

Appendix no. 1 to Resolution No. 53/2024 of the Senate of the Medical University of Białystok dated March 5, 2024.

REGULATIONS OF THE DOCTORAL SCHOOL OF THE MEDICAL UNIVERSITY OF BIALYSTOK

§ 1

The Regulations of the Doctoral School of the Medical University of Białystok, hereinafter referred to as the "Regulations", specify:

- I. Conditions and procedures for the organization of the educational process at the Doctoral School;
- II. Method of documenting the course of education,
- III. Grading scales used, rules for credit and passing exams;
- IV. Individual Research Plan;
- V. Method of conducting mid-term evaluation of doctoral students;
- VI. Conditions for extending the deadline for submission of the doctoral dissertation;
- VII. Method of appointment and change of supervisor, supervisors or assistant supervisor;
- VIII. Rights and responsibilities of doctoral students;
- IX. Procedure for crossing off the register of doctoral students;
- X. Benefits for doctoral students;
- XI. Disciplinary responsibility of doctoral students;
- XII. Final Provisions.

§ 2

Whenever the Regulations refer to:

- 1) University - it should be understood as the Medical University of Białystok,
- 2) Doctoral School - it should be understood as an organized form of education in at least 2 disciplines,
- 3) Doctoral student - it should be understood as a person studying at the Doctoral School,
- 4) Law - shall mean the Law of July 20, 2018. Law on higher education and science.
- 5) The Statutes - it should be understood as the Statutes of the Medical University of Białystok,
- 6) Rector - it should be understood as the Rector of the Medical University of Białystok or a person authorized by him/her,
- 7) Doctoral School Principal or Principal - means a person with at least a degree of doktor habilitowany (*habilitated doctor*), employed at the University on a full-time basis, appointed by the Rector to manage the day-to-day operations of the Doctoral School,
- 8) School Curriculum Council - it should be understood as an advisory team consisting of several people with at least a degree of doktor habilitowany (*habilitated doctor*), representing the

disciplines within which education is provided, and a representative of the doctoral student council. The Council's task is to provide substantive support to the Principal. Members of the Council are appointed by the Rector, after consultation with the Principal, except for 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 headed by its chairman, appointed by the Rector after consultation with the Principal of the Doctoral School,

- 9) Committee for Evaluation - this should be understood as 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 Committee for Evaluation will be to carry out a mid-term evaluation of the implementation of the individual research plan. The Committee will be appointed by the Rector after consultation with the Principal of the Doctoral School,
- 10) Supervisor - it should be understood as the person supervising the preparation of a doctoral dissertation within the meaning of Article 190, paragraphs 1, 4, 5 and 6, of the Law of July 20, 2018. Law on Higher Education and Science.
- 11) NCN – this should be understood as the National Science Centre,
- 12) NCBR – this should be understood as the National Centre for Research and Development.

I. Conditions and procedures for the organization of the educational process at the Doctoral School

§ 3

1. The Doctoral School is an organized form of doctoral training focused on promoting scientific and personal development, including general skills and competencies. The Doctoral School at the Medical University of Białystok prepares for the doctoral degree in 3 elective disciplines: medical sciences, pharmaceutical sciences, and health sciences.
2. Persons who are not Polish citizens may undertake and receive education at the Doctoral School under the rules set forth in Article 323 of the Law and in the executive acts regulating the undertaking and receiving of education at the Doctoral School by foreigners.
3. Education at the Doctoral School is free of charge.

§ 4

The Doctoral School is created by order of the Rector.

§ 5

1. The day-to-day operations of the Doctoral School are managed 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 Student Council.
3. Principal of the Doctoral School:
 - 1) organizes the implementation of the curriculum,

- 2) evaluates the implementation of the curriculum and the conduct of scientific research by doctoral students,
- 3) gives the doctoral student credit for consecutive years of education at the Doctoral School,
- 4) in justified cases, gives permission to change supervisor(s)
- 5) makes decisions on doctoral scholarships,
- 6) submits an annual report to the Rector on the course of education at the Doctoral School,
- 7) submits proposals to the Senate on the organization and course of education at the Doctoral School and on amendments to the Regulations.

