

**Terms and Conditions and Procedure of the Recruitment Process to the Doctoral School
run by the Poznan University of Medical Sciences
in the 2021/2022 academic year**

Chapter I

General provisions

§ 1

1. This document stipulates the terms and conditions, procedure for the recruitment process to the Doctoral School run in a full-time mode by the Poznań University of Medical Sciences.
2. The organisation of the Doctoral School are defined in the Regulations of the Doctoral School and the Curriculum at the Doctoral School at the PUMS (Poznań University of Medical Sciences).

§ 2

1. Whenever the provisions of this document refer to:
 - 1) University – it shall be construed as the Poznań University of Medical Sciences (abbreviation: PUMS);
 - 2) Act – it shall be construed as the Act of July 20, 2018 – Higher Education Law (consolidated text, Dz. U [EN: *Polish Journal of Laws*] 2020, item 850, as amended);
 - 3) Recruitment Committee – it shall be construed as the Recruitment Committee of the Poznań University of Medical Sciences, appointed by the Doctoral School Director;
 - 4) Rector – it shall be construed as the Rector of the Poznań University of Medical Sciences
 - 5) Doctoral School Office – it shall be construed as the Doctoral School Office of the Poznań 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 2021/2022 academic year, for both the Polish and the English language programs.
2. A person who meets the following criteria may be admitted to the Doctoral School:
 - 1) who holds the professional title of M.Sc., M.Sc. Eng. or an equivalent thereto, and meets the recruitment conditions set out below and, in exceptional cases justified by the highest quality of scientific achievements, 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, who is a winner of a Diamond Grant or another scholarship scheme, and also has an average overall grade of min. 4.0 and high scientific achievements IF> 8.0 in the papers with the first and second authorship – the final decision on admitting the student to the interview lies within the Director of the Doctoral School;

- 2) who is not a doctoral student at another Doctoral School.
3. Any doctors and dentists applying for admission to the Doctoral School, who will undergo the Doctoral School in the certain disciplines and conduct clinical research, shall be required to present to the Doctoral School Office a document confirming the acquisition of the medical licence for an indefinite period. Should one fail to submit this document by November 30, 2021, it shall result in the removal from the list of the Doctoral School participants. The foregoing requirement shall not apply to doctors and dentists who will pursue a Doctoral School in basic sciences.
4. The recruitment process shall be 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, provided that they have provided a certificate of completion of all classes included in the study curriculum.
5. Candidates referred to in Section 4, qualified for the admission to the Doctoral School, shall be required to provide the diploma of completion of second-cycle or long-cycle studies the Doctoral School Office by September 20, 2021. Failure to provide the said diploma shall result in the removal from the list of admissions to the Doctoral School.
6. As far as disabled people are concerned, in order to ensure the possibility of being admitted to the interview to the Doctoral School conducted by the PUMS, such people shall notify the Recruitment Committee of the special needs related to participation in the interview. This notification should be delivered in writing. In addition, a photocopy of the document certifying the degree of disability should be attached thereto, and if such document does not exist, medical documentation confirming the health condition. The foregoing documents should be submitted along with the remaining recruitment documentation.

§ 4

1. Persons who are not Polish citizens, hereinafter: "foreigners", may be admitted to the Doctoral School.
2. Any candidates holding dual citizenship (Polish and foreign) shall be treated as Polish citizens and must enter the recruitment process on the terms applicable to Polish citizens.
3. 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 Recruitment Terms and Conditions.
4. 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 shall be required.
5. Any documents drawn up in a foreign language must be submitted by the candidate together with their translation into Polish made by a sworn translator.

