

**Directive No. 134/2024
of 29 November 2024
issued by the Rector of the Medical University of Lodz**

**on additional financial support for doctoral students studying
at the International Doctoral School of the Medical University of Lodz or the Doctoral School of
Molecular Medicine**

Pursuant to Article 23 Item 1 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2024, Item 1571, as amended) and § 12 Item 3 and § 13 Item 2 of the Statutes of the Medical University of Lodz of 27 June 2019, as amended, the following Directive is hereby issued:

§ 1

1. As of 1 October 2025, additional financial support in the monthly gross amount of PLN 2500, hereinafter referred to as the “additional financial support”, is introduced for doctoral students studying in the International Doctoral School of the Medical University of Lodz or the Doctoral School of Molecular Medicine, hereinafter referred to as the "Doctoral Schools" whose:
 - 1) place of registered permanent stay or
 - 2) place of permanent residence (if there is no registration obligation in the country concerned) – is located in a straight line distance of at least 400 km from the registered seat of the Medical University of Lodz, hereinafter referred to as the “University”, subject to Item 2.
2. The condition referred to in Item 1 must be fulfilled by the doctoral student no later than six months before the commencement of the recruitment to the relevant Doctoral School.
3. The additional financial support is intended to cover the living expenses incurred by the doctoral student in connection with their education at the relevant Doctoral School, in particular accommodation and travel costs.
4. Doctoral students receiving a doctoral scholarship at the University, funded from external sources, are not entitled to the additional financial support.
5. The additional financial support is paid from funds received by the University under the "Excellence Initiative - Research University" Programme.

§ 2

1. The additional financial support is awarded to no more than 5 of the doctoral students admitted to the Doctoral Schools in a given academic year, for a period not exceeding four years.
2. If the conditions referred to in § 1, Items 1 and 2 are met by more than 5 of the doctoral students admitted to the relevant Doctoral School in a given academic year, doctoral students whose registered permanent stay or place of permanent residence, respectively, is located in the greatest straight-line distance from the seat of the University will be given priority when awarding the additional financial support.

§ 3

1. The additional financial support will be paid provided that the doctoral student submits a declaration containing their personal data, including information concerning their place of registered permanent stay or place of permanent residence to the University Office of Doctoral Studies, not later than within four working days from the date of publication of the list of candidates qualified for admission to the relevant Doctoral School. A template form of the declaration is enclosed as an Appendix hereto.
2. The amount referred to in § 1 Item 1 is transferred by the University to the bank account indicated by the doctoral student, not later than on by the tenth day of each month.
3. The University pays social security contributions on the amount referred to in § 1 Item 1.
4. If any information provided in the declaration referred to in Item 1 is inconsistent with the facts, the doctoral student will be obliged to return benefits unduly received, including due interest.
5. The decision on granting additional financial support is made by the Rector based on the opinion of the Head of the relevant Doctoral School. The doctoral student has the right to file a request for reconsideration of the case against the Rector's decision, submitted within 14 days of the date of receipt of the decision.

§ 4

1. If the doctoral student does not comply with the obligations specified in the Rules and Regulations of the relevant Doctoral School, payments of the additional financial support may be suspended. The decision in such a case is taken by the Rector, upon a request of the Head of the relevant Doctoral School. Payments are suspended beginning from the first day of the month following the month in which the decision is taken by the Rector. The decision issued by the Rector is final.
2. If the reasons for the suspension of the payment of additional financial support cease to exist, the payment is resumed. The decision in this case is taken by the Rector, upon a request of the Head of the relevant Doctoral School. The payment is resumed on the first day of the month following the month in which the Rector's decision was issued. The decision issued by the Rector is final.
3. Payments of the additional financial support will be ceased if the doctoral student is removed from the list of doctoral students - as of the first day of the month following the month in which the decision on removing the student from the list of doctoral students became final and valid.

§ 5

1. Directive No. 74/2023 issued by the Rector of the Medical University of Lodz on additional financial support for doctoral students studying in the International Doctoral School of the Medical University of Lodz becomes null and void.
2. Additional financial support granted pursuant to the order referred to in paragraph 1 shall continue to be paid on the basis of decisions on its granting.

§ 6

The Directive becomes effective upon being signed.

Rector Prof. Janusz Piekarski, MD, PhD

Promulgation of the legal act:

- Intranet/Public Information Bulletin

DECLARATION

NAME OF DOCTORAL SCHOOL**:

INTERNATIONAL DOCTORAL SCHOOL

DOCTORAL SCHOOL OF MOLECULAR MEDICINE

1. Personal details of the doctoral student:*

- name (names):
- surname:
- Personal Identification No. /PESEL/ or if there is not any – the number of the identity document and name of the country that issued it
- **Address of registered permanent stay (no later than six months before the commencement of the recruitment to the Doctoral School of Medical University of Lodz):**
country of origin: province
district commune
city/town: zip code:
street: no. apartment no.
- **Address of permanent residence (no later than six months before the commencement of the recruitment to the Doctoral School of Medical University of Lodz) – if it is not the same as the place of registered permanent stay, or if there is no registration obligation in the country concerned:**
country of origin: province
district commune
city/town: zip code:
street: no. apartment no.
- **Correspondence address in Poland (if it is not the same as the place of registered permanent stay/place of permanent residence):**
country of origin: province
district commune
city/town: zip code:
street: no. apartment no.

* Data should be entered in capital letters.

Pursuant to Art. 13 Item 1 and Item 2 of the provisions of the Regulation (EU) of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), the Medical University of Lodz hereby informs that:

1. The Controller of your personal data is the Medical University of Lodz, al. Kościuszki 4, zip code: 90-419 Łódź, Phone no. 422725803, Tax Identification No. /NIP/ 725 18 43 739, Business Statistical No. /REGON/ 473 073 308.
2. You may contact the Data Protection Officer by phone (42 2725211) or e-mail: iod@umed.lodz.pl.
3. Your personal data will be processed for the purpose of:
 - 1) providing the financial support as specified in the Directive, pursuant to Art. 6 Item 1 letters c and e of the General Data Protection Regulation,
 - 2) keeping records and archiving the data - pursuant to Art. 6 Item 1 letter c of the General Data Protection Regulation,
 - 3) pursuing rights and claims - pursuant to Art. 6 Item 1 letters c and e of the General Data Protection Regulation,
4. Your personal data may be disclosed only to persons authorized by the Data Controller to process personal data, entities processing the data under an entrustment agreement and other entities authorized under the law.
5. Your personal data is stored for a period necessary for fulfilling the purposes of the processing procedure resulting from the applicable law and the Controller's internal regulations. The time depends on the duration of the period in which the financial support is provided, archiving requirements as well as a period of limitation for claims.
6. You have the right of access to the contents of your personal data as well as the right to rectify, erase, restrict processing thereof, the right to object to or to withdraw your consent to the data processing at any time.
7. You have the right to file a complaint with the supervisory body in case you find that, when processing your data, the Medical University of Lodz violates the provisions of the General Data Protection Regulation.
8. In the course of the processing procedure, your personal data will not be subject to any automated decisions or profiling.
9. Disclosing your personal data is voluntary, however, if you do not submit your personal data, the Medical University of Lodz will not be able to provide the financial support.