

**Ordinance No. 32/2024
of March 15, 2024
of the Rector of the Medical University of Lodz**

**amending the Ordinance No. 15/2022 of February 23, 2022 of the Rector of the Medical
University of Lodz on the doctoral scholarship for doctoral students pursuing studies
at the International Doctoral School of the Medical University of Lodz
and on the announcement of consolidated text of the Ordinance**

Pursuant to Art. 23 item 1 in connection with Art. 209 of the Act of 20th July 2018 – Law on Higher Education and Science (Journal of Laws of 2023, item 742, as amended) and § 12 item 3 and § 13 item 2 of the Statutes of the Medical University of Lodz of June 27, 2019, as amended, in connection with the Regulation of the Minister of Education of February 15, 2024 amending the Regulation on the amount of minimum basic remuneration for state university professors (Journal of Laws, item 235) and in connection with § 31 items 1-4 of the Rules and Regulations of the International Doctoral School, implemented under Resolution No. 289/2019 of May 28, 2019 adopted by the Senate of the Medical University of Lodz (consolidated text, Resolution No. 12/2024 of February 29, 2024 adopted by the Senate of the Medical University of Lodz), it is hereby ordered as follows:

§ 1

Ordinance No. 15/2022 of February 23, 2022 of the Rector of the Medical University of Lodz on the doctoral scholarship for doctoral students pursuing studies at the International Doctoral School of the Medical University of Lodz is hereby amended:

1) § 2 and 3 shall read as follows:

„§ 2

The amount of the monthly doctoral scholarship shall be:

- 1) PLN 3 500,00 gross – up to the month in which the mid-term evaluation was made;
- 2) PLN 5 400,00 gross – after the month in which the mid-term evaluation was made.

§ 3

A doctoral student who holds a certificate of disability, a certificate of disability degree or a certificate referred to in Art. 5 and Art. 62 of the Act of August 27, 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons receives a doctoral scholarship in the amount indicated in §2, point 1 increased by 30%, i.e.:

- 1) PLN 4 550,00 gross – up to the month in which the mid-term evaluation was made;
- 2) PLN 6 450,00 gross – after the month in which the mid-term evaluation was made.

§ 2

Consolidated text of Ordinance No. 15/2022 of February 23, 2022 of the Rector of the Medical University of Lodz on the doctoral scholarship for doctoral students pursuing studies at the International Doctoral School of the Medical University of Lodz, including the amendments stipulated in § 1, is enclosed as the Annex 2 hereto.

§ 3

The Ordinance becomes effective upon being signed, and with effect from January 1, 2024.

RECTOR: *Prof. Radziszaw Kordek, MD, PhD*

Promulgation of the legal act:

- Intranet/Public Information Bulletin

Annex no. 1 to Ordinance no. 32/2024
of March 15, 2024
issued by the Rector of the Medical University of Lodz
Annex to Ordinance no. 15/2022
of February 23, 2022
issued by the Rector of the Medical University of Lodz



(SPECIMEN)

**APPLICATION FOR AWARDING
INCREASED DOCTORAL SCHOLARSHIP
in the academic year 20..../20....**

full name of the doctoral student

student's register no.

scientific discipline

year of study

**INFORMATION CONFIRMING THAT THE DOCTORAL STUDENT
MEETS THE ESTABLISHED CRITERIA**

I hereby declare that I meet the following requirements for being awarded increased doctoral scholarship:

- I submitted the annual report for the second year of study at the International Doctoral School of the Medical University of Lodz by 30th August;
- I was awarded credits for the courses specified in the curriculum within the set time limit;
- I am the author of at least one article published in a journal with the Impact Factor (IF), included in the list of journals in the Journal Citation Reports (JCR) database¹
- I am the author of at least one article published in the third year of study in a journal with the Impact Factor (IF), included in the list of journals in the Journal Citation Reports (JCR) database²

