Appendix to Resolution of the Senate No. 11 6/2022 of April 28, 2022.

REGULATIONS OF THE DOCTORAL SCHOOL OF THE MEDICAL UNIVERSITY IN BIAŁYSTOK

# § 1

The Regulations of the Doctoral School of the Medical University of Bialystok, hereinafter referred to as the "Regulations", define:

1. Conditions and mode of organization of the education process at the Doctoral School;
2. Method of documenting the course of education,
3. Applied grading scales, rules for obtaining credits and taking exams;
4. Individual research plan;
5. Method of conducting the mid-term evaluation of doctoral students;
6. Conditions for extending the deadline for submitting a doctoral dissertation;
7. The method of appointing and changing the supervisor, supervisors or anciliary supervisor;
8. The rights and obligations of doctoral students;
9. Procedure of removing from the list of doctoral students;
10. Benefits for doctoral students;
11. Disciplinary responsibility of doctoral students;
12. Final Provisions.

## § 2

Whenever the Regulations refer to:

1. the University - this shall denote the Medical University of Bialystok,
2. the Doctoral School - this shall denote an organized form of education in at least
 2 disciplines,
3. a Doctoral student - this shall denote a person studying at the Doctoral School,
4. the Act - this shall denote the Act of 20 July 2018. Law on Higher Education
 and Science;
5. the Statute - this shall denote the Statute of the Medical University of Bialystok,
6. the Rector - this shall denote the Rector of the Medical University of Bialystok or a person authorized by him/her,
7. the Principal of the Doctoral School or the Principal - shall denote a person with at least a postdoctoral degree, employed full-time by the University, appointed by the Rector to manage the day-to-day activity of the Doctoral Schooll,
8. the School Council for Study Programs - this shall denote an advisory team consisting of several persons holding at least a postdoctoral degree, representing disciplines within which education takes place and a representative of the doctoral students' self-government. The Council's task is to provide substantive support to the Principal. Members of the Council are appointed by the Rector, at the request of the principal, apart from the first Council appointed on the initiative of the Rector. Members of the Council may also be persons from outside the University. The work of the Council is managed by its Chairman, appointed by the Rector after consulting the Principal of the Doctoral School,
9. the Evaluation Committee - this shall denote a team of three people, including at least one person from outside the University, representing the discipline in which the doctoral dissertation is being prepared. The task of the evaluation committee will be to make a mid-term evaluation of the implementation of an individual research plan. The Committee is appointed by the Rector after consulting the Principal of the Doctoral School,
10. the Supervisor - this should denote a person taking care of the preparation of a doctoral dissertation within the meaning of Art. 190, section 1, 4, 5 and 6, the Act of July 20, 2018. Law on higher education and science.

# Conditions and mode of organization of the education process at the Doctoral School

# § 3

1. The Doctoral School is an organized form of doctoral students' education, focusing on supporting scientific and personal development, including general skills and competences. The Doctoral School at the Medical University of Bialystok prepares one for obtaining of the PhD degree in three disciplines: medical sciences, pharmaceutical sciences and health sciences.
2. Persons who are not Polish citizens can take up and conduct education at the Doctoral School on the terms specified in Art. 323 of the Act and in executive acts regulating the undertaking and continuing education at the Doctoral School by foreigners.
3. Education at the Doctoral School is free of charge.

# § 4

The Doctoral School is established by the Rector by way of an Order.

# § 5

1. The day-to-day activities of the Doctoral School are directed by the Principal of the Doctoral School.
2. The Principal of the Doctoral School is appointed and dismissed by the Rector in consultation with the appropriate body of the Doctoral Students' Self-Government.
3. The Principal of the Doctoral School:
	1. organizes the implementation of the education program,
	2. evaluates the implementation of the education program and doctoral students' conducting of research,
	3. classifies as completed doctoral students' subsequent years of education at the Doctoral School,
	4. in justified cases, he/she gives consent to the supervisor change
	5. makes decisions regarding the doctoral scholarship,
	6. presents the Rector with an annual report on the course of education at the Doctoral School,
	7. reports to the Senate the conclusions regarding the organization and course of education at the Doctoral School and regarding the introduction of amendments to the Regulations.

