

## **Recruitment rules for the Doctoral School**

### **Wrocław University of Science and Technology for the academic year 2024/2025**

#### **§ 1**

1. The Wrocław University of Science and Technology (hereinafter referred to as the "University") has one doctoral school, hereinafter referred to as the "Doctoral School", in the following educational disciplines, in which the university is authorized to award the academic degree of doctor:

- 1) architecture and urban planning,
- 2) automation, electronic, electrical engineering and space technologies,
- 3) information and communication technology,
- 4) biomedical engineering,
- 5) chemical engineering,
- 6) civil engineering, geodesy and transport,
- 7) materials engineering,
- 8) mechanical engineering,
- 9) environmental engineering, mining, and energy,
- 10) mathematics,
- 11) chemical sciences,
- 12) physical sciences,
- 13) management and quality studies.

2. Doctoral education is not be subject to fees.

#### **§ 2**

1. Recruitment to the Doctoral School takes place in educational disciplines through a competition and is based on a point system.

2. Recruitment to the Doctoral School is associated with the payment of a one-off, non-returnable recruitment fee for considering the application for admission to the Doctoral School. The amount of the recruitment fee and the rules for its payment are determined by the Rector.

#### **§ 3**

A person holding M.Sc. degree or an equivalent degree, or in exceptional cases, justified by the highest quality of scientific achievements, a person who completed first-cycle studies (bachelor), or

who completed the third year of uniform studies (long-cycle master studies) may be admitted to the Doctoral School.

#### **§ 4**

1. Persons, including foreigners, may apply for admission to the Doctoral School if:

- 1) has the professional title of magister (M.Sc.), magister inżynier or an equivalent, or
- 2) obtained the highest quality of scientific achievements and is a graduate of first-cycle studies or a student who has completed the third year of uniform master's studies, or
- 3) have a diploma confirming completion of studies abroad (outside Poland), giving the right to apply for the PhD degree in the country in which the University that issued the diploma operates.

2. A person who does not have the qualifications described in sec. 1 on the day of submitting the recruitment documents, must obtain them and confirm them with an appropriate document until the end of the recruitment procedure specified in the recruitment procedure schedule.

#### **§ 5**

To be admitted to the Doctoral School, knowledge of the English language is required, confirmed by a certificate or diploma of completion of studies at least B2 level. The list of certificates and diplomas confirming the knowledge of the English language at the required level is provided in Appendix 1.

#### **§ 6**

1. The number of places for persons who will be admitted to the Doctoral School in individual twelve educational disciplines is set by the Rector.

2. The recruitment schedule is set by the Rector.

3. If the number of qualified candidates in the educational discipline is lower than the number of places referred to in sec. 1, the Rector, at the request of the Dean of the Doctoral School, may consent to additional recruitment in this educational discipline in accordance with the schedule referred to in sec. 2.

#### **§ 7**

The detailed rules considering the conditions and procedure of recruitment to the Doctoral School based on the point system are set out in § 22-26.

#### **§8**

1. Before registering in the recruitment system, a candidate for the Doctoral School is obliged to:

- 1) select a potential supervisor employed in Wroclaw University of Science and Technology from the list of supervisors for a discipline available on the website of the Doctoral School: <https://szd.pwr.edu.pl/>;
- 2) have a conversation with the potential supervisor regarding the initial concept of the doctoral dissertation;
- 3) get the consent of the potential supervisor to undertake the supervision, together with the declaration of the person in charge of an organizational unit of the faculty (head of a department or director of an institute), where the doctoral dissertation would be conducted on the provision of required research resources for the duration of the doctoral dissertation in the event of admission to the Doctoral School.

2. In justified cases, with the consent of the Dean of the Doctoral School, a candidate to the Doctoral School may, instead of a potential supervisor, appoint a potential assistant supervisor from among the University's employees. The provisions of sec. 1 points 2-3 shall apply accordingly.

### **§ 9**

The condition for considering the application for admission to the doctoral school is:

- 1) prior contact with a potential supervisor in order to obtain the documents referred to in § 9 sec. 3;
- 2) registering in the recruitment system;
- 3) filling in the candidate's card in the university's recruitment system;
- 4) delivering a set of documents referred to in § 11 within the time limit stated in the recruitment schedule and making the recruitment fee referred to in § 2 sec. 2.

### **§ 10**

1. Candidates with special needs are provided - upon their request - with support to equalize opportunities in the recruitment process according to their individual needs.
2. The application referred to in sec. 1 should be submitted to the Dean of the Doctoral School no later than on the last day of accepting documents from candidates for the Doctoral School specified in the recruitment procedure schedule.
3. If a special need arises after the deadline referred to in sec. 2, the candidate may submit to the Dean of the Doctoral School the application referred to in sec. 1 to the Dean of the Doctoral School, and support to equalize opportunities will be provided if possible.

### **§ 11**

1. The candidate for the Doctoral School submits the following documents by the date specified in the recruitment procedure:
  - 1) candidate's card for the Doctoral School referred to in § 21;
  - 2) CV;

- 3) diploma confirming obtaining the professional title of master, master engineer or an equivalent, and in the case of persons referred to in § 4 sec. 2, the candidate's declaration confirmed by the dean's office about completing the second-cycle study program and the planned date of graduation before the announced date completion of recruitment. However, in the case of people who show the highest quality of scientific achievements, a document confirming the completion of first-cycle studies or a document confirming that the candidate is a student who has completed the third year of uniform long-cycle master studies;
- 4) a diploma supplement in first and second cycle studies or uniform studies;
- 5) CGPA (Culmulative Grade Point Average) for first and second cycle studies or for long-cycle master studies (transcript of records). In the case of the last semester of studies not yet completed, the grades from all semesters of studies, excluding the last semester, are included in the average result. In the absence of a certificate of the obtained a CGPA, issued by the university, the candidate shall submit a signed declaration with CGPA calculated by himself/herself. Candidates who completed their studies outside Poland, along with the obtained CGPA, should also attach the grading scale applicable in the country in which they graduated;
- 6) photo (electronic version);
- 7) a synthetic presentation of achievements regarding the candidate's scientific activity or research and development activities in accordance with the template specified for the selected educational discipline available on the website of the Doctoral School: <https://szd.pwr.edu.pl/>;
- 8) statement of the potential supervisor on undertaking the supervision, together with the declaration of the person in charge of an organizational unit of the faculty (head of a department or director of an institute), in which the doctoral dissertation would be carried out on the provision of a required research resources for the duration of the doctoral dissertation with admission to the Doctoral School;
- 9) description of the initial concept of the doctoral dissertation under § 24 approved by the potential supervisor (no longer than 2 A4 pages);
- 10) document confirming the command of the English language at B2 level (diploma supplement or certificate of the grade obtained from the language course at B2 level, language certificate or other document compliant with Appendix 1);

2. A candidate with a diploma or other document confirming completion of studies outside Poland shall submit a copy of the diploma entitling to apply for admission to the Doctoral School containing an apostille or legalization certified by the Wrocław University of Science and Technology (for certification, the original of the relevant diploma must be submitted for inspection).

