

**Resolution no. 232/04/2023
of the Senate of the University of Rzeszow
of April 27, 2023
regarding amendments to the Rules and Regulations of the Doctoral School at the University of
Rzeszow applicable to doctoral students who began their education at the UR Doctoral School
in the academic years 2019/2020, 2020/2021, 2021/2022**

Pursuant to Article 205 (2), (3) and (5) of the Act of July 20, 2018 Law on Higher Education and Science (i.e., Journal of Laws of 2023, item 742) and section 22 paragraph 3 item. 3 (b) of the Statute of the University of Rzeszow (i.e. Resolution No. 222/03/2023 of the UR Senate of March 30, 2023), in consultation with the UR Doctoral Student Council, the Senate of the University of Rzeszow decides:

§ 1

To adopt amendments to the Rules and Regulations of the Doctoral School at the University of Rzeszow (introduced by Resolution No. 407/02/2019 of the UR Senate of 28.02.2019, as amended) applicable to doctoral students who began their training at the UR Doctoral School in the academic years 2019/2020, 2020/2021, 2021/2022, with the following wording:

1. Section 2 item 2) is amended to read as follows:
 - 2) discipline - a scientific or artistic discipline in which doctoral students are trained;
2. Section 2 item 4) is amended to read as follows:
 - 4) doctoral proceedings - proceedings leading to the conferment of a doctoral degree;
3. Section 2 item 6) is amended to read as follows:
 - 6) doctoral student - a person admitted to and studying at the UR Doctoral School;
4. Section 2 item 8) is amended to read as follows:
 - 8) supervisor - a person supervising the preparation of a doctoral dissertation, holding at least a postdoctoral degree, or not holding at least a postdoctoral degree, but who is a staff member of a foreign university or scientific institution, in which case the UR body designated to confer a degree recognises that this person has significant achievements in the science issues to which the doctoral dissertation relates;
5. Section 2 item 9) is amended to read as follows:
 - 9) assistant supervisor - a person supervising the preparation of a doctoral dissertation, holding at least a doctoral degree.
6. Section 3 item 3) is amended to read as follows:
 - 3) preparation of a doctoral thesis providing the basis for the conferral of the doctoral degree;
7. Section 3 item 4) is amended to read as follows:
 - 4) conferral of the doctoral degree.
8. Section 5 para. 3 is amended to read as follows:

3. As part of doctoral students' education at the UR Doctoral School, it is allowed to conduct joint classes for doctoral students in various disciplines in which the University of Rzeszów is authorised to confer the doctoral degree.

9. Section 6 is amended to read as follows:

1. The entity running the Doctoral School shall discontinue the training of doctoral students in accordance with the provisions of the Act.
2. In the event of discontinuation of doctoral students' training in a given discipline, the entity running the UR Doctoral School shall ensure that doctoral students preparing a doctoral thesis in that discipline may continue their training at another doctoral school in that discipline in accordance with the provisions of the Act.
3. Where it is not possible for a doctoral student to undertake training at another doctoral school in a given discipline or where the doctoral student's consent to transfer to another doctoral school has not been obtained, the entity running the UR Doctoral School, in which the training has been discontinued, shall cover the costs of the proceedings for the award of the doctoral degree by extramural procedure for those who have lost the opportunity to complete their training.
4. The entity running the Doctoral School in a discipline that has been included in another discipline or in other disciplines, which, as a result of the subsequent evaluation of the quality of scientific activity, does not receive a scientific category of at least B+ in the discipline or in any of the disciplines indicated by the Council of Scientific Excellence, pursuant to Art. 5(4)(3) of the Act, or is not included in that evaluation in that discipline or in any of those disciplines, shall ensure that doctoral students preparing a doctoral thesis in the discipline that has been included in another discipline have the opportunity to continue their training at another doctoral school in accordance with the provisions of the Act.

10. Section 7 para. 4 is amended to read as follows:

4. The Head of an institute representing a scientific or artistic discipline in which the University of Rzeszów is authorised to confer a doctoral degree shall coordinate matters related to education within the relevant discipline.

11. Section 8 para. 1 is amended to read as follows:

1. An application to start doctoral training within the UR Doctoral School shall be submitted by the Head of the institute representing the discipline in which the University of Rzeszów is authorised to confer the doctoral degree, in agreement with the Head of the UR Doctoral School.

