

## **Recruitment regulations**

### **for the Krakow School of Interdisciplinary PhD Studies**

#### **I. GENERAL PROVISIONS**

##### **§ 1**

1. These Recruitment Regulations stipulate the admission rules and recruitment procedure at the Krakow School of Interdisciplinary PhD Studies, hereinafter referred to as “the PhD School”.
2. Recruitment to the PhD School is held pursuant to Article 200 of the Act of July 20, 2018 - Law on higher education and science (Journal of Laws of 2022, item 574, as amended) and § 15-16 of the agreement of May 6, 2019 on establishing a PhD school under the name of the “Krakow School of Interdisciplinary PhD Studies”, concluded between the Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences (IFJ PAN), 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).
3. Recruitment to the PhD School shall be held respecting the principles included in the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers.

##### **§ 2**

Any references hereinafter to the term:

- 1) 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),
- 2) 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, concluded between the Units, as amended,
- 3) PhD School Director – shall be deemed to mean the person supervising and managing the PhD School as a whole within the meaning of the Agreement,

- 4) PhD School Deputy Directors – shall be deemed to mean the persons supervising the PhD School at the level of the particular Units within the meaning of the Agreement,
- 5) Board – shall be deemed to mean the Program Board of the Krakow School of Interdisciplinary PhD Studies within the meaning of the Agreement,
- 6) Unit – shall be deemed to mean the units jointly running the PhD School,
- 7) Research topic – shall be deemed to mean the scope of scientific issues to be pursued in a doctoral dissertation.

### **§ 3**

1. Recruitment to the PhD School shall be carried out by way of an open competition.
2. The day of starting the recruitment procedure shall be determined as the first day of accepting the applications referred to in §13, indicated in the announcement referred to in § 6.
3. Candidates are recruited to relevant research topics.
4. The competition referred to in Para. 1 shall be carried out by the Recruitment Committees appointed by the Board for the terms set by the Board.
5. The results of the recruitment procedure are public.

### **§ 4**

1. A person that can be admitted to the PhD School must hold a Master of Science or a Master of Science in Engineering degree or its equivalent.
2. The person referred to in Article 186 (2) of the Act may also be admitted to the PhD School.
3. A foreigner can be admitted to the PhD School solely under the agreements or decisions referred to in Article 323 (1) of the Act.
4. The proficiency level of the Polish or English language sufficient for undertaking studies at the PhD School shall be assessed during the major examination referred to in §11, Para. 2, Letter b.

### **§ 5**

1. Recruitment to the PhD School to relevant research topics shall be carried out:
  - a) within the limits of places determined by the Units and financed from subsidies,

b) within the places financed from funds other than subsidies, in particular from grants and projects.

2. The recruitment within the limits of places referred to in Para. 1, Letter a shall be carried out at the time determined by the Board.

3. The recruitment referred to in Para. 1, Letter b shall be carried out whenever requested by the competent PhD School Deputy Director.

4. The request referred to in Para. 3 shall be passed to the PhD School Director after being approved by the competent Director of a Unit being an institute of the Polish Academy of Sciences or the University Rector.

5. The request referred to in Para. 3 shall include in particular:

- 1) indication of sources for financing a doctoral scholarship during the studies,
- 2) deadline for the submission of recruitment applications,
- 3) schedule of the examination,
- 4) scope of the examination,
- 5) indication of a person consenting to take up the function of a supervisor within a proposed research topic,
- 6) indication of a person consenting to take up the function of an auxiliary supervisor within a proposed research topic, if their participation in the preparation of a doctoral dissertation within a given research topic is planned,
- 7) statement of conformity with the requirements referred to in Article 190 (4-6) of the Act, submitted by a person consenting to take up the function of a supervisor,
- 8) title of a research topic within which a doctoral dissertation is to be prepared,
- 9) description of a research topic including no more than 250 words in the Polish and English language.

## **§ 6**

1. At least 5 months before the scheduled date of the recruitment referred to in § 5, Para. 1, Letter a, the PhD School Director shall give a public announcement including in particular:

- 1) deadline and manner of the submission of recruitment applications,

- 2) schedule of the examination,
- 3) scope of the examination,
- 4) lists of research topics within which doctoral dissertations are to be prepared at given Units,
- 5) date of additional recruitment, if needed.

2. At least 1 month before the scheduled date of the recruitment referred to in § 5, Para 1, Letter b, the PhD School Director shall give a public announcement, including in particular:

- 1) deadline and manner of the submission of recruitment applications,
- 2) schedule of the examination,
- 3) scope of the examination,
- 4) research topics within which a doctoral dissertation is to be prepared,
- 5) information on the method of financing a doctoral scholarship and research while pursuing the research topic referred to in Point 4,
- 6) date of additional recruitment, if needed.

3. In justified cases and with the consent of the Board, the PhD School Director shall announce changes to the information referred to in Para 1, Point 1, 2 and 5, but no later than a month before the recruitment.

