

**RULES OF THE DOCTORAL SCHOOL
AT THE LUBLIN UNIVERSITY OF
TECHNOLOGY**

Chapter 1 – Organisation of the Doctoral School at the Lublin University of Technology

§ 1.

1. The Doctoral School at the Lublin University of Technology (hereinafter: *the Doctoral School, SDwPL*) provides education in the following scientific disciplines:
 - 1) architecture and urban planning;
 - 2) automation, electronics, electrical engineering and space technologies;
 - 3) technical computing and telecommunications;
 - 4) civil engineering, surveying and transport;
 - 5) mechanical engineering;
 - 6) environmental engineering, mining and energy;
 - 7) management and quality sciences.
2. Teaching is conducted in Polish or English on the basis of a curriculum that defines the learning outcomes for qualifications at Level 8 of the Polish Qualifications Framework.
3. Doctoral education at the Doctoral School:
 - 1) lasts 8 semesters;
 - 2) is conducted on the basis of the curriculum and an individual research plan;
 - 3) prepares students for the award of a doctoral degree;
 - 4) concludes with the submission of a doctoral thesis.
4. Education at the Doctoral School is covered by the Internal Quality Assurance System of the Lublin University of Technology.

§ 2.

1. The following positions exist within the Doctoral School:
 - 1) a director;
 - 2) coordinators;
 - 3) the Doctoral School Council at the Lublin University of Technology (hereinafter: *the Doctoral School Council*);
 - 4) the Admissions Committee;
 - 5) Committees for the mid-term assessment of doctoral students.
2. The Doctoral School is headed by a Director.
3. The Director and coordinators are appointed and dismissed by the Rector for a term corresponding to that of the Senate, taking into account the principle that each of the academic disciplines taught at the Doctoral School must be represented by at least one coordinator.

4. The appointment of the Director of the Doctoral School requires the agreement of the Doctoral Students' Council. Failure by the Doctoral Students' Council to take a position within 7 working days of the date on which information about the candidate is submitted shall be deemed to constitute consent.
5. The Director cooperates with the academic discipline councils on matters relating to ensuring a high standard of education and research conducted by doctoral students, and in the process of their mid-term assessment.
6. Consultation with the Doctoral Students' Council, in particular on matters referred to in Article 201(4) of the Act, shall be conducted in writing and shall also cover amendments to the relevant act or study programme.

§ 3.

1. The Director's duties shall include, in particular:
 - 1) representing the Doctoral School before the University's bodies and units;
 - 2) supervising the overall functioning of the Doctoral School, including the proper conduct and quality of the educational process and academic supervision, as well as the manner in which the mid-term assessment is conducted;
 - 3) ensuring the conditions for conducting education at the Doctoral School, including the provision of professional placements in the form of teaching or assisting in teaching, not exceeding 60 teaching hours per year, provided that professional placements are included in the Doctoral School's curriculum;
 - 4) making decisions on all matters concerning the Doctoral School, not reserved for the University's governing bodies;
 - 5) submitting proposals to the relevant collegial bodies of the University and the Rector on matters concerning the Doctoral School;
 - 6) performing other duties provided for by law, the provisions of the Statutes of the Lublin University of Technology, and the resolutions and orders of the University's bodies;
 - 7) managing, within the scope of the power of attorney granted, the financial resources allocated in the University's budget in the financial plan for the operation of the Doctoral School;
 - 8) considering applications from doctoral students in all matters concerning the Doctoral School, not reserved for the competence of the University's bodies;
 - 9) issuing decisions in cases governed by the Doctoral School Regulations;
 - 10) submitting proposals to the Rector regarding removal from the list of doctoral students;
 - 11) proposing amendments to the Doctoral School Regulations, the curriculum and the work placement programme, provided that work placements are included in the curriculum;
 - 12) cooperating with the Doctoral School Council in assessing candidates for supervisors and co-supervisors;
 - 13) cooperating with other doctoral schools in making the teaching programme available;
 - 14) cooperating with the socio-economic environment regarding the education of doctoral students;
 - 15) cooperation with the Doctoral Students' Council, in including supervision of doctoral students' knowledge of and compliance with ethical principles;
 - 16) determining, in consultation with the Doctoral School Council, the staffing for the implementation of the Doctoral School's curriculum, including the rules for proposing courses

dedicated to specific disciplines;

- 17) appointing three-member committees to conduct mid-term assessments of doctoral students;
- 18) preparing, in cooperation with the Doctoral School Council, an annual report on the activities of the Doctoral School, containing in particular: an assessment of the functioning of the Doctoral School, an evaluation of classes (based on doctoral students' feedback via a questionnaire), an evaluation of doctoral students' progress and supervisory support;
- 19) preparing, in cooperation with the Doctoral School Council, a self-assessment report for the Research Evaluation Committee;
- 20) overseeing the correct, accurate and timely entry, updating, archiving and deletion of data in the Integrated Information System on Higher Education and Science (POL-on);
- 21) maintaining records of the course of study, including the list of doctoral students;
- 22) appointing a deputy during their absence.

