

**Admission Procedure Regulations for the Doctoral School
run by Poznan University of Medical Sciences
in the 2026/2027 academic year**

Chapter I

General provisions

§ 1

1. This document contains admission procedure regulations for the Doctoral School run in a full-time mode by Poznan University of Medical Sciences.
2. The organisation of the Doctoral School is defined by the Regulations of Doctoral School and Curriculum of Doctoral School at PUMS.

§ 2

1. Whenever the provisions of this document refer to:
 - 1) University – it should be understood as Poznan University of Medical Sciences (abbreviation: PUMS);
 - 2) Act – it should be understood as the Act of July 20, 2018 – Law on Higher Education and Science (i.e. Polish Journal of Laws of 2024, item 1571, as amended);
 - 3) Admission Committee – it should be understood as the Admission Committee of Poznan University of Medical Sciences, appointed by the Doctoral School Director;
 - 4) Rector – it should be understood as the Rector of Poznan University of Medical Sciences
 - 5) Doctoral School Office – it should be understood as the Doctoral School Office of Poznan University of Medical Sciences.

§ 3

1. The University is recruiting for the first year of the Doctoral School, run in the field of medical sciences and health sciences, in the following scientific disciplines: medical sciences, pharmaceutical sciences, health sciences for the 2026/2027 academic year, for both Polish and English language programme.
Candidates must select a language group at PUMS Doctoral School before applying for admission. Applications to the Doctoral School can only be submitted to one (chosen) language group: either Polish or English.
2. A person who meets the following criteria may be admitted to the Doctoral School:
 - 1) who holds the professional title of Master, Master of Science, or equivalent, and meets the recruitment conditions set out below.
 - 2) in exceptional cases, justified by the highest quality of scientific achievements (§ 186, item 2 of the Act) , a graduate of first-cycle studies or a student who has completed the third year of long-cycle master's studies, after successfully passing the recruitment process. The

candidate referred to in this point is required to present previous scientific achievements, including scientific publications with an Impact Factor >8.0 (including at least one paper with first authorship), and to have a minimum average grade from exams during their previous higher education period at a level equal to or above 4.0.

- 3) who is not a doctoral student at another Doctoral School.
3. Any doctors and dentists applying for admission to the Doctoral School, who will conduct clinical research, must provide the Doctoral School Office with a document confirming their right to practise medicine for an indefinite period. Candidates qualified for admission, who are completing an internship at the time of recruitment and complete it in the calendar year in which the training at the Doctoral School is planned to commence, are required to provide an indefinite medical license until November 30, 2026. Persons who will not have the above-mentioned document by 30 November 2026 (who will start their internship in the calendar year in which they plan to commence their education at the Doctoral School) are required to submit the following to the Doctoral School Office:
 - 1) a signed statement confirming that, as part of the postgraduate internship programme effective from 1 March 2023, the candidate has chosen a so-called personalised partial internship, lasting 10 weeks, in a field of medicine directly related to the research profile defined in the preliminary research plan submitted with the application to the Doctoral School (please specify the field of medicine);
 - 2) a statement in which the candidate for the Doctoral School and the candidate for supervisor declare that research involving patients will be conducted under the supervision of the appointed supervisor. This document must be confirmed by the signature of both the candidate and the future supervisor.
4. The recruitment process is admissible to students of the last year of second-cycle or long-cycle studies (other than medicine and medicine and dentistry) before defending their thesis, as long as they provide a certificate of completion of all classes included in the study curriculum.
5. Candidates referred to in Section 4, qualified for admission to the Doctoral School, must deliver to the Doctoral School Office the diploma of completion of second-cycle or long-cycle studies by September 25, 2026. Failure to deliver the diploma will result in the removal from the list of students admitted to the Doctoral School.
6. To ensure individuals with disabilities can participate in the PUMS Doctoral School recruitment interview, the Recruitment Committee must be informed of any special needs related to their participation. This notification should be made in writing. Additionally, a photocopy of the document certifying the degree of disability must be attached, and if such a document is not available, medical documentation confirming the individual's health condition should be provided. The foregoing documents should be submitted along with the other required recruitment documentation.
7. Candidates applying for admission to the English-language program are recommended to present a commitment to collaborating with an employee of a foreign scientific unit, who will serve as a second supervisor or assistant supervisor (statement according to Appendix No.6).

