of the program of studies.
2. Exams and credit tests may be conducted in the form of written or spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, provided that the classes of the course were conducted in this language.
4. Credit for a course may also be awarded based on written assignments (essays) on a specific topic, multimedia projects or presentations prepared by doctoral students.
5. The academic teacher informs doctoral students about the form of the exam or credit test prior to commencement of each course.
6. The teacher enters the result of exam or credit test into the doctoral student's electronic record to which access is provided via the University IT system.
7. Credit for a doctoral seminar is awarded during an annual public review session at which the doctoral student gives presentation in English on scientific hypotheses, methods and results of their research studies.
8. The doctoral student's presentation at the public review session is assessed by a committee composed of the supervisor(s) and the Head of the Doctoral School or persons appointed by them. The result of the assessment is entered into the doctoral student's electronic record by the Head of the Doctoral School.
9. Credit for practical placement training is awarded by the supervisor.
10. The doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If the doctoral student fails to take an exam or a credit test specified in Item 7 due to illness or a leave for academic purposes, the Head of the Doctoral School, at the doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, the doctoral student may obtain consent from the Head of the Doctoral School for repetition of one course, provided that it does not extend the period of studies beyond the time limit specified in § 2 Item 1.

13. The Head of the Doctoral School may give the doctoral student a consent for obtaining credit in advance for a course scheduled in the program of studies for the subsequent year(s) of study.

Chapter 2

Awarding credit for a year of study

§ 21

1. The period for which credits are awarded at the Doctoral School is an academic year.
2. The conditions for being awarded credit for a year of study at the Doctoral School are:
 - 1) obtaining credit for a course and professional placement training specified in the program of studies;
 - 2) completion of research studies and progress in preparation of the doctoral dissertation in accordance with the schedule specified in the individual research plan.
3. The Head of the Doctoral School awards credit for a year of study by making an entry in the doctoral student's electronic record based on the doctoral student's annual report approved by their supervisor(s).
4. The doctoral student is obliged to file an annual report on performing the duties specified in Item 2 with the Head of the Doctoral School by August 30. The template form of the report is enclosed as Annex No. 2 to the Rules and Regulations.
5. The doctoral student does not have the right to repeat a year of study.
6. In exceptional and justified cases, the Head of the Doctoral School may postpone fulfillment of some of the doctoral student's duties until the next academic year.

Chapter 3

Scale of grades and grade point average

§ 22

1. The results of credit tests and exams and the grade point average are expressed by the following scale of grades:
 - 1) 5,0 – *bardzo dobry*;
 - 2) 4,5 – *ponad dobry*;
 - 3) 4,0 – *dobry*;
 - 4) 3,5 – *dość dobry*;
 - 5) 3,0 – *dostateczny*;
 - 6) 2,0 – *niedostateczny*.
2. The scale of grades specified in Item 1 may be applied in its translated version, in English:
 - 1) 5.0 – *Excellent*;
 - 2) 4.5 – *Very Good*;
 - 3) 4.0 – *Good*;
 - 4) 3.5 – *Satisfactory*;
 - 5) 3.0 – *Sufficient*;
 - 6) 2.0 – *Failed*.
3. The grade point average is calculated as an arithmetic mean of grades obtained by the doctoral student in all credit test and exam attempts.

Chapter 4

Mid-term assessment

§ 23

1. The implementation of the individual research plan, including the schedule of doctoral dissertation preparation, is subject to the mid-term assessment conducted by an evaluation committee appointed by the Head of the Doctoral School.

2. The purpose of the mid-term assessment is also to evaluate the quality of scientific guidance provided by the supervisor(s).
3. The mid-term assessment is carried out in the middle of the period of studies specified in the program of studies at the Doctoral School, however, not later than until the end of the fifth semester of studies.
4. The Evaluation Committee is composed of three members, including at least one person holding the degree of *doktor habilitowany* [habilitated doctor] or the title of professor in the discipline in which the doctoral dissertation is being prepared, employed outside the University. The supervisor and assistant supervisor must not be members of the committee.
5. The mid-term assessment ends with a positive or negative result. The result of the assessment, together with the justification, is public and subject to publication on the University's website.

§ 24

1. The mid-term assessment is carried out on based on the report on implementation of the individual research plan, prepared by the doctoral student in Polish and in English, along with the opinion of the supervisor(s). The report on implementation of the individual research plan should be submitted by the doctoral student to the Evaluation Committee, in paper and electronic versions, through the Head of the Doctoral School, at least 30 days before the scheduled assessment date.
2. As part of the mid-term assessment, the Evaluation Committee conducts evaluation interviews with the doctoral student and the supervisor(s).
3. The Evaluation Committee draws up minutes of the mid-term assessment of the doctoral student.
4. The minutes of the mid-term assessment, together with the report referred to in Item 1, are kept in the doctoral student's personal file.
5. The doctoral student and the supervisor(s) have the right to:
 - 1) familiarize themselves with the mid-term assessment minutes;
 - 2) submit to the Head of the Doctoral School objections to the result of the mid-term assessment and request re-assessment.
6. The doctoral student and the supervisor(s) have the right to appeal to the Rector against the decision of the Head of the Doctoral School made in the case referred to in Item 5 Point 2. The Rector's decision is final.
7. The mid-term re-assessment is carried out by an evaluation committee appointed by the Head of the Doctoral School and composed of different members than the Committee conducting the first assessment. The result of the re-assessment is final.

SECTION VII DOCTORAL DISSERTATION

Chapter 1 Submission of the doctoral dissertation

§ 25

1. Studies of the doctoral student at the Doctoral School end with submission of their doctoral dissertation.
2. The doctoral student submits their doctoral dissertation, along with its abstract in English and a positive opinion of their supervisor(s), to the Head of the Doctoral School, within a time limit specified in the individual research plan. An abstract in Polish must also be attached to a doctoral dissertation prepared in a foreign language.
3. The doctoral dissertation may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific papers, a design,

construction, technological or implementation work, as well as an independent and separated part of a collective work.

4. In the case of submission of the doctoral dissertation before the end of the period of studies completion stipulated in the program of studies, the Head of the Doctoral School, at the doctoral student's request, exempts them from the obligation to participate in the remaining part of classes and professional placement training until the end of the period of studies.
5. In the case specified in Item 4, studies at the Doctoral School may not last for a period shorter than six semesters.

Chapter 2

Extending the time limit for submission of the doctoral dissertation

§ 26

1. At the doctoral student's request, the Head of the Doctoral School may extend the time limit for submission of the doctoral dissertation specified in the individual research plan in the following cases:
 - 1) long-term illness of the doctoral student or their supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of the doctoral student or their supervisor,
 - 4) suspension of studies referred to in § 29 – for an overall period not exceeding two years.
2. The doctoral student must enclose substantiation and the opinion of their supervisor(s) to the request referred to in Item 1.
3. Extending the time limit for submission of the doctoral dissertation results in extending the period of studies at the Doctoral School, and the doctoral student retains their right to doctoral scholarship, subject to § 30 Item 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented in:
 - 1) the doctoral student's electronic record to which doctoral students and academic teachers have access via the University IT system;
 - 2) printouts of data stored in the University IT system:
 - a) minutes of credits awarded for courses,
 - b) doctoral student periodic achievement records.
2. The rules of keeping documentation on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given a record number – a subsequent within a given academic year, which is assigned to the doctoral student until completion of studies at the Doctoral School.
2. Personal files of the doctoral student are marked with their record number.
3. Personal files of the doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) minutes of the Recruitment Committee on the procedure of qualification to the Doctoral School;
 - 3) written version of the pledge signed by the doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of the supervisor(s) for providing scientific guidance to the doctoral student;
 - 6) individual research plan;

- 7) the doctoral student's annual reports;
- 8) minutes of credits awarded for courses and doctoral student periodic achievement records;
- 9) minutes of the mid-term assessment;
- 10) a doctoral student's requests and applications filed in relation to the course of studies;
- 11) decisions regarding the course of studies;
- 12) doctoral dissertation with an opinion of the supervisor(s) enclosed.

SECTION IX SUSPENSION OF STUDIES

§ 29

At the request of the doctoral student, the Head of the Doctoral School suspends their studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 - Labor Code.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. The doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives the doctoral scholarship.
2. An overall period in which the doctoral scholarship is received may not exceed four years.
3. A period of suspension of studies specified in § 29 is not included in the period referred to in Item 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of the remuneration for professors – up to the month in which the mid-term assessment is carried out;
 - 2) 57% of the remuneration for professors – following the month in which the mid-term assessment is carried out.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on the doctoral student's achievements. The criteria and procedure of awarding an increased scholarship and its amount are determined by the Rector.
4. The doctoral student who holds a disability certificate, disability degree certificate or the decision specified in Article 5 and Article 62 of the Act of August 27, 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period referred to in § 30 Item 2, doctoral scholarship in the amount specified in Item 1 Point 1 and increased by 30%.
5. In the case of a doctoral student who, following the mid-term assessment with a positive result, is employed as an academic teacher or an academic staff member for the number of hours exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship referred to in Item 1, Point 2.
6. The University pays social insurance contributions stipulated in the regulations on social insurance system, i.e. obligatory old age pension, disability pension and accident insurance contributions. The contributions are deducted from the amount of doctoral scholarship. The University deducts health insurance contributions if the doctoral student is not covered by the insurance based under any other entitlement.
7. Sickness insurance for doctoral students is voluntary.

§ 32

1. In the period of suspension of studies referred to in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is considered as the amount of monthly doctoral scholarship due on the day of filing the request for suspension.
2. The doctoral student who submitted their doctoral dissertation, before the set date of completion of studies stipulated in the program of studies, receives the doctoral scholarship until the day when the time limit for completion of studies ends, however, no longer than for a period of six months, subject to § 30 Item 2.

§ 33

The doctoral student may be awarded:

- 1) scholarship – by a local self-government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local self-government legal person;
- 3) scholarship of the Minister of Science and Higher Education for eminent young scholars.

SECTION XI DISCIPLINARY LIABILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary liability for violating the rules applied at the University and for committing acts demeaning the dignity of the doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. The doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the mid-term assessment;
 - 2) failure to submit their doctoral dissertation within the time limit specified in the individual research plan;
 - 3) withdrawal from studies.
2. The doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of their doctoral dissertation;
 - 2) failure to fulfill the obligations referred to in § 11 Items 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted by the doctoral student in writing to the Head of the Doctoral School.
4. The doctoral student is removed from the doctoral student register under an administrative decision of the Rector. If the Rector passes such a decision, a request for reconsidering of the case may be filed within 14 days following service thereof.
5. The removal from the doctoral student register results in the loss of the entitlement to the doctoral scholarship. Payment of the doctoral scholarship is ceased on the first day of the month following the month in which the decision on removal became final.
6. In the case of removal from the doctoral student register, it is not allowed to resume studies. A person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.
7. A person removed from the doctoral student register is obliged to return their electronic doctoral student identification document (ID).

SECTION XIII FINAL PROVISIONS

§ 36

The doctoral student is obliged to familiarize themselves with the Rules and Regulations before commencement of their studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on October 1, 2019.

§ 39

Any amendments to the Rules and Regulations are made in compliance with the relevant provisions on adoption hereof.

(TEMPLATE FORM)

.....
(seal of the Doctoral School)

Lodz, ...

INDIVIDUAL RESEARCH PLAN

(The form must be typed and filed in paper format after obtaining the approval of the supervisor(s);
If there is no relevant information to be provided, insert "NONE" in an appropriate space.)

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT'S RECORD NUMBER	
YEAR OF COMMENCING STUDIES AT THE DOCTORAL SCHOOL	
B. DOCTORAL DISSERTATION	
SUBJECT OF THE DOCTORAL DISSERTATION	
SCIENTIFIC DISCIPLINE	PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
GENERAL OUTLINE OF THE DOCTORAL DISSERTATION (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION	
FULL NAME(S) OF THE SUPERVISOR(S), ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTANT SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (DEPARTMENT/ UNIT/CLINICAL WARD)	
TASKS OF THE SUPERVISOR(S) /ASSISTANT SUPERVISOR	

* Indicate as appropriate.

SCHEDULED NUMBER OF CONSULTATION HOURS WITH THE SUPERVISOR IN THE 1 ST , 2 ND , 3 RD AND 4 TH YEAR OF STUDY	
C. METHOD OF FINANCING THE RESEARCH STUDY	
D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY	
I. SCIENTIFIC PAPERS/OTHER PUBLICATIONS	
II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS	
III. PARTICIPATION IN INTERNATIONAL EXCHANGE PROGRAMS	
E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)	

F. SCHEDULE OF THE RESEARCH AND PREPARATION OF THE DOCTORAL DISSERTATION		
No.	Date/Period of completion	Planned research and stages of preparation of the doctoral dissertation*
1 st YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		
2 nd YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		
3 rd YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		

* In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral dissertation, participation in conferences, conventions, symposiums and international exchange programs, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

4 th YEAR OF STUDY (academic year 20...../20....)		
1		
2		
3		
4		
5		

.....
(signature of the doctoral student)

.....
(name stamp(s) and signature(s) of the supervisor(s))

G. OPINION OF THE ASSISTANT SUPERVISOR *

.....
(name stamp and signature of the assistant supervisor)

APPROVED BY

.....
(name stamp and signature of the Head of the Doctoral School)

* The opinion is required if an assistant supervisor is appointed.

(TEMPLATE FORM)

.....
(seal of the Doctoral School)

Lodz, ...

**ANNUAL REPORT
ON THE COURSE OF STUDIES AT THE DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

*(The form must be typed and filed in paper format after obtaining the approval of the supervisor(s);
If there is no relevant information to be provided, insert "NONE" in an appropriate space.)*

Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s),
space G – by the Head of the Doctoral School.

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT'S RECORD NUMBER	
ACADEMIC TEACHER	YES/NO*
YEAR OF COMMENCING STUDIES AT THE DOCTORAL SCHOOL	
B. DOCTORAL DISSERTATION	
SUBJECT OF THE DOCTORAL DISSERTATION	
SCIENTIFIC DISCIPLINE	PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
TIME LIMIT FOR SUBMISSION OF THE DOCTORAL DISSERTATION	
FULL NAME(S) OF THE SUPERVISOR(S), ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTANT SUPERVISOR, ACADEMIC DEGREE/TITLE	

* Indicate as appropriate.

ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (DEPARTMENT/ UNIT/CLINICAL WARD)	

C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN						
I. STAGE OF PROGRESS OF THE DOCTORAL DISSERTATION (DESCRIPTION)						
II. PUBLICATIONS (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)						
NO.	AUTHOR/SCIENTIFIC EDITOR	TITLE	PUBLISHER/JOURNALS TITLE	PLACE OF PUBLICATION/ YEAR OF PUBLICATION	MSHE POINTS/ IF	NO. OF PAGES
1						
2						
3						
4						
III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS						
NO.	NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZING ENTITY AND PLACE	DATE	FORM OF PARTICIPATION (PASSIVE/ ACTIVE)	TITLE OF THE PAPER	
1						
2						
3						
4						
IV. PARTICIPATION IN RESEARCH STUDIES CONDUCTED BY THE UNIT						
NO.	TITLE	PRINCIPAL INVESTIGATOR	NAME OF THE UNIT	PERIOD OF CONDUCTING THE RESEARCH	FORM OF PARTICIPATION	
1						
2						
3						
V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL DISSERTATION						
NO.	ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAME OF THE INSTITUTION	PLACE	PERIOD	OBJECTIVE	SOURCES OF FUNDS
1						
2						
3						

VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)					
NO.	NAME OF THE INSTITUTION	TITLE OF THE PROJECT /GRANT	TYPE OF GRANT	IMPLEMENTATION PERIOD	FUNCTION IN THE PROJECT
1					
2					
3					

D. REPORT ON IMPLEMENTATION OF THE PROGRAM OF STUDIES		
I. EXAMS AND CREDIT TESTS – as shown in the doctoral student’s periodic achievement record		
II. PROFESSIONAL PLACEMENT TRAINING		
NO.	LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH THEY PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)	SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
DATE OF DRAWING UP THE REPORT		SIGNATURE OF THE DOCTORAL STUDENT
E. ASSESSMENT OF THE ANNUAL REPORT BY THE SUPERVISOR(s)		POSITIVE/ NEGATIVE*
F. DESCRIPTIVE OPINION OF THE SUPERVISOR(S)		

* Indicate as appropriate.

.....
(date)

.....
(name stamp(s) and signature(s) of the supervisor(s))

G. CREDIT FOR A YEAR OF STUDY AWARDED BY THE HEAD OF THE DOCTORAL SCHOOL	
..... year of study at the Doctoral School (academic year 20...../20.....): • credit is awarded • credit is not awarded • credit is awarded conditionally	
..... (date)	 (name stamp and signature of the Head of the Doctoral School)

**Resolution No. 64/2023
of 26 September 2023
adopted by the Senate of the Medical University of Lodz**

**on making amendments to the Rules and Regulations of the International Doctoral School
and the consolidated text of the Rules and Regulations**

Pursuant to Article 13 Items 13-15 and article 41 item 2 of the Act of 28 July 2023 on changes in Act – Law on Higher Education and Science and some other Acts (Journal of Laws of 2023, Item 1672) and § 21 Item 2 Point 1 and § 76 Item 3 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the Senate of the Medical University of Lodz, the following resolution is hereby adopted:

§ 1

As of 1 October 2023, the Rules and Regulations of the International Doctoral School implemented under Resolution No. 289/2019 of 28 May 2019 adopted by the Senate of the Medical University of Lodz (i.e., Resolution No. 15/2023 of 27 April 2023 of the Senate of the Medical University of Lodz), are amended as follows:

- 1) in § 6 Item 3 is repealed;
- 2) in § 18 ust. 2:
 - „2. A doctoral student employed as an academic teacher, conducting teaching classes at the University, is exempt from undergoing internships in the form of conducting teaching classes or participating in their conducting. Exemption is tantamount to receiving credit for teaching internships.”;
- 3) in § 25 item 1 will read as follows:
 - „1. A doctoral student's education at the Doctoral School ends with the submission of a doctoral thesis together with a positive opinion of the supervisor or supervisors..”;
- 4) in § 31:
 - a) Item 5 is repealed,
 - b) item 8 will read as follows:
 - „8. A doctoral scholarship is not available to a doctoral student whose education at the Doctoral School is associated with the obligation to be employed at the University:
 - 1) based on an employment contract;
 - 2) with remuneration exceeding the amount of the professor's remuneration.”;
- 5) in § 35:
 - a) in item 1, point 5 will read as follows
 - „5) violation of the prohibition referred to in item 200 section 7 of the Act”;
 - b) item. 4a will read as follows
 - „4a. In the proceedings to remove a doctoral student from the list of doctoral students, in the event of violation of the prohibition referred to in Art. 200 section 7 of the Act, the doctoral student is requested to submit, within a period not shorter than 30 days from the date of delivery of the request, to resign from education at another doctoral school.”

§ 2

The consolidated text of the Rules and Regulations of the International Doctoral School, including the amendments specified in § 1, is enclosed.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radziław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

Appendix to the Resolution no 64/2023
of 26 September 2023
adopted by the Senate of the Medical University of Lodz

**RULES AND REGULATIONS
OF THE INTERNATIONAL DOCTORAL SCHOOL**

(introduced under Resolution No. 289/2019 of 28 May 2019
adopted by the Senate of the Medical University of Lodz)

consolidated text

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the International Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmaceutical sciences, medical sciences, health sciences, as well as the related rights and obligations of doctoral students.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) Senate – the University Senate;
 - 3) organizational unit – a University research and teaching unit, i.e., a department, clinical department or unit;
 - 4) Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in Item 1;
 - 5) doctoral student – a person pursuing their studies at the Doctoral School run by the University;
 - 6) Act – the Act of 20 July 2018 – Law on Higher Education and Science;
 - 7) Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and end with submission of a doctoral dissertation.
2. The studies at the Doctoral School prepare doctoral students for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmaceutical sciences, medical sciences and health sciences, and creates conditions for doctoral students to:
 - 1) prepare for performing teaching, research and research and development work;
 - 2) acquire the skill of taking advantage of the world’s scientific achievements;
 - 3) identify and solve research problems, plan and conduct research studies, as well as use results of studies through patents and publications;
 - 4) acquire high research competencies and scientific independence;
 - 5) prepare for independent planning of their own scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
 - 6) prepare for participation in exchange of research experience and ideas, also in the international community.

3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted in compliance with the programme of studies and an individual research plan.
2. The academic year at the Doctoral School begins on 1 October and ends on 30 September. It is divided into two semesters.
3. The main lecture language at the Doctoral School is English.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Head appointed and removed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Head of the Doctoral School may be held by an academic teacher employed with the University being their primary place of employment and holding the title of professor or *doktor habilitowany* (habilitated doctor).
3. Supervision over the Doctoral School is exercised by the Rector.

§ 5

1. In particular, the Head of the Doctoral School:
 - 1) plans a development strategy for the Doctoral School and presents it to the Rector;
 - 2) organizes and supervises the implementation of the programme of studies at the Doctoral School;
 - 3) chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 - 4) enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 - 5) after consulting a doctoral student, appoints their doctoral dissertation supervisor(s) and an assistant supervisor;
 - 6) (repealed);
 - 7) takes final decisions on awarding doctoral students credits for subsequent years of studies;
 - 8) upon a doctoral student's request, suspends their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of 26 June 1974 – Labor Code;
 - 9) gives consent for:
 - a) changing a supervisor(s) or an assistant supervisor,
 - b) extending the time limit for submission of a doctoral dissertation specified in an individual research plan,
 - c) leaving of a doctoral student for internship abroad and conducting research outside the University, as specified in the Rules and Regulations;
 - 10) files a request with the Discipline Scientific Council for appointing the Evaluation Committee for Mid-term Assessment;
 - 11) cooperates with the University Scientific Council on defining the rules of recruitment to the Doctoral School and developing the programme of studies at the Doctoral School;

- 12) prepares a draft version of the Rules and Regulations of the Doctoral School and presents it to the Senate;
 - 13) presents a report on the Doctoral School's operation for each academic year to the Rector.
2. A doctoral student may file an appeal against final decisions made by the Head of the Doctoral School and specified in Items 1 Points 5-9 with the Rector within 14 days following the receipt of a notice informing thereon.

