

Organizational regulations on education at the Krakow School of Interdisciplinary PhD Studies

I. GENERAL PROVISIONS

§ 1

These Organizational Regulations stipulate in detail the organization of education at the Krakow School of Interdisciplinary PhD Studies, operating on the basis of the agreement on establishing a PhD school under the name of the “Krakow School of Interdisciplinary PhD Studies” concluded on May 6, 2019 (hereinafter referred to as the “PhD School”), and the rights and obligations of PhD students.

§ 2

1. Education at the PhD School is provided jointly by the Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences (IFJ PAN) as the Coordinating Unit, Jerzy Haber Institute of Catalysis and Surface Chemistry Polish Academy of Sciences (IKiFP PAN), Jerzy Maj Institute of Pharmacology Polish Academy of Sciences (IF PAN), Aleksander Krupkowski Institute of Metallurgy and Materials Science Polish Academy of Sciences (IMIM PAN), Strata Mechanics Research Institute Polish Academy of Sciences (IMG PAN), Mineral and Energy Economic Research Institute Polish Academy of Sciences (IGSMiE PAN) and AGH University of Science and Technology in Krakow (AGH).

2. Education at the PhD School aims to prepare students to obtain a PhD degree and is carried out in the following disciplines:

- a) physical sciences,
- b) chemical sciences,
- c) medical sciences,
- d) pharmacology and pharmacy,
- e) materials engineering,
- f) environmental engineering, mining and energy.

3. Education at the PhD School may be provided in cooperation with other entities specified in Art. 198 (6) of the Act of July 20, 2018 - Law on higher education and science (i.e. Journal of Laws of 2022, item 574, as amended).

§ 3

Any references hereinafter to the term:

- a) Act – shall be deemed to mean the Act of July 20, 2018 – Law on higher education and science (Journal of Laws of 2022, item 574, as amended);
- b) PhD School – shall be deemed to mean the Krakow School of Interdisciplinary PhD Studies
- c) Unit – shall be deemed to mean the units jointly running the PhD School;
- d) Coordinating Unit – shall be deemed to mean the unit responsible for entering data into the system referred to in Article 342 (1) of the Act and entitled to receive financial means for joint education at the PhD School;
- e) Statute of the Unit – shall be deemed to mean the statute in force in a given Unit;
- f) PhD Student – shall be deemed to mean a person studying at the PhD School;
- g) PhD Student of a Unit – shall be deemed to mean a PhD Student of the PhD School preparing a doctoral dissertation in a given Unit;
- h) Board – shall be deemed to mean the Program Board of the Krakow School of Interdisciplinary PhD Studies within the meaning of the Act,
- i) Training Program – shall be deemed to mean the Training Program of the Krakow School of Interdisciplinary PhD Studies;
- j) Recruitment Regulations – shall be deemed to mean the Recruitment Regulations for the Krakow School of Interdisciplinary PhD Studies;
- k) PhD School Director – shall be deemed to mean the person running and managing the activity of the PhD School as a whole, within the meaning of the Act;
- l) PhD School Deputy Directors – shall be deemed to mean the persons running the PhD School at the level of a given Unit, within the meaning of the Act;
- m) Committee – shall be deemed to mean the Committee for the Mid-term Evaluation of PhD Students,
- n) Agreement – shall be deemed to mean the agreement on establishing a PhD school under the name of the “Krakow School of Interdisciplinary PhD Studies” of May 6, 2019, as amended.

§ 4

Education at the PhD School is provided pursuant to applicable laws, in particular:

- 1) the Act of July 3, 2018 – Provisions implementing the Law on higher education and science (Journal of Laws of 2018, item 1669, as amended),
- 2) the Act of July 20, 2018 – Law on higher education and science (Journal of Laws of 2022, item 574, as amended),
- 3) the Act of December 22, 2015 on the Integrated Qualifications System (Journal of Laws of 2020, item 226, as amended)
- 4) Regulation of the Minister of Science and Higher Education of November 14, 2018 on the second degree characterization of the learning outcomes for qualifications at levels 6-8 of the Polish Qualifications Framework (Journal of Laws of 2018, item 2218),
- 5) Regulation of the Minister of Science and Higher Education of March 6, 2019 on data processed in the Integrated Information System of Science and Higher Education POL-on (Journal of Laws of 2022, item 700),
- 6) Regulation of the Minister of Science and Higher Education of September 21, 2018 on PhD diplomas, habilitation diplomas and a PhD student identity card (Journal of Laws of 2021, item 676),
- 7) acts of internal law of the Units,
- 8) training program and individual research proposals.

