

**Resolution No. 303/12/2023
of the Senate of the University of Rzeszów
of December 21, 2023
on the rules and procedure for admissions
to the Doctoral School at the University of Rzeszów
for the academic year 2024/2025**

Pursuant to Article 200(2) of the Act of 20 July 2018. Law on Higher Education and Science (i.e.: Journal of Laws of 2023, item 742, as amended) The Senate of the University of Rzeszów adopts the following rules and procedure for admissions to the Doctoral School at the University of Rzeszów for the academic year 2024/2025.

General provisions

§ 1

1. The terms used in this Resolution shall mean:
 - a. University – The University of Rzeszów in Rzeszów;
 - b. UR Doctoral School – Doctoral School at the University of Rzeszów;
 - c. UR Rector – the Rector of the University of Rzeszów;
 - d. Director of the UR Doctoral School – the Director of the Doctoral School at the University of Rzeszów;
 - e. UR Senate – The Senate of the University of Rzeszów;
 - f. Candidate – a person applying for admission to the Doctoral School at the University of Rzeszów;
 - g. Act – Act of July 20, 2018 - Law on Higher Education and Science.
2. The resolution defines the rules and procedure of recruitment to the Doctoral School run by the University of Rzeszów for the academic year 2024/2025 in the following scientific disciplines: archaeology, biotechnology, economics and finance, philosophy, history, information and communication technology, materials engineering, linguistics, literary studies, mathematics, biological sciences, physical sciences, medical sciences, physical culture sciences, political and administrative sciences, health sciences, sociology, law, agriculture and horticulture, food and nutrition technology and artistic disciplines: music, fine arts and art conservation.

§ 2

1. Recruitment to the UR Doctoral School in scientific and artistic disciplines takes place through a competition.
2. The results of the competition are public.
3. The schedule of the recruitment procedure is determined by the Director of the UR Doctoral School after consultation with the Council of the Doctoral School of the University of Rzeszów. The deadlines specified in the schedule referred to in the preceding sentence are announced on the UR Doctoral School website no later than 5 months before the beginning of recruitment.

4. Admission to the UR Doctoral School takes place by way of entry on the list of doctoral students.
5. Refusal of admission to the UR Doctoral School takes place by way of an administrative decision. The decision may be appealed against.
6. A person admitted to the Doctoral School begins education and acquires the rights of a doctoral student upon taking the following oath: "I solemnly swear that I shall persistently strive to acquire the knowledge and skills and to develop my personality; to abide by the university rules and traditions; and with all my conduct, to uphold the dignity and honor of the Doctoral Student of the University of Rzeszów".

Admission limits

§ 3

1. Candidates are admitted to the UR Doctoral School within admission limits set by an ordinance of the UR Rector.
2. The ordinance of the UR Rector referred to in paragraph 1 above shall be issued no later than one month before the date of commencement of the recruitment procedure specified in the schedule of the recruitment procedure.
3. Candidates may be admitted to the UR Doctoral School beyond the limits referred to in § 3 section 1, if there exists a possibility of financing the doctoral scholarship from external funds as part of scientific projects.
4. Recruitment to the UR Doctoral School referred to in § 3 section 3 takes place in accordance with the rules applicable in this Resolution, with the proviso that:
 - a. the candidate is also obliged to join the recruitment process as part of a research project, if required by the legal regulations of a given scientific project;
 - b. recruitment procedures for scientific projects financed from external sources are carried out according to individual schedules, before or during the admissions procedure for the UR Doctoral School;
 - c. the competition for financing a doctoral scholarship as part of a scientific project is conducted by the UR Doctoral School at the request and in consultation with the head of the research project in accordance with the guidelines provided on the UR Doctoral School website;
 - d. the decision on financing the doctoral scholarship from the funds of the research project shall be submitted to the Director of the UR Doctoral School no later than the end of the admissions procedure for the UR Doctoral School, specified in the recruitment schedule for the UR Doctoral School;
 - e. candidates for the UR Doctoral School who apply for recruitment under scientific projects are admitted to the UR Doctoral School within the admission limits specified in the scientific project;
 - f. recruitment to the UR Doctoral School as part of the "UR an international PhD student" Project in accordance with the assumptions of the STER NAWA Program - the internationalization of doctoral schools takes place on the principles applicable in this Resolution and on the principles applicable in:
 - l. Regulations of the scholarship program for the best foreign doctoral students studying at the Doctoral School at the University of Rzeszów as part of the "UR an international PhD student" Project (decision of the Director of NAWA No.

BPI/STE/2023/1/00001/DEC/01 of October 19, 2023 .) in accordance with the assumptions of the STER NAWA Program - internationalization of doctoral schools,

- II. Regulations of the scholarship program for the best doctoral students studying at the Doctoral School at the University of Rzeszów, implementing doctoral projects in international cooperation as part of the international doctoral program under the Project "UR an international PhD student" (decision of the Director of NAWA no. BPI/STE/2023/1/00001 /DEC/01 of October 19, 2023) in accordance with the assumptions of the STER NAWA Program - internationalization of doctoral schools.

