

**GENERAL REGULATIONS
OF THE DOCTORAL SCHOOL
AT PK KRAKOW UNIVERSITY OF TECHNOLOGY
of April 26, 2023, as amended.**

§1 General provisions

1. The Regulations specify the organization and course of education at the Doctoral School of PK Krakow University of Technology, in particular:
 - 1) the procedure for appointing and changing a supervisor, supervisors, or co-supervisor;
 - 2) the method for evaluating a doctoral student's academic progress and the supervisor's guidance;
 - 3) the procedure for conducting the mid-term evaluation;
 - 4) the method of documenting the course of education;
 - 5) conditions for the suspension of studies, breaks in studies, and extensions of the deadline for submitting a doctoral dissertation;
 - 6) the rights and obligations of the doctoral student.
2. Whenever the Regulations refer to:
 - 1) PK KUT or the University – it should be understood as the PK Krakow University of Technology;
 - 2) the Doctoral School or PK KUT DS – it should be understood as the Doctoral School of the PK Krakow University of Technology;
 - 3) the Senate – it should be understood as the Senate of the PK Krakow University of Technology;
 - 4) the scientific council – it should be understood as the scientific council of the faculty or the scientific council of the discipline;
 - 5) the UCDSA – the University Council of Doctoral Students' Association of the PK Krakow University of Technology;
 - 6) Act – it should be understood as the Act of 20 July 2018, Law on Higher Education and Science (Journal of Laws of 2023, item 742, as amended);
 - 7) k.p.a. – Act of June 14, 1960, Administrative Procedure Code (Journal of Laws of 2023, item 775, as amended);
 - 8) the Statute - shall be understood as the Statute of the PK Krakow University of Technology;
 - 9) IOEP – shall be understood as the Individual Organization of the Education Process;
 - 10) IRP - it should be understood as the individual research plan;
 - 11) *withdrawn*
 - 12) ID - it should be understood as the Implementation Doctorate program.
3. The Doctoral School, established by Regulation No. 27 of the Rector of PK KUT of May 29, 2019, operates pursuant to the provisions of the Act, the Statute and these regulations.
4. The Doctoral School is run by the PK KUT.
5. The Doctoral School is established, reorganized, and dissolved by the Rector of PK KUT,

after obtaining an opinion of the Senate.

6. The activities of the Doctoral School are subject to the content-related supervision of the Doctoral School Council.
7. The Doctoral School provides administrative support for doctoral students and organizes the process of their education.
8. The Doctoral School creates conditions for:
 - 1) implementation of the educational program, which includes required courses, elective courses, and internships;
 - 2) carrying out independent scientific research, also outside the University or in other scientific units;
 - 3) scientific collaboration within research teams, including international ones;
 - 4) implementation of programs of the Ministry responsible for higher education, including the Implementation Doctorate program within the framework of training at the Doctoral School;
 - 5) preparation by a doctoral student and publication or acceptance for publication of scientific papers in the form of a book or other peer-reviewed scientific publications;
 - 6) preparation by a doctoral student of a public presentation of an artistic work;
 - 7) preparation of a doctoral dissertation under the academic guidance of a supervisor or supervisors, or a supervisor and a co-supervisor;
 - 8) preparation for initiating the procedure of awarding the doctoral degree, pursuant to the Act and the procedure valid at PK KUT specified by the resolutions of the Senate;
 - 9) participation in the scientific community activities in Poland and abroad.
9. The Doctoral School closely collaborates with the PK KUT units in which PK KUT DS students carry out their doctoral theses.
10. Completion of the Doctoral School's curriculum and the Individual Research Plan leads to the achievement of learning outcomes that align with the general characteristics of learning outcomes for qualifications at Level 8 of the Polish Qualifications Framework, as defined in the applicable Regulation of the Ministry of Science and Higher Education of November 14, 2018 on the characteristics of second-cycle learning outcomes for qualifications at levels 6–8 of the Polish Qualifications Framework (Journal of Laws of 2018, item 2218).
11. International cooperation is carried out in accordance with the terms set forth in agreements concluded with individual research institutions, scholarship organizations, and similar entities.
12. A doctoral student at the Doctoral School may not simultaneously be a doctoral student at another doctoral school.
13. A person admitted to the Doctoral School of the PK Krakow University of Technology acquires the rights of a doctoral student upon taking the oath set forth in the PK KUT Statute.
14. A doctoral student's studies at the Doctoral School conclude with the submission of a doctoral dissertation accompanied by a positive review from the supervisor or supervisors. The completion of studies is carried out in accordance with *the procedures and guidelines for the completion of studies at the Doctoral School of the PK Krakow University of Technology*, as announced in the PK KUT DS Director's Notice.
15. The Rector of PK KUT acts as a superior to all doctoral students, and the PK KUT DS Director acts as their direct superior.
16. The UCDSA represents all the doctoral students of the Doctoral School.
17. Education at the Doctoral School is free of charge.

18. The Rector of PK KUT, in consultation with the heads of scientific councils and the Doctoral School Council, decides on the maximum number of doctoral students who may be admitted to the Doctoral School in individual disciplines for a given academic year.

§2 Admission to the Doctoral School

1. Admission to the Doctoral School is granted through:
 - 1) recruitment;
 - 2) transfer from another doctoral school.
2. Recruitment to the Doctoral School shall be carried out by way of a contest subject to the rules set out by a separate resolution of the Senate, called *the PK KUT Doctoral School recruitment regulations*. The results of the contest are open to the public.
3. Admission to the Doctoral School at the PK KUT through transfer is possible only if the student's current doctoral school ceases to offer programs in that discipline. A doctoral student who meets the admission requirements for the Doctoral School of the PK Krakow University of Technology, as specified in the most recent admissions cycle, may apply for a transfer.
4. The Director of the Doctoral School, after consulting with the chair of the Scientific Council for the relevant discipline, makes a decision regarding the transfer, specifying the year and semester in which the student will continue their studies. The decision takes into account the completed curriculum, the individual research plan (IRP), and the doctoral student's academic achievements to date.
5. Within 14 days from the approval of the transfer request, the representative of the relevant discipline shall:
 - 1) recognize the learning outcomes achieved at the doctoral school from which the doctoral student is transferring; recognition is contingent upon a determination that the learning outcomes are equivalent;
 - 2) identify discrepancies in the program and set a deadline for correcting them.
6. A doctoral student admitted through a transfer must, within 30 days of the date of admission, submit their IRP and a request for the appointment of a supervisor, supervisors, or a supervisor and an co-supervisor. In exceptional cases, with the approval of the Director of the Doctoral School, a doctoral student may continue their work under the supervision of the supervisor appointed at the doctoral school from which the transfer was made.