§ 5

Education at the PhD school is free of charge.

II. UNDERTAKING EDUCATION AT THE PHD SCHOOL

§ 6

Recruitment to the PhD School shall be carried out by way of an open competition in accordance with the principles specified in the Recruitment Regulations.

§ 7

1. Admission to the PhD School shall be conducted by way of an entry on the list of PhD students.
2. An entry on the list of PhD students shall be made by the PhD School Director based on the recruitment results.

§ 8

1. A person entered on the list of PhD students undertakes education and acquires the rights of the PhD student upon taking an oath.
2. The condition for taking the oath is to submit the declarations specified in § 23, Para. 2 of the Recruitment Regulations.
3. The content of the oath is given in § 17 of the Agreement.
4. The manner of taking the oath referred to in Para. 1 shall be determined by the PhD School Director.
5. In case of inability to take the oath at the beginning of an academic year, taking the oath will be possible only at the beginning of the next semester of education at the PhD School.

III. THE METHOD OF APPOINTING AND CHANGING A SUPERVISOR, SUPERVISORS OR AN AUXILIARY SUPERVISOR, AND THEIR RESPONSIBILITIES

§ 9

Within 3 months from the day of undertaking education, a PhD student shall be assigned to a supervisor or supervisors, or a supervisor and an auxiliary supervisor.

§ 10

1. A supervisor or supervisors, or a supervisor and an auxiliary supervisor shall be appointed by the competent Scientific Council or Scientific Discipline Council of the Unit indicated by a PhD student in the declaration referred to in § 23, Para. 2, Letter b of the Recruitment Regulations as the Unit where the PhD student shall pursue a research topic, upon the request of the competent PhD School Deputy Director.
2. The declaration referred to in Para. 1 shall be accompanied by a declaration of a candidate for a supervisor related to the fulfillment of the conditions referred to in Art. 190 (4-6) of the Act.
3. The function of a supervisor may be taken by a person who:
 - 1) holds the degree of “doktor habilitowany” or the title of professor, or
 - 2) does not hold the degree of “doktor habilitowany” or the title of professor and is an employee of a foreign higher education institution or a research institution, on the condition that the competent Scientific Council or Scientific Discipline Council decides that the person in question has considerable accomplishments in the scope of the scientific issues covered by a doctoral dissertation.
4. The function of an auxiliary supervisor may be taken by a person who holds a PhD degree.

§ 11

1. A person appointed by the Scientific Council or Scientific Discipline Council of the Unit pursuant to § 10 cannot refrain from taking up the function of a supervisor or an auxiliary supervisor without due cause.
2. It is permissible to change a person performing the function of a supervisor or an auxiliary supervisor upon reasoned request of this person or if this person is no longer able to supervise a PhD student and his/her doctoral dissertation.
3. In justified cases, a PhD student may apply to the competent PhD School Deputy Director for changing a supervisor, supervisors or an auxiliary supervisor. The request, together with an opinion of the PhD School Deputy Director, shall be proceeded in the manner set out in Para. 4.
4. The request referred to in Para. 3 shall be submitted to the competent Scientific Council or Scientific Discipline Council of the Unit by the PhD School Deputy Director together with a request for appointing a new supervisor or an auxiliary supervisor. The Scientific Council or Scientific Discipline Council may change a supervisor or an auxiliary supervisor on their own initiative should the circumstances specified in Para. 2 arise.

§ 12

The responsibilities of a supervisor shall include in particular:

- 1) conducting mentorship over the preparation of a doctoral dissertation,
- 2) working out an individual research proposal together with a PhD student, pursuant to Article 202 (1) of the Act,
- 3) exercising supervision over the implementation of an individual research proposal,
- 5) approving a PhD student's annual report.

IV. INDIVIDUAL RESEARCH PROPOSAL

§ 13

1. In consultation with a supervisor or supervisors, a PhD student develops an individual research proposal, which is then submitted through the competent PhD School Deputy Director to the PhD School Director no later than within 12 months from the day of undertaking education.

2. In the event that an auxiliary supervisor is appointed, the individual research proposal referred to in Para. 1 shall be submitted after its approval by this supervisor.