## § 12

1. The recruitment procedure, including interviews to the Doctoral School, is conducted by recruitment committees for the educational discipline appointed by the Dean of the Doctoral School.
2. If one member of the recruitment committee is a potential supervisor previously indicated by the candidate, she or he will not take part in the evaluation of that candidate.
3. Information on recruitment, including the number of places for people who will be admitted to the Doctoral School in individual educational disciplines, the recruitment schedule, place of submission of documents and the date of the interview are published on the website of the Doctoral School: <https://szd.pwr.edu.pl/en/>.
4. The ranking list is determined separately for each educational discipline on the basis of the recruitment points obtained by individual candidates, awarded under the rules set out in § 22-26.
5. Candidates are qualified depending on their position on the ranking list, up to the number of places awarded for a given educational discipline, referred to in § 6 sec. 1, however, it is required to get the minimum recruitment score specified in § 22 sec. 6.

## § 13

1. A person may be admitted to the Doctoral School except for the number of places referred to in § 6 sec. 1, if he or she has funding granted from other sources outside the University (including research projects, grants or other programs) financing of the doctoral scholarship in the amount of at least the amount referred to in art. 209 paragraph 4 of the Law on Higher Education and Science, and social security contributions paid by the University.
2. A person may be admitted to the Doctoral School beyond the established number of places referred to in § 6 section. 1, if education at the doctoral school is associated with the obligation of employment at the University referred to in Art. 209 section 1a of the Law on Higher Education and Science.
3. The financing referred to in sec. 1 and 2 should be provided for a period of at least 24 months. If the granted financing does not cover the costs of the doctoral scholarship or the costs of remuneration for employment in the research project for a period of 48 months, it is necessary to obtain the consent of the Dean of the Doctoral School.
4. The condition for admission to the Doctoral School of the candidate referred to in sec. 1 is to meet the requirements related to the financing of the doctoral scholarship from other sources outside the University and to obtain the minimum recruitment point result specified in § 22 sec. 6.
5. The condition for admission to the Doctoral School is the candidate referred to in sec. 2 is to meet the requirements on which the financing of remuneration for employment at the University depends and to obtain the minimum recruitment score specified in § 22 sec. 6.

6. The candidates referred to in sec. 1 and 2 of the provisions of § 12 sec. 4 and 5 do not apply.

#### **§ 14**

The results of the recruitment procedure competition are public. After being handed over to the Rector, the competition results are announced on the website of the Doctoral School.

#### **§ 15**

Based on of the recruitment results, admission to the doctoral school is conducted by way of entry in the register of doctoral students.

#### **§ 16**

Refusal of admission to the Doctoral School takes place by an administrative decision of the Rector. The person who is refused admission to the Doctoral School based on the recruitment results, is served with the Rector's decision. There is no appeal against this decision.

#### **§ 17**

From the Rector's decision not to admit to the Doctoral School, a person dissatisfied with the decision is entitled to an application for reconsideration submitted to the Rector through the Dean of the Doctoral School, within 14 days from the date of delivery of the decision.

#### **§ 18**

Representatives of the Doctoral Students Self-Government may take part in the recruitment procedure as observers, on the terms specified by the Dean of the Doctoral School.

#### **§ 19**

1. A person admitted to the Doctoral School begins education and gains the rights of a doctoral student upon taking the oath and signing the oath.
2. A doctoral student at the Doctoral School of Wrocław University of Science and Technology cannot be a doctoral student at another doctoral school at the same time.
3. Training at the Doctoral School may begin from the first day of the winter semester or the first day of the summer semester of the academic year to which recruitment applies, in accordance with the academic calendar of Wrocław University of Science and Technology.

#### **§ 20**

The Rector provides compulsory training on safe and hygienic conditions of education, not less than 4 hours, for doctoral students starting their education at the Doctoral School, considering the specificity of education and the type of technical equipment used in the education process.

## § 21

The specimen of the candidate's card for the Doctoral School is determined by the Dean of the Doctoral School after obtaining the opinion of the Doctoral School Council.

## § 22

1. Candidates are assessed against five criteria:

- 1) Grades obtained in the course of higher education (detailed rules are specified in § 23).
- 2) Command of the English language (in accordance with Appendix 1 to the Admission Rules containing the scoring method depending on the obtained certificates and diplomas).
- 3) Description of the initial concept of the doctoral dissertation (detailed rules are specified in § 24).
- 4) Scientific activity or research and development activity (detailed rules are specified in § 25).
- 5) Interview (detailed rules are set out in § 26).

2. The recruitment score is determined according to the formula  $W = \sum_{i=1}^5 k_i p_i$ , where  $k_i$  is the weight of the  $i$ -th recruitment criterion and  $p_i$  is the number of points obtained in the  $i$ -th criterion.

3. The weights of the individual evaluation criteria  $k_i$  ( $i = 1, 2, 3, 4, 5$ ) are:

- 1)  $k_1 = 1$  (criterion: grades obtained in the course of higher education).
- 2)  $k_2 = 1$  (criterion: command of the English language).
- 3)  $k_3 = 1$  (criterion: description of the initial concept of the doctoral dissertation).
- 4)  $k_4 = 3$  (criterion: scientific activity or research and development activity).
- 5)  $k_5 = 4$  (criterion: interview).

4. Points  $p_i$  ( $i = 1, 2, 3, 4, 5$ ) for each of the evaluation criteria are awarded by the recruitment committee on a scale from 0 to 10.