§ 4

1. Persons who are not Polish citizens, hereinafter: "foreigners", may be admitted to the Doctoral School.
2. Foreigners who do not have a certificate confirming their knowledge of the Polish language (fluent spoken and written language skills) may take up training at the Doctoral School only in the English-speaking group.
3. Any candidates holding dual citizenship (Polish and foreign) are treated as Polish citizens and must enter the recruitment process on the terms applicable to Polish citizens.
4. The foreigners may undertake and pursue an education at the Doctoral School pursuant to Article 323 of the Act and on the terms laid down in these Regulations.
5. Based on a diploma certifying completion of studies abroad, any person whose diploma, in accordance with applicable regulations in this field, is recognised in Poland as equivalent to the Polish diploma of completing long-cycle studies or second-cycle studies may be admitted to the Doctoral School. In the case of candidates whose diploma cannot be recognised as equivalent to the relevant Polish diploma nor to professional title based on an international agreement specifying equivalence – the international recognition of the diploma is required.
6. Documents concerning the completion of studies entitling to undertake studies at the Doctoral School, drawn up in a foreign language, must be submitted by the candidate together with their sworn translation into Polish.

§ 5

1. The Rector issues an order to set admission limits for the Doctoral School, separate for the Polish-speaking and English-speaking groups, and separate for the candidates referred to in section 5 of this paragraph.
2. The order pertaining to the admission limit is announced before the date of the interview conducted under the recruitment process.
3. In exceptionally justified cases, the Rector may change the number of admission places.
4. A ranking list is prepared based on the final scores achieved by all candidates participating in the recruitment process. The Candidates are ranked on the list based on their scores, following the number of admissions established by the Rector.
5. In order to implement a research project for which funding for a doctoral scholarship has been secured, as referred to in the Act, the Director of the Doctoral School may, in justified cases, conduct additional recruitment of candidates. Only individuals previously recruited for the project may apply for admission to the Doctoral School through this recruitment process. The recruitment process for additional enrolment is held on two dates: during the winter semester and during the summer semester, whereas the pursuit of the curriculum (compulsory classes, electives, doctoral seminars, professional internships and compulsory courses) by doctoral students admitted in the summer round begins in October of the following academic year, while in the transitional period, the Doctoral School Director establishes an individual organisation of education (IOK). The recruitment process is conducted in accordance with the provisions of these Regulations.
6. Research projects managers submit written information to the Vice-Rector for Science regarding the planned involvement in the project of the scholarship holder's doctoral student,

the candidate's profile, the expected time of participation in the project, as well as the amount of the doctoral scholarship provided for in the project and the time of its payment by the approved conditions of project implementation. The prepared cost estimate for the payment of the doctoral scholarship should secure the possibility of its payment throughout the period of Doctoral Student education at the Doctoral School required by the law. In order to arrange additional recruitment to the PUMS Doctoral School, the head of the research project submits the opinion of the Vice-Rector for Science to the Director of the Doctoral School at least 4-6 weeks before the planned date of recruitment to the Doctoral School. The dates of additional recruitment for candidates selected in the grant competition are set by the Director of the Doctoral School, acting under the authority of the Rector.

7. English language proficiency at a level of at least B2 or IELTS 5-6, confirmed with an appropriate certificate, assessed by the Admission Committee, gives the maximum number of points in English language proficiency, in accordance with Appendix 1. The current list of recognised certificates is available on the Doctoral School website. Without a certificate or failure to timely attach the certificate to the application file, the candidate must undergo an English language interview before the Admission Committee.
8. As far as the case referred to in Section 4 is concerned, when two or more candidates have scored an equal number of points entitling to admission to the Doctoral School, the final admission is determined by the greater number of points scored in the evaluation of scientific activity. Should any candidate qualified for the admission have resigned from undertaking education at the Doctoral School, the candidates who have obtained a positive score in the recruitment process – but have not qualified for the admission to the Doctoral School due to the lack of admission places – are admitted to that vacated places, according to the ranking list, not later than before the beginning of the education cycle.
9. The university may conduct an additional recruitment if the admission limit set by the PUMS Rector's Order is not met during the initial recruitment process.
10. The results of the recruitment process are made public.