.....
legible signature of the doctoral student/date

¹ Refers to 3rd year doctoral student
² Refers to 4th year doctoral student

I. The average grade for the first and second / third year¹ of study at the International Doctoral School of the Medical University of Lodz (to be filled in by an employee of the Office of Doctoral Studies)

Average grade	Awarded points (points are awarded to a doctoral student who obtained the average grade of at least 4.5)
..... <i>name stamp and signature of the employee of the Office of Doctoral Studies</i>	

II. Mid-term evaluation result (to be filled in by an employee of Office of Doctoral Studies)

<input type="checkbox"/> <i>Positive</i>	<input type="checkbox"/> <i>Negative</i> <i>name stamp and signature of the employee of the Office of Doctoral Studies</i>
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III. Scientific achievements of the doctoral student at the International Doctoral School of the Medical University of Lodz (to be filled in by the doctoral student and the Committee)

1. Type of publication	Number of the appendix to the application	Publication status and year <i>(accepted for publication/ published/ academic year of publication)</i>	Awarded points <i>(to be filled in by the Committee)</i>
articles published in a scientific journal with an impact factor (IF), included in the list of journals of the JCR database, of which the doctoral student is the first author – 10 points			
articles published in a scientific journal with an impact factor (IF), included in the list of journals of the JCR database, of which the doctoral student is a co-author – 6 points			
2. Active participation in conferences, symposia, scientific conventions	Number of the appendix to the application	Form of participation /academic year	Awarded points <i>(to be filled in by the Committee)</i>

¹ Delete as appropriate

Active participation in national conferences, symposia and scientific conventions (not more than two conferences, symposia or conventions): -- for delivering a scientific paper – 2 points, -- for a presentation prepared in the form of a poster – 1 point.			
Active participation in international conferences, symposia and scientific conventions (not more than three conferences, symposia or conventions): -- for delivering a scientific paper – 3 points, -- for a presentation prepared in the form of a poster – 2 points.			
3. Scientific internships related to the doctoral dissertation	Number of the appendix to the application	Form of internship/ academic year (national/ international)	Awarded points (to be filled in by the Committee)
national internships – 1 point international internships – 3 points			
4. Research projects/grants in which a doctoral student performs the function of a manager	Number of the appendix to the application	Name and date of commencing a project/grant	Awarded points (to be filled in by the Committee)
- in the 1st year of a project or grant implementation – 10 points, - in each following year of a project or grant implementation – 5 points			
5. Inventions	Number of the appendix to the application	Name and date of commencing a project/grant	Awarded points (to be filled in by the Committee)
Information on filing a patent application with the Patent Office of the Republic of Poland by the Medical University of Lodz, including the application number given by the Patent Office of the Republic of Poland – 5 points			
6. Activity for the Doctoral Student Government of the Medical University of Lodz	Number of the appendix to the application	Name and date of commencing a project/grant	Awarded points (to be filled in by the Committee)
- confirmed active participation in one initiative/action of the Doctoral Student Government – 1 point, - confirmed active participation in more than one initiative/action of the Doctoral Student Government – 2 points.			
TOTAL	-	-	

POINTS AWARDED BY THE COMMITTEE:

The overall number of points obtained by the doctoral student:

Position on the ranking list:

MEMBERS OF THE COMMITTEE:

- 1) – Head of the International Doctoral School of the Medical University of Lodz
(Chairperson),
- 2) Academic teachers:
 - a)– representing the discipline of pharmaceutical sciences,
 - b) – representing the discipline of medical sciences,
 - c) – representing the discipline of health sciences,
- 3) a representative of doctoral students attending the International Doctoral School of the Medical University of Lodz

I RECOMMEND:

TO AWARD THE INCREASED DOCTORAL SCHOLARSHIP IN THE ACADEMIC YEAR .../...
(beginning from the month following the month in which the mid-term evaluation was made until the end of the academic year in which it was awarded)

NOT TO AWARD THE INCREASED DOCTORAL SCHOLARSHIP IN THE ACADEMIC YEAR .../... .../...