SECTION III ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at one doctoral school only at the same time.
3. repealed

§ 7

1. A person admitted to the Doctoral School commences their studies and acquires the rights of a doctoral student upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (EDSIC) to each doctoral student.
3. A doctoral student is entitled to hold their EDSIC from the date of making the pledge until the date of completion of their studies or removal from the doctoral student register.
4. The validity of EDSIC held by a doctoral student who has been awarded a credit for a year of study, in accordance with § 21 Item 3, is extended for the following academic year.
5. Doctoral students of a foreign university or research institution who pursue a part of their studies at the Doctoral School will be issued an EDSIC based on the submitted request.

SECTION IV RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Chapter 1 Rights of doctoral students

§ 8

A doctoral student has, in particular, the right to:

- 1) scientific guidance provided by their supervisor(s) or an assistant supervisor;
- 2) acquire knowledge and develop interests and, for such purposes, use the University scientific infrastructure – within the scope of the University financial means and organizational capabilities;
- 3) participate in seminars, research, development and implementation works and in open scientific meetings organized at the University;
- 4) use the University's library, information and archive collections;
- 5) doctoral scholarship – as specified in the Act and the Rules and Regulations;
- 6) receive awards and distinctions;
- 7) join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act of 7 April 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;

- 8) suspend their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of 26 June 1974 – Labor Code;
- 9) apply for:
 - a) changing their supervisor(s) or assistant supervisor,
 - b) extending the time limit for submission of a doctoral dissertation specified in an individual research plan – under the terms and conditions specified in the Rules and Regulations;
- 10) apply for:
 - a) a student loan – under the terms and conditions specified in separate regulations,
 - b) accommodation at a University student residence hall, including accommodation for their spouse or child – under the terms and conditions and in compliance with the procedure specified in the rules and regulations of benefits offered to students;
- 11) holiday breaks not exceeding eight weeks annually; such breaks should be taken in periods in which no teaching classes are conducted and should be approved by their supervisor;
- 12) social insurance and health insurance – in compliance with the rules specified in § 31 Items 6 and 7;
- 13) assess the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;
- 14) in the case of any dispute between a doctoral student and their supervisor – filing a request for mediation with the Head of the Doctoral School; it is required that at least one representative of the Doctoral Student Government participate in mediations between a doctoral student and their supervisor.

§ 9

1. For research purposes related to preparation of their doctoral dissertation, a doctoral student also has the right to:
 - 1) participate in national and international scientific seminars, conferences, conventions and symposiums;
 - 2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Head of the Doctoral School given after obtaining an opinion of a supervisor(s).
2. Internship completed abroad is included in the period of studies at the Doctoral School.
3. The Head of the Doctoral School may award a doctoral student a credit for courses or professional placement training completed by a doctoral student during their internship abroad. Such courses or professional placement training are regarded as those specified in the programme of studies.

§ 10

1. A doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the programme of studies at the Doctoral School to their needs resulting from disability in a way that will enable them to fully participate in the education process.
2. Doctoral students specified in Item 1 are:
 - 1) disabled persons who hold a valid disability certificate, disability level certificate or an equivalent document;
 - 2) persons suffering from chronic diseases who do not hold the certificates specified in Point 1, and whose health condition is confirmed by submitted medical documentation;
 - 3) persons whose sudden disease or accident result in a temporary inability to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.

3. The scope of adjustment of conditions for completion of the programme of studies, upon a doctoral student's request, is determined by the Head of the Doctoral School following consultation with a specialist for disabled persons.
4. Adjustment of conditions for completion of the programme of studies to suit a doctoral student's needs resulting from their disability may particularly involve:
 - 1) using by a doctoral student, during classes, credit tests and exams:
 - a) support provided by an assistant for the disabled,
 - b) technological solutions designed for a specific type of disability;
 - 2) modification of the procedure of participation in teaching classes;
 - 3) changing time limits and forms of taking credit tests and exams;
 - 4) providing a doctoral student with teaching materials in a form adapted to a specific type of disability.

Chapter 2

Obligations of doctoral students

§ 11

1. A doctoral student is obliged to comply with the Rules and Regulations.
2. A doctoral student is also obliged to observe other University internal regulations and the Code of Doctoral Student Ethics.
3. The main responsibilities of a doctoral student include completion of the programme of studies and implementation of an individual research plan, including:
 - 1) participation in teaching classes specified in the programme of studies;
 - 2) obtaining credits for courses specified in the programme of studies within set time limits;
 - 3) completion of professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the programme of studies;
 - 4) conducting research studies under the guidance of their supervisor(s) and preparation of their doctoral dissertation in compliance with the schedule specified in an individual research plan.
4. A doctoral student is also obliged to:
 - 1) collect an electronic doctoral student ID, a badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 - 2) use their electronic mail address generated in the University IT system when contacting University employees;
 - 3) develop, following consultation with their supervisor(s), an individual research plan including, in particular, a schedule of preparation and the set time limit for submission of their doctoral dissertation;
 - 4) submit, to the Head of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 Items 3 and 4, including an opinion of their supervisor(s);
 - 5) make efforts to obtain funds for completion of research studies related to preparation of their doctoral dissertation;
 - 6) conduct research studies necessary for preparation of their doctoral dissertation in organizational units;
 - 7) sign the attendance list in an organizational unit in which research studies are conducted;
 - 8) in the case of absence from classes or an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral

- students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases – other written excuse;
- 9) immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and receiving doctoral scholarship;
 - 10) preserve the good name of the University;
 - 11) perform activities promoting science;
 - 12) attend the so-called summer and winter schools and other forms of classes developing their knowledge, skills and competencies;
 - 13) present the results of research studies at national and international scientific conferences.

§ 12

A doctoral student is obliged to hold documents confirming the fact of undergoing current medical tests specified in the Regulation of the Minister of Health on medical tests for candidates for post-primary or higher schools and professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific guidance

§ 13

1. The Doctoral School provides a doctoral student with scientific guidance of:
 - 1) a supervisor or supervisors or
 - 2) a supervisor and an assistant supervisor.
2. The Head of the Doctoral School, after consultation with a doctoral student, appoints their supervisor(s) within three months following the date of commencing studies.
- 2a. The Head of the Doctoral School, at a supervisor's request and after consultation with a doctoral student, may appoint an assistant supervisor for a doctoral student, subject to Item 2b.
- 2b. The appointment of an assistant supervisor is not possible if the scientific guidance is provided by supervisors.
3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitated doctor) at least and having scientific achievements, in the period of three years preceding assuming the duties of a supervisor, such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education
4. A person holding the degree of *doktor* [doctoral degree] at least may be an assistant supervisor.
5. A person who does not meet the requirements specified in Item 3 but is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues a doctoral dissertation relates to.
6. The function of a supervisor may not be performed by a person who in the preceding five years:
 - 1) was a supervisor of four doctoral students who were removed from the doctoral student register due to a negative result of mid-term assessment, or

- 2) provided guidance in relation to preparation of a doctoral dissertation to at least two persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. A supervisor confirms assuming the duties resulting from scientific guidance in writing.
8. A supervisor and an assistant supervisor may provide scientific guidance to not more than three doctoral students at the same time.
9. The number of doctoral students referred to in Item 8 does not include doctoral students who receive education under programmes or projects financed from external sources.

§ 14

1. The tasks of a supervisor include in particular:
 - 1) providing a doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of their doctoral dissertation;
 - 2) developing, together with a doctoral student, an individual research plan specifying, in particular, the schedule of preparation and the time limit for submission of a doctoral dissertation;
 - 3) providing guidance in the implementation of an individual research plan;
 - 4) making an annual assessment of a doctoral student's progress in the implementation of an individual research plan and issuing an opinion on a doctoral student's annual report;
 - 5) providing funds necessary for conducting a research project;
 - 6) issuing opinions on a doctoral student's requests concerning the course of studies;
 - 7) assessing a doctoral dissertation prepared by a doctoral student;
 - 8) developing their qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.
2. A supervisor is responsible for conducting on-site occupational work and safety training for a doctoral student at a unit where research studies are conducted and professional placement training specified in the programme of studies is carried out. The scope of the training should be adjusted as required by the nature of a doctoral student's research study and professional placement training.
3. An assistant supervisor performs a supportive function in scientific guidance provided to a doctoral student, and in particular in planning research, as well as implementation and analysis of their results.

§ 15

1. A doctoral student may file a request for changing their supervisor(s) with the Head of the Doctoral School or for appointing another supervisor(s), subject to Items 2 and 2a. The request has to include substantiation.
2. It is possible to change a supervisor(s) appointed within the set time limit specified in § 13 Item 2 within nine months following the commencement of studies.
- 2a. It is not possible to appoint another supervisor(s) or an assistant supervisor if the scientific guidance is provided by a supervisor and an assistant supervisor.
3. In exceptional and justified cases, the Head of the Doctoral School may decide on changing a supervisor(s), without applying the rule specified in Item 2.
4. In the cases specified in Items 2 and 3, a supervisor is changed in compliance with the rules set out in § 13 Items 3-9.
5. In the case of a supervisor's prolonging absence, the Head of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 Items 3-8.
6. In the case of substituting an assistant supervisor, the rules set out in Items 1-5 are applied accordingly.

Chapter 2

Programme of studies

§ 16

1. The programme of studies at the Doctoral School is determined by the Senate. The programme of studies has to be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.
2. The programme of studies is published on the University website not later than five months before the commencement of the recruitment procedure.
3. The education of doctoral students at the Doctoral School may be provided in cooperation with another entity, in particular an entrepreneur or a foreign university or research institution.

§ 17

1. The programme of studies at the Doctoral School includes, in particular, obligatory and elective courses as well as professional placement training. The programme of studies may also provide for lectures of visiting professors, internship abroad, courses organized in the form of summer or winter schools and study visits.
2. Teaching classes at the Doctoral School may be conducted with the use of distance education methods and techniques (e-learning).
3. The Head of the Doctoral School may oblige a doctoral student to participate in scientific events, including conferences, training courses or workshops by which the student may develop their knowledge, skills and competencies.
4. Completion of the programme of studies at the Doctoral School results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of 22 December 2015 on the Integrated System of Qualifications and regulations introduced pursuant to Article 7 Item 3 thereof.
5. Appendices to the education program are teaching guidelines for specific courses called "syllabuses".
6. A syllabus specifies in particular:
 - 1) curriculum contents;
 - 2) modes of conducting classes;
 - 3) ways of verifying the learning outcomes;
 - 4) literature for the course.
7. The syllabus is adopted for the whole cycle of studies and, within duration thereof, it is not subject to any amendments, except for those made to the program specified in § 17a Item 3.

§ 17a

1. The programme of studies at the Doctoral School is subject to regular assessment and improvement.
2. In order to improve the programme of studies, amendments may be made thereto. The amendments will be introduced to the new cycle of studies.
3. Within the cycle of studies, introduced amendments will only:
 - 1) concern the selection of the curriculum contents provided to doctoral students during the courses and including the latest scientific achievements or achievements related to professional activity;
 - 2) result from the requirement to:

- a) remove irregularities identified by the Scientific Evaluation Committee (*Komisja Ewaluacji Nauki - KEN*),
- b) adjust the programme of studies according to the amendments made to the commonly binding law

§ 18

1. The number of professional placement training hours in the form of teaching classes at the University or participation therein is:
 - 1) in the 1st year of study – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of studies – 60 teaching hours a year.
2. A doctoral student employed as an academic teacher, conducting teaching classes at the University, is exempt from undergoing internships in the form of conducting teaching classes or participating in their conducting. Exemption is tantamount to receiving credit for teaching internships.

Chapter 3

Individual research plan

§ 19

1. An individual research plan is developed by a doctoral student, following consultation with their supervisor(s) and submitted, in Polish and English version, to the Head of the Doctoral School within 12 months following the commencement of studies. The template of an individual research plan is enclosed as Appendix No. 1 to the Rules and Regulations.
2. In the case of appointing an assistant supervisor, an individual research plan is presented after their approval is granted.
3. An individual research plan specifies in particular:
 - 1) subject and assumptions of a research project, including research objectives of the planned studies and the method of completion thereof;
 - 2) schedule of preparation and date of submission of a doctoral dissertation
 - 3) full name, degree or academic title of a supervisor(s) or and an assistant supervisor and the scope of their duties and rules of cooperation;
 - 4) method of financing research studies;
 - 5) method of presentation of results of studies, including in the form of scientific articles or scientific meeting communications;
 - 6) participation in scientific conferences, internships or other forms extending knowledge and skills in the field studied;
 - 7) participation in international exchange programmes;
 - 8) list of the University's research infrastructure to which a doctoral student has access.
4. In exceptional and justified cases, upon a request filed jointly by a doctoral student and their supervisor(s), the Head of the Doctoral School may give consent for an update of an individual research plan.
5. Implementation of an individual research plan is subject to mid-term assessment in compliance with the rules specified in § 23 and 24.

SECTION VI VERIFICATION OF LEARNING OUTCOMES

Chapter 1 Awarding a credit for a course

§ 20

1. A credit for a course may be awarded based on an exam, a test with a grade or a credit test. The form of awarding a credit for a course is specified in the schedule of the programme of studies implementation.
2. Exams and credit tests may be conducted in the form of written and spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, if a course was run in the language.
4. A credit for a course may also be awarded based on written assignments (essays) on a given topic, multimedia projects or presentations prepared by doctoral students.
5. An academic teacher informs doctoral students about the form of exam or credit test prior to commencement of a course.
6. The result of an exam or a credit test is entered into a doctoral student's electronic index to which access is provided via the University IT system.
7. A credit for a doctoral seminar is awarded during an annual public scientific review session at which a doctoral student gives presentation in English on scientific hypotheses, methods and results of their research studies.
8. A doctoral student's presentation at a public scientific review session is assessed by a committee appointed by the Head of the Doctoral School. The Head of the Doctoral School may invite external experts to participate in the work of the committee and act in an advisory capacity. The result of the assessment is entered into a doctoral student's electronic index by the Head of the Doctoral School.
9. A credit for practical placement training is awarded by a supervisor.
10. A doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If a doctoral student fails to take an exam or a credit test specified in Item 7 due to illness or a leave for academic purposes, the Head of the Doctoral School, upon a doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, a doctoral student may obtain consent of the Head of the Doctoral School for exemption from attendance at specific courses included in the programme of studies, or a consent for repeating a course/courses provided that it does not result in extending the period of studies over the time limit specified in § 2 Item 1.
13. The Head of the Doctoral School may give a doctoral student a consent for obtaining a credit in advance for a course scheduled for the subsequent year or years of studies in the programme of studies.

Chapter 2 Awarding a credit for a year of study

§ 21

1. A period for which credits are awarded at the Doctoral School is an academic year.
2. The condition for being awarded a credit for a year of study at the Doctoral School is:

- 1) obtaining a credit for a course and professional placement training specified in the programme of studies;
- 2) completion of research studies and progress in preparation of a doctoral dissertation according to a schedule specified in an individual research plan.
3. The Head of the Doctoral School awards a credit for a year of study by making an entry in a doctoral student's electronic index based on a doctoral student's annual report approved by their supervisor(s).
4. A doctoral student is obliged to file an annual report on performing the duties specified in Item 2 with the Head of the Doctoral School, in Polish and English version, by 30 August. The template of the report is enclosed as Appendix No. 2 to the Rules and Regulations.
5. A doctoral student does not have the right to repeat a year of study.
6. In exceptional and justified cases, the Head of the Doctoral School may postpone fulfillment of some of duties of a doctoral student until the next academic year.

Chapter 3 **Scale of grades and a grade point average**

§ 22

1. The results of credit tests and exams and the grade point average are expressed by the following scale of grades:
 - 1) 5,0 – *bardzo dobry*;
 - 2) 4,5 – *ponad dobry*;
 - 3) 4,0 – *dobry*;
 - 4) 3,5 – *dość dobry*;
 - 5) 3,0 – *dostateczny*;
 - 6) 2,0 – *niedostateczny*.
2. The scale of grades specified in Item 1 may be applied in its translated version, in English:
 - 1) 5.0 – *Excellent*;
 - 2) 4.5 – *Very Good*;
 - 3) 4.0 – *Good*;
 - 4) 3.5 – *Satisfactory*;
 - 5) 3.0 – *Sufficient*;
 - 6) 2.0 – *Failed*.
3. A grade point average is calculated as an arithmetic mean of grades obtained by a doctoral student in all credit test and exam attempts.

Chapter 4 **Mid-term assessment**

§ 23

1. The implementation of the individual research plan referred to in § 19 is subject to mid-term assessment.
2. The mid-term assessment is carried out in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.

3. The mid-term assessment ends with a positive or negative result. The assessment result, including a justification, is open to the public and it is announced on the University website within a time limit set in the schedule specified in Item 5.
4. The mid-term assessment also includes evaluation of the quality of scientific guidance provided by a supervisor(s).
5. The schedule of the mid-term assessment is set by the Head of the Doctoral School. It is published for doctoral students at the University website.
6. The mid-term assessment is based on:
 - 1) an individual research plan;
 - 2) report on the implementation of the individual research plan prepared by a doctoral student in Polish and English, approved by their supervisor(s); a doctoral student submits the report in written and electronic version, in Polish and English, to the Evaluation Committee for Mid-term Assessment through the Head of the Doctoral School within a time limit set in the schedule specified in Item 5; the template of the report is enclosed as Appendix No. 3 to the Rules and Regulations;
 - 3) annual reports submitted by a doctoral student after the first and the second years of study;
 - 4) evaluation of the quality of scientific guidance provided by a supervisor(s), in Polish and English version; the template is enclosed as Appendix No. 4 to the Rules and Regulations;
 - 5) an assessment interview at which a doctoral student presents their scientific achievements related to the preparation of their doctoral dissertation.
7. The condition for being admitted to the mid-term assessment is the submission of the documents listed in Item 6 Points 2 and 4 within the time limit specified in the schedule referred to in Item 5.
8. Presence of a doctoral student at the mid-term assessment, on the date specified in the schedule referred to in Item 5, is obligatory. A doctoral student may excuse their absence by presenting the Head of the Doctoral School with a medical certificate or, in justified cases, another written excuse. In the case of an excused absence, the Head of the Doctoral School will set a new date for the mid-term assessment.
9. Failure by a doctoral student to submit the documents required for the mid-term assessment within the prescribed time limit, or unexcused failure to attend the mid-term assessment on the scheduled date will incur a negative result of the mid-term assessment.
10. In the case of a negative mid-term assessment, a doctoral student is removed from the doctoral student register, under the rules specified in § 35.

§ 24

1. Mid-term assessment is carried out by the Evaluation Commission for Mid-term Assessment appointed, upon a request of the Head of the Doctoral School, by the Scientific Discipline Council in which a doctoral dissertation is prepared. The Scientific Discipline Council nominates a chairperson who manages the work of the Commission.
2. In justified cases, the Scientific Discipline Council, upon the request of the Head of the Doctoral School, may change the composition of the Evaluation Committee for Mid-term Assessment.
3. The Evaluation Committee for Mid-term Assessment is composed of three persons, including at least one person holding the title of *doktor habilitowany* (habilitated doctor) or the title of professor in the discipline in which a doctoral dissertation is being prepared, employed outside the University, or a person referred to in § 13 Item. 5. Neither a supervisor nor an assistant supervisor may be members of the Evaluation Committee for Mid-term Assessment.
4. Meetings of the Evaluation Committee for Mid-term Assessment are also attended by a representative of doctoral students who acts as an observer.

5. Meetings of the Evaluation Committee for Mid-term Assessment are attended by all its members.
6. Decisions of the Evaluation Committee for Mid-term Assessment are taken by a simple majority of votes. Members of the Committee may not abstain from voting.
7. In justified cases, a member of the Evaluation Committee for Mid-term Assessment may participate in the meetings of the Committee remotely, by means of electronic communication, ensuring, in particular, multilateral communication in real time, in compliance with the necessary security rules.
8. The outcome of the mid-term assessment is determined in a closed meeting, without the participation of a doctoral student or their supervisor.
9. The Evaluation Committee for Mid-term Assessment draws up minutes, in Polish and English, to be signed by the Chairperson of the Committee. A template of the minutes is specified in Appendix No. 5 to the Rules and Regulations.
10. The mid-term assessment minutes, including the report specified in § 23 Item 6 Point 2, is kept in a doctoral student's personal files.
11. A doctoral student and their supervisor(s) have the right to get familiar with the mid-term assessment minutes.
12. In the event of a breach of the formal conditions of the mid-term assessment concerning the composition of the Evaluation Committee for the Mid-term Assessment, or conducting of the procedure of the assessment in violation of the Rules and Regulations, a doctoral student has the right to submit objections to the Head of the Doctoral School, within seven days of the publication of the result of the assessment, and file a request for re-assessment.
13. The grounds for objections may not be based on complaints concerning the substantive assessment made by the Evaluation Committee for the Mid-term assessment.
14. Objections based on the grounds referred to in Item 13 will not be considered.
15. A doctoral student has the right to appeal to the Rector against the decision of the Head of the Doctoral School made in the case referred to in Item 12. The decision of the Rector is final.

