

**Resolution No. 69/04/2025
of the Senate of the University of Rzeszów
of 28 April 2025**

on amendments to the Rules and Regulations of the Doctoral School of the University of Rzeszów applicable to doctoral students who commenced their education at the Doctoral School of the University of Rzeszów in the academic year 2022/2023

Pursuant to Article 205(2), (3), and (5) of the Act of 20 July 2018 – Law on Higher Education and Science (consolidated text: Journal of Laws of 2024, item 1571, as amended), and Section 35(3)(3)(b) of the Statute of the University of Rzeszów (Resolution No. 34/12/2024 of the Senate of the University of Rzeszów of 16 December 2024 on the adoption of the Statute of the University of Rzeszów), following consultation with the Doctoral Student Government of the University of Rzeszów, the Senate of the University of Rzeszów resolves as follows:

§ 1

To adopt amendments to the Rules and Regulations of the Doctoral School of the University of Rzeszów (introduced by Resolution No. 130/01/2022 of the Senate of the University of Rzeszów of 27 January 2022, as amended), applicable to doctoral students who commenced their education at the Doctoral School of the University of Rzeszów in the academic year 2022/2023, with the following content:

1. Section 2, item 9) is amended to read as follows:
 - 9) The Dean of the UR Faculty – coordinator of matters related to education at the Doctoral School of the University of Rzeszów within the relevant scientific or artistic discipline;
2. Section 2 is amended by adding a new item 20), which reads as follows:
 - 20) The Scientific Council for Discipline(s) – the council for a discipline or disciplines relevant to a given scientific or artistic discipline, issuing opinions on matters related to education at the Doctoral School of the University of Rzeszów within the scope of the represented scientific or artistic discipline.
3. Section 3, paragraph 4 is amended to read as follows:
 4. A doctoral school may be operated jointly by academic universities, institutes of the Polish Academy of Sciences, research institutes, international institutes, or the Centre of Postgraduate Medical Education (CMKP), provided that each of them holds a scientific category of A+, A, or B+, or has been granted the relevant authorisation under the procedure specified in Article 226a(1) of the Act in at least one discipline.

The detailed division of responsibilities related to running the doctoral school, as well as the method of financing, shall be defined in a written agreement, which shall also indicate the entity responsible for entering data into the system referred to in Article 342(1) of the Act and authorised to receive financial resources for the joint education provided by the doctoral school.

4. Section 4 is amended to read as follows:

1. The application to the Rector for the initiation of doctoral education at the UR Doctoral School is submitted by the Dean of the UR Faculty representing the discipline in which the University of Rzeszów has the authority to confer the degree of doctor, in consultation with the Head of the UR Doctoral School.
2. The Scientific Council for the Discipline(s) issues an opinion on the initiation of doctoral education at the UR Doctoral School in a given scientific or artistic discipline.
3. In the case of conducting doctoral education in cooperation with other entities, the application for the initiation of education shall include the relevant agreement.
4. The decision on the initiation of doctoral education at the UR Doctoral School in a given scientific or artistic discipline is made by the Rector of the UR.
5. The Rector of the UR, upon the request of the Dean of the UR Faculty representing the discipline in which the UR has the authority to confer the degree of doctor, submitted to the Head of the UR Doctoral School, may suspend or close enrolment to the UR Doctoral School within a given scientific or artistic discipline.
6. The Scientific Council for the Discipline(s) and, subsequently, the Council of the UR Doctoral School, issue opinions on the suspension or closure of enrolment to the UR Doctoral School within a given scientific or artistic discipline.

5. Section 7 is amended to read as follows:

1. The UR Doctoral School is headed by the Head of the UR Doctoral School, appointed by the Rector of the UR for the duration of the term of office of the University Senate, following an opinion issued by the Senate.
2. The appointment may be renewed only once.
3. The Head of the UR Doctoral School may be an academic teacher who meets the following criteria:
 - 1) has full legal capacity;
 - 2) enjoys full public rights;
 - 3) has not been convicted by a final court judgment of an intentional offence or an intentional fiscal offence;
 - 4) has not been subjected to disciplinary penalties;

