

Resolution no. 3604
of the University of Bialystok Senate
of January 21, 2026
on rules of admission to the Doctoral School of the University of Bialystok in the academic year 2026/2027

Pursuant to § 33(1)(24) of the University of Bialystok Statute (Announcement No. 4/2025 of the Rector of the University of Bialystok of 1 October 2025) the University of Bialystok Senate hereby sets down the following rules of admission to the Doctoral School in the academic year 2026/2027:

§ 1

1. The admission procedure to the Doctoral School is held in the form of a competition.
2. The competition is held at the Doctoral School in a given scientific discipline.
3. The results of the competition are open and public.

§ 2

1. The Doctoral School may admit a person:
 - 1) who holds a professional Master's degree, Master of Engineering degree or an equivalent degree (in exceptional cases substantiated by the highest quality scientific achievements, a graduate of the first degree programme or a student who has completed the third year of a long-cycle master degree programme may be admitted to the Doctoral School),
 - 2) whose PhD Program or procedure to confer a doctoral degree in a scientific discipline they are applying for admission in the Doctoral School have not been initiated,
 - 3) who has successfully satisfied the terms of admission established by the University.
2. A person may be a doctoral student only in one Doctoral School and one scientific discipline at a time.
3. Foreigners may study in the Doctoral School in compliance with the rules specified in Article 323 of the *Law on Higher Education and Science* as of 20 July 2018 (i.e. Journal of Laws of 2024, item 1571), hereinafter referred to as the Law.
4. A person admitted to the Doctoral School starts their education and is granted the rights of a doctoral student by taking the oath.
5. A doctoral student may receive only one doctoral scholarship in the school regardless of the funding sources.

§ 3

1. The competition procedure to the Doctoral School is conducted by the Admission Commissions in the discipline of humanities, social sciences and exact and natural

sciences, which are appointed by the announcement of the Head of the School. The announcement on the appointment of the Admission Commission is made public before the start of the competition procedure.

2. Members of the Admission Commission assessing the competition procedure to the Doctoral School are academic teachers holding at least a degree of *doktor habilitowany*, including:
 - 1) a chairperson;
 - 2) two representatives of each discipline proposed by the Head of the Doctoral School and approved by the Dean of the Faculty/Head of the Institute conducting scientific activity in a given discipline; additionally, substitute members are appointed to the Admission Commission, two from each discipline, who meet the requirements set forth in point 2.
3. The Admission Commission also includes a secretary appointed from among the academic staff.
4. In the interviews conducted during the second stage of the procedure, a representative of the University Council of the Doctoral Students' Self-Government may participate as an observer.

§ 4

1. A member of the Admission Commission is obliged to be impartial and objective while assessing candidates to the Doctoral School.
2. Members of the Admission Commission are excluded *ex lege* from assessing a candidate if:
 - 1) they intend to become the candidate's supervisor,
 - 2) they were supervisors of the candidate's Master's thesis,
 - 3) they are candidate's superiors, or they are both parties to any other employment relationship,
 - 4) the candidate is or was a spouse, next of kin or relative by affinity up to the second degree, or remains or remained in cohabitation with the member of the Admission Commission,
 - 5) the candidate is or was a person related to the member of the Admission Commission through adoption, custody or guardianship,
 - 6) the member of the Admission Commission participated in disciplinary proceedings in which the candidate to the Doctoral School or their future supervisor were found liable,
 - 7) there are other objective circumstances that could cause reasonable doubts as to the assurance of impartiality and objectivity in assessing the candidate.
3. A member of the Admission Commission excluded from assessing a candidate does not participate in their assessment and leaves the Commission's meeting room for the time of the assessment. Should the Admission Commission's chairperson be excluded or absent, he or she advises and delegates chairmanship to another member of the Commission mentioned in § 3(2)(2).

4. Exclusion of the Admission Commission's member from assessing a given candidate is recorded in the minutes of the Commission's meeting.
5. If a member of the Admission Commission is excluded, they are replaced by a substitute member from the same discipline as mentioned in § 3(2)(2).

§ 5

1. The competition schedule in the Doctoral School in a given scientific discipline is established by the Rector in the form of a regulation.
2. The Rector may consent to launch additional competition procedure in compliance with the rules set forth in this Resolution on a different date during the academic year at the request of the Head of the research grant/the Head of the project if a doctoral grant is funded by external sources, in particular by the European Commission, National Science Centre, National Centre for Research and Development and National Programme for the Development of Humanities, provided that the funds granted by external sources are sufficient to pay a doctoral scholarship to the project's participant together with derivative costs throughout duration of their education but for the period not longer than 4 years altogether. If the funds for a doctoral scholarship from external sources are not granted for the entire duration of the project/grant, the Head of the research grant/the Head of the project indicates sources of its further funding. The Rector will determine the requirements of education programme that must be fulfilled by a doctoral student admitted under this procedure.