The Admissions Committee

§ 4

1. Recruitment in a given scientific discipline and artistic discipline is conducted by Admissions Committees appointed by the Director of the Doctoral School UR at the request of the director of the institute representing the scientific or artistic discipline in which the University of Rzeszów has the right to confer doctoral degrees.
2. The motion of the director of the competent disciplinary institute for the appointment of the Admissions Committee shall be accompanied by an opinion of the scientific council of the discipline regarding the composition of the Admissions Committee.
3. Administrative services for Admissions Committees are provided by the Secretary's Office of the UR Doctoral School.
4. One Admission Committee is appointed for one discipline.
5. The Admissions Committee consists of at least five academic teachers holding at least the degree of habilitated doctor, representing a given scientific or artistic discipline in which the University of Rzeszów has the right to confer doctoral degrees, including: chairman, deputy chairman, secretary and members of the Commission. The Commission shall consist of an odd number of members.
6. There must be no conflict of interest between members of the admissions committee and the candidate. The members of the committee and the candidate may not:
 - a. run a joint household;
 - b. be in a relationship of kinship, affinity up to the second degree, or in a relationship of adoption, care or guardianship;
 - c. hold a co-authorship of scientific or artistic achievements.If a conflict of interest is suspected, a member of the committee shall be excluded from the meeting. If the chairman is excluded, his deputy takes over the chair.
7. The schedule of the recruitment procedure takes into account the possibility of setting a minimum of two and a maximum of 5 days provided for an interview.
8. If the candidate misses the deadline specified in the recruitment schedule, the Director of the UR Doctoral School may, at the candidate's request, restore the deadline if the candidate proves that the failure occurred without his fault. A request for restoration of the deadline must be submitted within seven days from the date on which the cause of default, i.e. non-compliance with the deadline, ceased to exist. At the same time as submitting the application, the action for which the deadline was set must be completed.

9. The meeting of the Admissions Committee may be conducted stationary in the form of direct contact or remotely using electronic communication tools. The chairman of the relevant committee is responsible for the organization of meetings of the Admissions Committee.
10. Minutes of the meeting of the Admissions Committee are drawn up, which are signed by all members of the Committee present at the meeting. In the case of a remote meeting, the Chairman of the Admissions Committee is responsible for the completeness of signatures on the minutes. The Minutes of the Admissions Committee are submitted to the Secretary's Office of the UR Doctoral School within three working days from the date of the end of the meeting of the Admissions Committee.
11. During the meeting, the Admissions Committee makes decisions by voting by a simple majority of votes, in the presence of at least half of the members of the Committee. In the event of a tie, the Chairman of the Admissions Committee shall have the casting vote.
12. The tasks of the Admissions Committee include in particular:
 - a. conducting the recruitment procedure, including documentation of the recruitment procedure;
 - b. verification of candidates' competences to undertake education at the UR Doctoral School;
 - c. verification of documents submitted electronically in the university recruitment system by candidates for the UR Doctoral School in terms of their compliance with the requirements set out in this Resolution and making decisions on admitting or not admitting the candidate to an interview;
 - d. notifying candidates to the UR Doctoral School about admission to an interview and about its date and place via the e-mail address indicated in the application for admission to the UR Doctoral School;
 - e. conducting the recruitment procedure, including the interview;
 - f. preparation of ranking lists and protocols of the admissions procedure;
 - g. announcing the results of the admissions procedure.
13. After completion of the admissions procedure, the documentation from the admissions procedure is immediately delivered to the Secretary's Office of the UR Doctoral School.
14. At the end of the admissions procedure, the documentation submitted by unsuccessful candidates is permanently deleted from the electronic recruitment system.

Rules of the Admissions Procedure

§ 5

1. The admissions procedure for the UR Doctoral School consists of the following stages:
 - a. electronic registration of candidates via the university recruitment system, including entering the necessary data by the candidate and attaching documents required in the admissions procedure in the form of scans of these documents;
 - b. the admissions procedure, including verification of documents submitted by candidates electronically in the university recruitment system, verification of knowledge of a modern foreign language and an interview;
 - c. submission of necessary documents by persons qualified for admission to the UR Doctoral School;
 - d. entry on the list of doctoral students or issuing an administrative decision refusing admission to the UR Doctoral School.

2. The University of Rzeszów is not responsible for:
 - a. the consequences of the candidate's failure to familiarize himself/herself with the information contained in his/her personal registration account;
 - b. the consequences of the candidate's failure to familiarize himself/herself with the information sent to the candidate via the e-mail address provided by the candidate;
 - c. the consequences of the candidate's failure to familiarize himself/herself with the information published on the UR Doctoral School website regarding the admission process;
 - d. incorrect entry by the candidate into the university recruitment system, unless the fault lies with the University of Rzeszów;
 - e. inability to register or make changes caused by network failures independent of the University of Rzeszów;
 - f. the content of the information provided by the candidate. In the case of attaching scans of documents constituting the basis for qualification in the university recruitment system, the candidate takes full responsibility for the accuracy and completeness of the data provided during registration.
3. Admission to the UR Doctoral School may be applied for by a person who holds a master's degree, master's degree in engineering or equivalent.
4. In exceptional cases, justified by the highest quality of scientific achievements, admission to the UR Doctoral School may be applied for by a person who does not meet the requirements set out in Article 186(1)(1) of the Act, who is a graduate of first-cycle studies or a student who has completed the third year of long-cycle studies and persons holding a diploma referred to in Article 326(2)(2) or persons, referred to in Article 327(2) of the Act.
5. One can be a doctoral student at a time in only one doctoral school.
6. At the UR Doctoral School, the same admission conditions apply to Polish citizens and foreigners. Foreigners are obliged to undergo the recruitment process on the terms set out in this Resolution.
7. Foreigners may receive education at the UR Doctoral School on the basis of:
 - a. international agreements, in accordance with the terms laid down in those agreements;
 - b. agreements concluded with foreign entities by universities, on the terms set out in these agreements;
 - c. a Minister's decision;
 - d. decisions of the Director of NAWA (the Polish National Agency for Academic Exchange) in relation to its scholarship holders;
 - e. a decision of the NCN (The National Science Center) Director to award funding for basic research in the form of a research project, fellowship or scholarship, qualified for funding through a competition;
 - f. an administrative decision of the Rector.
8. A person applying for admission to the UR Doctoral School is obliged to complete registration in the university recruitment system, including attaching in an electronic version all required documents and additional documents and materials confirming the candidate's scientific or artistic achievements (if the candidate has such additional achievements) within the recruitment deadline announced on the UR Doctoral School website. Incomplete registration, including failure to attach the required documents in

the university recruitment system within the deadline specified in the schedule of the admissions procedure, results in refusal of admission to the UR Doctoral School. Documents submitted after the deadlines specified in the recruitment procedure schedule will not be taken into account.