§3 Organization of the Doctoral School

1. The organizational structure of the Doctoral School. The Doctoral School consists of:
 - 1) Director of the Doctoral School and their deputy;
 - 2) Doctoral School Council;
 - 3) the administrative staff of the Doctoral School.
2. The organization of the academic year at the Doctoral School is governed by the Rector's regulation regarding the organization of the academic year.
3. Education at the Doctoral School is conducted in accordance with the curriculum and an individual research plan.
4. The education program shall be approved by the Senate upon the motion of the Director of the Doctoral School. The list of modular subjects is prepared by the representative of the relevant discipline in the PK KUT DS Council.
5. The education program shall be consulted with the UCDSA. In the event of an ineffective expiry of the time limit specified in the Statute, the requirement to seek an opinion shall be

considered to have been satisfied.

6. No fee is charged to a person who has completed their studies at the Doctoral School for the doctoral degree conferral process, provided that the process concerns a doctoral dissertation prepared during the course of study and carried out in accordance with an individual research plan.

§4 The Doctoral School Council

1. The Doctoral School Council consists of:
 - 1) the Director of the Doctoral School, who also serves as Chair of the Doctoral School Council, and the Deputy Director of the Doctoral School;
 - 2) one representative from each scientific discipline in which the University is authorized to award doctoral degrees, nominated by the chair of the relevant academic council from among its members and approved by the council, after consulting the UCDSA regarding the opinions of doctoral students in the relevant discipline;
 - 3) two UCDSA representatives.
2. The Doctoral School Council shall be appointed and dismissed by the Rector of PK KUT upon the motion of the Director of the Doctoral School.
3. The term of office of the Doctoral School Council lasts four years and begins on January 1 of the year following the year in which the term of office of the Rector of the PK Krakow University of Technology began.
4. The scope of responsibilities of the Doctoral School Council shall include:
 - 1) defining the assumed general and specific learning outcomes for the qualifications at level 8 of the PQF that should be acquired by doctoral students throughout the education process at the Doctoral School;
 - 2) developing the curriculum for the Doctoral School;
 - 3) determining the rules for evaluating the implementation of the educational program and the individual research plan;
 - 4) coordinating the implementation of the curriculum and individual research plans by doctoral students, and evaluating annual reports in their disciplines;
 - 5) coordination of the educational process in the disciplines;
 - 6) defining the rules of the mid-term evaluation;
 - 7) specifying the rules for admission of students of other doctoral schools to the courses offered by the Doctoral School;
 - 8) promoting the internationalization and interdisciplinarity of the educational process at the Doctoral School;
 - 9) coordination of recruitment to PK KUT DS in disciplines;
 - 10) applying to the Director of the PK KUT DS for the removal of a doctoral student from the list of doctoral students in case of failure of the doctoral student to fulfill the obligations referred to in § 11.

§5 Director and Administration of the Doctoral School

1. The Director is the head of the Doctoral School. The rules for appointment and dismissal of the Director are set out in the Statute.

1a. At the request of the Vice-Rector for Research, the Rector of PK KUT appoints the Vice-Director of the Doctoral School.

2. The responsibilities of the Director of the Doctoral School include, in particular:

- 1) coordination of the PK KUT DS administrative and organizational work;
- 2) supervision of the implementation of the educational process;
- 3) on-going analysis of the education program and proposing motions regarding the introduction of changes thereto;
- 4) submission of necessary documents that require the Senate resolution;
- 5) motioning to the head of the scientific council of the relevant discipline to appoint or dismiss a supervisor or supervisors, or a supervisor and co-supervisor;
- 6) making, at the request of the doctoral student, decisions on IOEP, subject revision, and/or IRP revision;
- 7) making administrative decisions, upon authorization by the Rector of the PK Krakow University of Technology, regarding the admission of foreign nationals to the PK KUT Doctoral School and the removal of doctoral students from the list of participants in the Doctoral School;
- 8) issuing announcements on the education and operation of PK KUT DS;
- 9) making decisions, at the request of a doctoral student, regarding the suspension or interruption of studies;
- 10) deciding, at the request of a doctoral student, whether to extend the deadline for submitting the doctoral dissertation;
- 11) appointment of recruitment committees to PK KUT DS for disciplines;
- 12) resolving disputes in accordance with the rules set forth in §15 of the

Regulations. 2a. The responsibilities of the Vice-Director of the Doctoral School include, in particular:

- 1) acting on behalf of the Director of the Doctoral School in their absence,
- 2) performance of tasks within the scope specified in sec. 2, designated by the Director of the Doctoral School.

3. The tasks of the administration team include, in particular:

- 1) handling the financial aspects related to the process of disbursing doctoral scholarships;
- 2) keeping personal records of doctoral students;
- 3) administrative support for doctoral students;
- 4) preparing contracts for persons from outside PK KUT appointed to committees conducting mid-term evaluations;
- 5) preparing the necessary documentation for teaching assignments at the PK KUT DS.

4. The work of the administration of the Doctoral School is supported by faculty administration units and other PK KUT units.

§6 Academic guidance

1. Throughout their studies, doctoral students are provided with academic guidance and support for their independent research by a supervisor or supervisors, or by a primary supervisor and a co-supervisor.
2. The Doctoral School publishes profiles of potential supervisors on its website, along with

brief descriptions of their research areas, which are submitted to the Doctoral School by a representative of the relevant discipline.

3. The supervisor should be a faculty member at the University, holding at least a postdoctoral degree, as well as experience in supervising research and development activities in a given scientific discipline, as evidenced by current scholarly output.
4. A person with at least a doctoral degree can be a co-supervisor. The co-supervisor should be employed at the University and have experience in conducting research and development activities related to the topics covered in the doctoral dissertation.
5. In justified cases, academic guidance may be entrusted to a supervisor or a co-supervisor who is not an employee of PK KUT, provided that at least one of the doctoral student's academic supervisors is an employee of PK KUT.
6. The supervisor(s) or the supervisor and the co-supervisor are appointed by the scientific council responsible for the discipline in which the doctoral dissertation is being prepared, upon the recommendation of the Director of the Doctoral School, within three months of the doctoral student's enrollment in the Doctoral School, based on the admission data. The excerpt of the scientific council meeting, signed by the head of the scientific council, shall be forwarded immediately to the Director of the Doctoral School.
7. The supervisor(s) or the supervisor and the co-supervisor shall be dismissed, upon the recommendation of the Director of the Doctoral School, by the scientific council responsible for the discipline in which the doctoral dissertation is being prepared. The excerpt of the scientific council meeting, signed by the head of the scientific council, shall be forwarded immediately to the Director of the Doctoral School. The supervisor may be dismissed in particularly justified cases at the request of the doctoral student.
8. The doctoral student applies to the Director of the Doctoral School for a change of supervisor or co-supervisor. The change is made by the scientific council responsible for the discipline in which the doctoral dissertation is being prepared, at the request of the Director of the Doctoral School. The excerpt of the scientific council meeting, signed by the head of the scientific council, shall be forwarded immediately to the Director of the Doctoral School.
9. The appointment of an additional supervisor or co-supervisor may be made in particularly justified cases at the request of the doctoral student. The scientific council responsible for the discipline in which the doctoral dissertation is being prepared shall, at the request of the Director of the Doctoral School, appoint an additional supervisor or a co-supervisor. The extract from the scientific council meeting, signed by its head, is immediately forwarded to the Director of the Doctoral School.
10. The supervisor is obliged to:
 - 1) familiarize themselves with the PK KUT DS Regulations and to comply with them;
 - 2) agree with the doctoral student on the topic and objective of the dissertation;
 - 3) agree with the doctoral student on the individual research plan (the general scope, methodology, time schedule);
 - 4) assist the doctoral student in the selection of modular subjects pursued at the Doctoral School;
 - 5) support the doctoral student in their individual research and teaching work, in the implementation of their IRP, and in preparation of materials for publication from the moment of commencing their education at the Doctoral School;
 - 6) apply to the head of the unit, at the request of a doctoral student who is