§ 6

1. A recruitment fee shall be charged for the conduct of the admission procedure to the doctoral school.
2. The amount of the fee, the rules governing its collection, and the procedure for its reimbursement shall be determined by the Rector by means of an ordinance.

§ 7

1. The University of Białystok conducts Internet recruitment for candidates to the Doctoral School in the system of Internet Recruitment for Candidates, hereinafter referred to as the IRK, on the website irk.uwb.edu.pl.
2. A candidate must register their personal account in the IRK system in order to be admitted to the competition procedure.
3. The IRK is accessible 24/7 for the duration of admission as designated by the schedule of the competition procedure and in the mode enabling registration and modification of entries that have been made. Beyond this period, the IRK works in the read-only mode.
4. The University Recruitment Centre located at the University of Białystok's seat in ul. Świerkowa 20B provides candidates with access to computers to register in the IRK.

5. All personal data submitted by candidates are protected and processed and stored for the purpose of the competition procedure in accordance with the law in force. If a candidate is entered into the list of doctoral students, these data will be transferred to the IT systems in operation at the University, including the USOS system, and processed in accordance with other binding provisions of law in order to provide proper organization and conduct of the education process in the Doctoral School.
6. In order to register in the IRK system a candidate:
 - 1) opens a personal registration account (a login to the account is the e-mail address entered (typed in) by the candidate),
 - 2) enters and conforms the required data,
 - 3) selects a scientific discipline,
 - 4) pays the recruitment fee in the amount indicated in the IRK to the individual bank account generated by the IRK.
7. The internet registration is deemed valid when a candidate enters all necessary and true data, selects a scientific discipline, and shall pay the recruitment fee and obtain, in their personal registration account, confirmation of the receipt of such payment. Payment of the recruitment fee after the deadline shall result in the candidate not being admitted to the selection procedure.
8. Candidates are obliged not to disclose passwords to their personal registration accounts. The University of Bialystok does not take responsibility for the consequences of sharing these passwords with third parties, in particular for changes made to the entries authorized by these passwords.
9. The University of Bialystok does not take responsibility for the inability to register or make changes caused by network failures that are beyond the control of the University or due to temporary University servers overload.
10. The candidate's personal registration account is used:
 - 1) by the candidate to enter and confirm their personal data, including uploading a file with a recent student ID photo, which must meet the same requirements as in the case of applying for the issue of a personal ID card,
 - 2) to select and, if needed, make changes connected with the selected scientific discipline,
 - 3) by the Admission Commission to notify candidates about the subsequent stages of the competition procedure, dates of interviews, results of subsequent stages of the procedure and dates and places for submitting documents.
11. Information to candidates is sent solely to their personal registration accounts. Messages placed in the candidate's personal registration account are deemed delivered and binding.
12. University of Bialystok does not take responsibility for the consequences of the candidates' failure to read messages placed in their personal registration accounts in the IRK.

13. The IRK archives the user history containing operations connected with personal data entered by candidates in their personal accounts as well as other information required when submitting an admission application.

§ 8

1. A candidate applying for admission to the Doctoral School uploads to the IRK system and then submits to the Secretary's Office of the Doctoral School the original copies of the following documents for verification:
 - 1) a candidate questionnaire listing their scientific achievements and filled in in accordance with the template downloaded from the IRK system, which is contained in Annex 1 to this Resolution if a candidate applies for admission in the following scientific disciplines: Philosophy/History/Linguistics/Literature Studies/Economics and Finance/Legal Sciences/Sociological Sciences/Pedagogy/International Relations, and Annex 2 to this Resolution if a candidate applies for admission in the following scientific disciplines: Mathematics/Biological Sciences/Chemical Sciences/Physical Sciences,
 - 2) a research project proposal with reference to the most important accomplishments in a given discipline (drafted in accordance with the template included in Annex 3 to this Resolution),
 - 3) a declaration of the academic teacher employed at the University of Bialystok, who represents the scientific discipline selected by the candidate, confirming their consent to become a supervisor of the doctoral dissertation (drafted in accordance with the template included in Annex 4 to this Resolution),
 - 4) a copy of the graduation diploma certified either by the University (on the basis of the submitted original document) or a notary of first-cycle, second-cycle or long-cycle master's degree studies (together with supplements); if the supplement does not contain an average study grade, a candidate should submit a certificate confirming the average grade issued by their alma mater,
 - 5) documents numbered in accordance with Annex 1 or Annex 2 to this Resolution confirming candidate's scientific accomplishments:
 - a) scientific publications with regard to:
 - monographs: xeroopies of title pages of reviewed published monographs, their contents and editorial page (including the names of reviewers),
 - a chapter in a monograph or in a collective monograph: xeroopies of title pages of the published monograph or collective monograph, their contents, editorial page (including the names of reviewers) and the first page of the chapter,
 - an article: xeroopies of title pages of journals containing the published article, their contents and the first page of the article,