§ 6

Curriculum Council of the Doctoral School:

- 1) reviews the rules for recruitment to the Doctoral School,
- 2) prepares proposals for the curriculum,
- 3) reviews the detailed method of evaluating the execution of the curriculum, including the conduct of scientific research by doctoral students,
- 4) reviews the method of organization of classes taught at the Doctoral School,
- 5) supports internationalization.

§7

1. The Doctoral School curriculum provides for a 4-year period of doctoral training. The credit period is the academic year.
2. For credit for the 1st year, the doctoral student submits to the Principal of the Doctoral School:
 - 1) individual research plan,
 - 2) annual report on the execution of the individual research plan approved by the supervisor(s),
 - 3) completed card of periodic achievements of the doctoral student,
 - 4) statements on the completion of the internship (Appendix 1.1), confirmed by the head of the unit where the internship took place.
3. For credit for the 2nd year, the doctoral student submits to the Principal of the Doctoral School:
 - 1) Two semester reports on the execution of the individual research plan (each up to 14 days after the end of the semester's educational activities) approved by the supervisor(s),
 - 2) completed card of periodic achievements of the doctoral student,
 - 3) statements on the completion of the internship, confirmed by the head of the unit where the internship took place,
 - 4) Mid-term evaluation sheet (7 days before the scheduled mid-term evaluation date) approved by the supervisor(s) (Appendix 1.2).

The prerequisite for passing the 2nd year is a passing score on the mid-term assessment.

4. For credit for the 3rd year, the doctoral student submits to the Principal of the Doctoral School:

- 1) Two semester reports on the execution of the individual research plan (each up to 14 days after the end of the semester's educational activities) approved by the supervisor/supervisors,
 - 2) completed card of periodic achievements of the Doctoral Student,
 - 3) statements on the completion of the internship, confirmed by the head of the unit where the internship took place.
5. For credit for the 4th year, the doctoral student submits to the Principal of the Doctoral School:
- 1) Two semester reports on the execution of the individual research plan (each up to 14 days after the end of the semester's educational activities) approved by the supervisor/supervisors,
 - 2) completed card of periodic achievements of the Doctoral Student,
 - 3) statements on the completion of the internship, confirmed by the head of the unit where the internship took place,
 - 4) confirmation of submission of the doctoral dissertation
6. To pass the year, it is necessary to obtain credit for all declared teaching activities and internships, and to obtain positive grades on all exams provided for in the curriculum, as well as to complete an individual research plan.
7. Credit for the year should be given by September 15 of the academic year.
8. Credit for the year is given by the Principal of the Doctoral School.

II. Method of documenting the course of education

§8

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

- 1) Examination protocols and course credit reports,
- 2) Doctoral student's periodic achievement cards,
- 3) University's information system.

§9

Completion of education at the Doctoral School shall be recorded in:

- 1) University's information system,
- 2) The protocol of the end of the academic year.

§10

In the personal file folder of the doctoral student,

- 1) documents required of a candidate for the Doctoral School,
- 2) the documents constituting the basis for admission to the Doctoral School;
- 3) the oath certificate signed by the Doctoral Student;
- 4) confirmation of receipt of the doctoral card, as well as its duplicate;

- 5) cards of periodic achievements of the Doctoral Student;
 - 6) decisions on the course of education;
 - 7) doctoral dissertations
- are kept.

