CONSOLIDATED TEXT

Annex to Resolution No.
51/V/2023 of the Senate of
Jagiellonian University
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The procedure of proceedings for the conferment of academic degrees at Jagiellonian University

Chapter 1
General provisions

§ 1

1. The Jagiellonian University's power to confer the academic degree of *doktor* and the academic degree of *doktor habilitowany* in a given discipline is exercised by research discipline councils.
2. The JU Senate exercises the right of Jagiellonian University to confer the academic degree of *doktor* in science, and in case of circumstances referred to in § 63.1.2 of the JU Senate.
3. If the doctoral dissertation covers scientific issues from more than one scientific discipline included in a given field of science, and it is not possible to indicate only one discipline, the candidate may apply for the degree of *doktor* in the field of science. The provisions concerning the procedure for conferring the degree of *doktor* in a given discipline before the research discipline council shall apply mutatis mutandis to the procedure for conferring the degree of *doktor* in the field of science, subject to the provisions of Chapter V. The academic degree of *doktor* in science is awarded by the Senate, which performs the activities reserved in this procedure for the research discipline council. The powers and duties of the chair of the research discipline council, specified in the procedure, are vested in the Rector.
4. The research discipline council shall adopt resolutions by an absolute majority of votes, in a secret ballot the presence of at least half of those entitled to vote.
5. Resolutions of the research discipline council are adopted in an open vote. In a secret ballot, resolutions are adopted on the conferment of academic degrees, in personnel matters and at the request of at least one member of the research discipline council.
6. Members of the Senate who are professors and JU professors take part in the voting on the conferment of the degree of *doktor* in the field.
7. Resolutions adopted by the research discipline council shall be signed by the chair of the research discipline council and those adopted by the senate - by the Rector.
8. Documents in a foreign language (excluding the doctoral dissertation and achievements referred to in § 19 section 1 point 2) of the procedure) shall be submitted by the candidate along with a translation into Polish, prepared and certified by a sworn translator or prepared by a foreign translator and certified by the competent consul of the Republic of Poland. In the event of failure to comply with the obligation referred to in the preceding sentence, the chair of the research discipline council calls the candidate to submit translations within 7 days, and after the ineffective expiry of this deadline, they shall order the preparation of this translation, the costs of which are included in the costs of the proceedings.
9. The provisions of this procedure shall apply mutatis mutandis to the procedures for conferring the degree of *doktor* and *doktor habilitowany* submitted for reconsideration.

§ 2

Wherever the procedure makes reference to:

1) **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);
2) **Introductory Act** - it should be understood as the Act of 3 July 2018 Provisions Introducing the Act: Law on higher education and science (Journal of Laws of item 1669 as amended);
3) **Act on Degrees** - it should be understood as the Act of 14 March 2003 on Academic Degrees and Title and Degrees and Title in the Arts of Laws of 2017, item 1789 as amended);
4) **University** - it should be understood as Jagiellonian University in Kraków;
5) **Senate** - it should be understood as the Senate of Jagiellonian University;
6) **Rector** - it should be understood as the Rector of Jagiellonian University;
7) **research discipline council**– it should be understood as a research discipline council at Jagiellonian University;
8) **doctoral school** - it should be understood as the doctoral school functioning at Jagiellonian University or at another university;
9) **doctoral committee**– it should be understood as a doctoral committee performing activities in the conferment of an academic degree, established pursuant to the terms specified in this procedure or in accordance with the existing regulations;
10) **habilitation committee** - it should be understood as the habilitation committee performing activities in the proceedings of the conferment of the degree of *doktor habilitowany*, established pursuant to the terms specified herein or in accordance with the existing regulations;
11) **doctoral examination committee** - it should be understood as the committee established in accordance with the existing regulations on the conduct of doctoral examinations;
12) **candidate** - it should be understood as a person applying for an academic degree;
13) **RDN** - it should be understood as the Council of Scientific Excellence;
14) **BIP** - it should be understood as the University's Public Information Bulletin;
15) **PQF** - it should be understood as the Polish Qualifications Framework;
16) **procedure** - it should be understood as the Procedure of proceedings for the conferment of academic degrees at Jagiellonian University;
17) **existing regulations** - it should be understood as the Act on Degrees and implementing acts issued on its basis, in force on the day of the commencement of the proceeding for the conferment of an academic degree;
18) **AP website** - it should be understood as the Archive of Diploma Theses website, which is an electronic archiving of doctoral dissertations at Jagiellonian University;
19) **POL-on system** - it should be understood as the Integrated Information System on Higher Education and Science POL-on.

Chapter II
Conducting proceedings for the conferment of the degree of *doktor* in a discipline for graduates of doctoral schools

§ 3

1. The research discipline council shall initiate the procedure for the conferment of the academic degree of *doktor* at the request of a candidate who:
   1) holds the professional title of *magister*, *magister inżynier* or equivalent, or holds a diploma referred to in Article 326.2.2 or Article 327.2 of the Act, giving the right to apply for a degree in the country in whose higher education system the HEI which issued it operates, subject to Article 186(2) of the Act;

2) has achieved learning outcomes for qualifications at PQF level 8, where the learning outcomes of a modern foreign language are confirmed with a certificate or university diploma or with a successfully passed exam, referred to in Article 186.1a of the Act, certifying knowledge of this language at the level of language proficiency of at least B2;
3) has at least:
   a) one research article published in an academic journal or in peer-reviewed international conference proceedings, which in the year of publication of the article in its final form was listed in the inventory as per Article 267.2.2(b) of the Act, or
   b) one research monograph released by a publishing house, which in the year of publication of the monograph in its final version was listed in the inventory as per Article 267.2.2(a) of the Act, or a chapter of such monograph or
   c) a piece of artistic work of considerable importance.

2. In the event that the research article referred to in section 1.3(a), published in a research journal or in peer-reviewed international conference proceedings, is multi-authored, the candidate shall attach to the request for initiating the proceedings for the conferment of the academic degree of *doktor* a statement of all co-authors specifying in a descriptive form the individual contribution of the candidate to the creation of the article. The chair of the research discipline council may request the submission of statements from all co-authors on the percentage share of the candidate in the creation of the research article. In the event that the co-authors statements are impossible to obtain for reasons beyond the control of the candidate, they attach a statement of the first author, the project principal investigator, the team leader or the corresponding author. The candidate is exempted from the obligation to submit the statement of the first author, the project principal investigator, the team leader or the corresponding author in the event that any of the required statements are impossible to obtain for reasons beyond the control of the candidate. In this case, the candidate submits their own statement explaining the reasons why the statements of the aforementioned persons were not submitted.
3. In the event that the publication referred to in 1.3(b) is multi-authored, the candidate shall attach to the request for initiating the proceedings for the conferment of the academic degree of *doktor* a statement of all co-authors specifying in a descriptive form the individual contribution of the candidate to the creation of the collective work. The chair of the research discipline council may request the submission of statements from all co-authors on the percentage share of the candidate in the creation of the collective work. Suppose the co-authors' statements are impossible to obtain for reasons beyond the control of the candidate. In that case, they attach a statement of the editor of the work, the first author, the correspondent author, the project principal investigator or the team leader indicating the candidate's contribution to the emergence of this work. The candidate is exempted from the obligation to submit the statement of the editor of the work, the first author, the corresponding author, the project principal investigator or the team leader in the event that any of the required statements are impossible to obtain for reasons beyond the control of the candidate. In such a case, the candidate submits their own statement explaining the reasons why the statements of the aforementioned persons were not submitted.
4. If the candidate holds a diploma confirming completion of studies abroad, which does not give the right to apply for a degree in the Republic of Poland due to non-compliance with statutory requirements or which cannot be considered equivalent to the relevant Polish diploma and professional title on the basis of an international agreement determining equivalence, nostrification of this diploma is required in accordance with separate regulations.
5. The research discipline council may, by way of a resolution, recognise the candidate's scientific achievements as of the highest quality, which will enable a person who is a graduate of first-cycle studies or a student who has completed the third year of long-cycle studies,

applying for the degree of *doktor*, despite not meeting the requirements set out in section 1.1.