§ 14

1. The implementation of an individual research proposal shall:

- be overseen by a supervisor or supervisors, or a supervisor and an auxiliary supervisor on a regular basis,
- undergo a mid-term evaluation.

§ 15

1. An individual research proposal of a PhD student shall include in particular:

- 1) a doctoral dissertation preparation schedule, including the date of the submission of this dissertation;
- 2) the date of submission for print of at least 1 research paper that shall be published in a scientific journal or peer-reviewed international conference proceedings in a relevant scientific discipline, which in the year of publishing the paper in its final version have been included in the list drawn up in accordance with the provisions set out on the basis of the Act (Article 267 (2) (2) (b)), or 1 scientific monograph that shall be published by a publishing house which in the year of publishing the monograph in its final version has been included in the list drawn up in accordance with the provisions set out on the basis of the Act (Article 267 (2) (2) (a)), or a chapter of such a monograph;
- 3) plans to participate in domestic or international scientific conferences.

2. An individual research proposal of a PhD student may include:

- 1) plans to prepare a grant proposal and submit it to a domestic or foreign competitive research funding agency;
- 2) plans to participate in the organization of a domestic or international scientific conference;
- 3) plans to do at least a three-month scientific internship in a domestic or foreign institution;
- 4) plans to make a study tour to a domestic or foreign institution lasting at least two weeks;
- 5) plans to disseminate R&D results on open access terms.

§ 16

The training program and individual research proposals shall take into account the second stage characterization of the learning outcomes for qualifications at level 8 of the Polish Qualifications Framework.

§ 17

The individual research proposal of a PhD student referred to in § 13 shall be kept in a PhD student's personal files.

V. MID-TERM EVALUATION

§ 18

1. The Mid-term Evaluation referred to in Article 202 (2-4) of the Act shall be conducted in the mid-term of education period.
2. The procedure and schedule of the Mid-term Evaluation shall be specified in detail by the PhD School Director in agreement with the PhD School Deputy Directors.

§ 19

1. The Mid-term Evaluation shall be conducted by the Committee for the Mid-term Evaluation of PhD Students.
2. The Committee referred to in Para. 1 shall be appointed by the Board upon the request of the PhD School Director or the competent PhD School Deputy Directors during the fourth semester of the PhD student's education period.
3. The Committee referred to in Para. 1 shall be made up of 3 persons, including at least one person holding the title of professor or the degree of "doktor habilitowany" in the discipline in which a doctoral dissertation is under preparation, who is employed outside of the Units running the PhD School.
4. Neither a supervisor nor an auxiliary supervisor can be a member of the Committee.
5. A representative of the PhD students has the right to partake in the work of the Committee referred to in Para. 1, but without voting rights.
6. The composition of the Committee referred to in Para. 1 is public.

§ 20

1. The Mid-term Evaluation shall be carried out by the Committee based on a written summary of professional accomplishments of a PhD student.
2. During the mid-term evaluation, the Committee may conduct an interview with a PhD student.
3. The summary of professional accomplishments referred to in Para. 1 shall present a PhD student's progress in the implementation of his/her individual research proposal.
4. At the interview referred to in Para. 2 a PhD student is asked questions about the accomplishment of his/her research goals. A student's supervisor is also present at the interview.

§ 21

The Mid-term Evaluation assesses a PhD student's progress in the implementation of his/her individual research proposal, in particular the level of completion and quality of tasks included in the schedule of a doctoral dissertation preparation.

§ 22

1. The Mid-term Evaluation may end with a positive or negative result.
2. No later than within a month from the day of the mid-term evaluation, the Committee shall pass its result together with a justification to the PhD School Director through the competent PhD School Deputy Director.
3. The result of the mid-term evaluation and its justification shall be signed by all members of the Committee. In justified cases and with the consent of all members of the Committee, the result of the mid-term evaluation may be signed only by the chairperson of the Committee.
4. The result of the mid-term evaluation and its justification are public. The Coordinating Unit shall immediately publish the mid-term evaluation result and its justification on the PhD School website.
5. The mid-term evaluation result of a PhD student shall be kept in a student's personal files.

§ 23

1. In the event of a negative result of the mid-term evaluation, a PhD student shall be removed from the list of the PhD students.
2. The removal from the list shall take place by way of an administrative decision.
3. The decision referred to in Para. 2 shall be made by the PhD School Director in accordance with § 14, Para. 2 of the Agreement, subject to § 14, Para. 3 of the Agreement.