2. The duties of the Doctoral School coordinators include:

- 1) participating in the work of the Doctoral School Council;
- 2) overseeing the implementation of the educational process and the organisation of classes at the Doctoral School within individual academic disciplines, in cooperation with the Director and the academic discipline councils;
- 3) drafting proposals for amendments to the Doctoral School Regulations, the curriculum and the work placement programme, where work placements are included in the curriculum;
- 4) carrying out tasks assigned by the Director.

§ 4.

1. The Doctoral School Council shall consist of:

- 1) the Director of the Doctoral School as Chair of the Doctoral School Council;
- 2) the coordinators of the Doctoral School;
- 3) the chairs of the academic discipline councils or the vice-chairs responsible for academic degrees in the disciplines taught at the Doctoral School;
- 4) a representative of the Doctoral Students' Council.

2. The Doctoral School Council holds meetings as required, in a manner ensuring the timely fulfilment of its tasks, at least four times a year.

3. Meetings of the Doctoral School Council are convened by the Chair on their own initiative or at the request of at least two-thirds of the members. The Chair shall notify the members of the Doctoral School Council via email, at least seven days prior to the meeting.

4. Meetings are chaired by the Chair, and in the Chair's absence, by a person appointed by the Chair. Minutes are taken of the Doctoral School Council's meetings.

5. Resolutions of the Doctoral School Council are adopted by a simple majority of votes in the presence of at least half of the Council's members. In the event of a tie, the Chairperson has the casting vote.

6. Resolutions of the Doctoral School Council on personnel matters shall be adopted by secret ballot.
7. The tasks of the Doctoral School Council include:
 - 1) drafting the curriculum and amendments thereto;
 - 2) drafting the recruitment rules and timetable;
 - 3) assessing the suitability of academic staff's research output for recruitment within the Doctoral School's curriculum;
 - 4) assessing the topics and scope of research work submitted by academic staff holding a postdoctoral degree or the title of professor as proposed research topics for doctoral students recruited to the Doctoral School;
 - 5) assessing the guidelines and rules for the preparation of individual research plans for Doctoral School doctoral students;
 - 6) preparing a range of teaching opportunities for doctoral students, available outside the curriculum (e.g. courses, training programmes, specialist summer schools, etc.);
 - 7) proposing rules for the use of the Doctoral School's provision by doctoral students from other doctoral schools;
 - 8) reviewing the annual report on the progress of the study programme and on the results and progress of work included in the individual research plan, submitted by the doctoral student;
 - 9) determining the method and detailed rules for conducting the mid-term assessment of Doctoral School doctoral students;
 - 10) providing opinions on candidates nominated by the scientific discipline council to the Committee for the purpose of conducting the mid-term assessment of doctoral students;
 - 11) preparing the annual report on the activities of the Doctoral School, including in particular: an assessment of the Doctoral School's operations, an evaluation of courses, an evaluation of doctoral students' progress and the supervision provided by their supervisors;
 - 12) preparing a self-assessment report for the Research Evaluation Committee;
 - 13) conducting an annual assessment of learning outcomes and analysing doctoral students' evaluation questionnaires.

§ 5.

The conditions for admission to the Doctoral School are set out in separate regulations adopted by the Senate.

Chapter 2 – Rights and obligations of doctoral students

§ 6.

1. A person admitted to the Doctoral School commences their studies and acquires the rights of a doctoral student upon taking the oath referred to in § 71 of the Statutes of the Lublin University of Technology. The oath shall be taken on a date set by the Director. The doctoral student shall confirm the taking of the oath in writing without delay, no later than within 30 days of the date on which the oath was taken.
2. A doctoral student receives a doctoral student ID card upon acquiring the rights of a doctoral student. The doctoral student ID card remains valid no longer than until the date of completion of studies at the Doctoral School or removal from the list of doctoral students.