§ 4

1. The candidate shall submit to the appropriate research discipline council the request to initiate the procedure of the proceedings for the conferment of the academic degree of *doktor*, as per the University's template attached as Attachment 1 to the procedure.
2. To the request for initiating the procedure for the conferment of the degree of *doktor* the candidate shall attach:
   1) a copy of the document confirming the fulfilment of the requirements specified in § 3.1.1 1) procedures and, in the case of a nostrified diploma, a copy of the certificate along with a copy of the diploma or a copy of this diploma certified as a true copy;
   2) a copy of a certificate or diploma certifying knowledge of a modern foreign language at least B2 language proficiency, certified as a true copy;
   3) a doctoral dissertation prepared by the candidate, which is a written work in a paper version (3 copies) or a doctoral dissertation which is not a written work and a description of this dissertation in Polish and English in a paper version (3 copies);
   4) a positive opinion of the supervisor(s) on the doctoral dissertation (does not apply to the auxiliary supervisor);
   5) a dissertation abstract, being a written work in English no longer than 10 pages, and for a doctoral dissertation prepared in a foreign language, also an abstract in Polish not longer than 10 pages;
   6) a report accepted by the supervisor, confirming the verification of a written doctoral dissertation using the Uniform Anti-plagiarism system, along with the supervisor's assessment of whether the doctoral dissertation is an original thesis;
   7) a certificate from the doctoral school on the completion of education at the doctoral school;
   8) information on at least one publication of the candidate, meeting the requirements set out in § 3.1.3, along with the statement referred to in § 3.2.3, or likewise about other publications. The candidate attaches statements only to those publications which they indicate as meeting the criteria specified in § 3.1.3,
   9) a statement that the submitted dissertation is not the subject of another procedure for conferring a doctoral degree or doctoral dissertation, according to the template constituting Attachment 2 to the procedure;
   10) a statement that the submitted dissertation has not been the subject of any other procedure for conferring a doctoral degree or doctoral proceeding, according to the template constituting Attachment 3 to the procedure. If the candidate has previously applied for a doctoral degree on the basis of the submitted doctoral dissertation, a document containing information on the stage of the procedure or doctoral proceeding should be attached;
   11) a statement on the use of text generation tools with the use of artificial intelligence in the preparation of a doctoral dissertation, according to the template constituting Attachment 4 to the procedure.
3. The request for initiating the proceedings, along with the attachments listed in section 2, shall be submitted in writing to the dean's office of the competent faculty providing administrative services to the competent research discipline council, subject to section 4.
4. The request with a qualified electronic signature may be submitted electronically to the address for electronic service of the University or via an account in the ICT system (in particular via the ePUAP platform).
5. If the candidate does not hold a certificate or diploma certifying knowledge of a modern foreign language at the level of proficiency at least B2, referred to in § 3.1.2, the candidate submits a request for conducting an exam in a modern foreign language confirming the knowledge of a foreign language at the B2 level.
6. In the case of submission of the request referred to in section 5, the research discipline council appoints for

the candidate a committee to conduct an exam in a modern foreign language, confirming the knowledge of a foreign language at B2 level for the purposes of the procedure for conferring a doctoral degree. The committee shall decide on the manner of the examination conduct. The examination committee appoints three persons, including an examiner appointed by the Jagiellonian Language Centre or Jagiellonian University Medical College Language Centre. The supervisor(s) or the supervisor and the auxiliary supervisor may not be part of the examination committee.

7. The examination referred to in section 6 may be conducted remotely using technical devices enabling remote deliberations with simultaneous transmission of sound and image. The exam report is signed by the chair of the examination committee and forwarded to the chair of the research discipline council. A candidate whose examination has been negative may request that the exam be re-examined. The candidate submits the request no later than 7 days from the date of announcement of the exam result. The exam can only be reconducted once.
8. If the candidate who submitted the request to initiate the proceedings does not meet the requirements set out in Article 186.1.1-3 or 186.2 of the Act or the requirements referred to in Article 189.1, second sentence, of the Act, the research discipline council issues a decision refusing to initiate the proceedings. The decision refusing to initiate the proceedings may be appealed to the RDN.
9. If the request does not meet the formal requirements, in particular, it has not been submitted in the required form or does not contain the required attachments, the chair of the research discipline council calls on the candidate to remedy the deficiencies, setting an appropriate deadline, not shorter than 7 days. If the request is not completed within the deadline, the research discipline council shall leave the request unprocessed.
10. After confirming that the requirements set out in Article 186.1.1-3 or 186.2 of the Act have been met and the requirements referred to in Article 189.1, second sentence, of the Act, the research discipline council shall adopt a resolution on initiating the proceedings for conferring the degree of *doktor* at the next meeting.

§ 5

1. The doctoral dissertation presents the candidate's general theoretical knowledge in a discipline or disciplines as well as the ability to carry out research or artistic activity independently.
2. A subject of the doctoral dissertation is an original solution to a research problem, an original solution as regards the implementation of the candidate's own research results in the economic or social sphere or an original artistic achievement.
3. The doctoral dissertation may be a written work, including a research monograph, a collection of published and thematically relevant research articles, a design work, a construction work, a technological work, an implementation or artistic work, as well as an independent and separate part of a collective work.
4. Should the nature of a written doctoral dissertation demand that the candidate have access to confidential information on the subject of research or if there is a necessity to include them in the doctoral dissertation, the candidate, in consultation with the supervisor, may submit a written request to the chair of the research discipline council for the concealment of those fragments of the doctoral dissertation that contain confidential information, justifying the necessity.
5. Upon a written request of the candidate containing a justification, prepared in consultation with the supervisor and addressed to the chair of the research discipline council or ex officio, the research discipline council may decide that the subject of the doctoral dissertation is covered by legally protected confidentiality.
6. In the matter referred to in sections 4 and 5, the research discipline council shall adopt a resolution containing a justification. In the event of a refusal to classify the parts of the doctoral dissertation indicated by the candidate as confidential, in whole or in part, or a refusal to recognise the subject of the doctoral dissertation as covered by legally protected

confidentiality, no appeal shall be lodged.