- conducting research requiring on-the-job health and safety training, to provide such training before the doctoral student begins working with machinery and other technical equipment, as well as in laboratories, workshops, and specialized facilities;
- 7) provide necessary opinions in the course of training at the Doctoral School (e.g., regarding the revision of the dissertation topic and IRP revision, trips to scientific internships, summer schools, etc.);
 - 8) prepare opinions for mid-term and annual evaluations of the doctoral student;
 - 9) cooperate with the Director of the Doctoral School to monitor the progress of the doctoral student;
 - 10) apply to the Director of the Doctoral School for the removal of a doctoral student from the list of doctoral students of the Doctoral School in case of the doctoral student's failure to fulfill the obligations referred to in § 11.
11. The Director of the Doctoral School, after consulting with the Doctoral School Council and in agreement with the Rector of the PK Krakow University of Technology, may set the maximum number of doctoral students that a single supervisor may supervise at any given time.
 12. The supervisor's guidance is subject to evaluation at the mid-term evaluation of the doctoral student.

§7 Doctoral Student's Individual Research Plan

1. Within 12 months of the start of the program, the doctoral student must submit their Individual Research Plan to the Director of the Doctoral School; the document has to be agreed upon with the supervisor(s) and reviewed by the co-supervisor, if one has been appointed.
2. The IRP is a description of the research tasks planned to be carried out by the doctoral student during their studies at the Doctoral School, along with a schedule for their completion.
3. The IRP should include, in particular:
 - 1) the topic of the dissertation and the deadline for submitting the dissertation;
 - 2) purpose and scope of the study;
 - 3) research area, proposed research methods;
 - 4) the nature of the problem to be addressed in the doctoral dissertation;
 - 5) timeline for the doctoral dissertation, research plan;
 - 6) planned research and outreach activities, as well as their impact on the doctoral student's education.
4. The format of the IRP form is determined by the Director of the Doctoral School.
5. No later than 30 days after a doctoral student begins their third semester of study, a representative of the relevant discipline reviews the Individual Research Plan (IRP) and either requests that it be revised or supplemented, or recommends its approval. The final approval of the IRP is granted by the Director of the Doctoral School.
6. If corrections or additions to the IRP are required, the doctoral student must submit an updated IRP within 14 days of receiving notification of the need for changes, in accordance with the instructions provided by the discipline representative.
7. Failure to file an updated IRP in accordance with the procedure referred to in sec. 6 within the time limit referred to in sec. 1., or a further failure to obtain IRP approval, may result in

removal from the list of doctoral students pursuant to §13 sec. 10(2).

8. A doctoral student has the right to request a revision to the IRP in accordance with §12 sec. 2(3).
9. A change in the primary supervisor, or the appointment or change of a secondary supervisor or co-supervisor, that does not involve a substantive change to the research proposal requires approval from the new academic supervisors.

§8 Implementation of the education program

1. The courses included in the Doctoral School's curriculum are mandatory.
2. The following types of courses are offered as part of the curriculum at PK KUT DS: lectures, practical classes, computer labs, projects, seminars, and internships.
3. The doctoral program lasts 6 or 8 semesters.
4. Courses at the Doctoral School may be taught in Polish or English.
5. In justified cases, the Doctoral School provides doctoral students with the opportunity to study according to an individual organization of the education process (IOEP). The Individual Organization of the Education Program (IOEP) involves following the Doctoral School's standard curriculum according to a special schedule or pursuing an individualized program; however, studies conducted under the IOEP may not take longer than those conducted under the standard curriculum and must ensure the achievement of learning outcomes appropriate for Level 8 of the Polish Qualifications Framework (PQF). The approval of the IOEP is granted by the Director of the PK KUT DS.
- 5a. Under the IOEP program, students may take elective courses in a discipline other than the one declared during the admissions process, provided that such courses do not exceed 25% of the total number of elective courses taken.
6. Confirmation of the implementation of the educational program is the passing of the subjects. The requirements for passing the course are specified in the course description and are announced by the instructor at the beginning of the course.
- 6a. It is permissible to repeat a failed subject once, but no more than three subjects may be repeated during the course of study.
7. Individual components of the program may be completed with or without a grade. The following grading scale is used at PK KUT:

descriptive grade	abbreviation	numerical grade
bardzo dobry	bdb	5.0
ponad dobry	pdb	4.5
dobry	db	4.0
dość dobry	ddb	3.5
dostateczny	dst	3.0
niedostateczny	nd	2.0

Bardzo dobry, ponad dobry, dobry, dość dobry, dostateczny are positive grades.
Niedostateczny is a failing grade.

8. The course of the educational process of a doctoral student is documented in:
 - 1) paper form: personal file folder of a doctoral student, periodic achievement cards of a

doctoral student;

2) electronic form: electronic account of a doctoral student.

9. The cumulative grade is the arithmetic mean of the grades earned in the courses included in the curriculum, rounded to two decimal places.
10. Passes or credits for courses covered by the Doctoral School's curriculum are recorded in the doctoral student's periodic progress report and in the course completion report. Passes or graded passes are recorded by the course instructor.
11. The completion of the professional internship is recorded in the doctoral student's periodic academic progress report. The person responsible for identifying the courses offered as part of the professional internship is the academic supervisor, in consultation with the head of the relevant department. Detailed rules governing the conduct, documentation, and credit recognition of professional internships are set forth in the Procedure for the Credit Recognition of Professional Internships for Doctoral Students at the PK KUT Doctoral School, issued by a notice from the Director of the PK KUT Doctoral School.
12. The periodic progress report also lists other requirements for the Doctoral School. The Director of the Doctoral School confirms the doctoral student's compliance with the requirements in the progress report.
13. A doctoral student who has objections to the manner in which the assessment was conducted may, within 7 days of the announcement of the assessment results, submit a reasoned request to the Director of the Doctoral School for a review by a committee. The committee consists of: the Director of the Doctoral School, who serves as chair; a representative of the relevant discipline on the Doctoral School Council; and a person (a member of the scientific council for the relevant discipline) designated by the discipline's representative on the Doctoral School Council in consultation with the chair of the scientific council for the relevant discipline. At the request of the doctoral student, a representative of the UCDSA may participate in the committee examination as an observer.
14. The accounting period for a doctoral student is the academic year. Students must pass each course by the deadlines specified in the academic calendar at PK KUT.
15. The Director of the Doctoral School approves the completion of the academic year in the doctoral student's academic record, following a recommendation from the representative of the relevant discipline on the Doctoral School Council.
16. If an additional modular course is offered within a given discipline during the semester (with a number of hours exceeding that specified in the curriculum), it is fully funded by the relevant faculty, which is also responsible for all formalities (contracts, invoices, etc.).

