# § 11

**Detailed recruitment criteria to the University of Lodz**

**Doctoral School of Exact and Natural Sciences for the academic year 2022/23**

A candidate submits a document confirming his/her knowledge of English at least at the B2 level or a statement confirming his/her proficiency in English at the level enabling the realisation of a study programme at the Doctoral School (Annex No. 1 to the Detailed recruitment criteria to the University of Lodz Doctoral School of Exact and Natural Sciences).

**STAGE 1.** The recruitment committee will review the candidate’s documentation and evaluate his/her academic achievements, as listed in the Questionnaire for evaluation of candidate’s documentation, as well as his/her academic record (average grade of the first- and second-cycle studies or the long-cycle Master's degree programme). Candidate completes and submits a Questionnaire for evaluation of documentation with attachments proving achievements. A maximum of **18 points** can be obtained for this stage.

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| **The documentation submitted by the candidate is subject to a scoring assessment that includes the following criteria:** | | |
| **a)** | **A grade point average** from a long-cycle Master's degree programme or a weighted average of the grade points from first- and second-cycle studies (in the case when candidate completed more than one study programme of the first- or second-cycle studies, the average grades he/she enters in the electronic system during registration will be taken into account).  Formula for calculating the average: Av=(YBA ×Av MA+ AvMA×Av MA.)/Y BA+MA (where Y = number of years)  Detailed criteria for averages:  3.50 and below : 0 points 3.51–4.00: 1.0 points 4.01-4.50: 3.0 points 4.51-4.80: 5.0 points 4.81-5.00: 6.0 points  *A copy of diploma(s) must be attached*  Candidates listed in § 1(3): 6.0 points | **0-6**  **points** |
| **b)** | **Scientific achievements**  Documented achievements listed in the Questionnaire for evaluation of candidate’s documentation for the University of Lodz Doctoral School of Exact and Natural Sciences are subject to assessment according to the evaluation criteria specified in Annex No. 2 to the Detailed Recruitment Criteria for the University of Lodz Doctoral School of Exact and Natural Sciences for the category “Scientific achievements”. Scientific achievements in the disciplines represented in the University of Lodz Doctoral School of Exact and Natural Sciences in the last 5 years preceding recruitment are taken into  consideration. | **0-8**  **points** |
| **c)** | **Other achievements**  Documented achievements listed in the Questionnaire for evaluation of candidate’s documentation for the University of Lodz Doctoral School | **0-4**  **points** |

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|  | of Exact and Natural Sciences are subject to assessment according to the evaluation criteria specified in Annex No. 2 to the Detailed Recruitment Criteria for the University of Lodz Doctoral School of Exact and Natural Sciences for the category “Other achievements”. Achievements in the last 5 years preceding recruitment will be taken  into account. |  |
|  | **Total** | **0-18**  **points** |

**STAGE 2.** The recruitment committee evaluates the preliminary outline of the dissertation. The candidate shall submit a signed outline of the dissertation, which should show the structure of the planned work and research, including descriptions of the different parts of the projected research work with a bibliography (max. 10 publications). The outline, including the bibliography, must not exceed 5 pages A4 size; margins 2.5 cm, font - Times New Roman 12 or equivalent, spacing 1.5.

A maximum of **5 points** can be obtained for this stage.

**STAGE 3.** The recruitment committee conducts an interview with the candidate. A maximum of **17 points** can be obtained for this stage.

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| **During the interview, the following are assessed in particular:** | | |
| **a)** | Presentation of the dissertation concept\*, including:   demonstration the originality of the scientific problem presented in the conception,   presentation of the research contribution to the development of the chosen discipline or lead discipline and the additional or practical utility of the solutions (in the case of an Industrial PhD programme),  clarity of concept presentation,   ability to justify the chosen methodology. | **0-8**  **points** |
| **b)** | Knowledge of research methods used in scientific work in the discipline. | **0-4**  **points** |
| **c)** | Knowledge of the literature on the issues to be addressed in the research undertaken by the candidate. | **0-3**  **points** |
| **d)** | Knowledge of specialist terminology, ability to compose a speech, communicativeness, interaction during discussion. | **0-2**  **points** |
|  | **Total** | **0-17**  **points** |

\* presentation of the concept in the form of a multimedia presentation is not acceptable

**Total number of points** which may be obtained in the recruitment procedure (Stages 1-3):

### 40 points

**The minimum number of points** a candidate must obtain in order to be accepted is 50% of the total number of points possible to obtain in the recruitment process, whereas in the content-related criterion "Evaluation of the preliminary outline of the doctoral dissertation" (STAGE 2) it is required to obtain at least 2.5 points and in the substantive criterion "Interview" (STAGE 3) it is required to obtain at least 8.5 points.