9. A person applying for admission to the UR Doctoral School is obliged to submit scans of the following documents in an electronic version:
 - a. an original or a copy of the second-cycle or long-cycle Master's degree diploma confirming the professional title of Master, Master's degree in Engineering or equivalent; in the case of graduates who do not yet hold a diploma – a certificate of completion of second-cycle or long-cycle studies and obtaining the professional title of Master, Master's degree in Engineering or equivalent (in the case of admission to the UR Doctoral School, a diploma or a copy of the diploma of graduation should be submitted immediately after its receipt);
 - b. a Diploma Supplement or a Course of Study Card, in the case of persons who do not hold a Diploma Supplement;
 - c. a document confirming knowledge of a modern foreign language at least B2 level in accordance with the list of certificates constituting Annex 2 to this Resolution;
 - d. a CV;
 - e. a list of scientific or artistic achievements of the candidate, and in the case of candidates who have publications – a certificate issued by the Library of the University of Rzeszów or another university library regarding the candidate's publications with a full bibliographic record;
 - f. documents listed in § 7 section 2 of this Resolution concerning the discipline in which the candidate plans to carry out a doctoral dissertation;
 - g. documents confirming the candidate's scientific or artistic achievements for the current year and/or for the period of the last 4 calendar years preceding the recruitment procedure, which are listed in § 7 section 3 point 1) of this Resolution and relate to the discipline under which the candidate enters the admissions procedure.
10. A person applying for admission to the UR Doctoral School may submit in an electronic version scans of additional documents and materials confirming the candidate's scientific or artistic achievements for the current year and/or for the period of the last 4 calendar years preceding the admissions procedure, which are listed in § 7 section 3 points 2)-7) of this Resolution and relate to the discipline under which the candidate enters the admissions procedure.
11. Documents submitted after the deadlines specified in the schedule of the recruitment procedure shall not be taken into account. A detailed list of the candidate's scientific and artistic achievements that are taken into account and the method of scoring and documenting them constitutes Annex 1 to this Resolution.
12. A candidate entering the admissions procedure within the artistic discipline: fine arts and art conservation of art is obliged to submit a portfolio of works, extended by a description of artistic, design and research interests and plans in the context of the anticipated doctoral dissertation.
13. A candidate holding a diploma of completion of studies abroad is obliged to submit a legalized diploma or a diploma with an apostille clause or a certificate of recognition, by way of a nostrification procedure, of the equivalence of the diploma with the relevant

Polish diploma of graduation and professional title – if it is required by the provisions of generally applicable law in Poland.

14. In the case of documents obtained abroad, the university may require the candidate to certify that the diploma entitles the candidate to study at the doctoral school in the country where it was issued (if such information is not included in the document entitling to take up education). The university may also request information from the candidate on the scale of evaluation of the documents referred to above.
15. Documents drawn up in a foreign language other than English are submitted by the candidate along with their translation into Polish, made by a sworn translator.
16. A candidate who does not meet the requirements set out in Article 186(1)(1) of the Act, who is a graduate of first-cycle studies or a student who has completed the third year of long-cycle studies referred to in paragraph 4 above, is obliged to submit, instead of the documents referred to in paragraph 9 point a, respectively: the original or a copy of the diploma of completion of first-cycle studies (together with a certificate with the average grade from the course of studies) or a certificate issued by the dean's office of completion of first-cycle studies (together with the average grade from the course of studies) or a certificate of completion of the third year of long-cycle studies (along with the average grade from the course of studies) and:
 - a. a description of the candidate's previous scientific or artistic achievements,
 - b. opinion of the head of the university unit on the candidate's current scientific or artistic achievements,
 - c. a list and copies of articles published or accepted for publication related to the candidate's research.
17. Candidates who have been qualified for admission to the UR Doctoral School are obliged to provide in paper form:
 - a. applications for admission to the Doctoral School at the University of Rzeszów;
 - b. documents listed in §5 section 9 of this Resolution;
 - c. other documents that the candidate attached in the form of scans in the university recruitment system;
 - d. 1 current and signed photograph of the candidate, in accordance with the requirements used for issuing identity cards or passports – within the deadline specified in the recruitment schedule.
18. The documents referred to in section 17 above should be submitted in person to the Secretary's Office of the UR Doctoral School or sent to the address of the Secretary's Office of the UR Doctoral School (by registered mail; the date of posting counts). When submitting the documents in person, an identity document is required. The documents may be submitted on behalf of the candidate by a person with the appropriate power of attorney.
19. A candidate with a certified disability, which prevents him/her from participating in the recruitment procedure, may benefit from support offered by the Office for Persons with Disabilities (e.g. transport between UR buildings, sign language interpreter, personal assistant, etc.).