§ 6

1. The supervision over the preparation of the doctoral dissertation shall be exercised by the supervisor(s), no more than two, or by the supervisor and the auxiliary supervisor.
2. The research discipline council adopts a resolution on the appointment, modification and dismissal of the supervisor(s) and the auxiliary supervisor. When adopting the resolution on the dismissal of the sole supervisor, the research discipline council appoints a new supervisor at the same time. The research discipline council shall forward copies of its resolutions to the doctoral student's file at the relevant doctoral school.
3. The appointment or change of the supervisor for candidates enrolled in a doctoral school shall be governed by the terms and conditions of doctoral schools.
4. The supervisor(s) or the supervisor and auxiliary supervisor, who are also members of the research discipline council, are excluded from participation in the activities undertaken by the reserach discipline council as part of the procedure for conferring the degree of *doktor* concerning the candidate whose doctoral dissertation was prepared under their scientific supervision.

§ 7

1. In the procedure for conferring the degree of *doktor*, the research discipline council appoints three reviewers in a secret ballot.
2. The chair of the research discipline council or members of the research discipline council conducting the proceedings shall nominate candidates for reviewers from amongst persons who are not employed by the University or by other entity in which the candidate is employed.
3. A reviewer may be a person holding the academic degree of *doktor habilitowany* or the title of *profesor*, representing a discipline or a discipline related to the subject of the doctoral dissertation.
4. A reviewer may be a person who does not meet the requirement specified in section 3, who is employed by a foreign university or research institution, provided that the research discipline council considers that such a person has outstanding achievements in the area of the research issues raised in the doctoral dissertation.
5. A reviewer may not be a person who is reasonably doubted as to be impartial, in particular, who has joint research work or published achievements with the candidate.
6. In the event of an absolute majority of votes being obtained by more than three candidates for reviewers, the persons who received the highest number of votes in favour shall be elected. Where candidates obtain a tie, the vote shall be repeated for those persons if the number of candidates who have obtained the support of an absolute majority of votes is greater than three.
7. An agreement with the reviewer is concluded on behalf of the University by the dean of the faculty, who provides administrative support to the research discipline council conducting the given proceeding for the conferment of the degree.
8. The research discipline council may formulate recommendations containing the principles of distinguishing the doctoral dissertation, which are made available to the reviewers.
9. The formulation of a motion for distinction of a doctoral dissertation may take place only in the conclusion of the review. The motion for distinction of a doctoral dissertation submitted at a later stage of the proceedings is left unexamined.

§ 8

1. The chair of the research discipline council shall make available in the BIP no later than the deadline of:

1) 30 days before the scheduled day of defence of the doctoral dissertation:
   a) a doctoral dissertation, being a written work along with its summary or a description of the doctoral dissertation that is not a written work,
   b) reviews,
2) 10 days before the scheduled day of defence of the doctoral dissertation - information about the date, place and method of its conduct.

2. In the case of a doctoral dissertation, the subject of which is covered by legally protected secrecy, only reviews are made available, excluding content covered by this secrecy.
3. The documents referred to in section 1 and other information in the scope of the procedure for conferring the degree of *doktor* specified in separate regulations shall be published by the Research Support Centre in the POL-on system within the deadlines specified in those regulations.

§ 9

1. Activities in the procedure for the conferment of academic degrees are performed by a doctoral committee designated by the research discipline council.
2. The doctoral committee is authorised to:
   1) adopt a resolution on the admission of the candidate to the public defence of the doctoral dissertation,
   2) conduct a public defence of a doctoral dissertation,
   3) adopt a resolution containing a motion on conferring the degree of *doktor*,
   4) adopt a resolution supporting a motion for distinguishing the dissertation.
3. Doctoral committee's meetings may be held with the use of technical devices enabling the meetings to be conducted at a distance with simultaneous transmission of sound and video.
4. Resolutions of the doctoral committee may be adopted using electronic means of communication, ensuring the secrecy of voting.
5. Resolutions of the doctoral committee are signed by the chair of the doctoral committee.
6. The chair of the research discipline council shall propose the composition of the doctoral committee.
7. A doctoral committee shall comprise:
   1) the chair,
   2) the deputy chair,
   3) three reviewers,
   4) at least four members.
8. Subject to Article 190.5, only persons holding the academic degree of *profesor* or *doktor habilitowany* representing a discipline or a discipline related to the subject of the doctoral dissertation may be appointed to the doctoral committee.
9. The chair of the research discipline council shall appoint the secretary of the doctoral committee, who shall keep minutes of a public defence.
10. The supervisor(s) or the supervisor and auxiliary supervisor cannot be members of the doctoral committee.

§ 10

1. The reviewer shall prepare a review of the doctoral dissertation within 2 months from the date of its receipt and submit it to the chair of the research discipline council.
2. The chair of the research discipline council shall convey forthwith the received reviews to the chair of the doctoral committee and to the candidate.
3. Where the received review :
   1) does not contain conclusions on whether or not the statutory conditions are met,
   2) contains other formal shortcomings

   The chair of the research discipline council may ask the reviewer to complete the review.
4. Upon the receipt of the last review, the chair of the doctoral committee, subject to sections 5

and 6, shall immediately convene a meeting in order to adopt a resolution on the admission of the candidate to the public defence of the doctoral dissertation. The doctoral committee shall adopt the resolution in chambers, by an absolute majority of votes cast in the presence of at least half of those entitled to vote, by virtue of which it:

1) either admits the candidate to the public defence of the doctoral dissertation, or requests that the research discipline council not admit the candidate to public defence.

5. Should the three reviews be positive, the doctoral committee shall not meet, and the chair of the research discipline council shall allow the doctoral dissertation to be publicly defended. The chair of the research discipline council informs the chair of the doctoral committee about the admission to the defence.
6. In the event that at least two reviews are negative, the doctoral committee does not meet, and the research discipline council issues a decision on refusal to allow the defence.
7. The candidate may lodge a complaint with the RDN against the decision to refuse to admit the doctoral dissertation for a defence within 7 days of receiving the decision of the research discipline council.

§ 11

1. If a candidate is admitted to defend a doctoral dissertation, the chair of the committee sets the date of the dissertation and then informs the chair of the research discipline council thereof. The defence of a doctoral dissertation is public, with the exception of the defence of a doctoral dissertation referred to in Article 188.2 of the Act.
2. The public defence shall take place in an open committee meeting presided over by the committee chair. If the chair is unable to take part in the public defence, the committee shall be chaired by the deputy chair of the committee.
3. The public defence may be conducted using technical devices enabling its conduct remotely, with simultaneous direct transmission of video and sound.
4. The manner of conducting the defence of the doctoral dissertation is decided by the chair of the doctoral committee.
5. The doctoral committee may conduct the public defence in the presence of at least half of its members, including the chair or the deputy chair of the doctoral committee and two reviewers.
6. After presenting the candidate's research profile by the supervisor or a designated member of the committee, the candidate presents a self-report. Then, the chair of the doctoral committee orders the presentation of the review, the candidate has the opportunity to respond to the presented reviews, after which a discussion is opened. All those present at the meeting are allowed to participate in the discussion. The chair of the doctoral committee decides whether to give the floor.
7. In the absence of the reviewer, the chair of the doctoral committee or a member of the doctoral committee designated by them reports on the review and presents their conclusions. At the request of any of the committee members or the candidate, the review is read in its entirety.
8. After the completion of the public defence, the committee in closed session adopts a resolution containing a request to confer the degree of doktor. The resolution of the committee shall be adopted by an absolute majority of votes, cast in the presence of at least half of those entitled to vote, in a secret ballot. The resolution of the committee, which contains the request to refuse to confer the degree of doktor, must contain a justification with an indication of the factual and legal grounds on the basis of which it was adopted.
9. If at least one reviewer recommends that the doctoral dissertation be awarded a distinction in their review, the chair shall put this recommendation to a vote. The vote shall be held by secret ballot. The doctoral committee shall submit to the research discipline council the motion for distinguishing the doctoral dissertation, provided that it has received an absolute majority of votes.
10. The research discipline decides on conferring the doctoral dissertation by an absolute majority

of votes.