SECTION VII DOCTORAL DISSERTATION

Chapter 1 Submission of a doctoral dissertation

§ 25

1. A doctoral student's education at the Doctoral School ends with the submission of a doctoral thesis together with a positive opinion of the supervisor or supervisors
2. A doctoral student submits their doctoral dissertation in written version, along with an abstract in English and a positive opinion of their supervisor(s) to the Head of the Doctoral School, within a time limit specified in the individual research plan. An abstract in Polish must also be attached to a doctoral dissertation prepared in a foreign language.
3. A doctoral dissertation may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific articles, a design, construction, technological or implementation work, as well as an independent and separated part of a collective work.
4. In the case of submission of a doctoral dissertation before the end of the period of studies completion stipulated in the programme of studies, the Head of the Doctoral School, upon a doctoral student's request, exempts them from the obligation to participate in the remaining part of classes and professional placement training until the end of

the period of studies.

5. Studies at the Doctoral School in the case specified in Item 4 may not last for a period shorter than six semesters.

Chapter 2

Extending the time limit for submission of a doctoral dissertation

§ 26

1. Upon a doctoral student's request, the Head of the Doctoral School may extend the time limit for submission of a doctoral dissertation specified in an individual research plan, in the following cases:
 - 1) long-term illness of a doctoral student or their supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of a doctoral student or their supervisor,
 - 4) suspension of studies stipulated in § 29– for the overall period not longer than two years.
2. A doctoral student has to enclose substantiation and the opinion of their supervisor(s) to the request.
3. Extending the time limit for submission of a doctoral dissertation results in extending the period of studies at the Doctoral School, and a doctoral student retains their right to doctoral scholarship subject to § 30 Item 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented by:
 - 1) a doctoral student's electronic index to which doctoral students and academic teachers have access via the University IT system;
 - 2) data stored in the University IT system in printed version:
 - a) minutes on awarding credits for courses,
 - b) doctoral student periodic achievement record.
2. The rules of keeping records on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given an index number – a subsequent within a given academic year until completion of studies at the Doctoral School.
2. Personal files of each doctoral student are marked with a student index number.
3. Personal files of each doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) minutes of the Recruitment Committee on the procedure of recruitment to the Doctoral School;
 - 3) written version of the pledge signed by a doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of a supervisor(s) for providing scientific guidance to a doctoral student;
 - 6) individual research plan;
 - 7) a doctoral student's annual reports;
 - 8) minutes on awarding credits for courses and doctoral student periodic achievement record;

- 9) minutes on the mid-term assessment;
- 10) a doctoral student's requests and applications filed in relation to the course of studies;
- 11) decisions regarding the course of studies;
- 12) doctoral dissertation with an opinion of a supervisor(s) enclosed.

SECTION IX SUSPENSION OF STUDIES

§ 29

At a doctoral student's request, the Head of the Doctoral School suspends their studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of 26 June 1974 – Labor Code.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. A doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives doctoral scholarship.
2. An overall period in which doctoral scholarship is received may not exceed four years.
3. A period of suspension of studies specified in § 29 is not included in the period defined in point 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of the remuneration for professors – up to the month in which mid-term assessment is carried out;
 - 2) 57% of the remuneration for professors – following the month in which mid-term assessment is made.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on a doctoral student's achievements. The criteria and procedure of awarding an increased scholarship and its amount are established by the Rector.
4. A doctoral student who holds a disability certificate, disability level certificate or the decision specified in Article 5 and Article 62 of the Act of 27 August 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period specified in § 30 Item 2, doctoral scholarship in the amount defined in Item 1 Point 1 and increased by 30%.
5. repealed
6. Sickness insurance for doctoral students is voluntary.
7. Doctoral scholarship is not awarded to a doctoral student receiving remuneration of at least 150% of the amount of the doctoral scholarship to which they are entitled, in accordance with Item 1 under employment by the University, in connection with the implementation of a research project referred to in Article 119 Item 2 Points 2 and 3 of the Act of 20 July 2018 - Law on Higher Education and Science, during the period of that employment.
8. A doctoral scholarship is not available to a doctoral student whose education at the Doctoral School is associated with the obligation to be employed at the University:
 - 1) based on an employment contract;
 - 2) with remuneration exceeding the amount of the professor's remuneration.

§ 32

1. In the period of suspension of studies specified in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is understood as the amount of monthly doctoral scholarship due on the day of filing a request for suspension.
2. A doctoral student who submitted their doctoral dissertation, before the set date of completion of studies stipulated in the programme of studies, receives the doctoral scholarship until the day on which the time limit for completion of studies ends, however, no longer than for a period of six months, subject to § 30 Item 2.

§ 33

A doctoral student may be awarded:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education for eminent young scholars - in accordance with the rules laid down in the Act, or other scholarships awarded under separate regulations.

SECTION XI

DISCIPLINARY LIABILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary liability for violating the rules applied at the University and for committing acts demeaning the dignity of a doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII

REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. A doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the mid-term assessment;
 - 2) failure to submit a doctoral dissertation within the time limit specified in an individual research plan;
 - 3) withdrawal from studies;
 - 4) failure to commence studies;
 - 5) violation of the prohibition referred to in item 200 section 7 of the Act;
 - 6) imposing a disciplinary penalty of expulsion from the Doctoral School.
2. A doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of their doctoral dissertation;
 - 2) failure to fulfill the obligations specified in § 11 Items 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted by a doctoral student in written form to the Head of the Doctoral School.
- 3a. A doctoral student is deemed not to have commenced their studies if they do not make the pledge referred to in § 7 Item 1 within five days from the beginning of the academic year.

4. A doctoral student is removed from the doctoral student register by an administrative decision of the Rector. If the Rector passes such a decision, a request for reconsidering of the case may be filed within 14 days following the receipt thereof.
- 4a. In the proceedings to remove a doctoral student from the list of doctoral students, in the event of violation of the prohibition referred to in Art. 200 section 7 of the Act, the doctoral student is requested to submit, within a period not shorter than 30 days from the date of delivery of the request, to resign from education at another doctoral school.
5. The removal from the doctoral student register results in the loss of the entitlement to the doctoral scholarship. Payment of the doctoral scholarship is suspended on the first day of the month following the month in which the decision on removal became final.
6. In the case of removal from the doctoral student register, it is not possible to resume studies. A person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.
7. A person removed from the doctoral student register is obliged to return their electronic doctoral student identification document.

SECTION XIII FINAL PROVISIONS

§ 36

A doctoral student is obliged to get familiar with the Rules and Regulations before commencement of their studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on 1 October 2019.

§ 39

Any amendments to the Rules and Regulations are made in compliance with the relevant provisions on adoption hereof.

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

Łódź, ...

INDIVIDUAL RESEARCH PLAN

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
GENERAL DESCRIPTION OF THE DOCTORAL THESIS (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	

* Indicate as appropriate.

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

Łódź, ...

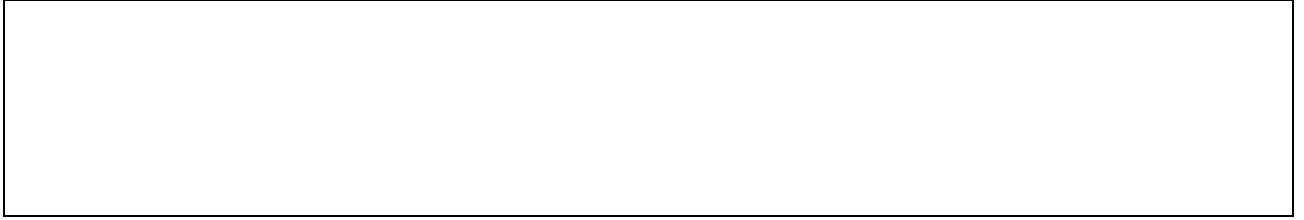
INDIVIDUAL RESEARCH PLAN

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
GENERAL DESCRIPTION OF THE DOCTORAL THESIS (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	

* Indicate as appropriate.

ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	
TASKS OF THE SUPERVISOR/SUPERVISORS/ASSISTING SUPERVISOR	
SCHEDULED NUMBER OF CONSULTATION HOURS WITH THE SUPERVISOR IN THE 1 ST , 2 ND , 3 RD AND 4 TH YEAR OF STUDIES	
C. METHOD OF FINANCING THE RESEARCH	
D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY	
I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS	
II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS	
III. PARTICIPATION IN INTERNATIONAL EXCHANGE	
E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)	



F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL THESIS		
No.	Date/Period of implementation	Planned research and stages of preparation of the doctoral thesis*
1 st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
2 nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
5		
3 rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		

* In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral thesis, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and

research grants.

* The opinion is required if an assisting supervisor is appointed.

.....
(name stamp and signature of the Director of the International Doctoral School)

Appendix no. 2
to the Rules and Regulations of the International Doctoral School

(SPECIMEN FORM)

.....
(seal of the International Doctoral School)

Łódź, ...

**ANNUAL REPORT ON THE COURSE OF STUDIES
AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20../20...**

(The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors;
If there is no relevant information to be provided, insert "NONE" in a given space.)

Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s),
space G – by the Director of the International Doctoral School.

A. DETAILS OF THE DOCTORAL STUDENT	
FULL NAME	
PERSONAL IDENTIFICATION NUMBER /PESEL/	
STUDENT INDEX NUMBER	
ACADEMIC TEACHER	YES/NO*
YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. DOCTORAL THESIS	
SUBJECT OF THE DOCTORAL THESIS	
SCIENTIFIC DISCIPLINE	PHARMACEUTICAL SCIENCES / MEDICAL SCIENCES / HEALTH SCIENCES*
DEADLINE FOR SUBMISSION OF THE DOCTORAL THESIS	
FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	

* Indicate as appropriate.

FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	

C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN

I. STAGE OF ADVANCEMENT OF THE DOCTORAL THESIS (DESCRIPTION)

II. PUBLICATIONS (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)

NO.	AUTHOR/SCIENTIFIC EDITOR	TITLE	PUBLISHER/MAGAZINE TITLE	PLACE OF PUBLICATION/ YEAR OF PUBLICATION	MSHE POINTS/ IF	NO. OF PAGES
1						
2						
3						
4						

III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS

NO.	NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZING ENTITY AND PLACE	DATE	TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TITLE OF THE PAPER
1					
2					
3					
4					

IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT

NO.	TITLE	PRINCIPAL INVESTIGATOR	NAME OF THE UNIT	PERIOD OF CONDUCTING THE RESEARCH	TYPE OF PARTICIPATION
1					
2					
3					

V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL THESIS

LP.	ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAME OF THE INSTITUTION	PLACE	PERIOD	OBJECTIVE	SOURCES OF FUNDS
1						

2						

3					
VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)					
NO.	NAME OF THE INSTITUTION	TITLE OF THE PROJECT/GRANT	TYPE OF GRANT	IMPLEMENTATION PERIOD	ROLE IN THE PROJECT
1					
2					
3					

D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES		
I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record		
II. PROFESSIONAL PLACEMENT TRAINING		
NO.	LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH HE/SHE PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)	SIGNATURE OF THE SUPERVISOR
1		
2		
3		
4		
DATE OF DRAWING UP THE REPORT		SIGNATURE OF THE DOCTORAL STUDENT
E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS		POSITIVE/ NEGATIVE*
F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS		

* Indicate as appropriate.

..... (date)	 (name stamp(s) and signature(s) of the supervisor(s))

G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES	
..... year of studies at the International Doctoral School (academic year 20...../20): • credit is awarded • credit is not awarded • credit is awarded conditionally	
..... (date)	 (name stamp and signature of the Director of the International Doctoral School)



(WZÓR)

RAPORT
Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ
ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR)

Mid-term Report
for the period (dd.mm.yy) to (dd.mm.yy)

1) Podstawowe dane
/ Basic data

Imię / imiona i nazwisko doktoranta /Name/s and surname of PhD student:	Dyscyplina /Discipline: ☐ Nauki farmaceutyczne (Pharmacology and Pharmacy) ☐ Nauki medyczne (Medical Sciences) ☐ Nauki o zdrowiu (Health Sciences)
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department)	Uniwersytet Medyczny w Łodzi /Medical University of Lodz
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) /PhD student e-mail account (in e-doktorant system):	Numer legitymacji /Student ID:
Numer ORCID /ORCID:	Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej /Date of beginning of doctoral studies:
Promotor rozprawy doktorskiej (1) /PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) /PhD dissertation Supervisor (2):
Promotor pomocniczy rozprawy doktorskiej /Auxiliary PhD dissertation Supervisor:	Data złożenia raportu do oceny śródkresowej /Date of submitting the Midt-term Report: <i>Doctoral School Administration stamp</i>

2) Informacje o rozprawie doktorskiej
/Information on doctoral dissertation

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Original title of doctoral dissertation

Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of dissertation (month, year)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKS. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most important results and achievements, conclusions) (DESCRIPTION – MAX 5 PAGES A4, ARIAL NARROW 11, LINE SPACING 1)

3) Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB)
/ Report on progress in implementation of Individual Research Plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyrzucić w %) (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) A. Timely execution of research timetable stages up to date and degree of realization of IRP (expressed as a percentage) (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wyrzucić w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) B. Progress in implementation of doctoral dissertation and degree of its realization (expressed as a percentage) (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt. A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) C. Explanation of any discrepancies between stages of realization described in point A and B, and timetable and dissertation submission deadline declared in IRP (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

4) Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, zrealizowane w trakcie kształcenia w Międzynarodowej Szkole Doktorskiej.
/ Scientific achievements and other activity directly related to implementation of doctoral dissertation which were not indicated in the recruitment process for International Doctoral School

A. Publikacje naukowe, w tym A. Scientific publications including	<i>pkt MNiSW / MNiSW (ministerial) points</i>	<i>5-letni / 5-year impact factor</i>
publikacje z listy MNiSW / publications from MNiSW list		

<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI</i> <i>/ authors, publication title, journal, issue, year, pages or DOI number</i>		

publikacje spoza listy MNiSW / publications outside MNiSW list		
autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number		–
publikacje konferencyjne / conference publications		
autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively		–
inne publikacje lub rozdziały w książkach / other papers or chapters in books		
autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively		–
B. Prezentacje konferencyjne B. Conference presentations		
ustne (prezentowane osobiście)/ talks (presented by PhD student) /		
autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation titles, name of conference, venue, date		
plakatowe (prezentowane osobiście) / posters (presented by PhD student)		
autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation titles, name of conference, venue, date		
C. Kierowanie projektami naukowymi i stypendia naukowe (np. MK_PP, NCN, FNP, NAWA). C. Principal investigator in scientific projects and scientific scholarships (e.g. MK_PP, NCN, FNP, NAWA). Please note: students who were admitted to International Doctoral School in a frame of project or Industrial Doctoral Program do not indicate this project/program		
nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of financing institution, type of project/scholarship, project title, role in project		
D. Staże naukowe (krajowe, zagraniczne) <u>związane z realizacją rozprawy doktorskiej</u> D. Internships (domestic, international) <u>related to implementation of doctoral dissertation</u>		
kraj, nazwa instytucji, miejsce, okres trwania / country, name of host institution, place, time of duration		
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta, etc.) E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student, etc.)		
kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie. / country, date of register of patent applications or obtained patent / name of financing institution, type of project/scholarship, project title, role in project		

**5) Sprawozdanie z I i II roku realizacji programu kształcenia
/ Report of realization of I and II year of Education Program**

A. Realizacja programu kształcenia A. Implementation of education program

terminowa / nieterminowa realizacja program kształcenia

/ timely / untimely implementation of the education program

B. Praktyki zawodowe (max 90 h)**

B. Professional practical training (max 90 h)

Zajęcia ze studentami prowadzone samodzielnie
/ Classes with students taught by PhD student

Liczba godzin / Number of hours

Uczestniczenie w prowadzeniu zajęć ze studentami
/ Participation in teaching of classes with students

Liczba godzin / Number of hours

6) Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej
/ **SWOT analysis of IRP realization and preparation of doctoral dissertation**

Silne strony / Strengths	Słabe strony / Weaknesses
• XXX • XXX	• XXX • XXX
Szanse / Opportunities	Zagrożenia / Threats
• XXX • XXX	• XXX • XXX

7) Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS –
MAKS. 0,5STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ **Additional comments, remarks and/or conclusions by PhD student**
(DESCRIPTION –MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING
1)

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą.
/ The undersigned hereby certifies that the above information is correct.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

8) Opinia promotora/promotorów (OPIS – MAKS. 0,5 STRONY A4, ARIAL
NARROW 11,INTERLINIA 1)
/ **Opinion of the Supervisor/Supervisors** (DESCRIPTION – MAX 0.5 PAGE A4,
ARIALNARROW 11, LINE SPACING 1)

.....
.....
data/date

.....
.....
czytelny podpis promotora/legible signature of the Supervisor

.....
.....
data/date
Supervisor

.....
.....
czytelny podpis drugiego promotora/legible signature of the 2nd

**Resolution No. 12/2024
of February 29, 2024
adopted by the Senate of the Medical University of Lodz**

**on making amendments to the Rules and Regulations of the International Doctoral School
and the consolidated text of the Rules and Regulations**

Pursuant to Article 205(2) and (5) of the Act of July 20, 2018 – Law on Higher Education and Science (Journal of Laws of 2023, Item 742) and § 21(2)(1) and § 76(3) of the Statutes of the Medical University of Lodz of June 27, 2019 as amended, the following resolution is hereby adopted:

§ 1

As of October 1, 2023, the Rules and Regulations of the International Doctoral School, implemented under Resolution No. 289/2019 of 28 May, 2019 adopted by the Senate of the Medical University of Lodz, are amended as follows:

- a) in § 5 Item 1, Point 11 and 12 are replaced by the following:
 - 11) develops projects:
 - a) on the programme of studies at the Doctoral School,
 - b) on the procedure of recruitment to the Doctoral School ,
 - c) on the Rules and Regulations of the Doctoral School;
 - 12) submits drafts of the programme of studies at the Doctoral School and the rules of recruitment to the Doctoral School to the Scientific Council of the University for opinion.;”;
- b) in § 11 Item 4, Point 2 is replaced by the following:
 - „2) use an individual e-mail account in contacts with University employees, indicated by the University's Office of Doctoral Studies, and protect it against access by any third parties.”,
- 3) in § 21 Item 4 is replaced by the following:
 - 4. Annual report on the course of studies referred to in Item 2 must be submitted by the doctoral student, in Polish or English, to the Head of the Doctoral School by August 30. The report template is presented in Annex No. 2 to the Regulations.”;
- 4) The contents of Annexes No. 1-5 are as specified in Annexes No. 1-5 to this Resolution, respectively.

§ 2

The consolidated text of the Rules and Regulations of the International Doctoral School, including the amendments referred to in § 1, constitutes Annex No. 6 to this Resolution.

§ 3

The Resolution becomes effective upon being adopted.

RECTOR: *Prof. Radziszław Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin



(WZÓR/SPECIMEN FORM)

.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

INDYWIDUALNY PLAN BADAWCZY / INDIVIDUAL RESEARCH PLAN

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”./ The form must be typed and submitted in paper version after obtaining the approval of the Supervisor(s). If there is no relevant information to be provided, insert “NONE” in a given space.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL DISSERTATION	
TEMAT ROZPRawy DOKTORSKIEJ W JĘZYKU POLSKIM I ANGIELSKIM / TITLE OF THE DOCTORAL DISSERTATION IN POLISH AND ENGLISH	
DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU* / PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*

* Zaznaczyć właściwe / Mark as appropriate.

OGÓLNY OPIS ROZPRAWY DOKTORSKIEJ (PROBLEM BADAWCZY, HIPOTEZY BADAWCZE, CEL, KORZYŚCI TEORETYCZNE I PRAKTYCZNE, TEORETYCZNE PODSTAWY PRACY BADAWCZEJ I METODYKA BADAŃ NAUKOWYCH) / GENERAL DESCRIPTION OF THE DOCTORAL DISSERTATION (RESEARCH PROBLEM, RESEARCH HYPOTHESES, OBJECTIVE, THEORETICAL AND PRACTICAL BENEFITS, THEORETICAL FOUNDATIONS OF RESEARCH PAPER AND METHODOLOGY OF SCIENTIFIC RESEARCH)	
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (DD-MM-RRRR) / DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION (DD-MM-YYYY)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR(S), ACADEMIC DEGREE(S)/ TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTANT SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIwersytetu Medycznego w Łodzi (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF ŁÓDŹ (CLINIC/ DEPARTMENT/WARD)	
ZADANIA PROMOTORA/ PROMOTORÓW/PROMOTORA POMOCNICZEGO / TASKS OF THE SUPERVISOR(S) / ASSISTANT SUPERVISOR	
ZASADY WSPÓŁPRACY POMIĘDZY DOKTORANTEM A PROMOTOREM/ PROMOTORAMI/PROMOTOREM POMOCNICZYM, W TYM LICZBA GODZIN KONSULTACJI W POSZCZEGÓLNYCH LATACH KSZTAŁCENIA / RULES OF COOPERATION BETWEEN THE DOCTORAL STUDENT AND THE SUPERVISOR(S)/ ASSISTANT SUPERVISOR, INCLUDING THE NUMBER OF CONSULTATION HOURS IN EACH YEAR OF STUDY	

C. SPOSÓB FINANSOWANIA BADAŃ, AKTYWNOŚĆ W ZAKRESIE POZYSKIWANIA ŚRODKÓW FINANSOWYCH NA REALIZACJĘ PROJEKTÓW BADAWCZYCH LUB GRANTÓW / C. SOURCE OF RESEARCH FINANCING, ACTIVITY AIMED AT OBTAINING FUNDS FOR IMPLEMENTATION OF RESEARCH PROJECTS OR GRANTS

D. SPOSÓB PREZENTACJI WYNIKÓW BADAŃ / D. PRESENTATION OF RESEARCH STUDY RESULTS

I. ARTYKUŁY NAUKOWE/INNE PUBLIKACJE / I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS

I rok / 1st year*

☐ TAK / YES

☐ NIE / NO

Typ publikacji / Type of publication:.....