4. The decision referred to in Para. 2 may be appealed against and a motion to reconsider the case may be filed.

VI. THE COURSE OF EDUCATION

§ 24

1. Education at the PhD School lasts from 6 to 8 semesters.
3. Education of a PhD student concludes with the submission of a doctoral dissertation.
4. The submission of a doctoral dissertation shall take place under the procedure and terms determined by the competent Scientific Council or the Scientific Discipline Council of the Unit in which a PhD student pursues his/her research topic.

§ 25

1. A supervisor may apply for the evaluation of a PhD student's progress in research conducted under the committee's supervision only once during the whole education period of this student at the PhD School, but no sooner than after completing the first year of education by the student.
2. The request for the evaluation of the PhD student's progress referred to in Para. 1 shall be submitted by a student's supervisor to the PhD School Director through the competent PhD School Deputy Director.
3. The provisions pertaining to the mid-term evaluation shall apply to the evaluation referred to in Para. 1, with the exclusion of the publicity of its result and justification.
4. A PhD student with a negative result of the evaluation referred to in Para. 1 may be removed from the list of the PhD students in view of unsatisfactory progress in the preparation of a doctoral dissertation.
5. The removal from the list of the PhD students referred to in Para. 4 shall take place by way of an administrative decision.
6. The decision referred to in Para. 5 shall be made by the PhD School Director pursuant to § 14, Para. 2 of the Agreement, subject to § 14, Para. 3 of the Agreement.
7. The decision referred to in Para. 5 may be appealed against and a motion to reconsider the case may be filed.

§ 26

In duly justified cases, in particular in the event of:

- 1) the occurrence of unexpected fortuitous events;
- 2) temporary incapacity to study due to an illness;
- 3) presenting a degree of disability certificate;
- 4) the necessity to take personal care of a sick family member;
- 5) the necessity to provide childcare over a child under 4 years old or a disabled child;
- 6) the necessity to conduct long-term research;

the PhD School Director, upon the request of a PhD student, may extend the deadline for submitting a doctoral dissertation specified in an individual research proposal, but by no more than 2 years.

§ 27

1. The request for extending the deadline for submitting a doctoral dissertation referred to in § 26 shall include:

- 1) a PhD student's data: name, surname, PESEL number or in case of the lack thereof – an ID number, and an indication of a current semester of education;
- 2) a justification together with the expected date of submitting a doctoral dissertation.

2. The application shall be accompanied by:

- 1) a supervisor's or supervisors' opinion in the case referred to in § 26 Point 6, or
- 2) a document justifying the extension of the deadline for submitting a doctoral dissertation in the cases referred to in § 26 Points 1-5.

3. The request for extending the deadline of submitting a doctoral dissertation shall be submitted to the PhD School Director.

§ 28

Upon the request of a PhD student, the PhD School Director may suspend doctoral education for a period corresponding to the duration of maternity leave, time-off on terms of maternity leave,

paternity leave or parental leave specified in the Act of June 26, 1974 – The Labor Code (i.e. Journal of Laws of 2022, item 1510).

§ 29

1. The requests referred to in § 25-28 shall be examined by the PhD School Director within 14 days from the date of their submission, subject to § 14, Para. 3 of the Agreement.
2. Should the requests referred to in Para. 1 be dismissed, a PhD student has the right to file a motion to reconsider within 7 days from the date of receipt of the negative decision.

§ 30

1. The PhD School documents the course of the PhD students' education.
2. The documentation of education at the PhD School includes:
 - 1) students' record books;
 - 2) students' personal files;
 - 3) students' academic progress records.
3. The course of education at the PhD School is documented in:
 - a) a paper form
 - b) an electronic form.
4. The Coordinating Unit enters the PhD students' data to the system referred to in Article 342 (1) of the Act.

§ 31

The templates of the requests and forms referred to in the Regulations, Recruitment Regulations and Training Program shall be determined by the PhD School Director.