11. The research discipline council, after receiving from the chair of the doctoral committee a resolution containing the request to confer the degree of doktor and the protocol of the doctoral dissertation's defence at the next meeting, convened no later than within 3 months from the date of receipt of the above-mentioned documents, adopts a resolution on the conferral of the degree of doktor. The resolution on the conferral of the degree of doktor is put to the vote. If it does not obtain an absolute majority of votes, the research discipline council is deemed to have adopted a resolution refusing to confer a doctoral degree. The resolution on the conferment of the academic degree of doktor should meet the requirements for administrative decisions laid down in separate regulations.
12. The candidate may appeal against the decision to refuse the conferment of the academic degree of doktor to the RDN through the research discipline council within 30 days of the day of service of the decision.
13. The research discipline council submits the appeal to the RDN together with its opinion and case files within 3 months from the date of filing the appeal.

Chapter III
Rules for the joint conferment of the degree of *doktor*

§ 12

1. The degree of doktor may be conferred by the University jointly with other HEIs, institutes of the Polish Academy of Sciences (PAN), research institutes or international institutes in the discipline in which each of these entities holds a scientific category A+, A, or B+ or an entitlement granted in accordance with the procedure specified in Article 226 a section 1 of the Act, as well as with foreign entities authorised to confer doctoral degrees in the discipline, in which the degree is awarded.
2. The University concludes a written agreement with the entity with which the degree of doktor is to be awarded jointly, specifying the rules of cooperation, in particular: the method of confirming learning outcomes, the composition and method of appointing the doctoral committee and reviewers, the manner and place of conducting the defence, the entity responsible for entering data into the POL-on system, model diploma – if the agreement provides for the issuance of a joint diploma, the manner in which the costs of the proceedings are to be incurred.
3. The agreement referred to in section 2 may stipulate a different number of members of the doctoral committee than that specified in § 9.7, with the proviso that the committee must include:
   1) a chair,
   2) a deputy chair,
   3) three reviewers.

Chapter IV
Conducting proceedings for the conferment of the degree of *doktor* in a discipline in the extramural mode

§ 13

1. A person applying for the conferment of the doctoral degree in the extramural mode, before submitting the request to initiate the proceedings, shall submit a request to the research discipline council competent for the subject matter of the dissertation, to appoint a supervisor or supervisors in the number of no more than two, or a supervisor and auxiliary supervisor, according to the template established at the University, constituting Attachment 5 to the procedure.
2. The request must be supplemented by:

1) statements of persons proposed as supervisor(s) or supervisor and auxiliary supervisor on familiarising themselves with the candidate's request and readiness to take care of the candidate, along with an opinion on the planned scope of research,
2) justification for the appointment of the auxiliary supervisor, with an indication of the division of duties among the supervisors, if the candidate requests the appointment of an auxiliary supervisor,
3) outline of the planned doctoral dissertation,
4) schedule of work related to the preparation of the dissertation.

3. The supervisor(s) shall be appointed by the research discipline council at the request of the candidate within 3 months of the day of receiving the request. The supervisor may be a person who meets the conditions specified in Article 190.4-6 of the Act. The tasks of the supervisor include, in particular, scientific supervision over the preparation of the doctoral dissertation.
4. At the reasoned request of the supervisor or the auxiliary supervisor, or the candidate, the research discipline council may change the supervisor or the auxiliary supervisor. The research discipline council, when adopting a resolution on the dismissal of the sole supervisor, appoints simultaneously a new one.
5. The chair of the research discipline council may ask the candidate to submit a report on the progress in the preparation of the doctoral dissertation, along with the opinion of the supervisor within 24 months from the date of appointment of the supervisor(s). If it is found that the progress in the implementation of works related to the preparation of the doctoral dissertation is not satisfactory or the degree of their implementation significantly differs from the submitted schedule, the research discipline council may repeal the resolution appointing a supervisor(s).
6. If the candidate does not submit the request referred to in § 4.1 within 4 years from the date of appointment of the supervisor(s), the research discipline council, after consulting the supervisor, may repeal the resolution on the appointment of the supervisor(s). At the request of the candidate, after consulting the supervisor, the research discipline council may extend the period indicated in the previous sentence, yet up to 12 months.

§ 14

1 Before submitting the request referred to in § 4.1, the candidate shall apply to the chair for access to the AP website in order to submit a doctoral dissertation.
2 The supervisor(s) shall prepare the opinion referred to in § 4.2.4 within 2 months from the date of introduction of the final version of the doctoral dissertation to the AP website.
3 The candidate shall submit the request to the appropriate research discipline council to initiate the procedure referred to in § 4.1.
4 The candidate shall attach the documentation referred to in § 4.2.1-6 and § 4.2.8-11 to the request for initiating the procedure, and indicate the source of financing the costs of the proceedings for the conferment of the academic degree of *doktor* along with their own obligation or the obligation of the entity employing the candidate, which will bear the costs of the proceedings, to conclude an agreement with the University, specifying, inter alia, the method of financing the costs of the procedure for conferring the degree of *doktor*.
5 The research discipline council may, by way of a resolution, recognise the candidate's scientific achievements as of the highest quality, which will enable a person who is a graduate of first-cycle studies or a student who has completed the third year of long-cycle studies to apply for the degree of *doktor*, despite not meeting the requirements set out in § 4.1.1.
6 In order to verify the candidate's learning outcomes for qualifications at PQF level 8, the research discipline council sets an exam in the discipline corresponding to the subject of the doctoral dissertation and appoints an examination committee, including its chair. Before the examination is scheduled, the candidate shall give their own undertaking to cover the cost of the examination or the undertaking of the candidate's employing entity, which will bear the costs of the procedure.

7 The examination committee referred to in section 6 shall be composed by the research discipline council by at least three persons holding at least the degree of *doktor* (with the proviso that the chair of the examination committee must hold at least the degree of *doktor habilitowany*), representing a discipline or a discipline related to the topic of the doctoral dissertation. The supervisor(s) or the supervisor and the auxiliary supervisor may not be appointed to the examination committee. The presence of at least 3 members of the examination committee is required to conduct the exam.

8 The examination committee shall decide on the manner of the examination's conduct. The exam can be conducted remotely using technical devices enabling remote deliberations with simultaneous transmission of sound and image. The exam report is signed by the chair of the examination committee and forwarded to the chair of the research discipline council. A candidate who has obtained a negative result in the examination may apply to re-examine the exam to be re-examined. The candidate submits the request no later than 7 days from the date of the announcement of the exam result. The exam can only be reconducted once.

9 If the candidate does not hold a certificate or diploma certifying knowledge of a modern foreign language at the level of proficiency at least B2, referred to in § 3.1.2, the candidate shall submit a request for conducting an examination in a modern foreign language confirming the knowledge of a foreign language at B2 level, along with the candidate's own undertaking or that of the entity employing the candidate, which will bear the costs of the procedure, to cover the cost of conducting the examination.