# § 6

Doctoral School Council for Study Programs:

* 1. issues opinions on the recruitment rules for the Doctoral School,
	2. prepares proposals for the education program,
	3. issues opinions on the detailed manner of evaluating the implementation of the program, including conducting research by doctoral students,
	4. issues opinions on the organization of classes conducted at the Doctoral School,
	5. supports internationalization.

# §7

1. The Doctoral School program provides for a 4-year period of doctoral education. A credit (completion) period is an academic year.
2. To complete the first year, the doctoral student shall submit to the Principal of the Doctoral School:
	1. an individual research plan,
	2. an annual report on the implementation of an individual research plan approved by the supervisor (s),
	3. a completed doctoral student's periodic achievement card,
	4. statement on the completion of practical training (Appendix 1) confirmed by the head of the department in which the classes have been conducted or co-conducted
3. For the completion of the 2nd year, the doctoral student shall submit to the Principal of the Doctoral School:
4. two semester reports on the implementation of an individual research plan (each within
 14 days after the completion of classes in the semester) accepted by the supervisor(s)
5. a completed doctoral student's periodic achievement card,
6. statements on the completion of practical training confirmed by the head of the department in which the classes have been conducted or co-conducted,
7. the mid-term evaluation sheet (7 days before the planned date of the mid-term evaluation) approved by the supervisor(s) (Appendix 2).

The condition for completing the 2nd year is obtaining a positive result in the mid-term evaluation.

1. To complete the third year, the doctoral student shall submit to the Principal of the Doctoral School:
2. two semester reports on the implementation of the individual research plan (each within 14 days after the completion of classes in the semester) accepted by the supervisor(s)
3. a completed doctoral student's periodic achievement card,
4. statements on the completion of practical training confirmed by the head of the department in which the classes have been conducted or co-conducted.
5. To complete the fourth year, the doctoral student shall submit to the Principal of the Doctoral School:
6. two semester reports on the implementation of the individual research plan (each within 14 days after the completion of classes in the semester) accepted by the supervisor(s),
7. a completed doctoral student's periodic achievement card,
8. statements on the completion of practical training confirmed by the head of the department in which the classes have been conducted or co-conducted,
9. confirmation of submission of the doctoral dissertation
10. The condition for passing the year is obtaining credits for all declared educational classes and practical training sessions and obtaining at least the satisfactory grade in all the examinations provided for in the education program as well as the implementation of an individual research plan in accordance with its schedule
11. Completion of the year should take place by September 15 of a given academic year.
12. A completion of the year is awarded by the Principal of the Doctoral School.

# Method for documenting the course of education

# §8

The course of education at the Doctoral School is documented in:

1. examination protocols and subject completion protocols,
2. doctoral student's periodic achievement cards,
3. the University IT system.

# §9

The completion of education at the Doctoral School is recorded in:

1. the University IT system,
2. the academic year completion protocol.

# §10

The doctoral student's personal file shall contain:

1. documents required from a candidate for the Doctoral School,
2. documents constituting the basis for admission to the Doctoral School;
3. oath certificate signed by the Doctoral student;
4. confirmation of receipt of the doctoral ID card, as well as its duplicate;
5. Doctoral student's periodic achievement cards;
6. decisions regarding the course of education;
7. doctoral dissertation.