II rok / 2nd year

☐ TAK / YES

☐ NIE / NO

Typ publikacji / Type of publication:.....

III rok / 3rd year

☐ TAK / YES

☐ NIE / NO

Typ publikacji / Type of publication:.....

IV rok / 4th year

☐ TAK / YES

☐ NIE / NO

Typ publikacji / Type of publication:.....

* Zaznaczyć właściwe i wskazać typ publikacji (np. poglądowa, oryginalna, monografia). / Mark as appropriate and specify the type of publication (e.g. review, original paper, monograph).

II. UDZIAŁ W KONFERENCJACH/SYMPOZJACH/ZJAZDACH NAUKOWYCH (KRAJOWYCH, ZAGRANICZNYCH)
/ II. PARTICIPATION IN SCIENTIFIC CONFERENCES/ SYMPOSIUMS/CONVENTIONS (DOMESTIC,
INTERNATIONAL)

I rok / 1st year*

☐ TAK / YES

☐ NIE / NO

Typ konferencji/symposium/zjazdu / Type of conference/symposium/congress:

II rok / 2nd year

☐ TAK / YES

☐ NIE / NO

Typ konferencji/symposium/zjazdu / Type of conference/symposium/congress:

III rok / 3rd year

☐ TAK / YES

☐ NIE / NO

Typ konferencji/symposium/zjazdu / Type of conference/symposium/congress:

IV rok / 4th year

☐ TAK / YES

☐ NIE / NO

Typ konferencji/symposium/zjazdu / Type of conference/symposium/congress:

III. KIEROWANIE PROJEKTAMI NAUKOWYMI / III. PRINCIPAL INVESTIGATOR IN SCIENTIFIC PROJECTS

* Zaznaczyć właściwe i wskazać, czy konferencja/symposium/kongres będzie się odbywała/odbywał w kraju czy za granicą. / Mark the appropriate and indicate whether the conference/symposium/congress will take place domestically or abroad.

IV. STAŻE NAUKOWE (KRAJOWE, ZAGRANICZNE) ZWIĄZANE Z REALIZACJĄ ROZPRAWY DOKTORSKIEJ /
IV. INTERNSHIPS (DOMESTIC, INTERNATIONAL) RELATED TO PREPARATION OF THE DOCTORAL
DISSERTATION

I rok/ 1st year*

☐ TAK /YES

☐ NIE / NO

Typ stażu / Type of internship:.....

II rok / 2nd year

☐ TAK /YES

☐ NIE / NO

Typ stażu / Type of internship:.....

III rok / 3rd year

☐ TAK /YES

☐ NIE / NO

Typ stażu / Type of internship:.....

IV rok / 4th year

☐ TAK /YES

☐ NIE / NO

Typ stażu / Type of internship:.....

V. INNE (NP. PATENTY, ZGŁOSZENIA PATENTOWE, WZORY UŻYTKOWE I PRAWA AUTORSKIE DO UTWORÓW,
WNIOSKI O PROJEKTY I STYPENDIA ZŁOŻONE PRZEZ DOKTORANTA), UDZIAŁ W SZKOŁACH LETNICH
I ZIMOWYCH, WARSZTATACH, SZKOLENIACH / V. OTHER (E.G. PATENTS, PATENT APPLICATIONS, UTILITY
MODELS AND COPYRIGHTS, PROJECT OR SCHOLARSHIP APPLICATIONS SUBMITTED BY DOCTORAL STUDENT,
PARTICIPATION IN SUMMER AND WINTER SCHOOLS, WORKSHOPS, TRAINING COURSES)

* Zaznaczyć właściwe i wskazać, czy staż będzie odbywał się w kraju czy za granicą. /Mark as appropriate and specify whether the internship will be / was held domestically or abroad.

** Zaznaczyć właściwe / Mark as appropriate.

VI. UDZIAŁ W WYMIANIE MIĘDZYNARODOWEJ / VI. PARTICIPATION IN INTERNATIONAL EXCHANGE

I rok / 1st year**

☐ TAK / YES

☐ NIE / NO

II rok / 2nd year

☐ TAK / YES

☐ NIE / NO

III rok / 3rd year

☐ TAK / YES

☐ NIE / NO

IV rok / 4th year

☐ TAK / YES

☐ NIE / NO

Opis: / Description:

E. WYKAZ UDOSTĘPNIANEJ DOKTORANTOWI INFRASTRUKTURY BADAWCZEJ UNIwersYTETU MEDYCZNEGO W ŁODZI (wraz z zasadami dostępu do tej infrastruktury) / E. LIST OF RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)

F. HARMONOGRAM BADAŃ I PRZYGOTOWANIA ROZPRAWY DOKTORSKIEJ / F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL DISSERTATION

Lp. No.	Termin/okres realizacji / Date/period of implementation	Planowane badania oraz etapy przygotowania rozprawy doktorskiej* / Planned research and stages of preparation of the doctoral dissertation*
I ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 1 st YEAR OF STUDY (academic year 20...../20....)		

* W szczególności: ustalenie obszaru badań, sformułowanie problemu badawczego, opracowanie metodyki prowadzenia badań, etapy przygotowania rozprawy doktorskiej, udział w konferencjach, zjazdach i sympozjach oraz wymianie międzynarodowej, staże zagraniczne, planowane publikacje (artykuły, komunikaty zjazdowe), projekty i granty badawcze.
/ In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral dissertation, participation in conferences, conventions and symposiums and international exchange programs, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

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II ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 2nd YEAR OF STUDY (academic year 20...../20....)		
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III ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 3rd YEAR OF STUDY (academic year 20...../20....)		
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IV ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 4th YEAR OF STUDY (academic year 20...../20....)		
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.....
 (podpis doktoranta/
 signature of the Doctoral Student)

.....
 (pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów/
 name stamp(s) and signature(s) of the Supervisor(s))

G. OPINIA PROMOTORA POMOCNICZEGO* / G. OPINION OF THE ASSISTANT SUPERVISOR*

.....
(pieczęć imienna i podpis promotora pomocniczego/
name stamp and signature of the Assistant Supervisor)

.....
(pieczęć imienna i podpis dyrektora Międzynarodowej Szkoły Doktorskiej/
name stamp and signature of the Head of the International Doctoral School)

* Opinia wymagana w przypadku wyznaczenia promotora pomocniczego. / The opinion is required if an assistant supervisor is appointed.

(WZÓR/ SPECIMEN FORM)



Łódź, ...

.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

**SPRAWOZDANIE ROCZNE Z PRZEBIEGU KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE
DOKTORSKIEJ ZA ROK AKADEMICKI 20.../20... / ANNUAL REPORT ON THE COURSE
OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”. Rubryki A-D wypełnia doktorant, rubryki D-F – promotor/promotorzy, rubrykę G – dyrektor Międzynarodowej Szkoły Doktorskiej.) / (The form must be typed and submitted in paper version after obtaining the approval of the Supervisor(s); If there is no relevant information to be provided, insert “NONE” in a given space. Spaces A-D must be filled in by the Doctoral Student, spaces D-F – by the Supervisor(s), space G – by the Head of the International Doctoral School.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
NAUCZYCIEL AKADEMICKI / ACADEMIC TEACHER	☐ TAK / YES ☐ NIE / NO*
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL DISSERTATION	

* Zaznaczyć właściwe./ Mark as appropriate.

TEMAT ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / SUBJECT OF THE DOCTORAL DISSERTATION (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	
DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU / PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION (AS SPECIFIED IN THE INDIVIDUAL RESEARCH PLAN)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/ STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR(S), ACADEMIC DEGREE(S)/TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTANT SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIWERSYTETU MEDYCZNEGO W ŁODZI (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/DEPARTMENT/WARD)	
C. SPRAWOZDANIE Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO / C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN	
I. Czy doktorant zrealizował założenia wskazane w indywidualnym planie badawczym, dotyczące roku akademickiego, za który składa sprawozdanie? / I. Has the doctoral student implemented the assumptions indicated in the individual research plan for the academic year for which they are submitting the report? ☐ TAK / YES ☐ NIE (uzasadnienie): / NO* (reasons): Sprawozdanie z realizacji indywidualnego planu badawczego/ Report on implementation of the individual research plan:	

* Zaznaczyć właściwe./ Mark as appropriate.

II. PUBLIKACJE / II. PUBLICATIONS						
(NALEŻY PODAĆ TYLKO TE PUBLIKACJE, KTÓRE UKAZAŁY SIĘ JUŻ DRUKIEM W OKRESIE SPRAWOZDAWCZYM, ORAZ TE, KTÓRE ZOSTAŁY OSTATECZNIE ZAAKCEPTOWANE PRZEZ REDAKCJĘ) / (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS.)						
LP. /NO.	AUTOR/ REDAKCJA NAUKOWA /AUTHOR/ SCIENTIFIC EDITOR	TYTUŁ / TITLE	NAZWA WYDAWNICTWA/ TYTUŁ CZASOPISMA / PUBLISHER NAME/MAGAZINE TITLE	MIEJSCE WYDANIA/ ROK WYDANIA / PLACE OF PUBLICATION/ YEAR OF PUBLICATION	PUNKTY MINISTERIALNE* / IMPACT FACTOR / MINISTERIAL POINTS*/ IMPACT FACTOR	NR STR. / PAGE NO.
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III. UDZIAŁ W KONFERENCJACH/SYMPOZJACH/ZJAZDACH / III. PARTICIPATION IN CONFERENCES/ SYMPOSIUMS/CONVENTIONS						
LP. /NO.	NAZWA KONFERENCJI/ SYMPOZJUM/ ZJAZDU / NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZATOR I MIEJSCE / ORGANIZING ENTITY AND PLACE	TERMIN / DATE	RODZAJ UCZESTNI- CTWA (BIERNY/ CZYNNY) / TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TYTUŁ REFERATU / TITLE OF THE PRESENTATION	
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IV. UDZIAŁ W BADANIACH PROWADZONYCH PRZEZ JEDNOSTKĘ / IV. PARTICIPATION IN RESEARCH CONDUCTED BY THE UNIT						
LP. /NO.	TYTUŁ/ TITLE	KIEROWNIK BADAŃ/ PRINCIPAL INVESTIGATOR	NAZWA JEDNOSTKI / NAME OF THE UNIT	OKRES REALIZACJI / PERIOD OF CONDUCTING REASERCH	CHARAKTER UCZESTNICTWA / TYPE OF PARTICIPATION	

* Liczba punktów według aktualnego wykazu czasopism, ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki./ Number of points according to the current list of journals announced by the Minister of Higher Education and Science.

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V. STAŻE NAUKOWE ZWIĄZANE Z ROZPRAWĄ DOKTORSKĄ / V. RESEARCH INTERNSHIPS RELATED TO THE DOCTORAL DISSERTATION

LP. / NO.	STAŻE NAUKOWE KRAJOWE/ ZAGRANICZNE/ DOMESTIC/INTERNATIONAL RESEARCH INTERNSHIPS	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	MIEJSCE / PLACE	OKRES / PERIOD	CEL / OBJECTIVE	ŹRÓDŁO FINAN- SOWANIA / SOURCES OF FUNDS
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VI. PROJEKTY/GRANTY NAUKOWE (NCN, NCBiR, FNP, INNE) / VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)

LP. / NO.	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	TYTUŁ PROJEKTU/ GRANTU / TITLE OF THE PROJECT/GRANT	RODZAJ GRANTU / TYPE OF GRANT	OKRES REALIZACJI / IMPLEMENTATION PERIOD	FUNKCJA W PROJEKCIE / ROLE IN THE PROJECT
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D. SPRAWOZDANIE Z REALIZACJI PROGRAMU KSZTAŁCENIA / D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES					
I. EGZAMINY I ZALICZENIA – zgodnie z załączoną kartą okresowych osiągnięć / I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record					
II. PRAKTYKI ZAWODOWE / II. PROFESSIONAL PLACEMENT TRAINING					
LP. /NO.	WYKAZ ZAJĘĆ, KTÓRE DOKTORANT PROWADZIŁ SAMODZIELNIE LUB W KTÓRYCH PROWADZENIU UCZESTNICZYŁ (NAZWY PRZEDMIOTÓW I LICZBA GODZIN) / LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH THEY PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)				PODPIS PROMOTORA / SIGNATURE OF THE SUPERVISOR
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DATA SPORZĄDZENIA SPRAWOZDANIA/ DATE OF DRAWING UP THE REPORT			PODPIS DOKTORANTA/ SIGNATURE OF THE DOCTORAL STUDENT		
E. OCENA SPRAWOZDANIA ROCZNEGO PRZEZ PROMOTORA/ PROMOTORÓW / E. ASSESSMENT OF THE ANNUAL REPORT BY THE SUPERVISOR(S)					☐ POZYTYWNA / POSITIVE ☐ NEGATYWNA/ NEGATIVE*
F. OPINIA PROMOTORA/PROMOTORÓW W FORMIE OPISOWEJ / F. DESCRIPTIVE OPINION OF THE SUPERVISOR(S)					

* Zaznaczyć właściwe./ Mark as appropriate.

.....
(data/ date)

.....
(pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów /
name stamp(s) and signature(s) of the Supervisor(s))

**G. ZALICZENIE ROKU KSZTAŁCENIA PRZEZ DYREKTORA MIĘDZYNARODOWEJ SZKOŁY DOKTORSKIEJ
/ G. CREDIT FOR A YEAR OF STUDY AWARDED BY THE HEAD OF THE INTERNATIONAL DOCTORAL
SCHOOL**

..... rok kształcenia w Międzynarodowej Szkole Doktorskiej (rok akademicki 20..../20....) /
..... year of studies at the International Doctoral School (academic year 20..../20....):

- zaliczam / credit awarded
- nie zaliczam / credit not awarded
- zaliczam warunkowo / credit awarded conditionally*

.....
(data/date)

.....
(pieczęć imienna i podpis dyrektora
Międzynarodowej Szkoły Doktorskiej/
name stamp and signature of the Head
of the International Doctoral School)

* Zaznaczyć właściwe./ Mark as appropriate.

Załącznik nr 3 do uchwały nr 12/2024
z dnia 29 lutego 2024 r.
Senatu Uniwersytetu Medycznego w Łodzi

Załącznik nr 3
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 3
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

RAPORT Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ ZA OKRES OD (DD.MM.RRRR) DO (DD.MM.RRRR)
/ REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN – FOR MID-TERM
ASSESSMENT FOR THE PERIOD FROM (DD.MM.YYYY) TO (DD.MM.YYYY)

1. Podstawowe dane / Basic information

Imię / imiona i nazwisko doktoranta / Name/s and surname of Doctoral student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne / Pharmacology and Pharmacy ☐ Nauki medyczne / Medical Sciences ☐ Nauki o zdrowiu / Health Sciences*
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department):	Numer ORCID / ORCID:
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / Doctoral Student's e-mail account (in the e-doktorant system):	Numer legitymacji / Student ID:
Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej	Promotor rozprawy doktorskiej (1) / Supervisor of the doctoral dissertation (1):

* Zaznaczyć właściwe./ Mark as appropriate.

/Date of commencing studies at the International Doctoral School:	
Promotor rozprawy doktorskiej (2) / Supervisor of the doctoral dissertation (2):	Promotor pomocniczy rozprawy doktorskiej / Assistant Supervisor for the doctoral dissertation:
Data złożenia raportu do oceny śródkresowej /Date of submission of the report for mid-term assessment: (pieczętka imienna i podpis pracownika Centrum Obsługi Doktorantów / name stamp and signature of the employee of the Office of Doctoral Studies)	

2. Informacje o rozprawie doktorskiej/ Information on the doctoral dissertation

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Title of the doctoral dissertation (in Polish and English)
Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of the doctoral dissertation (month, year, as specified in the individual research plan – IRP)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKŚ. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most significant results and achievements, conclusions) (DESCRIPTION – MAX. 5 A4 PAGES, ARIAL NARROW 11 FONT, 1.0 SPACING)

3. Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB) / Report on the progress in implementation of the individual research plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyrzucić w %) (OPIS – MAKŚ. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / A. Timeliness of completion of the previous stages of the research work schedule and the degree of implementation of the IRP (expressed in percentage) (DESCRIPTION – MAX. 0.5 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wypisać w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / B. Progress in the preparation of the doctoral dissertation and degree of its implementation (expressed in percentage) (DESCRIPTION – MAX. 1 PAGE A4, ARIAL NARROW 11 FONT, 1.0 SPACING)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / C. Reasons for any discrepancies between the degree of implementation (described in points A and B and the schedule) and the deadline for submission of the doctoral dissertation, as declared in the IRP (DESCRIPTION – MAX. 1 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

4. Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej / Scientific achievements and other activities directly related to implementation of the doctoral dissertation.

A. Publikacje naukowe, w tym: / A. Scientific publications including:	Punkty ministerialne /Ministerial points*	Impact Factor	Czy wskazane w IPB: TAK/NIE / Indicated in the IRP: YES/NO
Publikacje w czasopismach ujętych w wykazie Ministra / Publications in journals included in the list of the Minister**			
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>			
Publikacje w czasopismach nieujętych w wykazie Ministra / Publications in journals not included in the list of the Minister***			
<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors,</i>			

* Liczba punktów według wykazu czasopism ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Number of points according to the list of journals announced by the Minister of Higher Education and Science.

** Artykuły opublikowane w czasopismach ujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals included in the list announced by the Minister of Higher Education and Science.

*** Artykuły opublikowane w czasopismach nieujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals not included in the list announced by the Minister of Higher Education and Science.

<i>publication title, journal, issue, year, pages or DOI number</i>			
Publikacje konferencyjne / Conference publications			
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		–	
Inne publikacje lub rozdziały w książkach / Other papers or book chapters			
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		–	
B. Prezentacje konferencyjne / B. Conference presentations			
ustne (prezentowane osobiście) / oral (given by the Doctoral Student)			
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>			
plakatowe (prezentowane osobiście) / posters (given by the Doctoral Student)			
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>			
C. Kierowanie projektami naukowymi i stypendia naukowe (np. NCN, FNP, NAWA). Uwaga: Studenci, którzy zostali przyjęci do Szkoły Doktorskiej w ramach projektu lub programu Doktorat Wdrożeniowy nie wskazują tego projektu/programu. C. Principal investigator in scientific projects and scientific scholarships (e.g. National Science Centre (NCN), Foundation for Polish Science (FNP), Polish National Agency for Academic Exchange (NAWA)). Note: students who were admitted to the International Doctoral School within a project or the Industrial Doctoral Program do not indicate this project/program.			

<i>nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of the funding institution, type of project/scholarship, project title, role in project</i>	
D. Staże naukowe (krajowe, zagraniczne) związane z realizacją rozprawy doktorskiej / D. Research internships (domestic, international) related to implementation of the doctoral dissertation	
<i>kraj, nazwa instytucji, miejsce, okres trwania / country, name of the host institution, place, duration period</i>	
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by the Doctoral Student)	
<i>kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/ stypendium, tytuł, funkcja w projekcie / country, date of register of patent applications or obtained patent / name of the funding institution, type of project/scholarship, project title, role in project</i>	
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym (IPB) F. Scientific achievements and other activities directly related to preparation of the doctoral dissertation, not included in the individual research plan (IRP)	
<i>np. publikacje, konferencje, staże, współpraca zagraniczna, projekty, granty, inne (potwierdzone kserokopiami) / e.g. publications, conferences, internships, international cooperation, projects, grants, other (confirmed by photocopies)</i>	

5. Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej / SWOT analysis of IRP implementation and preparation of the doctoral dissertation

Silne strony / Strengths	Słabe strony / Weaknesses

• xxx • xxx	• xxx • xxx
Szanse / Opportunities	Zagrożenia / Threats
• xxx • xxx	• xxx • xxx

6. Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Additional comments, remarks, conclusions by Doctoral student** (DESCRIPTION – MAX. 0.5 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą. / I, the undersigned, hereby certify that the above information is true and accurate.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of the Doctoral Student

7. Opinia promotora/promotorów (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Opinion of the Supervisor(s)** (DESCRIPTION – MAX. 0.5 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

.....
data/date

.....
czytelny podpis promotora/legible signature of the Supervisor

.....
data/date

.....
czytelny podpis drugiego promotora/legible signature
of the Second Supervisor

Załącznik nr 4 do uchwały nr 12/2024
z dnia 29 lutego 2024 r.
Senatu Uniwersytetu Medycznego w Łodzi

Załącznik nr 4
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 4
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

**OCENA JAKOŚCI OPIEKI NAUKOWEJ ZA OKRES OD (DD.MM.RRRR) DO (DD.MM.RRRR)
/ ASSESSMENT OF THE QUALITY OF SCIENTIFIC SUPERVISION
FOR THE PERIOD FROM (DD.MM.YYYY) TO (DD.MM.YYYY)**

1. Podstawowe dane dotyczące doktoranta / Basic details of the Doctoral Student

Imię / imiona i nazwisko doktoranta / Name/s and surname of Doctoral student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne / Pharmacology and Pharmacy ☐ Nauki medyczne / Medical Sciences ☐ Nauki o zdrowiu / Health Sciences*
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / Doctoral Student's e-mail account (in the e-doktorant system):	Numer legitymacji / Student ID:
Promotor rozprawy doktorskiej (1) / Supervisor of the doctoral dissertation (1):	Promotor rozprawy doktorskiej (2) / Supervisor of the doctoral dissertation (2):

* Zaznaczyć właściwe./ Mark as appropriate.