§ 5

1. The Rector shall set the admission limit to the Doctoral School in the form of an order.

2. The order pertaining to the admission limit shall be announced before the interview conducted under the recruitment process.
3. In exceptionally justified cases, the Rector may increase the number of admission places.
4. A ranking list shall be prepared based on the final scores achieved by all candidates participating in the recruitment process. The Candidates shall be ranked on the list based on their scores, from highest to lowest following the number of admission places established by the Rector.
5. In order to implement a research project, under which funds have been secured for the doctoral scholarship referred to in the Act, an additional recruitment process shall be carried out by the Doctoral School Director. Only the persons recruited earlier on to the project may participate in the recruitment process to the Doctoral School as part of such enrolment. The recruitment process under the additional enrolment shall take place on two dates: in the winter term and in the summer term, whereas the pursuit of the curriculum (compulsory classes, optional classes, doctoral seminars, apprenticeships and compulsory courses) by doctoral students admitted under the summer recruitment process shall start from October of the next academic year, while in the transitional period, the Doctoral School Director shall establish the individual organisation of education (IOK). The recruitment process shall be carried out in accordance with the provisions of these Terms and Conditions.
6. The managers of research projects shall submit, in writing, to the Doctoral School Director, the actual demand for the number of people, information about the candidate's profile, the assumed time of participation in the project, as well as about the amount of the doctoral scholarship provided for in the project and the time of its disbursement in accordance with the approved terms of the project implementation. The dates of the additional recruitment process shall be set by the Doctoral School Director, acting on behalf of the Rector. In order to establish additional recruitment process to the Doctoral School at the PUMS, the Doctoral School Director should be provided with the above information at least 4-6 weeks before the planned date of commencing the recruitment process to the Doctoral School.
7. The Rector shall set the admission limit to the Doctoral School in the form of an order for the candidates listed in Section 5.
8. Should any candidate during the interview in a foreign language or on a selected topic in a given scientific discipline score zero points, it shall be tantamount to the disqualification of such candidate. The minimum level of knowledge of English shall be at least B2 or IELTS 5-6. As far as candidates recruited to the English-speaking group are concerned, confirmation of language skills shall be required by way of presenting an appropriate certificate (in the absence of a certificate, a language exam shall be carried out).
9. 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 shall be 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 – shall be admitted to that vacated places – according to the ranking list, not later than before the beginning of the education cycle.

10. The results of the recruitment process shall be made public.

§ 6

1. The thesis supervisor of the doctoral student may be a senior academic staff member (PUMS' employee), scientifically active and with currently published scientific achievements, as well as with a positive periodic appraisal of an academic teacher for the last 5 years.
2. A foreign thesis supervisor may be a person without the post-doctoral degree or the professor title, who is an employee of a foreign university or scientific institution, provided the College Council 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.
3. The thesis supervisor may supervise at most three doctoral students of the Doctoral School, with the exception of doctoral students admitted as part of the implementation of research projects financed with external funds, provided that this doctoral student is ensured the capacity to complete internships in the form of delivering teaching classes. Should the supervision over the greater number of doctoral students be planned, it shall be subject the consent of the Doctoral School Director in consultation with the Rector.
4. The thesis supervisor should be working for at least another four years at the University, following the moment of admitting the doctoral student.
5. The person referred to in Article 190(6) of the Act must not be the thesis supervisor.

Chapter II

Principles and the course of the recruitment process

§ 7

1. The recruitment process shall be of a competition character.
2. The recruitment process shall be conducted by Recruitment Committees.
3. The recruitment-related decisions shall be made by the Rector or the Doctoral School Director, acting on behalf of the Rector.
4. In exceptional cases, the recruitment process to the Doctoral School may be held using means of remote communication.

§ 8

1. Members of the Recruitment Committees shall be appointed by the Doctoral School Director.
2. Either the Doctoral School Director or one of their deputies shall be the chairperson of the Recruitment Committee.

3. The Recruitment Committee shall be composed of at least 3 members, including academic teachers representing the disciplines represented within the Doctoral School and teachers of the Foreign Language Centre at the University.
4. A representative appointed by the Doctoral Student Self-Government Board may participate in the works conducted of the Recruitment Committee.
5. The Recruitment Department shall support the Doctoral School Office in handling the recruitment process from the administrative view.