# Applied grading scales, rules for obtaining credits and taking exams

# §11

1. Completion of obligatory classes is a confirmation of proper preparation, attendance
 and active participation in classes as well as obtaining positive grades for the work covered by these classes.
2. Completion of a subject not ending with an exam shall be made on the basis of completion of the practicals, by entering the words "credit awarded" in the records of the doctoral student's course of study. If the subject has not been properly completed, the words "credit denied" are entered in the documentation.
3. In the case of subjects ending with an exam, the condition for admission to the exam is completion of the practicals.
4. Completion of a subject ending with an exam is granted to a doctoral student who has successfully completed the practicals
 and received a passing grade during the final exam.
5. The head of the educational department or an authorized university teacher teaching the classes shall give the credit for (award completion of) the given subject, by making an entry in the records of the doctoral student's course of study. The authorization referred to above, at the request of the head of the educational department in which the classes are conducted, is given by the Principal of the Doctoral School.
6. The following grading scheme shall apply to examinations:
	1. positive: very well (5), more than well (4.5), well (4), fairly well (3.5),
	 satisfactorily (3),
	2. negative: unsatisfactorily (2).
7. A doctoral student may be given the opportunity to improve the grade obtained in practicals if they request it within 14 days after receiving the grade they wish to improve.
8. Non-appearance at the examination on the set date without justification results in the award of the unsatisfactory grade.
9. A justification document should be submitted to the examiner  on the day of the exam at the latest,
 and in exceptional cases within 7 days after the exam date. A justification document may be a medical certificate or a statement on the occurrence of a random event
 certified by the Principal of the Doctoral School.
10. In the event that it is justified that a doctoral student is not present at the exam, the examiner shall set a new exam date. This exam is considered to be taken
 in due time.
11. In the case of obtaining an unsatisfactory grade on the exam, the doctoral student is entitled to one resit exam from each failed exam.
12. At the written request of the doctoral student, undermining the examiner's objectivity
 submitted within 3 days from the date of announcement of the failing grade of the resit exam, the Principal may set a resit exam before the external board which should be held within a period of not more than 7 days from the date of announcement of the grades, but no later than on 15 September. The mode of conducting the exam is determined by the Principal of the Doctoral School.
13. The examination before the external board takes place before a board composed of the Principal or a person appointed by him/her, as the president of the board, the examiner appointed by the Principal and the second specialist in the subject covered by the examination or related specialization. The commission examination is an oral examination, with possible written explanations (patterns, reactions, drawings).
14. At the doctoral student's request, the examination committee may include a representative of the Doctoral Students' Self-Government bodies without the right to vote.
15. The grade received for the resit before the external board is final.

# §12

1. A doctoral student may pursue a part of the education process at another university or a research and development institute (both domestic and abroad). The decision on the conditions for completing the period of education
 at another university is taken by the Principal of the Doctoral School, taking into account the transfer and recognition of completed classes and the implementation of an individual research plan, in accordance with applicable regulations.
2. In the case of extending the doctoral student's stay at a foreign centre over twelve months, considering this period as completed by the Principal of the Doctoral School shall depend on the doctoral student's obtaining positive scientific effects of the work done abroad. The term "positive effects" should be understood as the publication of an original article in a journal registered
 in international literature databases or the submission of a patent application, as well as a positive opinion of the host centre on the doctoral student's progress in their research work.
3. In the case of program differences resulting from the implementation of part of the period of education in the centres referred to in items . 1 or 2, the doctoral student is obliged to compensate them after returning to the home university in the following academic year.
4. In the event of arrears resulting from justified short-term absences of a doctoral student, the head of the teaching unit determines the possibility and method of completing the arrears.

# § 13

The mandatory load of practical training is 60 teaching hours per year. The supervisor is obligated to submit to the Principal, by 15 October, the planned schedule for the implementation of practical training in a given academic year (Appendix 3) and to update it in an event of changes. In the absence of a supervisor, the schedule for the implementation of practical training shall be determined by the Principal.

# Individual research plan

# § 14

1. Each doctoral student prepares an individual research plan approved by the supervisor.
2. The individual research plan is submitted by the doctoral student for approval to the Principal of the Doctoral School
 within 12 months of starting education at the Doctoral School.
3. The individual research plan defines the tasks to be performed in the accounting period, in particular:
	* 1. description of planned research and stages of preparation of a doctoral dissertation;
		2. the doctoral student's obligation to publish at least 1 scientific article, in accordance with
		 with the requirements in the Resolution of the MUB Senate specifying the procedure for awarding a doctoral degree at the Medical University of Bialystok, by the end of the third year of education at the Doctoral School; in justified cases, the Principal of the Doctoral School, after consulting the Program Council, may decide that this obligation is fulfilled by publishing a thesis not related to the subject of the doctoral student's individual research plan;
		3. specification of the language in which the hearing will be prepared, unless it is Polish;
		4. deadline for submitting the doctoral dissertation.
4. If there is a need to make changes to the individual research plan, the doctoral student shall submit the updated plan for approval to the supervisor and then to the Principal of the Doctoral School.