VII. RIGHTS AND OBLIGATIONS OF PHD STUDENTS

§ 32

A PhD student has the right to:

- 1) hold a student's identity card,

- 2) receive a PhD scholarship under the terms of Article 209 of the Act,
- 3) rest breaks that should be taken in the period free from classes and should not exceed 8 weeks per year,
- 4) suspend education for a period corresponding to the duration of maternity leave, time-off on terms of maternity leave, paternity leave or parental leave specified in the Act of June 26, 1974 – the Labor Code,
- 5) extend the deadline for submitting a doctoral dissertation, but by no more than 2 years – under the terms of the Regulations,
- 6) associate in doctoral students' organizations or societies,
- 7) receive a supervisor's and an auxiliary supervisor's or supervisors' mentorship in the preparation of a doctoral dissertation,
- 8) have access to laboratories, research instrumentation and equipment, and library and IT resources of the Units in the scope necessary for the completion of the Training Program, an individual research proposal and the preparation of a doctoral dissertation on terms set out in separate regulations,
- 9) receive support in the preparation of grant proposals,
- 10) do scientific internships,
- 11) apply for scholarships and awards stipulated in the Act,
- 12) submit a doctoral dissertation before the date of completion of doctoral education provided for in the training program on condition that the training program has been completed and all the learning outcomes have been achieved,
- 13) social insurance and public health insurance on terms set out in separate regulations.

§ 33

A PhD student is obliged to:

- 1) observe the principles set out in the oath,
- 2) read the documents governing the functioning of the PhD School and its training program and comply with these regulations,
- 3) adhere to the acts of internal law issued by the PhD School Director/Director of the Unit being an institute of the Polish Academy of Sciences/Rector of the Unit,

- 4) follow the acts of internal law of the Unit in which a PhD student pursues a research topic, including fire and health and safety regulations,
- 5) follow the Code of Ethics of the PhD Student;
- 6) abide by industrial property law and intellectual property rights as well as the principles governing research results commercialization and use of research infrastructure that are in force in the Units,
- 7) implement the Training Program and an individual research proposal according to the schedule and complete courses specified in the Training Program,
- 8) complete vocational trainings in the amount and form determined in the Training Program,
- 9) submit annual reports,
- 10) submit a declaration for the purpose of evaluating research quality within a term determined by the Director of the Unit or the University Rector, which authorizes the Units to demonstrate scientific achievements in the discipline in which a doctoral dissertation is under preparation, or in one of the disciplines included in the field in which a doctoral dissertation is under preparation,
- 11) hold a scientist's digital identifier or identifiers in accordance with international standards, including an ORCID ID,
- 12) report scientific achievements accomplished in the course of the completion of the training program at the PhD School – for the purpose of evaluating research quality,
- 13) immediately notify the Coordinating Unit and the Unit in which a doctoral dissertation is prepared about a change in the name or address, or a change in other data required by the Units,
- 14) submit a document certifying the knowledge of a modern foreign language at least at B2 level; the list of documents certifying the knowledge of a modern foreign language is announced by way of a decree of the PhD School Director; in case of inability to submit a document certifying the knowledge of a modern foreign language at least at level B2, the certification of the knowledge of a modern foreign language shall be conducted under the terms set out by the PhD School Director by way of a decree.

§ 34

1. A PhD student without a doctoral degree receives a doctoral scholarship under the terms stipulated in Article 209 of the Act.

2. The total scholarship payment period at the PhD School cannot exceed 4 years, subject to Article 209 (3) of the Act.

3. The amount of the doctoral scholarship may depend on a PhD student's achievements.

4. The amount of the monthly doctoral scholarship is equal to at least:

1) 37% of the professor's salary – to the month in which the mid-term evaluation was conducted;

2) 57% of the professor's salary – after the month in which the mid-term evaluation was conducted.

5. The amount of a monthly scholarship paid within the admission limits determined by the Units funded from subsidiaries shall be specified by the Board after consultation with the Directors of the Units being institutes of the Polish Academy of Sciences and the University Rector.

6. In order to determine the amount of a doctoral scholarship in the period of suspension, the provisions specifying the amount of a maternity allowance shall apply accordingly, provided that the assessment basis of the allowance shall be understood as the amount of the monthly doctoral scholarship referred to in Para. 4 a PhD student is entitled to on the day of submitting the suspension request.

7. A PhD student holding a disability certificate, a degree of disability certificate or the certificate referred to in Article 5 and Article 62 of the Act of August 27, 1997 on vocational and social rehabilitation and employment of disabled persons shall receive a doctoral scholarship in the amount increased by 30% of the amount indicated in Para. 4, Point 1.

8. The PhD student referred to in Para. 7 is obliged to submit an appropriate certificate to the PhD School Secretary's Office without undue delay.

9. A PhD student who has submitted a doctoral dissertation before the date of completion of education specified in the training program shall receive a doctoral scholarship until the day on which education period shall end, but no longer than for 6 months. The provisions of Para. 2 shall apply.