.....
(name stamp and signature of the Chairperson of the Committee)

**Ordinance No. 15/2022
of February 23, 2022
of the Rector of the Medical University of Lodz**

**on the doctoral scholarship for doctoral students pursuing studies
at the International Doctoral School of the Medical University of Lodz**

(consolidated text)

Pursuant to Art. 23 item 1 in connection with Art. 209 of the Act of 20th July 2018 – Law on Higher Education and Science (Journal of Laws of 2021, item 578, as amended) and § 12 item 3 and § 13 item 2 of the Statutes of the Medical University of Lodz of 27th June 2019, as amended, in connection with § 31 items 1-3 of the Rules and Regulations of the International Doctoral School, implemented under Resolution No. 289/2019 of 28th May 2019 adopted by the Senate of the Medical University of Lodz (i.e. Resolution No. 10/2022 of 31st March 2022 adopted by the Senate of the Medical University of Lodz), it is hereby ordered as follows:

§ 1

1. The Ordinance specifies the amount of doctoral scholarship for doctoral students pursuing studies at the International Doctoral School of the Medical University of Lodz, hereinafter referred to as the "Doctoral School", as well as the amount, criteria and the procedure for awarding an increased doctoral scholarship, depending on a student's achievements.
2. The provisions of the Ordinance shall not apply to doctoral scholarship paid as part of programmes financed with external funds.

§ 2

The amount of the monthly doctoral scholarship shall be:

- 1) PLN 3 500,00 gross – up to the month in which the mid-term evaluation was made;
- 2) PLN 5 400,00 gross – after the month in which the mid-term evaluation was made.

§ 3

A doctoral student who holds a certificate of disability, a certificate of disability degree or a certificate referred to in Art. 5 and Art. 62 of the Act of 27th August 1997 on Professional and Social Rehabilitation and Employment of Disabled Persons shall receive a doctoral scholarship in the amount indicated in §2, point 1 increased by 30%, i.e.:

- 1) PLN 4 550,00 gross – up to the month in which the mid-term evaluation was made;
- 2) PLN 6 450,00 gross – after the month in which the mid-term evaluation was made.

§ 4

repealed

§ 5

1. The amount of doctoral scholarship may depend on a doctoral student's achievements.
2. The amount of doctoral scholarship may be increased by PLN 1000 gross per month, in compliance with the rules specified herein.
3. The scholarship increased by the amount specified in item 2, hereinafter referred to as the „increased scholarship”, may be awarded to 3rd and 4th year doctoral students of the Doctoral School, subject to item 4, having outstanding achievements in terms of curriculum-based learning outcomes and research studies, whose scholarship is not financed with external funds.
4. An increased doctoral scholarship may be received by no more than three 3rd year doctoral students and three 4th year doctoral students.
5. An increased doctoral scholarship shall be the sum of the amount of the scholarship referred to in §2 point 22, §3 point 2 or §4 and the amount referred to in item 2.
6. An increased doctoral scholarship shall be awarded at a doctoral student's request submitted to the Office of Doctoral Studies by 15th October. An application form specimen is enclosed as the Annex hereto.

§ 6

Provided that all the following requirements are met, an increased doctoral scholarship may be awarded to:

- 1) a 3rd year doctoral student who:
 - a) submitted the annual reports for the first and second year of study at the Doctoral School by 30th August;
 - b) was awarded credits for the courses specified in the curriculum within the set time limit,
 - c) obtained an average grade of at least 4.5 for credit courses and examinations in the first and second year of study,
 - d) obtained a satisfactory mid-term evaluation result,
 - e) is the author of at least one article published in an impact factor (IF) journal, included in the list of journals in the Journal Citation Reports (JCR) database;
- 2) a 4th year doctoral student who:
 - a) submitted the annual report for the third year of study at the Doctoral School by 30th August,
 - b) was awarded credits for the courses specified in the curriculum within the set time limit,
 - c) obtained an average grade of at least 4.5 for credit courses and examinations in the third year of study,
 - d) is the author of at least one article published in an impact factor (IF) journal, included in the list of journals in the Journal Citation Reports (JCR) database.