§ 6

1. The thesis supervisor of a Doctoral Student may be a senior academic researcher (PUMS' employee), scientifically active and with currently published scientific achievements for the last 5 years.
2. A Doctoral Student pursuing education in an English-speaking group may be supervised by two supervisors, including an employee of PUMS (obligatory) and an employee of a foreign university or research institution.
3. A foreign thesis supervisor may be a person without the post-doctoral degree, who is an employee of a foreign university or scientific institution, if the authority competent to conduct the procedure for awarding the doctoral degree considers, that this person has significant achievements in the field of scientific issues covered by the doctoral dissertation. The document should be obtained at the stage of appointing a supervisor (after admission to the Doctoral School).

4. The thesis supervisor may supervise at most three doctoral students of the Doctoral School at the same time, with the exception of doctoral students admitted as part of research projects financed with external funds, provided that this doctoral student is given the opportunity to complete professional training in the form of teaching classes. In the case of a planned increase in the number of doctoral students, the consent of the Director of the Doctoral School is required.
5. The thesis supervisor should be working for at least another four years at the University (due to age restrictions), following the moment of admitting the doctoral student.
6. The person referred to in Article 190 (6) of the Act must not be the thesis supervisor.
7. For candidates who achieve the qualifying score for admission in the recruitment process, the formal appointment of a supervisor/supervisors occurs within three months from starting their education in the Doctoral School. During the recruitment process, a candidate for a dissertation supervisor is presented.

Chapter II

Principles and the course of the admission process

§ 7

1. The admission process is competitive.
2. The admission is conducted by the Admission Committee.
3. Admission decisions are made by the Rector or the Director of the Doctoral School acting on behalf of the Rector.
4. The interview for admission to the Doctoral School may be conducted using remote communication methods.

§ 8

1. Members of the Admission Committee are appointed by the Director of the Doctoral School.
2. The chair of the Admissions Committee is the Director of the Doctoral School or one of his deputies.
3. The Admission Committee comprises at least three members, including academic teachers from the disciplines represented within the Doctoral School and lecturers from the University's Centre for Foreign Language Tuition.
4. A representative indicated by the Board of the Doctoral School Student Council may participate in the work of the Admission Committee.
5. The Doctoral School Office is supported by the PUMS Recruitment Department in the administrative handling of the admission process.

§ 9

1. The number of points scored during the admission process, based on a scoring system, determines whether or not a given candidate will be admitted to the first year of the Doctoral

School. The current scoring system for the admission to the Doctoral School forms Appendix 1 hereto to these Regulations, while obtaining zero points during the interview in a foreign language or in the scope of issues related to the preliminary research plan disqualifies the candidate.

2. Admission of a Polish citizen to the Doctoral School is based on the entry in the list of Doctoral Students. The entry is made by the Director of the Doctoral School. A candidate admitted to the Doctoral School receives written notification (sent via e-mail) on admission as a PUMS's Doctoral Student.
3. The foreigner's admission to the Doctoral School is based on an administrative decision of the Rector, under which the Director of the Doctoral School makes an entry on the list of PUMS Doctoral Students.
4. Information on the admission of a candidate to the Doctoral School run by the University is communicated to the senior academic researcher designated as the thesis supervisor(-s) and the Head of the PUMS' unit, in which the doctoral student is to conduct individual research.
5. Refusal of admission to the Doctoral School is made by way of an administrative decision.
6. Against a negative decision of the Rector or the Director of the Doctoral School acting under the authority of the Rector, the candidate has the right to request the Rector to reconsider the case within the time limit specified in the decision.
7. The decision is sent to the candidate to the address indicated in the personal questionnaire, by E-Doręczenie with acknowledgment of receipt. Personal collection of the decision at the Doctoral School Office is allowed. As far as candidates from abroad are concerned, it is also allowed to send the decision electronically.
8. Any person admitted to the Doctoral School begins education and acquires the rights of a Doctoral Student upon taking the oath.