§ 9

1. The number of points scored during the recruitment process, based on a scoring system, shall determine whether or not a given candidate shall be admitted to the 1st year of the Doctoral School. The current scoring system for the admission to the Doctoral School forms Appendix 1 hereto.
2. Admission of a Polish citizen to the Doctoral School shall be based on the entry in the list of doctoral students. A candidate admitted to the Doctoral School shall receive written notification (in exceptional cases sent by e-mail) of the admission to PUMS' doctoral students.
3. The foreigner's admission to the Doctoral School shall be based on an administrative decision of the Rector, under which the Doctoral School Director makes an entry on the list of doctoral students.
4. Information on the admission of a candidate to the Doctoral School run by the University shall be communicated to the senior academic staff member 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 on the admission to the Doctoral School shall be based on an administrative decision.
6. The candidate shall be vested a right to challenge the negative decision made by the Rector or the Doctoral School Director acting on behalf of the Rector, within the time limit specified in the decision.
7. The decision shall be sent to the candidate to the address indicated in the personal questionnaire, by registered mail against the confirmation of receipt. Personal receipt of the decision at the Doctoral School Office shall be allowed. As far as candidates from abroad are concerned, it shall be also allowed to send the decision by electronically.
8. Any person admitted to the Doctoral School shall begin education and acquire the rights of a doctoral student upon taking the oath.

§ 10

1. A candidate applying for the admission to the Doctoral School shall be obliged to:
 - 1) register themselves on-line on the University's website, within the time limit specified in the recruitment procedure schedule (To complete the registration, one shall complete the data contained in the questionnaire and approve thereof);
 - 2) deliver to the Doctoral School Office, within the time limit specified in the recruitment procedure schedule (in the case of delivery of the documentation by post, the date of receipt shall be taken into account):

- a) the application for the admission to the Doctoral School (Appendix 2 – computer-filled document),
- b) a printed and signed personal questionnaire from the electronic system,,
- 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 the foreigners: a photocopy of the diploma/certificate issued abroad along with its translation made by a sworn translator. This foreign diploma or certificate, along with its sworn translation, must also bear an apostille or be legalised in accordance with the generally applicable regulations. It shall be also required to provide a document (photocopy, original copy for inspection) serving to confirm the recognition of the foreign diploma, in accordance with applicable regulations, as equivalent to the Polish diploma of completing long-cycle studies or second-cycle studies,
- d) a declaration made by an academic teacher designated as the thesis supervisor, pertaining to the consent on taking the candidate under scientific supervision after the candidate has been admitted to the Doctoral School, along with appendices thereto (Appendix 3),
- e) a declaration made by the head of the unit, in which the doctoral student is to conduct individual research, pertaining to ensuring the possibility of pursuing the school curriculum, including internships in the form of delivering teaching classes (Appendix 4),
- f) a certificate of the average overall grade obtained or a diploma supplement, which specifies the average exam grade for the entire period of study (without taking into account neither the grade for the MA exam, the diploma thesis grade, nor the final grade); in the case of two-cycle studies, a certificate of the average overall grade for the first cycle of studies and a certificate of the average overall grade for the second cycle of studies, while in the case of the foreigners: a document confirming the education results in line with the evaluation system of the country in which they have studied, in particular, the course record; these results shall be converted by the Recruitment Committee into the system applicable in Poland,
- g) an initial research plan, signed by the candidate and the person designated as the thesis supervisor (Appendix 5),
- h) a photocopy of the medical licence (regarding medical doctors and dentists) – the original copy must be presented to the University employee to confirm that the copy is true. 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, shall be 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.
- i) the document referred to in § 3(6) of these Terms and Conditions,
- j) should the number of doctoral students under their supervision be exceeded, an application to the Doctoral School Director for increasing the number of doctoral students under the supervision of a given supervisor,