§9 Evaluation of the doctoral student's academic progress and the supervisor's guidance

1. The evaluation of a doctoral student is carried out on the basis of an annual evaluation and a mid-term evaluation. A mid-term evaluation is carried out in the middle of the training period in accordance with the rules set forth in sec. 4-18. For education lasting 8 semesters, the evaluation is carried out in September; for education lasting 6 semesters, in February.
2. A doctoral student shall submit, in writing, an annual report on their scientific activity by the deadline set by the PK KUT DS Office in accordance with the organization of the academic year in force at the University. The specific procedures for preparing, reviewing, and evaluating a doctoral student's annual report on research activities are set forth in a procedure announced in a notice issued by the Director of the PK KUT DS.

3. The following are subject to an assessment of progress in the implementation of the individual research plan:
 - 1) progress made in developing the doctoral dissertation;
 - 2) correctness of the adopted objective;
 - 3) adopted methodology;
 - 4) compliance with the time schedule (including making changes to the initial assumptions that have occurred along the course of work).
4. The schedule for the mid-term evaluation shall be announced by the Director of PK KUT DS, up to 3 months before the scheduled mid-term evaluation, on the PK KUT DS website.
5. The mid-term evaluation is conducted by a committee consisting of three members, including at least one person employed outside the university who holds a postdoctoral degree or the title of professor and represents the discipline in which the doctoral student is pursuing their studies. The thesis advisor and the co-advisor may not be members of the committee.
6. Mid-term evaluation committees are appointed for individual doctoral students, and the composition of the committee may be repeated.
7. The Director of the PK KUT DS appoints mid-term evaluation committees up to three months before the scheduled date of the mid-term evaluation, selecting members from among the candidates nominated by the chair of the scientific council for the relevant discipline. The chair of the committee is a representative of the discipline on the PK KUT DS Council or a person designated by the chair of the scientific council for the relevant discipline.
- 7a. When appointing a committee member, the Director of the PK KUT DS adheres to the principle of avoiding conflicts of interest, including, in particular, situations arising from a direct reporting relationship between a committee member and a supervisor, as well as other relationships that could undermine the impartiality of the evaluation.
8. The mid-term evaluation of a doctoral student includes an assessment of the progress made on their individual research plan.
9. The chair of the mid-term evaluation committee shall convene a meeting at the scheduled time and location.
10. In accordance with the deadline specified in the mid-term evaluation schedule, the doctoral student shall submit to the PK KUT DS Office a labeled folder containing:
 - 1) an annual report on scientific activity from the second year of training, and in the case of training lasting 6 semesters, a report on scientific activity for semester 3;
 - 2) a progress report prepared by the doctoral student, signed by the doctoral student and approved by the supervisor(s), containing information on the current status of the doctoral dissertation, signed by the supervisor(s). The information should provide a detailed description of the individual research plan and should include a work schedule along with the status of its implementation; the opinion of the supervisor or supervisors, or the supervisor and the co-supervisor;
 - 3) the supervisor's guidance evaluation form.
11. Documents referred to in sec. 10 and the annual report on scientific activities from the first year and the IRP must be submitted electronically in accordance with the instructions and deadline specified in the mid-term evaluation schedule.
12. The doctoral student is obliged to present to the committee a multimedia presentation concerning the implementation of the individual research plan.

13. At the request of the doctoral student subject to the mid-term evaluation, a representative of UCDSA may attend the committee meeting as an observer.
14. Unexcused failure to submit or forward the materials referred to in sec. 10 and 11 by the applicable deadline, as well as failure to appear for a multimedia presentation, prevents the evaluation and will result in a failing grade. The excuse should be submitted to the head of the relevant mid-term evaluation committee.
15. In the case of an excused absence from the mid-term evaluation of a doctoral student, a new date for a meeting of the mid-term evaluation committee shall be set no later than 30 days after the reason for the absence has ceased.
16. The mid-term evaluation of a doctoral student is carried out on the basis of the materials referred to in sec. 10 and 11, and the multimedia presentation presented by the doctoral student. The result of the mid-term evaluation is determined at the secret part of the meeting, without the participation of the UCDSA representative. A member of the evaluation committee shall not abstain from voting.
17. The mid-term evaluation ends with a positive or negative outcome. The outcome and the statement of reasons thereof are open to the public.
18. A report of the committee meeting shall be drawn up, recording the outcome of the mid-term evaluation and the justification. Within 7 days of the announcement of the results, the doctoral student must confirm, by signing the report in person at the PK KUT DS Office, that they have read and understood its contents.
19. The evaluation of the supervisor's guidance is carried out based on the supervisory guidance evaluation form. In case of doubts related to the supervisor's guidance, the committee may ask the supervisor to provide explanations.
20. The assessment of supervisory guidance results in a positive or negative outcome. The following individuals are notified of a negative evaluation of the supervisor's guidance: the supervisor and the chair of the scientific council for the relevant discipline.

§10 Doctoral scholarship

1. A doctoral scholarship is not awarded to a doctoral student:
 - 1) holding a doctoral degree;
 - 2) whose doctoral studies are contingent upon employment at the institution operating the doctoral program:
 - a) based on an employment contract;
 - b) with a salary that exceeds that of a professor.
2. The total period of receiving a doctoral scholarship in doctoral schools may not exceed four years. The period during which studies are suspended is not included in the four-year period for which the scholarship is awarded.
3. The minimum amount of the monthly doctoral scholarship is specified in Art. 209 sec. 4 items 1 and 2 of the Act. The amount of the scholarship is determined in accordance with the Act.
4. A doctoral student with a disability certificate shall receive an increased doctoral scholarship pursuant to the rules set out in Art. 209 sec. 7 of the Act.
 5. The doctoral scholarship is paid by the 5th day of each month, with the exception that the October payment is made in November (without interest). In unforeseen circumstances, in the event that the doctoral scholarship is not paid by the deadline, it will

be paid with back pay as soon as possible (without interest).