§ 10

1. **A candidate applying for the admission to the Doctoral School is obliged to:**
 - 1) **complete registration on-line on the University's website**, within the time limit specified in the admission procedure schedule (to complete the registration process, you **must fill in the questionnaire and confirm it**);
 - 2) **submit to the Doctoral School Office**, within the time limit specified in the admission procedure schedule (in the case of delivery of the documentation by post, the date of receipt is taken into account):
 - a) **the application for admission to the Doctoral School (Appendix 2 – document filled out on a computer)**,
 - b) **a personal questionnaire form printed from the electronic system and signed**,
 - c) **a photocopy of a university diploma** – the original copy must be presented to the University employee to confirm that the copy is true, while in the case of foreigners: a photocopy of a diploma issued abroad along with its sworn translation. The diploma and its sworn translation, must also bear an apostille or be legalised in accordance with the generally applicable regulations. In the case a foreign diploma is not recognized in Poland

- by law, it is also required to present the legally required document confirming its recognition as equivalent to the Polish diploma of completing long-cycle studies or second-cycle studies,
- d) **a statement of the academic teacher, proposed as the supervisor, pertaining to the consent on taking the candidate under scientific supervision** after the candidate has been admitted to the Doctoral School (**Appendix 3**), for the English-speaking group, a foreign supervisor statement (**Appendix 6**) - document must contain a legible signature,
 - e) **a list of the supervisor's four best publications** from 2021 - 2025 (for the English-speaking group, also a list of publications of the foreign supervisor) according to the information in the scoring system attached as Appendix 1 to these Regulations, signed by the person designated as the supervisor(s);
 - f) **a statement from the head of the unit**, where the doctoral student will carry out their research work, confirming that they will be able to complete the school curriculum, including professional training in the form of teaching classes (Appendix 4) - document must contain a legible signature;
 - g) **confirmation of the average grade obtained in higher education examinations** and, in the case of two-cycle studies a confirmation of the average grade obtained in the first and second-cycle examinations (certificate from the dean's office or a supplement containing information on the average grade in examinations only); in the case of the foreigners: a document confirming the education results in line with the grading system of the country in which they have studied, in particular, the course record; these results are converted by the Admission Committee into the system applicable in Poland. Candidates with an average grade of less than 3.50 in their higher education examinations do not receive points for this element of the scoring system (in the case of two-cycle studies, this rule applies to the arithmetic mean of the averages from the examinations of the first and second cycle of studies).
 - h) **preliminary research plan**, signed by the candidate and the person designated as the thesis supervisor (Appendix 5),
 - i) **a photocopy of the medical licence (regarding medical doctors and dentists)** – the original must be presented to the University employee to confirm that the copy is true, or a statement referred to in § 3, section 3,(1) and 2)) of these Regulations. In the case of the foreigners, any doctors and dentists, who will pursue the Doctoral School in the disciplines of medical sciences and health sciences and conduct clinical research, are required to present to the Doctoral School Office a document confirming the acquisition of the medical licence for an indefinite period – regulations in this regard stipulate the provisions and procedures of the Regional Medical Chamber.
 - j) **document referred to in § 3, section 6** of these Regulations (applies to persons with disabilities)
 - k) if the number of doctoral students supervised by a prospective supervisor exceeds the limit, a request to the Director of the Doctoral School to increase the number of doctoral students supervised by that supervisor;

- l) **documents certifying the candidate's scientific activity** in line with the guidelines for certifying the scientific achievement, defined in the scoring system for the admission to the Doctoral School (numbered in accordance with the list of appendixes to the application);
- m) **list of appendixes to the application** for admission to the Doctoral School in the academic year 2026/2027 concerning scientific activities - according to the scoring system, the highest-scoring achievements **TABLE (Appendix 7). Documentation that does not meet the conditions described in Appendix 7 will not be considered;**
- n) in addition, the candidate is required **to present an ID document** to verify the data provided in the personal questionnaire when submitting the documents and at the interview, candidates recruited as part of additional recruitment process for the purpose of conducting a research project - confirmation of the project manager about qualifying for participation in the project;
- o) **in the case of foreigners:** an insurance policy against illness or accident covering the education period in Poland or the European Health Insurance Card, or a declaration that they will join the National Health Fund immediately after commencing education;
- p) **in the case of foreigners:** a photocopy of passport, visa and residence card or other document entitling the holder to reside in the Republic of Poland (original for verification);
- q) in the case of candidates referred to in § 5(5) of these Regulations (project): confirmation from the project manager that the candidate has been selected to participate in the project.

