

Terms of admission

CUT Doctoral School

§ 1

General Rules

1. Admission to the CUT Doctoral School is offered on a competitive basis.
2. The conditions and procedure for admission to the CUT Doctoral School consider special needs of candidates with disabilities.
3. Admissions to the CUT Doctoral School are open from September 1 to September 25. Additional terms of admission may be possible for candidates holding special grants.
4. The Rector of the Cracow University of Technology approves and announces the following:
 - 1) deadline for submission of documents and the place where documents should be delivered;
 - 2) time and place of review of candidates merits;
 - 3) time and place where the results of the admission procedure will be made public and information passed to the interested parties.
5. A candidate for the CUT Doctoral School should submit electronically the set of following documents within the deadline specified in the recruitment schedule:
 - 1) registration form;
 - 2) personal data questionnaire;
 - 3) Curriculum vitae.
 - 4) Official copy of the diploma of the master 's studies (or equivalent)
 - 5) Index of completed second-degree studies or the master's studies (or supplement);
 - 6) English language certificate (at least B2 level) or other equivalent document, if the documents listed in item 5 do not provide the information;
 - 7) Preliminary Individual Research Plan approved by the prospective supervisor;
 - 8) Recommendation, written by the supervisor (as an independent researcher) and approved by the Dean; the approval has to be consulted with the head of the organizational unit of the potential supervisor;
 - 9) List of scientific achievements (publications, papers delivered at international and national conferences, other scientific manuals).
6. A written recommendation issued by a prospective supervisor should include:
 - 1) statement of advisability of admitting a doctoral student to the CUT Doctoral School;
 - 2) declaration of willingness to provide a scientific assistance;
 - 3) declaration of ensuring working conditions for scientific research;
 - 4) approval of the proposed research topic and the preliminary Individual Research Plan.

§ 2

Admission procedure

1. The admission procedure applies to the candidates that have completed the master degree studies and submit all required documents before the deadline.
2. Admission to the CUT Doctoral School is carried out by enrollment committees. The committees for different scientific disciplines are appointed by the Director of the CUT Doctoral School by May 1 of the year in which the CUT Doctoral School academic year begins.
3. Each enrollment committee includes:
 - 1) a representative of the relevant discipline at the Doctoral School Board (the chairman),
 - 2) two representatives of the Scientific Board of the Faculty,
 - 3) secretary,
 - 4) a representative of the doctoral students' body.
4. The representatives of the Scientific Board of the Faculty and the secretary are appointed by the Dean of the Faculty.
5. Admission to the CUT Doctoral School is based on the ranking list set according to:
 - 1) the score of the exam prepared by the Scientific Board of the Faculty (0-40 points);
 - 2) the interview and evaluation of the preliminary Individual Research Plan; the interview is scheduled only for the candidates who received at least 50% of points during the exam (0-30 points);
 - 3) scientific activities (0-20 points);
 - 4) grade point average during the master studies or equivalent (0-10 points).
6. Admission to the CUT Doctoral School is followed by registration at the list of doctoral students, based on the ranking list prepared by enrollment committees.
7. Refusal of admission to the CUT Doctoral School is the administrative decision. The decision is issued by the Director of the CUT Doctoral School and approved by the Rector.
8. The results of the recruitment procedure are made public.
9. The appeal for reviewing the refusal decision can be submitted to the Rector within 14 days from the date of delivery of the decision. The appeal is valid only if a violation of formal enrollment conditions occurred.
10. Foreign candidates should submit the same documents as the ones listed in § 1 item 5. The documents have to be verified by the Department of International Cooperation, CUT.

§ 3 Transitional provisions

1. Admission to the CUT Doctoral School for the academic year 2019/2020 will follow the regulations, which will be made public before May 31, 2019.

2. Enrollment committees that will recruit to the CUT Doctoral School for the scientific disciplines for the academic year 2020/2021 will be appointed by the Director of the CUT Doctoral School before June 30, 2019.