III. Grading scales used, rules for credit and passing exams

§11

1. Passing mandatory classes is a confirmation of due preparation, attendance and active participation in classes, as well as obtaining positive evaluations of the work covered in these classes.
2. Credit for a course that does not end with an exam shall be given based on a passing grade for the course, by entering the word "zaliczono" (*passed*) in the form of the abbreviation "zal." in the documentation of the course of education at the Doctoral School of a given doctoral student. If the subject is not passed, the word "nie zaliczono" (*failed*) in the form of the abbreviation "nzal." is entered in the documentation.
3. In the case of subjects ending in an exam, the condition for admission to the exam is obtaining a passing grade for the class.
4. Credit for a course ending with an exam is awarded to a doctoral student who has passed the class and obtained a positive grade at the final exam.
5. Credit for a course shall be given by the head of the teaching unit or by an authorized academic teacher teaching the course, through an entry in the course records of the doctoral student concerned. The authorization referred to above shall be granted by the Principal of the Doctoral School at the request of the head of the teaching unit in which the classes are taught.
6. The following grading scale is used to grade exams:
 - 1) Positive: very good (5), good+ (4.5), good (4), sufficient+ (3.5), sufficient (3),
 - 2) Negative: unsatisfactory (2).
7. A doctoral student may be given the opportunity to improve the grade obtained in a class if he or she makes such a request within 14 days after obtaining the grade he or she wishes to improve.
8. Failure to appear for the exam on the scheduled date without an excuse will result in a failing grade.
9. Excuses should be submitted to the examiner no later than on the day of the exam, and in exceptional cases within 7 days after the exam date. Excuses may be a medical exemption, or a statement certified by the Principal of the Doctoral School on the occurrence of a fortuitous accident.
10. If the doctoral student's failure to appear for the exam is considered excused, the examiner shall set a new exam date. This exam shall be treated as having been taken on the appropriate date.

11. If a doctoral student receives a failing grade on an exam, he/she is entitled to one retake for each failed exam.
12. At the written request of a doctoral student, questioning the objectivity of the examiner, submitted within 3 days from the date of announcement of a negative result of the retake, the Principal may order an examination conducted before an examination board, which should be held within no more than 7 days from the date of announcement of the results, but no later than September 15. The procedure for conducting such an examination shall be determined by the Principal of the Doctoral School.
13. The exam conducted before an examination board is held before a committee consisting of the Principal or his/her designee as chairman of the committee, an examiner appointed by the Principal, and a second specialist in the subject covered by the exam or a related specialty. The exam is oral, with possible written explanations (formulas, reactions, drawings).
14. At the request of a doctoral student, the examination committee may include a representative of the bodies of the Doctoral Student Council without voting rights.
15. The grade of the exam conducted before an examination board is final.

§12

1. A doctoral student may carry out part of the educational process at another university or scientific and research institute (both at home and abroad). The decision on the conditions for crediting the period of training in another university shall be made by the Principal of the Doctoral School, considering the transfer and recognition of credited courses and the execution of the individual research plan, in accordance with the applicable regulations.
2. In the case of an extension of a doctoral student's stay in a foreign center beyond twelve months, credit for this period by the Principal of the Doctoral School will be subject to the achievement of 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 center on the doctoral student's progress in research work.
3. In the case of program differences resulting from the implementation of part of the period of education in the centers referred to in paragraph 1 or 2, the doctoral student is obliged to make up for them after returning to the home university, in the next academic year.
4. In the case of backlogs, resulting from excused short-term absences of a doctoral student, the head of the teaching unit shall determine the possibility and method of crediting the backlogs.

§ 13

1. The mandatory time dimension of internships in the form of teaching or participating in teaching cannot exceed 60 teaching hours per year. The supervisor is required to submit to the Principal by October 15 the planned schedule for the implementation of internships in the academic year.

2. The duration of the internship may be reduced in proportion to the period of suspension or shortening of education, only at the individual request of the doctoral student submitted to the Principal, with the opinion of the supervisor and the head of the unit where the doctoral student is carrying out the internship, in the case of:
 - 1) Suspension of education by a doctoral student, referred to in § 17 section 2,
 - 2) shortening the period of education, including the submission of a doctoral dissertation by a doctoral student before the end of the planned period of his/her education.
3. The supervisor, and in the case of first-year doctoral students, the candidate for supervisor, is obliged to submit to the Principal, by 31 October, a copy of the Planned Individual Doctoral Student Pensum, in accordance with the regulation of the Rector of the Medical University of Białystok on the procedure for planning and settling didactics at the Medical University of Białystok and to update it in the event of any changes.