All documents submitted in the recruitment process should be completed on a computer.

- 3) **take an interview** on topics related to the preliminary research plan and English language skills , on the date specified in the admission schedule;
 - 4) **adhere to the deadlines specified in the admission schedule** announced by the Director of the Doctoral School and published on PUMS's website.
2. Documentation for admission to the Doctoral School submitted after the deadline, will not be considered, regardless of the reasons for failure to meet the application deadline. The date of submission of application documents is the date of their receipt by the Doctoral School Office.
- 3. After the deadline, the right to supplement the documentation referred to in section 1(2) expires.**
- 4. A candidate who obtains a minimum of 4 points for scientific activities included in point 4 of the scoring system, constituting Appendix 1 of these Regulations will be admitted to the interview and further proceedings.** A candidate who does not obtain the required score will not be admitted to the interview.
5. The candidate is notified of the date of the interview via e-mail (information is sent to the e-mail address provided by the candidate in the personal questionnaire). The admission interview for the candidate recruited to the English-speaking group is conducted in English.

6. The results of the admission procedure will be announced on the PUMS website. The publicly announced ranking list will include the candidate's number and their total score.
7. Applicants do not need to pay an application fee for admission to the Doctoral School.

§ 11

1. The candidate admitted to the Doctoral School must promptly submit a medical certificate to the Doctoral School Office, confirming that there are no medical contraindications to undertaking education at the Doctoral School. The Doctoral School Office issues a referral for the necessary medical examinations. Failure to meet this requirement will prevent participation in didactic classes at the Doctoral School.
2. Foreigners qualified for admission who are required to apply for a visa may conditionally be entered on the list of Doctoral Students, without entitlement to a scholarship, until they obtain a visa and arrive in Poland.
3. Any candidate qualified for admission to the Doctoral School run by the University must submit a declaration that they are not a doctoral student at another doctoral school. A candidate who is a participant in another doctoral school as of the date of the statement will not be enrolled as a doctoral student.
4. To resign from recruitment, a candidate may submit a written declaration to the Doctoral School Office, addressed to the Admission Committee (the statement may be submitted by e-mail - a signed scan of the letter). The resignation becomes effective upon delivery to the Doctoral School Office. After the declaration is submitted, the admission procedure for the candidate is discontinued entirely, as it is considered unnecessary.
5. In matters not covered by the above Regulations, the final decision is made by the Director of the Doctoral School, authorized by the Rector.

Information on the Processing of Personal Data of Candidates for the Doctoral School

1. The controller of your personal data is the **Karol Marcinkowski University of Medical Sciences in Poznań**, ul. Fredry 10, 61-701 Poznań (the "University").
2. The University has appointed a Data Protection Officer, who can be contacted at: iod@ump.edu.pl.
3. Your personal data will be processed for the following purposes:
 - a) conducting the recruitment process for the Doctoral School – pursuant to Article 6(1)(c) of the GDPR, i.e. in order to fulfil the legal obligations incumbent on the University arising from the Act of 20 July 2018 – Law on Higher Education and Science and its implementing regulations;
 - b) taking steps to conclude and perform an agreement on doctoral education, should you be admitted – pursuant to Article 6(1)(b) of the GDPR;
 - c) fulfilment of reporting, archival, statistical, and accounting obligations – pursuant to Article 6(1)(c) of the GDPR and the provisions on the national archival resource;
 - d) ensuring the safety of persons and property, including the use of video surveillance – pursuant to Article 6(1)(e) of the GDPR in conjunction with Article 50 of the Law on Higher Education and Science (the University has a statutory obligation to ensure safety).
4. Your data may be disclosed to:
 - a) organisational units of the University;
 - b) entities providing services to the University under data processing agreements (e.g. IT system providers);
 - c) authorities and institutions authorised to obtain data under applicable law;
 - d) the University may entrust the processing of data to external entities on the basis of a written data processing agreement – in particular companies maintaining and supplying software used in the recruitment process and doctoral education.
5. The data will be stored:
 - a) for the period necessary to conduct the recruitment process;
 - b) in the event of successful recruitment, for the duration of the education;
 - c) thereafter, in accordance with regulations concerning the archiving of documentation in public universities – as a rule, for 50 years, unless specific provisions provide otherwise.
6. You have the right to:
 - a) access your data (Article 15 of the GDPR);
 - b) rectify your data (Article 16 of the GDPR);
 - c) have your data erased in the cases specified in Article 17 of the GDPR;
 - d) restrict the processing of your data (Article 18 of the GDPR);
 - e) data portability (Article 20 of the GDPR).
7. You have the right to lodge a complaint with the President of the Personal Data Protection Office if you consider that your data are processed unlawfully.
8. Providing personal data is mandatory under the provisions of the Law on Higher Education and Science. Failure to provide the data will prevent participation in the recruitment procedure and the implementation of the education process.
9. Your personal data will not be subject to automated decision-making or profiling.