## **II. RESEARCH TOPICS AND ADMISSION LIMITS**

### **§ 7**

1. Each year by December 15, the employees of a given Unit who meet the requirements referred to in Article 190 (4-6) of the Act shall submit proposals of research topics to the Director of a Unit being an institute of the Polish Academy of Sciences or to the University Rector respectively.
2. A detailed procedure for the submission of the proposals of research topics referred to in Para. 1 is announced yearly by the PhD School Deputy Director at a given Unit after being approved by the competent Director or Rector of the Unit.
3. The proposal referred to in Para. 1 shall include in particular:

- 1) indication of a person consenting to take up the function of a supervisor within a proposed research topic,
  - 2) indication of a person consenting to take up the function of an auxiliary supervisor within a proposed research topic, if their participation in the preparation of a doctoral dissertation within a given research topic is planned,
  - 3) statement of conformity with the requirements referred to in Article 190 (4-6) of the Act, submitted by a person consenting to take up the function of a supervisor,
  - 4) title of a research topic within which a doctoral dissertation is to be prepared,
  - 5) description of a research topic including no more than 250 words in the Polish and English language,
  - 6) information on the possibility of research funding,
  - 7) minimum requirements for a candidate taking part in the recruitment to a given research topic.
4. A sample of the research topic proposal referred to in Para. 1 is given in Attachment no. 1 hereto.

## **§ 8**

1. The Director of a Unit being an institute of the Polish Academy of Sciences or the University Rector, or the person authorized by them, shall examine the submitted proposals referred to in § 7.
2. Within the assessment referred to in Para. 1 the following aspects are taken into account in particular:
  - 1) the compatibility of a research topic with the research profile of the Unit,
  - 2) project feasibility within the available research infrastructure,
  - 3) the possibility of developing an individual research proposal within a research topic,
  - 4) the innovative and interdisciplinary character of a research topic,
  - 5) the commercialization potential of research results.
3. The assessment concludes with the approval of a research topic or its rejection.
4. By January 15 of a given year, the Director of a Unit being an institute of the Polish Academy of Sciences and the University Rector shall pass the list of approved research topics to the PhD School Director through the competent PhD School Deputy Director.

5. In justified cases, at the request of the Director of a Unit being an institute of the Polish Academy of Sciences or the University Rector, the PhD School Director may add or remove a research topic after the deadline referred to in § 6, Para. 1, but no later than one month prior to the scheduled recruitment.

### **§ 9**

1. By January 15 each year, the Directors of Units being institutes of the Polish Academy of Sciences and the University Rector shall pass to the PhD School Director information on minimum admission limits of doctoral students set at given Units, who will carry out a research topic at a given Unit.

2. The Director of a competent Unit being an institute of the Polish Academy of Sciences and the University Rector may undertake a decision to increase the limits referred to in Para. 1, but no later than by the day of publishing the list of admitted students.

### **§ 10**

1. After the Board sets the date of the recruitment procedure, the PhD School Director shall give a public announcement referred to in § 6 based on the lists of approved research topics and the admission limits referred to in § 9.

2. A sample of the announcement is given in Attachment no. 2 and Attachment no. 3 hereto.

## **III. RECRUITMENT PROCEDURE**

### **§ 11**

1. The recruitment procedure to the PhD School is based on awarding points to a Candidate within particular criteria, adding the points up, and placing a Candidate on a relevant position of the ranking list.

2. The recruitment procedure is composed of the following stages:

- a. call for applications,
- b. major examination.

3. The criteria referred to in Para. 1, within which points are awarded to a Candidate, include:

- a. average overall grade obtained at supplementary Master's studies or uniform Master's studies or at studies leading to earning the professional title of a medical doctor or another equivalent,

- b. result of the major examination,
- c. evaluation of scientific record and achievements.

4. If there is no average overall grade referred to in Para. 3, Letter a, the decision on the average grade to be scored will be taken by the competent recruitment committee based on documentation submitted by a Candidate following the principles of equality and non-discrimination.

5. The points in the recruitment procedure for the criteria referred to in Para. 3 are awarded by the recruitment committee.

## **§ 12**

1. Candidates can earn 0-100 points in the recruitment procedure.

2. Within the subsequent criteria a Candidate may earn:

- a. 0-15 points for the average overall grade,
- b. 0-70 points for the major examination,
- c. 0-15 points for scientific record and achievements.

3. Detailed rules for awarding the points within the particular qualification criteria are stipulated in Attachment no. 4 hereto.

4. The total number of points earned in the recruitment procedure constitutes the basis for preparing the ranking list of the candidates.

## **§ 13**

1. A candidate can be admitted to the recruitment procedure providing that he/she submits the application whose form is given in Attachment no. 5 hereto and gives consent for personal data to be processed for the purpose of the recruitment procedure.

2. Candidates submit the applications referred to in Para. 1 to the PhD School Director in the manner and within the deadline specified in the announcement referred to in § 6.

3. The date and manner of conducting the major examination may be adapted to the needs of a Candidate with a disability upon his/her written request.

4. It is permissible to submit the applications in the electronic system via an electronic inbox or a platform dedicated to the recruitment procedure.

5. At a given Unit a candidate may apply for one research topic.

6. Only the applications and documents prepared in Polish or English are examined in the recruitment procedure. In the case of documents prepared in a language other than Polish or English, a Candidate is obliged to attach their translation into Polish or English. In the case of a diploma or a diploma supplement only the translation made by a sworn translator shall be respected.