- 5) between 22 July 1944 and 31 July 1990, did not work for, serve in, or collaborate with the state security authorities as defined in Article 2 of the Act of 18 October 2006 on the Disclosure of Information on Documents of the State Security Authorities from the years 1944–1990 and the Content of Such Documents;
 - 6) has submitted the declaration referred to in Article 7(1) of the Act of 18 October 2006 on the Disclosure of Information on Documents of the State Security Authorities from 1944–1990 and the Content of Such Documents, hereinafter referred to as a “lustration declaration,” or the information referred to in Article 7(3a) of that Act, hereinafter referred to as “lustration information”;
 - 7) holds the title of professor or the degree of habilitated doctor;
 - 8) is employed by the University of Rzeszów as their primary place of employment under a permanent contract in the category of research or research-and-teaching staff.
4. A candidate for the position of Head of the UR Doctoral School shall submit:
 - 1) a declaration confirming compliance with the conditions specified in paragraph 3;
 - 2) a declaration stating that they will not hold any governing position at the University of Rzeszów or at any other higher education institution on the day their term of office begins;
 - 3) a declaration stating that they are not employed in public administration.
 5. The candidacy for the position of Head of the UR Doctoral School requires consultation with the Doctoral Student Government of the University of Rzeszów. Failure of the Doctoral Student Government to take a position within 14 days from the date the candidate is presented shall be deemed as consent. The documents are to be submitted to the Chairperson of the Doctoral Student Government. In the event of the Head of the UR Doctoral School ceasing to perform their duties before the end of the term for which they were appointed, the Rector of the UR shall appoint a new Head of the UR Doctoral School in accordance with item 2. The term of office of the Head of the Doctoral School appointed in this manner shall end with the expiry of the current term of the University Senate and shall not be considered a reappointment as referred to in paragraph 2.
 6. The duties of the Head of the UR Doctoral School shall include, in particular:
 - 1) directing work related to the development of the education programme and the rules for admissions;
 - 2) appointing admissions committees;
 - 3) supervising:
 - a) the work of admissions committees;
 - b) the implementation of education programmes;

- c) the organisation of the mid-term evaluation of doctoral students and announcing its results;
 - 4) in cooperation with the Doctoral School Council of the University of Rzeszów, evaluating the implementation of the education programme, including the scientific or artistic research conducted by doctoral students;
 - 5) making decisions concerning:
 - a) the completion of a semester by students;
 - b) the extension of the deadline for submitting the doctoral dissertation;
 - c) the suspension of education;
 - d) granting a leave of absence from education;
 - 6) submitting an annual report on the activities of the Doctoral School to the Rector of the UR;
 - 7) preparing draft resolutions for the Senate regarding the rules and procedures for admission to the Doctoral School for a given academic year and the education programmes of the Doctoral School;
 - 8) cooperating with the Doctoral Student Government of the University of Rzeszów.
6. Section 8, paragraph 3 is amended to read as follows:
- 3. The responsibilities of the Council of the UR Doctoral School shall include, in particular:
 - 1) issuing opinions on the curricula of the UR Doctoral School;
 - 2) issuing opinions on the admission rules and procedures for the UR Doctoral School for a given academic year;
 - 3) issuing opinions on the rules and regulations of the UR Doctoral School;
 - 4) appointing and dismissing supervisors and assistant supervisors of doctoral students at the UR Doctoral School;
 - 5) approving individual research plans of doctoral students;
 - 6) approving mid-term evaluations of doctoral students;
 - 7) issuing opinions on requests submitted by the Deans of the University of Rzeszów's faculties regarding the suspension or closure of admissions to the UR Doctoral School within specific disciplines;
 - 8) approving the rules for evaluating the implementation of the education programme and the organisation of classes and scientific research conducted by doctoral students;
 - 9) issuing opinions on the annual reports of the Head of the UR Doctoral School on the UR Doctoral School's activities;
 - 10) performing other tasks specified in internal acts issued by the Senate or the Rector of the UR.
7. Section 9, paragraph 3 is amended to read as follows:

3. The responsibilities of the Office shall include, in particular:
 - 1) administering current matters falling within the remit of the Head of the UR Doctoral School;
 - 2) handling and coordinating matters related to:
 - a) admissions to the UR Doctoral School;
 - b) scientific and educational activities;
 - c) the course and progression of doctoral students' education;
 - d) the process of mid-term evaluations of doctoral students;
 - e) the quality of doctoral education;
 - f) the evaluation of the UR Doctoral School.
 - 3) managing doctoral students' scholarship matters;
 - 4) collecting statistical data, preparing reports and maintaining reporting documentation;
 - 5) operating university and national IT systems related to the admissions process and the course of doctoral education;
 - 6) providing administrative support for the meetings of the Council of the UR Doctoral School;
 - 7) providing administrative support for the Disciplinary Committee for Doctoral Students and the Appeals Disciplinary Committee for Doctoral Students;
 - 8) cooperating with the organisational units of the University of Rzeszów;
 - 9) handling other matters assigned by the Head of the UR Doctoral School.
8. Section 11, paragraph 6 is amended to read as follows:
 6. The admissions to the UR Doctoral School are conducted by Admissions Committees appointed by the Head of the UR Doctoral School. Members of the Admissions Committees are nominated by the Deans of the Faculties of the University of Rzeszów representing the respective scientific or artistic disciplines in which the University holds the right to confer the doctoral degree, following consultation with the Scientific Council for the Discipline(s).
9. Section 11, paragraph 7 is amended to read as follows:
 7. Admission to the UR Doctoral School is conducted by means of a competitive procedure.
10. Section 14, paragraph 4 is amended to read as follows:
 4. The decision on admission by transfer to a specified year and semester is made by the Rector of the UR in consultation with the Head of the UR Doctoral School and the Dean of the Faculty representing the relevant scientific or artistic discipline.
11. Section 14, paragraph 5 is amended to read as follows:
 5. Following the issuance of the transfer decision, the Head of the UR Doctoral School, in consultation with the Dean of the relevant Faculty of the University of Rzeszów:
 - 1) specifies any curriculum differences and the deadline for completing them;
 - 2) appoints a supervisor for the doctoral student.

12. Section 15 is amended to read as follows:

At the UR Doctoral School, it is not possible for a former doctoral student who has been removed from the list of doctoral students to resume their education.

13. Section 17, paragraph 1, item 2) is amended to read as follows:

2) conduct scientific research and artistic activities;

14. Section 17, paragraph 1, item 11) is amended to read as follows:

11) with the approval of the Dean of the Faculty of the University of Rzeszów, obtain an access card to laboratory facilities in which the doctoral student conducts research;

15. Section 18, paragraph 1, item 4) is amended to read as follows:

4) submitting the IRP within 12 months from the commencement of education at the UR Doctoral School, and its implementation;

16. Section 20, paragraph 2, item 10) is amended to read as follows:

10) documents confirming the completion of professional training, i.e.: professional training logbook, certificate issued by the Dean of the relevant Faculty of the University of Rzeszów confirming the completion of the professional training, lesson plan, and course syllabus;

17. Section 23, paragraph 1 is amended to read as follows:

1. With the consent of the Head of the UR Doctoral School, the Dean of the relevant Faculty of the University of Rzeszów, and the supervisor, the doctoral student may carry out part of the education programme and the Individual Research Plan outside the University of Rzeszów, at another university, research institution, organisation, or enterprise thematically related to the doctoral dissertation.

18. Section 25, paragraph 1, item 2b) is amended to read as follows:

b) Council for the Discipline(s),

19. Section 27, paragraph 7, item 2) is amended to read as follows:

2) the doctoral student's periodic evaluation form issued by the supervisor or supervisors for the given academic year;

20. Section 27, paragraph 7, item 3) is amended to read as follows:

3) documents confirming the completion of professional training, i.e.: professional training logbook, certificate issued by the Dean of the relevant Faculty of the University of Rzeszów confirming the completion of the professional training, lesson plan, and course syllabus, provided that these documents must be submitted by the doctoral student by the end of each semester during which the professional training is carried out.