5. The recruitment result is negative when the candidate gets  $p_i = 0$  points for one or more evaluation criteria.

6. The condition for admission to the Doctoral School is getting a recruitment point score of at least 50 points. out of 100 possible.

## § 23

1. Let  $S_1$  denote the CGPA obtained during the first cycle studies,  $S_2$  denote the CPGA got during the second cycle studies and  $S$  denote the CPGA obtained during the uniform studies (long-cycle master studies). The result of completed studies  $W$  is calculated as follows:

- 1) With completed two-cycle studies, the first and second cycle grades  $W = 0,5 \times (S_1 + S_2)$  are considered.
- 2) With completed uniform studies  $W = S$ .

- 3) With the not yet completed last semester of second-cycle studies, grades from all semesters of the second-cycle studies, excluding the last semester and are included in the  $S_2$  indicator, and  $W = 0,5 \times (S_1 + S_2)$ .
- 4) With unfinished uniform studies, grades from all semesters of studies, excluding the last semester are included in  $S$  and  $W = S$ .

2. The number of points  $p_1$  in the evaluation criterion grades obtained in the course of higher education, referred to in § 22 is assigned in accordance with the table below based on the  $W$  ratio calculated in accordance with sec. 1.

Result of completed studies $W$	Points $p_1$
at least 4,90	10
[4,80, 4,90)	9
[4,70, 4,80)	8
[4,60, 4,70)	7
[4,50, 4,60)	6
[4,40, 4,50)	5
[4,30, 4,40)	4
[4,10, 4,30)	3
[3,90, 4,10)	2
below 3,9	1

3. When calculating the number of points  $p_1$  with candidates who obtained a diploma abroad, the grading scale used at Wrocław University of Science and Technology is considered. Therefore, the grading scale used at the university that issued the foreign diploma is converted accordingly.

## § 24

1. The description of the initial concept of the doctoral dissertation should not be longer than 2 A4 pages and should contain:

- 1) Name and surname of the candidate.
- 2) The discipline in which the doctoral dissertation will be prepared.
- 3) Thematic scope of the doctoral dissertation, including the initial definition of the research problem, research hypothesis and expected results.
- 4) Preliminary plan of research to be carried out.
- 5) Justification for the selection of the thematic scope of the doctoral dissertation.

2. The description of the initial concept of the doctoral dissertation should be prepared in Polish or in English.

3. The description of the initial concept of the doctoral dissertation should be approved by the potential supervisor.

4. When assigning the number of points  $p_3$  in the criterion description of the initial concept of the doctoral dissertation referred to in § 22, the following procedure is used:

- 1) Each member of the recruitment committee assigns points on a scale from 0 to 10.
- 2) The final result is the arithmetic mean of the points awarded, however, if more than 3 committee members participate in the evaluation, the lowest and highest score are not included in the calculation of the average.
- 3) If a member of the recruitment committee is a potential supervisor or assistant supervisor indicated by the candidate, she or he does not participate in the assigning of points.

## § 25

1. The number of points  $p_4$  in the criterion of scientific activity or research and development activity referred to in § 22 is assigned according to separate rules for individual disciplines as described below.

### 1) Discipline: architecture and urban planning,

The assessment covers:

- a) scientific publications (scientific monographs or their editors, chapters in scientific monographs, scientific articles), citations and textbooks,
- b) participation in conferences, seminars, trainings, workshops and research clubs,
- c) obtained patents,
- d) grants and research projects,
- e) scholarships obtained through competition and other awards in competitions,
- f) domestic or foreign internships and apprenticeships,
- g) additional studies, postgraduate studies, acquired qualifications, completed specialist courses,
- h) participation in the work of a research club.

All presented and documented (confirmed) scientific achievements of the candidate are assessed. The  $p_4$  value is determined based on the candidate's position on the ranking list of scientific activity or research and development activity. Ranking lists of scientific activity or research and development activity will be arranged based on the following point system:

- publications:

Publication type	Maximum number of points	Remarks
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scientific monographs	40	<ul style="list-style-type: none"> <li>– in the following format: title, names of all authors, date (month and year) and place of publication, name of the publisher together with ISSN, ISBN or ISAN number;</li> <li>– scientific articles in the following format: title, names of all authors, date (month and year), journal name, current score according to the Ministry of Education and Science, including the number on the current list;</li> <li>– report in the format: title, all authors' names, date (month and year), number;</li> <li>– the description should include the number of co-authors of the publication and the percentage share of each of them in its development; in the case of a multi-author publication, the number of points is divided proportionally by the number of authors;</li> <li>– in the case of publication of the article in a bulleted journal, the score should be consistent with the score for the article and add the score (x) from the list of the Ministry of Education and Science.</li> <li>– publications are not articles in supplements, conference materials, as well as popular science and non-scientific articles. The scientific article is not: editorial, abstract, extended abstract, letter, review, errata, and editorial note;</li> <li>– citation based on the Web of Science database; does not include self-citations;</li> </ul>
editing of scientific monographs	20	
original chapters in scientific monographs	15	
scientific articles	15	
	15 + x	
other books (textbooks)	10	
original chapters in books (textbooks)	5	
reports	2	
citations	5	

- participation in conferences, seminars, trainings, workshops and research clubs,

Type of event	Participation	Maximum number of points
international conference	paper	10
	poster/ short paper	5
	passive	2
national conference	paper	5
	poster/ short paper	2
	passive	1
university seminar	paper	2
participation in workshops, courses, science school	international	3
	national	1
participation in the conference / training / workshop as a moderator / tutor	-	3
active participation in a research club		3

- patents

Type of activity	Maximum number of points	Remarks
patent granted by the Patent Office	5	– specify the number of co-authors of the patent; the number of points is divided by the number of authors proportionally
industrial design registration right granted by the Patent Office	3	