7. In the case of Candidates with diplomas earned outside of Poland, the PhD School Director may request Candidates to submit their legalization or apostille.

#### **§ 14**

1. The applications referred to in § 13 shall undergo formal assessment within the criteria referred to in § 11, Para. 3, Points a and c, including §11, Para 4.

2. The assessment referred to in Para. 1 shall be conducted by the Recruitment Committees referred to in § 16, Para 3. The Recruitment Committee must be composed of at least 3 persons to conduct the assessment.

3. Incomplete applications or applications of candidates not meeting formal requirements shall not be considered.

4. Candidates meeting formal requirements that have earned at least 8 points in total for the criteria referred to in § 12, Para. 2, Letter a and c shall be admitted to the major examination.

5. After the verification of the applications, a detailed schedule of major exams shall be published without undue delay on the PhD School website for Candidates who have earned the required number of points for being admitted to the major examination.

6. The schedule referred to in Para. 5 shall specify the dates, hours and place of major exams for particular candidates.

#### **§ 15**

1. A major exam taken by a Candidate shall be conducted by the competent Recruitment Committee at the seat of a Unit at which a given research topic is to be pursued or with the use of electronic means of communication that would provide in particular the possibility of real-time communication in accordance with all necessary safety regulations. The competent Recruitment Committee shall decide about the form of the examination.

2. The person referred to in § 7, Para. 3, Point 1 may take part in the major examination without the right to vote.



3. In the event of a Candidate applying for research topics in different Units, the recruitment procedure shall be carried out in each of those Units.
4. The major examination shall be conducted in Polish or English.
5. Failure to attend the major examination shall result in earning 0 points by a Candidate for the criteria referred to in § 12, Para. 2, Letter b.

## **§ 16**

1. The Recruitment Committees shall be appointed by the Board upon the request of the competent PhD School Deputy Director approved by the Director/Rector of the Unit or his/her authorized representative.
2. The Board appoints at least one Recruitment Committee per Unit being an institute of the Polish Academy of Sciences, and at least one Recruitment Committee within a given discipline at the University.
3. Each Recruitment Committee is made up of at least:
  - 1) the competent PhD School Deputy Director or his/her authorized representative,
  - 2) two persons holding the title of professor or the degree of doctor habilitowany.
4. The Chairman of the Committee shall be the competent PhD School Deputy Director or his/her authorized representative.
5. The Recruitment Committee may carry out a major examination in the presence of at least three members of that Committee.
6. The person referred to in § 7, Para. 3, Point 1 may take part in the recruitment procedure as an observer.
7. Should a member of the Recruitment Committee be in such a factual or legal relationship with a candidate that may call into question that member's impartiality, he/she shall be exempted from the recruitment procedure involving that candidate.
8. The compositions of the Recruitment Committees shall be made public before the beginning of the recruitment procedure.

## **§ 17**

1. The tasks of the Recruitment Committee include:

- 1) awarding points in the recruitment procedure for the criteria referred to in § 12,
- 2) preparing a list of candidates admitted to a major examination,
- 3) scheduling major examinations,
- 4) conducting major examinations,
- 5) preparing reports on the recruitment procedure for each candidate, including summing up the points earned by the Candidate (Attachment no. 6),
- 6) preparing a ranking list of Candidates applying for a place at the PhD School within the research topics pursued at a given Unit (Attachment no. 7),
- 7) passing the ranking list to the PhD School Director.

2. If more than one Recruitment Committee has been appointed at a given Unit in a given discipline, the ranking list shall be drawn up at the joint meeting of the Committees, which shall be attended by at least one representative of each Committee.

**§ 18**

1. The Recruitment Committee shall conduct a major examination for a Candidate.
2. The examination referred to in Para. 1 may take the form of an oral exam and/or the Candidate's presentation, depending on the Unit at which a research topic is to be pursued.
3. The detailed thematic scope and rules of the examination referred to in Para 2. shall be published on the PhD School website and the websites of the Units together with the announcement referred to in § 6.

**§ 19**

1. Having received all the ranking lists from the Units, the PhD School Director shall make them available to the public without undue delay.

**§ 20**

1. Admission to the PhD School shall be conducted by way of an entry on the list of PhD students.
2. A person who in the recruitment procedure within a given research topic has earned the highest number of points, and this number is equal to or higher than 33 points, including at least 25 points earned in the major examination, can be admitted to the PhD School.

3. If more than one candidate who in the recruitment procedure has earned 33 or more points applies for admission to the PhD School within a given research topic, this research topic shall be assigned to the candidate who occupies the highest position on the ranking list among all the candidates applying for that research topic. The other candidates who have applied for that same research topic and who have earned 33 or more points in the recruitment procedure shall be placed on the ranking list and may be admitted to the PhD School on the condition that they will provide a consent to pursue another research topic within the same discipline and at the same Unit, and that research topic has not been assigned to any other candidate as a result of the recruitment procedure referred to in § 5, Para. 1, Letter a, and § 6, Para. 1, Point 4.