The Qualification Procedure

1. The qualification procedure is conducted by Admissions Committees in a scientific discipline or artistic discipline in Polish or English.
2. The qualification procedure includes the following stages of assessment:
 - a. formal assessment of the completeness and compliance of the submitted documents in relation to the requirements set out in § 5 clauses 9-16 of this Resolution;
 - b. confirmation of knowledge of a modern foreign language at least B2 level, in accordance with the list of certificates constituting Annex 2 to this Resolution;
 - c. an interview.
3. The condition for admission to the interview is to meet the requirements set out in § 6 section 2 points a and b of this Resolution.
4. The rules of the admissions procedure are published on the UR Doctoral School website.
5. The Admissions Committee in a scientific discipline or artistic discipline creates ranking lists on the basis of the recruitment procedure.
- 5a. Ranking lists in a scientific or artistic discipline are created separately for candidates admitted within the admission limits specified by the order of the UR Rector and separately for candidates admitted within the admission limits specified in individual scientific projects.
6. The candidate's place on the ranking list is determined by the number of points obtained in the admissions procedure.
7. If the same number of points is obtained, the ranking list is determined by the interview score. In the case of the same number of interview points, the decision on the place on the ranking list is made by the Admissions Committee in a secret ballot.
8. The Admissions Committee notifies the candidate about the result of the recruitment procedure via e-mail to the address indicated by the candidate in the university recruitment system.
9. The results of the recruitment procedure shall be public. The results are published on the UR Doctoral School website in the form of ranking lists of persons participating in the admissions procedure – qualified and not qualified for admission – with identification numbers of candidates.
10. The UR Doctoral School admits candidates who, in the course of the admissions procedure, obtained the highest number of points and met all formal requirements and provided in paper form the documents referred to in §5 section 17 of this Resolution within the deadline specified in the recruitment schedule, until the admission limit is exhausted. Failure to provide the documents within the prescribed period or delivery of the incomplete documents referred to in the preceding sentence shall result in refusal of admission to the UR Doctoral School.
11. In the event of failure to provide the documents or resignation from taking up education at the UR Doctoral School before the beginning of the education cycle by candidates qualified for admission, candidates from the next places on the ranking list, who due to lack of places have not been qualified for admission to the UR Doctoral School, are admitted to the places vacated by them.
12. Subject to § 7, candidates must meet the following conditions and shall be evaluated according to the following criteria:
 - a. a master's degree, a master's degree in engineering or an equivalent grade of at least 'good' (4.0);
 - b. an interview with the candidate regarding knowledge in the field of a selected scientific discipline or artistic discipline, according to the score: 0 – 40 points. The

interview is conducted in Polish or English in accordance with the candidate's preferences reported in the university recruitment system. If one chooses Polish, the interview may include a part conducted in English. In the case of candidates intending to pursue a doctoral thesis in the field of humanities or social sciences, it is possible to replace English with German or Russian during the interview. A minimum of 20 points is considered a positive result of the interview.

- c. The Admissions Committee also takes into account the documented scientific and artistic achievements of the candidate for the current year and/or for the period of the last 4 calendar years preceding the recruitment procedure regarding the discipline under which the candidate enters the admissions procedure. A detailed list of the candidate's scientific and artistic achievements that are taken into account and the method of scoring and documenting them constitutes Annex 1 to this Resolution.
13. The final grade is a point value calculated according to the formula:
number of candidate's points = $X \cdot 1 + Y \cdot 0.10$
Where:
X – number of interview points
Y – number of points according to the list of scientific and artistic achievements of the candidate.
14. In the case of candidates who do not meet the requirements set out in Article 186(1)(1) of the Act, who are graduates of first-cycle studies, the grade from the diploma referred to in § 6(12)(a) is the grade from the diploma of completion of first-cycle studies.
15. In the case of candidates who do not meet the requirements set out in Article 186(1)(1) of the Act, who are students who have completed the third year of long-cycle studies, the grade from the diploma referred to in § 6 section 12 point a) shall be calculated on the basis of the average grade from the course of study to date and it is considered that a candidate with an average grade from the course of studies to date of at least 4.00 meets the condition, referred to in § 6 section 12 point a) of this Resolution.
16. For the purposes of recruitment to the UR Doctoral School, the results obtained in the course of studies or diplomas obtained outside the Polish are converted into a scale appropriate to the Polish assessment system. The method of converting grades of diplomas awarded outside the Polish or in the course of studies carried out abroad Polish is calculated in accordance with the information provided on the NAWA website in the section "Descriptions of foreign education systems". The recalculation of grades is carried out by the appropriate Admissions Committee. If the method of converting grades from the country in which the candidate obtained the diploma is not described on the NAWA website, the decision on the method of converting grades on a Polish scale belongs to the competent Admissions Committee.

