

Regulations for Conferring a Doctoral Degree at Poznan University of Technology

Legal basis – the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2024, item 1571, as amended), hereinafter referred to as the Act.

§ 1

1. The doctoral degree, pursuant to Article 178(1) of the Act, the Statute of Poznan University of Technology and these Regulations, is conferred by way of an administrative decision of the discipline council.
2. The provisions of Chapter V of the Act shall apply accordingly to the procedure for conferring the doctoral degree.

§ 2

1. At the request of the doctoral candidate, the discipline council, by way of a resolution, appoints a supervisor or supervisors, or a supervisor and an auxiliary supervisor.
2. A change of the supervisor(s) or auxiliary supervisor shall be made by the discipline council by way of a resolution upon a justified request of the doctoral candidate or a person applying for the doctoral degree in the extramural mode.
3. The method of verification referred to in Article 192(2)(7) of the Act shall be specified in the regulations of the discipline council.

§ 3

1. The procedure for conferring the doctoral degree shall be initiated upon the request of a person meeting the requirements specified in Article 186(1)(1–3) or Article 186(2) of the Act. The request shall be accompanied by the doctoral dissertation together with a positive opinion of the supervisor or supervisors.
2. In the procedure for conferring the doctoral degree, the discipline council, by way of resolutions, shall perform the following activities:
 - 1) appoint reviewers,
 - 2) if a doctoral committee is not appointed, accept the doctoral dissertation and admit it to public defence, specifying the date of the defence,
 - 3) confer the doctoral degree,
 - 4) grant a distinction to the doctoral dissertation.
3. In voting on the matters referred to in paragraph 2, members of the discipline council who hold the title of professor or the position of university professor shall participate, excluding the supervisor(s) and the auxiliary supervisor. Resolutions shall be adopted by an absolute majority of votes, in the presence of at least half of the statutory number of those members, excluding the supervisor(s) and the auxiliary supervisor.
4. The discipline council shall publish in the Public Information Bulletin (BIP) on the University website, no later than:
 - 1) 30 days before the scheduled date of the doctoral dissertation defence:
 - a) the doctoral dissertation being a written work together with its summary, or a description of the doctoral dissertation if it is not a written work,
 - b) the reviews;
 - 10 days before the scheduled date of the defence, information on the date, place and manner of conducting the defence.

§ 4

1. Pursuant to Article 192(1) of the Act, the discipline council may appoint a doctoral committee, which by way

of resolutions:

- 1) accepts the doctoral dissertation and admits it to public defence, specifying the date of the defence,
 - 2) submits to the discipline council a motion to confer the doctoral degree,
 - 3) submits to the discipline council a motion to distinguish the doctoral dissertation.
2. In voting on the matters referred to in paragraph 1, the supervisor(s), auxiliary supervisor and secretary shall not participate. Decisions of the committee shall be adopted by an absolute majority of votes, at a meeting attended by at least half of the members referred to in paragraph 3 points 1 and 3.
3. The doctoral committee should consist of:
- 1) at least three academic staff members holding the degree of Doctor of Science (habilitated doctor) or the title of professor, who are members of the discipline council conducting the procedure, including the chair,
 - 2) the supervisor or supervisors,
 - 3) the reviewers,
 - 4) the auxiliary supervisor (if appointed),
 - 5) the secretary.

§ 5

1. A person applying for the doctoral degree in the extramural mode shall, before the initiation of the procedure, submit a request for the appointment of a supervisor or supervisors, or a supervisor and an auxiliary supervisor.
2. A person applying for the doctoral degree in the extramural mode shall submit documents confirming the achievement of learning outcomes corresponding to Level 8 of the Polish Qualifications Framework (PRK). The method of verification of these outcomes shall be determined by the discipline council. For the verification of the requirement concerning proficiency in a modern foreign language at the B2 level, if the applicant does not hold an appropriate certificate or diploma confirming completion of studies, an examination may be conducted.

§ 6

The fee for conducting the procedure for conferring the doctoral degree payable to Poznan University of Technology shall be paid by the person applying for the degree or by another entity acting on their behalf. The fee covers all costs of the procedure, including in particular remuneration of the supervisor(s), auxiliary supervisor, reviewers and administrative costs. The fee shall not be charged to a person who completed education at the Doctoral School of Poznan University of Technology or completed doctoral studies conducted at Poznan University of Technology and submitted the doctoral dissertation within eight years from the start of their education. In the case of an employee of Poznan University of Technology, the costs of the procedure shall be covered by the employing organisational unit.

§ 7

1. The discipline council shall specify in its regulations the detailed procedure for conferring the doctoral degree, referred to in Article 192(2) of the Act.
2. The discipline council may determine additional requirements referred to in Article 186(1)(5) of the Act or additional conditions for admission to the defence and for awarding a distinction to the doctoral dissertation.

§ 8

In matters not regulated by these Regulations, decisions shall be taken by the discipline council or by the Senate, in cases exceeding the competence of the discipline council.

§ 9

The appeal procedure concerning refusal to confer the doctoral degree shall be governed by the Act.