IV. 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 the start of education at the Doctoral School.
3. The individual research plan specifies the tasks to be carried out in each period, in particular:
 - 1) A description of the planned scientific research and the stages of preparation of the dissertation;
 - 2) the obligation of the doctoral student to publish at least 1 scientific article, in accordance with the requirements in the resolution of the Senate of the Medical University of Białystok defining the procedure for granting the doctoral degree at the Medical University of Białystok, by the end of the third year of education at the Doctoral School; in justified cases, the Principal of the Doctoral School, after consultation with the Curriculum Council, may decide that this obligation is fulfilled by publishing a paper not related to the topic of the doctoral student's individual research plan;
 - 3) specifying the language in which the dissertation will be drawn up, if not Polish;
 - 4) deadline for submission of dissertation.
4. In case of the need to make changes to the individual research plan, the doctoral student submits the updated plan to the supervisor and then to the Principal of the Doctoral School for approval.
5. Articles intended for publication as part of the implementation of a doctoral student's individual research plan should be published in accordance with the scientific discipline in which the doctoral student is preparing his or her doctoral dissertation.

V. Method of conducting mid-term evaluation of doctoral students

§15

1. The mid-term evaluation is conducted in the middle of the education period. The date of the evaluation shall be set by the Principal of the Doctoral School and shall notify the doctoral student and the supervisor(s) at least 14 days before the evaluation date.
2. Each doctoral student is given an individual mid-term evaluation date.
3. The doctoral student together with the supervisor(s) shall be present at the evaluation. At the request of the doctoral student, a representative of the Doctoral Student Council may be present at the mid-term evaluation.
4. Attendance of the doctoral student at the mid-term evaluation is mandatory. The doctoral student's absence may be excused by a sick leave submitted no later than on the day of the evaluation, and in special cases up to 7 days after the evaluation. A doctoral student who has excused his/her absence from the evaluation shall be assigned a new date for the evaluation. A doctoral student's unexcused absence from the mid-term evaluation shall result in a failing grade.
5. The assessment is based on the implementation of the individual research plan, which includes the schedule of research and preparation of the dissertation.
6. The mid-term evaluation is carried out by the Committee for Evaluation, appointed by the Rector on the proposal of the Principal of the Doctoral School. The Committee is composed of 3 persons, including at least 1 person holding a degree of doktor habilitowany (*habilitated doctor*) or a professor in the discipline in which the doctoral dissertation is being prepared, employed outside the entity conducting the Doctoral School. The supervisor and assistant supervisor may not be members of the committee. The members of the committee shall elect a chairman from among themselves.
7. The doctoral student, in consultation with the supervisor(s), prepares a mid-term evaluation card and submits it to the Principal of the Doctoral School 7 days before the scheduled mid-term evaluation date. The doctoral student attaches documents confirming the completion of individual points in the plan to the card. The doctoral student may also demonstrate activities beyond the individual research plan. The doctoral student presents the assumptions of his/her plan to the Commission and discusses the execution of individual points.
After discussion with the doctoral student, the Committee decides and informs the doctoral student of the result.
8. The mid-term evaluation ends with a passing or failing result.

§ 16

1. Education at the Doctoral School lasts 8 semesters.
2. The framework organization of the year is determined by the Rector and announced before the start of the academic year.

3. The Rector may make changes to the academic year during the academic year and may suspend classes for a specified period.
4. The Rector may establish days off during the academic year, with the requirement to make up for the classes falling on that day.
5. The Principal of the Doctoral School may, during the academic year, establish hours off from classes, with the necessity of making up for the classes falling during this time.

VI. Conditions for extending the deadline for submission of the doctoral dissertation.

§ 17

1. At the request of a doctoral student, the Principal of the Doctoral School, after consultation with the Curriculum Council, may extend the deadline for submission of the doctoral dissertation specified in the individual research plan, but by no more than 2 years. The doctoral student attaches the opinion of the supervisor to the application.
2. Education, at the request of a doctoral student, is suspended for a period corresponding to the duration of maternity leave, leave on maternity leave conditions, paternity leave and parental leave, as defined in the Act of June 26, 1974. - Labor Code.
3. During the period of suspension of education, the provisions for determining the amount of the doctoral scholarship shall be applied mutatis mutandis to determine the amount of the maternity allowance, except that the basis for determining the allowance shall be understood as the amount of the monthly doctoral scholarship due on the date of submission of the application for suspension.
4. The Principal of the Doctoral School, after consultation with the supervisor, may allow the education to be shortened by a maximum of 1 year, provided that the curriculum and individual research plan are completed.

