

**DOCTORAL SCHOOL
OF RZESZÓW UNIVERSITY OF TECHNOLOGY
RULES OF RECRUITMENT
ACADEMIC YEAR
2026/2027**

General Rules

§ 1

1. The resolution defines the conditions and procedure for recruitment to the Doctoral School of Rzeszów University of Technology, hereinafter referred to as the "Doctoral School," conducted at Rzeszów University of Technology, hereinafter referred to as "Rzeszów University of Technology" or the "University."
2. Rzeszów University of Technology conducts the recruitment of candidates to the Doctoral School.
3. Recruitment to the Doctoral School is carried out through a competition.
4. The competition is conducted by the rector. The competition procedure includes the appointment by the rector of a competition committee composed of academic teachers representing the respective scientific disciplines in which the Doctoral School operates.
5. Admission to the Doctoral School takes place by entering the candidate on the list of doctoral students.
6. Refusal of admission to the Doctoral School is made by an administrative decision. An appeal for reconsideration of the case may be submitted against the decision.
7. The rector defines the procedure for appointing the competition committee as well as the scope of its duties and tasks related to recruitment to the Doctoral School.
8. The results of the competition are public.

§ 2

1. Admission to the Doctoral School takes place within the number of places specified by the rector for each scientific discipline.
2. The number of places referred to in paragraph 1 shall be determined separately for each discipline with respect to education financed from the subsidy and from other sources.
3. Funding originating from sources other than the subsidy shall ensure that the candidate is granted a doctoral scholarship in an amount not lower than that specified in Article 209(4) of the Act on Higher Education and Science, for a period of no less than three years.
4. The rector shall determine the number of places referred to in section 1 by the end of June 2026.
5. The rector determines the minimum number of points required for admission to the Doctoral School in a given scientific discipline, within the limits specified in sections 1 and 2, taking into account the feasibility of completing a doctoral dissertation in the candidate's chosen discipline, with due regard to the source of financing.
6. The rector decides on admission to the list of doctoral students based on the total number of points obtained by each candidate, as determined by the rules specified in § 9.
7. The rector announces the list of candidates admitted to the Doctoral School.
8. If the number of candidates admitted to the Doctoral School within the period specified in § 3 is lower than the total number of places determined by the rector, the rector may decide to conduct a supplementary recruitment process and set its schedule. The supplementary recruitment is conducted under the conditions and procedures specified in this resolution.

§ 3

1. The detailed schedule of the recruitment process, hereinafter referred to as the "recruitment schedule," including the dates of interviews for each scientific discipline, shall be determined by the rector by the end of June 2026.
2. Upon request by a candidate with a disability, the University may accommodate the candidate's specific needs and adjust the organization of the qualifying

examination or interview, provided that the detailed recruitment rules require such an examination or interview.

§ 4

Education at the Doctoral School is free of charge.

§ 5

1. The University conducts candidate recruitment for the Doctoral School via the Online Recruitment System, hereinafter referred to as "SIR," available on the Rzeszów University of Technology's website.
2. Online registration is available 24/7 during the recruitment period, as specified in the recruitment schedule, allowing candidates to register and modify their entries. Outside this period, online registration operates in read-only mode.
3. Registration in SIR is a prerequisite for participating in the recruitment process.
4. To register in SIR, the candidate must:
 - 1) create a personal registration account (the account identifier is a number generated by the SIR system);
 - 2) complete and submit a personal questionnaire (SIR APPLICATION form).
5. Online registration is considered correctly completed when all required and truthful data has been provided by the candidate.
6. The candidate is responsible for keeping their registration account password confidential. The University is not liable for the consequences of sharing this password with third parties, particularly for changes made using this password.
7. The University is not responsible for the inability to register or make modifications due to network failures beyond its control or temporary server overload.
8. The candidate's personal registration account serves to:
 - 1) enter and confirm personal data;
 - 2) select or change the scientific discipline;
 - 3) receive information from the committee regarding the subsequent stages of the recruitment process.
9. The University is not responsible for the consequences of a candidate failing to review messages posted on their personal registration account.
10. The SIR system archives all changes made to the candidate's personal registration account, including the date of each modification.

§ 6

A person may apply for admission to the Doctoral School if they:

- 1) hold a master's degree, master's degree in engineering, or an equivalent title, or meet the conditions specified in Article 186(2) of the Higher Education and Science Act;
- 2) have submitted an application for admission to the Doctoral School along with all required documents.