2. Charakterystyka współpracy z promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko) / Description of cooperation with the Supervisor (scale: 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time dedicated to cooperation with the Doctoral Student	
Ogólna kultura wzajemnych kontaktów i współpracy / Culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez promotora / Scientific suggestions and inspirations provided by the Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Accuracy of collaboration in preparation of multi-author publications	
Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Assistance in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) offered to the Doctoral Student	
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Options of participating in projects carried out in the unit, provided to the Doctoral Student	
Ogólna ocena współpracy z promotorem / Overall assessment of cooperation with the Supervisor	
Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional)	

3. Charakterystyka współpracy z drugim promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko) / Description of cooperation with the Second Supervisor (scale: 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time dedicated to cooperation with the Doctoral Student	
Ogólna kultura wzajemnych kontaktów i współpracy / Culture of mutual contact and cooperation	

Sugestie i inspiracje naukowe udzielane przez drugiego promotora / Scientific suggestions and inspirations provided by the Second Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Accuracy of collaboration in preparation of multi-author publications	
Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Assistance in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) offered to the Doctoral Student	
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Options of participating in projects carried out in the unit, provided to the Doctoral Student	
Ogólna ocena współpracy z drugim promotorem / Overall assessment of cooperation with the Second Supervisor	
Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional)	

.....
data/date

.....
czytelny podpis doktoranta/legible signature of the Doctoral Student

Załącznik nr 5 do uchwały nr 12/2024
z dnia 29 lutego 2024 r.
Senatu Uniwersytetu Medycznego w Łodzi

Załącznik nr 5
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 5
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

PROTOKÓŁ KOMISJI EWALUACYJNEJ DS. OCENY ŚRÓDOKRESOWEJ
– OCENA ZA OKRES (DD.MM.RRRR) DO (DD.MM.RRRR)
/MINUTES OF THE EVALUATION COMMITTEE FOR MID-TERM ASSESSMENT
– ASSESSMENT FOR THE PERIOD FROM (DD.MM.YYYY) TO (DD.MM.YYYY)

.....
(imię / imiona i nazwisko doktoranta / name(s) and surname of the Doctoral Student)

Komisja Ewaluacyjna ds. Oceny Śródkresowej Doktoranta Międzynarodowej Szkoły Doktorskiej Uniwersytetu Medycznego w Łodzi (UM) w dyscyplinie:
....., **w składzie:**

/ Evaluation Committee for Mid-term Assessment of the Doctoral Student at the International Doctoral School, Medical University of Lodz (MUL), for the discipline of:
....., **consisting of:**

No.	Tytuł / stopień naukowy, imię, nazwisko / Scientific title / degree, name, surname	Rola / Role
1.		Przewodniczący Komisji / Head of the Committee
	Uniwersytet, wydział, instytut / University, faculty, institute:	
2.		Członek Komisji z UM / Member from the MUL
	Uniwersytet, wydział, instytut / University, faculty, institute:	
3.		Członek Komisji spoza UM / Member from outside the MUL
	Uniwersytet, wydział, instytut / University, faculty, institute:	
4.		Obserwator – doktorant / Observer – Doctoral student
	Uniwersytet Medyczny w Łodzi/ Medical University of Lodz:	

1. Ocena realizacji indywidualnego planu badawczego (IPB) i harmonogramu przygotowania rozprawy doktorskiej/ Assessment of implementation of individual research plan (IRP) and timetable of doctoral dissertation preparation

Tytuł rozprawy doktorskiej (w języku dysertacji) / Original title of the doctoral dissertation	
Termin złożenia dysertacji zaplanowany w IPB jest realny. / The date of submission of the doctoral dissertation as planned in IRP is feasible.	TAK / NIE* / YES / NO*
Hipoteza lub problem badawczy została już sformułowana. / The research hypothesis or problem have already been formulated.	TAK / NIE* / YES / NO*
Odpowiednia metodyka badawcza została wybrana i zastosowana. / The proper research methodology has been chosen and applied.	TAK / NIE* / YES / NO*
Uzyskane dotychczas wyniki są istotne dla zrealizowania rozprawy doktorskiej. / The results obtained so far are important for the implementation of the doctoral dissertation.	TAK / NIE* / YES / NO*
Oczekiwane wyniki badań naukowych i/lub aplikacyjnych są możliwe do uzyskania w okresie kolejnych 2 lat. / The expected results of scientific and/or application research are achievable within the next 2 years.	TAK / NIE* / YES / NO*
Badania realizowane są zgodnie z harmonogramem zaplanowanym w IPB. / The research is being conducted according to the schedule planned in the IRP.	TAK / NIE* / YES / NO*
Jakość wykonywania zadań wynikających z harmonogramu przygotowania rozprawy doktorskiej/ The quality of the tasks completed according to the schedule of the doctoral dissertation preparation.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*
Nowatorstwo wyników, ich ważność i wpływ na rozwój nauki, cywilizacji, społeczeństwa. / Novelty of the results, their importance and influence on the advancement of science, civilization, and society.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*

* Niepotrzebne skreślić. / Delete as appropriate.

- 2. Ocena dorobku naukowego i innej aktywności bezpośrednio związanej z realizacją rozprawy doktorskiej** (A-E – elementy uwzględnione w indywidualnym planie badawczym, F – dorobek naukowy i inne aktywności nieprzewidziane w indywidualnym planie badawczym) / **Assessment of scientific achievements and other activities directly related to implementation of the doctoral dissertation** (A-E - elements included in the individual research plan, F – scientific achievements and other activities not included in the individual research plan)

Dorobek naukowy / Scientific achievements	Ocena Komisji / Committee assessment
A. Publikacje naukowe / A. Scientific publications	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
B. Prezentacje konferencyjne / B. Conference presentations	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
C. Kierowanie projektami naukowymi i stypendia naukowe / C. Principal investigator in scientific projects and scientific scholarships	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
D. Staże naukowe związane z realizacją rozprawy doktorskiej / D. Research internships related to implementation of the doctoral dissertation	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by the Doctoral Student)	POZYTYWNA / NEGATYWNA / NIE DOTYCZY* / POSITIVE / NEGATIVE / NOT APPLICABLE*
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan	POZYTYWNA / NIE DOTYCZY* / POSITIVE / NOT APPLICABLE*

* Niepotrzebne skreślić. Adnotację „NIE DOTYCZY” w wierszach A-E należy pozostawić w przypadku nieuwzględnienia danego elementu w indywidualnym planie badawczym. / Delete as appropriate. The annotation "NOT APPLICABLE" in lines A-E should be left if a given element is not included in the individual research plan.

- 3. Opinia dotycząca jakości opieki naukowej i wsparcia w prowadzeniu działalności naukowej** / **Opinion concerning the quality of scientific supervision and support in conducting scientific activities**

Promotor / Supervisor	Drugi promotor / Second Supervisor
BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*

* Niepotrzebne skreślić. / Delete as appropriate.

Ocena prezentacji osiągnięć doktoranta i dyskusja naukowa / Assessment of the Doctoral Student's presentation of achievements and scientific discussion

Prezentacja osiągnięć i dyskusja naukowa / Presentation of achievements and scientific discussion	Ocena / Assessment
Prezentacja osiągnięć doktoranta / Doctoral student's presentation of achievements	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *
Dyskusja naukowa / Scientific discussion	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *

* Niepotrzebne skreślić. / Delete as appropriate.

4. Wynik głosowania Komisji Ewaluacyjnej ds. Oceny Śródkresowej / Voting result of the Evaluation Committee for Mid-term Assessment

Lp/No.	Imię i nazwisko / Name, surname	Rola / Role	Wynik głosowania / Voting result*	Podpis i data lub status „on-line” / Signature and date or “on-line” status **
1.		Przewodniczący Komisji / Chairperson of the Committee		
2.		Członek Komisji z UM / Member from the MUL		
3.		Członek Komisji spoza UM / Member from outside the MUL		
W roli obserwatora – doktorant/ Observer – Doctoral student:				

* Należy wpisać: „ocena pozytywna” lub „ocena negatywna”. / Please enter: "positive evaluation" or "negative evaluation".

** Status „on-line” należy wpisać w przypadku uczestniczenia w obradach Komisji za pośrednictwem środków komunikacji elektronicznej. / The "on-line" status should be entered in the case of participation in the Committee's deliberations via electronic means of communication.

5. Ocena końcowa doktoranta / Final assessment of the Doctoral Student

POZYTYWNA / POSITIVE*	NEGATYWNA / NEGATIVE*

* Niepotrzebne skreślić. / Delete as appropriate.

- 6. Uzasadnienie końcowej oceny Komisji, uwzględniające poszczególne punkty raportu i prezentację doktoranta** (OPIS – MIN. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ Reasons for the Committee's final assessment result, including particular points awarded for the Doctoral Student's mid-term report and presentation of achievements (DESCRIPTION – MIN. 0.5 A4 PAGE, ARIAL NARROW 11 FONT, 1.0 SPACING)

Za Komisję / On behalf of the Committee:

data / czytelny podpis przewodniczącego Komisji
/ date / legible signature of the Chairperson of the Committee

**RULES AND REGULATIONS
OF THE INTERNATIONAL DOCTORAL SCHOOL**

(introduced under Resolution No. 289/2019 of May 28, 2019
adopted by the Senate of the Medical University of Lodz)

consolidated text

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SECTION I GENERAL PROVISIONS

§ 1

1. The Rules and Regulations of the International Doctoral School, hereinafter referred to as the “Rules and Regulations”, specify the organization of studies at the International Doctoral School run by the Medical University of Lodz in the following disciplines: pharmacology and pharmacy, medical sciences, health sciences, as well as the related rights and obligations of doctoral students.
2. The terms applied herein have the following meaning:
 - 1) University – the Medical University of Lodz;
 - 2) Senate – the University Senate;
 - 3) organizational unit – a University research and teaching unit, i.e., a department, clinical department or unit;
 - 4) Doctoral School – the International Doctoral School run by the University in the scientific disciplines specified in Item 1;
 - 5) doctoral student – a person pursuing their studies at the Doctoral School run by the University;
 - 6) Act – the Act of July 20, 2018 – Law on Higher Education and Science;
 - 7) Statutes – the Statutes of the Medical University of Lodz.
3. The rules of the procedure of conferring the degree of *doktor* [doctoral degree] are laid down under separate regulations.

§ 2

1. The studies at the Doctoral School last eight semesters and end with submission of a doctoral dissertation.
2. The studies at the Doctoral School prepare doctoral students for obtaining the degree of *doktor* [doctoral degree] in the field of medical sciences and health sciences, in the following scientific disciplines: pharmacology and pharmacy, medical sciences and health sciences, and creates conditions for doctoral students to:
 - 1) prepare for performing teaching, research and research and development work;
 - 2) acquire the skill of taking advantage of the world’s scientific achievements;
 - 3) identify and solve research problems, plan and conduct research studies, as well as use results of studies through patents and publications;
 - 4) acquire high research competencies and scientific independence;
 - 5) prepare for independent planning of their own scientific development and taking up challenges in the professional and public field with consideration given to the ethical aspect and responsibility, in compliance with the European Charter for Researchers;
 - 6) prepare for participation in exchange of research experience and ideas, also in the international community.
3. No fees are charged for the studies offered to doctoral students at the International Doctoral School.

§ 3

1. The studies at the Doctoral School are conducted in compliance with the programme of studies and an individual research plan.
2. The academic year at the Doctoral School begins on October 1 and ends on September 30. It is divided into two semesters.
3. The main lecture language at the Doctoral School is English.

SECTION II SUPERVISION OVER THE DOCTORAL SCHOOL

§ 4

1. The Doctoral School is managed by the Head appointed and removed by the Rector in compliance with the procedure specified in the Statutes.
2. The position of the Head of the Doctoral School may be held by an academic teacher employed with the University being their primary place of employment and holding the title of professor or *doktor habilitowany* (habilitated doctor).
3. Supervision over the Doctoral School is exercised by the Rector.

§ 5

1. In particular, the Head of the Doctoral School:
 - 1) plans a development strategy for the Doctoral School and presents it to the Rector;
 - 2) organizes and supervises the implementation of the programme of studies at the Doctoral School;
 - 3) chairs the Recruitment Committee conducting the procedure of recruitment to the Doctoral School;
 - 4) enters candidates who are qualified for admission to the Doctoral School into the doctoral student register;
 - 5) after consulting a doctoral student, appoints their doctoral dissertation supervisor(s) and an assistant supervisor;
 - 6) (repealed);
 - 7) takes final decisions on awarding doctoral students credits for subsequent years of studies;
 - 8) upon a doctoral student's request, suspends their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code;
 - 9) gives consent for:
 - a) changing a supervisor(s) or an assistant supervisor,
 - b) extending the time limit for submission of a doctoral dissertation specified in an individual research plan,
 - c) leaving of a doctoral student for internship abroad and conducting research outside the University, as specified in the Rules and Regulations;
 - 10) files a request with the Discipline Scientific Council for appointing the Evaluation Committee for Mid-term Assessment;
 - 11) develops projects:
 - a) on the programme of studies at the Doctoral School,
 - b) on the procedure of recruitment to the Doctoral School
 - c) on the Rules and Regulations of the Doctoral School;
 - 12) submits drafts of the programme of studies at the Doctoral School and the rules of recruitment to the Doctoral School to the Scientific Council of the University for opinion;
 - 13) presents a report on the Doctoral School's operation for each academic year to the Rector.
2. A doctoral student may file an appeal against final decisions made by the Head of the Doctoral School and specified in Items 1 Points 5-9 with the Rector within 14 days following the receipt of a notice informing thereon.

SECTION III

ADMISSION TO THE DOCTORAL SCHOOL

§ 6

1. Recruitment to the Doctoral School is conducted through a contest and in compliance with the procedure specified by the Senate.
2. A person may be a doctoral student at one doctoral school only at the same time.
3. A doctoral student may not be employed as an academic teacher or academic staff member, excluding the exceptions specified in Article 209(10) of the Act.

§ 7

1. A person admitted to the Doctoral School commences their studies and acquires the rights of a doctoral student upon taking the pledge the content of which is specified in the Statutes.
2. The University issues an electronic doctoral student identity card (EDSIC) to each doctoral student.
3. A doctoral student is entitled to hold their EDSIC from the date of making the pledge until the date of completion of their studies or removal from the doctoral student register.
4. The validity of EDSIC held by a doctoral student who has been awarded a credit for a year of study, in accordance with § 21 Item 3, is extended for the following academic year.
5. Doctoral students of a foreign university or research institution who pursue a part of their studies at the Doctoral School will be issued an EDSIC based on the submitted request.

SECTION IV

RIGHTS AND OBLIGATIONS OF DOCTORAL STUDENTS

Chapter 1

Rights of doctoral students

§ 8

A doctoral student has, in particular, the right to:

- 1) scientific guidance provided by their supervisor(s) or an assistant supervisor;
- 2) acquire knowledge and develop interests and, for such purposes, use the University scientific infrastructure – within the scope of the University financial means and organizational capabilities;
- 3) participate in seminars, research, development and implementation works and in open scientific meetings organized at the University;
- 4) use the University's library, information and archive collections;
- 5) doctoral scholarship – as specified in the Act and the Rules and Regulations;
- 6) receive awards and distinctions;
- 7) join the University organizations of doctoral students and associations – in compliance with the rules specified in the Act of April 7, 1989 – Law on Associations, the Statutes and regulations of such organizations and associations;
- 8) suspend their studies at the Doctoral School for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code;
- 9) apply for:
 - a) changing their supervisor(s) or assistant supervisor,

- b) extending the time limit for submission of a doctoral dissertation specified in an individual research plan – under the terms and conditions specified in the Rules and Regulations;
- 10) apply for:
 - a) a student loan – under the terms and conditions specified in separate regulations,
 - b) accommodation at a University student residence hall, including accommodation for their spouse or child – under the terms and conditions and in compliance with the procedure specified in the rules and regulations of benefits offered to students;
- 11) holiday breaks not exceeding eight weeks annually; such breaks should be taken in periods in which no teaching classes are conducted and should be approved by their supervisor;
- 12) social insurance and health insurance – in compliance with the rules specified in § 31 Items 6 and 7;
- 13) assess the quality and usefulness of courses conducted at the Doctoral School by submitting evaluation questionnaires following completion of the studies at the Doctoral School;
- 14) in the case of any dispute between a doctoral student and their supervisor – filing a request for mediation with the Head of the Doctoral School; it is required that at least one representative of the Doctoral Student Government participate in mediations between a doctoral student and their supervisor.

§ 9

1. For research purposes related to preparation of their doctoral dissertation, a doctoral student also has the right to:
 - 1) participate in national and international scientific seminars, conferences, conventions and symposiums;
 - 2) complete internship in foreign research centers and conduct research in domestic and foreign research institutions – with the consent of the Head of the Doctoral School given after obtaining an opinion of a supervisor(s).
2. Internship completed abroad is included in the period of studies at the Doctoral School.
3. The Head of the Doctoral School may award a doctoral student a credit for courses or professional placement training completed by a doctoral student during their internship abroad. Such courses or professional placement training are regarded as those specified in the programme of studies.

§ 10

1. A doctoral student who is a disabled person has the right to apply for adjusting conditions for completion of the programme of studies at the Doctoral School to their needs resulting from disability in a way that will enable them to fully participate in the education process.
2. Doctoral students specified in Item 1 are:
 - 1) disabled persons who hold a valid disability certificate, disability level certificate or an equivalent document;
 - 2) persons suffering from chronic diseases who do not hold the certificates specified in Point 1, and whose health condition is confirmed by submitted medical documentation;
 - 3) persons whose sudden disease or accident result in a temporary inability to fully participate in courses, and such circumstances are confirmed by submitted medical documentation.
3. The scope of adjustment of conditions for completion of the programme of studies, upon a doctoral student's request, is determined by the Head of the Doctoral School following consultation with a specialist for disabled persons.
4. Adjustment of conditions for completion of the programme of studies to suit a doctoral student's needs resulting from their disability may particularly involve:

- 1) using by a doctoral student, during classes, credit tests and exams:
 - a) support provided by an assistant for the disabled,
 - b) technological solutions designed for a specific type of disability;
- 2) modification of the procedure of participation in teaching classes;
- 3) changing time limits and forms of taking credit tests and exams;
- 4) providing a doctoral student with teaching materials in a form adapted to a specific type of disability.

Chapter 2

Obligations of doctoral students

§ 11

1. A doctoral student is obliged to comply with the Rules and Regulations.
2. A doctoral student is also obliged to observe other University internal regulations and the Code of Doctoral Student Ethics.
3. The main responsibilities of a doctoral student include completion of the programme of studies and implementation of an individual research plan, including:
 - 1) participation in teaching classes specified in the programme of studies;
 - 2) obtaining credits for courses specified in the programme of studies within set time limits;
 - 3) completion of professional placement training in the form of conducting or participation in conducting classes – in the number of hours specified in the programme of studies;
 - 4) conducting research studies under the guidance of their supervisor(s) and preparation of their doctoral dissertation in compliance with the schedule specified in an individual research plan.
4. A doctoral student is also obliged to:
 - 1) collect an electronic doctoral student ID, a badge and a password for access to an electronic doctoral student service system and protect them against access by any third parties;
 - 2) use an individual e-mail account in contacts with University employees, indicated by the University's Office of Doctoral Studies, and protect it against access by any third parties;
 - 3) develop, following consultation with their supervisor(s), an individual research plan including, in particular, a schedule of preparation and the set time limit for submission of their doctoral dissertation;
 - 4) submit, to the Head of the Doctoral School, an annual report on the course of studies at the Doctoral School specified in § 21 Items 3 and 4, including an opinion of their supervisor(s);
 - 5) make efforts to obtain funds for completion of research studies related to preparation of their doctoral dissertation;
 - 6) conduct research studies necessary for preparation of their doctoral dissertation in organizational units;
 - 7) sign the attendance list in an organizational unit in which research studies are conducted;
 - 8) in the case of absence from classes or an organizational unit in which research studies are conducted – immediately submit, to the unit responsible for administrative service of doctoral students, a medical certificate on temporary incapacity to participate in classes or research studies or, in justified cases – other written excuse;
 - 9) immediately notify the University about any change of personal data, including a change of address, and on any changes having an impact on the legal permissibility of studies at the Doctoral School and receiving doctoral scholarship;
 - 10) preserve the good name of the University;
 - 11) perform activities promoting science;

- 12) attend the so-called summer and winter schools and other forms of classes developing their knowledge, skills and competencies;
- 13) present the results of research studies at national and international scientific conferences.

§ 12

A doctoral student is obliged to hold documents confirming the fact of undergoing current medical tests specified in the Regulation of the Minister of Health on medical tests for candidates for post-primary or higher schools and professional qualification courses, pupils of such schools, students, participants of professional qualification courses and doctoral students.