§ 18

1. A doctoral student may apply for education at the Doctoral School according to an individual organization, provided that a substantive justification for such a request is provided. The justification for such a request should include at least one of the following:
 - 1) the need to conduct research at another academic or scientific research unit in the country or abroad,
 - 2) Delegation by the home university to additional teaching, scientific or organizational duties, the reliable fulfillment of which could interfere with the realization of the program of the Doctoral School,
 - 3) Health reasons, especially those related to the doctoral student's declared disability,
 - 4) The need to care for the child.

2. The decision to permit or refuse to permit education according to the individual organization and curriculum, is issued by the Principal of the Doctoral School at the request of the doctoral student, after consultation with the supervisor.
3. In the case of authorization of a form of education according to individual organization, the Principal shall determine the terms and conditions of education in consultation with the doctoral student's supervisor.

VII. Method of appointment and change of supervisor, supervisors or assistant supervisor

§ 19

1. Within 3 months from the date of commencement of education, the Principal shall appoint a doctoral student a supervisor or supervisors, including an assistant supervisor. When appointing a supervisor or supervisors, including an assistant supervisor, the information contained in the supervisor qualification questionnaire is considered, among other things. The doctoral student's application for the appointment of a supervisor/secondary supervisor/ assistant supervisor is attached as Appendix 1.3, Appendix 1.3A and Appendix 1.3B to the Regulations, respectively.
2. A doctoral student may submit a substantively justified request for the appointment of two supervisors in the case of preparation of an interdisciplinary dissertation or in cooperation with another university, including foreign universities. The Principal of the Doctoral School may refer the request to the Curriculum Council for its opinion.
3. A doctoral student may submit a substantive request for the appointment of an assistant supervisor who holds a doctoral degree in a given or related scientific discipline and performs a significant supportive function in the doctoral student's care, including, in particular, in the process of research planning, implementation and analysis of results. The Principal of the Doctoral School may refer the application to the Curriculum Council for its opinion.
4. The appointment of a person to serve as an assistant supervisor precludes the simultaneous appointment of more than one person to serve as a supervisor.
5. The supervisor may be a person holding at least a habilitated doctor degree and the assistant supervisor - a person holding a at least a doctoral degree.
6. The supervisor may be a person who does not meet the conditions set forth in Article 190, paragraph 4, of the Law, who is an employee of a foreign university or scientific institution, if the body referred to in Article 178, paragraph 1, of the Law determines that the person has significant achievements in the scientific issues covered by the dissertation.
7. A person who in the last 5 years:
 - 1) was the supervisor of 4 doctoral students who were dropped from the list of doctoral students due to a failing mid-term evaluation or
 - 2) supervised the preparation of the dissertation by at least 2 applicants for a doctoral degree who did not receive passing reviews as referred to in Article 191, paragraph 1 of the Law

cannot become a supervisor.

8. To change the supervisor(s), the doctoral student applies to the Principal of the Doctoral School (Appendices 1.4 and 1.4A). The application must be accompanied by the supervisor qualification questionnaire referred to in paragraph 1.
9. Upon a reasoned request of a doctoral student or supervisor, the Principal of the Doctoral School may authorize a change of supervisor(s). If the request is the result of a conflict situation arising between the doctoral student and the supervisor(s), the Principal of the Doctoral School may attempt to resolve the conflict amicably through personal negotiations with the parties or request the Rector to appoint a mediator in the case.
10. The supervisor's tasks include, in particular:
 - 1) acceptance of the individual research plan and its updates,
 - 2) evaluation of the progress of the doctoral student's scientific work after each year, including acceptance of the semester and annual reports of the doctoral student on the execution of the individual research plan,
 - 3) supervising the implementation of the doctoral student's individual research plan,
 - 4) securing, in consultation with the Vice Rector for Science and Development, funding for the doctoral student's research,
 - 5) securing a place for the doctoral student to conduct research and obtaining written approval from the head of the organizational unit in which the doctoral student will conduct research,
 - 6) securing a place for the doctoral student to teach and obtaining written approval from the head of the relevant organizational unit where the doctoral student will teach,
 - 7) attendance during the presentation of the doctoral student at the scientific and reporting session,
 - 8) keeping records of a doctoral student's absences in a given calendar year and submitting them to the Doctoral School once a year by January 10 of the year following the year to which the records relate. In the case of the final year of a doctoral student's education, the records must be submitted by October 15.
 - 9) Informing the Principal of the Doctoral School about unexcused absences of the doctoral student and lack of progress in the individual research plan.