4. If at least two candidates applying for the same research topic have earned the same number of points and simultaneously the highest position on the ranking list, admission to the PhD School shall be granted to the Candidate who has earned the highest number of points for:

1) the criterion referred to in § 11, Para. 3, Letter b, and in the event of a tiebreak for:

2) the criterion referred to in § 11, Para. 3, Letter c, and in the event of a tiebreak for:

3) the criterion referred to in § 11, Para. 3, Letter a.

The decision on assigning a Candidate to a given research topic shall be made by the competent Recruitment Committee based on the criteria indicated in this Paragraph.

5. The candidates referred to in Para. 2 and 3 shall be put on the list of the PhD students in the following order: starting from the candidates who have earned the highest number of points until the admission limits referred to in § 9 established at the Units of the PhD School are reached.

6. Entries on the list of the PhD Students shall be made by the PhD School Director on the basis of the ranking lists passed to him/her by the competent PhD School Deputy Directors.

## **§ 21**

The candidates who have earned at least 33 points in the recruitment procedure but have not been put on the list of the PhD students referred to in § 20 Para. 3 shall be placed on the reserve lists at a given Unit. The order on each of the reserve list shall be determined by the number of points earned in the recruitment procedure.

## **§ 22**

1. The PhD School Director shall issue a decision on refusal to admit to the PhD School, subject to § 14, Para 3. of the Agreement, those Candidates who:

- 1) have not earned at least 33 points in the recruitment procedure,
- 2) have earned at least 33 points in the recruitment procedure, but have not been put on the list of the PhD students in accordance with § 20, Para 3. because of the admission limits referred to in § 9.

2. The decision referred to in Para. 1 may be appealed against with a request to reconsider the case. The request should be submitted to the PhD School Director within 14 days of receipt of the decision.

### **§ 23**

1. The list of the PhD students shall be published on the PhD School website.
2. Within 5 days from the day of publishing the list of the PhD students, each student is obliged to deliver a declaration on:
  - a) undertaking studies at the PhD School,
  - b) choosing the Unit at which a research topic shall be pursued,
  - c) not undertaking studies at any other PhD school.
3. A sample of the declaration referred to in Para. 2 is given in Attachment no. 8 hereto.
4. Failure to submit the declaration referred to in Para. 2 is equivalent to resigning from undertaking the studies and results in removal from the list of the PhD School students referred to in § 20, Para. 1.
5. Removal from the list of the PhD School students or resignation of a PhD student before the beginning of the studies shall result in putting on that list a candidate from the reserve list pursuant to § 21.

## **IV. ADDITIONAL RECRUITMENT PROCEDURE**

### **§ 24**

1. In the event that within the recruitment procedure referred to in § 5, Para. 1, Letters a-b the limits referred to in § 9, Para. 1 have not been met or have been increased pursuant to § 9, Para. 2, an additional recruitment procedure shall apply.
2. An additional recruitment procedure shall be carried out for the research topics to which no Candidate has been assigned in the course of the recruitment procedure.

3. Information on an additional recruitment procedure shall be published at least 7 days before its beginning.
4. The provisions applying to the recruitment procedure specified herein shall apply to the additional recruitment procedure accordingly.

## **V. FINAL PROVISIONS**

### **§ 25**

1. After their prior reviewing by the Board, these Regulations shall come into force after their adoption by the Scientific Councils of the Units being institutes of the Polish Academy of Sciences and the AGH Senate on the day of their publishing by the Coordinating Unit.
2. On the day of coming into force of these Regulations, the Recruitment Regulations for 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, in force since 2019 and published in connection with the recruitment for the academic year 2019/2020, shall expire.
3. To amend the Regulations, the provisions of Para. 1 shall apply accordingly.

**Proposal of a research topic to be pursued  
at the Krakow School of Interdisciplinary PhD Studies  
in the discipline of: .....  
at unit: .....**

1	Name and surname of supervisor, academic title/degree, unit, e-mail	
2	Name and surname of auxiliary supervisor (optional), unit, e-mail	
3	Title of the research topic + its short (up to 250 words) description	
4	Requirements for the candidate (education, skills/courses)	
5	Indication of possible sources and scope of financing from funds other than subsidies, e.g. of scholarship, research and travel costs etc.	

Krakow, .....

**Recruitment procedure**

**at the Krakow School of Interdisciplinary PhD Studies**

*Pursuant to Art. 200 of the Act of July 20, 2018 - Law on higher education and science (Journal of Laws of 2022, item 574, as amended) and § 15-16 of the Agreement of May 6, 2019 on establishing a PhD School under the name of the "Krakow School of Interdisciplinary PhD Studies", concluded between the Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences (IFJ PAN), 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), and § 6, Para. 1 of the Recruitment Regulations at the Krakow School of Interdisciplinary PhD Studies, the Director of the Krakow School of Interdisciplinary PhD Studies announces:*

**Recruitment to the Krakow School of Interdisciplinary PhD Studies in the following scientific disciplines: physical sciences, chemical sciences, medical sciences, pharmacology and pharmacy, materials engineering, environmental engineering, mining and energy** in accordance with Table no. 1.

