

## **Terms and conditions for doctoral scholarships awarded to students of doctoral schools**

### **General provisions**

#### **§1**

For the purpose of these Terms and Conditions the terms listed below shall have the following meaning:

- a) Terms and Conditions – these Terms and Conditions applying to doctoral scholarship awards for students of doctoral schools,
- b) The Act – The Higher Education and Science Law Act of 20 July 2018 (Journal of Laws year 2023, item 742 as further amended),
- c) Doctoral scholarship – scholarship referred to in the Higher Education and Science Law Act of 29 July 2018 (Journal of Laws year 2023, item 742 as further amended)

#### **§2**

1. These terms and conditions set out the terms and basis for granting and paying doctoral scholarships as well as criteria for adjusting the rates of scholarship depending on scientific achievements of a doctoral student.
2. These Terms and Conditions apply to doctoral scholarship awards to students of the AGH Doctoral School as well as AGH-UST doctoral students who attend Krakow School of Interdisciplinary PhD Studies [Krakowska Interdyscyplinarna Szkoła Doktorska – KISD].

### **Criteria of eligibility for doctoral scholarship and duration of payments**

#### **§3**

1. To be eligible for a doctoral scholarship, a doctoral student must not hold a Doctor's degree.
2. The total length of period during which a student receives a doctoral scholarship must not exceed 4 years.
3. The period stated in item 2 is exclusive of the period of suspension and the period of education in a doctoral school in cases referred to in Section 206(2) of the Act.
4. A doctoral scholarship is not available to a doctoral student whose education at a doctoral school requires employment at an entity running a doctoral school:
  - a) based on an employment contract;
  - b) with remuneration that exceeds the professor's remuneration.
5. Doctoral students who have submitted their doctoral dissertation prior to the expected date of programme termination set out in the Programme of Study shall be eligible for a doctoral scholarship until the programme termination date or for the period of 6 months, whichever is earlier. The provisions set out in 2) shall apply.

### **Doctoral scholarship amounts**

#### **§4**

1. The monthly amount of the doctoral scholarship, subject to (2), must not be less than:
  - 1) 37% of salary paid to holders of the title of Professor – prior to the month of the Interim Assessment;
  - 2) 57% of salary paid to holders of the title of Professor – following the month of the Interim Assessment.
2. The monthly rate of the doctoral scholarship referred to in item 1 may be increased by the amount as set out in § 6 (hereinafter referred to as: increased doctoral scholarship).

3. The monthly amount of the increased doctoral scholarship must not exceed three times the amount of a doctoral scholarship calculated in accordance with principles set out in item 1(1).

### **Doctoral scholarships**

#### **§5**

1. The monthly rates of doctoral scholarships applicable to the students of the AGH Doctoral School for a given academic year are determined by Rector and announced through the official website of the AGH Doctoral School no later than on 1st. September each year.
2. During the period of suspension of the course of study, the amount of the doctoral scholarship shall be determined on the basis of relevant provisions concerning the method of determining the rates of statutory maternity benefit, where the base amount for the calculation of the benefit shall be the amount of the monthly doctoral scholarship referred to in Section 209 (4) of the Act, effective as of the day of submitting the suspension request.
3. Doctoral students holding disability certificates, partial disability certificates or the certificate referred to in Sections 5 and 62 of the Professional and Social Rehabilitation and Employment of Disabled Persons Act of 27 August 1997 shall be eligible for a doctoral scholarship subject to increase by 30% of the amount referred to § 4 (1) (1).
4. Scholarships referred to in 1-3 are awarded with no award decision notice.

### **Increased doctoral scholarship**

#### **§6**

1. The doctoral scholarship amount may be subject to increase depending on the doctoral student's scientific achievements record.
2. The increased amount of the doctoral scholarship is the sum of the doctoral scholarship amount referred to in § 4 (1) and the scholarship increase.
3. Increased scholarships may be financed:
  - 1) from the funds referred to in Section 365 (2) letter c of the Act, awarded to the University unit in which the doctoral student pursues their research, through a subsidy,
  - 2) from other sources, provided that the programmes these funds were awarded through allow doctoral scholarships increases from these funds.
4. Increased scholarship payments financed from the funds referred to in item 3 (1) are awarded subject to terms set out in these Terms and Conditions while any payments from the funds referred to in item 3 (2) shall be awarded in accordance with the terms of programmes under which these funds were awarded.
5. Each year, Rector will award the funds referred to in item 3 (1) to individual University units based on the number of doctoral students pursuing research in each unit. In addition, heads of units may allocate part of the general subsidy funds awarded to them by Rector for the purpose of financing increased scholarships.
6. The rates of scholarship increases to be awarded within individual University units and the maximum number of scholarship increases financed from the funds referred to in item 5 for doctoral students pursuing research in these units will be determined by heads of units.

### **§7**

1. Increased doctoral scholarships may be awarded to doctoral students in the first year of a doctoral school programme, if they have successfully met all of the following conditions:
  - 1) the average of grades obtained by a student over the entire course of a second-degree or long-cycle Master's programme is above 4.75,
  - 2) the student's total score obtained in the doctoral school admissions procedure ranks them in the top 30% of best candidates admitted to the first year of a doctoral school programme. If the top 30% of best candidates should be a number that is not a whole number, it will be rounded down to the nearest whole number.
2. Increased doctoral scholarships may be awarded to students attending the second as well as any consecutive years of a doctoral school programme, subject to the scientific achievements record requirement referred to in § 9.

