

**Extract of the recruitment rules for the Doctoral School of  
the Wrocław University of Science and Technology for the academic year 2021/2022**

**Rules for discipline: architecture and urban planning**

*NOTE: The document contains an excerpt of the rules of recruitment to the Doctoral School of the Wrocław University of Science and Technology for the academic year 2021/2022 specific for one discipline. The full text is available at: <https://szd.pwr.edu.pl/en/about-us/regulations>.*

(...)

**§ 22**

***(Assessment criteria)***

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)  $k_1 = 2$  (criterion: grades obtained in the course of higher education).
  - 2)  $k_2 = 2$  (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)  $k_5 = 3$  (criterion: interview).
4. Points  $p_i$  ( $i = 1, 2, 3, 4, 5$ ) for each of the evaluation criteria are awarded by the selection 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**

***(Criterion 1: grades obtained in the course of higher education)***

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 sec. 2 is assigned in accordance with the table below based on the  $W$  ratio calculated in accordance with sec. 1.

<b>Result of completed studies <math>W</math></b>	<b>Points <math>p_1</math></b>
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**

##### ***(Criterion 3: description of the initial concept of the doctoral dissertation)***

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.
  - 4) 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, the description of the initial concept of the doctoral dissertation referred to in § 22 sec. 2, the following procedure is used:
  - 1) Each member of the selection board assigns points on a scale from 0 to 10.
  - 2) The final result is the arithmetic mean of the awarded points.
  - 3) If a member of the selection committee is a potential supervisor indicated by the candidate, she or he does not participate in the assigning of points.

#### **§ 25**

##### ***(Criterion 4: scientific activity or research and development activity)***

1. The number of points  $p_4$  in the criterion of scientific activity or research and development activity referred to in § 22 sec. 2 is assigned according to separate rules for individual disciplines as described below.

**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
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 Science and Higher Education, 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 Science and Higher Education for 2016 or the score for</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	

		<p>publications with Impact Factor according to the JCR list.</p> <ul style="list-style-type: none"> <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>
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- 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
	nationwide	40	

implementation of own grant	international	50	<ul style="list-style-type: none"> <li>- Implemented grants, research projects - participation as a manager or contractor listed in the documentation</li> <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>- Microgrant is co-financing in the amount of up to PLN 25,000 granted in a competition, e.g. by local governments</li> </ul>
participation in the implementation of a national or international grant	10		
microgrant	3		

- 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 activity or doctoral achievements related to design / artistic practice</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	
	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	
	nationwide	1	

	In the following format: name of the exhibition, names of co-authors, place, date (month and year)		
participation in architectural competitions	international, na- tional	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 prepa- ration of construction and execu- tive 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 dura- tion of the internship; - 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.
	1-3 months	8	
	3-6 months	10	
	above 6 months	12	
Erasmus	one semester	5	
	two semester	10	
professional intern- ship	3-6 months	2	
	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 ac- tivity)	-	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 re-search activity)	highest	10
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## § 26

### ***(Criterion 5: interview)***

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<sub>5</sub>** in the interview criterion, referred to in § 22 sec. 2 is assigned according to separate rules for individual disciplines.

#### **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).

Appendix 1

to the rules of recruitment to the Doctoral School of Wrocław University of Science and Technology (WUST) for the academic year 2021/2022

**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	od 94 od 240 od 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)	B2



								129-152 (W&S)	
<b>2</b>	B2 grade 3.0	SJO B2.2 grade 3.0	B2 First 160 – 166		ACERT B2 grade 3.0	46	65-71 183-197 513-530	B2 75-96 (W) 100-128 (W&S)	B2
<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.								