Table no. 1

Unit:	IFJ PAN	Admission limit: ..... of PhD students
Unit:	IF PAN	Admission limit: ..... of PhD students
Unit:	IKiFP PAN	Admission limit: ..... of PhD students
Unit:	IMIM PAN	Admission limit: ..... of PhD students
Unit:	IMG PAN	Admission limit: ..... of PhD students
Unit:	IGSMiE PAN	Admission limit: ..... of PhD students
Unit:	AGH	Admission limit: ..... of PhD students

**The recruitment shall be conducted to the research topics specified in Annex no. 1 to this Announcement.**

**Deadline for the submission of applications:** from ..... to .....

**Manner of the submission of applications:** to the Secretary's Office of the Krakow School of Interdisciplinary PhD Studies or in an electronic way via the webpage .....

**The schedule of the recruitment procedure and the scope of the examinations are specified in Annex no. 2 to this Announcement.**

*In the event that the admission limits referred to in Table no. 1 have not been met as a result of the recruitment procedure, the PhD School Director shall announce an additional call for applications.*

**Application form:** available at the webpage .....

**Annex no. 1 to the Announcement for the recruitment**

*referred to in § 5 Para. 1 Letter a*

Krakow, .....

**List of research topics**

Pursuant to § 6, Para. 1 and § 8, Para. 4-5 of the Recruitment Regulations at the Krakow School of Interdisciplinary PhD Studies, the PhD School Director publicly announces the lists of research topics within which doctoral dissertations are to be pursued at the Units:

List of research topics - Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences:

No.	Research topic	Field and discipline of science
1.	.....	Natural sciences, physical sciences
2.	.....	Natural sciences, physical sciences
	.....	Natural sciences, physical sciences

List of research topics - Jerzy Maj Institute of Pharmacology Polish Academy of Sciences:

No.	Research topic	Field and discipline of science
1.	.....	Medical and health sciences, pharmacology and pharmacy
2.	.....	Medical and health sciences, medical sciences
	.....	Medical and health sciences, medical sciences



List of research topics - Jerzy Haber Institute of Catalysis and Surface Chemistry Polish Academy of Sciences:

No.	Research topic	Field and discipline of science
1.	.....	Natural sciences, chemical sciences
2.	.....	Natural sciences, chemical sciences
	.....	Natural sciences, chemical sciences

List of research topics - Aleksander Krupkowski Institute of Metallurgy and Materials Science Polish Academy of Sciences:

No.	Research topic	Field and discipline of science
1.	.....	Engineering and technology, materials engineering
2.	.....	Engineering and technology, materials engineering
	.....	Engineering and technology, materials engineering

List of research topics - Strata Mechanics Research Institute Polish Academy of Sciences

No.	Research topic	Field and discipline of science
1.	.....	Engineering and technology, environmental engineering, mining and energy

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2.	.....	Engineering and technology, environmental engineering, mining and energy
	.....	Engineering and technology, environmental engineering, mining and energy

List of research topics - Mineral and Energy Economic Research Institute Polish Academy of Sciences

No.	Research topic	Field and discipline of science
1.	.....	Engineering and technology, environmental engineering, mining and energy
2.	.....	Engineering and technology, environmental engineering, mining and energy
	.....	Engineering and technology, environmental engineering, mining and energy

List of research topics - AGH University of Science and Technology in Krakow:

No.	Research topic	Field and discipline of science
1.	.....	Natural sciences, physical sciences
2.	.....	Natural sciences, materials engineering
	.....	Natural sciences, materials engineering

Krakow, .....

## Schedule of the recruitment procedure and scope of the examinations

### Schedule of the recruitment procedure at the Krakow School of Interdisciplinary PhD Studies:

Call for applications:	...
Formal verification of the applications:	...
Announcement of the detailed schedule of major examinations:	...
Announcement of the ranking lists:	...
Announcement of the list of the PhD students:	...
Deadline for submitting the declaration on not undertaking studies in any other PhD School:	...
Announcement of additional recruitment, if needed:	...

### Scope of the examinations:

#### **Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences:**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

#### **Jerzy Maj Institute of Pharmacology Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**Jerzy Haber Institute of Catalysis and Surface Chemistry Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**Aleksander Krupkowski Institute of Metallurgy and Materials Science Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**Strata Mechanics Research Institute Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**Mineral and Energy Economic Research Institute Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**AGH University of Science and Technology in Krakow**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

\*delete as appropriate

Krakow, .....

## **Recruitment procedure**

### **at the Krakow School of Interdisciplinary PhD Studies**

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**Recruitment to the Krakow School of Interdisciplinary PhD Studies in the following scientific disciplines/discipline\*: physical sciences, chemical sciences, medical sciences, pharmacology and pharmacy, materials engineering, environmental engineering, mining and energy \*** in accordance with Table no. 1.

\*delete as appropriate

Table no. 1

Unit:	IFJ PAN	Admission limit: ..... of PhD students
Unit:	IF PAN	Admission limit: ..... of PhD students
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Unit:	IMiM PAN	Admission limit: ..... of PhD students
Unit:	IMG PAN	Admission limit: ..... of PhD students
Unit:	IGSMiE PAN	Admission limit: ..... of PhD students
Unit:	AGH	Admission limit: ..... of PhD students

**The recruitment shall be conducted to the relevant research topics specified in Annex no. 1 to this Announcement.**

**Deadline for the submission of applications:** from ..... to .....

**Manner of the submission of applications:** to the Secretary's Office of the Krakow School of Interdisciplinary PhD Studies or in an electronic way via the webpage .....