9a The costs of conducting the examinations referred to in sections 6 and 9 shall be paid by the candidate or the entity employing the candidate before the candidate takes the examination. The amount of costs is determined by separate regulations.

10 The provisions of § 4.6-9 shall apply mutatis mutandis.

11 Once the procedure for the conferment of an academic degree has been initiated, an agreement is concluded to cover the costs of the proceedings. On behalf of the University, the agreement is concluded by the dean of the faculty providing administrative services to the research discipline council, which conducts the proceedings

§ 15

The provisions of § 6.4 and § 7 - § 11 shall apply to the proceeding for the conferment of the academic degree of *doktor* in the extramural mode.

Chapter V
Conducting proceedings for the conferment of the degree of *doktor* in a field of science to graduates of doctoral schools and in the extramural mode

§ 16

1. The provisions of Chapter II of the procedure shall apply mutatis mutandis to the proceedings for conferring the degree of *doktor* in a field to graduates of doctoral schools, unless otherwise provided in this Chapter.
2. In addition to the documents listed in § 4.2 of the procedure, the candidate shall also attach to the request for initiating the proceedings a positive opinion of the supervisor or all supervisors as to the fulfilment of the conditions referred to in Article 177.6 of the Act and the impossibility of indicating one discipline, in accordance with the provision of Article 177.5 of the Act.
3. After submitting the request by the candidate and after confirming the fulfilment of the requirements set out in Article 186.1.1-3 or 186.2 of the Act and the requirements referred to in Article 189.1, second sentence of the Act, and before initiating the procedure for conferring the degree of *doktor* in a field of science, the Rector addresses the chairs of the councils of the two main disciplines in which the scientific issues covered by the doctoral dissertation are

included, for presenting the opinion of the research discipline councils that the doctoral dissertation meets the conditions referred to in Article 177.6 of the Act. Each of the research discipline councils issues an opinion in the form of a resolution.

4. If both opinions referred to in section 3 are positive, each of the research discipline councils shall, by way of a resolution, indicate two candidates for reviewers and three candidates for members of the doctoral committee, including the chair of this committee and a deputy. The chairs present the resolutions of the research discipline councils to the Senate.
5. If at least one opinion of the research discipline council indicates that the doctoral dissertation does not meet the conditions referred to in Article 177.6 of the Act, the Senate submits the request to the competent research discipline council, notifying the candidate thereof.
6. If the opinions of the research discipline councils confirm that the doctoral dissertation meets the conditions referred to in Article 177.6 of the Act, after confirming that the requirements set out in Article 186.1.1-3 or 186.2 and the requirements referred to in Article 189.1, second sentence, have been met, the Senate shall adopt a resolution to initiate the proceedings for the conferment of the degree of *doktor* in a field of science.
7. The agreement with reviewers is concluded by the Rector.

§ 17

1. The provisions of Chapter IV of the procedure shall apply mutatis mutandis to the proceedings for conferring the degree of *doktor* in a field in the extramural mode, unless otherwise provided in this Chapter.
2. Before submitting the request referred to in § 4.1 of the procedure, the candidate shall apply to the Research Support Centre for access to the AP website in order to submit a doctoral dissertation.
3. The request to initiate the proceedings for conferring the degree of *doktor* in a field referred to in § 4 of the procedure, along with attachments, shall be submitted by the candidate to the Research Support Centre.
4. In addition to the documents listed in § 4.2 of the procedure, the candidate shall also attach to the request for initiating the proceedings a positive opinion of the supervisor or all supervisors as to the fulfilment of the conditions referred to in Article 177.6 of the Act and the impossibility of indicating one discipline, in accordance with the provision of Article 177.5 of the Act.
5. After submitting the request by the candidate and before initiating the procedure for conferring the degree of *doktor* in a field of science, the Rector addresses the chairs of the councils of the two main disciplines in which the scientific issues covered by the doctoral dissertation are included, for presenting the opinion of the research discipline councils that the doctoral dissertation meets the conditions referred to in Article 177.6 of the Act./ Each of the research discipline councils issues the opinion in the form of a resolution.
6. If at least one opinion of the research discipline council indicates that the doctoral dissertation does not meet the conditions referred to in Article 177.6 of the Act, the Senate submits the request to the competent research discipline council, notifying the candidate thereof.
7. If both opinions of the research discipline councils confirm that the doctoral dissertation meets the conditions referred to in Article 177.6 of the Act, each of the research discipline councils shall, by way of resolutions, indicate to the Senate four candidates for members of the examination committees. In order to verify the candidate's learning outcomes for qualifications at PQF level 8, the Senate sets an exam in two main disciplines corresponding to the subject of the doctoral dissertation and appoints two examination committees and their chairs.
8. After confirming that the requirements set out in Article 186.1.1-3 or 186.2 of the Act have been met and the requirements referred to in Article 189.1, second sentence, of the Act, the Senate shall adopt a resolution on initiating the proceedings for conferring the degree of *doktor* in a field of science.

9. The agreement with reviewers is concluded by the Rector.
10. The agreement on covering the costs of the proceedings is concluded by the Rector.

Chapter VI
Conducting proceedings for the conferment of the degree of *doktor habilitowany*

§ 18

A person requesting the conferment of the academic degree of *doktor habilitowany* shall submit a written request for initiating the proceedings for the conferment of the academic degree of *doktor habilitowany* to the University, as the entity conferring the postdoctoral degree, via the RDN along with the attachments. It is obligatory that the request be supported with a description of a track record and a list of achievements referred to in § 19.1.2 of the procedure.

§ 19

1. The degree of *doktor habilitowany* is conferred upon a person who:
   1) holds the degree of *doktor*;
   2) has scientific achievements, which constitute a significant contribution to the development of the discipline concerned, including at least:
      a) one research monograph, released by a publishing house which, in the year of publication of the monograph in its final form, was listed in the inventory drawn up in accordance with the regulations issued pursuant to Article 267.2.2(a) of the Act, or
      b) one series of thematically relevant research articles published in research journals or in peer-reviewed proceedings of international conference which, in the year of publication of the article in its final form, were listed in the inventory drawn up in accordance with the regulations issued pursuant to Article 267.2.2(b) of the Act, or
      c) one original design, construction or technological achievement;
   3) displays significant scientific activity undertaken in more than one university, research institution or cultural institution, in particular abroad;
   4) the achievement referred to in section 1.2 may constitute a part of a collective work, provided that the elaboration of the assigned issue constitutes an individual contribution of the person pursuing the degree of *doktor habilitowany*.
2. The obligation to publish does not apply to achievements the subject matter of which is covered by the protection of classified information.
3. In the case of multi-author publications, the chair of the research discipline council may ask the candidate to present statements of all co-authors specifying in a descriptive form the individual contribution of the candidate to the creation of the article. The chair of the research discipline council may request the submission of statements from all co-authors on the percentage share of the candidate in the creation of the research article. If the co-authors' statements are impossible to obtain for reasons beyond the control of the candidate, they attach a statement of the publication's editor, the first author, the correspondent author, the principal investigator or the team leader indicating the candidate's contribution to the emergence of this publication. In the event that the statements of the aforementioned persons are impossible to obtain for reasons beyond the control of the candidate, they submit their own statement with an explanation regarding why the statements of the aforementioned persons were not submitted.