Załącznik nr 1

do Szczegółowych kryteriów rekrutacji

do Szkoły Doktorskiej Nauk Ścisłych i Przyrodniczych UŁ

*Annex No. 1*

*to the detailed recruitment rules,*

*University of Lodz Doctoral School of Exact and Natural Sciences*

……………………………………………………………… ………………………

imię i nazwisko kandydata

*Candidate’s name and surname*

………………………………………………………………

dyscyplina

*Discipline*

miejscowość, data

*place and date*

**Oświadczenie kandydata o znajomości języka angielskiego**

***Candidate’s statement about his/her English proficiency***

Ja, oświadczam, że posługuję się językiem angielskim

w stopniu umożliwiającym realizację kształcenia w Szkole Doktorskiej Nauk Ścisłych i Przyrodniczych Uniwersytetu Łódzkiego.

*I hereby declare that I use English to the extent that enables me to study at University of Lodz Doctoral School of Exact and Natural Sciences.*

…………………………………………..

podpis kandydata

*Signature*

Annex No. 2

to the Detailed recruitment criteria

to the University of Lodz Doctoral School of Exact and Natural Sciences

### Evaluation criteria for candidates for the University of Lodz Doctoral School of Exact and Natural Sciences

**in the categories ‘Scientific Achievements’ and ‘Other Achievements’**

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| --- | --- | --- |
| **Category** | **Achievement** | **Number of points** |
| **A. Scientific achievements**  (max. 8 points) | A.1. Scientific paper1,2 in a foreign language in scientific journals and reviewed conference materials from the list  specified in the MEiN Announcement in force on the day of commencement of the recruitment process | 4.0 |
| A.2. Scientific paper1,2 in Polish in scientific journals and peer-reviewed conference materials from the list specified in the MEiN Announcement in force on the date of  commencement of the recruitment process | 2.0 |
| A.3. Monograph1,2 published by Level II publisher listed in the MEiN Announcement in force on the date of commencement of the recruitment process, which includes publishers  publishing peer-reviewed scientific monographs | 4.0 |
| A.4. Monographs1,2 published by Level I publishers listed in the MEiN Announcement in force on the date of commencement of the recruitment process, which includes  publishers publishing peer-reviewed scientific monographs | 2.0 |
| A.5. A chapter in a monograph1,2 published by Level II publishers listed in the MEiN Announcement in force on the date of commencement of the recruitment process, which  includes publishers publishing peer-reviewed scientific monographs | 2.0 |
| A.6. A chapter in a monograph1,2 published by Level I publishers listed in the MEiN Announcement in force on the date of commencement of the recruitment process, which includes publishers publishing peer-reviewed scientific  monographs | 1.0 |
| A.7. Peer-reviewed scientific publication1 in a foreign language outside the lists of the competent minister (the  publication must have an ISSN or ISBN) | 0.5 |
| A.8. Peer-reviewed scientific publication1 in Polish outside  the lists of the competent minister (the publication must have an ISSN or ISBN) | 0.25 |
| A.9. Participation in a scientific conference of national or international range – oral presentation3  *(awarded presentation – additional 0,5 points)* | 1.0  (max. 3.0 points) |
| A.10. Participation in a scientific conference of national or international range – poster3  *(awarded poster – additional 0,25 points)* | 0.5  (max. 1.5 points) |
| A.11. Participation in a student scientific conference – poster, oral presentation3 | 0.25  (max. 0.5 points) |
|  | A.12. A settled grant for the implementation of a student research project or for participation in an industrial project or | 2.0 |