§ 7

1. In the case of 3rd year doctoral students, an increased scholarship is awarded according to a ranking list based on point scores calculated using the following criteria:
 - 1) the total average grade for the first and second year of study - number of points equal to the average;
 - 2) scientific achievements of a doctoral student in the first and second year of study:
 - a) research articles specified in a doctoral student's annual report and published in:
 - a scientific impact factor (IF) journal, included in the list of journals of the JCR database (the doctoral student is the first author) - 10 points,
 - a scientific impact factor (IF) journal, included in the list of journals of the JCR database, of which the doctoral student is a co-author - 6 points,
 - b) active participation in conferences, symposia, scientific conventions:
 - national (not more than two conferences, symposia or conventions):
 - for delivering a scientific paper - 2 points,
 - for a presentation prepared in the form of a poster - 1 point,
 - international (not more than two conferences, symposia or conventions):
 - for delivering a scientific paper – 3 points,
 - for a presentation prepared in the form of a poster – 2 points,
 - c) scientific internships related to the doctoral dissertation, lasting at least one month:
 - national – 1 point,
 - international – 3 points,
 - d) research projects or grants in which a doctoral student performs the function of a manager, particularly those financed by the Foundation for Polish Science, the National Science Centre, the National Centre for Research and Development, the Minister for Higher Education and Science:
 - in the 1st year of a project or grant implementation – 10 points,
 - in each following year of a project or grant implementation – 5 points,
 - e) inventions – 5 points,
 - f) activity for the Doctoral Student Government of the Medical University of Lodz:
 - confirmed active participation in one initiative of the Doctoral Student Government – 1 point,
 - confirmed active participation in more than one initiative of the Doctoral Student Government – 2 points.
2. In the case of 4th year doctoral students, an increased scholarship is awarded according to a ranking list based on point scores calculated using the following criteria:
 - 1) the total average grade for the third year of study - number of points equal to the average;
 - 2) scientific achievements of a doctoral student in the third year of study:
 - a) research articles specified in a doctoral student's annual report and published in:
 - a scientific impact factor (IF) journal, included in the list of journals of the JCR database (the doctoral student is the first author) - 10 points,
 - a scientific impact factor (IF) journal, included in the list of journals of the JCR database, of which the doctoral student is a co-author - 6 points,
 - b) active participation in conferences, symposia, scientific conventions:
 - national (not more than two conferences, symposia or conventions):
 - for delivering a scientific paper – 2 points,
 - for a presentation prepared in the form of a poster – 1 point,
 - international (not more than three conferences, symposia or conventions):

- for delivering a scientific paper – 3 points,
 - for a presentation prepared in the form of a poster – 2 points,
 - c) scientific internships related to the doctoral dissertation, lasting at least one month:
 - national – 1 point,
 - international – 3 points,
 - d) research projects or grants in which a doctoral student performs the function of a manager, particularly those financed by the Foundation for Polish Science, the National Science Centre, the National Centre for Research and Development, the Minister for Higher Education and Science:
 - in the 1st year of a project or grant implementation – 10 points,
 - in each following year of a project or grant implementation – 5 points,
 - e) inventions – 5 points,
 - f) activity for the Doctoral Student Government if the Medical University of Lodz:
 - confirmed active participation in one initiative/action of the Doctoral Student Government – 1 point,
 - confirmed active participation in more than one initiative/action of the Doctoral Student Government – 2 points.
3. An increased doctoral scholarship may be awarded to a doctoral student who has received a total of at least 30 points.
 4. In the case of obtaining the same number of points by many doctoral students, the place on the ranking list shall be determined based on the average score for the first and second year of study at the Doctoral School.