- grants and research projects

Type of activity	Maximum number of points		Remarks
implementation of own grant	nationwide	40	– Implemented grants, research projects - participation as a manager or contractor listed in the documentation
	international	50	
participation in the implementation of a national or international grant	10		

microgrant	3	<ul style="list-style-type: none"> <li>– at the application stage, or as a contractor on the basis of a contract. A grant is understood as subsidies received from state scientific institutions (PAN, PIAP, etc.), state subsidies (governmental, ministerial, self-governmental, e.g. NCN and NCBR etc.), subsidies from European and international institutions - family (European Union, etc.) to carry out a specific research project.</li> <li>– An international grant is a grant implemented by foreign research centers or in cooperation / consortium of Polish and foreign research centers.</li> <li>– <del>Microgrant is co-financing in the amount of up to PLN 25,000 granted in a competition, e.g. by local governments</del></li> </ul>
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- scholarships obtained through competition and other awards in competitions

Type of activity	Maximum number of points		Remarks
scholarships, awards, scientific distinctions	international	5	<ul style="list-style-type: none"> <li>– scholarships or one-time grants related to scientific activity or other prizes / awards granted through a competition of a scientific nature or related to academic</li> </ul>
	nationwide	4	
	local, voivodship	3	
awards, distinctions related to academic activity	international	4	
	nationwide	3	
	local, voivodship	2	

awards and distinctions related to design / artistic practice	international	10 / 8 / 6 / 3	activity or doctoral achievements related to design / artistic practice
	nationwide	8 / 6 / 4 / 2	
	local, voivodship	6 / 4 / 2 / 2	
	consecutively scoring for: 1st place, 2nd place, 3rd place, distinction		
participation in exhibitions	international	2	In the following format: name of the exhibition, names of co-authors, place, date (month and year)
	nationwide	1	
participation in architectural competitions	international, national	1	

- domestic or foreign internships and apprenticeships, additional studies

Type	Length	Maximum number of points	Remarks
stay in an academic center for research purposes	Less than 1 month	5	- Professional internship - it is a professional practice in the preparation of construction and executive designs, urban or planning designs, or an internship in public administration units in the field of architecture, urban planning or spatial planning. The internship is assessed depending on the duration of the internship;
	1-3 months	8	
	3-6 months	10	
	above 6 months	12	
Erasmus	one semester	5	
	two semester	10	

professional internship	3-6 months	2	- Obtaining limited / unlimited professional qualifications is an important element of improving the qualifications of a doctoral student and gives the opportunity to fully participate in research and design works and in the teaching process.
	above 6 months	4	
portfolio	-	0-5	
professional qualifications in design		10	

- participation in the work of a research club

- chairing of the research club 5 points
- participation in the research club 2 points

The  $p_4$  value is determined based on the candidate's position in the research activity ranking list.

The number of  $p_4$  points awarded on the basis of internal scoring is specified in the table:

Internal scoring	Ranking position by internal score	Assigned points $p_4$
0 points (lack of research activity)	-	0
the lowest (the worst assessed research activity)	lowest	1
intermediate values (assessed research activity)	position	2-9 awarded on a linear basis according to the internal scoring
the highest (highest rated research activity)	highest	10

## 2) Discipline: automation, electronic, electrical engineering and space technologies

All presented and documented (confirmed) scientific achievements of the candidate are subject to evaluation based on the following scoring system:

Type of activity	Points
Scientific publications	0-3
Participation in conferences and research; and development projects	0-3

Internships and apprenticeships, student research club	0-3
Other	0-1

When assessing the criterion of scientific activity or research and development activity, the following procedure is used: each member of the recruitment committee assigns points on a scale from 0 to 10, in accordance with the listed evaluation components. The final score is the arithmetic mean of the points awarded.

### 3) Discipline: information and communication technology

If at a given stage of the assessment in this category the sum of points reaches  $p_4 = 10$  points, this value is considered final. All presented and documented (confirmed) scientific achievements of the candidate are subject to evaluation based on the following scoring system:

Type of activity			Points
<b>Science publications</b> (scientific monographs or their editors, chapters in scientific monographs, scientific articles), citations and textbooks			
From the list of the Ministry of Education and Science of scientific journals and reviewed materials from international conferences	Score up to 40 points, according to the list	leading author	3
		not leading author	2
	Score up to 40 points, according to the list	leading author	5
		not leading author	4
Not included in the list of the Ministry of Education and Science			1
<b>Participation (passive or active, e.g. as an organizer) in conferences, seminars, training sessions, workshops and research clubs</b>			
For participation in the number of events up to 2			1
For participation in the number of events above 2			2
<b>Obtained patents</b>			
Granted by the Patent Office			up to 5
Industrial design registration law			up to 3
<b>Grants and research projects</b>			
Own domestic			up to 4

Own international	up to 5
Participation in a grant or own microgrant	up to 2
<b>Scholarships obtained through competition and other awards in competitions</b>	
National scholarships	up to 3
International scholarships	up to 5
Local and regional awards	up to 1
National awards	up to 2
International awards	up to 3
<b>Domestic or foreign internships and apprenticeships, including work experience</b> (related to the discipline information and communication technology)	
Completed additional student internships	1
Professional experience or national research internship	2
International research internship	3
<b>Additional higher education, postgraduate studies, acquired rights, completed specialist courses</b> (final score according to the degree of doctorate)	
Stand-alone online courses (one for a PhD topic or more general in the discipline information and communication technology)	up to 1
Specialized courses	up to 4
Postgraduate studies	up to 5

#### 4) Discipline: biomedical engineering

If at a given stage of the assessment in this category the sum of points reaches  $p_4 = 10$  points, this value is considered final. All presented and documented (confirmed) scientific achievements of the candidate are subject to evaluation based on the following scoring system:

Type of activity	Maximum number of points
<b>Scientific publications (only published or accepted for publication, scoring depending on the rank of the journal, for all the achievements listed below you can get a maximum of 5 points)</b>	

(The candidate's participation in the development of the publication must be provided in accordance with CREDiT (Contributor Roles Taxonomy) (e.g. <a href="https://authorservices.wiley.com/author-resources/Journal-Authors/open-access/credit.html">https://authorservices.wiley.com/author-resources/Journal-Authors/open-access/credit.html</a> ))	
publication in journals and monographs from the JCR list	4
publication in journals and monographs from the list of the Ministry of Education and Science in Poland	2
publication in other scientific journals, monographs, or in peer-reviewed conference materials	1
<b>Patents (for all the achievements listed below you can get a maximum of 5 points)</b>	
(Describe the candidate's own contribution to the work on the patent)	
granted by the Patent Office	4
industrial design registration right	3
<b>Research grants (for all the achievements listed below you can get a maximum of 5 points)</b>	
(Describe the role and scope of work the candidate performed in implementing the research grant)	
own international	4
own domestic	3
participation in a grant or own microgrant	1
<b>Competitions won, scholarships obtained (for all the achievements listed below you can get a maximum of 6 points)</b>	
international scholarship	5
national scholarship	3
international award	4
national award	3
local and regional award	2
<b>Domestic or foreign internships and internships (only optional for at least 1 month, including work experience, if related to the development of skills for the implementation of the doctorate, for all the achievements listed below you can get a maximum of 5 points)</b>	
(Please provide a brief description of the skills acquired)	
international	3
nationwide	1