VIII. Rights and responsibilities 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 oath,
- 3) Timely implementation of the curriculum,
- 4) obtaining credits and passing examinations required by the curriculum,

- 5) Conducting scientific research in accordance with the individual research plan and reporting to the Principal of the Doctoral School on its progress,
- 6) Performing the internship referred to in § 13 of the Regulations, provided that:
 - a) Doctoral students who are heads of research projects/research tasks, carried out thanks to the acquisition of funds for the University from external sources - carry out the obligation of 10 hours in the form of co-teaching, in each academic year of the implementation of the research project/research task they direct,
 - b) doctoral students who are co-implementers of research projects/research tasks, carried out thanks to obtaining funds for the University from external institutions, may serve all or part of their internship in the form of co-participation in teaching, in the amount determined by the head of the research project/task, in agreement with the doctoral student's supervisor, upon approval of the Vice-Rector for Education (Appendix No. 1.5), based on the rules resulting from §24 section 3 of the Regulations,
 - c) A doctoral student who, after the mid-term evaluation, will be employed at the University as an academic teacher, teaching at the University, shall be exempted from internships carried out in the form of teaching in doctoral education.
- 7) Participating in the annual scientific and reporting session of doctoral students, considering the following principles:
 - a) Not reporting to the exam session on the established date without an excuse will result in failure to pass the exam session and may be grounds for crossing off the register of doctoral students,
 - b) excuses for absence from the exam session should be submitted to the Principal of the Doctoral School no later than the day of the session, and in exceptional cases within 7 days after the exam session; excuses can only be a medical exemption, or a leave of absence granted by the Principal of the Doctoral School,
 - c) in the case of an excused absence, the Principal of the Doctoral School shall determine the method and deadline for the doctoral student to pass the exam session,
- 8) if the doctoral student is the author of the publication/conference paper, making affiliation, indicating the Medical University of Białystok and the name of the organizational unit - the place of execution of the research, the results of which formed the basis for the publication,
- 9) demonstrating progress in the preparation of the dissertation,
- 10) promptly notifying the administrative service of significant changes for the course of education, primarily changes in personal information, bank account number, to which scholarships are paid, as well as in the case of being employed at the University,
- 11) using the e-mail address with the domain: @sd.umb.edu.pl while contacting the University.

§ 21

1. The doctoral student develops handouts and materials necessary for independent teaching.

2. The handouts and materials referred to in paragraph 1 are approved by the head of the unit responsible for teaching.

§ 22

1. The Medical University of Białystok authorizes the doctoral student to process personal data of students, research participants, to the extent and for the purpose necessary for the realization of education in the Doctoral School.
2. A doctoral student is obliged to comply with generally applicable data protection regulations and internal legal acts in force at the University regarding the protection of personal data.
3. A doctoral student is obliged to process the personal data that he or she will gain access to during his or her education solely for the purpose of the education.
4. A doctoral student is obliged to secure and keep confidential - both during and after training - the personal data to which he or she will gain access.
5. A doctoral student shall be held fully responsible for the consequent damage caused by his/her behavior, caused by the release of personal data to unauthorized persons, the taking of personal data by an unauthorized person, and alteration, loss, damage, or destruction.

§ 23

1. A doctoral student has no right to retake a year.
2. The Doctoral School does not provide for renewal of education.
3. In the case of failure to pass one subject by the specified deadline, 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 condition). A doctoral student who has failed to pass a subject in a given year is required to pass that subject no later than in the next academic year in which he or she will take up the course.
4. A doctoral student who retakes a subject is required to attend classes and pass all forms of that subject.
5. During the entire course of education at the Doctoral School, a doctoral student may exercise the right to conditionally pass a course no more than twice.