6. The amount of the scholarship referred to in sec. 3 may be increased in accordance with *Rules for increasing the doctoral scholarship at PK KUT DS based on a doctoral student's achievements*, which are attached to these regulations.
7. A doctoral student on the list of doctoral students of PK KUT DS is required to submit a statement containing, among other things, the number of a personal account at a bank with its seat or branch in Poland. The amount of the doctoral scholarship will be transferred to the account indicated in the statement.
8. The amount of the doctoral scholarship shall be transferred exclusively to the doctoral student's personal bank account, indicated in the statement referred to in sec. 7.
9. The amount of the doctoral scholarship referred to in sec. 3, transferred to the doctoral student's bank account, shall be reduced by the social security contributions towards the disability allowance and old age pension.
10. A doctoral student who submits a doctoral dissertation before the completion date specified in the Individual Research Plan (IRP) shall receive a doctoral scholarship until the completion date, but for no longer than 6 months, and no longer than specified in the sec. 2.
11. The doctoral scholarship for participants in the Implementation Doctorate Program is paid during the first year of study after the University receives funding from the Ministry, and in subsequent years after the Minister decides to continue funding based on an evaluation of the annual reports for the previous year and after the University receives the funds.
12. Payment of the doctoral scholarship shall be discontinued in the cases referred to in §13 sec. 8-10, starting on the first day of the month following the month in which the decision on removal from the list of students became final pursuant to the provisions of the Code of Administrative Procedure.
13. Payment of the doctoral scholarship shall be suspended immediately in the case referred to in § 13 sec. 11.
14. *revoked*.
15. Payment of the doctoral scholarship is suspended for the duration of the leave referred to in §13 sec. 2, effective the first day of the month following the month in which the interruption of the training begins.
16. Payment of the doctoral scholarship may be temporarily suspended in cases of non-compliance with §11. The scholarship, along with the compensation, will be paid as soon as possible (without interest) once the doctoral student has fulfilled the required obligation.

§11 The doctoral student's obligations

1. The doctoral student's obligations include:
 - 1) conduct compliant with the matriculation oath and PK KUT DS Regulations;
 - 2) preparing, under the guidance of the supervisor, and submitting to the PK KUT DS Office an individual research plan, in accordance with the template used by PK KUT DS;
 - 3) pursuit of the Doctoral School education program and the individual research plan, including annual submission of a report on scientific activities to the Director of the Doctoral School. The report should be confirmed by the supervisor or supervisors, or the supervisor and the co-supervisor;

- 4) completion of internships in the form of teaching/co-teaching or participating in the teaching of first- or second-cycle students; for doctoral students employed under an employment contract in the teaching staff group or in the research and teaching staff group, teaching hours completed as part of their teaching load are credited towards their teaching internship;
 - 5) setting up a profile in the "Knowledge Management Platform - CRIS PK" and entering achievements into the "Science Resources" module on an ongoing basis;
 - 6) submission of a declaration authorizing PK KUT to list their scientific accomplishments in individual disciplines for the needs of evaluation, upon a motion of the head of the scientific council for the discipline;
 - 7) undergoing the mid-term evaluation process;
 - 8) submission of an application to initiate the doctoral degree conferral process, following the completion of an individual research plan, the completion and submission of a doctoral dissertation, and a positive recommendation from the supervisor(s);
 - 9) immediate notification to the PK KUT DS Office in case of commencing employment or any other change that has occurred affecting the title of health insurance;
 - 10) immediate notification to the SD PK Office regarding employment at PK KUT or any other change that affects the application of Art. 209 sec. 1a of the Act of July 20, 2018 – Law on Higher Education and Science, particularly with regard to the acquisition, loss, or modification of the right to receive a doctoral scholarship;
 - 11) notifying the Director of PK KUT DS of a planned academic trip lasting at least one week. A study trip does not exempt students from fulfilling the requirements of the curriculum;
 - 12) immediate notification to the Doctoral School Office of changes in their personal information and mailing address;
 - 13) completion of occupational safety and health training (general and job-specific instruction);
 - 14) compliance with the provisions in force at PK KUT;
 - 15) the use of email addresses in the pk.edu.pl domain when communicating electronically with PK KUT.
2. The doctoral student follows the curriculum and the individual research plan in close collaboration with their supervisor(s) or with their supervisor and co-supervisor.
 3. The doctoral student submits the *Annual report on research activities* in accordance with § 9 sec. 2.
 4. The doctoral student is required to monitor the validity of the medical certificate issued by the occupational physician. Referrals for medical examination shall be issued by the PK KUT Doctoral School Office no earlier than 45 days prior to the expiry date of the previous certificate. The examinations are conducted at the University's expense at a medical clinic with which the University has a contract to provide health services related to medical examinations for applicants to the University's doctoral program and doctoral students in the program.
 5. A doctoral student in the penultimate semester of their program is required, as part of the course leading to the preparation of the doctoral dissertation, to give a presentation on the progress of their work on the dissertation at a research seminar in the organizational unit designated by their supervisor.
 6. A doctoral student in their final semester of study is required, as part of the course designed to prepare them for the defense of their doctoral dissertation, to prepare the

dissertation and the documentation required to initiate the proceedings for the award of a doctoral degree.

7. A doctoral student is required to submit a doctoral dissertation, which marks the completion of their studies at the Doctoral School, in accordance with §1 sec. 14.

§12 The Doctoral Student's Rights

1. A person admitted to the Doctoral School commences their education program and acquires the rights of a doctoral student upon taking the matriculation oath.
 - 1a. After signing the oath, the doctoral student receives a doctoral student ID card. A doctoral student of a foreign university or scientific institution who is undergoing part of their training at PK KUT DS shall receive a doctoral student ID card upon application for its issuance.
2. A doctoral student shall have the right to:
 - 1) obtain academic guidance of a supervisor, who shall be appointed within the first three months following the commencement of the student's education at the Doctoral School;
 - 2) submit a request to the Director of the Doctoral School to change, dismiss, or appoint an additional supervisor or co-supervisor; such a request must be supported by a justification;
 - 3) submit a request to the Director of the Doctoral School to amend the title of the doctoral dissertation and the IRP; no later than three months before the midterm evaluation and no later than one month before the planned completion of studies at the Doctoral School (final wording of the topic);
 - 4) pursue a part of the education program outside the Doctoral School, upon approval of the Director of the Doctoral School;
 - 5) apply for an individual organization of the education process (IOEP); the application, along with the IOEP schedule, must be submitted to the Director of PK KUT DS at least three weeks before the start of the relevant academic semester. A doctoral student applying for the IOEP due to unexpected circumstances or illness shall submit the application immediately upon the occurrence of the conditions which are the grounds for applying for the IOEP;
 - 6) apply for an extension of the deadline for completing the program—submitting the doctoral dissertation (does not apply to participants in the Implementation Doctorate program)—by no more than 2 years; a request in this matter, along with a justification and the approved annual report on one's research activities and the revised IRP, must be submitted to the Director of the PK KUT DS no earlier than six months and no later than fourteen days before the planned completion of studies at the PK KUT DS—in accordance with the deadline specified in the original IRP. The extension of the completion date for doctoral students participating in the Implementation Doctorate Program is subject to the rules established by the relevant minister. A prerequisite for applying for an extension is the successful completion of all courses specified in the curriculum, with the exception of the courses "Preparation of the Doctoral Dissertation" and "Preparation for the Defense of the Doctoral Dissertation";
 - 7) apply for a review of the decision resulting in the removal from the list of doctoral students;
 - 8) retake a failed course once, provided that no more than three courses may be retaken during the course of study, excluding the courses "Preparation of the Doctoral

