

NOTICE OF

COMPLEMENTARY AND ADDITIONAL RECRUITMENT

TO THE POZNAŃ UNIVERSITY OF LIFE SCIENCES DOCTORAL SCHOOL

Rules of recruitment to the 1st year of education academic year 2020/2021

1. In the academic year 2020/2021 the Poznań University of Life Sciences will run a doctoral school open to Polish citizens and foreigners.
2. Candidates for admission to *the School* need to be holders of a Master's degree [magister], a Master's degree following the Bachelor of Science (B.Sc.) degree [magister inżynier] or equivalent, or be a person specified in art. 186.2 of the *Act on higher education and science* (hereinafter referred to as the Act) confirmed by a respective diploma and meet the recruitment conditions.
3. Foreigners may enrol at *the School* when they have qualifications specified in point 2 or an *apostille* stamped diploma or another document confirming their graduation from a university abroad, considered, in accordance with the regulations concerning validation of diplomas confirming the completion of higher education studies obtained abroad or on the basis of an international agreement, as equivalent to a respective Polish diploma confirming the completion of second-cycle (graduate) studies or long-term Master's degree studies.
4. Foreigners may enrol and be educated at *the School* based on stipulations of art. 323-327 of the Act.
5. Candidates for enrolment at *the School* may not be PhD students in another Doctoral School.
6. To the academic year 2020/2021 we announce:
 - 1) Complementary recruitment in the disciplines:

1.1 mechanical engineering	admission limit 1
1.2 economics and finance	admission limit 3
 - 2) Additional recruitment to the projects:
 - in the discipline food technology and nutrition, NCN project, Preludium Bis, *The active compounds affecting aroma flavoring Polish mead. Influence of microflora and technological treatments on their formation* - 1 person selected in the competition;
 - in the discipline agriculture and horticulture, NCN OPUS project, *Mechanisms of epigenetic modification of histones in hyperhomocysteinemia* - 2 peoples to be selected in the competition ([link 1](#) + [link 2](#));
 - 3) Additional recruitment under the "implementation doctorate" programme - in the discipline food technology and nutrition (2 peoples), in the discipline agriculture and horticulture (1 person) and in the discipline forestry sciences (6 peoples) - selected through the ministerial qualification procedure.

7. No fees are charged in relation to the recruitment procedure.
8. No fees are charged for the education of PhD students. Each PhD student not having a PhD degree will receive a PhD scholarship in the minimum net amount of 2104 PLN a month until they receive a positive mid-term evaluation and a minimum net amount of 3242 PLN a month after receiving a positive mid-term evaluation. The PhD scholarship will be paid for the maximum total period of 4 years. This period excludes the period of suspension and the period of education at the Doctoral School in the case specified in art. 206.2 of the Act. PhD students with a medical disability certificate, a medical certificate stating the degree of disability or a certificate mentioned in art. 5 and art. 62 of the Act of 27 August 1997 on Vocational and Social Rehabilitation and Employment of Persons with Disabilities receive a PhD scholarship in the amount increased by 30%.

9. Recruitment to *the School* is conducted based on:

- 1) presented documents,
- 2) an oral examination in a modern foreign language, conducted in the case of a lack of a respective certificate of language proficiency,
- 3) an interview.

10. The following principles of the recruitment procedure will be followed:

- 1) the candidate's accomplishments in studies – evaluated based on the supplement to the second-cycle or long-term Master's studies graduation diploma or a document specified in point 3 of this Notice – arithmetic mean score

- max. 10 points

• below 4.0 – 0 points

• 4.0 – 1 points

• 4.1 – 2 points

• 4.2 – 3 points

• 4.3 – 4 points

• 4.4 – 5 points

• 4.5 – 6 points

• 4.6 – 7 points

• 4.7 – 8 points

• 4.8 – 9 points

• 4.9 and 5.0 – 10 points

- 2) scientific activity – evaluated based on documented activity in scientific associations and clubs, authorship of scientific papers and communications, taken courses, internships, scientific stays and placements as well as other accomplishments – maximum 3 accomplishments indicated by the candidate

- max. 20 points

- 3) the interview – concerning the represented discipline and the concept of the future PhD dissertation, it is held in Polish or English and may be conducted using a communicator, e.g. Skype

- max. 50 points

• evaluation of the presented concept for the future PhD dissertation – max. 30 points

• evaluation of general knowledge in the represented scientific discipline – max. 20 points

- 4) proficiency in a modern foreign language – Candidates take an oral examination in a modern foreign language (the examination may be taken via a communicator, e.g. Skype) or submit an international exam-based certificate of proficiency in that language. The certificate should document the level of proficiency of the candidate as minimum B2 according to the Common European Framework of Reference for Languages. The documented language proficiency of the candidate at the B2 level is granted a score of 15 points, while at C1 and C2 it is 20 points.