- k) 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,
 - l) in addition, the candidate shall present an ID document in order to verify the data provided in the personal questionnaire,
 - m) any 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,
 - n) in the case of the 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 insurance immediately after commencing education,
 - o) in the case of the foreigners: a photocopy of the visa or residence card or other document authorising to stay in the territory of the Republic of Poland (original copy for inspection)
- 3) take part an interview on a selected topic in a given scientific discipline and the English language, within the time limit specified in the recruitment procedure schedule;
 - 4) observe the time limits specified in the recruitment procedure schedule announced by the Doctoral School Director and published on the PUMS's website.
2. Should any documentation regarding the admission to the Doctoral School have been submitted after the time limit, it shall not be handled, notwithstanding the reasons for failure to observe the time limit for submitting the application. The date of submission of the recruitment documentation shall be deemed the date on which the Doctoral School Office has received relevant documents.
 3. Should the time limit expire, the right to supplement the documentation referred to in Section1(2) shall cease to apply.
 4. The candidate shall be 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 interview of the candidate recruited to the English-speaking group shall be conducted in English.
 5. The results of the recruitment procedure shall be announced on the PUMS' website. The ranking list announced publicly shall take into account the recruitment numbers of persons admitted and not admitted to the Doctoral School run by the University, as well as the overall score obtained.
 6. Persons applying for the admission to the Doctoral School shall not pay the enrolment fee.

§ 11

1. Should the candidate have been admitted to the Doctoral School, they shall be obliged to immediately provide the Doctoral School Office with a medical certificate stating that there are no contraindications for undertaking education at the Doctoral School. A referral for the necessary medical examinations shall be issued by the Doctoral School Office. Failure to comply

with this obligation shall prevent from being allowed to participate in didactic classes at the Doctoral School.

2. Any candidates who are required to apply for a visa may receive an assurance of conditional entry on the list of doctoral students not entitling them to a scholarship.
3. Pursuant to Article 209(10) of the Act, a doctoral student may be employed neither as an academic teacher nor a scientific worker. Any candidate qualified for the admission to the Doctoral School shall be required to submit a declaration of non-employment as an academic teacher or scientific worker.
4. Any candidate qualified for the admission to the Doctoral School run by the University shall be obliged to submit a declaration that they are not a doctoral student at another Doctoral School.
5. In order to resign from the recruitment process, the candidate may submit a written declaration to the Recruitment Committee at the Doctoral School Office. This declaration shall be effective upon delivery to the Doctoral School Office and not be subject to withdrawal. Should this declaration be submitted, the recruitment procedure shall be discontinued in relation to the candidate in its entirety as without object.
6. All personal data provided by the candidates shall be processed and retained for the recruitment process purposes, in accordance with applicable regulations, and protected.
7. Should the candidate be entered on the list of doctoral students, the data used for the recruitment process shall be transferred to the University's IT systems and processed in accordance with applicable regulations for the purposes of organisation and ensuring the proper course of the education.

Information clause

Pursuant to Article 13(1) and (2) of the Regulation of the European Parliament and of the Council (EU) 2016/679 of April 27, 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation – the GDPR), we hereby inform that:

- 1) the Controller of your personal data is the Poznań University of Medical Sciences, ul. Fredry 10, 61-701 Poznań,
- 2) you may contact the Data Protection Inspector via the e-mail address: abi.pums@pums.edu.pl,
- 3) your personal data will be processed in order to:
 - a) conduct the recruitment process to the Doctoral School run by the Poznań University of Medical Sciences, pursuant to Article 6(1) pos. a of the GDPR,
 - b) provide current information related to the recruitment procedure to the Doctoral School, and then the course of education at the Doctoral School, pursuant to Article 6(1) pos. c of the GDPR, in connection with art. 200 of the Act of July 20, 2018 Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended) and pursuant to art. 9 paragraph 2 pos. b GDPR in connection with art. 209 section 7 of the Act of July 20, 2018 Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), and after admission to the Doctoral School, they will be processed on the basis of the law, i.e. based on Article. 6 sec. 1 pos. c of GDPR in connection with art. 201 of the Act of July 20, 2018 Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended) and pursuant to art. 9 paragraph 2 pos. b of the GDPR in connection with art. 209 of the Act of July 20, 2018 Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended).
- 4) your personal data may be disclosed only to persons authorised by the controller to process personal data,
- 5) based on your personal data, no decisions will be made in an automated manner and nor will they be subject to profiling,
- 6) your personal data will be retained for the period necessary to carry out all activities related to the recruitment process and archiving documentation in accordance with the procedures in force at the controller's in connection with the need to ensure the possibility of clarifying any doubts related to the recruitment process, and in the event the of admission to the Doctoral School – for 50 years following the completion of education,
- 7) you shall have the right to lodge a complaint with the President of the Office for Personal Data Protection in Warsaw, Stawki 2, for unlawful processing of personal data by the Poznan University of Medical Sciences,

8) providing your personal data is necessary in order to participate in the recruitment process and keep the record of the course of education at the Doctoral School pursuant to the Act of July 20, 2018 – Law on Higher Education,
9) you have the right to obtain information regarding the processing by the Poznan University of Medical Sciences with its seat in Poznan, Fredry 10, personal data, requests for rectification, deletion or limitation of the processing of your data, the right to transfer the data provided, the right to object to the processing and the right to submit a declaration of withdrawal of consent to the processing of personal data, if previously granted. Withdrawal of consent does not affect the lawfulness of the processing which was carried out on the basis of consent before its withdrawal.

to the Terms and Conditions and Procedure of the Recruitment Process to the Doctoral School at the PUMS – 2021/2022 academic year