# Method of conducting the mid-term evaluation of doctoral students

# §15

Mid-term evaluation is carried out in the middle of the training period. The date of the evaluation is set by the Principal of the Doctoral School who notifies the doctoral student and the supervisor of it at least 14 days before the evaluation date.

Each doctoral student is assigned an individual mid-term evaluation date.

The doctoral student together with the supervisor (s) are present at the evaluation. At the doctoral student's request, a representative of the Doctoral Students' Self-Government may be present at the mid-term evaluation.

The presence of a doctoral student at the mid-term evaluation is obligatory. A doctoral student's absence may be justified by a sick leave submitted on the day of the evaluation at the latest,
 and in special cases up to 7 days after the evaluation. A doctoral student who justifies his absence from the evaluation is assigned a new evaluation date. Unjustified absence of a doctoral student from the mid-term evaluation results in a negative result.

The evaluation covers the implementation of an individual research plan, which includes in particular a research schedule and preparation of a doctoral dissertation.

Mid-term evaluation is carried out by the Evaluation Committee appointed by the Rector at the request of the Principal of the Doctoral School. The Committee is composed of 3 people, including at least 1 person holding a postdoctoral degree or the title of professor in the discipline in which the doctoral dissertation is prepared, employed outside the entity running the Doctoral School. The promoter and auxiliary supervisor cannot be members of the committee. Members of the Committee elect a chairman from among themselves.

The doctoral student, in consultation with the supervisor / supervisors, prepares a mid-term evaluation sheet and submits it to the Principal of the Doctoral School 7 days before the planned mid-term evaluation date. To the sheet the doctoral student attaches documents confirming the execution of individual plan points A doctoral student may also demonstrate activities that go beyond an individual research plan. The doctoral student presents the assumptions of his plan to the Commission and discusses the implementation of individual points.
After an interview with the doctoral student, the Committee makes a decision and informs the doctoral student about its result.

The mid-term evaluation ends with a positive or negative result.

# § 16

* 1. Education at the Doctoral School lasts 8 semesters.
	2. The organization of the year is determined by the Rector and made public before the beginning of the academic year.
	3. The Rector may introduce changes to it during the academic year and may suspend classes for a definite period.
	4. The Rector may set up days free from classes during the academic year, with the need to compensate the classes falling on that day.
	5. The Principal of the Doctoral School may set hours free from classes during the academic year,
	 with the need to compensate the classes falling on that day.

# Conditions for extending the deadline for submitting a doctoral dissertation

# § 17

1. At the request of the doctoral student, the Principal of the Doctoral School in consultation with the school council for study programs, may extend the date for submission of the doctoral dissertation specified in the individual research plan, but not longer than by 2 years. The doctoral student attaches the supervisor's opinion to the application.
2. The education, at the request of the doctoral student, is suspended for a period corresponding to the duration of the maternity leave, leave on the conditions of maternity leave, paternity leave and parental leave specified in the Act of 26 June 1974 - Labor Code.
3. During the period of suspension of education, the provisions on determining the maternity allowance shall apply accordingly to the amount of the doctoral scholarship, except that the benefit assessment basis is understood as the amount of the monthly doctoral scholarship to which the doctoral student in question was entitled on the day of application for suspension.
4. The Principal of the Doctoral School, after consulting the supervisor, may facilitate the shortening of education by a maximum of one year, provided that the education program
 and the individual research plan are implemented

# § 18

1. A doctoral student may apply for education at the Doctoral School according to an individual organization of studies, subject to substantive justification of such a request. The justification for such a request should include at least one of the following:
2. the necessity to conduct scientific research in another academic or scientific-research unit in the country or abroad,
3. being delegated by the parent university to perform additional educational, scientific or organizational duties, whose reliable completion could interfere with the implementation of the Doctoral School program,
4. health reasons, in particular related to the doctoral student's officially confirmed disability,
5. the need to take care of the child.
6. The decision on the permission or refusal of permission to complete the education according to the individual organization and program of studies, is issued by the Principal of the Doctoral School at the request of the doctoral student, after seeking the opinion of the supervisor.
7. In the case of permission for a form of education according to individual organization, the Head determines the terms and conditions of education in consultation with the doctoral student's supervisor.