- Dissertation” and “Preparation for the Defense of the Doctoral Dissertation”;
- 9) receive the support necessary for their education, tailored to their specific needs;
 - 10) rest breaks of up to eight weeks per year, which should be taken during periods free from teaching;
 - 11) use the doctoral student's ID card until the date of completion of training at the Doctoral School or until the date of removal from the list of PK KUT DS participants;
 - 12) universal health insurance in accordance with the rules set forth in separate regulations;
 - 13) access to libraries, computer networks, IT services, and other equipment necessary for conducting research, in accordance with the terms and conditions in effect at PK KUT and at the relevant PK KUT unit;
 - 14) use of PK KUT's social infrastructure;
 - 15) associate and belong to university organizations and co-found the doctoral students' association;
 - 16) apply for funding through the organizational unit of the University where the doctoral dissertation is being conducted; participate in conferences, courses, etc.; and purchase equipment (software) and materials necessary for conducting research, in accordance with the rules established by the head of the unit and communicated to doctoral students and their supervisors;
 - 17) apply for external funding for research (domestic and international projects, industry-sponsored research, etc.);
 - 18) use of equipment, materials, assistance from administrative and technical staff, etc. – in accordance with the rules applicable to employees of the PK KUT organizational unit where the doctoral dissertation is being conducted;
 - 19) maternity leave, leave on maternity leave conditions, paternity leave, and parental leave, as defined in the Act of June 26, 1974 - the Labor Code;
 - 20) receive a doctoral scholarship in accordance with §10;
 - 21) apply for a change in the mode of study from the Implementation Doctoral Program to the standard mode following a positive mid-term evaluation, obtaining a positive opinion from the supervisor or supervisors, or from the supervisor and the co-supervisor, as well as from the discipline representative, and approval by the chair of the scientific council for the relevant discipline, in the following cases:
 - a) change by the doctoral student of the business entity to one that makes it impossible to continue the implementation of the dissertation under the terms of the Implementation Doctorate;
 - b) receiving a negative result of the evaluation of the annual report, which is a mandatory requirement for the Implementation Doctorate, or receiving a positive result of the evaluation of the annual report, but without further funding;
 - c) the need for a break in education.
- The Director of the PK KUT DS's approval is contingent upon the position of the ministry responsible for higher education on this matter;
- 22) request removal from the list of doctoral students;
 - 23) participate in research projects not covered by the individual research plan, carried out in the organizational units of PK KUT faculties, for which the doctoral student may receive compensation.

3. A doctoral student undergoing training outside of their place of residence has the opportunity to apply for an assignment of accommodation in a dormitory or the Junior Academic Staff Residence Hall, in accordance with the applicable regulations. A doctoral student may also apply for accommodation for their spouse or child.
4. For a doctoral student who has earned a doctoral degree upon completion of the Doctoral School, the period of study at the Doctoral School of the PK Krakow University of Technology, not exceeding four years, counts toward the period of employment on which employment benefits are based.

§13 Suspension of education, interruption of education, extension of the deadline for submitting a doctoral dissertation, removals

1. At the request of a doctoral student, their studies are suspended for a period corresponding to the duration of maternity leave, leave granted on the same terms as maternity leave, paternity leave, and parental leave, as defined in the Act of June 26, 1974—the Labor Code.
2. The Director of the Doctoral School may, at the request of a doctoral student, grant permission for a leave of absence in particularly justified cases.
3. The total duration of the break in education may not exceed two years.
4. The deadlines specified in the IRP are extended by the duration of the suspension or interruption of education.
5. A doctoral student who has suspended their studies or obtained approval for a leave of absence is required to notify the PK KUT DS Office of their planned resumption of studies no later than two weeks before the end of the suspension or leave of absence.
6. The Director of the Doctoral School may, at the request of a doctoral student, extend the deadline for submitting a doctoral dissertation in justified cases, including, in particular, due to:
 - 1) the need for the doctoral student to conduct additional scientific research;
 - 2) a delay resulting from a breakdown or a temporary shortage of materials needed for experimental work;
 - 3) academic internship;
 - 4) work on preparing an important publication;
 - 5) long-term scientific research;
 - 6) temporary inability to receive training due to illness (as documented by a medical certificate);
 - 7) the need to personally care for a sick family member (as documented by a doctor's note);
 - 8) the need to personally care for a child under the age of 4 (as documented by a statement from the doctoral student) or a child with a disability certification (as documented by the disability certification);
 - 9) the doctoral student's specific needs, including their own disability;
 - 10) exceptional circumstances within the territory of the Republic of Poland, whether nationwide or local, that affect the operation of the university.
7. The total duration of the extension of education (the deadline for submission of the dissertation) may not exceed two years. The application for this matter, along with the annual report on the doctoral student's research activities, must be submitted to the

Director of the PK KUT DS at least two weeks before the planned completion of their studies at the PK KUT DS, in accordance with the deadline specified in the IRP.

8. A doctoral student is removed from the list of doctoral students in case of:
 - 1) obtaining a negative result of the mid-term evaluation,
 - 2) failure to submit a doctoral dissertation within the time limit specified in the IRP;
 - 3) withdrawal from the program;
 - 4) failure to undertake education,
 - 5) violation of the prohibition referred to in Art. 200 sec. 7 of the Act;
 - 6) being punished with the disciplinary penalty of expulsion from the doctoral school.
9. In the case referred to in sec. 8 item 5, the doctoral student is requested to submit, within no less than 30 days, a resignation from education at another doctoral school.
10. A doctoral student may be removed from the list of doctoral students in case of:
 - 1) unsatisfactory progress in the preparation of the dissertation;
 - 2) conduct inconsistent with the Regulations of the Doctoral School;
 - 3) lack of implementation of the education program and IRP.
11. A doctoral student who is a participant in the Implementation Doctorate has the option of requesting a change in the mode of education, in accordance with § 12 sec. 2 item 21, within 7 days of the occurrence of the circumstances. Failure to exercise this right will result in removal from the list of PK KUT DS doctoral students in accordance with sec. 10.
12. Removal from the list of doctoral students is carried out by an administrative decision of the Rector of PK KUT. The Rector of the PK KUT may authorize a person serving as the Director of the PK KUT DS or any other person to issue administrative decisions referred to in the first sentence of this section on their behalf.
13. The decision referred to in sec. 12 may be appealed against by applying to the Rector of PK KUT for a review of the case within 14 days of the date of delivery of the decision.
14. Once a student has been removed from the list of Doctoral School participants, there is no provision for reinstatement.