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

1. Average overall grade																																																				
<ul style="list-style-type: none"> – the average grade is rounded to the first decimal point (e.g., 4.32 is 4.3 (4.3 x 2 = 8.6)) – in the case of two-cycle studies, the arithmetic mean of the average grade is calculated 	average grade x 2																																																			
2. Research project evaluation																																																				
the preliminary evaluation of the research project shall be made by a commission member appointed by the chairperson of the Recruitment Committee	0 – 6 points																																																			
3. Interview (oral form) (having scored 0 points during the interview pertaining to the major or a foreign language shall disqualify the candidate)																																																				
<ul style="list-style-type: none"> – in terms of the discipline of the planned scientific work substantive knowledge in a given discipline, knowledge of the fundamental principles of conducting research, general competencies, including, but not limited to, interpersonal communication, shall be evaluated 	0 – 10 points																																																			
<ul style="list-style-type: none"> – in the terms of the English language the ability to conduct a scientific discussion in a foreign language shall be evaluated 	0 – 6 points																																																			
4. Evaluation of scientific activity All scientific achievements must be certified in line with the following guidelines																																																				
<ul style="list-style-type: none"> – publications published in journals included in the list of scientific journals of the Ministry of Science and Higher Education (MNiSW) (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) <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th colspan="7">MNiSW scoring (until 2018/from 2019) for publications with the IF</th> </tr> <tr> <th>journal scoring</th> <th>15/20 points</th> <th>20/40 points</th> <th>25/70 points</th> <th>30/100 points</th> <th>35-40/140 points</th> <th>45-50/200 points</th> </tr> </thead> <tbody> <tr> <td>authorship order</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>first</td> <td>3</td> <td>4</td> <td>6</td> <td>8</td> <td>12</td> <td>20</td> </tr> <tr> <td>second</td> <td>2</td> <td>3</td> <td>4</td> <td>6</td> <td>9</td> <td>12</td> </tr> <tr> <td>third or lower</td> <td>1,5</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th colspan="3">MNiSW scoring (until 2018/from 2019) for publications without the IF</th> </tr> <tr> <th>journal scoring</th> <th><15/20 points</th> <th>15/20 points</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	MNiSW scoring (until 2018/from 2019) for publications with the IF							journal scoring	15/20 points	20/40 points	25/70 points	30/100 points	35-40/140 points	45-50/200 points	authorship order							first	3	4	6	8	12	20	second	2	3	4	6	9	12	third or lower	1,5	2	3	4	5	6	MNiSW scoring (until 2018/from 2019) for publications without the IF			journal scoring	<15/20 points	15/20 points				4 highest-scored publications are subject to evaluation max. 80 points
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<p>– participation in a scientific conference with a paper (authorial paper/case study) (confirmation: a document certifying the speech at a conference or a photocopy of an abstract from the book of abstracts)</p> <table border="1"> <tr> <td>type of conference</td> <td>domestic</td> <td>international of a local nature</td> <td>international, at least European-scale</td> </tr> <tr> <td>Authorship order</td> <td></td> <td></td> <td></td> </tr> <tr> <td>first</td> <td>0.75/0.5</td> <td>1.5/1.0</td> <td>2.0/1.5</td> </tr> <tr> <td>second</td> <td>0.5/0.3</td> <td>1.0/0.75</td> <td>1.5/1.0</td> </tr> <tr> <td>third and lower</td> <td>0.25/0.15</td> <td>0.5/0.25</td> <td>1/0.5</td> </tr> </table>				type of conference	domestic	international of a local nature	international, at least European-scale	Authorship order				first	0.75/0.5	1.5/1.0	2.0/1.5	second	0.5/0.3	1.0/0.75	1.5/1.0	third and lower	0.25/0.15	0.5/0.25	1/0.5	<p>3 highest-scored abstracts are subject to evaluation max. 6 points</p>
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<p>– participation in research projects financed with external funds (confirmation: information from the grant awarder / original copy of the application / original copy report) The number of points awarded for participation in the project implementation as a performer is the quotient of the maximum number of points that can be awarded for a given project and the number of performers</p> <table border="1"> <tr> <td>function</td> <td>performer</td> <td>head</td> </tr> <tr> <td>grant amount</td> <td></td> <td></td> </tr> <tr> <td>PLN 10-49 thousand</td> <td>0.2-2</td> <td>4</td> </tr> <tr> <td>PLN 50-99 thousand</td> <td>0.3-3</td> <td>6</td> </tr> <tr> <td>PLN 100-250 thousand</td> <td>0.4-4</td> <td>8</td> </tr> <tr> <td>>250 thousand</td> <td>0.5-5</td> <td>10</td> </tr> </table>				function	performer	head	grant amount			PLN 10-49 thousand	0.2-2	4	PLN 50-99 thousand	0.3-3	6	PLN 100-250 thousand	0.4-4	8	>250 thousand	0.5-5	10	<p>max. 12 points</p>		
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PLN 100-250 thousand	0.4-4	8																						
>250 thousand	0.5-5	10																						
<p>– Minister's scholarship for outstanding achievements for students (confirmation: scholarship certificate – photocopy)</p>				<p>3 points; max. 3 points</p>																				
<p>– scientific internships abroad (confirmation: document confirming completion of the internship stating its duration –</p>				<p>1 point per month; max. 6 points</p>																				