# The method of appointing and changing the supervisor, supervisors or auxiliary supervisor

# § 19

1. Within 3 months of the date on which the education commences, the Principal shall designate a supervisor or supervisors, including an ancillary supervisor for the doctoral student. When designating a supervisor, one takes into account certain information including the information contained in the supervisor's qualifications questionnaire. The doctoral student's application for the appointment of a supervisor / second supervisor / anciliary supervisor constitute, respectively, Appendix 4, Appendix 4A and Appendix 4B to the Regulations.
2. A doctoral student may submit a substantively justified application for the appointment of two supervisors in the case of preparing an interdisciplinary doctoral dissertation or in cooperation with another university, including a foreign one. The Principal of the Doctoral School may submit the application for an opinion by the School Program Council.
3. A doctoral student may submit a substantively justified application for the appointment of an anciliary supervisor who holds a doctoral degree in a given or related scientific discipline and performs an important anciliary function in the care of the doctoral student, in particular in the process of research planning, implementation and analysis of results. The Principal of the Doctoral School may submit the application for an opinion by the School Program Council.
4. Designating a person to perform the function of an ancillary supervisor excludes at the same time appointing more than one person to perform the function of a supervisor.
5. The supervisor may be a person with the postdoctoral degree or the title of professor,
 and the ancillary supervisor - a person with a doctoral degree.
6. A supervisor may be a person who does not meet the conditions set out in Art. 190, section 4, of the Act, who is an employee of a foreign university or scientific institution, if the authority referred to in art. 178 1 of the Act, considers that the person has significant achievements in the field of scientific issues covered by the doctoral dissertation.
7. The position of a supervisor may not be performed by a person who within the recent 5 years:
8. has been a supervisor of four doctoral students who were expelled from the doctoral program due to the negative result of the mid-term evaluation or
9. has supervised the preparation of the dissertation by at least 2 persons applying
 for the doctoral degree who have failed to receive positive reviews referred to in Article 191 section 1 of the Act.
10. In order to change the supervisor (s), the doctoral student submits an application to the Principal of the Doctoral School (Appendices 5 and 5A). The application should be accompanied by the supervisor's qualification questionnaire as mentioned
 in paragraph 1.
11. At a justified request of the doctoral student or supervisor, the Principal of the Doctoral School may allow the supervisor / supervisors to be changed. If the application is the result of a conflict situation between the doctoral student and the supervisor or supervisors, the Principal of the Doctoral School may attempt to resolve the conflict amicably through personal negotiations with the parties, or ask the Rector to appoint a mediator in the matter.
12. The supervisor's tasks include in particular:
13. acceptance of the individual research plan and its update,
14. assessing the progress in the doctoral student's research work after each year, including approval of the doctoral student's semester and annual reports on the implementation of an individual research plan,
15. supervising the implementation of the doctoral student's individual research plan,
16. securing, in consultation with the Vice-Rector for Research and Development, financial resources for conducting research by the doctoral student,
17. providing the doctoral student with the place in which to do scientific research and obtaining a written approval of the head of the organizational department in which the doctoral student is to do research,
18. providing the doctoral student with a place to teach educational classes and obtaining a written approval of the manager of the organizational department in which the doctoral student is to teach classes,
19. presence during the doctoral student's presentation at the research and reporting session,
20. **keeping records of the doctoral student's absences in a given calendar year and their transfer to the Doctoral School once a year by 10 January of the year following the year to which the records relate. In the case of the final year of the doctoral student's education, the records should be submitted by 15 October.**
21. informing the Principal of the Doctoral School about the unjustified absences of the doctoral student and the lack of implementation of the individual research plan.