§ 24

1. Doctoral students can be heads of research projects funded by external sources and projects of the Medical University of Białystok.
2. Doctoral students, with the consent of the supervisor, may also be coexecutors in research work carried out at the University by academic staff. They may also participate, in other research projects/research tasks carried out at the University under the terms of the project-
3. For doctoral students who are coexecutors on a research project/task:

- 1) with a value from PLN 50,000 to PLN 300,000 (or an equivalent amount in another currency), the total dimension of internships carried out by doctoral students in the form of co-participation may not be greater than 60 hours in each academic year of project/task implementation,
 - 2) with a value of more than PLN 300,000, but not exceeding PLN 1,000,000 (or an equivalent amount in another currency), the total dimension of internships, carried out by doctoral students in the form of co-participation may not be greater than 90 hours in each academic year of project/task implementation,
 - 3) with a value of PLN 1,000,000 (or an equivalent amount in another currency) or more - the total dimension of internships, carried out by doctoral students in the form of co-participation may not be greater than 120 hours in each academic year of project/task implementation.
4. The internship dimension carried out by a doctoral student in the form of participation in teaching relates to the academic year in which the project/research task is carried out and is granted by the head of the project in consultation with the doctoral student's supervisor, upon approval of the Vice-Rector for Education. In the case of doctoral students who are coexecutors of a research project/task, the decision on the possibility and dimension of internship in the form of co-teaching depends on the level of involvement of doctoral students in the implementation of the research project/task.
5. Funds from external sources are understood to be funds other than those listed in Article 365 of the Law, including funds from NCN, NCBR, from organizational units, scientific institutions, Polish and foreign entrepreneurs, donors, European and global institutions and organizations and worldwide, foreign research funding agencies, ministerial institutions, Polish 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 to the realization of the doctoral dissertation under the rules of the University.
2. The trip proposal, approved by the supervisor, is signed by the Principal of the Doctoral School and forwarded to the Vice-Rector for Science and Development for approval.

§ 26

A doctoral student has the right to carry out part of the research resulting from the individual research plan outside the University based on a referral.

§ 27

Doctoral students have the right to:

- 1) rest breaks of up to eight weeks per year, which should be used during the period free from teaching, granted by the supervisor upon the doctoral student's written application (Appendix No. 1.6), positively approved by the head of the unit in which the doctoral student's internship in the form of teaching is taking place.
- 2) social insurance and public health insurance under the terms of separate regulations,
- 3) health benefits for a non-working spouse and children.

§ 28

1. After obtaining a doctoral degree, the period of training at the Doctoral School, not exceeding four years, shall be counted as part of the period of service on which employee rights depend.
2. In the situation referred to in paragraph 1, a doctoral student shall also be credited with the period of his or her education at the Doctoral School if it was interrupted due to taking up employment as an academic teacher or researcher at scientific institutions or due to the termination of doctoral education in a given discipline.
3. In the event of discontinuation of doctoral education in a particular discipline, the University shall provide doctoral students preparing a dissertation in that discipline with the opportunity to continue their education at another Doctoral School in that discipline.
4. In the absence of a Doctoral School providing training in a given discipline, the University shall cover the costs of the extramural doctoral degree conferral proceedings (Article 206 of the Law) for those who missed the opportunity to complete their education.

§ 29

1. A doctoral student receives a doctoral student ID card and an electronic index.
2. A person who has been removed from the list of doctoral students returns the ID card.
3. A doctoral student who has not completed the Doctoral School may receive a certificate of education.

§ 30

1. The prerequisite for completion of the Doctoral School is:
 - 1) Obtaining all credits and passing exams in accordance with the curriculum,
 - 2) completion of scientific research in accordance with the individual research plan, confirmed in writing by the supervisor,
 - 3) Fulfillment of all obligations under the education program,
 - 4) Submission of the dissertation, which completes the doctoral student's education at the Doctoral School
2. The doctoral dissertation, together with a passing supervisor's opinion and a statement from the supervisor(s) on the compatibility of the dissertation topic with the doctoral student's individual

research plan (Appendix 1.7), is submitted by the doctoral student to the Principal of the Doctoral School.