12. Section 8 para. 2 item 5) is amended to read as follows:

- 5) definition of learning outcomes;

13. Section 9 is amended to read as follows:

The Head of the UR Doctoral School is a single-member body of the University of Rzeszów.

14. Section 12 para. 2 is amended to read as follows:

2. The constitution of the UR Doctoral School Council is regulated by the UR Statute.

15. Section 13 item 3) is amended to read as follows:

- 3) semester reports of the doctoral student on scientific or artistic, teaching and organizational activities;

16. Section 13 item 4) is amended to read as follows:

- 4) supervisor's opinion on the progress of the doctoral student's dissertation.
17. In section 16, paragraph 3 is added to read as follows:
3. The entity running the doctoral school at which a doctoral student of a foreign university or scientific institution undergoes part of his/her training shall issue to that doctoral student, upon his/her request, a doctoral student card.
18. Section 20 par. 2 is amended to read as follows:
2. Within the deadline for submission of the dissertation specified in the individual research plan, the doctoral student submits the following to the Office of the UR Doctoral School:
 - a) one hard copy of the dissertation if the dissertation is a written work;
 - b) one soft copy of the dissertation saved on an electronic data storage device;
 - c) an abstract of the doctoral dissertation in English, and in the case of a doctoral dissertation prepared in a foreign language, also an abstract in Polish. If the doctoral dissertation is not a written work, a description of it in Polish and English shall be attached;
 - d) a positive opinion of the supervisor(s) on the doctoral dissertation;
 - e) a statement of the doctoral student on the independent completion of the doctoral dissertation;
 - f) a report accepted by the supervisor or supervisors confirming the verification of the doctoral dissertation in the Uniform Anti-Plagiarism System if the doctoral dissertation is a written dissertation.
19. In section 20, paragraph 3 is added to read as follows:
3. A doctoral student is obliged to fulfill all obligations under the training programme and individual research plan before submitting a dissertation.
20. In section 20, paragraph 4 is added to read as follows:
4. The Head of the UR Doctoral School, in coordination with the Head of the institute and the supervisor, may exempt a doctoral student who has submitted a doctoral dissertation in a period shorter than that specified in the individual research plan from some of the obligations stipulated in the training programme and individual research plan, subject to the obligation to achieve all the learning outcomes at PRK (Polish Qualifications Framework) level 8 required by the training programme and individual research plan.
21. In section 21, paragraph 4 is added to read as follows:
4. At the justified and documented request of a doctoral student, the Head of the UR Doctoral School may grant a leave of absence from training in the following cases:
 - a) temporary inability to pursue training due to illness;
 - b) the need for personal care of a sick family member, a child under 3 years of age or a child with a disability certificate.
22. In section 21, paragraph 5 is added to read as follows:
5. During the period of leave, a doctoral student shall retain the rights of a doctoral student, including the right to receive a doctoral grant, with the proviso that the total period of receiving a doctoral grant at doctoral schools may not exceed 4 years.
23. In section 21, paragraph 6 is added to read as follows:
6. A leave of absence may not affect the deadlines for activities in the process of doctoral education specified by the Law, such as the submission of the individual research plan and the mid-term evaluation. Postponement of the deadlines of the above-mentioned activities is

possible only in extraordinary situations, when personal appearance of a doctoral student is impossible, for example, due to an accident or long-term illness.

24. In section 21, paragraph 7 is added to read as follows:

7. The total period of leave during the doctoral student's entire training cycle may not exceed one year.

25. In section 21, paragraph 8 is added to read as follows:

8. A doctoral student on his/her return from leave is required to make up any curriculum differences.

26. Section 22 par. 1 is amended to read as follows:

1. The Head of the UR Doctoral School, at the request of a doctoral student submitted no later than the date of submission of the doctoral dissertation specified in the doctoral student's individual research plan, may grant permission to extend the deadline for submission of the doctoral dissertation specified in the individual research plan, in particular in the case of:

- 1) necessity to carry out a research project financed by funds granted through a competition, in particular by the National Science Centre, the National Centre for Research and Development, the Polish National Agency for Academic Exchange, or the Foundation for Polish Science;
- 2) scientific trips, in particular research internships;
- 3) temporary inability to carry out scientific research due to illness;
- 4) necessity of personal care for an ill family member or a child under six years of age or with a disability certificate;
- 5) necessity to conduct additional scientific research indispensable for the completion of the doctoral dissertation.