Detailed recruitment conditions for all disciplines

§ 7

1. Education at the UR Doctoral School is addressed to persons who hold the professional title of Master, master's degree in engineering or equivalent, and in exceptional cases, justified by the highest quality of scientific achievements, to persons who do not meet the requirements set out in Article 186 paragraph 1 point 1 of the Act, who are graduates of first-cycle studies or students who have completed the third year of long-cycle studies,

persons holding a diploma referred to in Article 326 paragraph 2 point 2 or persons referred to in Article 327(2) of the Act and persons:

- a. demonstrating scientific activity documented by scientific or artistic achievements;
 - b. demonstrating popular science activity regarding the discipline in which the candidate intends to pursue a doctoral dissertation;
 - c. demonstrating knowledge of the discipline in which the candidate intends to pursue a doctoral dissertation;
 - d. have knowledge of at least one modern foreign language at B2 level or higher.
2. The candidate must submit the following documents:
- a. information on the indication of the discipline in which the candidate plans to pursue the subject of the doctoral dissertation;
 - b. information on the selection of the subject of the doctoral dissertation, which the candidate plans to pursue during education at the UR Doctoral School – a topic selected from the current list of proposals for priority scientific or artistic topics, available on the UR Doctoral School website, approved by the Scientific Council of the Disciplinary Institute of the University of Rzeszów or any topic submitted by the candidate that does not fit into the priority topics available on the UR Doctoral School website;
 - c. an opinion of a researcher with the degree of habilitated doctor or the title of professor regarding the proposed subject of the doctoral dissertation;
 - d. description of the main assumptions of the research hypothesis;
 - e. initial assumptions of planned scientific research or artistic activities;
 - f. opinion of a researcher with the degree of doctor or habilitated doctor degree or the title of professor on the candidate's previous scientific or artistic work. The author of the opinion may not be a person who runs a joint household with the candidate or remains with the candidate in a relationship of kinship, affinity up to the second degree or in a relationship of adoption, care or guardianship;
 - g. the candidate's proposal indicating the potential supervisor of the doctoral dissertation along with the justification of the indicated proposal in relation to the initial assumptions of the planned scientific research or artistic activities that the candidate intends to implement during education at the UR Doctoral School;
 - h. acceptance of the potential supervisor of the doctoral dissertation on undertaking scientific supervision over the candidate during education at the UR Doctoral School;
 - i. documents confirming the possession of at least one scientific or artistic achievement listed in § 7 section 3 point 1) of this Resolution.
3. The candidate may additionally submit documents confirming:
- 1) Information on scientific achievements, which include:
 - a. published scientific articles in journals from the list of scored journals of the Ministry of Education and Science;
 - b. papers published in the proceedings of international scientific conferences;
 - c. papers published in the proceedings of national scientific conferences;
 - d. published peer-reviewed monographs;
 - e. published chapters in peer-reviewed collective monographs;
 - f. speeches at scientific conferences;
 - g. a tabular list of artistic achievements: individual and collective exhibitions, publication of an artistic and design work, awards and distinctions;

- h. a tabular list of concerts or recordings recorded on an electronic medium, extended with a description of artistic, design and research interests and plans in the context of the anticipated doctoral dissertation.
 - 2) Information on the teaching experience, including:
 - a. experience in teaching classes;
 - b. experience in spreading scientific and artistic awareness, culture and art in society;
 - c. organization of scientific conferences, plein-air, meetings – artistic debates, competitions regarding art;
 - d. preparation of manuals and scripts.
 - 3) Information on popular science activities:
 - a. popular science, technical and other publications;
 - b. experience in spreading scientific awareness in society;
 - c. organizing scientific conferences;
 - d. scientific activity in scientific circles;
 - e. scientific activity in scientific societies.
 - 4) Information on participation in mobility programs (inter-university, cross-sectoral and international).
 - 5) Information on activities regarding directing or co-conducting of scientific research.
 - 6) Information on activities regarding application research and cooperation with the economy:
 - a. patents;
 - b. patent applications.
 - 7) Information about the received awards granted to the candidate for scientific or artistic activity.
4. The Admissions Committee has the right not to take into account the achievement referred to in § 7 section 3 submitted for evaluation in the absence of a connection between the reported achievement and the discipline in which the candidate plans to pursue a future doctoral dissertation.
5. The interview with the candidate concerns general knowledge in a given discipline and the scope of research concepts. The scope of the interview includes, in particular:
 - a. general knowledge of the discipline;
 - b. knowledge of the subject matter of the research plan;
 - c. ability to define concepts for future research;
 - d. characteristics of scientific or artistic interests.

Entry on the list of doctoral students, refusal of admission to the UR Doctoral School

§ 8

1. Admission to the UR Doctoral School takes place by:
 - a. entry on the list of doctoral students – in the case of a candidate who is a Polish citizen;
 - b. an administrative decision – in the case of a foreigner.
2. Entry on the list of doctoral students is made by the Director of the UR Doctoral School.
3. The administrative decision on the admission of a foreigner to the UR Doctoral School is issued by the UR Rector.

4. Admission to the UR Doctoral School takes place if the candidate meets the following conditions jointly:
 - a. meeting the requirements set out in § 5-6 and the detailed recruitment conditions referred to in § 7 of this resolution;
 - b. completing registration in the university recruitment system;
 - c. achieving the position on the ranking list of which enables admission to the UR Doctoral School within the admission limits;
 - d. submitting of documents required in the admissions procedure.
5. A decision to refuse admission to the UR Doctoral School is issued if at least one of the following grounds occurs:
 - a. failure to meet the requirements set out in § 5-6 and the detailed recruitment conditions referred to in § 7 of this resolution;
 - b. failure to achieve a position on the ranking list enabling admission to the UR Doctoral School within the admission limits;
 - c. failure to submit the documents required in the admissions procedure;
 - d. failure to meet the requirements specified in § 3 section 4 of this Resolution.
6. The administrative decision on refusal of admission to the UR Doctoral School is issued by the UR Rector.
7. The administrative decision of the UR Rector may be requested to reconsider the case.

Final provisions

§ 9

1. Matters not covered by this resolution, shall be governed by the provisions of the Law on Higher Education and Science, the Statute of the University of Rzeszów and other applicable legal acts.
2. Supervision over the implementation of this resolution is entrusted by the UR Senate to the Director of the UR Doctoral School.
3. The resolution shall enter into force on the date of its adoption by the UR Senate.

