

**Ordinance No. 134/2025**

of December 17, 2025 Rector of the Medical University of Lodz

regarding co-financing the scientific and research activities of a supervisor and doctoral student related to the preparation of a doctoral dissertation at the doctoral school of the Medical University of Lodz, and a special financial allowance for the supervisor in connection with concluding a co-tutelle agreement

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

**§ 1**

1. The supervisor employed at the Medical University of Lodz, hereinafter referred to as the "University", and the doctoral student receive funding for scientific and research activities related to the preparation of a doctoral dissertation at the University's doctoral school, hereinafter referred to as the "funding".
2. The purpose of the funding is to provide the supervisor and the doctoral student with support in obtaining the financial resources necessary to prepare a doctoral dissertation in accordance with the individual research plan.
3. The funding is paid from a subsidy granted to the University by the Minister responsible for Higher Education and Science, increased by 2% in connection with the University's entry into the "Excellence Initiative - Research University" competition in 2019.

**§ 2**

1. As part of the funding, the supervisor and the doctoral student are entitled to a total of no more than PLN 20,000.00; the budget will be supplemented in amounts of PLN 5,000.00 each in stages after each of the following conditions is met:
  - 1) taking up the function of supervisor of a doctoral dissertation prepared by a doctoral student;
  - 2) submission by the doctoral student of an application for the financing of the research project from external sources (the budget is topped up only once for this purpose);
  - 3) submission by the doctoral student of their doctoral thesis, together with a positive review by the supervisor, within four years from the date of commencement of education at the doctoral school;
  - 4) establishing cooperation with a foreign university or scientific institution (hereinafter referred to as the "partner") for joint scientific supervision of the preparation of a doctoral thesis by a doctoral student, aimed at awarding a joint doctoral degree, on the basis of an agreement concluded between the University and the partner (the so-called cotutelle).

### **§ 3**

Payment of funds under the co-financing agreement is made to a separate account created at the University for the supervisor and the doctoral student, on the following dates:

- 1) in the case of becoming a supervisor of a doctoral dissertation prepared by a doctoral student, by the end of January of the year following the year in which the doctoral student began his education at the doctoral school;
- 2) in the case of a change of supervisor, within 30 days from the date of taking up the function;
- 3) in the case that the doctoral student submits an application for financing of a research project from external sources - within 30 days from the date of submitting the application on the University's process portal via the AP10 Application;
- 4) in the case that the doctoral student submits a doctoral dissertation, together with a positive review by the supervisor, within four years from the date of commencement of education at the doctoral school - within 30 days from the date of submission of the doctoral dissertation;
- 5) in the case of concluding the agreement referred to in § 2, section 1, point 4 - within 30 days from the date of its conclusion.

### **§ 4**

1. The funds paid as part of the co-funding agreement may be used by the supervisor to cover the costs of scientific and research activities related to the preparation of the doctoral dissertation by the doctoral student, in particular:

- 1) purchase of reagents, consumables, or equipment;
- 2) internal and external services;
- 3) publications of the doctoral student;
- 4) active participation of the doctoral student in scientific meetings and conferences.

2. In the event of a change of supervisor, any unused funds awarded under the grant are transferred to the new supervisor.

3. The budget remains at the supervisor's disposal until the doctoral student's defense, but no later than September 30 of the year following the date the doctoral student submitted their doctoral dissertation to the Office of the Doctoral School.

### **§ 5**

1. If the University concludes the agreement referred to in § 2 section 1 point 4, the supervisor receives a one-off special funding in the amount of PLN 15,000.00, in accordance with § 12 section 1 point 4 of the Regulations on the remuneration of employees of the Medical University of Lodz, introduced by Order No. 22/2021 of March 10, 2021 of the Rector of the Medical University of Lodz, as amended.

2. In the event of concluding the agreement referred to in § 2, section 1, point 4, the foreign supervisor also receives remuneration of PLN 5,000.00, based on an appropriate agreement.

## **§ 6**

The head of an organizational unit, at the request of the supervisor, may submit an application for the employment of a doctoral student holding a master's or master of engineering degree under an employment contract within the research support staff group, for up to half-time employment, to support research activities, in accordance with the recruitment procedure applicable at the University.

## **§ 7**

1. The ordinance enters into force on the day of its signing, subject to § 5, which comes into effect on October 1, 2026.

2. Order No. 33/2024 of March 21, 2024 of the Rector of the Medical University of Lodz on co-financing the scientific and research activities of the supervisor and doctoral student related to the preparation of a doctoral dissertation at the Doctoral School of the Medical University of Lodz and a special allowance for the supervisor in connection with the conclusion of a co-tutelle agreement is hereby repealed, subject to § 5 section 1, which remains in force until September 30, 2026.

Rector: Prof. Janusz Piekarski, MD, PhD

Promulgation of the legal act:

- Intranet/ Public Information Bulletin