<b>Own participation in conferences or workshops (for all the achievements listed below you can get a maximum of 5 points)</b>	
(In the case of a multi-authored presentation, please describe the candidate's participation in the research presented at the conference/workshop)	
presentation in English	2
speech in the national language	1
poster presentation	0,5
passive participation (if related to the development of skills for the implementation of the doctorate)	0,5
<b>Other scientific or professional activity (for all the achievements listed below you can get a maximum of 4 points)</b>	
activity in a research club, taking into account the period of activity, function, list of activities	1
organization of conferences, taking into account the rank of the conference and functions in the organizing committee	1
additional higher education, if useful in pursuing a doctorate	2
postgraduate studies, if useful in pursuing a doctorate	1
acquired rights, if useful in the implementation of the doctorate	0,5
completed specialized courses, if useful for the implementation of a doctorate	0,5
specific skills to be used in teaching	0,5
other achievements or organizational activities, if useful in the implementation of the doctorate	0,5

### 5) Discipline: chemical engineering

The achievements should be compiled in the form of the table below, listing the specific activities indicated in column 1 (according to the evaluated activities given in the next table). In the description of scientific achievements, the evaluated criteria should be included (e.g., whether the candidate is the main author, correspondence author or co-author; whether the conference presentation included a paper or poster at a national/international/student conference, etc.). The statement should be accompanied by documents confirming all the indicated elements (first pages of publications, certificates, scans of contracts, etc.). Only confirmed achievements will be considered for evaluation.

Table of summary of the candidate's achievements in the discipline of chemical engineering:

Activity	Details
Scientific publications	
Conferences/workshops/training courses	
Patent applications/patents	
Grants/projects	
Scholarships/competitions	
Internships	
Additional activities	

The entire presented and documented scientific achievements of the candidate are evaluated based on the point system given in the table below. Also evaluated is the connection of the activity to the discipline of chemical engineering. If, at a given stage of evaluation in this category, the total score reaches  $p_4 = 10$  pkt, this value is considered final.

Type of activity	Points (max)
<b>Scientific publications (only published or accepted for publication, scoring depending on the rank of the journal and relation to the discipline) - for the whole maximum 5 points</b>	
Publication in a JCR journal - main author or corresponding author	5
Publication in a JCR journal - co-author	3
Publication in a foreign or national journal from the ministerial list	1
<b>Participation in conferences, trainings, workshops - for the total maximum 5 points</b>	
Oral presentation at an international conference (presenting author)	3
Oral presentation at a national conference (presenting author)	2
Oral presentation at a national or international student conference (presenting author)	1
Poster presentation (presenting author)	0,5
Completed international training/workshops/courses/scientific school, useful for the doctoral degree, completed by examination/assessment (certificate with score required)	2
Completed national training/workshops/courses/scientific school useful for the doctorate, completed by examination/assessment (certificate with score required)	1

<b>Patent applications and/or patents obtained - for a total maximum of 5 points</b>	
Obtained patents	5
Patent application	2
<b>Participation in grants and research projects - for a total maximum of 5 points</b>	
Managing a research project	5
The main contractor in a research project (scan of 1 page of the contract)	3
Contractor in a research project without remuneration	1
<b>Scholarships and awards obtained through competition, for a total maximum of 3 points</b>	
International	3
Domestic	2
<b>Research internships in scientific centers (at least 1 month, outside the home unit), if related to the development of skills in the discipline of chemical engineering - for the total maximum 5 points</b>	
International internship	3
Domestic internship	1
<b>Additional activities</b>	
Postgraduate studies	1
Participation in the work of the research club, indicating the work performed	2

#### 6) Discipline: civil engineering, geodesy and transport

If at a given stage of evaluation in this category the sum of points reaches  $p_4 = 10$  points, this value is considered final. The candidate's entire presented and documented (confirmed) scientific achievements are assessed based on the following point system:

<b>Type of activity</b>		<b>Points</b>	
<b>Publications</b> (scientific monographs or their editorials, chapters in scientific monographs, scientific articles, conferences)			
From the ministerial list of scientific journals and materials of international conferences	40 points and above, according to the ministerial list	main author	5
		less significant contribution	4
		main author	3

	Up to 20 points, according to the ministerial list	less significant contribution	2
Not on the ministerial list			1
<b>Participation (passive or active, e.g. as an organizer) in conferences, seminars, training, workshops and scientific circles</b>			
For participating in more than 2 events			3
For participating in up to 2 events			2
<b>Patents</b>			
Granted by the Patent Office			5
Patent application			3
Industrial design registration law			3
<b>Grants and research projects</b>			
Own (PI) international			0 - 5
Own (PI) national			0 - 4
Participation in in grant/project or micro-grant			0 - 2
<b>Scholarships obtained through competition and other prizes in competitions</b>			
International scholarship			0 - 5
National scholarship			0 - 3
International award			0 - 3
National award			0 - 2
Local/regional awards			0 - 1
<b>Stays and internships of at least 7 days in domestic or foreign academic or research centers or construction companies  (related to the discipline civil engineering, geodesy and transport)</b>			
Internships in foreign academic or research centers or construction companies			3
Professional experience or internships in national academic or research centers			2
Completed student internships in enterprises			1

<b>Additional higher education, postgraduate studies, acquired qualifications, completed specialist courses</b> (final score according to compliance with the field of doctorate)	
Additional higher education studies (outside the field of construction)	0 - 5
Postgraduate studies	0 - 4
Specialized courses	0 - 3
Online courses (one regarding the topic of the PhD or more general topics in the discipline civil engineering, geodesy and transport)	0 - 2