SECTION V ORGANIZATION OF STUDIES

Chapter 1 Scientific guidance

§ 13

1. The Doctoral School provides a doctoral student with scientific guidance of:
 - 1) a supervisor or supervisors or
 - 2) a supervisor and an assistant supervisor.
2. The Head of the Doctoral School, after consultation with a doctoral student, appoints their supervisor(s) within three months following the date of commencing studies.
- 2a. The Head of the Doctoral School, at a supervisor's request and after consultation with a doctoral student, may appoint an assistant supervisor for a doctoral student, subject to Item 2b.
- 2b. The appointment of an assistant supervisor is not possible if the scientific guidance is provided by supervisors.
3. The function of a supervisor may be performed by a person holding the degree of *doktor habilitowany* (habilitated doctor) at least and having scientific achievements, in the period of three years preceding assuming the duties of a supervisor, such as articles published in Impact Factor journals, scientific magazines or reviewed materials from international conferences, included in the current list announced by the Minister of Science and Higher Education
4. A person holding the degree of *doktor* [doctoral degree] at least may be an assistant supervisor.
5. A person who does not meet the requirements specified in Item 3 but is an employee of a foreign university or research institution may be a supervisor, if the University Scientific Council or a relevant scientific discipline council of the University decides that the person has considerable academic achievements in the field of scientific issues a doctoral dissertation relates to.
6. The function of a supervisor may not be performed by a person who in the preceding five years:
 - 1) was a supervisor of four doctoral students who were removed from the doctoral student register due to a negative result of mid-term assessment, or
 - 2) provided guidance in relation to preparation of a doctoral dissertation to at least two persons applying for the degree of *doktor* [doctoral degree] who did not receive positive reviews.
7. A supervisor confirms assuming the duties resulting from scientific guidance in writing.

8. A supervisor and an assistant supervisor may provide scientific guidance to not more than three doctoral students at the same time.
9. The number of doctoral students referred to in Item 8 does not include doctoral students who receive education under programmes or projects financed from external sources.

§ 14

1. The tasks of a supervisor include in particular:
 - 1) providing a doctoral student with assistance in developing the assumptions of a research project being the basis for preparation of their doctoral dissertation;
 - 2) developing, together with a doctoral student, an individual research plan specifying, in particular, the schedule of preparation and the time limit for submission of a doctoral dissertation;
 - 3) providing guidance in the implementation of an individual research plan;
 - 4) making an annual assessment of a doctoral student's progress in the implementation of an individual research plan and issuing an opinion on a doctoral student's annual report;
 - 5) providing funds necessary for conducting a research project;
 - 6) issuing opinions on a doctoral student's requests concerning the course of studies;
 - 7) assessing a doctoral dissertation prepared by a doctoral student;
 - 8) developing their qualifications continuously – acquiring and extending knowledge and skills particularly by participation in conferences, training courses or workshops.
2. A supervisor is responsible for conducting on-site occupational work and safety training for a doctoral student at a unit where research studies are conducted and professional placement training specified in the programme of studies is carried out. The scope of the training should be adjusted as required by the nature of a doctoral student's research study and professional placement training.
3. An assistant supervisor performs a supportive function in scientific guidance provided to a doctoral student, and in particular in planning research, as well as implementation and analysis of their results.

§ 15

1. A doctoral student may file a request for changing their supervisor(s) with the Head of the Doctoral School or for appointing another supervisor(s), subject to Items 2 and 2a. The request has to include substantiation.
2. It is possible to change a supervisor(s) appointed within the set time limit specified in § 13 Item 2 within nine months following the commencement of studies.
- 2a. It is not possible to appoint another supervisor(s) or an assistant supervisor if the scientific guidance is provided by a supervisor and an assistant supervisor.
3. In exceptional and justified cases, the Head of the Doctoral School may decide on changing a supervisor(s), without applying the rule specified in Item 2.
4. In the cases specified in Items 2 and 3, a supervisor is changed in compliance with the rules set out in § 13 Items 3-9.
5. In the case of a supervisor's prolonging absence, the Head of the Doctoral School may appoint another academic teacher to perform the function of a supervisor temporarily, in compliance with the rules set out in § 13 Items 3-8.
6. In the case of substituting an assistant supervisor, the rules set out in Items 1-5 are applied accordingly.

Chapter 2

Programme of studies

§ 16

1. The programme of studies at the Doctoral School is determined by the Senate. The programme of studies has to be developed in consultation with the Doctoral Student Government under the procedure specified in the Statutes.
2. The programme of studies is published on the University website not later than five months before the commencement of the recruitment procedure.
3. The education of doctoral students at the Doctoral School may be provided in cooperation with another entity, in particular an entrepreneur or a foreign university or research institution.

§ 17

1. The programme of studies at the Doctoral School includes, in particular, obligatory and elective courses as well as professional placement training. The programme of studies may also provide for lectures of visiting professors, internship abroad, courses organized in the form of summer or winter schools and study visits.
2. Teaching classes at the Doctoral School may be conducted with the use of distance education methods and techniques (e-learning).
3. The Head of the Doctoral School may oblige a doctoral student to participate in scientific events, including conferences, training courses or workshops by which the student may develop their knowledge, skills and competencies.
4. Completion of the programme of studies at the Doctoral School results in achieving the learning outcomes at level 8 of the Polish Qualifications Framework specified under the Act of December 22, 2015 on the Integrated System of Qualifications and regulations introduced pursuant to Article 7(3) thereof.
5. Appendices to the education program are teaching guidelines for specific courses called "syllabuses".
6. A syllabus specifies in particular:
 - 1) curriculum contents;
 - 2) modes of conducting classes;
 - 3) ways of verifying the learning outcomes;
 - 4) literature for the course.
7. The syllabus is adopted for the whole cycle of studies and, within duration thereof, it is not subject to any amendments, except for those made to the program specified in § 17a Item 3.

§ 17a

1. The programme of studies at the Doctoral School is subject to regular assessment and improvement.
2. In order to improve the programme of studies, amendments may be made thereto. The amendments will be introduced to the new cycle of studies.
3. Within the cycle of studies, introduced amendments will only:
 - 1) concern the selection of the curriculum contents provided to doctoral students during the courses and including the latest scientific achievements or achievements related to professional activity;
 - 2) result from the requirement to:
 - a) remove irregularities identified by the Scientific Evaluation Committee (*Komisja Ewaluacji Nauki - KEN*),
 - b) adjust the programme of studies according to the amendments made to the commonly binding law

§ 18

1. The number of professional placement training hours in the form of teaching classes at the University or participation therein is:
 - 1) in the 1st year of study – 30 teaching hours;
 - 2) in the 2nd, 3rd and 4th years of studies – 60 teaching hours a year.
2. A doctoral student employed as an academic teacher, subject to § 6 Item 3, conducting teaching classes at the University, is exempt from professional training in the form of conducting or participation in conducting of teaching classes. The exemption is equivalent to obtaining a credit for teaching practice course.

Chapter 3

Individual research plan

§ 19

1. An individual research plan is developed by a doctoral student, following consultation with their supervisor(s) and submitted, in Polish and English version, to the Head of the Doctoral School within 12 months following the commencement of studies. The template of an individual research plan is enclosed as Annex No. 1 to the Rules and Regulations.
2. In the case of appointing an assistant supervisor, an individual research plan is presented after their approval is granted.
3. An individual research plan specifies in particular:
 - 1) subject and assumptions of a research project, including research objectives of the planned studies and the method of completion thereof;
 - 2) schedule of preparation and date of submission of a doctoral dissertation
 - 3) full name, degree or academic title of a supervisor(s) or and an assistant supervisor and the scope of their duties and rules of cooperation;
 - 4) method of financing research studies;
 - 5) method of presentation of results of studies, including in the form of scientific articles or scientific meeting communications;
 - 6) participation in scientific conferences, internships or other forms extending knowledge and skills in the field studied;
 - 7) participation in international exchange programmes;
 - 8) list of the University's research infrastructure to which a doctoral student has access.
4. In exceptional and justified cases, upon a request filed jointly by a doctoral student and their supervisor(s), the Head of the Doctoral School may give consent for an update of an individual research plan.
5. Implementation of an individual research plan is subject to mid-term assessment in compliance with the rules specified in § 23 and 24.

SECTION VI VERIFICATION OF LEARNING OUTCOMES

Chapter 1 Awarding a credit for a course

§ 20

1. A credit for a course may be awarded based on an exam, a test with a grade or a credit test. The form of awarding a credit for a course is specified in the schedule of the programme of studies implementation.
2. Exams and credit tests may be conducted in the form of written and spoken tests verifying knowledge and skills.
3. Exams and credit tests may be conducted in English, if a course was run in the language.
4. A credit for a course may also be awarded based on written assignments (essays) on a given topic, multimedia projects or presentations prepared by doctoral students.
5. An academic teacher informs doctoral students about the form of exam or credit test prior to commencement of a course.
6. The result of an exam or a credit test is entered into a doctoral student's electronic index to which access is provided via the University IT system.
7. A credit for a doctoral seminar is awarded during an annual public scientific review session at which a doctoral student gives presentation in English on scientific hypotheses, methods and results of their research studies.
8. A doctoral student's presentation at a public scientific review session is assessed by a committee appointed by the Head of the Doctoral School. The Head of the Doctoral School may invite external experts to participate in the work of the committee and act in an advisory capacity. The result of the assessment is entered into a doctoral student's electronic index by the Head of the Doctoral School.
9. A credit for practical placement training is awarded by a supervisor.
10. A doctoral student has the right to take an exam or a credit test in two attempts; the second exam or credit test attempt is a retake.
11. If a doctoral student fails to take an exam or a credit test specified in Item 7 due to illness or a leave for academic purposes, the Head of the Doctoral School, upon a doctoral student's request, may set another date of the exam or credit test.
12. In exceptional and justified cases, a doctoral student may obtain consent of the Head of the Doctoral School for exemption from attendance at specific courses included in the programme of studies, or a consent for repeating a course/courses provided that it does not result in extending the period of studies over the time limit specified in § 2 Item 1.
13. The Head of the Doctoral School may give a doctoral student a consent for obtaining a credit in advance for a course scheduled for the subsequent year or years of studies in the programme of studies.

Chapter 2 Awarding a credit for a year of study

§ 21

1. A period for which credits are awarded at the Doctoral School is an academic year.
2. The condition for being awarded a credit for a year of study at the Doctoral School is:
 - 1) obtaining a credit for a course and professional placement training specified in the programme of studies;

- 2) completion of research studies and progress in preparation of a doctoral dissertation according to a schedule specified in an individual research plan.
3. The Head of the Doctoral School awards a credit for a year of study by making an entry in a doctoral student's electronic index based on a doctoral student's annual report approved by their supervisor(s).
4. Annual report on the course of studies referred to in Item 2 must be submitted by the doctoral student, in Polish or English, to the Head of the Doctoral School by August 30. The report template is presented in Annex No. 2 to the Regulations
5. A doctoral student does not have the right to repeat a year of study.
6. In exceptional and justified cases, the Head of the Doctoral School may postpone fulfillment of some of duties of a doctoral student until the next academic year.

Chapter 3

Scale of grades and a grade point average

§ 22

1. The results of credit tests and exams and the grade point average are expressed by the following scale of grades:
 - 1) 5,0 – *bardzo dobry*;
 - 2) 4,5 – *ponad dobry*;
 - 3) 4,0 – *dobry*;
 - 4) 3,5 – *dość dobry*;
 - 5) 3,0 – *dostateczny*;
 - 6) 2,0 – *niedostateczny*.
2. The scale of grades specified in Item 1 may be applied in its translated version, in English:
 - 1) 5.0 – *Excellent*;
 - 2) 4.5 – *Very Good*;
 - 3) 4.0 – *Good*;
 - 4) 3.5 – *Satisfactory*;
 - 5) 3.0 – *Sufficient*;
 - 6) 2.0 – *Failed*.
3. A grade point average is calculated as an arithmetic mean of grades obtained by a doctoral student in all credit test and exam attempts.

Chapter 4

Mid-term assessment

§ 23

1. The implementation of the individual research plan referred to in § 19 is subject to mid-term assessment.
2. The mid-term assessment is carried out in the middle of the period of studies specified in the programme of studies at the Doctoral School, however, not later than by the end of the fifth semester of studies.
3. The mid-term assessment ends with a positive or negative result. The assessment result, including a justification, is open to the public and it is announced on the University website within a time limit set in the schedule specified in Item 5.
4. The mid-term assessment also includes evaluation of the quality of scientific guidance provided by a supervisor(s).
5. The schedule of the mid-term assessment is set by the Head of the Doctoral School. It is published for doctoral students at the University website.

6. The mid-term assessment is based on:
 - 1) an individual research plan;
 - 2) report on the implementation of the individual research plan prepared by a doctoral student in Polish and English, approved by their supervisor(s); a doctoral student submits the report in written and electronic version, in Polish and English, to the Evaluation Committee for Mid-term Assessment through the Head of the Doctoral School within a time limit set in the schedule specified in Item 5; the template of the report is enclosed as Annex No. 3 to the Rules and Regulations;
 - 3) annual reports submitted by a doctoral student after the first and the second years of study;
 - 4) evaluation of the quality of scientific guidance provided by a supervisor(s), in Polish and English version; the template is enclosed as Annex No. 4 to the Rules and Regulations;
 - 5) an assessment interview at which a doctoral student presents their scientific achievements related to the preparation of their doctoral dissertation.
7. The condition for being admitted to the mid-term assessment is the submission of the documents listed in Item 6 Points 2 and 4 within the time limit specified in the schedule referred to in Item 5.
8. Presence of a doctoral student at the mid-term assessment, on the date specified in the schedule referred to in Item 5, is obligatory. A doctoral student may excuse their absence by presenting the Head of the Doctoral School with a medical certificate or, in justified cases, another written excuse. In the case of an excused absence, the Head of the Doctoral School will set a new date for the mid-term assessment.
9. Failure by a doctoral student to submit the documents required for the mid-term assessment within the prescribed time limit, or unexcused failure to attend the mid-term assessment on the scheduled date will incur a negative result of the mid-term assessment.
10. In the case of a negative mid-term assessment, a doctoral student is removed from the doctoral student register, under the rules specified in § 35.

§ 24

1. Mid-term assessment is carried out by the Evaluation Commission for Mid-term Assessment appointed, upon a request of the Head of the Doctoral School, by the Scientific Discipline Council in which a doctoral dissertation is prepared. The Scientific Discipline Council nominates a chairperson who manages the work of the Commission.
2. In justified cases, the Scientific Discipline Council, upon the request of the Head of the Doctoral School, may change the composition of the Evaluation Committee for Mid-term Assessment.
3. The Evaluation Committee for Mid-term Assessment is composed of three persons, including at least one person holding the title of *doktor habilitowany* (habilitated doctor) or the title of professor in the discipline in which a doctoral dissertation is being prepared, employed outside the University, or a person referred to in § 13 Item. 5. Neither a supervisor nor an assistant supervisor may be members of the Evaluation Committee for Mid-term Assessment.
4. Meetings of the Evaluation Committee for Mid-term Assessment are also attended by a representative of doctoral students who acts as an observer.
5. Meetings of the Evaluation Committee for Mid-term Assessment are attended by all its members.
6. Decisions of the Evaluation Committee for Mid-term Assessment are taken by a simple majority of votes. Members of the Committee may not abstain from voting.
7. In justified cases, a member of the Evaluation Committee for Mid-term Assessment may participate in the meetings of the Committee remotely, by means of electronic

communication, ensuring, in particular, multilateral communication in real time, in compliance with the necessary security rules.

8. The outcome of the mid-term assessment is determined in a closed meeting, without the participation of a doctoral student or their supervisor.
9. The Evaluation Committee for Mid-term Assessment draws up minutes, in Polish and English, to be signed by the Chairperson of the Committee. A template of the minutes is specified in Annex No. 5 to the Rules and Regulations.
10. The mid-term assessment minutes, including the report specified in § 23 Item 6 Point 2, is kept in a doctoral student's personal files.
11. A doctoral student and their supervisor(s) have the right to get familiar with the mid-term assessment minutes.
12. In the event of a breach of the formal conditions of the mid-term assessment concerning the composition of the Evaluation Committee for the Mid-term Assessment, or conducting of the procedure of the assessment in violation of the Rules and Regulations, a doctoral student has the right to submit objections to the Head of the Doctoral School, within seven days of the publication of the result of the assessment, and file a request for re-assessment.
13. The grounds for objections may not be based on complaints concerning the substantive assessment made by the Evaluation Committee for the Mid-term assessment.
14. Objections based on the grounds referred to in Item 13 will not be considered.
15. A doctoral student has the right to appeal to the Rector against the decision of the Head of the Doctoral School made in the case referred to in Item 12. The decision of the Rector is final.

SECTION VII DOCTORAL DISSERTATION

Chapter 1 Submission of a doctoral dissertation

§ 25

1. Studies of a doctoral student at the Doctoral School end with submission of their doctoral dissertation.
2. A doctoral student submits their doctoral dissertation in written version, along with an abstract in English and a positive opinion of their supervisor(s) to the Head of the Doctoral School, within a time limit specified in the individual research plan. An abstract in Polish must also be attached to a doctoral dissertation prepared in a foreign language.
3. A doctoral dissertation may have the form of a written paper, including a scientific monograph, a collection of published and theme-related scientific articles, a design, construction, technological or implementation work, as well as an independent and separated part of a collective work.
4. In the case of submission of a doctoral dissertation before the end of the period of studies completion stipulated in the programme of studies, the Head of the Doctoral School, upon a doctoral student's request, exempts them from the obligation to participate in the remaining part of classes and professional placement training until the end of the period of studies.
5. Studies at the Doctoral School in the case specified in Item 4 may not last for a period shorter than six semesters.

Chapter 2

Extending the time limit for submission of a doctoral dissertation

§ 26

1. Upon a doctoral student's request, the Head of the Doctoral School may extend the time limit for submission of a doctoral dissertation specified in an individual research plan, in the following cases:
 - 1) long-term illness of a doctoral student or their supervisor or other ill-fated reasons,
 - 2) necessity of conducting long-term research studies,
 - 3) other circumstances beyond the control of a doctoral student or their supervisor,
 - 4) suspension of studies stipulated in § 29– for the overall period not longer than two years.
2. A doctoral student has to enclose substantiation and the opinion of their supervisor(s) to the request.
3. Extending the time limit for submission of a doctoral dissertation results in extending the period of studies at the Doctoral School, and a doctoral student retains their right to doctoral scholarship subject to § 30 Item 2.

SECTION VIII

DOCUMENTING THE COURSE OF STUDIES

§ 27

1. The course of studies at the Doctoral School is documented by:
 - 1) a doctoral student's electronic index to which doctoral students and academic teachers have access via the University IT system;
 - 2) data stored in the University IT system in printed version:
 - a) minutes on awarding credits for courses,
 - b) doctoral student periodic achievement record.
2. The rules of keeping records on the course of studies are established by the Rector.

§ 28

1. Each doctoral student is given an index number – a subsequent within a given academic year until completion of studies at the Doctoral School.
2. Personal files of each doctoral student are marked with a student index number.
3. Personal files of each doctoral student include:
 - 1) documents required from a candidate for the Doctoral School;
 - 2) minutes of the Recruitment Committee on the procedure of recruitment to the Doctoral School;
 - 3) written version of the pledge signed by a doctoral student;
 - 4) confirmation of receipt of an electronic doctoral student ID and its copies;
 - 5) consent of a supervisor(s) for providing scientific guidance to a doctoral student;
 - 6) individual research plan;
 - 7) a doctoral student's annual reports;
 - 8) minutes on awarding credits for courses and doctoral student periodic achievement record;
 - 9) minutes on the mid-term assessment;
 - 10) a doctoral student's requests and applications filed in relation to the course of studies;
 - 11) decisions regarding the course of studies;
 - 12) doctoral dissertation with an opinion of a supervisor(s) enclosed.

SECTION IX

SUSPENSION OF STUDIES

§ 29

At a doctoral student's request, the Head of the Doctoral School suspends their studies for a period corresponding to the period of maternity leave, a leave taken under the terms and conditions of maternity leave, paternity leave and parental leave specified in the Act of June 26, 1974 – Labor Code.

SECTION X DOCTORAL SCHOLARSHIP

§ 30

1. A doctoral student who is not a holder of the degree of *doktor* [doctoral degree] receives doctoral scholarship.
2. An overall period in which doctoral scholarship is received may not exceed four years.
3. A period of suspension of studies specified in § 29 is not included in the period defined in Point 2.

§ 31

1. The amount of monthly doctoral scholarship is at least:
 - 1) 37% of the remuneration for professors – up to the month in which mid-term assessment is carried out;
 - 2) 57% of the remuneration for professors – following the month in which mid-term assessment is made.
2. The amount of monthly doctoral scholarship is determined by the Rector.
3. The amount of doctoral scholarship may depend on a doctoral student's achievements. The criteria and procedure of awarding an increased scholarship and its amount are established by the Rector.
4. A doctoral student who holds a disability certificate, disability level certificate or the decision specified in Article 5 and Article 62 of the Act of August 27, 1997 on professional and social rehabilitation and employment of disabled persons, receives, in the period specified in § 30 Item 2, doctoral scholarship in the amount defined in Item 1 Point 1 and increased by 30%.
5. In the case of a doctoral student who, following the mid-term assessment with a positive result, is employed as an academic teacher or an academic staff member for the number of hours not exceeding half of the full time, the amount of scholarship is 40% of the monthly scholarship specified in Item 1, Point 2.
6. The University pays social insurance contributions stipulated in the regulations on social insurance system – obligatory old age pension, disability pension and accident insurance. The contributions are deducted from the amount of doctoral scholarship. The University deducts health insurance contributions if a doctoral student is not covered by the insurance based on any other entitlement.
7. Sickness insurance for doctoral students is voluntary.
8. Doctoral scholarship is not awarded to a doctoral student receiving remuneration of at least 150% of the amount of the doctoral scholarship to which they are entitled, in accordance with Item 1 under employment by the University, in connection with the implementation of a research project referred to in Article 119(2)(2) and (3) of the Act of July 20, 2018 - Law on Higher Education and Science, during the period of that employment.