21. Section 37, paragraph 5 is amended to read as follows:

5. The doctoral student shall submit an application for the approval of an individual education schedule to the Head of the UR Doctoral School. The application must be accompanied by an opinion issued by the Office for Persons with Disabilities concerning the adaptation of the conditions, organisation, and implementation of the educational process to the student's needs.
22. Section 37, paragraph 6 is amended to read as follows:
 6. The Head of the UR Doctoral School shall decide on the approval of the individual education schedule based on the opinion issued by the Office for Persons with Disabilities.
23. Section 39, paragraph 1 is amended to read as follows:
 1. The supervisor or supervisors shall be appointed by the Council of the UR Doctoral School upon the application of the doctoral student, within three months from the date on which the student commenced education at the Doctoral School, following a positive opinion issued by the relevant Scientific Council for the Discipline(s).
24. Section 39, paragraph 2, item 2) is amended to read as follows:
 - 2) the opinion of the Scientific Council for the Discipline(s) relevant to the doctoral student regarding the candidate or candidates for the supervisor or supervisors of the doctoral dissertation, together with the candidate(s)' academic achievement questionnaire(s).
25. Section 40, paragraph 2, item 3) is amended to read as follows:
 - 3) the opinion of the Scientific Council for the Discipline(s) relevant to the doctoral student regarding the candidate for the assistant supervisor of the doctoral dissertation, together with the candidate's academic achievement questionnaire.
26. Section 41, paragraph 4 is amended to read as follows:
 4. The Council of the UR Doctoral School, upon a justified motion by the Scientific Council for the Discipline(s) relevant to the doctoral student, may dismiss the supervisor or assistant supervisor from their position in the event of failure to fulfil the obligations arising from these Rules and Regulations.
27. Section 41, paragraph 5 is amended to read as follows:
 5. The Council of the UR Doctoral School, after considering the motion by the Scientific Council for the Discipline(s) relevant to the doctoral student, approves the dismissal of the current supervisor or assistant supervisor from their position.
28. Section 42, paragraph 1, item 7) is amended to read as follows:
 - 7) establishing the rules for the doctoral student's participation in the activities of the Faculty of the University of Rzeszów encompassing the discipline within which the doctoral dissertation is being prepared;
29. Section 43, paragraph 6 is amended to read as follows:

6. The doctoral student's IRP is approved by the Council of the UR Doctoral School following the opinion of the Scientific Council for the Discipline(s) relevant to the doctoral student.
30. Section 43, paragraph 7 is amended to read as follows:
 7. In the event of negative remarks from the Scientific Council for the Discipline(s) relevant to the doctoral student regarding the IRP or if the IRP is not approved by the Council of the UR Doctoral School, the Head of the UR Doctoral School shall request the doctoral student to make corrections to the IRP in consultation with the supervisor or supervisors. The instructions for making corrections shall be delivered to the doctoral student in writing, together with the remarks of the Scientific Council for the Discipline(s) relevant to the doctoral student or those of the Council of the UR Doctoral School.
31. Section 44, paragraph 5 is amended to read as follows:
 5. The members of the Committee are recommended by the Scientific Council for the Discipline(s) relevant to the doctoral student.
32. Section 44, paragraph 6 is amended to read as follows:
 6. The Scientific Council for the Discipline(s) may specify the minimum scientific or artistic achievements required of a Committee member.
33. Section 48, paragraph 1 is amended to read as follows:
 1. The Head of the UR Doctoral School, at the doctoral student's request, shall suspend their education for a period corresponding to the duration of:
 - 1) maternity leave;
 - 2) additional maternity leave;
 - 3) leave on terms equivalent to maternity leave;
 - 4) paternity leave;
 - 5) parental leaveas specified in the Act of 26 June 1974 – Labour Code.
34. In section 48, a new paragraph 4 is added, which reads as follows:
 4. After the suspension period ends, the doctoral student is required to make up for any curricular differences.
35. Section 49, paragraph 4, item 2) is amended to read as follows:
 - 2) attaching a positive opinion of the supervisor or supervisors regarding the extension of the deadline for submitting the doctoral dissertation, along with the approval of the Dean of the UR Faculty competent for the doctoral student's discipline;
36. Section 51, paragraph 4 is amended to read as follows:
 4. The Head of the UR Doctoral School, in agreement with the Dean of the Faculty and the supervisor(s), may exempt a doctoral student who has submitted the doctoral dissertation earlier than the deadline specified in the IRP from certain obligations outlined in the education

programme and the IRP, provided that the student fulfills all learning outcomes required by the education programme and the IRP at PQF level 8.

§ 2

The remaining provisions of the UR Doctoral School Rules and Regulations, introduced by Resolution No. 130/01/2022 of the Senate of the University of Rzeszów dated 27 January 2022, as amended, remain unchanged.

§ 3

The consolidated text of the UR Doctoral School Rules and Regulations, applicable to doctoral students who commenced their education at the UR Doctoral School in the academic year 2022/2023, is contained in Appendix No. 1 to this Resolution.

§ 4

The implementation of this Resolution is the responsibility of the Head of the UR Doctoral School.

§ 5

The resolution shall enter into force on the date of its adoption by the Senate of the University of Rzeszów.

Chairman of the Senate
of the University of Rzeszów

prof. dr hab. Adam Reich
Rector