

Regulations for Conferring the Doctorate of Science Degree
at Poznan University of Technology

Legal basis – the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), hereinafter referred to as the Act.

§ 1

1. The academic degree of Doctorate of Science, pursuant to Article 178(1) of the Act, the Statute of Poznan University of Technology and these Regulations, shall be conferred by way of an administrative decision by the discipline council, upon the application of the person concerned submitted to the Council of Scientific Excellence.
2. The provisions of Section V of the Act shall apply accordingly to the proceedings for conferring the doctoral degree.

§ 2

1. In the proceedings for conferring the Doctorate of Science degree, the discipline council shall, by way of resolutions, perform the following actions:
 - 1) within 4 weeks of receiving the application from the Council of Scientific Excellence, formally assess the application and either consent to or refuse to conduct the proceedings for conferring the Doctorate of Science degree,
 - 2) within 6 weeks of receiving information from the Council of Scientific Excellence regarding the members of the committee, appoint the habilitation committee, consisting of:
 - a) 4 members designated by the Council of Scientific Excellence,
 - b) 2 members holding a Doctorate of Science degree or the title of professor and employed by the habilitating entity, including the secretary,
 - c) one reviewer holding a Doctorate of Science degree or the title of professor, with current scientific achievements and recognised academic standing, including internationally, who is not employed by the habilitating entity,
 - 3) within one month of receiving the resolution referred to in § 3(1)(3), confer the Doctorate of Science degree or refuse to confer it.
2. In the voting on the matters referred to in paragraph 1, the members of the discipline council who are professors or university professors shall participate, excluding members of the habilitation committee. 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 members of the habilitation committee.
3. The discipline council shall publish in the Public Information Bulletin (BIP) on the University's website:
 - 1) the application of the person applying for the Doctorate of Science degree,
 - 2) information on the composition of the habilitation committee,
 - 3) the reviews,
 - 4) information on the date, place and manner of conducting the habilitation colloquium; this information shall be made available no later than 10 days before the scheduled date of the habilitation colloquium,
 - 5) the resolution containing the opinion on conferring the Doctorate of Science degree, together with its justification,
 - 6) the decision on conferring the Doctorate of Science degree or refusing to confer it.

§ 3

1. The tasks of the habilitation committee shall include:
 - 1) determining the date and venue of the habilitation colloquium,
 - 2) conducting the habilitation colloquium concerning the scientific achievements of the person applying for the Doctorate of Science degree, during which the Candidate presents the scientific achievements forming the basis for applying for the Doctorate of Science degree and answers questions posed by the participants of the habilitation colloquium,
 - 3) adopting a resolution containing an opinion on conferring or refusing to confer the Doctorate of Science degree. The habilitation committee shall adopt the resolution by an absolute majority of votes, at a meeting attended by at least six members, including the chair and the secretary.
 - 4) within six weeks from the date of receipt of all reviews, submitting to the habilitating entity the resolution referred to in § 3(1)(3), together with its justification and the documentation of the proceedings concerning the conferral or refusal to confer the Doctorate of Science degree.
2. The habilitation colloquium may be conducted outside the seat of the habilitating entity using information technologies ensuring control over its course and its recording.
3. The habilitation colloquium shall be public, except for a colloquium concerning achievements referred to in Article 219(3) of the Act.
4. The habilitation colloquium shall be conducted after all reviews have been received. The colloquium shall not be conducted if at least two reviews are negative.
5. The course of the habilitation colloquium shall be recorded in minutes, and the minutes shall be signed by the members of the habilitation committee present at the colloquium.
6. A meeting of the committee may be held using information technologies enabling remote deliberation, unless the person applying for the Doctorate of Science degree submits a request for the vote on the resolution containing the opinion on conferring or refusing to confer the Doctorate of Science degree to be conducted by secret ballot.
7. Resolutions adopted by the habilitation committee using electronic means of communication, and the related minutes, shall be signed by the chair of the committee.

§ 4

The appointment of the remaining members of the habilitation committee (two members, including the secretary, and one reviewer) shall be made from among persons who do not share a joint scientific output with the person applying for the Doctorate of Science degree, that is, they do not have joint scientific publications and have not jointly carried out research projects.

§ 5

The fee for conducting the proceedings for conferring the Doctorate of Science 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 shall cover all costs of the proceedings, in particular the remuneration of all members of the habilitation committee and administrative costs. In the case of an employee of Poznan University of Technology, the costs of the proceedings shall be borne by the employing organisational unit.

§ 6

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

§ 7

The appeal procedure concerning the refusal to confer the academic degree of Doctorate of Science shall be governed by the Act.