§ 20

1. During the next session, no later, however, than within 4 weeks of the day of receiving the request, the research discipline council, on the basis of the candidate's request and the documents attached, shall adopt a resolution on the permission to the conduct of proceedings for the conferment of academic degree of *doktor habilitowany*.
2. Once the permission for the conduct of the proceedings for the conferment of the academic

degree of *doktor habilitowany* is given, the chair of the research discipline council shall ask the RDN to appoint 4 members of the habilitation committee. In the event that the permission for the conduct of the proceedings for the conferment of the academic degree of *doktor habilitowany* is not given, the chair of the research discipline council shall notify the RDN about this fact forthwith.

3. If the candidate is not employed at the University, the research discipline council upon receipt of the candidate's request and not later than one week before the adoption of the resolution referred to in section 1, shall receive from the candidate a self-commitment or a commitment of the employing entity, which is to bear the costs of the proceedings, to conclude the agreement with the University, specifying, inter alia, the method of financing the costs of the proceedings for the conferment of the academic degree of *doktor habilitowany*.
4. Once the permission for the conduct of the proceedings is given, an agreement in which the manner of financing the costs of the proceedings for the conferment of the academic degree of *doktor habilitowany* is defined shall be concluded. The agreement is concluded on behalf of the university by the dean of the faculty, providing administrative support for the research discipline council, which conducts the proceedings.

§ 21

1. The research discipline council, within 6 weeks of the day of receipt of the information on the appointment of 4 members of a habilitation committee by the RDN, appoints a habilitation committee.
2. The habilitation committee comprises:
   1) The chair, appointed by the RDN;
   2) 3 reviewers, appointed by the RDN;
   3) a reviewer, appointed by the University, holding the academic degree of *doktor habilitowany* or the title of *profesor*, having a current scientific track record and recognised reputation, including international reputation, not employed by the University;
   4) 2 members, holding the academic degree of *doktor habilitowany* or the title of *professor*, subject to Article 221.6 of the Act, employed by the University, including the secretary.
3. The habilitation committee may not include a person in relation to whom there are justified doubts as to its impartiality, in particular having joint publication achievements, joint research work with the candidate, who is a reviewer of the candidate's achievements, a reviewer in previously pending proceedings and doctoral and habilitation dissertations of the candidate, as well as who is in a relationship of official superiority As soon as the appointment to the committee is notified, each member of the committee shall make a written statement of impartiality to the chair of the research discipline council.
4. The chair of the research discipline council shall inform the candidate forthwith of the appointment of the habilitaion committee and request that 8 sets of documentation be provided in paper form along with a copy of these documents in an electronic form.
5. The dean of the faculty which provides administrative support for the research discipline council conducting the proceedings concludes the agreement with the members of the habilitation committee on behalf of the University.
6. The chair of the research discipline council shall ensure that the candidate's documentation is delivered to the members of the habilitation committee.

§ 22

1 A reviewer may be a person who does not meet the conditions specified in Article 221.4 and 221.5 of the Act, who is an employee of a foreign university or a research institution, provided that the RDN or the research discipline council considers that the person has significant achievements in the area of issues related to the achievements of the candidate pursuing the degree of *doktor habilitowany*.

2 A reviewer may not be a person who has failed twice in the last 5 years to meet the deadline referred to in section 3.

3 Within 8 weeks from the day of service of the request, the reviewers assess whether the academic achievements of the candidate pursuing the degree of *doktor habilitowany* meet the requirements specified in Article 219.1.2 of the Act, and prepare their reviews.

§ 23

1 The reviewer presents the review to the chair of the research discipline council in paper and electronic form. The review should include a detailed, reasoned assessment of the candidate's scientific achievements and scientific activity from the point of view of the criteria specified in the Act.

2 Where the received review :

1) does not contain a conclusion on whether or not the statutory requirements have been met,
2) contains other formal shortcomings,

The chair of the research discipline council may ask the reviewer to complete the review.

3 After receiving the last review, the chair of the research discipline council, not later than within 1 week, delivers all the reviews electronically through the secretary of the habilitation committee to all members of the habilitation.

4 The habilitation committee shall meet in the presence of at least six members of the habilitation committee, including at least three reviewers, the chair and the secretary.

5 The deliberations of the habilitation committee may take place with the use of technical devices enabling remote deliberations with simultaneous transmission of sound and image.

6 The secretary of the habilitation committee provides technical and organisational support for meetings of the habiliation committee.

7 The secretary of the habilitation committee draws up the minutes from the meeting of the habilitation committee. The minutes shall be signed by the chair of the habilitation committee and by the secretary of the habilitation committee.

§ 24

1 The habilitation committee, under the direction of the chair, conducts a public habilitation colloquium in the field of scientific or artistic achievements of a person applying for the degree of *doktor habilitowany*, excluding achievements whose subject is covered by the protection of classified information. The habilitation colloquium is not conducted if at least 2 reviews are negative.

2 The chair of the habilitation committee, after consultation with the chair of the research discipline council, determines the date and place of the habilitation colloquium. The habilitation colloquium shall be conducted at the University, subject to section 7. The date and place of the habilitation colloquium shall be notified by the secretary of the habilitation committee to the candidate, the chair and members of the appropriate research discipline council at least 14 days before the scheduled date.

3 The habilitation committee shall meet in the presence of at least six members of the habilitation committee, including at least three reviewers, the chair and the secretary.

4 The habilitation colloquium aims to present by the candidate to the habilitation committee habilitation achievements and their impact on the current state of knowledge. The colloquium is public.

5 The habilitation colloquium consists of two parts: the first, which is the candidate's statement, in which they present their achievements, and the second, during which the members of the habilitation committee talk to the candidate about the presented achievements, the scientific achievements of the candidate and plans for further development. During the colloquium, the interview with the candidate is conducted only by the members of the habilitation committee.

6 The colloquium is recorded in minutes, which constitutes an attachment to the minutes form the meeting of the habilitation committee at which a resolution on expressing the opinion on the conferment of the academic degree of *doktor habilitowany* has been adopted.

7 The proceedings of the habilitation committee may be held with the use of technical devices

enabling the proceedings to be conducted at a distance with simultaneous transmission of sound and video.

§ 25

1. After the colloquium, no later than 6 weeks after receiving the last review, the habilitation committee adopts a resolution expressing its opinion on the conferment or the refusal of the conferment of the academic degree of *doktor habilitowany*. The resolution is adopted by an absolute majority of votes by open ballot unless the candidate has submitted a request for a secret ballot. The resolution shall be signed by the chair of the committee. The chair of the habilitation committee conveys the resolution to the research discipline council.
2. The resolution of the habilitation committee referred to in section 1 may be adopted using electronic means of communication. If the candidate has requested a secret ballot, the vote may take place by means of electronic communication, ensuring secrecy of voting.
3. If at least two reviews are negative, the habilitation committee presents a resolution to the research discipline council containing a negative opinion on the conferment of the degree of *doktor habilitowany*, along with justification. The research discipline council refuses to confer the degree of *doktor habilitowany.*
4. On the basis of the resolution of the habilitation committee containing the opinion on the conferment of the degree of *doktor habilitowany,* along with justification and documentation of the proceedings, the research discipline council adopts a resolution on the conferment of the degree of *doktor habilitowany*. The adoption of the resolution by the research discipline council is preceded by the presentation of the course of the proceedings by the chair or secretary of the habilitation committee at its meeting. The resolution on the conferment of the degree of *doktor* is put to the vote. If it does not obtain an absolute majority of votes, the research discipline council is deemed to have adopted a resolution refusing to confer the degree of *doktor*.
5. The resolution on the conferment of the academic degree of *doktor habilitowany* should meet the requirements for administrative decisions laid down in separate regulations.
6. The resolution on the conferment of the degree shall be adopted by the research discipline council within one month from the date of receipt of the resolution of the habilitation committee.
7. Members of the habilitation committee participating in the proceedings of a given candidate who are also members of the research discipline council are excluded from participating in the activities undertaken by the research discipline council as part of the proceedings for the conferment of the degree of *doktor habilitowany* to that candidate.