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|  | participation as a contractor in a NCN/NCBiR4 grant or co- authorship of a patent/patent application or participation in scientific and research projects carried out by persons of  foreign nationalities outside Poland |  |
| A.13. Master’s thesis with a grade of at least 4.5 | 1.0 |
| A.14. Master’s thesis containing, in the opinion of an independent researcher5, scientific results that could constitute the basis or part of a scientific publication (opinion  expressed in a review of the master’s thesis) | 1.0 |
| A.15. Active participation in a scientific seminar (e.g. of a faculty department, Polish Academy of Sciences, Young Scientists’ Forum, etc.) confirmed by a seminar leader with a  post-doctoral degree (PhD with habilitation) or academic title | 1.0 |
| A.16. Scholarship of the competent minister for students for significant academic achievements or scholarship in the framework of national or international scholarship programmes (excluding the Rector's scholarship for the best  students) | 1.0 |
| **B. Other**  **achievements**  (max. 4 pts.) | B.1. Completion of first-cycle or second-cycle studies or long-term master’s degree programme | 1.0 |
| B.2. Mobility abroad connected thematically with the discipline of the planned doctoral thesis – minimum 1  semester | 2.0 |
| B.3. Mobility abroad connected thematically with the discipline of the planned doctoral thesis – minimum 1 month | 1.0 |
| B.4. Mobility in the country connected thematically to the  discipline of the planned doctoral thesis – minimum 1 semester | 1.0 |
| B.5. Mobility in the country thematically with the discipline of the planned doctoral thesis – minimum 1 semester | 0.5 |
| B.6. Scientific training in the eligible discipline that broadens the research skills relevant to the planned doctoral thesis lasting a minimum of 2 days (participation confirmed by a personal certificate of participation; points are awarded for  each individual activity) | 0.5  (max. 1.0 points) |
| B.7. Active participation in the student research activities confirmed by the supervisor of the science club  (+0.25 points/year for the chairperson) | 0.5/year (max. 2.0  points) |
| B.8. Activity popularising science performed outside the science club confirmed by the supervisor  (points are awarded for each individual activity) | 0.25  (max. 1.0 points) |
| B.9. For candidates in the Industrial PhD programme – activity in the represented industry, thematically linked to the discipline of the planned doctoral thesis, e.g.: speaking at conferences and industry meetings, conducting industry training, publications in industry portals, texts in industry  magazines, participation in internal projects of the employer (for each activity 0.25 points, max. 2 points) | 0.25 (max.  2.0 pts.) |
| B.10. Participation in additional internships, thematically  related to the discipline of the planned doctoral thesis, carried out outside the curriculum | 1.0 |

1 *Only works already published or accepted for publication with editorial approval will be considered;*

*the candidate shall provide a bibliographical note allowing full identification of the work and the publication pages containing the abstract. Points are awarded for each individual achievement.*

*2 Points are double-counted if the candidate is the main and/or correspondent author*

*3 The candidate shall provide a printout of the abstract from the conference materials, full conference details and confirmation of the award. Points are awarded for each individual achievement.*

*4 Participation in the project confirmed by a contract for specific work or an employment contract or by a declaration of the project manager*

*5 Researcher means a staff member employed in a research or research and teaching position or in an equivalent position in a foreign centre*

### UNIVERSITY OF LODZ DOCTORAL SCHOOL OF EXACT AND NATURAL SCIENCES QUESTIONNAIRE FOR EVALUATION OF CANDIDATE’S DOCUMENTATION

The white fields of the questionnaire are filled in by the candidate, attaching the relevant documents proving his/her achievements, labelled in the order of the questionnaire. Points for achievements listed in the questionnaire (green fields) are awarded by the committee according to the criteria for evaluation of documentation (Detailed criteria for admission to the University of Lodz Doctoral School of Exact and Natural Sciences).

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| --- | --- | --- |
| **Full name** |  | |
| **Discipline**  **(or lead discipline)** |  | |
| **Candidate’s achievements** | | **Number of points** |
| A. Grade point average for studies | | |
|  | |  |
| B. Scientific achievements | | |
| B.1. Scientific article in a foreign language in scientific journals and peer-reviewed conference materials from the list specified in the MEiN Announcement applicable on the date of  commencement of the recruitment process | | |
| 1.  2. | |  |
| B.2. Scientific article in Polish in scientific journals and peer-reviewed conference materials from  the list specified in the MEiN Announcement applicable on the date of commencement of the recruitment process | | |
| 1.  2. | |  |
| B.3. Monograph published by Level II publishers listed in the MEiN Announcement applicable on  the date of commencement of the recruitment process, which includes publishers publishing peer-reviewed scientific monographs | | |
| 1.  2. | |  |
| B.4. Monograph published by Level I publishers listed in the MEiN Announcement applicable on the date of commencement of the recruitment process, which includes publishers publishing peer-  reviewed scientific monographs | | |
| 1.  2. | |  |
| B.5. A chapter in a monograph published by Level II publishers listed in the MEiN Announcement applicable on the date of commencement of the recruitment process, which includes  publishers publishing peer-reviewed scientific monographs | | |
| 1.  2. | |  |
| B.6. Chapter in a monograph published by Level I publishers listed in the MEiN Announcement applicable on the date of commencement of the recruitment process, which includes  publishers publishing peer-reviewed scientific monographs | | |
| 1.  2. | |  |
| B.7. Reviewed scientific publication in a foreign language outside the lists of the competent minister  for higher education and science (the publication must have an ISSN or ISBN) | | |