only internships lasting over 30 days are subject to scoring) NOTE: ERASMUS internships are subject to scoring																																				
– PUMS Medal or an equivalent award from another University PUMS Medal for scientific achievements and social work	2 points; max. 2 points																																			
8. Scientific achievements of the thesis supervisor																																				
<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="7">MNiSW scoring</th> </tr> <tr> <th>journal scoring</th> <th>15/20 points</th> <th>20/40 points</th> <th>25/70 points</th> <th>30/100 points</th> <th>35-40/140 points</th> <th>45-50/200 points</th> </tr> </thead> <tbody> <tr> <td>Authorship order</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>First/last</td> <td>0.25</td> <td>0.5</td> <td>1.0</td> <td>1.5</td> <td>2.0</td> <td>3.0</td> </tr> <tr> <td>second</td> <td>0.10</td> <td>0.25</td> <td>0.5</td> <td>0.75</td> <td>1.0</td> <td>1.5</td> </tr> </tbody> </table>	MNiSW scoring							journal scoring	15/20 points	20/40 points	25/70 points	30/100 points	35-40/140 points	45-50/200 points	Authorship order							First/last	0.25	0.5	1.0	1.5	2.0	3.0	second	0.10	0.25	0.5	0.75	1.0	1.5	<p>4 highest-scored papers for 2016-2020, with the first, second, or last authorship, are subject to evaluation (a list of the promoter's 4 highest-scored publications from 2016-2020 should be attached)</p>
MNiSW scoring																																				
journal scoring	15/20 points	20/40 points	25/70 points	30/100 points	35-40/140 points	45-50/200 points																														
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**APPLICATION FOR THE ADMISSION TO THE DOCTORAL SCHOOL
RUN BY THE POZNAŃ UNIVERSITY OF
MEDICAL SCIENCES**

Submission date of the application

.....

FIRST AND LAST NAME:.....

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

***Rector
of the University of
Medical Sciences***

I hereby request the admission to the Doctoral School run by the Poznań University of Medical Sciences in the 2021/2022 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)

The area of knowledge within the subject of the planned scientific paper:

.....

(please provide details depending on the discipline of science, e.g., gynaecology, paediatrics, medical analytics, dietetics, public health, etc.)

.....

candidate's signature

List of appendices to the application:

1.

2. (...) - please provide all appendices together with a list of documents certifying scientific activity

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

.....
(workplace – PUMS unit)

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

**DOCTORAL SCHOOL RUN BY
THE POZNAŃ UNIVERSITY OF MEDICAL SCIENCES**

DECLARATION

of an academic teacher designated as the thesis 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 Mr/Ms , who applies for the admission to the Doctoral School run by the Poznań 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 can confirm that I have published scientific achievements within the last 5 years. My scientific achievements for 2016-2020 comprises publications with an IF total value of = and MNiSW (Ministry of Science and Higher Education) scoring =; including, accordingly, 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 =

(please attach a list of the 4 highest-scored publications with the first, second, or last authorship in line with the Admission Scoring System to the Doctoral School, item 5 – the thesis supervisor’s scientific achievements)

- 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 studies and Doctoral School) as of October 1, 2021, who are under my scientific supervision, does not exceed 3 people. (except for doctoral students admitted as part of the implementation of research projects financed with external funds)

.....
(place and date)

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

Appendix 4

to the Terms and Conditions and Procedure of the Recruitment Process to the Doctoral School at the PUMS – 2021/2022
academic year

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

.....
(workplace – PUMS unit)

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

**DOCTORAL SCHOOL RUN BY
THE POZNAŃ UNIVERSITY OF MEDICAL SCIENCES**

DECLARATION

of the head of the unit (Clinic/Institute of the PUMS) on providing the doctoral student with the possibility of pursuing compulsory classes and professional internships as part of the Doctoral School curriculum

I declare that should Mr/Ms be admitted to the Doctoral School run by the Poznań 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)

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

to the Terms and Conditions and Procedure of the Recruitment Process to the Doctoral School at the PUMS – 2021/2022 academic year

.....
(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
THE POZNAŃ UNIVERSITY OF MEDICAL SCIENCES**

INITIAL RESEARCH PLAN

(in total, the description to be provided in items 1-4 should not exceed 4,000 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 where the Doctoral School will be pursued)

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 signature)

I hereby approve the candidate's initial research plan.

.....

(place and date)

.....

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