**Scoring system for the admission to the Doctoral School
run by Poznan University of Medical Sciences**

1. AVERAGE GRADE OBTAINED IN HIGHER EDUCATION EXAMINATIONS	
<ul style="list-style-type: none"> – the average grade is rounded up to the first decimal place (e.g., 4.32 is 4.3 gives 21,5 points / 3,44 is 3,4 gives 0 points) – in the case of two-cycle studies, the arithmetic mean of the average grade is calculated – the minimum average grade required for Doctoral School applicants is 3.50 or higher – Candidates with an average grade of less than 3.50 do not receive points for this element of the scoring system (in the case of two-cycle studies, this rule applies to the arithmetic mean of the averages from the examinations of the first and second cycle of studies) – A candidate who does not hold a master degree or equivalent, referred to in § 3 section 2 (1) of this Regulations, is required to have a minimum average grade from exams during their previous higher education at a level of minimum 4,00 	average grade x 5
2. RESEARCH PROJECT EVALUATION	
the preliminary evaluation of the research project is made by an Admission Committee member appointed by the chairperson of the Admission Committee	0 – 6 points
3. INTERVIEW (oral form) (obtaining zero points during the interview in a foreign language or in the scope of issues related to the preliminary research plan disqualifies the candidate)	
<ul style="list-style-type: none"> – <u>on topics related to the preliminary research plan plan</u> the knowledge of issues related to the preliminary research plan is evaluated 	0 – 10 points
<ul style="list-style-type: none"> – <u>English language skills</u> the ability to conduct a scientific discussion in a foreign language is evaluated (submitting a certificate of English proficiency from the list of certificates on the Doctoral School website to the Admissions Committee automatically exempts the candidate from the need to take the language part of the interview and awards 6 points) 	0 – 6 points
4. EVALUATION OF SCIENTIFIC ACTIVITY All scientific achievements must be certified in line with the following guidelines	
PUBLICATIONS	
<ul style="list-style-type: none"> – publications published in journals included in the list of scientific journals of the Ministry of Education and Science/Ministry of Science and Higher Education (MEiN/MNiSW) <p>Confirmation: a printout from the bibliography of the PUMS Main Library or a photocopy of the publication along with the information on the publication date and the full name and journal scoring</p> <p>Note: A candidate who does not hold a master's degree or equivalent, as referred to in § 3 section 2(1) of these Regulations is required to have scientific output with IF>8.0 (including at least one paper with first authorship).</p> <p>In calculating points, the value of the Impact Factor (IF) index used is the one that was in effect during the year the article was published.</p> <p>The selection of the highest-scoring publications is made by the candidate.</p> <p>If a candidate lists more than four publications, the calculation of points will apply only to the first four items presented in the list of attachments, as outlined in Appendix 8 of the recruitment conditions.</p>	4 highest-scored publications are subject to evaluation max. 80 points
Scoring for publications with IF	
MNiSW/MEiN scoring for publications with the IF (until 2018/from 2019)	

