

Regulations for awarding a doctoral degree at Poznan University of Technology

Legal basis – the Act dated July 20, 2018 – Law on Higher Education and Science (Journal of Laws 2023, item 742) hereinafter referred to as the Act.

§ 1

1. Academic doctoral degree, based on paragraph 178 sec. 1 of the Act, Statute of Poznan University of Technology and the Regulations, is awarded by the way of administrative decision of a discipline board.
2. The provisions of Section V of the Act shall apply accordingly to the procedure for awarding a doctoral degree.

§ 2

1. During the proceedings of awarding a doctoral degree, a discipline board by way of resolutions, takes the following actions:
 - 1) assigning a supervisor or supervisors, or a supervisor and an auxiliary supervisor,
 - 2) assigning reviewers,
 - 3) in case of a doctoral commission not having been appointed, accepting a doctoral dissertation, admitting it to a public defense with an indication of the date of the defense,
 - 4) accepting a public defense of a doctoral dissertation,
 - 5) awarding a doctoral degree,
 - 6) awarding distinction to a doctoral dissertation.
2. The members of the discipline board who vote on the matters referred to in sec. 1, shall hold the title of professors or position of university professors. Resolutions are enacted by an absolute majority of votes, in the presence of at least half of the statutory members.
3. By means of Public Information Bulletin on the University's website, the discipline board will share, no later than
 - 1) 30 days before the scheduled date of defense of the doctoral dissertation:
 - a) the doctoral dissertation, which is a written thesis together with its summary or a description of a doctoral dissertation which is not a written thesis,
 - b) reviews;
 - 2) 10 days before the date of defense of the doctoral dissertation, information on the date, place and manner of its conduct.

§ 3

1. Based on paragraph 192 of the Act, a discipline board can appoint a doctoral commission which:
 - 1) by way of resolution, accepts a doctoral dissertation, admits it to a public defense with an indication of the date of defense,
 - 2) by way of resolution, accepts a public defense of a doctoral dissertation,
 - 3) prepares and submits the request for awarding a doctoral degree to the discipline board,
 - 4) prepares and submits the request for a distinction for a doctoral dissertation to the discipline board
2. Doctoral commission should consist of:
 - 1) at least 3 members of academic staff holding a postdoctoral degree or the title of professor who are members of the discipline board conducting the proceedings, including the chairperson,
 - 2) the supervisor or supervisors,
 - 3) the reviewers,
 - 4) the auxiliary supervisor (in a case of their assignment),
 - 5) a secretary without the rights of vote.

§ 4

1. A change of a supervisor (supervisors), an auxiliary supervisor is made by the discipline board by way of resolution, upon a reasoned request from the person who the proceedings concern.
2. The method of verification, referred to in paragraph 192 sec. 2 point 7 of the Act, shall be specified in regulations of the discipline board.

§ 5

1. A person applying for a doctoral degree in extramural mode submits a request for the assignment of a supervisor or supervisors prior to the commencement of the proceedings.
2. A person applying for a doctoral degree in extramural mode has to provide documents confirming the achievement of the learning outcomes for qualifications at level 8 of the Polish Qualifications Framework (8 PQF). The method of verifying whether the applicant complies with these requirements is determined by the discipline board, however, in order to verify the fulfillment of the requirements in the field of knowledge of a modern foreign language at the B2 language proficiency level, if the above-mentioned person does not have the appropriate certificate or diploma of graduation, an examination can be conducted.

§ 6

The fee for conducting the proceedings for awarding a doctoral degree, payable to Poznan University of Technology, is paid by the person applying for a doctoral degree or by any other entity acting on their behalf. The fee covers all costs of the proceedings in particular the cost of remuneration of supervisor (supervisors), auxiliary supervisor, reviewers and administrative costs. The fee is not collected from a person who completed their education in the doctoral school of Poznan University of Technology or completed the course of education at doctoral studies carried out at Poznan University of Technology and submitted their doctoral dissertation within eight years from the date of the commencement of the course. In case of a member of academic staff of Poznan University of Technology the fees for the proceedings are covered by the unit where the said member is employed.

§ 7

1. The details of the proceedings for awarding a doctoral degree, referred to in paragraph 192 sec. 2 of the Act, shall be specified by discipline board in their own regulations.
2. A discipline board can set additional requirements, referred to in paragraph 182 sec. 1 point 5 of the Act, or additional conditions for admission to defense or awarding distinction to a doctoral dissertation.

§ 8

To all matters not settled by the Regulations, decisions made by the discipline board or the Senate shall apply.

§ 9

The appeal procedure concerning the refusal to award a doctoral degree is regulated by the Act.