27. Section 22 par. 2 is amended to read as follows:

2. In particularly justified cases referred to in section 1, the Head of the UR Doctoral School, at the request of the doctoral student, may agree to extend the deadline for submission of the doctoral dissertation by 2 years.

28. Section 22 par. 3 is amended to read as follows:

3. The total period of extension of the deadline for submission of a doctoral dissertation may not exceed two years.

29. In section 22, paragraph 4 is added to read as follows:

4. Extension of the deadline for submission of a doctoral dissertation is conditional on:

- 1) completion by the doctoral student of the training programme by the date of submission of the application;
- 2) the attachment to the application of a positive opinion of the supervisor or supervisors on the extension of the deadline for submission of the doctoral dissertation, together with the approval of the head of the institute responsible for the doctoral student's scientific or artistic discipline;
- 3) enclosing with the application documents confirming the occurrence of the circumstances indicated in section 1.

30. In section 22, paragraph 5 is added to read as follows:

5. During the periods indicated in sections 1-2, a doctoral student retains all the rights of a doctoral student, with the proviso that the total period of receiving a doctoral grant at doctoral schools may not exceed 4 years.

31. Section 23 par. 2 is amended to read as follows:
 2. After removal from the list of doctoral students, it is not possible to resume training at the UR Doctoral School.

32. Section 24 par. 3 is amended to read as follows:
 3. A doctoral student employed as a teacher / instructor / lecturer in a higher education institution shall be exempted from the practice in the form of teaching classes on the basis of a relevant certificate.

33. Section 25 is amended to read as follows:
 1. The implementation of the doctoral student's individual research plan shall be subject to a mid-semester evaluation during the 4th semester of the 2nd year of training.
 2. The mid-semester evaluation shall be conducted on the basis of:
 - 1) a report submitted by the doctoral student on the implementation of the individual research plan together with documents confirming the implementation of the individual research plan;
 - 2) an interview with the doctoral student concerning the individual research plan and its implementation, consisting of the following stages: the doctoral student's presentation and the doctoral student's answers to questions asked by the Examination Board.
 3. The doctoral student shall attach to the report on the implementation of the individual research plan the opinions of the supervisor(s) on the implementation of the individual research plan by the doctoral student.
 4. The mid-semester evaluation shall be conducted by a board consisting of three persons holding the postdoctoral degree or the title of professor in the discipline in which the doctoral dissertation is being prepared, of which a minimum of two persons shall be employed outside the University of Rzeszów or shall be persons referred to in Article 190, section 5 of the Act.
 5. The mid-semester evaluation shall end with a positive or negative result recorded in the minutes of the examination board meeting. The result of the evaluation and the justification for it shall be made open.
 6. The board shall give a positive mark if the doctoral student implements the individual research plan without unjustified delays.
 7. If the condition for a positive mark referred to in section 6 is not fulfilled, the board shall give a negative mark.
 8. A doctoral student shall be removed from the list of doctoral students in the event of a negative mid-semester evaluation.
 9. The justification for the evaluation may include an indication of the desired changes to the individual research plan.
 10. After receiving a positive mid-semester evaluation, a doctoral student may request an amendment to the individual research plan. The change must be justified and allow for the submission of the dissertation within the prescribed deadline.

34. Section 26 par. 4 item 2) is amended to read as follows:
 - 2) an opinion of the supervisor on the scientific or artistic progress and progress in the preparation of the doctoral dissertation;

35. Section 26 par. 4 item 4) is amended to read as follows:
 - 4) other documents confirming the doctoral student's scientific or artistic activity.

36. Section 27 par. 1 is amended to read as follows:

1. The doctoral student shall be under the scientific guidance of a supervisor or supervisors, or a supervisor and an assistant supervisor, appointed by a decision of the Head of the UR Doctoral School at the request of the doctoral student, after an opinion has been issued by the head of the relevant institute; the appointment of the supervisor or supervisors shall take place within 3 months of the doctoral student's commencement of training at the UR Doctoral School.