# Rights and obligations of doctoral students

# § 20

The duties of a doctoral student include:

* 1. compliance with the Regulations of the Doctoral School,
	2. acting in accordance with the wording of the oath,
	3. timely implementation of the study program,
	4. obtaining credits and passing examinations required by the study program,
	5. conducting research in accordance with an individual research plan and submitting reports on its course to the Principal of the Doctoral School,
	6. completing practical training mentioned in § 12 of the Regulations, with the proviso that:
		1. PhD students who are managers of research projects / research tasks carried out thanks to the acquisition of funds for the University from external sources - fulfill the obligation of 10 hours in the form of participation in teaching activities, in each academic year the implementation of the research project / research task they lead,
		2. PhD students who are co-contractors of research projects / research tasks carried out thanks to the acquisition of funds for the University from external institutions may complete all or part of their practical training in the form of participation
		 in teaching classes, to the extent specified by the project manager / research task, in consultation with the doctoral student's supervisor, after approval by the Vice-Rector for Education (Appendix 6), on the basis of the principles resulting from § 24 sec. 3 of the Regulations,
		3. a doctoral student who, after the mid-term evaluation, will be employed at the University as an academic teacher, conducting didactic classes at the University, is exempt from
		 the practical training carried out in the form of teaching educational classes as part of the doctoral student education..
	7. participation in the annual scientific and reporting session of doctoral students, taking into account the following principles:
1. non-appearance at the session within the set time limit without justification results in failing the session and may be the basis for expelling the doctoral student from the doctoral program,
2. a justification document for absence from the session should be filed with the Principal of the Doctoral School not later than on the day of the session, and in exceptional cases within 7 days after its date; only a medical certificate, or a leave granted by the Principal of the Doctoral School may serve as justification documents,
3. in the case of justified absence, the Principal of the Doctoral School determines the manner
 and the date of completing the session by the doctoral student,
	1. if the doctoral student is the author of a publication / conference report, affiliation, with an indication of the Medical University of Bialystok and the name of the organizational unit - the place where the research was carried out, the results of which have constituted the basis for the development of the publication,
	2. showing progress in the preparation of the doctoral dissertation,
	3. immediate notification given to the administrative services of significant changes to the course of education, in particular of the change of personal data, bank account number,
	 to which scholarships are paid, as well as in the case of employment at the University.

# § 21

1. The doctoral student prepares outlines and materials necessary for independent teaching of classes.
2. The outlines and materials referred to in sec. 1 are approved by the head of the unit that is relevant with regard to teaching classes.

# § 22

* + 1. The Medical University of Bialystok authorizes the doctoral student to process the personal data of students, participants of scientific research, to the extent and for the purpose necessary for the implementation of education at the Doctoral School.
		2. The doctoral student is obliged to comply with the generally applicable provisions on the protection of personal data and internal legal acts in force at the University regarding the protection of personal data.
		3. The doctoral student is obliged to process personal data to which he / she will gain access to during the education, solely for the purposes of the education.
		4. The doctoral student is obliged to secure and keep secret - both during education and after graduation - personal data to which he / she will gain access.
		5. The doctoral student bears full responsibility for any damage resulting from his / her behavior, caused by the disclosure of personal data to unauthorized persons, the taking of personal data by an unauthorized person, and the change, loss, damage or destruction.

# § 23

* + - 1. A doctoral student has no right to repeat a year.
			2. It is not planned to resume education at the Doctoral School.
			3. In the event of failure to obtain credit for one subject at a specific date in a given academic year, the Principal of the Doctoral School may issue a decision on conditional permission to continue education in the following year (the so-called conditional course of study). A doctoral student who failed to obtain credit for a subject in a given year is required to complete this subject no later than in the next academic year, in which they shall undertake studies.
			4. The doctoral student who repeats a given subject is obligated to participate in classes and obtain credit for all forms of this subject.
			5. 5. During the entire studies at the Doctoral School, the doctoral student may use the conditional right to complete a subject no more than twice.