3. Fulfillment of the requirements set forth in paragraph 1, points 1-4 is equivalent to the doctoral student's certificate of completion, which is confirmed by the Principal of the Doctoral School, issuing, at the request of the doctoral student, a certificate of completion.
4. To apply for the granting of a doctoral degree, a doctoral student shall apply for the initiation of proceedings for the granting of a doctoral degree together with the documents specified in the resolution of the Senate of the Medical University of Bialystok, defining the proceedings for the granting of a doctoral degree at the Medical University of Bialystok.

IX. Procedure for crossing off the register of doctoral students

§ 31

1. A doctoral student is removed from the list of doctoral students in the case of:
 - 1) failing result of the mid-term evaluation,
 - 2) Failure to submit the dissertation by the deadline specified in the individual research plan,
 - 3) withdrawal from education;
 - 4) not taking up education;
 - 5) violation of the prohibition referred to in art. 200 sec. 7 of the Act;
 - 6) disciplinary punishment of expulsion from the doctoral school.
2. In the proceedings on removing a doctoral student from the list of doctoral students, in the event of a violation of the prohibition referred to in art. 200 sec. 7 of the Act, the doctoral student shall be requested to submit, within a period of no less than 30 days from the date of delivery of the request, a withdrawal from education at another doctoral school.
3. A doctoral student may be removed from the list of doctoral students in the case of:
 - a) Unsatisfactory progress in the preparation of the dissertation,
 - b) Failure to comply with the obligations set forth in §20.
4. A doctoral student who has obtained a doctoral degree, but who has not completed the full educational program, loses the status of a doctoral student.
5. The decision on crossing off the register of doctoral students is made by the Rector upon the proposal of the Principal of the Doctoral School.
6. Removal from the list of doctoral students is carried out by administrative decision. The decision is subject to a request for reconsideration.

X. Benefits for doctoral students

§ 32

1. A doctoral student who does not hold a doctoral degree receives a doctoral scholarship.

2. A doctoral scholarship is not available to a doctoral student whose education at a doctoral school is associated with the obligation to be employed by the entity running the doctoral school:
 - 1) on the basis of an employment contract;
 - 2) with a salary that exceeds the salary of a professor.
3. The total period of receiving a doctoral scholarship at doctoral schools cannot exceed 4 years.
4. The period referred to in sec. 3 shall not include the period of suspension and the period of education in a doctoral school in the case referred to in Article 206, paragraph 2 of the Law.
5. The scholarship cannot be less than:
 - a) 37% of a professor's salary - until the month in which the mid-term evaluation was conducted,
 - b) 57% of a professor's salary - after the month in which the mid-term evaluation was conducted.
6. A doctoral student with a disability certificate, a disability degree certificate or a certificate referred to in Article 5 and Article 62 of the Act of August 27, 1997 on Vocational and Social Rehabilitation and Employment of Persons with Disabilities shall receive a doctoral scholarship in an amount increased by 30% of the amount indicated in paragraph 3, point a.
7. A doctoral student who has submitted his/her dissertation at an earlier date than the completion date provided for in the education program shall receive a doctoral scholarship until the date, on which the date of completion of education expires, but for no longer than 6 months. The provision of paragraph 1 shall apply.

§ 33

1. A doctoral student who has been removed from the list of doctoral students shall cease to receive a doctoral scholarship on the first day of the month following the month in which the decision on removal from the list of doctoral students became final.
2. A doctoral student who resigned from education at the Doctoral School shall have his/her doctoral scholarship discontinued as of the first day of the month following the month in which the resignation occurred.

§ 34

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

XI. Disciplinary responsibility of doctoral students

§ 35

For violations of the regulations in force at the University and for acts that offend the dignity of a doctoral student, a doctoral student shall be subject to disciplinary liability under the rules set forth in Article 322, paragraphs 1 and 2 of the Act and in the University Statutes.

XII. Final provisions

§ 36

Administrative services of the Doctoral School are provided by the Office of the Doctoral School.

§ 37

Amendments to the Regulations shall be made in accordance with the procedure specified for their adoption.

Senate President

Rector

prof. dr hab. Adam Krętowski