|  |  |
| --- | --- |
| 1.  2. |  |
| B.8. Peer-reviewed scientific publication in Polish from outside the lists of the competent minister  for higher education and science (the publication must have an ISSN or ISBN) | |
| 1.  2. |  |
| B.9. Participation in a national or international scientific conference – oral presentation | |
| 1.  2. |  |
| B.10. Participation in a scientific conference of national or international range – poster | |
| 1.  2. |  |
| B.11. Participation in a student scientific conference – poster, oral presentation | |
| 1.  2. |  |
| B.12. A settled grant for the implementation of a student research project or participation in an industrial project or participation as a contractor in a NCN/NCBiR grant or co-authorship of a patent/patent application or participation in scientific and research projects carried out by  persons of foreign nationalities outside Poland | |
| 1.  2. |  |
| B.13. Master’s thesis with a grade of at least 4.5 | |
| Title: |  |
| B.14. Master’s thesis containing, in the opinion of an independent researcher, scientific results that  could constitute the basis or part of a scientific publication (opinion expressed in a review of the master’s thesis) | |
|  |  |
| B.15. Active participation in a scientific seminar (e.g. of a faculty department, Polish Academy of  Sciences, Young Scientists’ Forum, etc.) confirmed by a seminar leader with a post-doctoral degree or academic title | |
|  |  |
| B.16. Scholarship of the competent minister for students for significant academic achievements or scholarship in the framework of national or international scholarship programmes (excluding the  Rector's scholarship for the best students) | |
| C. Other achievements | |
| C.1. Completion of first-cycle or second-cycle or long-cycle master’s degree programme | |
|  |  |
| C.2. Mobility abroad connected thematically with the discipline of the planned doctoral thesis –  minimum 1 semester | |
|  |  |
| C.3. Mobility abroad connected thematically with the discipline of the planned doctoral thesis –  minimum 1 month | |
|  |  |
| C.4. Mobility in the country connected thematically to the discipline of the planned doctoral thesis –  minimum 1 semester | |
|  |  |
| C.5. Mobility in the country thematically with the discipline of the planned doctoral thesis – minimum  1 semester | |
|  |  |
| C.6. Scientific training in the eligible discipline that broadens the research skills relevant to the planned doctoral thesis lasting a minimum of 2 days (participation confirmed by a personal  certificate of participation; points are awarded for each individual activity) | |

|  |  |
| --- | --- |
| 1.  2. |  |
| C.7. Active participation in the student research activities confirmed by the supervisor of the science  club | |
|  |  |
| C.8. Activity popularising science performed outside the science club confirmed by the supervisor | |
| 1.  2. |  |
| C.9. For candidates in the Industrial PhD programme – an active activity in the represented industry  which is thematically related to the discipline of the planned doctoral thesis | |
| 1.  2. |  |
| C.10.Participation in additional internships, thematically related to the discipline of the planned  doctoral thesis, conducted outside the curriculum | |
| 1.  2. |  |

Signature of the candidate ....................................................

### Total points awarded:

Signatures of the chairman and two members of the committee – representatives of the discipline

……………………………………………………………………………………………………………………….

Lodz, dated …………………………

### A SUMMARY OF THE CANDIDATE’S INDIVIDUAL ACHIEVEMENTS

**TO THE UNIVERSITY OF LODZ DOCTORAL SCHOOL OF EXACT AND NATURAL SCIENCES**

|  |  |  |
| --- | --- | --- |
| **Full name of the candidate**  **Discipline** | | |
| **Criterion** | **Minimum qualification** | **Candidate’s score** |
| **Documentation evaluation** (max 18 points) | **-** |  |
| **Assessment of the initial outline of the doctoral dissertation** (max 5 points) | **2.5 points** |  |
| **Interview** (maximum 17 points) | **8.5 points** |  |
| **TOTAL NUMBER OF POINTS**  **in the recruitment procedure** (maximum 40 points) | **20.0 points** |  |

Committee comments:

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Members of the recruitment committee – Representatives of the discipline

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Chairman of the recruitment committee

Lodz, dated …………………………