- max. 20 points

- grade 5.0 - 20 points
- grade 4.5 - 16 points
- grade 4.0 - 12 points
- grade 3.5 - 8 points
- grade 3.0 - 4 points

- Total: 100 points

11. The recruitment process is conducted on-line <https://budgie.up.poznan.pl/rekrutacja-eng/>
The required documents to be submitted by the candidates include:

- 1) an application for admission to *the School* together with the personal data questionnaire, *specimen*
- 2) a CV,
- 3) 2 photographs (see section 19 of this Notice),
- 4) a copy of a university graduation diploma together with the diploma supplement or a document specified in point 3 of this Notice together with the respective supplement,
- 5) a declaration of their choice of a modern language (*specimen*) or a language certificate,
- 6) an opinion of their Master's thesis dissertation supervisor (if the studies were completed based on a Master's thesis),
- 7) a medical examination certificate, stating a lack of objections to undertake studies at *the School* within a given discipline,
- 8) a description and documentation of scientific activity – max. 3 accomplishments indicated by the candidate,
- 9) a description of research plans, which will be realised within the prospective PhD dissertation (maximum length 6000 characters),
- 10) an application for the appointment of a dissertation supervisor or supervisors, or a scientific supervisor and an auxiliary supervisor, *specimen*
- 11) a declaration of the scientific supervisor candidate on securing funds for the preparation of the PhD dissertation, *specimen*
- 12) a declaration of consent to processing of one's personal data for the purpose of recruitment and education at *the School*, *specimen*
- 13) a medical certificate on disability – if applicable,
- 14) an application for accommodation at the student hall of residence – if applicable, *specimen*

Deadlines*:

1.	On-line recruitment	from 17 to 31 August 2020
2.	Verification of documents and admission of candidates to the recruitment procedure	by 4 September 2020
3.	Oral examination in a modern foreign language	7 September 2020 starting from 09.00
4.	Interview	from 8 to 9 September 2020 starting from 09.00
5.	Announcement of recruitment results in the form of a ranking list, indicating candidates enrolled to the 1st year, on the website of the Poznan University of Life Sciences under the tab "Doctoral School"	by 22 September 2020
6.	Completion of additional recruitment procedure	by 30 September 2020

12. Only candidates who have submitted all the appropriately compiled documents within the deadline specified in this Notice will be admitted to the recruitment procedure.

13. Failure to pass the language examination excludes candidates from any further participation in the successive stages of the recruitment procedure.

14. Candidates admitted to the next stage of the recruitment procedure will be informed by e-mail on the date, time and place/form of the examination in a modern foreign language and the interview.

15. Candidates to *the School*, who will submit a medical certificate stating the degree of disability, will be recruited following regulations specified in this Notice of Recruitment. Conditions of the examination in a modern foreign language and the interview conducted in the recruitment procedure to *the School* will be adapted to the needs of candidates with disabilities following evaluation of their respective applications submitted to the Recruitment Committee together with their documents specified in point 11.

16. Upon the completion of the recruitment procedure a ranking list of candidates will be prepared based on the number of points received in the recruitment procedure. Candidates may be enrolled at *the School* if they have received min. 50% total score. Admission to *the School* depends on the position of the candidate on the ranking list for the respective discipline within the limit of admissions mentioned in point 6.

17. Admission to *the School* is executed by enrolment of the PhD students by the Director of *the School*.

* in view of the current epidemic situation, which progression may not be predicted, the Director of *the School* reserves the right to change mentioned deadlines or to conduct an additional recruitment procedure

18. Candidates admitted to *the School* are obliged to submit the originals of application documents to *the School* office by 30 September 2020.
19. Refusal of admission to *the School* is based on an administrative decision issued by the Director of *the School*, based on the power of attorney granted by the Rector.
20. The candidate has the right to appeal from the administrative decision on the refusal of admission and request its reconsideration. Such an appeal may only be submitted on the grounds of infringement of recruitment regulations.
21. An additional recruitment is held in order to realise a research project, within which funds have been allocated towards payment of a PhD scholarship mentioned in the Act *Law on Higher Education*, planned for a period of minimum of 36 months, and in order to execute programmes announced by the Minister of Science and Higher Education. Additional recruitment may exceed the limit of admissions specified in point 6. Additional recruitment may be held at any time during a given academic year and its date is specified by the Director of the Doctoral School in coordination with the head of the research project. Upon the consent of the Recruitment Committee the head of the research project has the right to establish additional preferential criteria for this recruitment. The head of the research project or his/her appointed representative participates in the proceedings of the Recruitment Committee, particularly the interview, and takes part in the process of candidate evaluation following the same regulations as those concerning the Committee members.

22. Contact details:

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