### 7) Discipline: materials engineering

If, at a given stage of evaluation in this category, the total score reaches  $p_4 = 10$  points, this value is considered final. The entire presented and documented (confirmed) scientific achievements of the candidate are evaluated based on the following point system:

Type of activity	Points
<b>Scientific publications</b>	
Article/publication in a journal with impact factor/book with international reach	5
Article/publication in a journal/book with national coverage	1
Patent	6
Patent application/utility model	2
<b>Participation in conferences (no more than 5 points)</b>	
Personal presentation at an international conference in the form of an oral presentation	4
Personal presentation at a national conference in the form of an oral presentation	2
Personal presentation at an international conference in the form of a poster speech	2
Personal presentation at a national conference in the form of a poster speech	1
Personal presentation at a student international conference in the form of an oral presentation	2

Personal presentation at a student national conference in the form of an oral presentation	1
Personal presentation at a student international conference in the form of a poster speech	1
Personal presentation at a student national conference in the form of a poster speech	0,5
<b>Awards</b>	
International award for scientific achievements	
- individual	5
- group	1
National award for scientific achievement	3
Scholarships obtained through competition	2
Other competitive awards	1
<b>Grants and research projects</b>	
Management of a scientific research project	5
The role of the contractor in a scientific research project	2
<b>Research internships</b>	
Long-term foreign internship (1 month or more)	5
Long-term domestic internship (1 month or more)	2
Short-term foreign internship (1 - 4 weeks)	3
Short-term domestic internship (1 - 4 weeks)	1
<b>Additional activities</b>	
Postgraduate studies, if useful in pursuing a doctorate	2,5
Acquired authorizations, if useful in the implementation of the doctorate	2
Completed specialized courses, if useful in the implementation of the doctorate	1,5
Participation in the work of a research club	1,5

### 8) Discipline: mechanical engineering

If at a given stage of the assessment in this category the sum of points reaches  $p_4 = 10$  points, this value is considered final. All presented and documented (confirmed) scientific achievements of the candidate are subject to evaluation based on the following scoring system:

Type of activity	Points
<b>Scientific publications and patents (points divided by the number of authors)</b>	
Article/publication in an international journal/book from the JCR list	5
Article/publication in a foreign or domestic journal (outside the JCR database)	2
Obtained patents	3
<b>Taking part in conferences</b>	
Individual presentation at an international conference in the form of an oral presentation	4
Individual presentation at a national conference in the form of an oral presentation	2
Individual presentation at an international conference in the form of a poster presentation	2
Individual presentation at the national conference in the form of a poster presentation	1
Individual presentation at an international student conference in the form of an oral presentation	2
Individual presentation at the student national conference in the form of an oral presentation	1
Individual presentation at an international student conference in the form of a poster presentation	1
Individual presentation at the student national conference in the form of a poster presentation	0,5
<b>Awards</b>	
International award for scientific achievement	5
National award for scientific achievements	3
Scholarships obtained through competition	2
Other prizes in competitions	1
<b>Grants and research projects</b>	
Managing a research project	5
The role of the contractor in a scientific-research project	2
<b>Scientific internships</b>	

Long-term internship abroad (above 2 weeks)	4
Long-term national internship (above 2 weeks)	2
<b>Additional activities</b>	
Postgraduate studies, acquired qualifications, completed specialist courses	2
Active participation in the research club	2

### 9) Discipline: environmental engineering mining and energy

The assessment covers:

- a) scientific publications (scientific monographs or their editors, chapters in scientific monographs, scientific articles), citations and scripts,
- b) participation in conferences, seminars, trainings, workshops,
- c) obtained patents,
- d) grants and research projects,
- e) scholarships obtained through competition and other awards in competitions,
- f) domestic or foreign internships and apprenticeships,
- g) additional university studies, postgraduate studies, acquired rights, completed specialist courses,
- h) participation in the work of associations, scientific and technical organizations, research clubs.

All presented and documented (confirmed) scientific achievements of the candidate are assessed. When assessing scientific or research and development activity, the following procedure is used: each member of the recruitment committee awards points on a scale from 0 to 10, with the proviso that the candidate cannot receive more than 5 points, if he does not have published or approved to print scientific publications, a delivered or pre-approved conference paper or granted patents. The final  $p_4$  score is the arithmetic mean of the points awarded, however, if more than 3 committee members participate in the evaluation, the lowest and highest grade are not included in the average calculation. If a member of the recruitment committee is a potential supervisor indicated by the candidate, he or she does not participate in awarding points.

### 10) Discipline: mathematics

The assessment covers:

- a) scientific articles on mathematics or its applications, accepted for publication or published during first and second cycle studies or uniform master's studies,
- b) citations,
- c) participation in conferences and seminars on mathematics or its applications,

- d) participation in grants and research projects in mathematics or its applications,
- e) scholarships or awards in mathematics or its applications, obtained through a competition,
- f) participation in the work of a research club on mathematics or its applications.

If at a given stage of the assessment in this category the sum of points reaches  $p_4 = 10$  points, this value is considered final. All presented and documented (confirmed) scientific achievements of the candidate are subject to evaluation based on the following scoring system:

Type of activity	Points
publications (points for each article depending on the rank of the journal and the candidate's contribution)	2-6
citations	0-4
participation in conferences and scientific seminars (number of points depending on the importance of the event and the scope of participation)	0-4
participation in grants and research projects	0-4
scholarships or awards	0-4
participation in the work of a research club	0-3

### 11) Discipline: chemical sciences

The assessment covers:

- a) scientific publications (scientific monographs or their editors, chapters in scientific monographs, scientific articles), citations and scripts,
- b) participation in conferences, seminars, trainings, workshops and research clubs,
- c) obtained patents,
- d) grants and research projects,
- e) scholarships obtained through competition and other awards in competitions,
- f) domestic or foreign internships and apprenticeships,
- g) additional university studies, postgraduate studies, acquired rights, completed specialist courses,
- h) participation in the work of a research club.