§ 35

1. A PhD student cannot be employed as an academic teacher or researcher. The prohibition does not apply to the employment of a PhD student:

1) for the purpose of carrying out the research project referred to in Article 119 (2) (2 and 3) of the Act;

2) after the mid-term evaluation ending with a positive result, except that in the case of the employment exceeding half of the full working time the scholarship shall amount to 40% of the monthly scholarship referred to in § 34, Para. 4, Point 2 of the Organizational Regulations;

3) who is not entitled to a doctoral scholarship.

VIII. RULES OF EDUCATION

§ 36

1. A PhD student begins education and acquires the rights of the PhD student once the oath is taken.
2. A PhD student may study at only one PhD school at the same time.
3. An academic year lasts from October 1 to September 30 and is divided into two semesters.
4. The detailed rules of education, including the completion of courses and practices, are specified in the Training Program.
5. The decrees regulating the current activities of the PhD School are issued by the PhD School Director.

§ 37

1. Doctoral education at the PhD School:
 - 1) is full-time and lasts 6-8 semesters;
 - 2) is carried out on the basis of the Training Program and an Individual Research Proposal;
 - 3) prepares a student to obtain a doctoral degree;
 - 4) ends with the submission of a doctoral dissertation is submitted.
2. In a doctoral dissertation a PhD student presents general theoretical knowledge in a given discipline or disciplines and demonstrates his/her ability to carry out research independently.
3. The purpose of a doctoral dissertation is to provide an original solution to a scientific problem, an original solution in terms of the application of the results of individual research in the economic or social sphere.
4. A doctoral dissertation may take the form of a written paper, including a scientific monograph, a collection of thematically related published scientific articles, or project, design, technological or implementation work, or an independent and separate part of a joint publication.

5. A submitted doctoral dissertation should be accompanied with a positive opinion of an appointed supervisor or supervisors.

§ 38

1. The Training Program is determined by the Scientific Councils/University Senate, subject to the requirement of consulting the competent PhD student governments. In the event of the ineffective expiry of the term set out in the statute, the requirement of consultation shall be considered to have been met.

2. The Training Program may require a vocational training to be completed in the form of conducting classes or participating in their organization, in the amount not exceeding 60 didactic hours per year.

§ 39

1. The decision to remove a PhD student of a Unit from the list of the PhD School students is taken by the PhD School Director, subject to § 14, Para. 3 of the Agreement, in the event of:

- 1) negative result of a mid-term evaluation;
- 2) failure to submit a doctoral dissertation within the time specified in an individual research proposal;
- 3) resignation from education.

2. The decision to remove a PhD student from the list of the PhD School students may also be taken in the case of:

- 1) unsatisfactory progress in the preparation of a doctoral dissertation;
- 2) failure to comply with the obligations resulting from the Regulations of the PhD School, Training Program and an individual research proposal.

3. The removal from the list of the PhD School students shall take place by way of an administrative decision. The decision may be appealed against and a motion to reconsider the case may be filed.

§ 40

1. In the event of discontinuation of education of PhD students in at least one discipline in which education is provided at the PhD School, the PhD students preparing a doctoral dissertation in this discipline shall be provided with the possibility of continuing their education in another PhD school in this discipline.

2. In the event that no other PhD school can provide education in the discipline in which education was discontinued, the students that lost the possibility of completing their education shall be covered the costs of the procedure for conferring a doctoral degree on an extramural basis.

§ 41

1. To verify the learning outcomes, in particular with regard to completing courses and passing examinations, the following grading system is in force at the PhD School:

1) over 90% - *bardzo dobry* very good (5.0);

2) over 80% - *plus dobry* better than good (4.5);

3) over 70% - *dobry* good (4.0);

4) over 60% - *plus dostateczny* better than satisfactory (3.5);

5) over 50% - *dostateczny* satisfactory (3.0);

6) below 50% - *niedostateczny* unsatisfactory (2.0).

2. The positive grade shall be deemed to mean the grades referred to in Para. 1, Points 1-5.

3. It is permissible to complete a course by way of getting a pass without a grade. This possibility must be taken into account in the description of a course. The fact of getting a pass should be noted down in the documents of a PhD student using the annotation (“zal.”) – completed.

4. If a PhD student fails to meet all the necessary requirements to complete a course, this fact shall be noted down in the documents of a PhD student using the annotation: *nie zaliczono* (“nzal.”) – not completed.