- Internet publications published in registered Internet journals that are assigned their own ISBN or ISSN number; DOI or a full link to the Internet resource should be provided,
 - scientific publications accepted for publishing listed from the first to the third indent: a certificate issued by the publisher confirming that the publication has been accepted for publishing containing the information about a scheduled year of the publication, the author(s), the title of the chapter, the title of the monograph or collective monograph wherein the text will be published, the name of the volume's editor and the name of the publisher; and if articles have been submitted to a journal – the name of the journal,
- b) other documents:
- certificates confirming active participation in scientific conferences or seminars signed by the organizer including the title of the presentation and a copy of scientific conferences or seminars' programmes containing the title of the candidate's presentation,
 - certificates confirming participation in a research project (e.g. NCN, NCBiR, NPRH) signed by the project manager including the project's number, candidate's role in the project and the time (years) of the project's implementation,
 - decisions granting awards or scholarships by a competent minister of higher education and science, a copy of the certificate confirming other science/research scholarships obtained and awarded to the candidate by an institution other than their alma mater, a copy of the diploma of graduation with distinction,
 - certificates confirming granted awards or honours for a diploma thesis or an activity connected with the pursuit of scientific research,
 - certificates confirming candidate's international scholarship, scientific internship not covered by the study programme and completed in an educational institution other than their alma mater, participation in the programme of a school organized by a higher education school or research institution, a copy of a postgraduate diploma,
 - currently valid certificates confirming proficiency in a given modern foreign language at least at C1 level (the list of certificates to be considered in the competition procedure is contained in Annex 2 to the Regulation of the Prime Minister of 16 December 2009 on the qualification procedures in the civil service, i.e. Journal of Laws of 2021, item 141); in the case where the declared language is an official language of the country of which the candidate is a citizen, no points shall be awarded,
 - certificates confirming candidate's activity in a student research group signed by its coordinator (academic teacher),

- certificates confirming candidate's activity in popularization of science (e.g. lectures, talks, publications and other),
 - documents confirming candidate's participation in workshops or trainings enhancing skills and competences obtained by the candidates in their education process,
 - certificates confirming participation in research projects other than those listed in point b, second intend, specifying the candidate's role in the project and duration of their participation.
- 6) an application endorsed by the Rector's Proxy for Students and Doctoral Students with Special Educational Needs with reference to candidates whose special needs are confirmed by medical or specialist documents who, therefore, would like to take advantage of alternative methods of their knowledge verification in the competition procedure; such an application must be submitted not later than 7 days before the qualification interview.
2. A personal questionnaire with the indication of the scientific discipline in which the candidate intends to prepare a doctoral dissertation will be generated from the IRK system into the doctoral student's personal file folder kept in the electronic form.
3. If a doctoral student indicates in the IRK system their request to receive a Doctoral Student Electronic ID, an application for its issuance will be generated from the IRK system into the doctoral student's personal file folder kept in the electronic form.
4. In the scientific discipline of biological sciences and chemical sciences, in the course of which a doctoral student is exposed to factors harmful, arduous or hazardous to health, before the beginning of the academic year, a candidate recommended for the Doctoral School is obliged to provide a certificate of lack of contraindications to undertake education in the selected discipline issued by an occupational physician. A medical examination request is issued at the Secretary's Office of the Doctoral School after the candidate creates an account in the IRK system.
5. If a study graduation diploma and supplements thereto are issued in a foreign language, they should additionally be legalized or endorsed with an apostille and submitted with their certified translation, which should be made by:
- 1) a person registered in the list of sworn translators of the Minister of Justice, or
 - 2) a person acting in the same capacity as a sworn translator in Poland and registered as such in any Member State of the European Union, Iceland, Norway, Liechtenstein or Switzerland, or
 - 3) a Polish consul in the country where the document has been issued within this country's territory or its legal system, or
 - 4) an accredited in Poland embassy or consulate of the country which issued the document within this country's territory or its legal system.
6. Candidates submit documents mentioned in point 1(5) above together with their legalized translation if they have been issued in the language other than Polish or English. Foreign