journal scoring	15/20 points	20-25/40-70 points	30/100 points	35-50/140-200 points	
authorship order					
first	3	6	8	20	
second	2	4	6	12	
third or further	1	2	3	4	
Scoring for publications without IF					
MNiSW/MEiN scoring for publications with the IF (until 2018/from 2019)					
journal scoring	<15/20 points		15/20-200 points		
authorship order					
first	1		1,5		
second	0,75		1		
third or further	0,5		0,75		
CONFERENCES					
– participation in a scientific conference with a paper Confirmation: a document certifying active participation in the conference and photocopy of an abstract from the book of abstracts. If the candidate indicates more than 3 conference abstracts, the calculation of points will apply only to the first 3 items presented in the list of attachments - Appendix 8 to the conditions of recruitment.					3 highest-scored abstracts are subject to evaluation max. 4,5 points
PARTICIPATION IN THE CONFERENCES					
type of conference	domestic		international		
authorship order					
first	0,5		1,5		
second	0,3		1		
third and next	0,1		0,5		
- awards received at scientific conferences Confirmation: award certificate – photocopy					3 highest-scored abstracts are subject to evaluation max. 6 points
AWARDS RECEIVED AT THE CONFERENCES					
type of conference	domestic		international		
authorship order					
first	0,5		2		
second	0,3		1		
third and next	0,1		0,5		
GRANTS					
– participation in research projects as a manager Confirmation: information from the grant giver / original of the application / original of the report					A maximum of 4 points can be received for participation in projects.

Project financed from university funds (university)	1 pkt	
Project financed from external funds (non-university)	3 pkt	
MINISTER'S SCHOLARSHIP		
<ul style="list-style-type: none"> – Minister's scholarship for outstanding achievements for students Confirmation: scholarship certificate – photocopy 		3 points; max. 3 points
SCIENTIFIC INTERSHIPS		
<ul style="list-style-type: none"> – scientific internships abroad and ERASMUS internships Confirmation: document confirming completion of the internship stating its duration – only internships lasting over 30 days are subject to scoring 		1 point per month; max. 6 points
MEDAL FOR ACHIEVEMENTS IN SCIENCE AND SOCIAL WORK		
<ul style="list-style-type: none"> – PUMS Medal or an equivalent award from another University PUMS Medal for scientific achievements and social work is awarded to PUMS alumni who have distinguished themselves through social work, scientific, artistic, or athletic achievements and have a final grade of no less than 4.00. Confirmation: a document confirming receipt of the medal (a diploma, a letter confirming receipt of the aforementioned award signed by the University Authorities) 		2 points; max. 2 points
FOREIGN SUPERVISOR – only for the English-speaking group		
presentation of a written commitment to collaborate with a researcher from a foreign institution as the second or assistant supervisor (document signed by the PUMS candidate for supervisor and the proposed supervisor from the foreign institution)		5 points
5. SCIENTIFIC ACHIEVEMENTS OF A THESIS SUPERVISOR		
<ul style="list-style-type: none"> – supervisor's publications in journals included in the list of scientific journals of the Ministry of Science and Higher Education (MNiSW) - the highest-scoring papers with first, second, or last authorship (author senior) for the years 2021-2025 Confirmation: a list of the supervisor's 4 highest-scored publications from 2021-2025 should be attached The document must be signed by the person designed as supervisor(s) 		4 highest-scored papers for 2021-2025, with the first, second, or last authorship, are subject to evaluation
MNiSW scoring		
journal scoring	40-70 points	100 points
authorship order		
first/last	0,25	1
second	0,10	0,75
All attachments confirming scientific activity must be numbered according to the items in the table - List of attachments (Appendix 7)		

**APPLICATION FOR THE ADMISSION TO THE DOCTORAL SCHOOL
RUN BY THE POZNAN UNIVERSITY OF
MEDICAL SCIENCES**

Application submission date

.....

FIRST AND LAST NAME:.....

PESEL No. or in the case of foreigners, passport No.:

***Rector
of Poznan University of
Medical Sciences***

I hereby request the admission to the Doctoral School run by Poznan University of Medical Sciences in the 2026/2027 academic year.

I wish to pursue scientific and didactic work at

(please provide the name of the University unit)

under the supervision of Mr/Ms

(please provide the name of the person designated as the thesis supervisor)

I declare that I have familiarized myself with the Admission Procedure Regulations for the Doctoral School run by Poznan University of Medical Sciences in the 2026/2027 academic year.