§ 42

1. PhD students are obliged to submit an annual report.

2. The annual report shall be submitted together with a supervisor’s or supervisors’ opinion on the progress in the completion of the Training Program and progress in the completion of tasks specified in an individual research proposal.

3. The report referred to in Para. 1 shall be submitted under the terms set out by the PhD School Director.

IX. BODIES OF THE PDH SCHOOL

§ 43

1. The bodies of the PhD School are:

- 1) the Program Board of the PhD School,
- 2) the PhD School Director.

§ 44

1. The Program Board of the PhD School is an opinion-forming collegial body supervising the activities of the PhD School.

2. The Board monitors the PhD School in respect of its didactic, scientific and financial functioning.

3. The Board consists of:

- a. Directors of the Units constituting institutes of the Polish Academy of Sciences and two representatives of AGH representing relevant disciplines that are included in the educational process carried out by AGH within the PhD School,
- b. one representative of each Unit selected by the competent Scientific Council and one representative of each discipline from AGH included in the educational process in the PhD School assigned by the AGH Rector,
- c. the PhD School Director,
- d. the PhD School Deputy Director,
- e. a representative of the PhD Student Government selected from among the PhD Student Governments of all Units, who is a PhD School student.

4. The competent Scientific Council of a Unit and the AGH Rector shall appoint the representative referred to in Para. 3, Letter b for the duration of the term of the Scientific Council or AGH Senate.

5. The Chair of the Board is the Director of the Coordinating Unit.

6. The Board functions based on the Regulations of the Program Board of the PhD School.

§ 45

1. The tasks of the Board include:

- a) providing opinions on the Training Program,
- b) providing opinions on the Recruitment Regulations,

- c) providing opinions on the Regulations of the PhD School,
- d) approving reports on recruitment results,
- e) approving annual reports of the PhD School Director,
- f) adopting the PhD School budget,
- g) appointing recruitment committees,
- h) appointing the Committee for the Mid-term Evaluation of PhD Students,
- i) reviewing proposals related to lists of research topics for the recruitment purposes,
- j) accepting a candidate for the position of the PhD School Director pursuant to § 13, Para. 2 of the Agreement.

2. The Board may issue opinions on all matters essential to the PhD School in the form of resolutions.

§ 46

- 1. The PhD School Director manages and coordinates the current activity of the PhD School.
- 2. The PhD School Director is appointed by way of a decree of the Director of the Coordinating Unit for the period of 4 years, subject to prior approval by the Program Board of the PhD School.
- 3. The Directors of the Units being institutes of the Polish Academy of Sciences appoint the PhD School Deputy Director for a given Unit of the Polish Academy of Sciences after consulting the competent Scientific Councils. The AGH Rector appoints the PhD School Deputy Director for each discipline included in the educational process carried out by AGH within the PhD School.

§ 47

- 1. The tasks of the PhD School Director include in particular:
 - 1) organization of the current activity of the PhD School,
 - 2) representing the PhD School before third parties,
 - 3) applying to the Director of the Coordinating Unit for convening a meeting of the Board or convening such a meeting on his/her behalf,
 - 4) presenting proposals of changes to the Regulations of the PhD School, Recruitment Regulations and Training Program at the PhD School after obtaining an opinion from the Board

and after consulting the PhD Student Governments of the Units, Scientific Councils of the Units being institutes of the Polish Academy of Sciences and the AGH Senate,

5) developing and presenting the operational plan of the PhD School in cooperation with the Deputy Directors of the PhD School,

6) supervising the implementation of the training programs at the PhD School in cooperation with the Deputy Directors of the PhD School,

7) preparing the evaluation of the PhD School,

8) preparing a budget proposal of the PhD School,

9) preparing a report on the budget execution,

10) cooperation with the Units and supervision of the financial management of the PhD School in respect of joint education.

X. FINAL PROVISIONS

§ 48

1. These Regulations shall enter into force on October 1, 2023.

2. On the day of coming into force of these Regulations, the Organizational Regulations on Education at the Krakow School of Interdisciplinary PhD Studies adopted by the Scientific Councils of the Units being institutes of the Polish Academy of Sciences and the AGH Senate and in force since the academic year 2019/2020, i.e. since October 1, 2019, shall expire.

2. To amend the Regulations, the provisions of Article 205 of the Act shall apply.