§ 26

1. The decision on the conferment of the academic degree of *doktor habilitowany* shall be delivered to the candidate by the chair of the research discipline council forthwith.
2. The candidate may appeal to the RDN against the decision to refuse the conferment of the degree of *doktor habilitowany*, within 30 days from the date of delivery of the decision.

§ 27

1. The chair of the research discipline council is included in the BIP:
   1) request of a person applying for the degree of *doktor habilitowany*,
   2) information on the composition of the habilitation committee,
   3) reviews,
   4) information about the date, place and method of conducting the habilitation colloquium,
   5) resolution containing an opinion on the conferment of the degree with justification,
   6) decision to confer or refuse to confer the degree.
2. The information referred to in section 1, section 4 shall be published no later than 10 days before the scheduled date of the habilitation colloquium.

3. Documents referred to in section 1, points 1-3 and other information regarding the proceedings for the conferment of the degree of *doktor habilitowany* specified in separate regulations shall be published by the Research Support Centre in the POL-on system within the deadlines specified in these regulations.

Chapter VII
Fees for conducting proceedings for the conferment of an academic degree

§ 28

1. The amount of the fee for conducting proceedings for conferring the degree of *doktor* includes the costs of remuneration of the supervisor, supervisors, assistant supervisor, reviewers, indirect costs of the University and other costs of the proceedings, in particular the employer's overheads, travel and accommodation costs and translation costs.
2. The amount of the fee for conducting proceedings for the conferment of the degree of *doktor habilitowany* includes the costs of remuneration of the reviewers, the members of the habilitation committee (also applies to the reviewers), indirect costs of the University and other costs of the proceedings, in particular employer's overheads, travel and accommodation costs and translation costs.
3. The amount of fees referred to in sections 1 and 2 shall be determined by the Rector in an ordinance.
4. In justified cases, the Rector may exempt the candidate from the fee in part or in whole.

Chapter VIII
Transitional and Final Provisions

§ 29

1. Proceedings for conferring academic degrees from 1 October 2019 is headed by the research discipline council, competent to confer degrees in a given discipline at the University. The list of the research discipline councils is included in the Rector's communication.
2. Doctoral procedures and habilitation proceedings initiated and not completed before 1 October 2019 are carried out on the basis of the existing regulations, except that if the degree of *doktor* or *doktor habilitowany* is conferred after 30 April 2019, the degree or title is awarded in the fields and disciplines specified in the regulations issued on the basis of Article 5.3 of the Act.
3. Conducted at first instance:
   1) habilitation proceedings not completed by 31 December 2022,
   2) doctoral procedures not completed by 31 December 2024;

   - shall be discontinued or closed, respectively.
4. Doctoral procedures and habilitation proceedings submitted for reconsideration shall be governed by section 2 of this paragraph.
5. Proceedings for conferring the degree of *doktor* and the degree of *doktor habilitowany* initiated after 30 September 2019 are conducted on the basis of the provisions of the Act, with the proviso that:
   1) In the proceedings initiated by 31 December 2021, to the achievements referred to in:
      a) Article 186.1.3(a) also includes research articles published:

      – in research journals or peer-reviewed materials from international conferences, included in the list prepared as per the regulations of Article 267.2.2(b) of the Act, before the date of publication of this list,

      – before 1 January 2019 - in research journals that were included in part A or C of the list of research journals established on the basis of regulations issued as per Article 44.2 of the Act repealed in Article 169 point 4 of the Introductory Act and announced by the Communication of the Minister of Science and Higher Education of 25 January 2017

or were included in part B of this list, with at least 10 points awarded to research articles published therein,

b) Article 186.1.3(b) and Article 219.1.2)(a) of the Act also includes research monographs published by:

– a publishing house included in the list prepared in accordance with the provisions issued on the basis of Article 267.2.2(a) of the Act, before the date of publication of this list,

– an organisational unit of an entity whose publishing house is included in the list prepared in accordance with the provisions issued on the basis of Article 267.2.2(a) of the Act;

2) in the proceedings for the conferment of the degree of *doktor habilitowany*, the achievements referred to in Article 219.1.2(b) of the Act also include research articles published:

a) in research journals or peer-reviewed materials from international conferences, included in the list prepared as per the provisions of Article 267.2.2(b) of the Act, before the date of publication of this list, before 1 January 2019 - in research journals that were included in part A or C of the list of research journals established on the basis of regulations issued as per Article 44.2 of the Act repealed in Article 169 point 4 of the Introductory Act and announced by the Communication of the Minister of Science and Higher Education of 25 January 2017 or were included in part B of this list, with at least 10 points awarded to research articles published therein.

§ 30

1. For persons who had commenced doctoral programmes before the academic year 2019/2020 and request for the conferment of the degree of *doktor* on the principles set out in the Act, the procedure for conferring the degree of *doktor* is initiated by submitting a request to the competent research discipline council for the appointment of a supervisor or supervisors or an auxiliary supervisor and supervisor to the competent research discipline council, and the proceedings are conducted in the extramural mode specified in Chapter IV of the procedure, subject to sections 2 to 7 of this paragraph.
2. The request referred to in section 1 shall include the person(s) indicated for the supervisor(s) or the supervisor and the auxiliary supervisor. The supervisor may be the candidate's current academic supervisor. The request shall be supplemented with a statement by the person proposed for the supervisor or the auxiliary supervisor on the readiness to become the candidate's academic supervisor, as well as with the outline of the doctoral dissertation. It is required that the person who submits the request have in their work:
   1) one research article published in an academic journal or in peer-reviewed materials from international conferences, which in the year of publication of the article in its final form was included in the list as per Article 267.2.2(b) of the Act, or
   2) one research monograph released by a publishing house, which in the year of publication of the monograph in its final version was included in the list as per Article 267.2.2(a) of the Act, or a chapter of such monograph or
   3) a piece of artistic work of considerable importance.
3. After drawing up and having the doctoral dissertation approved by the supervisor, the candidate shall submit the request to appoint the examination committee and the doctoral committee. The candidate shall attach to the request the documentation referred to in §4.2.1-6 and §4.2.8-11 of the procedure.
4. In order to verify the learning outcomes of the person referred to in section 1, for qualifications at PQF level 8, the research discipline council shall establish an exam in the discipline corresponding to the subject of the doctoral dissertation and appoint the examination committee, including its chair.
5. The learning outcomes, as far as the command of a modern foreign language is concerned, referred to in section 1, shall be certified in accordance with the existing regulations. The

doctoral exam in a modern foreign language is conducted if the person applying for the conferment of the degree of *doktor* does not have a certificate confirming knowledge of a foreign language listed in Annex 1 to the Regulation of the Minister of Science and Higher Education of 19 January 2018 on the detailed procedure and conditions for conducting activities in the doctoral dissertation, in habilitation proceedings and in the proceedings for granting the title of professor (Journal of Laws item 261).