§14 Ensuring accessibility for doctoral students with special needs, including those with disabilities

1. The Regulations of the PK KUT Doctoral School are consistent with the Regulations on support for persons with special needs at the PK Krakow University of Technology in Krakow.
2. The Doctoral School ensures that individuals with special needs, including those with disabilities, have equal and full access to all forms of education offered, in accordance with the principles of equal opportunity, dignity, non-discrimination, universal design, and reasonable accommodations.
3. Those involved in the educational process are required to take steps to create conditions that enable doctoral students to fully participate in the educational process, taking into account the specific needs of doctoral students, including the type and degree of their disability.
4. A doctoral student may request that special needs be taken into account before or during the course of study. The doctoral student submits a documented application to the Director of the PK KUT Doctoral School.

5. The university provides doctoral students with appropriate conditions for attending and completing courses, tailored to their specific needs, including the type and degree of their disability, through measures such as:
 - 1) adjusting the admission requirements for candidates with special needs;
 - 2) the opportunity for applicants to provide information about their special needs before and during their studies;
 - 3) adapting the teaching process by allowing doctoral students to apply for:
 - a) the delivery of courses using distance learning methods and techniques, either synchronously or asynchronously;
 - b) access to learning materials tailored to the participant's individual needs;
 - c) recording, solely for personal use, of the material discussed in class by means of audio or video recording or photography, provided that the teaching materials made available by the instructor do not provide the participant with access to the course content;
 - d) the use of assistive technologies and technical aids;
 - e) allowing the use of an assistant;
 - f) a change in the way the exam is graded and administered, including an extension of its duration;
 - 4) ensuring that buildings are architecturally accessible;
 - 5) access to assistive technologies and technical aids (induction loops, text scanners, screen-reading software);
 - 6) adaptation of internal forms and documents.
6. The Director of the PK KUT Doctoral School reviews the reported needs and may establish an individual support plan for the doctoral student. The Director of the PK KUT Doctoral School may request that the Head of the PK KUT Accessibility Center provide organizational and educational support tailored to the individual needs of the doctoral student.
7. The PK KUT Accessibility Center provides comprehensive support and accommodations for doctoral students with special needs, including those with disabilities, in accordance with the regulations governing support for individuals with special needs at PK KUT.

§15 Resolution of Disputes

1. In the event of a dispute involving a doctoral student, their education, or their participation in the Doctoral School, the matter is referred to the Director of the Doctoral School.
2. The Director of the Doctoral School, together with a representative of the relevant discipline and, if necessary, the chair of that discipline's scientific council, shall attempt to resolve the matter.
3. If the matter cannot be resolved at this stage, the Director of the Doctoral School refers it to the University's Academic Community Support Center (CeWSA), a unit operating in accordance with the procedures currently in force at PK KUT, i.e., the Internal Anti-Discrimination Policy, the Internal Anti-Harassment Policy, and the Mediation Rules.
4. Depending on the nature of the case, it may be referred to the Academic Psychological Counseling Center (APPP) at the Center for Pedagogy and Psychology at PK KUT.

§ 16 Final provisions

1. Decisions referred to in § 5 sec. 2 item 7 shall require written form and shall be delivered to the doctoral student by registered letter with return receipt. Decisions should include detailed factual and legal justification.
2. The Doctoral School maintains doctoral students' personal files in accordance with the provisions of the GDPR. The following documents are kept in the doctoral student's personal file:
 - 1) documents required of a candidate for PK KUT DS at the stage of recruitment, specified by a separate Resolution of the Senate on the adoption of the Rules of Recruitment to the Doctoral School of PK KUT;
 - 2) documents confirming admission to PK KUT DS;
 - 3) documents related to the course of education in PK KUT DS.
- 2a. All those involved in the education and evaluation of doctoral students—in particular, the Doctoral School Administration, the Doctoral School Council, supervisors, and committee members—shall perform their duties with impartiality, integrity, and due diligence.
3. In matters not resolved by these regulations, decisions are made by the Rector of PK KUT.
4. In justified cases, it is permissible to carry out the activities provided for in the Regulations of the Doctoral School of PK KUT by means of electronic communication.

RULES FOR INCREASING THE DOCTORAL SCHOLARSHIP AT THE PK KUT DS BASED ON THE DOCTORAL STUDENT'S ACHIEVEMENTS

1. Funds for the increase of the doctoral scholarship in the PK KUT DS may be granted by the Vice-Rector for Research at PK KUT. If funding is not granted, the process for increasing the scholarship will not proceed.
2. Vice-Rector for Research determines the total monthly subsidy amount (X). The total monthly subsidy amount is determined by May 31 of the year in which the academic year for which the subsidy is to be granted begins. Information about the designated amount is received by the Director of PK KUT DS and the Head of UCDSA.
3. Every doctoral student at the PK KUT Doctoral School is eligible to apply for a scholarship increase, starting in their second year of study at the PK KUT DS, provided they have completed the curriculum for the academic year in question (by September 30) and have been enrolled for the following academic year.
4. The scholarship increase is awarded on a competitive basis for the academic year following the reporting period and is processed in accordance with the scholarship increase rules effective as of October 1 of the academic year for which the increase is awarded.
5. An increase in the scholarship is granted upon the written request of the doctoral student. Applications for scholarship increases are accepted until October 10 of the academic year following the reporting period.
6. The basis for increasing the doctoral scholarship at PK KUT DS is the academic achievement for the completed academic year to which the application relates. Academic achievements for which a doctoral student has already received another form of award at PK KUT cannot serve as the basis for applying for an increase in the doctoral scholarship. At the same time, the achievements on the basis of which the scholarship increase was granted may not be used as grounds for applying for other forms of awards or scholarships at PK KUT.
7. An increase in the scholarship is granted by the scholarship committee, which is appointed by the Director of PK KUT DS by October 15 of the year in which the application is submitted.
8. The scholarship committee consists of: the Director of the PK KUT DS, who serves as the committee chair; representatives of the disciplines on the PK KUT DS Council from which applications for scholarship increases have been submitted; one doctoral student from each discipline from which applications for scholarship increases have been submitted, as designated by the UCDSA; and a staff member of the PK KUT DS office.
9. Schedule of work of the scholarship committee:
 - 1) submitting applications to the PK KUT DS Office until October 10th;
 - 2) verification of applications by a discipline representative and a doctoral student from UCDSA by October 25th;
 - 3) announcement of the preliminary ranking list on October 26th;
 - 4) submitting reasoned comments on erroneously awarded points to the discipline representative by doctoral students until October 30th;
 - 5) by November 15, re-evaluation of applications by a representative of the discipline and a

doctoral student from UCDSA, and announcement of the final ranking list;

6) announcement of the statement of scores and amounts awarded until November 20th.