President of the Senate
of the University of Rzeszów

prof. dr hab. Sylwester Czopek
Rector

*Annex No. 1 to Resolution No. 303/12/2023 of the UR Senate
of December 21, 2023*

List of the candidate's scientific and artistic achievements and the method of scoring and documenting them

No.	Scientific and artistic achievements	Number of points	Method of confirmation
1.	Reviewed monographs, published	In accordance with the current MEiN (Ministry of Education and Science) score	Photocopy of pages containing: <ul style="list-style-type: none"> – the author's name, – the title of the monograph, – ISBN number (International Standard Book Number) – year of publication, – number of pages
2.	Scientific articles, published	In accordance with the current MEiN (Ministry of Education and Science) score	Photocopy of an article or chapter and photocopies of pages containing: <ul style="list-style-type: none"> – the author's name, – the title of the article or chapter, – the name of the scientific journal, – ISBN number (International Standard Book Number) – year of publication, – number of pages
3.	Works published as chapters in peer-reviewed monographs	In accordance with the current MEiN (Ministry of Education and Science) score	Photocopy of an article or chapter and photocopies of pages containing: <ul style="list-style-type: none"> – the author's name, – the title of the article or chapter, – the title of the monograph, – ISBN number (International Standard Book Number) – year of publication, – number of pages
4.	Active participation in scientific conferences (presenting a paper / speech)	- National scientific conference: 1 point for one event; - international scientific conference: 2 points for one event.	Conference organizer's certificate containing: <ul style="list-style-type: none"> – name and type of conference, – date and place of the conference, – type of speech, – the author's name,

		The maximum number of points for active participation in scientific conferences is 6 points.	– the title of the presented lecture, announcement or poster
5.	Scholarships awarded by the university from which the candidate graduated	1 point for one achievement	Decision on awarding a scholarship
6.	Study grants awarded by national institutions other than the university from which the candidate graduated	10 points per achievement	Decision on awarding a scholarship
7.	Study scholarships awarded by international bodies or organizations	50 points per achievement	Decision on awarding a scholarship
8.	National scientific internships	1 point for one event	Decision to grant an internship
9.	Foreign scientific internships	2 points per event	Decision to grant an internship
10.	Work in research teams	1 point for one achievement	Confirmation by the head of the scientific team
11.	Patents granted	10 points for one achievement	Patent number (extract from the register or patent application number)
12.	Patent application	2 points per achievement	Photocopy of the application (extract from the register or patent application number)
13.	Popular science publications, technical publications, other	1 point per achievement	Photocopy of the article
14.	Experience in spreading scientific awareness in society	1 point for one event	Certificates confirming activity concerning popular science activity
15.	Assistance in organizing scientific conferences	1 point for one event	Conference organizer's certificates
16.	Scientific activity in scientific clubs	1 point for membership in one scientific club; The	Confirmation by the scientific club supervisor

		maximum number of points for membership in scientific clubs is 3 points.	
17.	Scientific activity in scientific societies	1 point for one event	Confirmation by the head of the scientific society
18.	Experience in teaching classes	1 point for one event	Certificates confirming activity issued by the institution (dean's office or secretary's office)
19.	Experience in spreading scientific and artistic awareness, culture and art in society	1 point for one event	Certificates issued by the event organizer
20.	Organizing scientific conferences, plein-airs, meetings - artistic debates, competitions in the field of art	1 point for one event	Certificates issued by the event organizer
21.	Preparation of textbooks and teaching scripts	10 points per achievement	Photocopy with the title and a list of authors
22.	Prizes received: - international - nationwide	- international range: 2 points for one achievement, - nationwide range: 1 point for one achievement	Decision on the award of the prize
23.	Participation in the implementation of scientific projects as a contractor, received through national and international competitions	5 points for one participation in a national project 10 points for one participation in an international project	Certificate confirming participation in the project
24.	Participation in the implementation of scientific projects as a manager, received through national and international calls	10 points for one participation in a national project 20 points for one participation in an international project	Decision to award a project
25.	Creative scholarships	1 point for one achievement	Decision on awarding a scholarship

26.	Second/subsequent field of study at the second-cycle or long-cycle level	1 point for one achievement	Master's degree (university diploma)
27.	Participation in exhibitions, competitions, artistic and scientific projects, artistic movements: - international, - nationwide	- international range: point range min. 0 max. 2 points for one event, - nationwide range: min. 0 max. 1 point for one event	A certificate of participation issued by the event organizer or other document stating the date of the event
28.	Participation in concerts, recitals, theatrical performances, artistic and dance performances	- international range: point range min. 0 max. 2 points for one event, - nationwide range: min. 0 max. 1 point for one event	A certificate of participation issued by of the event organizer or other document stating the date of the event

President of the Senate
University of Rzeszów

prof. dr hab. Sylwester Czopek
Rector

*Annex No. 2 to Resolution No. 303/12/2023 of the UR Senate
of December 21, 2023*