§ 32

1. In the period of suspension of studies specified in § 29, the provisions on determining the maternity benefit are applied accordingly when establishing the amount of doctoral scholarship, however, the basis for the benefit assessment is understood as the amount of monthly doctoral scholarship due on the day of filing a request for suspension.
2. A doctoral student who submitted their doctoral dissertation, before the set date of completion of studies stipulated in the programme of studies, receives the doctoral scholarship until the day on which the time limit for completion of studies ends, however, no longer than for a period of six months, subject to § 30 Item 2.

§ 33

A doctoral student may be awarded:

- 1) scholarship – by a local government unit;
- 2) academic scholarship – by a natural person or a legal person not being any state or local government legal person;
- 3) scholarship of the Minister of Science and Higher Education for eminent young scholars - in accordance with the rules laid down in the Act, or other scholarships awarded under separate regulations.

SECTION XI

DISCIPLINARY LIABILITY OF DOCTORAL STUDENTS

§ 34

Doctoral students are subject to disciplinary liability for violating the rules applied at the University and for committing acts demeaning the dignity of a doctoral student under the procedure specified in the Act, secondary legislation and the University internal regulations.

SECTION XII

REMOVAL FROM THE DOCTORAL STUDENT REGISTER

§ 35

1. A doctoral student is removed from the doctoral student register in the following cases:
 - 1) obtaining a negative result of the mid-term assessment;
 - 2) failure to submit a doctoral dissertation within the time limit specified in an individual research plan;
 - 3) withdrawal from studies;
 - 4) failure to commence studies;
 - 5) violation of the prohibition referred to in Article 200 (7) or Article 209(10) of the Act;
 - 6) imposing a disciplinary penalty of expulsion from the Doctoral School.
2. A doctoral student may be removed from the doctoral student register in the following cases:
 - 1) unsatisfactory progress in preparation of their doctoral dissertation;
 - 2) failure to fulfill the obligations specified in § 11 Items 1 and 3.
3. The statement on withdrawal from studies at the Doctoral School should be submitted by a doctoral student in written form to the Head of the Doctoral School.
- 3a. A doctoral student is deemed not to have commenced their studies if they do not make the pledge referred to in § 7 Item 1 within five days from the beginning of the academic year.
4. A doctoral student is removed from the doctoral student register by an administrative decision of the Rector. If the Rector passes such a decision, a request for reconsidering of the case may be filed within 14 days following the receipt thereof.
- 4a. In the proceedings for the removal of a doctoral student from the doctoral student register, in the cases referred to in Item 1, Point 5, a doctoral student is requested to submit, within

no less than 30 days, a letter of resignation from their studies in another doctoral school or from their employment as an academic teacher or academic staff member.

5. The removal from the doctoral student register results in the loss of the entitlement to the doctoral scholarship. Payment of the doctoral scholarship is suspended on the first day of the month following the month in which the decision on removal became final.
6. In the case of removal from the doctoral student register, it is not possible to resume studies. A person who was removed from the doctoral student register may be admitted to the Doctoral School under the recruitment procedure.
7. A person removed from the doctoral student register is obliged to return their electronic doctoral student identification document.

SECTION XIII FINAL PROVISIONS

§ 36

A doctoral student is obliged to get familiar with the Rules and Regulations before commencement of their studies.

§ 37

In all matters not settled herein, relevant decisions are taken by the Rector.

§ 38

The Rules and Regulations become effective on October 1, 2019.

§ 39

Any amendments to the Rules and Regulations are made in compliance with the relevant provisions on adoption hereof.

Załącznik nr 1
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 1
to the Rules and Regulations of the International Doctoral School



(WZÓR/SPECIMEN FORM)

.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

INDYWIDUALNY PLAN BADAWCZY / INDIVIDUAL RESEARCH PLAN

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”./ The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors. If there is no relevant information to be provided, insert “NONE” in a given space.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL DISSERTATION	
TEMAT ROZPRAWY DOKTORSKIEJ W JĘZYKU POLSKIM I ANGIELSKIM / SUBJECT OF THE DOCTORAL DISSERTATION	

DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU* / PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
OGÓLNY OPIS ROZPRAWY DOKTORSKIEJ (CEL, PROBLEM BADAWCZY, HIPOTEZY BADAWCZE, KORZYŚCI TEORETYCZNE I PRAKTYCZNE, TEORETYCZNE PODSTAWY PRACY BADAWCZEJ I METODOLOGII BADAŃ NAUKOWYCH) / GENERAL DESCRIPTION OF THE DOCTORAL DISSERTATION (OBJECTIVE, RESEARCH PROBLEM, RESEARCH HYPOTHESES, THEORETICAL AND PRACTICAL BENEFITS)	
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (DD-MM-RRRR) / DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION (DD-MM-RRRR)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/ TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIWERSYTETU MEDYCZNEGO W ŁODZI (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF LODZ (CLINIC/ DEPARTMENT/WARD)	
ZADANIA PROMOTORA/ PROMOTORÓW/PROMOTORA POMOCNICZEGO / TASKS OF THE SUPERVISOR/SUPERVISORS/ ASSISTING SUPERVISOR	
ZASADY WSPÓŁPRACY POMIĘDZY DOKTORANTEM A PROMOTOREM/ PROMOTORAMI/PROMOTOREM POMOCNICZYM, W TYM LICZBA GODZIN KONSULTACJI W POSZCZEGÓLNYCH LATACH KSZTAŁCENIA / PRINCIPLES OF COOPERATION BETWEEN THE PHD STUDENT AND THE SUPERVISOR/SUPERVISORS/ ASSISTING SUPERVISOR, INCLUDING THE NUMBER OF CONSULTATION HOURS IN PARTICULAR YEARS OF EDUCATION	
C. SPOSÓB FINANSOWANIA BADAŃ, AKTYWNOŚĆ W ZAKRESIE POZYSKIWANIA ŚRODKÓW FINANSOWYCH NA REALIZACJĘ PROJEKTÓW BADAWCZYCH LUB GRANTÓW / C. METHOD OF FINANCING THE RESEARCH,	

* Zaznaczyć właściwe / Indicate as appropriate.

ACTIVITY IN THE OBTAINING FINANCING FOR THE IMPLEMENTATION OF RESEARCH PROJECTS OR GRANTS
D. SPOSÓB PREZENTACJI WYNIKÓW BADAŃ / D. MANNER OF PRESENTING THE RESULTS OF THE RESEARCH STUDY
I. ARTYKUŁY NAUKOWE/INNE PUBLIKACJE / I. SCIENTIFIC ARTICLES/OTHER PUBLICATIONS
II. UDZIAŁ W KONFERENCJACH NAUKOWYCH, SZKOŁACH LETNICH I ZIMOWYCH, WARSZTATACH, SZKOLENIACH, STAŻACH LUB INNYCH FORMACH POGŁĘBIAJĄCYCH WIEDZĘ I UMIEJĘTNOŚCI W ZAKRESIE BADANEGO TEMATU / II. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS/INTERNSHIP OR OTHER FORMS DEEPENING KNOWLEDGE AND SKILLS IN THE SUBJECT RESEARCH
III. UDZIAŁ W WYMIANIE MIĘDZYNARODOWEJ / III. PARTICIPATION IN INTERNATIONAL EXCHANGE
E. WYKAZ UDOSTĘPNIANEJ DOKTORANTOWI INFRASTRUKTURY BADAWCZEJ UNIwersYTETU MEDYCZNEGO W ŁODZI (wraz z zasadami dostępu do tej infrastruktury) / E. LIST OF THE RESEARCH INFRASTRUCTURE OF THE MEDICAL UNIVERSITY OF LODZ PROVIDED TO THE DOCTORAL STUDENT (including the rules of providing access to the infrastructure)

F. HARMONOGRAM BADAŃ I PRZYGOTOWANIA ROZPRAWY DOKTORSKIEJ / F. SCHEDULE OF THE RESEARCH STUDY AND PREPARATION OF THE DOCTORAL DISSERTATION		
Lp. No.	Termin/okres realizacji Date/Period of implementation	Planowane badania oraz etapy przygotowania rozprawy doktorskiej* / Planned research and stages of preparation of the doctoral dissertation*
I ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 1st YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
II ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 2nd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
III ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 3rd YEAR OF STUDIES (academic year 20...../20....)		
1		
2		
3		
4		
IV ROK KSZTAŁCENIA (rok akademicki 20...../20....) / 4th YEAR OF STUDIES (academic year 20...../20....)		

* W szczególności: ustalenie obszaru badań, sformułowanie problemu badawczego, opracowanie metodyki prowadzenia badań, etapy przygotowania rozprawy doktorskiej, udział w konferencjach, zjazdach i sympozjach oraz wymianie międzynarodowej, staże zagraniczne, planowane publikacje (artykuły, komunikaty zjazdowe), projekty i granty badawcze. / In particular: defining the research area, formulating the research problem, developing the methodology of conducting the research, stages of preparation of the doctoral dissertation, participation in conferences, conventions and symposiums and international exchange, internships abroad, planned publications (articles, scientific meeting communications), projects and research grants.

Załącznik nr 2
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 2
to the Rules and Regulations of the International Doctoral School

(WZÓR/ SPECIMEN FORM)



.....
(pieczęć Międzynarodowej Szkoły Doktorskiej/
seal of the International Doctoral School)

Łódź, ...

**SPRAWOZDANIE ROCZNE Z PRZEBIEGU KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE
DOKTORSKIEJ ZA ROK AKADEMICKI 20.../20... / ANNUAL REPORT ON THE COURSE
OF STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL
FOR THE ACADEMIC YEAR 20.../20...**

(Należy wypełnić komputerowo i złożyć w formie papierowej po zatwierdzeniu przez promotora lub promotorów. W przypadku braku informacji do rubryki wpisać „brak”. Rubryki A-D wypełnia doktorant, rubryki D-F – promotor/promotorzy, rubrykę G – dyrektor Międzynarodowej Szkoły Doktorskiej.) / (The form must be typed and filed in paper version after obtaining the approval of the supervisor/supervisors; If there is no relevant information to be provided, insert “NONE” in a given space. Spaces A-D are filled in by the doctoral student, spaces D-F – by the supervisor(s), space G – by the Director of the International Doctoral School.)

A. DANE DOKTORANTA / A. DETAILS OF THE DOCTORAL STUDENT	
IMIĘ I NAZWISKO / FULL NAME	
PESEL / PERSONAL IDENTIFICATION NUMBER	
NUMER ALBUMU / STUDENT INDEX NUMBER	
NAUCZYCIEL AKADEMICKI / ACADEMIC TEACHER	☐ TAK / YES

	☐ NIE / NO*
ROK ROZPOCZĘCIA KSZTAŁCENIA W MIĘDZYNARODOWEJ SZKOLE DOKTORSKIEJ / YEAR OF COMMENCING STUDIES AT THE INTERNATIONAL DOCTORAL SCHOOL	
B. ROZPRAWA DOKTORSKA / B. DOCTORAL DISSERTATION	
TEMAT ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / SUBJECT OF THE DOCTORAL DISSERTATION (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	
DYSCYPLINA NAUKOWA / SCIENTIFIC DISCIPLINE	NAUKI FARMACEUTYCZNE / NAUKI MEDYCZNE / NAUKI O ZDROWIU / PHARMACOLOGY AND PHARMACY / MEDICAL SCIENCES / HEALTH SCIENCES*
TERMIN ZŁOŻENIA ROZPRAWY DOKTORSKIEJ (ZGODNY Z INDYWIDUALNYM PLANEM BADAWCZYM) / DEADLINE FOR SUBMISSION OF THE DOCTORAL DISSERTATION (COMPLIANCE WITH INDIVIDUAL RESEARCH PLAN)	
IMIĘ I NAZWISKO PROMOTORA/ PROMOTORÓW, STOPIEŃ/TYTUŁ NAUKOWY/ STOPNIE/TYTUŁY NAUKOWE / FULL NAME OF THE SUPERVISOR/ SUPERVISORS, ACADEMIC DEGREE(S)/TITLE(S)	
IMIĘ I NAZWISKO PROMOTORA POMOCNICZEGO, STOPIEŃ/TYTUŁ NAUKOWY / FULL NAME OF THE ASSISTING SUPERVISOR, ACADEMIC DEGREE/TITLE	
JEDNOSTKA ORGANIZACYJNA UNIwersytetu Medycznego w Łodzi (KLINIKA/ZAKŁAD/ODDZIAŁ KLINICZNY) / ORGANIZATIONAL UNIT OF THE MEDICAL UNIVERSITY OF ŁÓDŹ (CLINIC/DEPARTMENT/WARD)	
C. SPRAWOZDANIE Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO / C. REPORT ON IMPLEMENTATION OF THE INDIVIDUAL RESEARCH PLAN	
I. Czy doktorant zrealizował założenia wskazane w indywidualnym planie badawczym, dotyczące roku akademickiego, za który składa sprawozdanie? / I. Has the doctoral student implemented the assumptions indicated in the individual research plan regarding the academic year for which they are submitting the report?	
☐ TAK / YES ☐ NIE (uzasadnienie): / NO* (justification):	

* Zaznaczyć właściwe./ Indicate as appropriate.

* Zaznaczyć właściwe./ Indicate as appropriate.

Sprawozdanie z realizacji indywidualnego planu badawczego/ Report on the implementation of the individual research plan:

II. PUBLIKACJE / II. PUBLICATIONS

(NALEŻY PODAĆ TYLKO TE PUBLIKACJE, KTÓRE UKAZAŁY SIĘ JUŻ DRUKIEM W OKRESIE SPRAWOZDAWCZYM, ORAZ TE, KTÓRE ZOSTAŁY OSTATECZNIE ZAAKCEPTOWANE PRZEZ REDAKCJĘ) / (GIVE ONLY THE PUBLICATIONS WHICH APPEARED IN PRINT IN THE PERIOD INCLUDED IN THE REPORT AND THOSE WHICH WERE FINALLY APPROVED BY PUBLISHERS)

LP. /NO.	AUTOR/ REDAKCJA NAUKOWA /AUTHOR/ SCIENTIFIC EDITOR	TYTUŁ / TITLE	NAZWA WYDAWNICTWA/ TYTUŁ CZASOPISMA / PUBLISHER/MAGAZINE TITLE	MIEJSCE WYDANIA/ ROK WYDANIA / PLACE OF PUBLICATION/ YEAR OF PUBLICATION	PUNKTY MINISTERIALNE* / IMPACT FACTOR / MINISTERIAL POINTS*/ IMPACT FACTOR	NR STR. / NO. OF PAGES
1						
2						
3						
4						
5						
6						

III. UDZIAŁ W KONFERENCJACH/SYMPOZJACH/ZJAZDACH / III. PARTICIPATION IN CONFERENCES/SYMPOSIUMS/CONVENTIONS

LP. /NO.	NAZWA KONFERENCJI/ SYMPOZJUM/ ZJAZDU / NAME OF THE CONFERENCE/ SYMPOSIUM/ CONVENTION	ORGANIZATOR I MIEJSCE / ORGANIZING ENTITY AND PLACE	TERMIN / DATE	RODZAJ UCZESTNI- CTWA (BIERNY/ CZYNNY) / TYPE OF PARTICIPATION (PASSIVE/ ACTIVE)	TYTUŁ REFERATU / TITLE OF THE PAPER
1					
2					

* Liczba punktów według aktualnego wykazu czasopism, ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki./The number of points according to the current list of journals, announced in the announcement of the minister responsible for higher education and science.

3						
4						
5						
6						
IV. UDZIAŁ W BADANIACH PROWADZONYCH PRZEZ JEDNOSTKĘ / IV. PARTICIPATION IN THE RESEARCH CONDUCTED BY THE UNIT						
LP. /NO.	TYTUŁ/TITLE	KIEROWNIK BADAŃ/ PRINCIPAL INVESTIGATOR	NAZWA JEDNOSTKI / NAME OF THE UNIT	OKRES REALIZACJI / PERIOD OF CONDUCTING THE REASERCH	CHARAKTER UCZESTNICTWA / TYPE OF PARTICIPATION	
1						
2						
3						
4						
5						
6						
V. STAŻE NAUKOWE ZWIĄZANE Z ROZPRAWĄ DOKTORSKĄ / V. ACADEMIC INTERNSHIPS RELATED TO THE DOCTORAL DISSERTATION						
LP. /NO.	STAŻE NAUKOWE KRAJOWE/ ZAGRANICZNE / ACADEMIC INTERNSHIP IN THE COUNTRY/ ABROAD	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	MIEJSCE / PLACE	OKRES / PERIOD	CEL /OBJECTIVE	ŹRÓDŁO FINAN- SOWANIA / SOURCES OF FUNDS
1						
2						
3						
4						
5						
6						
VI. PROJEKTY/GRANTY NAUKOWE (NCN, NCBiR, FNP, INNE) / VI. RESEARCH PROJECTS/GRANTS (NATIONAL SCIENCE CENTER (NCN), NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT (NCBiR), FOUNDATION FOR POLISH SCIENCE (FNP), OTHER)						
LP. /NO.	NAZWA INSTYTUCJI / NAME OF THE INSTITUTION	TYTUŁ PROJEKTU/ GRANTU / TITLE OF THE PROJECT/GRANT	RODZAJ GRANTU / TYPE OF GRANT	OKRES REALIZACJI /IMPLEMENTATION PERIOD	FUNKCJA W PROJEKCIE / ROLE IN THE PROJECT	

1					
2					
3					
4					
5					
6					
D. SPRAWOZDANIE Z REALIZACJI PROGRAMU KSZTAŁCENIA / D. REPORT ON IMPLEMENTATION OF THE PROGRAMME OF STUDIES					
I. EGZAMINY I ZALICZENIA – zgodnie z załączoną kartą okresowych osiągnięć / I. EXAMS AND CREDIT TESTS – as shown in the doctoral student periodic achievement record					
II. PRAKTYKI ZAWODOWE / II. PROFESSIONAL PLACEMENT TRAINING					
LP. /NO.	WYKAZ ZAJĘĆ, KTÓRE DOKTORANT PROWADZIŁ SAMODZIELNIE LUB W KTÓRYCH PROWADZENIU UCZESTNICZYŁ (NAZWY PRZEDMIOTÓW I LICZBA GODZIN) / LIST OF THE COURSES WHICH THE DOCTORAL STUDENT CONDUCTED INDIVIDUALLY OR IN CONDUCTING OF WHICH THEY PARTICIPATED (NAMES OF COURSES AND NUMBER OF HOURS)			PODPIS PROMOTORA / SIGNATURE OF THE SUPERVISOR	
1					
2					
3					
4					
5					
DATA SPORZĄDZENIA SPRAWOZDANIA/ DATE OF DRAWING UP THE REPORT			PODPIS DOKTORANTA/ SIGNATURE OF THE DOCTORAL STUDENT		
E. OCENA SPRAWOZDANIA ROCZNEGO PRZEZ PROMOTORA/ PROMOTORÓW / E. EVALUATION OF THE ANNUAL REPORT BY THE SUPERVISOR/SUPERVISORS				☐ POZYTYWNA / POSITIVE ☐ NEGATYWNA/ NEGATIVE*	
F. OPINIA PROMOTORA/PROMOTORÓW W FORMIE OPISOWEJ / F. DESCRIPTIVE OPINION OF THE SUPERVISOR/SUPERVISORS					

* Zaznaczyć właściwe./ Indicate as appropriate.

.....
(data/ date)

.....
(pieczęć imienna i podpis promotora/pieczęcie imienne i podpisy promotorów /
name stamp and signature of the supervisor/name stamps and signatures
of the supervisors)

G. ZALICZENIE ROKU KSZTAŁCENIA PRZEZ DYREKTORA MIĘDZYNARODOWEJ SZKOŁY DOKTORSKIEJ / G. CREDIT AWARDED BY THE DIRECTOR OF THE INTERNATIONAL DOCTORAL SCHOOL FOR A YEAR OF STUDIES

..... rok kształcenia w Międzynarodowej Szkole Doktorskiej (rok akademicki 20..../20....) /
..... year of studies at the International Doctoral School (academic year 20..../20....):

- zaliczam / credit is awarded
- nie zaliczam / credit is not awarded
- zaliczam warunkowo / credit is awarded conditionally*

..... (data/date)	 (pieczęć imienna i podpis dyrektora Międzynarodowej Szkoły Doktorskiej/ name stamp and signature of the Director of the International Doctoral School)

* Zaznaczyć właściwe./ Indicate as appropriate.