§ 7

1. A candidate applying for admission to the Doctoral School must submit the following documents to the Doctoral School Office within the deadline specified in the recruitment schedule:

- 1) a personal questionnaire, which shall also include a declaration confirming the correctness of the entered data, a declaration of acknowledgment of the personal data processing notice, and a declaration concerning prior education in a doctoral school or in doctoral studies. (SIR APPLICATION form, including in particular: first and last name, date and place of birth, PESEL number or, if unavailable, the name and number of the identity document and the issuing country, gender, residential address, mailing address, contact phone number, email address, nationality, and for foreign candidates, also the country of birth and information on holding a Pole's Card) – printed from SIR and signed by the candidate;
- 2) a copy of the diploma of completion of an integrated master's degree program or first- and second-cycle studies – the original diploma must be presented for verification to confirm the authenticity of the submitted copy;
- 3) a copy of the diploma supplement from an integrated master's degree program or first- and second-cycle studies, or an academic transcript (index) if the supplement is unavailable – *the original supplement or transcript must be presented for verification to confirm the authenticity of the submitted copy*;
- 4) graduates of foreign universities must submit a copy of their foreign higher education diploma. If the diploma requires nostrification (recognition) under applicable legal regulations, they must also provide a certificate issued by

- the institution performing the nostrification (recognition), confirming the equivalence of the foreign diploma with a Polish higher education diploma;
- 5) a description of prior scientific activities along with supporting documents (including copies of scientific articles);
 - 6) a declaration from a person holding the title of professor or the degree of habilitated doctor, agreeing to provide scientific supervision in a specified scientific discipline, constituting Annex No. 1 to these rules;
 - 7) a declaration from the head of the department or institute where the doctoral dissertation and teaching activities will be conducted, constituting Annex No. 2 to these rules;
 - 8) proof of payment of the recruitment fee.
 - 9) confirmation of funding from sources other than the subsidy, which shall include guaranteeing the candidate the financing of a doctoral scholarship in an amount not lower than that specified in Article 209(4) of the Act on Higher Education and Science, for a period of no less than three years (applicable to candidates applying for admission within the number of places allocated to sources of financing other than the subsidy).
2. The obligation to submit the documents mentioned in section 1, points 2 and 3, does not apply to candidates referred to in Article 186(2) of the Higher Education and Science Act.
 3. In justified cases, the competition committee may waive the requirement for the candidate to submit the declaration referred to in section 1, point 6.
 4. Candidates qualified for admission to the Doctoral School for programs conducted in English are required to submit a declaration confirming their ability to participate in courses conducted in English and a document confirming their English language proficiency at a minimum B2 level.
 5. A foreign candidate is required to provide:
 - 1) documents confirming proficiency in the language in which the education will be conducted;
 - 2) a medical certificate confirming no contraindications to undertaking education;
 - 3) documents confirming the right to health insurance within the territory of the Republic of Poland.

6. A candidate who is a graduate of a university other than Rzeszów University of Technology or a candidate who does not have a diploma supplement must additionally submit a certificate from the completed higher education institution stating the arithmetic mean of grades obtained during first- and second-cycle studies for each cycle separately, or for an integrated master's degree program.
7. Failure to submit the required documents referred to in sections 1 and 1–8 within the deadline specified in the recruitment schedule will result in the candidate being disqualified from the recruitment process.

§ 8

1. Recruitment to the Doctoral School requires a one-time recruitment fee of 100 PLN.
2. If a candidate participates in more than one recruitment process, the recruitment fee must be paid for each process separately.
3. The rules and deadlines for paying the recruitment fee will be determined by the rector by the end of June 2026.
4. The paid fee is non-refundable after the deadline specified in the recruitment schedule.
5. A candidate who fails to pay the recruitment fee will not be admitted to the recruitment process.

Detailed Recruitment Rules

§ 9

1. The recruitment process for admission to the Doctoral School can be conducted with the indication of one scientific discipline from the following list:
 - 1) architecture and urban planning;
 - 2) automation, electronics, electrical engineering, and space technologies;
 - 3) economics and finance;
 - 4) technical informatics and telecommunications;
 - 5) chemical engineering;
 - 6) civil engineering, geodesy, and transport;
 - 7) materials engineering;
 - 8) mechanical engineering;