37. Section 27 par. 2 is amended to read as follows:

2. The role of the supervisor may be performed by an academic teacher employed at the UR as the primary place of work, holding at least the postdoctoral degree and having scientific or artistic achievements in the research field undertaken by the doctoral student. In justified cases, the Head of the UR Doctoral School, in coordination with the UR Rector, may indicate a supervisor from outside the UR.

38. In section 27, paragraph 2a is added to read as follows:

2a. The role of the supervisor may be performed by a person who does not hold at least a postdoctoral degree and who is a staff member of a foreign university or scientific institution, if the UR body designated to confer a degree recognises that this person has significant achievements in the science issues to which the doctoral dissertation relates.

39. Section 27 par. 3 is amended to read as follows:

3. The role of the supervisor at the Doctoral School may not be performed by a person who, within the last 5 years:

- 1) has been the supervisor of 4 doctoral students who were removed from the doctoral student list due to a negative mid-semester evaluation, or
- 2) has supervised the preparation of a dissertation by at least 2 candidates for the doctoral degree who did not receive positive reviews from at least 2 reviewers.

40. Section 27 par. 4 is amended to read as follows:

4. The role of the assistant supervisor may be performed by a person with at least a doctoral degree and scientific or artistic achievements in the research field undertaken by the doctoral student.

41. Section 28 par. 1 item 2) is amended to read as follows:

2) providing the doctoral student with the necessary expert and methodical guidance in scientific or artistic work,

42. Section 28 par. 1 item 3) is amended to read as follows:

3) assessing the progress in scientific or artistic work each semester,

43. Section 28 par. 2 is amended to read as follows:

2. The duties of the assistant supervisor include, in particular, providing expert assistance to the doctoral student in his/her scientific or artistic work.

44. Section 29 par. 1 item 1) is amended to read as follows:

1) the scientific supervision of a supervisor, supervisors and an assistant supervisor;

45. Section 29 par. 1 item 3) is amended to read as follows:

3) apply for scholarships and funds according to the rules provided for in the Law and the regulations issued on its basis;

46. Section 29 par. 1 item 4) is amended to read as follows:
4) apply for accommodation in a residence hall, also for their spouse and child, in accordance with the rules and procedures set forth in the regulations on benefits for students;
47. Section 29 par. 1 item 7) is amended to read as follows:
7) rest breaks not exceeding eight weeks per year;
48. In section 29 par. 1, item 13) is added to read as follows:
13) concessions in fees for public transport under the rules set by the relevant local government unit.
49. Section 31 par. 1 item 12) is amended to read as follows:
12) submission of periodic reports on the duties performed and scientific or artistic achievements within the prescribed period, confirmed by the supervisor.
50. In section 33 par. 1, item 4) is added to read as follows:
4) failure to commence training;
51. In section 33 par. 1, item 5) is added to read as follows:
5) violation of the prohibition referred to in Article 200, paragraph 7 or Article 209, paragraph 10 of the Law;
52. In section 33 par 1, item 6) is added to read as follows:
6) being punished with the disciplinary penalty of expulsion from the UR Doctoral School.
53. In section 33, paragraph 1a is added to read as follows:
1a. In the procedure for removal of a doctoral student from the list of doctoral students, in the cases referred to in section 1, item 5, the doctoral student shall be called upon to submit, within no less than 30 days, a resignation from training at another doctoral school or from employment as an academic teacher or researcher.
54. Section 34 par. 2 is amended to read as follows:
2. The Regulations of the UR Doctoral School shall enter into force at the beginning of the academic year, i.e., on October 1, 2019, and apply to doctoral students who began their training at the UR Doctoral School in the academic years 2019/2020, 2020/2021, 2021/2022.

§ 2

Other provisions of the Rules and Regulations of the Doctoral School at the University of Rzeszow introduced by Resolution No. 407/02/2019 of the UR Senate dated 28.02.2019, as amended, remain unchanged.

§ 3

The consolidated text of the Rules and Regulations of the Doctoral School at the University of Rzeszow applicable to doctoral students who began their training at the UR Doctoral School in the academic years 2019/2020, 2020/2021, 2021/2022 is contained in Annex No. 1 to this resolution.

§ 4

The Head of the Doctoral School at the University of Rzeszow is responsible for the implementation of this resolution.

§ 5

The resolution is effective as of the date of adoption by the Senate of the University of Rzeszow.

President of the Senate
of the Univeristy of Rzeszów

Prof. Sylwester Czopek
Rector