§ 8

1. A doctoral student is obliged to document their scientific achievements by submitting:
 - 1) with regard to authorship or co-authorship of research articles - a copy of a page of a scientific journal, including the title of the journal, full name(s) of the author or authors, title of the scientific article, year and month of publication;
 - 2) with regard to presentations at conferences, symposia or scientific conventions - a certificate or a statement of the organizer of a scientific conference confirming that the doctoral student delivered a scientific paper or prepared a presentation in the form of a poster;
 - 3) with regard to internships - a confirmation of internship completion in the form of a report, certified by the host party;
 - 4) with regard to research projects - a grant agreement or information containing the title of the grant, the grant agreement number and the name of the financing institution;
 - 5) with regard to inventions – information on filing a patent application with the Patent Office of the Republic of Poland by the Medical University of Lodz, including the application number given by the Patent Office of the Republic of Poland.
2. A doctoral student is obliged to document their activity for the Doctoral Student Government by submitting a certificate issued by the Chairperson of the Doctoral Student Government and confirming:
 - 1) active participation in preparation of events, trips and conferences organized by the Doctoral Student Government;
 - 2) active participation in works of the Committee of the Doctoral Student Government, the College of Year Representatives and other collective bodies or units;
 - 3) representing the University at conventions and meetings of the Polish National Association of PhD Candidates and PhD Forum of Medical Universities.

§ 9

1. An increased doctoral scholarship is awarded by the Rector upon the recommendation of the Scholarship Committee for the International Doctoral School appointed by the Rector, hereinafter referred to as the "Committee".
2. The Committee consists of the following members:
 - 1) Head of the Doctoral School – as the Chairperson;
 - 2) at least one academic staff member representing each of the following scientific disciplines, i.e. pharmaceutical sciences, medical sciences, and health sciences, and holding the degree of *doktor habilitowany* [habilitated doctor] at least;
 - 3) a representative of doctoral students pursuing studies at the Doctoral School appointed by the Doctoral Student Government of the Medical University of Lodz.
3. The Committee shall prepare ranking lists of 3rd and 4th year doctoral students and give recommendations in respect of granting an increased doctoral scholarship.
4. An appeal for reconsideration of the request for awarding increased doctoral scholarship may be filed with regard to the Rector's decision. The appeal should be submitted within 14 days of the receipt of the decision.
5. An increased doctoral scholarship shall be paid:
 - 1) to 3rd year doctoral students – from the month following the month in which the mid-term evaluation was made,
 - 2) to 4th year doctoral students – from December in the calendar year in which it was awarded till the end of the academic year in which it was awarded.

§ 10

1. In all matters concerning doctoral scholarship that are not settled herein, the provisions of the Act - Law on Higher Education and Science and the Rules and Regulations of the International Doctoral School shall apply.
2. Directive No. 15/2022 of 23rd February 2022 of the Rector of the Medical University of Lodz on the amount of the doctoral scholarship for doctoral students pursuing studies studying at the Doctoral School expires.

§ 11

The Ordinance becomes effective on 1st October 2022.



(SPECIMEN)

**APPLICATION FOR AWARDING
INCREASED DOCTORAL SCHOLARSHIP
in the academic year 20.../20....**

_____ *full name of the doctoral student*

_____ *student's register no.*

_____ *scientific discipline*

_____ *year of study*

**INFORMATION CONFIRMING THAT THE DOCTORAL STUDENT
MEETS THE ESTABLISHED CRITERIA**

I hereby declare that I meet the following requirements for being awarded increased doctoral scholarship:

- I submitted the annual report for the second year of study at the International Doctoral School of the Medical University of Lodz by 30th August;
- I was awarded credits for the courses specified in the curriculum within the set time limit;
- I am the author of at least one article published in a journal with the Impact Factor (IF), included in the list of journals in the Journal Citation Reports (JCR) database¹
- I am the author of at least one article published in the third year of study in a journal with the Impact Factor (IF), included in the list of journals in the Journal Citation Reports (JCR) database²