If at a given stage of the assessment in this category the sum of points reaches  $p_4 = 10$  points, this value is considered final. All presented and documented (confirmed) scientific achievements of the candidate are subject to evaluation based on the following scoring system:

<b>Type of activity</b>	<b>Points</b>
Article / publication in a journal / book of international scope	5
Article / publication in a national journal / book	1
Individual presentation at an international conference in the form of an oral presentation	4 (at most 4)
Individual presentation at a national conference in the form of an oral presentation	2 (at most 4)
Individual presentation at an international conference in the form of a poster presentation	2 (at most 4)
Individual presentation at the national conference in the form of a poster presentation	1 (at most 4)
Individual presentation at an international student conference in the form of an oral presentation	2 (at most 4)
Individual presentation at the student national conference in the form of an oral presentation	1 (at most 4)
Individual presentation at an international student conference in the form of a poster presentation	1 (at most 4)
Individual presentation at the student national conference in the form of a poster presentation	0,5 (at most 2)
Obtained patents and patent applications	2
Scholarships obtained through competition	2
International Award for Scientific Achievement	5
National award for scientific achievements	3
Managing a research project	5
The role of the contractor in a scientific-research project	2
Long-term internship abroad (1 month or more)	5
Long-term national internship (1 month or more)	2
Short-term internship abroad (1-4 weeks)	3
Long-term national internship (1-4 weeks)	1
Additional higher education, postgraduate studies, acquired qualifications, completed specialist courses	2
Participation in the work of a research club	2

## 12) Discipline: physical sciences

The assessment covers:

- a) scientific publications (scientific monographs or their editors, chapters in scientific monographs, scientific articles), citations and scripts,
- b) participation in conferences, seminars, trainings, workshops and research clubs,
- c) obtained patents,
- d) grants and research projects,
- e) scholarships obtained through competition and other awards in competitions,
- f) domestic or foreign internships and apprenticeships,
- g) additional university studies, postgraduate studies, acquired rights, completed specialist courses,
- h) participation in the work of a research club.

If at a given stage of the assessment in this category the sum of points reaches  $p_4 = 10$  points, this value is considered final. All presented and documented (confirmed) scientific achievements of the candidate are subject to evaluation based on the following scoring system:

Type of activity	Points
Article / publication in a journal / book of international scope	5
Article / publication in a national journal / book	1
Individual presentation at an international conference in the form of an oral presentation	4
Individual presentation at a national conference in the form of an oral presentation	2
Individual presentation at an international conference in the form of a poster presentation	2
Individual presentation at the national conference in the form of a poster presentation	1
Individual presentation at an international student conference in the form of an oral presentation	2
Individual presentation at the student national conference in the form of an oral presentation	1

Individual presentation at an international student conference in the form of a poster presentation	1
Individual presentation at the student national conference in the form of a poster presentation	0,5
Obtained patents	3
Scholarships obtained through competition	2
International award for scientific achievement	5
National award for scientific achievements	3
Managing a research project	5
The role of the contractor in a scientific-research project	2
Long-term internship abroad (1 month or more)	5
Long-term national internship (1 month or more)	2
Short-term internship abroad (1-4 weeks)	3
Long-term national internship (1-4 weeks)	1
Additional higher education, postgraduate studies, acquired qualifications, completed specialist courses	2
Participation in the work of a research club	2

### 13) Discipline: management and quality studies

All presented and documented (confirmed) scientific achievements of the candidate are subject to evaluation based on the following point system:

- a) scientific publications (scientific monographs or their editors, chapters in scientific monographs, scientific articles) – 0-10 pts,
- b) participation in conferences, seminars, trainings, workshops – 0-4 pts,
- c) participation in grants and research projects – 0-4 pts,
- d) scholarships obtained through competition and other awards in competitions – 0-4 pts,
- e) domestic or foreign internships and apprenticeships – 0-2 pts,
- f) additional higher education, postgraduate studies, acquired qualifications, completed specialist courses – 0-2 pts,.

If at a given stage of the assessment in this category the sum of points reaches  **$p_4 = 10$**  points, this value is considered final. When assessing scientific or research and development activity, the following procedure applies: each member of the recruitment committee awards points for individual achievements, however the candidate may not receive more than 5 points in total, if

she/he does not have published or accepted for publication scientific publications, delivered or a pre-approved conference paper. The final  $p_4$  score is the arithmetic mean of the points awarded.

### § 26

1. The interview is conducted in Polish and / or English.
2. In justified cases, it is possible to conduct an interview remotely using electronic means of communication selected by the recruitment committee.
3. Number of points  $p_5$  in the interview criterion, referred to in § 22 is assigned according to separate rules for individual disciplines.
4. For the interview are admitted only persons who have met all formal requirements, including the requirement to submit the documents referred to in § 11 sec. 1 by the date specified in the recruitment procedure schedule.
5. When assigning the number of points  $p_5$  in the criterion interview referred to in § 22, the following procedure is used:
  - 1) Each member of the recruitment committee assigns points on a scale from 0 to 10.
  - 2) The final result is the arithmetic mean of the points awarded, however, if more than 3 committee members participate in the evaluation, the lowest and highest score are not included in the calculation of the average.
  - 3) If a member of the recruitment committee is a potential supervisor or assistant supervisor indicated by the candidate, she or he does not participate in the assigning of points.

#### 1) Discipline: architecture and urban planning,

Members of the recruitment committee evaluate the candidate taking into account the presented scientific and professional achievements to date and the outline of the research plan / concept of the doctoral dissertation.

It is also required to present a **portfolio** containing the candidate's own achievements to date, broken down into:

- a) period of study: participation in workshops, competitions, artistic events; science clubs; student activity;
- b) post-graduate period: professional and creative work not related to studies (projects, awards, realizations).

#### 2) Discipline: automation, electronic, electrical engineering and space technologies

Scoring components	Points
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Candidate's knowledge	0-3
Bachelor's and Master's thesis (grades and results obtained during the implementation of diploma theses)	0-3
Organizational experience (e.g. activity in student organizations)	0-3
Other (e.g. answers to questions or problems that arise during the conversation)	0-1

### 3) Discipline: information and communication technology

The assessment covers:

- a) the candidate's level of knowledge and the way of presenting the current scientific interests, e.g. the subject of the thesis,
- b) initial concept of research planned as part of the doctoral dissertation,
- c) the ability to communicate and formulate scientific concepts,
- d) compliance of the proposed topic with the topics defined within the discipline of information and communication technology.

