

NOTICE OF
COMPLEMENTARY AND ADDITIONAL RECRUITMENT
TO THE POZNAŃ UNIVERSITY OF LIFE SCIENCES DOCTORAL SCHOOL

Conditions and mode of recruitment to the 1st year of education
academic year 2019/2020

1. In the academic year 2019/2020 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 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 enroll 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 2019/2020 we announce:
 - 1) Complementary recruitment in the disciplines:

1.1 agriculture and horticulture	admission limit 1
1.2 economics and finance	admission limit 1
 - 2) Additional recruitment to the projects, in the discipline food technology and nutrition:
 - 2.1. NCN-OPUS project "*Research on the possibility of using a plant matrix enriched with calcium in the prevention and therapy of osteoporosis*" - 1 person selected in the NCN competition ended in July 2019.

2.2. NCN-OPUS project *“Identification of lipidomic biomarkers for authenticating edible oils supported by DSC profiling and chemometry”* - 1 person selected in the NCN competition ended in July 2019.

2.3. NCN-OPUS project *“Natural volatile substances of native herbal plants in the biological protection of crops - from a comprehensive analysis of their composition and activity to modeling process parameters”* - 1 person to be selected in the competition until August 25, 2019 – [link](#)

3) Additional recruitment under the "implementation doctorate" programme - in the discipline food technology and nutrition - 1 person selected through the ministerial qualification procedure in June 2019.

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 net amount of 2104.65 PLN a month until they receive a positive mid-term evaluation and a net amount of 3242.29 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 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 second-cycle or long-term Master's studies graduation diploma – the mean arithmetic 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

• 4.5 – 6 points

• 4.6 – 7 points

• 4.7 – 8 points

• 4.8 – 9 points

- 4.4 – 5 points

- 4.9 i 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

- max. 30 points

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

- max. 40 points

- evaluation of the presented concept for the future PhD dissertation – max. 25 points,

- evaluation of general knowledge in the represented scientific discipline – max. 15 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. Candidates are required to submit the following documents – the documents need to be submitted in person or by e-mail (scans of documents):

1) an application for admission to the School, *specimen*

2) a CV,

3) 2 photographs,

4) a copy of a university graduation diploma,

- 5) A declaration of their choice of a modern language (*specimen*) or language certificates,
- 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 as well as a description of research plans, which will be realised within the prospective PhD dissertation,
- 9) an application for the appointment of a dissertation supervisor or supervisors, *specimen*
- 10) a declaration of the head of the unit on securing funds for the preparation of the PhD dissertation, *specimen*
- 11) a declaration of consent to processing of one's personal data for the purpose of recruitment and education at the School, *specimen*
- 12) a medical certificate on disability – if applicable,
- 13) an application for accommodation at the student hall of residence – if applicable, *specimen*

12. Deadlines:

1.	Submission of documents by candidates	by 31 August 2019
2.	Verification of documents and admission of candidates to the next stage of the recruitment procedure	by 5 September 2019
3.	Oral examination in a modern foreign language	10 September 2019 starting from 09:00
4.	Interview	10 September 2019 starting from 11:00
4.	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 19 September 2019
5.	End of complementary recruitment procedure	by 30 September 2019

13. 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.
14. 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 12.
15. 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 and considering point 7.
16. Admission to *the School* is executed by enrolment of the PhD students by the Director of *the School*.
17. In the case when scanned documents are submitted, candidates admitted to the *School* are obliged to submit the originals of application documents.
18. 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.
19. 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.
20. In order to realise a research project, within which funds have been allocated towards payment of a PhD scholarship mentioned in *the Act*, planned for a period of minimum of 36 months, an additional recruitment is held. 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 *Committee*, particularly the interview, and takes part in the process of candidate evaluation following the same regulations as those concerning the *Committee* members.

21. Contact details:

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