.....
legible signature of the doctoral student/date

¹ Refers to 3rd year doctoral student

² Refers to 4th year doctoral student

IV. The average grade for the first and second / third year¹ of study at the International Doctoral School of the Medical University of Lodz (to be filled in by an employee of the Office of Doctoral Studies)

Average grade	Awarded points (points are awarded to a doctoral student who obtained the average grade of at least 4.5)
..... <i>name stamp and signature of the employee of the Office of Doctoral Studies</i>	

V. Mid-term evaluation result (to be filled in by an employee of Office of Doctoral Studies)

<input type="checkbox"/> Positive <input type="checkbox"/> Negative <i>name stamp and signature of the employee of the Office of Doctoral Studies</i>
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VI. Scientific achievements of the doctoral student at the International Doctoral School of the Medical University of Lodz (to be filled in by the doctoral student and the Committee)

1. Type of publication	Number of the appendix to the application	Publication status and year <i>(accepted for publication/ published/ academic year of publication)</i>	Awarded points <i>(to be filled in by the Committee)</i>
articles published in a scientific journal with an impact factor (IF), included in the list of journals of the JCR database, of which the doctoral student is the first author – 10 points			
articles published in a scientific journal with an impact factor (IF), included in the list of journals of the JCR database, of which the doctoral student is a co-author – 6 points			
2. Active participation in conferences, symposia, scientific conventions	Number of the appendix to the application	Form of participation /academic year	Awarded points <i>(to be filled in by the Committee)</i>

¹ Delete as appropriate

Active participation in national conferences, symposia and scientific conventions (not more than two conferences, symposia or conventions): -- for delivering a scientific paper – 2 points, -- for a presentation prepared in the form of a poster – 1 point.			
Active participation in international conferences, symposia and scientific conventions (not more than three conferences, symposia or conventions): -- for delivering a scientific paper – 3 points, -- for a presentation prepared in the form of a poster – 2 points.			
3. Scientific internships related to the doctoral dissertation	Number of the appendix to the application	Form of internship/ academic year (national/ international)	Awarded points (to be filled in by the Committee)
national internships – 1 point international internships – 3 points			
4. Research projects/grants in which a doctoral student performs the function of a manager	Number of the appendix to the application	Name and date of commencing a project/grant	Awarded points (to be filled in by the Committee)
- in the 1st year of a project or grant implementation – 10 points, - in each following year of a project or grant implementation – 5 points			
5. Inventions	Number of the appendix to the application	Name and date of commencing a project/grant	Awarded points (to be filled in by the Committee)
Information on filing a patent application with the Patent Office of the Republic of Poland by the Medical University of Lodz, including the application number given by the Patent Office of the Republic of Poland – 5 points			
6. Activity for the Doctoral Student Government of the Medical University of Lodz	Number of the appendix to the application	Name and date of commencing a project/grant	Awarded points (to be filled in by the Committee)
- confirmed active participation in one initiative/action of the Doctoral Student Government – 1 point, - confirmed active participation in more than one initiative/action of the Doctoral Student Government – 2 points.			
TOTAL	-	-	

POINTS AWARDED BY THE COMMITTEE:

The overall number of points obtained by the doctoral student:

Position on the ranking list:

MEMBERS OF THE COMMITTEE:

4) – Head of the International Doctoral School of the Medical University of Lodz
(Chairperson),

5) Academic teachers:

d)– representing the discipline of pharmaceutical sciences,

e) – representing the discipline of medical sciences,

f) – representing the discipline of health sciences,

6) a representative of doctoral students attending the International Doctoral School of
the Medical University of Lodz

I RECOMMEND:

TO AWARD THE INCREASED DOCTORAL SCHOLARSHIP IN THE ACADEMIC YEAR .../...
(beginning from the month following the month in which the mid-term evaluation was made
until the end of the academic year in which it was awarded)

NOT TO AWARD THE INCREASED DOCTORAL SCHOLARSHIP IN THE ACADEMIC YEAR .../... .../...

.....
(name stamp and signature of the Chairperson of the Committee)