Załącznik nr 3
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 3
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

RAPORT Z REALIZACJI INDYWIDUALNEGO PLANU BADAWCZEGO
– DO OCENY ŚRÓDOKRESOWEJ ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR)
/MID-TERM REPORT FOR THE PERIOD (DD.MM.YY) TO (DD.MM.YY)

Podstawowe dane / Basic data

Imię / imiona i nazwisko doktoranta /Name/s and surname of PhD student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne (Pharmacology and Pharmacy) ☐ Nauki medyczne (Medical Sciences) ☐ Nauki o zdrowiu (Health Sciences)
Jednostka organizacyjna (klinika, oddział kliniczny, zakład) /Organizational unit of the Medical University of Lodz (clinic, ward, department)	Uniwersytet Medyczny w Łodzi / Medical University of Lodz
Konto poczty elektronicznej doktoranta (w systemie e-doktorant) / PhD student e-mail account (in e-doktorant system):	Numer legitymacji / Student ID No.:
Numer ORCID / ORCID:	Data rozpoczęcia kształcenia w Międzynarodowej Szkole Doktorskiej /Date of beginning of doctoral studies:

Promotor rozprawy doktorskiej (1) / PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) / PhD dissertation Supervisor (2):
Promotor pomocniczy rozprawy doktorskiej / Auxiliary PhD dissertation Supervisor:	Data złożenia raportu do oceny śródkresowej /Date of submitting the Midt- term Report: <i>(pieczętka imienna i podpis pracownika Centrum Obsługi Doktorantów / name stamp and signature of the employee of the Office of Doctoral Studies)</i>

Informacje o rozprawie doktorskiej/ Information on doctoral dissertation

Tytuł rozprawy doktorskiej (w języku polskim i angielskim) / Title of the doctoral dissertation (in Polish and English)
Planowany termin złożenia rozprawy doktorskiej (miesiąc, rok zgodny z indywidualnym planem badawczym – IPB) / Planned deadline for submission of dissertation (month, year in accordance with the individual research plan – IPB)
Raport naukowy (motywacja do podjęcia badań i ich innowacyjność, cel i hipoteza badawcza, przedmiot i metodyka badań, najważniejsze wyniki i osiągnięcia, wnioski) (OPIS – MAKS. 5 STRONY A4, ARIAL NARROW 11, INTRELINIA 1) / Scientific report (motivation to undertake research and its innovativeness, aim and research hypothesis, subject of study and research methodology, most important results and achievements, conclusions) (DESCRIPTION – MAX 5 PAGES A4, ARIAL NARROW 11, LINE SPACING 1)
b)
c)
d)

Sprawozdanie z postępów w realizacji indywidualnego planu badawczego (IPB) / Report on progress in implementation of Individual Research Plan (IRP)

A. Terminowość realizacji dotychczasowych etapów harmonogramu prac badawczych i stopień realizacji IPB (wyznaczyć w %) (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / A. Timely execution of research timetable stages up to date and degree of realization of IRP (expressed as a percentage) (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

B. Zaawansowanie w przygotowaniu rozprawy doktorskiej i stopień jej realizacji (wyrzucić w %) (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / B. Progress in implementation of doctoral dissertation and degree of its realization (expressed as a percentage) (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)
C. Wyjaśnienie rozbieżności pomiędzy stopniami realizacji opisanymi w pkt. A i B a zadeklarowanym w IPB harmonogramem i terminem złożenia rozprawy (OPIS – MAKS. 1 STRONA A4, ARIAL NARROW 11, INTERLINIA 1) / C. Explanation of any discrepancies between stages of realization described in point A and B, and timetable and dissertation submission deadline declared in IRP (DESCRIPTION – MAX 1 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Osiągnięcia naukowe i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej (A-E – elementy uwzględnione w indywidualnym planie badawczym, F – dorobek naukowy i inne aktywności naukowe nieprzewidziane w indywidualnym planie badawczym) / **Scientific achievements and other activity directly related to implementation of doctoral dissertation** (A-E – elements included in the individual research plan, F – scientific achievements and other scientific activities not provided for in the individual research plan)

A. Publikacje naukowe, w tym: / A. Scientific publications including:	Punkty ministerialne / Ministerial points*	Impact Factor
Publikacje w czasopiśmie ujętych w wykazie Ministra / Publications in journals included in the list of the Minister**		
autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number		
Publikacje w czasopiśmie nieujętych w wykazie Ministra / Publications in journals not included in the list of the Minister***		

* Liczba punktów według wykazu czasopism ogłoszonego komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / The number of points according to the list of journals announced in the announcement of the minister responsible for higher education and science.

** Artykuły opublikowane w czasopiśmie ujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals included in the list announced in the announcement of the minister responsible for higher education and science.

*** Artykuły opublikowane w czasopiśmie nieujętych w wykazie ogłoszonym komunikatem ministra właściwego do spraw szkolnictwa wyższego i nauki. / Articles published in journals not included in the list announced in the announcement of the minister responsible for higher education and science.

<i>autorzy, tytuł publikacji, czasopismo, numer, rok wydania, strony lub numer DOI / authors, publication title, journal, issue, year, pages or DOI number</i>		
Publikacje konferencyjne / Conference publications		
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		—
Inne publikacje lub rozdziały w książkach / Other papers or chapters in books		
<i>autorzy, tytuł publikacji, czasopismo lub wydawnictwo, numer, rok wydania, strony lub numer DOI / ISBN / authors, publication title, journal or publishing house, issue, year, pages or DOI / ISBN number alternatively</i>		—
B. Prezentacje konferencyjne / B. Conference presentations		
ustne (prezentowane osobiście) / talks (presented by PhD student) /		
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>		
plakatowe (prezentowane osobiście) / posters (presented by PhD student)		
<i>autorzy, tytuł prezentacji, nazwa konferencji, miejsce, termin / authors, presentation title, name of conference, place, date</i>		
C. Kierowanie projektami naukowymi i stypendia naukowe (np. NCN, FNP, NAWA). Uwaga: Studenci, którzy zostali przyjęci do Szkoły Doktorskiej w ramach projektu lub programu Doktorat Wdrożeniowy nie wskazują tego projektu/programu. / C. Principal investigator in scientific projects and scientific scholarships (e.g. NCN, FNP, NAWA). Please note: students who were admitted to International Doctoral School in a frame of project or Industrial Doctoral Program do not indicate this project/program.		
<i>nazwa instytucji finansującej, rodzaj projektu/stypendium, tytuł, funkcja w projekcie / name of financing institution, type of project/scholarship, project title, role in project</i>		

D. Staże naukowe (krajowe, zagraniczne) związane z realizacją rozprawy doktorskiej D. Internships (domestic, international) related to implementation of doctoral dissertation
<i>kraj, nazwa instytucji, miejsce, okres trwania / country, name of host institution, place, time of duration</i>
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student)
<i>kraj, data zgłoszenia lub uzyskania patentu / nazwa instytucji finansującej, rodzaj projektu/ stypendium, tytuł, funkcja w projekcie / country, date of register of patent applications or obtained patent / name of financing institution, type of project/scholarship, project title, role in project</i>
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieujęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan
<i>np. publikacje, konferencje, staże, współpraca zagraniczna, projekty, granty, inne (potwierdzone kserokopiami) / e.g. publications, conferences, internships, international cooperation, projects, grants, other (confirmed by photocopies)</i>

Analiza SWOT procesu realizacji IPB i przygotowania rozprawy doktorskiej / SWOT analysis of IRP realization and preparation of doctoral dissertation

Silne strony / Strengths	Słabe strony / Weaknesses
• XXX • XXX	• XXX • XXX
Szanse / Opportunities	Zagrożenia / Threats
• XXX • XXX	• XXX • XXX

Dodatkowe wyjaśnienia, komentarze, podsumowanie doktoranta (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Additional comments, remarks and/or conclusions by PhD student** (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

Niżej podpisany potwierdza niniejszym, że powyższe dane są zgodne z prawdą. / The undersigned hereby certifies that the above information is correct.

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

Opinia promotora/promotorów (OPIS – MAKS. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1) / **Opinion of the Supervisor/Supervisors** (DESCRIPTION – MAX 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)

.....
data/date

.....
czytelny podpis promotora/legible signature of the Supervisor

.....
data/date

.....
czytelny podpis drugiego promotora/legible signature of the 2nd Supervisor

Załącznik nr 4
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 4
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

OCENA JAKOŚCI OPIEKI NAUKOWEJ
ZA OKRES OD (DD.MM.RR) DO (DD.MM.RR) / ASSESSMENT OF SCIENTIFIC GUIDANCE
FOR THE PERIOD (DD.MM.YY) TO (DD.MM.YY)

1. Podstawowe dane dotyczące doktoranta / Basic data concerning PhD student

Imię / imiona i nazwisko doktoranta / Name/s and surname of PhD student:	Dyscyplina / Discipline: ☐ Nauki farmaceutyczne / Pharmacology and Pharmacy ☐ Nauki medyczne / Medical Sciences ☐ Nauki o zdrowiu / Health Sciences
Konto poczty elektronicznej doktoranta (w systemie e-doktorant)	Numer legitymacji / Student ID:

/ PhD student e-mail account (in e-doktorant system):	
Promotor rozprawy doktorskiej (1) / PhD dissertation Supervisor (1):	Promotor rozprawy doktorskiej (2) / PhD dissertation Supervisor (2):

**2. Charakterystyka współpracy z promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko)
/ Description of cooperation with the Supervisor (score 1 – very low, to 5 – very high)**

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time spent on cooperation with PhD student	
Ogólna kultura wzajemnych kontaktów i współpracy / General culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez promotora / Suggestions and scientific inspiration provided by the Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Properness of collaboration in preparation of multi-author publications	
e) Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Involvement in assisting PhD student in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) f)	g)
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Enabling PhD student's participation in projects realized in their Unit	
Ogólna ocena współpracy z promotorem / Overall assessment of cooperation with the Auxiliary Supervisor	
h) Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional) i)	

3. Charakterystyka współpracy z drugim promotorem (wynik 1 – bardzo nisko, do 5 – bardzo wysoko) / Description of cooperation with the 2nd Supervisor (score 1 – very low, to 5 – very high)

Dostępność i czas poświęcany na współpracę z doktorantem / Availability and time spent on cooperation with PhD student	

Ogólna kultura wzajemnych kontaktów i współpracy / General culture of mutual contact and cooperation	
Sugestie i inspiracje naukowe udzielane przez drugiego promotora / Suggestions and scientific inspiration provided by the 2 nd Supervisor	
Pomoc koncepcyjna przy prowadzonych studiach i badaniach eksperymentalnych, modelowych, ankietowych itp. / Conceptual assistance in conducted studies and experimental, model and survey research, etc.	
Poprawność współpracy przy przygotowywaniu publikacji wieloautorских / Properness of collaboration in preparation of multi-author publications	
j) Zaangażowanie w pomoc doktorantowi w pozyskiwaniu własnych grantów (zarówno z wewnętrznych, jak i zewnętrznych źródeł finansowania, np. Preludium) / Involvement in assisting PhD student in acquiring own grants (both from internal and external sources of financing, e.g. Preludium) k)	l)
Umożliwienie doktorantowi partycypowania w projektach realizowanych w jednostce / Enabling PhD student's participation in projects realized in their Unit	
Ogólna ocena współpracy z drugim promotorem / Overall assessment of cooperation with the 2 nd Supervisor	
m) Inne komentarze lub opinie (opcjonalnie) / Other comments or opinions (optional) n) o) p) q)	

.....
data/date

.....
czytelny podpis doktoranta/legible signature of PhD student

Załącznik nr 5
do Regulaminu Międzynarodowej Szkoły Doktorskiej
Annex no. 5
to the Rules and Regulations of the International Doctoral School



(WZÓR/ SPECIMEN FORM)

**PROTOKÓŁ KOMISJI EWALUACYJNEJ DS. OCENY ŚRÓDOKRESOWEJ
– OCENA ZA OKRES (DD.MM.RRRR) DO (DD.MM.RRR) / EVALUATION PROTOCOL
OF THE EVALUATION COMMISSION FOR MID-TERM ASSESSMENT
– ASSESSMENT FOR THE PERIOD (DD.MM.YYYY) TO (DD.MM.YYYY)**

.....
(imię / imiona i nazwisko doktoranta / name/s and surname of PhD student)

**Komisja Ewaluacyjna ds. Oceny Śródkresowej Doktoranta Międzynarodowej Szkoły
Doktorskiej Uniwersytetu Medycznego w Łodzi (UM) w dyscyplinie:
..... w składzie:
/ Evaluation Commission for Mid-term Assessment the PhD student at UM International**

Doctoral School in the discipline:
consists of:

No.	Tytuł / stopień naukowy, imię, nazwisko / Scientific title / degree, Name, Surname	Rola / Role
1.		Przewodniczący Komisji / Head of the Commission
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
2.		Członek Komisji z UM / Member from UM
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
3.		Członek Komisji spoza UM / Member from outside UM
	Uniwersytet, Wydział, Instytut / University, Faculty, Institute:	
4.		Obserwator – doktorant / Observer – PhD student
	Uniwersytet, Wydział / University, Faculty:	

1. Ocena realizacji indywidualnego planu badawczego (IPB) i harmonogramu przygotowania rozprawy doktorskiej/ Assessment of implementation of Individual Research Plan (IRP) and timetable of doctoral dissertation preparation

* Niepotrzebne skreślić. / Delete as appropriate.

2. Ocena dorobku naukowego i innej aktywności bezpośrednio związanej z realizacją rozprawy

Tytuł rozprawy doktorskiej (w języku dysertacji) / Original title of doctoral dissertation	
Termin złożenia dysertacji zaplanowany w IPB jest realny. / The date of submission of doctoral dissertation as planned in IRP is realistic.	TAK / NIE* / YES / NO*
Hipoteza lub problem badawczy została już sformułowana. / The research hypothesis or problem has already been formulated.	TAK / NIE* / YES / NO*
Odpowiednia metodyka badawcza została wybrana i zastosowana. / Appropriate research methodology has been chosen and applied.	TAK / NIE* / YES / NO*
Uzyskane dotychczas wyniki są istotne dla zrealizowania rozprawy doktorskiej. / The results obtained so far are relevant to implementation of doctoral dissertation.	TAK / NIE* / YES / NO*
Oczekiwane wyniki badań naukowych i/lub aplikacyjnych są możliwe do uzyskania w okresie kolejnych 2 lat. / Expected results of scientific and/or application research are possible to be obtained in the period of next 2 years.	TAK / NIE* / YES / NO*
Badania realizowane są zgodnie z harmonogramem zaplanowanym w IPB. / Realized research has been consistent with the timetable planned in IRP.	TAK / NIE* / YES / NO*
Jakość wykonywania zadań wynikających z harmonogramu przygotowania rozprawy doktorskiej jest zadowalająca. / The quality of implemented tasks resulting from the timetable of doctoral dissertation preparation is satisfying.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*
Nowatorstwo wyników, ich ważność i wpływ na rozwój nauki, cywilizacji, społeczeństwa. / Innovation of results, their importance and influence on development of science, civilization, society.	WYSOKA/ŚREDNIA/NISKA* / HIGH / MEDIUM / LOW*

doktorskiej (A-E – elementy uwzględnione w indywidualnym planie badawczym
F – dorobek naukowy i inne aktywności nieprzewidziane w indywidualnym planie badawczym)

/Assessment of scientific achievements and other activity directly related to implementation of doctoral dissertation (A-E - elements included in the individual research plan, F – scientific achievements and other activities not provided for in the individual research plan)

Dorobek naukowy / Scientific achievements	Ocena Komisji / Commission assessment
A. Publikacje naukowe / A. Scientific publications	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
B. Prezentacje konferencyjne / B. Conference presentations	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
C. Kierowanie projektami naukowymi i stypendia naukowe / C. Principal investigator in scientific projects and scientific scholarships	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
D. Staże naukowe związane z realizacją rozprawy doktorskiej / D. Internships related to implementation of doctoral dissertation	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
E. Inne (np. patenty, zgłoszenia patentowe, wzory użytkowe i prawa autorskie do utworów, wnioski o projekty i stypendia złożone przez doktoranta) / E. Other (e.g. patents, patent applications, utility models and copyrights, project or scholarship applications submitted by PhD student).	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY / NOT APPLICABLE*
F. Dorobek naukowy i inne aktywności bezpośrednio związane z realizacją rozprawy doktorskiej, nieuwjęte w indywidualnym planie badawczym / F. Scientific achievements and other activities directly related to the implementation of the doctoral dissertation, not included in the individual research plan	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA / NIE DOTYCZY* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY NOT APPLICABLE*

* Niepotrzebne skreślić. Adnotację „NIE DOTYCZY” w wierszach A-E należy pozostawić w przypadku nieuwzględnienia danego elementu w indywidualnym planie badawczym. / Delete as appropriate. The annotation "NOT APPLICABLE" in lines A-E should be left if a given element is not included in the individual research plan.

7. Opinia dotycząca jakości opieki naukowej i wsparcia w prowadzeniu działalności naukowej
/ Opinion concerning scientific guidance and support in conducting scientific activities

Promotor / Supervisor	Drugi promotor / 2nd Supervisor
BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*	BARDZO DOBRA / DOBRA / DOSTATECZNA / NEGATYWNA* / VERY GOOD / GOOD / SATISFACTORY / UNSATISFACTORY*

* Niepotrzebne skreślić. / Delete as appropriate.

8. Ocena prezentacji osiągnięć doktoranta i dyskusja naukowa / Assessment of Presentation of Achievements and scientific discussion

Prezentacja osiągnięć i dyskusja naukowa / Presentation of Achievements and scientific discussion	Ocena / Assesment
Prezentacja osiągnięć doktoranta / PhD student's Presentation of Achievements	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *
Dyskusja naukowa / Scientific discussion	BARDZO DOBRA/DOBRA/DOSTATECZNA/ NEGATYWNA* / VERY GOOD/GOOD/ SATISFACTORY/UNSATISFACTORY *

* Niepotrzebne skreślić. / Delete as appropriate.

9. Wynik głosowania Komisji Ewaluacyjnej ds. Oceny Śródkresowej / Voting result of the Evaluation Commission for Mid-term Assessment

Lp/No.	Imię i nazwisko / Name, Surname	Rola / Role	Wynik głosowania /Result of the vote*	Podpis i data lub status „on-line” / Signature and date or status „on-line”**
1.		Przewodniczący Komisji / Head of the Commission		
2.		Członek Komisji z UM / Member from UM		
3.		Członek Komisji spoza UM / Member from outside UM		
W roli obserwatora – doktorant/ Observer – PhD student:				

* Należy wpisać: „ocena pozytywna” lub „ocena negatywna”. / Please enter: "positive evaluation" or "negative evaluation".

** Status „on-line” należy wpisać w przypadku uczestniczenia w obradach Komisji za pośrednictwem środków komunikacji elektronicznej. / The "on-line" status should be entered in the case of participation in the Committee's deliberations via electronic means of communication.

10. Ocena końcowa doktoranta / Final assessment of PhD student

POZYTYWNA / POSITIVE*	NEGATYWNA / NEGATIVE*

* Niepotrzebne skreślić. / Delete as appropriate.

- 11. Uzasadnienie końcowej oceny Komisji, uwzględniające poszczególne punkty raportu i prezentację doktoranta (OPIS – MIN. 0,5 STRONY A4, ARIAL NARROW 11, INTERLINIA 1)
/ Justification of the Commission's final assessment result taking into account specific points of PhD student's Mid-term Report and their Presentation of Achievements
(DESCRIPTION – MIN 0.5 PAGE A4, ARIAL NARROW 11, LINE SPACING 1)**

Za Komisję / On behalf of the Commission:
data / czytelny podpis przewodniczącego Komisji
/ date / legible signature of Head of Commission

Rektor Uniwersytetu Medycznego w Łodzi

Nr rej.: **RP/255/2024**

UPOWAŻNIENIE

Działając na podstawie art. 23 ust. 1 i 2 pkt 1 i 2 ustawy z dnia 20 lipca 2018 r. – *Prawo o szkolnictwie wyższym i nauce* (Dz. U. z 2024 r. poz. 1571) oraz § 12 ust. 2 i 3 *Statutu Uniwersytetu Medycznego w Łodzi* z dnia 27 czerwca 2019 r., ze zm., upoważniam:

prof. dr hab. n. med. Agnieszkę Piastowską-Ciesielską
Prorektora ds. Nauki Uniwersytetu Medycznego w Łodzi,

do zatwierdzania i podpisywania raportu z ewaluacji szkół doktorskich.

Upoważnienie zostaje udzielone z dniem 10 listopada 2024 r., na czas pełnienia funkcji Prorektora ds. Nauki Uniwersytetu Medycznego w Łodzi. Upoważnienie może zostać w każdym czasie odwołane.

Upoważnienie nie uprawnia do udzielania dalszych upoważnień.

Rektor Uniwersytetu Medycznego w Łodzi
prof. dr hab. n. med. Janusz Piekarski

Rektor Uniwersytetu Medycznego w Łodzi

Nr rej.: **RP/254/2024**

UPOWAŻNIENIE

Działając na podstawie art. 23 ust. 1 i 2 pkt 1 i 2 ustawy z dnia 20 lipca 2018 r. – *Prawo o szkolnictwie wyższym i nauce* (Dz. U. z 2024 r. poz. 1571) oraz § 12 ust. 2 i 3 *Statutu Uniwersytetu Medycznego w Łodzi* z dnia 27 czerwca 2019 r., ze zm., upoważniam:

dr. hab. n. med. Tomasza Boczka, prof. uczelni

Dyrektora Międzynarodowej Szkoły Doktorskiej Uniwersytetu Medycznego w Łodzi,

do zatwierdzania i podpisywania raportu z ewaluacji Międzynarodowej Szkoły Doktorskiej.

Upoważnienie zostaje udzielone z dniem 10 listopada 2024 r., na czas pełnienia funkcji Dyrektora Międzynarodowej Szkoły Doktorskiej Uniwersytetu Medycznego w Łodzi. Upoważnienie może zostać w każdym czasie odwołane.

Upoważnienie nie uprawnia do udzielania dalszych upoważnień.

Rektor Uniwersytetu Medycznego w Łodzi
prof. dr hab. n. med. Janusz Piekarski

KEN

2023-2027



**NATIONAL
INFORMATION
PROCESSING**
INSTITUTE



Minister of Science
Republic of Poland

Assessment of the quality of education in doctoral schools
is made by the Science Evaluation Committee

The Evaluation System of Doctoral Schools
is financed by the Ministry of Science