List of certificates confirming knowledge of a modern foreign language

1. A certificate confirming knowledge of a foreign language issued by the National School of Public Administration as a result of linguistic verification proceedings.
2. Certificates confirming knowledge of foreign languages at least at B2 level on a global scale of language proficiency according to the "Common European Framework of Reference for Languages: learning, teaching, assessment (CEFR)":
 - 1) certificates issued by institutions associated in the Association of Language Testers in Europe (ALTE) – ALTE Level 3 (B2), ALTE Level 4 (C1), ALTE Level 5 (C2), in particular:
 - a) First Certificate in English (FCE), Certificate in Advanced English (CAE), Certificate of Proficiency in English (CPE), Business English Certificate (BEC) Vantage – at least Pass, Business English Certificate (BEC) Higher, Certificate in English for International Business and Trade (CEIBT),
 - b) Diplôme d'Étude en Langue Française (DELFF) (B2), Diplôme Approfondi de Langue Française (DALF) (C1), Diplôme Approfondi de Langue Française (DALF) (C2); Test de Connaissance du Français (TCF), poziomy 4 (B2), 5 (C1), 6 (C2); Diplôme de Langue Française (DL) (B2), Diplôme Supérieur Langue et Culture Françaises (DSLFCF), Diplôme Supérieur d'Études Françaises Modernes (DS) (C1), Diplôme de Hautes Études Françaises (DHEF) (C2),
 - c) Test Deutsch als Fremdsprache (TestDaF); Zertifikat Deutsch für den Beruf (ZDfB) (B2), Goethe-Zertifikat B2, Goethe-Zertifikat C1, Zentrale Mittelstufenprüfung (ZMP) (C1), Goethe-Zertifikat C1 (Zentrale Mittelstufenprüfung) (ZMP), Zentrale Oberstufenprüfung (ZOP) (C2), Goethe-Zertifikat C2 (Zentrale Oberstufenprüfung) (ZOP), Kleines Deutsches Sprachdiplom (KDS) (C2), Grosses Deutsches Sprachdiplom (GDS) (C2), Goethe-Zertifikat C2: Grosses Deutsches Sprachdiplom (GDS),
 - d) Certificato di Conoscenza della Lingua Italiana CELI 3 (B2), Certificato di Conoscenza della Lingua Italiana CELI 4 (C1), Certificato di Conoscenza della Lingua Italiana CELI 5 (C2); Certificato Italiano Commerciale CIC A (C1),
 - e) Los Diplomas de Español como Lengua Extranjera (DELE): El Diploma de Español Nivel B2 (Intermedio), El Diploma de Español Nivel C1, El Diploma de Español Nivel C2 (Superior),
 - f) Diploma Intermédio de Português Língua Estrangeira (DIPLE) (B2), Diploma Avançado de Português Língua Estrangeira (DAPLE) (C1), Diploma Universitário de Português Língua Estrangeira (DUPLE) (C2),
 - g) Nederlands als Vreemde Taal/Dutch as a Foreign Language (CNaVT) – Profiel Professionele Taalvaardigheid (PPT) (B2)/Profile Professional Language Proficiency (PPT) (B2), Profiel Taalvaardigheid Hoger Onderwijs (PTHO) (B2)/Profile Language Proficiency Higher Education (PTHO) (B2), Profiel Academische Taalvaardigheid (PAT) (C1)/Profile Academic Language Proficiency (PAT) (C1); Nederlands als Tweede Taal II (NT2-II) (B2)/Dutch as a Second Language II (NT2-II) (B2),
 - h) Prøve i Dansk 3 (B2), Studieprøven (C1),

- i) Certificate of Slovene on the Intermediate Level (B2), Certificate of Slovene on the Advanced Level (C1);
- 2) Certificates from the following institutions:
 - a) Educational Testing Service (ETS) – particularly the certificates: Test of English as a Foreign Language (TOEFL) – at least 87 pts. - Internet-Based Test (iBT); Test of English as a Foreign Language (TOEFL) – at least 180 pts. format: Computer-Based Test (CBT) complemented with at least 50 pts. from Test of Spoken English (TSE); Test of English as a Foreign Language (TOEFL) – at least 510 pts. format: Paper-Based Test (PBT) complemented with at least 3,5 from Test of Written English (TWE) and at least 50 pts. from Test of Spoken English (TSE); Test of English for International Communication (TOEIC) – at least 700 pts.; Test de Français International (TFI) – at least 605 pts.,
 - b) European Consortium for the Certificate of Attainment in Modern Languages (ECL),
 - c) City & Guilds, City & Guilds Pitman Qualifications, Pitman Qualifications Institute – particularly the certificates: English for Speakers of Other Languages (ESOL) – First Class Pass at Intermediate Level, Higher Intermediate Level, Advanced Level; International English for Speakers of Other Languages (IESOL) – level „Communicator“, level „Expert“, level „Mastery“; City & Guilds Level 1 Certificate in ESOL International (reading, writing and listening) Communicator (B2) 500/1765/2; City & Guilds Level 2 Certificate in ESOL International (reading, writing and listening) Expert (C1) 500/1766/4; City & Guilds Level 3 Certificate in ESOL International (reading, writing and listening) Mastery (C2) 500/1767/6; Spoken English Test (SET) for Business – Stage B level „Communicator“, Stage C level „Expert“, Stage C level „Mastery“; English for Business Communications (EBC) – Level 2, Level 3; English for Office Skills (EOS) - Level 2,
 - d) Edexcel, Pearson Language Tests, Pearson Language Assessments – particularly the certificates: London Tests of English, Level 3 (Edexcel Level 1 Certificate in ESOL International); London Tests of English, Level 4 (Edexcel Level 2 Certificate in ESOL International); London Tests of English, Level 5 (Edexcel Level 3 Certificate in ESOL International),
 - e) Education Development International (EDI), London Chamber of Commerce and Industry Examinations Board – particularly the certificates: London Chamber of Commerce and Industry Examinations (LCCI) – English for Business Level 2, English for Business Level 3, English for Business Level 4; London Chamber of Commerce and Industry Examinations (LCCI) – Foundation Certificate for Teachers of Business English (FTBE); London Chamber of Commerce and Industry Examinations (LCCI) - English for Tourism Level 2 – level „Pass with Credit“, level „Pass with Distinction“,
 - f) University of Cambridge ESOL Examinations, British Council, IDP IELTS Australia – particularly the certificates: International English Language Testing System IELTS - over 6 pts,
 - g) Chamber of Commerce and Industry of Paris (CCIP) – particularly the certificates: Diploma of Business French 1st degree (DFA 1) (B2), Diploma of Professional French (DFP) Business B2, Diploma of Business French 2nd degree (DFA 2) (C1), Diploma of Professional French (DFP) Business C1,