10. Information regarding the scholarship increase is provided to doctoral students via the HMS system.

11. The amount of scholarship increase for the j-th doctoral student in a given year of study meeting the minimum score is calculated using the formula:

$$y_j = \left(w * \frac{X}{n} \right) + (1 - w) \left(\frac{p_j}{\sum_{j=1}^n p_j} X \right) \quad (\text{formula 1})$$

where:

y_j – the amount by which the scholarship is increased for the j-th doctoral student in a given academic year who meets the minimum point requirement;

X – monthly subsidy amount;

w – the weight of the fixed portion of the grant for each doctoral student who meets the necessary requirements for a given academic year (the default value is 0.5; the Council of the Doctoral School may adopt a different value by September 30 of the reporting year to which the scholarship increase applies);

n – the number of doctoral students for a given academic year who meet the minimum point requirement;

p_j – the total number of points for the academic achievements of the j-th doctoral student in a given academic year that meet the minimum point requirement;

$\sum_{j=1}^n$

p_j – total points for doctoral students' academic achievements in a given academic year who meet the minimum point requirement.

12. The amount of increase in the doctoral scholarship in PK KUT DS is determined on the basis of formula 1; the condition for consideration of the application is to obtain at least 30 points.

13. The amount of the doctoral scholarship increase is determined based on the number of points earned for duly verified academic achievements (in accordance with Table 1), taking into account the monthly amount allocated for the scholarship increase.

14. All of the doctoral student's reported research achievements must be affiliated with the PK Krakow University of Technology, in accordance with Regulation No. 79 of the Rector of the PK Krakow University of Technology dated August 5, 2024 (§ 2, sec. 3.), as amended.

15. Scored scientific achievements are presented in Table 1 (the number of points is awarded according to the scores as of September 30 of the year in which the application is submitted).

16. In the case of publications outside the discipline in which the doctoral student's training takes place, it is necessary to submit a statement indicating the connection of the publication with the discipline. This statement must be confirmed by the supervisor(s).

17. The maximum amount of the scholarship awarded may not exceed 50% of the value of the doctoral scholarship awarded following the midterm evaluation at the Doctoral School of the PK Krakow University of Technology.

18. If, based on Formula 1, the scholarship increase determined for a doctoral student exceeds the amount specified in sec. 17; any amount exceeding this value is recalculated using formula 1 for the remaining doctoral students who meet the minimum point requirement.

19. A doctoral student loses the right to receive a scholarship increase if:
 - 1) they have been removed from the list of doctoral students in accordance with the current Regulations of the PK KUT Doctoral School;
 - 2) they have been suspended from their status as a doctoral student by a final decision of the disciplinary committee;
 - 3) the scholarship increase has been granted based on false information provided by the doctoral student.
20. Loss of the right to receive a scholarship increase is effective immediately.
21. In the case referred to in sec. 20 point 3, the doctoral student shall immediately return the full amount of the scholarship received so far to the PK Krakow University of Technology's account.

Table No. 1 LIST OF SCORED ACHIEVEMENTS OF A DOCTORAL STUDENT

Scientific publications¹		
1.	Publication in a scientific journal listed in the Ministry of Science and Higher Education's directory of scientific journals or in peer-reviewed materials from international scientific conferences	points according to the Ministry of Science and Higher Education <i>the number of points is divided by the root of the number of all authors.</i>
2.	Peer-reviewed conference proceedings indexed in Web of Science or Scopus but not published in journals included in the Ministry of Science and Higher Education's list of scientific journals	20 points <i>the number of points is divided by the root of the number of all authors</i>
3.	Monographs and chapters in scientific monographs from the list of level I and II publications of the Ministry of Science and Higher Education	200 points for a scientific monograph listed in Category II of the Ministry of Science and Higher Education's list of publications
		80 points for a scientific monograph from level I and list of publications of the Ministry of Science and Higher Education
		50 points for a chapter in a scientific monograph worth 200 pts.
		20 points for a chapter in a scientific monograph worth 80 pts.
Grants and research projects²		
4.	Obtaining, as a principal researcher, in a competitive mode, a research project financed from external sources (e.g.: National Science Centre, National Centre for Research and Development, etc.) - once in the year of obtaining funding	300 points
5.	Obtaining a project carried out in cooperation with INTECH PK Sp. z o.o., CTT PK, or Academic Incubator of Entrepreneurship as a project manager - once in the year of obtaining funding	150 points

Patents and utility models³		
points allocated according to the percentage contribution of the doctoral student ^{3.1}		
6.	Granting / filing of a national patent	75/50 points.
7.	Granting / filing of an international patent	100/70 points.
8.	Registration of / application for a utility model	30/20 points
Active participation in a conference (scientific or scientific-technical) ⁴		
9.	International conference: oral presentation	25 points

	participation in a poster session	10 points
10.	National conference: oral presentation participation in a poster session	15 points 5 points
Other achievements⁵		
11.	Awards obtained in competitions: international national	max. 100 points max. 60 points
12.	Activities related to the popularization of science	max. 20 points
13.	Research internships and academic exchanges lasting less than 3 months / at least 3 months international national	max. 40/50 points max. 20/30 points.
14.	Participation in research projects (max. 3 projects): international national	10 points 5 points
15	Participation in training sessions completed by obtaining a micro-certification ⁶	1 point

¹ The number of points is divided by the root of the number of all authors of the publication.

As proof, please attach a printout from the "Learning Resources" module of the CRIS PK Knowledge Management Portal.

In the case of publications outside the discipline in which the doctoral student's training takes place, it is necessary to submit a statement indicating the connection of the publication with the discipline. This statement must be confirmed by the supervisor(s).

² As a confirmation, attach documentation to prove the achievement.

³ The date of the decision to grant exclusive rights, rather than the date of publication in the Official Patent Gazette or the date of obtaining the patent document, determines whether the patent is granted/registered.

The submission must be formal (confirmation of submission, not of sending the application).

The number of points awarded for obtaining or registering a patent or design—if points were awarded for filing in previous years—is added to the total pool of points (approx. 30%).

The number of points awarded for obtaining or registering a patent or design, if no points were awarded for the application in previous years (the application was filed before enrollment in the Doctoral School), is the total number of points for this achievement.

As proof of patent grant, the decision granting the patent issued by the Polish Patent Office (UPRP) is attached; in the case of international patents, the decision of the EPO, WIPO, or the relevant patent office is attached. In the case of a granted patent, a printout of the patent from a patent database (e.g., Espacenet, UPRP database, EPO, WIPO) or Decisions on granting patents from the Patent Office of the Republic of Poland (UPRP), in the case of international patents EPO/WIPO decision, shall be attached. You can attach (e.g., Espacenet, UPRP database, EPO, WIPO).

^{3.1} Confirmation form: "Information on achievements at the PK KUT."

⁴ The total number of points awarded for active participation in a conference may not exceed 30 points (this applies to scientific or scientific-technical conferences organized or co-organized by universities or research institutes).

In order to document active participation in the conference, clear evidence of oral presentation or active participation in the poster session (e.g., certificate) must be submitted.

- ⁵ The total number of points for other achievements may not exceed 100 points.
The number of points awarded for the prize is divided by the number of team members.
Documentation of the achievement should be attached as confirmation.
- ⁶ The total number of points awarded for participation in training courses leading to a micro-certificate may not exceed 5 points.