.....

candidate's legible signature

.....
(scientific degree/title, first and last name of the person making declaration)

.....
(workplace – PUMS unit)

.....
(contact phone; e-mail)

**DOCTORAL SCHOOL RUN BY
POZNAN UNIVERSITY OF MEDICAL SCIENCES**

DECLARATION

of the academic teacher proposed as the supervisor, pertaining to the consent on taking the candidate under scientific supervision after the candidate has been admitted to the Doctoral School

I hereby consent to assume the duties of the thesis supervisor of the doctoral dissertation of Ms/Mr, who applies for the admission to the Doctoral School run by Poznan University of Medical Sciences.

Scientific and didactic work will be pursued at

(please provide the name of the University unit)

I hereby declare that:

- I have a published scientific achievements from the last 5 years. My scientific achievements for 2021-2025 comprises publications with an IF total value of = and MNiSW (Ministry of Science and Higher Education) scoring =; including respectively, publications as the first author with an IF total value of = and MNiSW scoring = and publications as a senior author with an IF total value of = and MNiSW scoring =
- my employment at the University allows me to supervise the above-mentioned doctoral student throughout the duration of education at the Doctoral School,
- while having regard to the above-mentioned candidacy, the number of doctoral students (pursuing Doctoral School) as of October 1, 2026, who are under my scientific supervision, does not exceed 3 people (except for Doctoral Students admitted as part of research projects financed with external funds).

.....
(place and date)

.....
(legible signature and the stamp of the person making declaration)

.....
(degree / title, first and last name of the person making declaration)

.....
(workplace – PUMS unit)

.....
(contact phone; e-mail)

**DOCTORAL SCHOOL RUN BY
POZNAN UNIVERSITY OF MEDICAL SCIENCES**

DECLARATION

**of the Head of the Unit (Clinic/Institute of PUMS) on providing the Doctoral Student with the
opportunity to complete the compulsory classes and professional internships as part of the
Doctoral School curriculum**

I declare that should Ms/Mr be admitted to the Doctoral School run by Poznan University of Medical Sciences, I shall provide the above-mentioned Doctoral Student with the opportunity to perform all tasks related to education at the Doctoral School, including compulsory classes and professional internships in the form of delivering teaching classes, to the extent specified in the curriculum.

The internship will be carried out at:
(please provide the name of the University unit)

.....
(place and date)

.....
(legible signature and the stamp of the person making declaration)

.....
(professional title, first and last name of the candidate)

.....
(proposed discipline under which the doctoral thesis will be carried out – medical sciences/pharmaceutical sciences/health sciences)

**DOCTORAL SCHOOL RUN BY
POZNAN UNIVERSITY OF MEDICAL SCIENCES**

PRELIMINARY RESEARCH PLAN

(in total, the description in points 1-4 should not exceed 4000 characters, including spaces)

.....
.....
(title of the doctoral dissertation project)

.....
(scientific degree/title, first and last name of the person designated for the thesis supervisor)

.....
.....
(PUMS Unit or Department responsible for research and teaching)

1. Concept of paper and research plan:
(please provide the research problem and justification of topic's selection)

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

2. Paper objectives :
(assumed research hypotheses)

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

3. Material and methods:
(description of the research material and applied research methods)

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

4. Expected outcomes:

(expected outcomes of the paper and their potential significance for science and practical application)

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

5. Literature/initial bibliography:

(max. 10 most important literature items)

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

.....

(place and date)

.....

(candidate's legible signature)

I hereby approve the candidate's preliminary research plan.

.....

(place and date)

.....

(legible signature and the stamp of the person designated for the thesis supervisor)

.....
(scientific degree/ title, first and last name of the person making declaration)

.....
(name and address of the employing unit)

.....
(e-mail-address)

**DOCTORAL SCHOOL RUN BY
POZNAN UNIVERSITY OF MEDICAL SCIENCES**

**DECLARATION
of the academic teacher designated as the foreign supervisor to agree to supervise the
candidate after he/she has qualified for the Doctoral School**

I agree to be the co-supervisor of the doctoral thesis of Ms/Mr
....., who applies for admission to Poznan University of
Medical Sciences Doctoral School.

I declare that I have a published scientific achievements from the last 5 years. My scientific output
for the years 2021-2025 includes publications with a total IF =;
including respectively publications as a first author with a total IF =
and author senior with a total IF =

.....
(place and date)

.....
(legible signature and the stamp of the person making declaration)

.....
(signature of the supervisor' candidate from PUMS)