- h) Goethe-Institut, Association of German Chambers of Industry and Commerce (DIHK), Carl Duisberg Centren (CDC) – particularly the certificate: Examination Business German International (PWD) (C1),
 - i) Standing Conference of the Ministers of Education and Cultural Affairs (KMK) – particularly the certificate: Deutsches Sprachdiplom II der Kultusministerkonferenz der Länder – KMK (B2/C1),
 - j) Austria Institute, Examination Centers of the Austrian Language Diploma for German (OSD) – particularly the certificates: Austrian Language Diploma for German as a Foreign Language (OSD) – B2 Intermediate German, Intermediate German (C1), C1 Advanced Level, Business Language German (C2),
 - k) German Rectors' Conference (HRK),
 - l) Società Dante Alighieri – particularly the certificates: PLIDA B2, PLIDA C1, PLIDA C2,
 - m) Università degli Studi Roma Tre – particularly the certificates: Int.It (B2), IT (C2),
 - n) University for Foreigners of Siena – particularly the certificates: Certification of Italian as a Foreign Language CILS Due B2, Certification of Italian as a Foreign Language CILS Tre C1, Certification of Italian as a Foreign Language CILS Quattro C2,
 - o) A. S. Pushkin State Institute of Russian Language,
 - p) Institute for Romanian Language, the Romanian Ministry of Education, Research and Innovation,
 - q) Charles University in Prague,
 - r) Comenius University in Bratislava; Faculty of Arts Studia Academica Slovaca - center for Slovak as a foreign language,
 - s) Comenius University in Bratislava; Center for Further Education; Institute of Language and Vocational Training of Foreign Students,
 - t) Coordinating Council for Language Proficiency Certification of the University of Warsaw,
- 3) telc gGmbH, WBT Weiterbildungs-Testsysteme GmbH – particularly the certificates: B2 Certificate in English – advantage, B2 Certificate in English for Business Purposes - advantage, Certificate in English for Technical Purposes (B2), telc English C2 , telc English C1; telc English B2 ▪ C1 Business, telc English B2 ▪ C1 University, telc English B2, telc English B2 School, telc English B2 Business, telc English B2 Technical, Certificat Supérieur de Français (B2), telc Français B2; telc German C2, telc German C, telc German C1 profession, telc German C1 university, telc German B2 ▪ C1 profession, telc German B2 ▪ C1 medicine, telc German B2 ▪ C1 Medical Language Examination, telc German B2 Medicine Access Examination, Certificate German Plus (B2), Certificate German for the profession (B2), telc German B2+ profession, telc German B2; Certificado de Español para Relaciones Profesionales (B2), telc Español B2; telc Español B2 Escuela; Certificato Superiore d'Italiano (B2), telc Italiano B2; telc Русский язык B2,
3. The Office of Chinese Language Council International: Hanyu Shuiping Kaoshi (HSK) – level HSK (Advance).
4. Japan Educational Exchanges and Services, The Japan Foundation: Japanese-Language Proficiency Certificate – level 1 (Advanced).
5. Diplomas:
- 1) higher education in foreign philology or applied linguistics;

- 2) teacher training college of foreign languages;
- 3) National School of Public Administration.
6. A document issued abroad confirming the award of a degree or academic title or a degree or title in the field of art – the language of instruction of the institution providing education is recognized.
7. A document confirming completion of higher education or postgraduate studies abroad or in the Republic of Poland – the language of instruction is recognized if the language of instruction was only a foreign language.
8. A document issued abroad recognized as equivalent to a maturity certificate – the language of instruction is recognized.
9. International Baccalaureate Diploma.
10. Diploma of the European Baccalaureate.
11. Certificate of passing a ministerial exam in:
 - 1) the Ministry of Foreign Affairs;
 - 2) the office serving the minister competent for economy, the Ministry of Foreign Economic Cooperation, the Ministry of Foreign Trade and the Ministry of Foreign Trade and Maritime Economy;
 - 3) the Ministry of National Defense – level 3333, level 4444 according to STANAG 6001.
12. A certificate issued by the National School of Public Administration confirming qualifications to work in a high state position.
13. A document confirming entry on the list of sworn translators in the Republic of Poland or a document confirming the qualifications of a sworn translator in another Member State of the European Union, a member state of the European Free Trade Association (EFTA) – parties to the Agreement on the European Economic Area or in the Swiss Confederation.
14. A certificate of knowledge of a modern foreign language at least B2 level issued by an organizational unit of the University of Rzeszów providing education in foreign languages, after conducting an exam before an examination board consisting of at least three people teaching a foreign language at a higher education institution, including at least one holding a doctoral degree.
15. A document issued by the university from which the candidate graduated, confirming knowledge of a modern foreign language at the level of language proficiency of at least B2 of the Common European Framework of Reference for Languages.

President of the Senate
of the University of Rzeszów

prof. dr hab. Sylwester Czopek
Rector