**The schedule of the recruitment procedure and the scope of the examinations are specified in Annex no. 2 to this Announcement.**

*In the event that the admission limits referred to in Table no. 1 have not been met as a result of the recruitment procedure, the PhD School Director shall announce an additional call for applications.*

**Application form:** available at the webpage .....

**Annex no. 1 to the Announcement for the recruitment  
referred to in § 5 Para. 1 Letter b**

Kraków, .....

**List of research topics**

Pursuant to § 6, Para. 2 and § 8, Para. 4-5 of the Recruitment Regulations at the Krakow School of Interdisciplinary PhD Studies, the PhD School Director publicly announces the lists of research topics within which doctoral dissertations are to be pursued at the Units:

List of research topics - Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences:

No.	Research topic	Field and discipline of science	Method of funding
1.	.....	Natural sciences, physical sciences	
...	.....	Natural sciences, physical sciences	

List of research topics - Jerzy Maj Institute of Pharmacology Polish Academy of Sciences:

No.	Research topic	Field and discipline of science	Method of funding
1.	.....	Medical and health sciences, medical sciences	
...	.....	Medical and health sciences, pharmacology and pharmacy	

List of research topics - Jerzy Haber Institute of Catalysis and Surface Chemistry Polish Academy of Sciences:

No.	Research topic	Field and discipline of science	Method of funding
1.	.....	Natural sciences, chemical sciences	
...	.....	Natural sciences, chemical sciences	

List of research topics - Aleksander Krupkowski Institute of Metallurgy and Materials Science Polish Academy of Sciences:

No.	Research topic	Field and discipline of science	Method of funding
1.	.....	Engineering and technology, materials engineering	
...	.....	Engineering and technology, materials engineering	

List of research topics - Strata Mechanics Research Institute Polish Academy of Sciences

No.	Research topic	Field and discipline of science	Method of funding
1.	.....	Engineering and technology, environmental engineering, mining and energy	

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...	.....	Engineering and technology, environmental engineering, mining and energy	
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List of research topics - Mineral and Energy Economic Research Institute Polish Academy of Sciences

No.	Research topic	Field and discipline of science	Method of funding
1.	.....	Engineering and technology, environmental engineering, mining and energy	
...	.....	Engineering and technology, environmental engineering, mining and energy	

List of research topics - AGH University of Science and Technology in Krakow:

No.	Research topic	Field and discipline of science	Method of research funding
1.	.....	Natural sciences, physical sciences	
...	.....	Natural sciences, materials engineering	



Krakow, .....

## Schedule of the recruitment procedure and scope of the examinations

### Schedule of the recruitment procedure at the Krakow School of Interdisciplinary PhD Studies:

<b>Call for applications:</b>	...
<b>Formal verification of the applications:</b>	...
<b>Announcement of the detailed schedule of qualification interviews:</b>	...
<b>Announcement of the ranking lists:</b>	...
<b>Announcement of the list of the PhD students:</b>	...
<b>Deadline for submitting the declaration on not undertaking studies in any other PhD School:</b>	...
<b>Announcement of additional recruitment, if needed:</b>	...

### Scope of the examinations:

#### **Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences:**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

#### **Jerzy Maj Institute of Pharmacology Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**Jerzy Haber Institute of Catalysis and Surface Chemistry Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**Aleksander Krupkowski Institute of Metallurgy and Materials Science Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**Strata Mechanics Research Institute Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**Mineral and Energy Economic Research Institute Polish Academy of Sciences**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

**AGH University of Science and Technology in Krakow**

Form of the major examination: oral examination/Candidate's presentation\*

Scope of the questions/subject of the presentation:

.....  
.....

\*delete as appropriate

### Detailed rules for awarding points within the particular qualification criteria

#### Average overall grade:

A Candidate may earn 0-15 points for the average overall grade. The points are awarded by the Recruitment Committee in accordance with Table no. 1:

Table no. 1

Average overall grade	Points
3,0-3,06	0
3,07-3,19	1
3,20-3,32	2
3,33-3,46	3
3,47-3,59	4
3,60-3,72	5
3,73-3,86	6
3,87-3,99	7
4,00-4,12	8
4,13-4,26	9
4,27-4,39	10
4,40-4,52	11
4,53-4,66	12
4,67-4,79	13
4,80-4,92	14
4,93-5,0	15

If the average overall grade is calculated according to the grade scale from 1 to 6 or 2 to 6, the average shall be recalculated in accordance with the following formulae:

- 1) scale 1-6: average =  $0,6 \times$  average overall grade in the scale 1-6 + 1,4;
- 2) scale 2-6: average =  $0,75 \times$  average overall grade in the scale 2-6 + 0,5.

In the case of Candidates whose average overall grades cannot be calculated according to the aforementioned rules, e.g. foreigners, the Recruitment Committee shall award the points in line with the principles of indiscrimination and equality in order to recalculate the average overall grade of the

Candidate with the best possible accuracy against the grade scale of 2-5. Each time the Recruitment Committee shall be obliged to include the justification of this recalculation in the qualification interview report.