# § 24

1. Doctoral students can be managers of research projects financed from external sources and MUB projects.
2. Doctoral students, with the consent of their supervisors, may also be co-executors of research work carried out at the University by university teachers. They can also participate in other research projects / research tasks carried out at the University on the terms specified in the project.
3. In the case of doctoral students who are co-executors of the research project / task:
	* + 1. with a value between PLN 50,000 and PLN 300,000 (or its equivalent in another currency), the total load of practical training provided by doctoral students in the form of co-participation cannot exceed 60 hours in any academic year of the project/task implementation,
			2. with a value of over PLN 300,000, but not exceeding PLN 1,000,000 (or its equivalent in another currency), the total load of practical training carried out by doctoral students in the form of co-participation cannot exceed 90 hours in any academic year of the project/task implementation,
			3. with a value of PLN 1,000,000 (or its equivalent in another currency) or more - the total load of practical training carried out by doctoral students in the form of co-participation cannot be greater than 120 hours in any academic year of project/task implementation.
4. The load of practical training carried out by the doctoral student in the form of co-participation in teaching classes refers to the academic year in which the research project/task is implemented
 and is awarded by the project manager in agreement with the doctoral student's supervisor, after the approval of the Vice-Rector for Education. In the case of doctoral students who are co-executors of a research project / task, a decision on the possibility and load of the implementation of practical training
 in the form of participation in the teaching classes, it depends on the level of involvement of doctoral students in the implementation of the project / research task.
5. The means from external sources are means other than those mentioned in Art. 365 of the act,
 including funds from the NCN, NCBR, organizational units, scientific institutions, Polish and foreign entrepreneurs, donors, European and global institutions and organizations
, foreign research funding agencies, ministerial and Polish institutions
 and foreign government institutions, local government institutions, foundations, associations, scientific societies, patient organizations.

# § 25

1. Doctoral students have the right to participate in domestic and foreign conferences related
 with the implementation of a doctoral dissertation in accordance with the rules applicable at the University.
2. A request for a visit, approved by the supervisor, is signed by the Principal of the Doctoral School and forwarded for approval to the Vice-Rector for Science and Development.

# § 26

A doctoral student has the right to carry out some of the research resulting from the implementation of an individual research plan outside the University on the basis of a referral.

# § 27

Doctoral students are entitled to:

1. holiday breaks not exceeding eight weeks in a year, which should be used during the period free from educational classes, given at the doctoral student’s written request (Appendix 7), favourably evaluated by the supervisor or manager of the department, in which the doctoral student performs practical training in the form of teaching classes.
2. social insurance and general health insurance on the terms set out in separate regulations,
3. health benefits for an unemployed spouse and children.

# § 28

1. After obtaining the doctoral degree, the period of studies at the Doctoral School, not longer than four years, is included in the period of work on which the employee rights depend.
2. In the situation referred to in section 1, the doctoral student also includes the period of education
 at the Doctoral School, if it was interrupted due to employment as an academic teacher or researcher in scientific institutions, or due to ceasing to educate doctoral students in a given discipline **.**
3. In the case of ceasing to educate doctoral students in a given discipline, the University provides the doctoral students preparing their doctoral dissertation in this discipline with the opportunity to continue their education at another Doctoral School within this discipline.
4. If there is no Doctoral School providing education in a given discipline, the University covers the costs of proceedings for persons who have lost the possibility to complete their education.
 on the award of the doctoral degree in an extramural mode (art. 206 of the Act).

# § 29

* + 1. A doctoral student receives a doctoral student ID and an electronic index.
		2. The person who has been removed from the list of doctoral students shall return the student ID card.
		3. A doctoral student who has not graduated from the Doctoral School may receive a certificate of the course of education.

# § 30

* + 1. The condition for graduating from the Doctoral School is:
1. obtaining all credits and passing the examinations in accordance with the program,
2. completion of research in accordance with an individual research plan, confirmed in writing by the supervisor,
3. meeting all the obligations arising from the plan of studies,
4. submitting a doctoral dissertation, which completes the education of a doctoral student at the Doctoral School
	* 1. The doctoral dissertation along with a positive opinion of the supervisor and the supervisor's / supervisors' declaration on the compliance of the subject of the doctoral dissertation with the doctoral student's individual research plan (Appendix 8) is submitted to the Principal of the Doctoral School.
		2. Fulfillment of the requirements set out in paragraph 1 points 1-4 is tantamount to obtaining a discharge by a doctoral student, which is confirmed by the Principal of the Doctoral School, issuing, at the doctoral student's request, a certificate of discharge.
		3. The doctoral student's application for the award of the doctoral degree requires that the doctoral student submits a request to initiate the procedure for awarding the doctoral degree along with the documents specified in the resolution of the MUB Senate, specifying the procedure for awarding the doctoral degree at the Medical University of Bialystok.