5a In order to be admitted to the defence, a candidate must pass the examinations referred to in paragraphs 4 and 5.

6. The provisions of § 6.4 and § 7 to § 11 shall apply to the procedure.

7. The persons referred to in section 1 who will have had their request, referred to in section 3, submitted by 31 December 2024, shall not be charged the fee for the conduct of the proceedings.

Attachment 1
to the Procedure of proceedings for the conferment of academic degrees
at Jagiellonian University

Request for initiating the proceeding for the conferment of the academic degree of doktor

…….
/surname and forename of the person requesting the conferment of the degree of *doktor*/

……
/address for correspondence/

…….
/ e-mail/

…….
/contact phone number/

Research Discipline Council of ... /Senate[1]
of Jagiellonian University.

I kindly request to initiate the proceeding for the conferment of the degree of *doktor* in the field of: ……..……..……., in the discipline:/in the field of science.....[1]

Title of the doctoral dissertation:
….....

Kraków, dated ……. ……

/signature by the person requesting the conferment of the degree of *doktor*/

[1] strike out inapplicable

Attachments:

1) a copy of the document confirming the fulfilment of the requirements specified in § 3.1 of *the Procedure of proceedings for the conferment of academic degrees at Jagiellonian University*, and in the case of a nostrified diploma, a copy of the certificate along with a copy of the diploma or a copy of this diploma certified as being in conformity with the original;
2) a copy of a certificate or diploma certifying command of a modern foreign language at the level of language proficiency at least B2, certified as being in conformity with the original;
3) a doctoral dissertation prepared by the candidate, which is a written work in a paper version (3 copies) or a doctoral dissertation which is not a written work and a description of this dissertation in Polish and English in a paper version (3 copies);
4) a positive opinion of the supervisor(s) on the doctoral dissertation (not applicable to the auxiliary supervisor);
5) a dissertation abstract, being a written work in English no longer than 10 pages, and for a doctoral dissertation prepared in a foreign language, also an abstract in Polish not longer than 10 pages;
6) a report accepted by the supervisor, confirming the verification of the written doctoral dissertation using the Uniform Anti-plagiarism system, along with the supervisor's assessment of whether the doctoral dissertation is an original thesis;
7) a certificate from the doctoral school on the completion of education at the doctoral school[2];
8) information on at least one publication of the candidate, meeting the requirements set out in § 3.1.3, along with the statement referred to in § 3.2.3, or likewise about other publications. The candidate attaches statements only to those publications which they indicate as meeting the criteria specified in § 3.1.3 of *the Procedure of proceedings for the conferment of academic degrees at Jagiellonian University*,
9) a statement that the submitted dissertation is not a subject of another procedure for conferring a doctoral degree or doctoral dissertation, according to the template constituting Attachment 2 to the procedure;
10) a statement that the submitted dissertation has not been the subject of any other procedure for conferring a doctoral degree or doctoral proceeding, according to the template constituting Attachment 3 to the procedure. If the candidate has previously applied for a doctoral degree on the basis of the submitted doctoral dissertation, a document containing information on the stage of the procedure or doctoral proceeding should be attached;
11) a statement on the use of text generation tools with the use of artificial intelligence in the preparation of a doctoral dissertation, according to the template constituting Attachment 4 to the procedure.

[2] inapplicable to the extramural mode

Attachment 2
to the Procedure of proceedings for the conferment of academic degrees
at Jagiellonian University

Statement

…….
/surname and forename of the person requesting the conferment of the degree of *doktor*/

……
/address for correspondence/

Pursuant to § 4.2.9 of *the Procedure of proceedings for the conferment of academic degrees at Jagiellonian University* (Annex to Resolution No. 51/V/2023 of the Senate of Jagiellonian University dated 31 May 2023), I hereby declare that the submitted doctoral dissertation entitled: ……..... is not the subject of any other procedure for conferring the degree of *doktor*, nor any other doctoral proceeding.

Kraków, dated ……. ……

/signature by the person requesting the conferment of the degree of *doktor*/

Attachment 3
to the Procedure of proceedings for the conferment of academic degrees
at Jagiellonian University

Statement

…….
/surname and forename of the person requesting the conferment of the degree of *doktor*/

……
/address for correspondence/

Pursuant to § 4.2.10 of *the Procedure of proceedings for the conferment of academic degrees at Jagiellonian University* (Annex to Resolution No. 51/V/2023 of the Senate of Jagiellonian University dated 31 May 2023), I hereby declare that the submitted doctoral dissertation entitled:…….. has not been the subject of any other procedure for conferring the degree of *doctor*, nor any other doctoral proceeding.

Kraków, dated ……. ……

/signature by the person requesting the conferment of the degree of *doktor*/

Attachment 4
to the Procedure of proceedings for the conferment of academic degrees
at Jagiellonian University

Statement

…….
/surname and forename of the person requesting the conferment of the degree of *doktor*/

……
/address for correspondence/

Pursuant to § 4.2.11 of *the Procedure of proceedings for the conferment of academic degrees at Jagiellonian University* (Annex to Resolution No. 51/V/2023 of the Senate of Jagiellonian University dated 31 May 2023), I hereby declare that the submitted doctoral dissertation entitled: ...…….

a) has not been edited using AI text generation tools,
b) has been edited using AI text generation tools to the following extent:

……
/description of the extent/

Kraków, dated ……. ……

/signature by the person requesting the conferment of the degree of *doktor*/

Attachment 5
to the Procedure of proceedings for the conferment of academic degrees
at Jagiellonian University

Request for the appointment of a supervisor (or supervisors) or a supervisor and an auxiliary supervisor prior to the initiation of the proceeding for the conferment of the degree of doktor - extramural mode

…….
/surname and forename of the person requesting the conferment of the degree of *doktor* in the extramural mode/

……
/address for correspondence/

……
/ e-mail/

…….
/contact phone number/

Research Discipline Council of ... /Senate[1]
of Jagiellonian University.

I kindly request that a supervisor/supervisors or a supervisor and an auxiliary supervisor[1] be appointed for my doctoral dissertation in the field of
……..…….……..…….. in the discipline: ...../
the field of science ..... [3]

The subject of the planned doctoral dissertation:
……..
……..

Proposed supervisor(s):.....
(academic degree/title, forename and surname of the supervisor(s))

Proposed auxiliary supervisor:.....
(academic degree/title, forename and surname of the auxiliary supervisor)

Kraków, dated ……. …….

/signature by the person requesting the conferment
of the degree of *doktor* in the extramural mode/

[3] strike out inapplicable

Attachments:

1) statements of persons proposed as the supervisor(s) or supervisor and auxiliary supervisor on familiarising themselves with the candidate's request and readiness to take care of the candidate, along with an opinion on the planned scope of research,
2) a justification for the appointment of the auxiliary supervisor with an indication of the division of duties among the supervisors, if the candidate requests the appointment of the auxiliary supervisor,
3) an outline of the planned doctoral dissertation,
4) a schedule of work related to the preparation of the dissertation.