candidates are obliged to submit a document confirming proficiency in the language of instruction used in the education process provided in a given scientific discipline at the Doctoral School at the level not lower than B2, or obtain a confirmation from the university during the competition procedure that their level of proficiency in the language of instruction is sufficient to pursue study in this language.

7. Documents cannot be supplemented once they have been submitted.

8. A candidate taking part in the qualification interview is obliged to show the Commission a document confirming their identity.

§ 9

1. The competition procedure is held in two stages.
2. A candidate will be admitted to the competition procedure only if they submit documents mentioned in § 8(1).
3. A candidate may be awarded maximum 80 points in the competition procedure. Detailed criteria assessed in the competition procedure and a maximum number of points a candidate may be awarded in individual criteria are specified in Annex 5 to this Resolution if a candidate applies for admission in the following scientific disciplines: Philosophy/History/Linguistics/Literature Studies/Economics and Finance/Legal Sciences/Sociological Sciences/Pedagogy/International Relations, or Annex 6 to this Resolution if a candidate applies for admission in the following scientific disciplines: Mathematics/Biological Sciences/Chemical Sciences/Physical Sciences.
4. The course of the candidate's competition procedure is documented in the questionnaire in the part Individual result of the competition procedure.
5. Any and all deletions and changes in the candidate's questionnaire in the part filled in by the Commission should be confirmed by the signature of the Commission Chairman.
6. The Admission Commission conducts the competition procedure (the assessment of candidate's achievements and the qualification interview) in the presence of at least 2/3 of the members of the Commission and at least one member from each discipline.
7. At the first stage, the Admission Commission awards points for individual criteria on the basis of documents submitted by a candidate. If a candidate presents for assessment accomplishments in the discipline different from the one the candidate applies for in the category related to documented scientific activity in points 2a and 2b, the Commission will award half a number of points possible to earn for such accomplishments. Candidate's academic accomplishments that are not confirmed by an appropriate document will not be considered in the competition procedure. If a number of scientific accomplishments entered by a candidate in the questionnaire is greater than those indicated in a given criterion (and if a candidate submitted documents confirming them), the Commission assesses only scientific accomplishments in the order entered by the candidate in a number not greater than the number of accomplishments to be assessed in a given criterion. Candidates are informed about the number of points awarded in the first stage of the competition procedure in their personal IRK accounts.

8. At the second stage, the Admission Commission conducts a qualification interview with a candidate. If a candidate fails to attend a qualification interview, they may not be entered into the ranking list regardless of the number of points awarded at the first stage of the competition procedure.
9. A qualification interview is conducted in Polish. If education at the Doctoral School in a given scientific discipline is provided in a foreign language, the qualification interview is conducted in this language.
10. In special cases, the Head of the Doctoral School may, at the request of a candidate, consent to conduct a qualification interview online with the use of tools available on the platform used by the University of Bialystok by sharing a link to the qualification interview. During the entire qualification interview, webcams must be turned on both by the Admission Commission and a candidate.
11. The candidate's presentation must be consistent with the research idea indicated in the documentation.
12. During the qualification interview, the Commission assesses the oral presentation of the candidate's proposed research project and checks general understanding of the scientific discipline of their future doctoral dissertation (candidate's speech, max. 10 min.) including:
 - 1) evaluation of the proposed research idea, justification of the topic, the problem, and the research objectives,
 - 2) knowledge of the most important scientific achievements and the state of research in the planned research area,
 - 3) the quality of the presentation, use of specialized terminology, ability to argue effectively, communicativeness, and structure of the statement.
13. Members of the Admission Commission assess the candidate's presentation independently awarding points in individual criteria. The candidate is awarded points in individual criteria which are the arithmetic average of the scoring awarded by individual members of the Admission Commission. A final result of the qualification interview is the total of points awarded in individual criteria.
14. The secretary draws up minutes of each stage of the competition procedure including in particular: points awarded to the candidate in the first and second stage of the competition procedure, the list of attendance of the Commission members together with their signatures, exclusions of the Commission members, questions the candidate has been asked during the qualification interview and partial grades awarded by the individual Commission members in individual criteria of the qualification interview, and breaks in the interview taken at the request of the Commission member who had to leave the room, among others.
15. Candidates who obtained in order the highest number of points but not less than 30 points altogether, including not less than 15 points at the second stage, will be admitted to the Doctoral School up to the limit of places envisaged in the Doctoral School for a given discipline.