# The procedure for removing from the list of doctoral students

# § 31

1. The doctoral student shall be expelled from the doctoral program in the case of:
	* + 1. negative result of the mid-term evaluation,
			2. failure to submit a doctoral dissertation within the time specified in the individual research plan,
			3. the doctoral student's written resignation from education at the Doctoral School.

As resignation one also considers unjustified non-participation in classes composing the education program for a period of at least 3 months.

1. A doctoral student may be expelled from the doctoral program in the case of:
	* + 1. unsatisfactory progress in the preparation of the doctoral dissertation,
			2. failure to comply with the obligations set out in §19.
2. A doctoral student who has obtained a doctoral degree but has not completed the full education program shall lose the status of doctoral student.
3. The decision on expulsion is made by the Rector at the request of the Principal of the Doctoral School.
4. Expulsion from the Doctoral School shall take place by way of an administrative decision. An application for reconsideration may be submitted against the decision.

# Benefits for PhD students

# § 32

1. A participant of the Doctoral School receives a doctoral scholarship. The total period of receiving a doctoral scholarship in Doctoral Schools may not exceed 4 years.
2. As part of the period referred to in sec. 1, one shall not count the period of suspension and the period of education
 at the doctoral school in the case referred to in Art. 206 2 of the Act.
3. The scholarship may not be lower than:
4. 37% of professor's remuneration - up to the month in which the mid-term evaluation was carried out,
5. 57% of professor's remuneration - after the month in which the mid-term evaluation was carried out.
6. A doctoral student holding a disability certificate, a level of disability certificate or a decision referred to in [art. 5](https://sip.lex.pl/#/document/16798906?unitId=art(5)&cm=DOCUMENT) and [art. 62](https://sip.lex.pl/#/document/16798906?unitId=art(62)&cm=DOCUMENT) of the Act of August 27, 1997. on vocational and social rehabilitation and employment of disabled persons, receives a doctoral scholarship in the amount increased by 30% of the amount indicated in section 3 point a.
7. A doctoral student who submits their doctoral dissertation before the date of completion of education envisaged in the education program, receives a doctoral scholarship until the day
 on which the date of completion of education expires, but not longer than for 6 months. The provision of section 1 shall apply.
8. A doctoral student may not be employed as an academic teacher or researcher. The prohibition does not apply to employment of the doctoral student:
* in order to carry out a research project referred to in Art. 119 sec. 2 points 2 and 3 of the Act;
* after the mid-term evaluation with a positive result, however, in the case of employment exceeding half of the full-time working time, the amount of the scholarship is 40% of the amount of the monthly scholarship referred to in para. 2 point b;
* who is not entitled to receive a doctoral scholarship.

# § 33

1. A doctoral student who has been expelled from the Doctoral School shall cease to receive the doctoral scholarship on the first day of the month following the month in which the decision
 to expel them from the Doctoral School became final.
2. A doctoral student who has resigned from studies at the Doctoral School shall cease to receive the doctoral scholarship on the first day of the month following the month in which the resignation took place.

# § 34

The doctoral student is entitled to the benefits and scholarships specified in Articles . 210-213 and 360 of the Act.

# Disciplinary responsibility of doctoral students

# § 35

For violation of the regulations in force at the University and for acts that prejudice the dignity of the doctoral student, the doctoral student is subject to disciplinary responsibility under the terms of Article 322, section 1 and 2 of the Act and in the University Statute.

# Final Provisions

# § 36

The administrative support of the Doctoral School is provided by the Dean's Offices.

# § 37

Amendments to the Regulations are introduced in the mode specified for its adoption.

**Chairman of the Senate**

**Rector**

**prof. dr hab. Adam Krętowski**