- 9) environmental engineering, mining, and power engineering;
 - 10) mathematics;
 - 11) physical sciences;
 - 12) security sciences;
 - 13) management and quality sciences.
2. Admission to the Doctoral School is determined by the candidate's position on the ranking list, which depends on the number of points obtained in the competitive qualification process; the ranking list shall separately include candidates applying for education financed from the subsidy and those applying for education financed from other sources.
 3. The total number of points consists of the sum of points awarded for:
 - 1) the grade on the diploma of completion of an integrated master's degree program or first- and second-cycle studies;
 - 2) the assessment of the candidate's predispositions and other achievements;
 - 3) the mandatory interview
 - in accordance with the criteria specified in section 5.
 4. An unjustified absence from the qualification interview is grounds for refusal of admission to the Doctoral School.
 5. The following criteria are established for awarding points in the assessment of the candidate's achievements and the evaluation of their predisposition for scientific work during the qualification interview:
 - 1) Final grade on the diploma – the number of points equals the final grade on the diploma of an integrated master's degree with a weight of 3 or the sum of the final grades on the diplomas of first-cycle (weight – 1.5) and second-cycle studies (weight – 1.5), up to a maximum of 15 points;
 - 2) For a diploma with distinction from first- or second-cycle studies – 1 point for each; for a diploma with distinction from integrated master's studies – 2 points, up to a maximum of 2 points;
 - 3) Authorship/co-authorship of a publication – $0.1 \times$ the number of points according to the most recent official list valid on the day of the qualification interview, prepared in accordance with the regulations issued under Article 267, section 2, point 2 of the Higher Education and Science Act or its replacement regulations, assigned proportionally to the number of authors, up to a maximum of 5 points;

- 4) Confirmed active participation in a national scientific conference: delivering a paper – 0.5 points per conference, presenting a poster – 0.3 points per conference, up to a maximum of 1 point;
 - 5) Confirmed active participation in an international scientific conference (presentation in a foreign language): delivering a paper – 1 point per conference, presenting a poster – 0.6 points per conference, up to a maximum of 2 points;
 - 6) Confirmed participation in research or development projects with a scientific character, documented by a civil law contract or employment contract (including an annex) – 1 point per project, up to a maximum of 2 points;
 - 7) Studying abroad (minimum 1 semester) – 1 point;
 - 8) Scientific internships abroad (minimum two weeks) – 0.5 points per internship, up to a maximum of 1 point;
 - 9) Authorship/co-authorship of a patent – 1 point per patent, assigned proportionally to the number of authors, up to a maximum of 2 points;
 - 10) Qualification for the "Implementation Doctorate" program – 6 points;
 - 11) Qualification for participation in a research grant carried out at the University, funded from external sources other than those specified in point 10, which ensures that the candidate receives a doctoral scholarship in an amount not lower than that specified in Article 209(4) of the Act on Higher Education and Science, for a period of no less than three years – 6 points;
 - 12) Assessment of predisposition based on the qualification interview – up to a maximum of 5 points.
6. The diploma grade is converted into points using an appropriate weight determined according to the grading scale applicable at the candidate's completed higher education institution, as follows:
- 1) If the highest grade in the grading scale is 5 – weight 1.0;
 - 2) If the highest grade in the grading scale is 5.5 – weight $\frac{5}{5.5}$;
 - 3) If the highest grade in the grading scale is 6 – weight $\frac{5}{6}$.
7. The scoring criteria specified in paragraph 1 points 10–11 shall apply solely to candidates applying for admission within the number of places allocated to sources of financing other than the subsidy.

§ 10

Candidates for the Doctoral School who do not hold the title of Master, Master of Engineering, or an equivalent degree, applying for admission under Article 186, section 2 of the Higher Education and Science Act, may participate in the recruitment process provided they receive a positive opinion from the Doctoral School Council indicating that they have outstanding scientific achievements.

§ 11

A person admitted to the Doctoral School at Rzeszów University of Technology acquires doctoral student rights upon taking the oath, the content of which is specified in the University Statutes.

Annex No. 1 to the Recruitment Rules for the Doctoral School

Declaration of a Person Holding the Title of Professor or the Academic Degree of Habilitated Doctor on Undertaking Scientific Supervision in a Specified Scientific Discipline

Full Name:

.....

Title/Academic Degree:

.....

I declare my willingness to undertake scientific supervision in the scientific discipline of:

.....

of Mr./Ms., a candidate for the Doctoral School of Rzeszów University of Technology in the academic year 2026/2027.

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Place, Date

.....

Legible Signature

Declaration of the Head of the Department or Institute

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Department Seal

In the event of the admission of

Mr/Ms

to the Doctoral School of Rzeszów University of Technology in the academic year 2026/2027, I declare:

- 1) The facilitation of conducting scientific research related to the preparation of the doctoral dissertation within the scope enabled by the research infrastructure of the Department;
- 2) The possibility of assigning teaching duties in accordance with the implemented curriculum and applicable internal regulations.

During teaching activities or scientific research, harmful, burdensome, or hazardous factors for health may occur, such as (if none, please write: **none**):

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Place, Date

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Seal and Legible Signature
of the Head of the Department