#### Major examination:

A Candidate may earn 0-70 points for the major examination. Each member of the Recruitment Committee shall grade the Candidate's answers to all questions/Candidate's presentation in the scale: 2-5. Next, the arithmetic average of the grades awarded by all members of the Committee is calculated. The Recruitment Committee shall award the points in accordance with Table no. 2:

Table no. 2

Average grade for the oral examination	Points	Average grade for the oral examination	Points
2,0-2,990	0	4,25-4,29	31
3,0-3,09	1	4,3-4,34	34
3,1-3,19	3	4,35-4,39	36
3,2-3,29	4	4,4-4,44	38
3,3-3,39	6	4,45-4,49	40
3,4-3,49	7	4,5-4,54	42
3,5-3,59	8	4,55-4,59	45
3,6-3,69	10	4,6-4,64	49
3,7-3,79	13	4,65-4,69	52
3,8-3,89	15	4,7-4,74	56
3,9-3,99	18	4,75-4,79	59
4,0-4,04	21	4,8-4,84	63
4,05-4,09	23	4,85-4,89	65
4,1-4,14	25	4,9-4,94	67
4,15-4,19	27	4,95-5,0	70
4,2-4,24	29		

#### Scientific record and achievements:

A Candidate may earn 0-15 points for the scientific record and achievements. The points shall be awarded by the Recruitment Committee in accordance with Table no. 3:

Table no. 3

<b>Achievements demonstrated by a Candidate to the PhD School</b>	<b>Number of awarded points</b>
An article (one or more) published in a journal on the list of scientific periodicals of the Ministry of Science and Higher Education	2
2 or more articles published in journals on the list of scientific periodicals of the Ministry of Science and Higher Education, including at least one pertaining to the research topic	4
An article (one or more) published in a journal from outside of the list of scientific periodicals of the Ministry of Science and Higher Education	1
At least a one-month or longer scientific internship at a foreign or domestic institution	3
A scientific internship at a foreign or domestic institution lasting from one week to one month	1
An individual lecture (one or more) or poster presentation (one or more) at an international conference	2
An individual lecture (one or more) or poster presentation (one or more) at a domestic conference	1
An award (any) at an international conference	2
An award (any) at a domestic conference	1
Scholarships or awards granted from outside of the university (e.g. ministerial, self-government, participation in research programs)	1-4
<b>Maximum number of points to be earned by a candidate</b>	<b>15</b>

**Application form for admission to the recruitment procedure  
at the Krakow School of Interdisciplinary PhD Studies**

First name/names: .....

Surname: .....

Citizenship: .....

Data and place of birth:.....

PESEL or passport no.:.....

Address of residence: .....

Phone no: .....

E-mail:.....

Professional title:.....

Title of the MA thesis: .....

Research topic the candidate applies for:

.....

pursued at ..... in the discipline of.....

- **I declare that I have read and understood the Recruitment Regulations to the Krakow School of Interdisciplinary PhD Studies**

.....

date and applicant's signature

Attachments:

- 1) CV
- 2) Letter of application (original signed by the applicant)
- 3) Consent of a person proposing a research subject to take up the position of a supervisor (original)
- 4) Copy of a diploma of MA (or related) studies or a certificate of their completion (original\*)
- 5) Information on the average overall grade – a diploma supplement or certificate issued by the university (original\*)

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- 6) Reference from an MA thesis supervisor or head of a research group in which the candidate works (sent directly to the KISD Secretariat)
- 7) Letters of recommendation (optional), not older than 12 months, sent directly to the KISD Secretariat by the person giving the recommendation
- 8) List of scientific record and achievements, according to Annex no. 1 to the application form, including the copies (of the first pages) of papers/posters, internship completion certificates, award certificates etc. documenting the candidate's accomplishments
- 7) 2 candidate's photographs (ID format 35 mm x 45 mm) and 1 photograph in an electronic form

*\* In the case of submitting a copy of the document, the original must be delivered not later than on the day of taking the oath*

### Candidate's academic record and accomplishments

**Name and surname:** .....

**Average overall grade:** ( MA or related studies) .....

**List of publications:** *(list of authors, title, journal; please include copies of the first pages)*

- Article (one or more) published in journals from the List of Scientific Journals of the Ministry of Science and Higher Education (2 points)

1.....

2.....

- Two or more articles published in journals from the List of Scientific Journals of the Ministry of Science and Higher Education, including at least one pertaining to the research topic (4 points)

1.....

2.....

- Article (one or more) published in journals from outside of the List of Scientific Journals of the Ministry of Science and Higher Education (1 point)

1.....

2.....

**Scientific internships:** *(exact dates, place; please include information about the recruitment process)*

- One-month or longer scientific internship at a domestic/foreign research center awarded by way of a competition (e.g. ERASMUS) (3 points)

1.....

2.....

- Scientific internship lasting from one week to one month at a domestic/foreign research center awarded by way of a competition (1 point)

1.....

2.....

**Presentation of scientific results:**



- Individual talk (one or more) or poster presentation (one or more) at an international conference (2 points)

1.....

2.....

- Individual talk (one or more) or poster presentation (one or more) at a domestic conference (1 point)

1.....

2.....