### 4) Discipline: biomedical engineering

Scoring components	Points
Presentation of your current scientific interests and research projects (e.g. thesis)	0-3
Presentation of the initial concept of research planned in the doctoral dissertation and the current state of knowledge on this subject	0-3
The ability to formulate research hypotheses and their presentation	0-1
Orientation in general knowledge in the field of biomedical engineering	0-3

### 5) Discipline: chemical engineering

The interview is conducted in English.

Scoring components	Points
The manner of presentation of previous scientific interests, such as the topic of the master's thesis	0-3

Presentation of the initial concept of research planned as part of the doctoral thesis and its connection with the discipline of chemical engineering	0-3
Ability to formulate scientific concepts	0-1
Orientation of general knowledge in the field of chemical engineering	0-3

**6) Discipline: civil engineering, geodesy and transport**

Scoring components	Points
The way of presenting the current scientific interests, e.g. the subject of the MSc thesis	0-3
Discussion on the planned research work	0-2
Orientation in the field of knowledge in the field of civil engineering, geodesy and transport, in particular related to the subject of the doctoral thesis	0-5

A positive evaluation of each component of the score is required (above 0 points). A negative evaluation of one or more components (0 points) is tantamount to a total score of  $p_5 = 0$  points, which constitutes a negative recruitment result.

**7) Discipline: materials engineering**

Scoring components	Points
Presentation of your previous scientific interests and research projects (e.g., thesis)	0-3
Presentation of the initial concept of the research planned in the dissertation, knowledge of the current state of knowledge concerning the dissertation topic	0-3
Orientation of general knowledge in the field of materials engineering	0-3
Ability to communicate and formulate scientific concept	0-1

**8) Discipline: mechanical engineering**

Scoring components	Points
Presentation of current scientific interests, e.g. the topic of a diploma thesis	0-3
Initial concept of planned research as part of the doctoral dissertation	0-3

Ability to communicate, formulate scientific concepts and research hypotheses, general knowledge in the field of mechanical engineering	0-4
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### 9) Discipline: environmental engineering mining and energy

The assessment covers:

- a) the candidate's level of knowledge and the manner of presenting the current scientific interests, e.g. the subject of the MSc thesis,
- b) compliance of the proposed research topic with the list of priority research topics specified in the University's Strategy for 2023-2030.

### 10) Discipline: mathematics

The assessment covers:

- a) the candidate's level of knowledge – up to 8 points,
- b) way of presenting scientific interests – up to 4 points.

The total number of points cannot exceed 10.

### 11) Discipline: chemical sciences

The assessment covers:

- a) the candidate's level of knowledge in the thematic area of the planned doctoral dissertation,
- b) the way of presenting the current scientific interests, e.g. the subject of the MSc thesis,
- c) initial concept of research planned as part of the doctoral dissertation,
- d) the ability to communicate and formulate scientific concepts,
- e) compliance of the proposed research topic with the list of research topics important for the University's Strategy

### 12) Discipline: physical sciences

The assessment covers:

- a) the candidate's level of knowledge and the way of presenting the current scientific interests, e.g. the subject of the thesis,
- b) initial concept of research planned as part of the doctoral dissertation,
- c) compliance of the proposed research topic with the list of research topics important for the University's development strategy,

d) specialization exam.

### **13) Discipline: management and quality studies**

The assessment covers:

- a) the candidate's level of knowledge in the discipline, in particular in the basics of management, the basics of statistics and the subject of the concept of the doctoral dissertation,
- b) the way of presenting the current scientific interests, e.g., the topic of the M.Sc. thesis and the initial concept of research planned as part of the doctoral dissertation.

Appendix 1

to the rules of recruitment to the Doctoral School of Wrocław University of Science and Technology (WUST) for the academic year 2024/2025

**Evaluation of the knowledge of English – list of certificates and diplomas**

Admission points Doctoral School WUST	Language courses / central examination grade – other universities	Language courses in the Department of Foreign Languages WUST	Cambridge English Qualifications	IELTS	ACERT	PTE Academic	TOEFL (iBT) TOEFL (CBT) TOEFL (PBT)	Language Cert	Common European Framework of Reference (CEFR)
10	C2	SJO C2.1	C2 Proficiency	8.0 – 9.0					C2
	C1	SJO C1.2	C1 Advanced 180 – 200	7.0 – 7.5	ACERT C1	65	from 94 from 240 from 587	C1 Pass	C1
	B2 grade 5.5	SJO B2.2 grade 5.5							
8	B2 grade 5.0	SJO B2.2 grade 5.0	B2 First 176 – 179	6.5	ACERT B2 grade 5.0	61	86-93 226-239 568-586	B2 134-150(W) 179-200 (W&S)	B2
6	B2 grade 4.5/4.0	SJO B2.2 grade 4.5/4.0	B2 First 173 – 175	6.0	ACERT B2 grade 4.5/4.0	56	79-85 213-225 550-567	B2 115-133(W) 153-178 (W&S)	B2
4	B2 grade 3.5	SJO B2.2 grade 3.5	B2 First 167 – 172	5.5	ACERT B2 grade 3.5	51	72-78 198-212 531-549	B2 97-114 (W) 129-152 (W&S)	B2
2	B2 grade 3.0	SJO B2.2 grade 3.0	B2 First 160 – 166		ACERT B2 grade 3.0	46	65-71 183-197	B2 75-96 (W)	B2

							513-530	100-128 (W&S)	
<b>10</b>	University diploma in philology or applied linguistics in a modern foreign language.								
<b>10</b>	University diploma, with a degree corresponding to the Polish Master's degree, obtained in countries where the language of instruction is an official language.								
<b>10</b>	A document issued abroad, confirming the obtaining of an academic degree or title as well as a degree or title in the field of art – the leading language of a higher education institution is recognised.								
<b>10</b>	A document confirming the completion of higher education or post-graduate studies abroad or in the Republic of Poland - the leading language is recognised provided that the language of instruction was exclusively foreign.								
<b>10</b>	A document confirming entry on the list of sworn translators in the Republic of Poland or a document confirming the qualifications of a sworn translator in another Member State of the European Union or in a Member State of the European Free Trade Association (EFTA), a party to the Agreement on the European Economic Area, or in the Swiss Confederation.								
<b>10</b>	A document certifying that the foreign language concerned is the mother tongue (first); the person concerned is a native speaker of that language.								