### **§8**

1. Increased doctoral scholarship is awarded at the request of a doctoral student submitted with the University unit where the student pursues research. The application form has been appended as Schedule 1 to these terms and conditions.
2. Applications must be submitted no later than on the fifth day of October in the academic year the scholarship increase relates to.
3. Increased doctoral scholarships are awarded in the academic year based on rankings compiled individually for each University unit that hosts research conducted by doctoral students. Rankings are compiled for each discipline separately.
4. Heads of University units make requests for increased doctoral scholarships based on rankings produced by Doctoral Admissions Boards operating in their units. Doctoral Admissions Boards are appointed by heads of University units. A Doctoral Admissions Board consists of at least three members holding the degree of *doktor habilitowany* or equivalent qualifications and a representative of doctoral students nominated by a relevant body of the Doctoral Students' Board.
5. Awards of increased doctoral scholarships together with their amounts and duration are announced by Vice-Rector for Science, acting on the authority of Rector, in the form of a decision constituting an internal act, subject to requests submitted by the heads of University units.

### **§9**

1. Rankings referred to in §8 are compiled for individual disciplines and for doctoral students in the first, second and other years of study respectively.
2. A student's position in the ranking of doctoral students in the first year of the course of education is determined on the basis of the admissions rate, in accordance with § 7 (1) (2).
3. A student's position in the ranking of doctoral students in the second and in any consecutive years of the course of education is determined on the basis of the total number of points awarded for scientific achievements.
4. Detailed rules of the evaluation of doctoral student's scientific achievements record are announced by Vice-Rector for Science through the website of the AGH Doctoral School no later than on 1st September of the year that precedes the academic year the scholarship increase relates to.
5. The achievements record is based on the achievements listed in the Bibliography of Scientific Publications by AGH-UST Staff as at 15th September of the academic year preceding the academic year the application relates to.

6. Points for any given scientific achievement may only be awarded once during the period of the student's education at the doctoral school. When applying for an increased doctoral scholarship for any given academic year, doctoral students must not report scientific achievements for which they have already been awarded points in connection with applications for increased doctoral scholarship submitted in previous years or for which a doctoral student employed by AGH-UST has received Rector's Scientific Achievements Award or a motivational bonus under incentive scheme I/II.

## **§10**

Doctoral students may request that any decisions concerning awards of increased doctoral scholarships be reconsidered within 14 days of the day on which such decision was delivered to them.

### **Project-related doctoral scholarships**

## **§11**

1. Doctoral scholarship may be financed from funds contributed by a financing institution for the purpose of a research project, provided that relevant terms of financing allow it (hereinafter referred to as "project-related doctoral scholarship").
2. Project-related scholarships are awarded in accordance with the terms of project as prescribed by the financing institution.
3. The amount and duration of a project-related doctoral scholarship are defined in the project terms and in the agreement concluded by AGH-UST and the financing institution.
4. Doctoral students who receive a project-related doctoral scholarship are entitled to a scholarship increase based on these Terms and Conditions, insofar as the sum of the project-based doctoral scholarship and the amount of the scholarship increase does not exceed the amount set out in § 4 (3).
5. Doctoral students receiving doctoral scholarships under the Preludium Bis project will be additionally awarded a monthly scholarship increase of PLN 900 as set out in § 4 (2) for a period that must not be longer than the duration of award stipulated in terms of the project.
6. Funds referred to in item 5 are financed from sources specified in § 6 (3)(1) and the fact that a doctoral student has been awarded such funds does not preclude the possibility of further increases to the doctoral scholarship under these Terms and Conditions, subject to §4 (3).
7. Project-related doctoral scholarship is paid by direct debit arranged by the University unit hosting the project in accordance with a relevant agreement concluded between AGH-UST and the doctoral student.

### **Doctoral scholarship payments**

## **§12**

1. A doctoral student commencing a course of education at the doctoral school shall submit the following:
  - a) declaration stating that the person is not a holder of a Doctor's degree and is not employed as a university teacher or a member of research staff, together with a self-obligation to notify the director of the doctoral school of any changes regarding these circumstances within 5 days of any such changes occurring,
  - b) declaration for national and health insurance purposes,
  - c) declaration of attendance at a course of education provided by another doctoral school and the resulting award of a doctoral scholarship.

2. Model forms of declarations referred to in item 1 (1) – (3) have been appended to these Terms and Conditions as schedules 2-4 respectively. Failure to submit the above-mentioned documentation within the deadline prescribed by the School will result in the scholarship payments being suspended.
3. Doctoral scholarship will be paid to the doctoral student's bank account number submitted by the student in a written statement in accordance with the model statement appended as Schedule 5 to these Terms and Conditions.
4. Payments of doctoral scholarships are made on a monthly basis, except for the October payment, which is paid in November, together with the payment due for this month.
5. Doctoral scholarship payments will be made by the 20th day of a given month, subject to item 4, unless terms of the agreement signed by AGH-UST and the doctoral student state otherwise.
6. Any payments of doctoral scholarship will cease on the date of completion of the doctoral school's training, subject to § 3 (5). In the case of removal from the list of doctoral students, the date of termination of training shall be the date on which the decision the decision on removal from the list became final.

### **§13**

1. Doctoral scholarships are subject to national insurance deductions to be made by the University, as stipulated in the relevant legal provisions relating to national insurance. The contributions in question will be paid from the same sources as the scholarship.
2. Doctoral students who receive doctoral scholarships are mandatorily covered by the old-age, disability and accident insurance covers. Sickness insurance is not mandatory. Doctoral students covered, at their request, by non-mandatory sickness insurance, will themselves pay the 2.45 per cent contribution in its entirety.