§ 10

1. The Admission Commission drafts a ranking list for a given scientific discipline, including:
 - 1) candidates' names and surnames,
 - 2) a number of points awarded in individual stages of the competition procedure,
 - 3) a final result obtained by the candidate expressed in points,
 - 4) an indication whether the candidate has been recommended for the enrolment to the list of doctoral students of the Doctoral School.
2. The ranking list indicates the order of enrolment to the list of doctoral students within admission limits in a given discipline. The ranking list is signed by the Admission Commission.
3. The Admission Commission submits ranking lists to the Rector for approval. The ranking list is subject to announcement at the website of the Doctoral School and contains the date of the announcement.

§ 11

1. Admission to the Doctoral School is effected by means of an entry to the list of doctoral students on the basis of the ranking list and recommendation of the Admission Commission. The entry to the list of doctoral students is made by the Rector.
2. A candidate recommended for enrolment is entered into the list of doctoral students provided that within 7 days from the day on which the information about recommendation for enrolment into the list of doctoral students has been placed in the IRK personal accounts, the candidate delivers to the Secretary's Office of the Doctoral School a declaration (drafted in accordance with the template included in Annex 7 to this Resolution) specifying that:
 - 1) they will be a doctoral student in only one doctoral school and in one scientific discipline they have been admitted to,
 - 2) they have not been a doctoral student in a doctoral school and have not received a doctoral scholarship/they have been a doctoral student in a doctoral school and received a doctoral scholarship,
 - 3) the procedure to confer a doctoral degree in a scientific discipline they are applying for admission in a doctoral school have not been initiated,
 - 4) they hold/do not hold a doctoral degree, and are obliged to return the amount of a doctoral scholarship they have received if they have concealed the fact that they have held a doctoral degree;
 - 5) they are not employed as academic teachers or researchers subject to the circumstances mentioned in Article 209(10 - second sentence) of the Law,
 - 6) they will select only one scientific discipline if they are recommended to more than one.
3. If candidates receive an equal number of total points, a candidate who obtained the highest number of partial points in accordance with the criteria specified in Annex 5 to

this Resolution if the candidate applies for admission in the following scientific disciplines: Philosophy/History/Linguistics/Literature Studies/Economics and Finance/Legal Sciences/Sociological Sciences/Pedagogy/International Relations, or Annex 6 to this Resolution if a candidate applies for admission in the following scientific disciplines: Mathematics/Biological Sciences/Chemical Sciences/Physical Sciences, in point 2, in order from the letter a) to the letter e), and then in point 3, in the proper order from the letter a) to the letter c), will be entered into the list to the Doctoral School in a given discipline.

4. With regard to foreign candidates, they are enrolled to the list of doctoral students in a given scientific discipline on the basis of an administrative decision on the admission of a candidate to the Doctoral School issued by the Rector.
5. Candidates who meet the competition criteria but have not been admitted because the admission limit within a given scientific discipline at the Doctoral School has been exhausted are placed in a standby group. If places on the list of doctoral students admitted to the Doctoral School become available, the candidates in a standby group are recommended for enrolment to the list of doctoral students in a given discipline of the Doctoral School in accordance with the order resulting from the number of points they have received, and not later than before the end of the first month of a given calendar year, about which they are immediately notified. The provisions of point 1 above apply respectively whereas the candidate is obliged to submit documents within 3 days from the day on which they have been notified about this obligation.

§ 12

1. A candidate is refused admission to the Doctoral School in a given discipline in the course of an administrative decision signed by the Head of the Doctoral School authorized by the Rector. This provision applies to foreign candidates as well.
2. The decision to refuse admission to the doctoral school shall be delivered using the registered delivery service. The decision is sent by the Secretary's Office of the Doctoral School.
3. A candidate is entitled to apply to the Rector for reconsideration of the decision refusing admission to the Doctoral School within 14 days from the day on which the decision has been served. The Rector's decision is final.

§ 13

The Resolution comes into force as of the date of its adoption.

Chairperson
of the University of Białystok Senate
Prof. dr hab Mariusz Popławski