**Award for the presentation of results at a scientific conference** (*please include a copy of the certificate*)

- Award at an international conference (2 points each)

1.....

2.....

- Award at a domestic conference (1 point each)

1.....

2.....

**Scholarships and awards:** (*please include the decision/contract*)

- Scholarships and awards granted from outside of the university (e.g. ministerial, self-government, participation in research programs) (1-4 points)

1.....

2.....

**Other Candidate's accomplishments** (not evaluated according to Attachment no. 4 to the Recruitment Regulations)

.....  
.....  
.....  
.....

Total sum of points calculated by the Candidate according to Attachment no. 4 to the Recruitment Regulations .....

Krakow, .....

**Report on the recruitment procedure**

On ..... in Krakow, at the seat of ....., Mr./Mrs. ....,  
born ..... in ....., attended an interview to apply for the research  
topic under the title of

.....  
.....

before the Recruitment Committee composed  
of.....

.....

The major examination took place in the form of: oral examination/presentation\*.

Questions/grade:\*

.....  
.....  
.....  
.....

Grade for the presentation:\*

.....

\*delete as appropriate

The Recruitment Committee has awarded the Candidate the points within the following criteria:

1) Average overall grade:

Average overall grade of the Candidate	Points

2) Major examination:

The average of the grades awarded by the members of the Recruitment Committee	Points

3) Scientific record and achievements:

	Points

**The total number of points earned by the Candidate in the recruitment procedure: .....**

Signatures of the members of the Committee:

### Ranking list

Explanatory note:

	A research topic to be pursued in the academic year of .....		A research topic not to be pursued in the academic year of .....
--	--	--	--

\*delete as appropriate

Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences

No.	Research topic (starting from the topics for which the Candidates have earned the highest number of points in the recruitment procedure)			
1.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
2.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
...	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*

Jerzy Maj Institute of Pharmacology Polish Academy of Sciences:

No.	<b>Research topic</b> (starting from the topics for which the Candidates have earned the highest number of points in the recruitment procedure)			
1.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
2.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
...	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*

Jerzy Haber Institute of Catalysis and Surface Chemistry Polish Academy of Sciences:

No.	<b>Research topic</b> (starting from the topics for which the Candidates have earned the highest number of points in the recruitment procedure)			
1.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
2.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
...	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*

Aleksander Krupkowski Institute of Metallurgy and Materials Science Polish Academy of Sciences:

No.	<b>Research topic</b> (starting from the topics for which the Candidates have earned the highest number of points in the recruitment procedure)			
1.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
2.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
...	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*

Strata Mechanics Research Institute Polish Academy of Sciences

No.	<b>Research topic</b> (starting from the topics for which the Candidates have earned the highest number of points in the recruitment procedure)			
1.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
2.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
...	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*

Mineral and Energy Economic Research Institute Polish Academy of Sciences

No.	<b>Research topic</b> (starting from the topics for which the Candidates have earned the highest number of points in the recruitment procedure)			
1.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
2.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
...	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*



AGH University of Science and Technology in Krakow:

No.	<b>Research topic</b> (starting from the topics for which the Candidates have earned the highest number of points in the recruitment procedure)			
1.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
2.	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*
...	.....			
	<i>No.</i>	<i>Candidate</i>	<i>Number of points</i>	<i>Qualified for the entry on the list of the PhD students</i>
	1.	.....	.....	YES/NO*
	...	.....	.....	YES/NO*

Kraków, .....

.....  
(name and surname)

.....  
(address)

.....  
(PESEL or passport no.)

## **Declaration on undertaking studies at the Krakow School of Interdisciplinary PhD Studies**

I hereby declare that in the academic year ...../..... I shall undertake studies **at the Krakow School of Interdisciplinary PhD Studies.**

I shall pursue the selected research topic at the following Unit (*tick as appropriate*):

- Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences (IFJ PAN), with the seat in Kraków, ul. Radzikowskiego 152, postal code 31-342
- Jerzy Haber Institute of Catalysis and Surface Chemistry Polish Academy of Sciences (IKiFP PAN), with the seat in Kraków, ul. Niezapominajek 8, postal code 30-239
- Jerzy Maj Institute of Pharmacology Polish Academy of Sciences (IF PAN), with the seat in Kraków, ul. Smętna 12, postal code 31-343
- Aleksander Krupkowski Institute of Metallurgy and Materials Science Polish Academy of Sciences (IMiM PAN), with the seat in Kraków, ul. Reymonta 25, postal code 30-059
- Strata Mechanics Research Institute Polish Academy of Sciences (IMG PAN), with the seat in Kraków, ul. Reymonta 27, postal code 30-059
- Mineral and Energy Economic Research Institute Polish Academy of Sciences (IGSMiE PAN), with seat in Kraków, ul. J. Wybickiego 7A, postal code 31-261
- AGH University of Science and Technology in Krakow (AGH), with the seat in Kraków, al. Mickiewicza 30, postal code 30-059

At the same time I declare that **I am not undertaking studies in any other PhD school.**

In the event that I undertake studies in another PhD school, I agree to notify the competent PhD School Deputy Director of the Krakow School of Interdisciplinary PhD Studies of a given Unit about this fact in writing and without undue delay.

.....  
(Legible signature of the Candidate)