3. In addition to the rights granted under generally applicable regulations, a doctoral student has the right to:
 - 1) conducting research at the institution where the supervisor(s) is/are employed;
 - 2) extend the deadline for submitting the doctoral thesis in accordance with the procedure set out in § 14 and § 15;
 - 3) scientific supervision by a supervisor or by supervisors in the field of conducting research and preparing the doctoral thesis;
 - 4) changes of supervisor or supervisors in justified cases in the manner provided for in § 13;
 - 5) access to the University's laboratories, scientific and research equipment and apparatus, reagents and materials, as well as library collections and IT resources, to the extent necessary for the completion of the study programme, the individual research plan and the preparation of the doctoral thesis;
 - 6) organisational and substantive support in preparing applications for internships and research grants;
 - 7) submission of the doctoral thesis before the completion date specified in the individual study programme, provided that the study programme has been completed and all learning outcomes have been achieved;
 - 8) payment by the Doctoral School of contributions towards accident and civil liability insurance, provided that the completion of the placement requires such insurance;
 - 9) submission of a declaration for the purposes of evaluating the quality of research activity, authorising the University to demonstrate research achievements within the discipline in which the doctoral thesis is being prepared.
4. Representatives of the Doctoral Student Council have the right to submit proposals for amendments to these Regulations.
5. Doctoral students with disabilities and special needs are provided with conditions for the pursuit of their studies in accordance with the University's internal regulations. The Director shall decide on the granting of an individual mode of study at the request of the doctoral student.

§ 7.

The Director, at the request of the doctoral student, shall suspend studies under the conditions provided for in the Act on Higher Education and Science (hereinafter: *the Act*), i.e. for a period corresponding to the duration of maternity leave, leave on the terms of maternity leave, paternity leave and parental leave, as defined in the Act of 26 June 1974 – Labour Code.

§ 8.

1. A doctoral student who does not hold a doctoral degree shall receive a doctoral scholarship in accordance with the provisions of Article 209 of the Act.
2. Payment of the doctoral scholarship by bank transfer shall be made after the doctoral student has submitted to the Doctoral School Secretariat a form in the template set out in the Annex to these Regulations.

3. The minimum amount of the doctoral scholarship and the total period for which it may be received at the Doctoral School are specified in the Act.
4. A doctoral student holding a disability certificate, a certificate of the degree of disability, or a certificate referred to in Articles 5 and 62 of the Act of 27 August 1997 on the vocational and social rehabilitation and employment of persons with disabilities (i.e. Journal of Laws of 2018, as amended), shall be obliged to submit the certificate to the Doctoral School without delay.
5. During the period of suspension of studies, the provisions concerning the determination of maternity allowance shall apply mutatis mutandis to the determination of the doctoral scholarship, provided that the basis for calculating the allowance shall be understood as the amount of the monthly doctoral scholarship referred to in paragraph 3, to which the student is entitled on the date of submitting the application for suspension.
6. The removal of a doctoral student from the list of doctoral students shall result in the suspension of the benefits referred to in paragraph 1. Payment of the benefits shall be suspended from the first day of the month following the month in which the decision on removal became final.

§ 9.

The PhD student is required to:

- 1) comply with the regulations in force at the Lublin University of Technology, and in particular: the provisions of these Regulations, the Regulations on the management of copyright, related rights, industrial property rights and commercialisation principles, and the Regulations on the use of research infrastructure;
- 2) the conscientious and diligent implementation of the study programme and the individual research plan;
- 3) conducting research at the unit where the supervisor works or (temporarily) at the location to which the doctoral student has been assigned, if this is necessary for the implementation of the individual research plan;
- 4) to carry out scientific research for a minimum of 30 hours per week. Fulfilment of this obligation is certified by the doctoral student and the supervisor in the form of a monthly report, submitted to the SDwPL office by the 10th day of the following month;
- 5) undertaking professional placements in the form of teaching or assisting in teaching, for the duration specified in the study programme;
- 6) submitting an annual report on the progress of the study programme and on the results and progress of the work included in the individual research plan. The report, together with the opinion of the supervisor or supervisors, shall be submitted by 30 September of each calendar year. A template for the report is available on the Doctoral School's website;
- 7) submit the application referred to in § 13(4);
- 8) submission of a self-assessment report for the purposes of the mid-term assessment by 30 June during the fourth semester. A template for the report is available on the Doctoral School's website;
- 9) to notify the Director immediately of any change of surname or address, as well as of any changes to other details required by the University;
- 10) to use, on an ongoing basis, the email service within the pollub.edu.pl or pollub.pl domain and the Dean's Office electronic service system;

- 11) possess an electronic researcher identifier or identifiers, in accordance with international standards, including an ORCID identifier.

§ 10.

1. The doctoral student, in consultation with the supervisor or supervisors, shall draw up an individual research plan and submit it to the Director no later than 12 months from the start of their studies.
2. Where supervisors or a supervisor and an assistant supervisor have been appointed, the plan shall be submitted following agreement between the supervisors and after the assistant supervisor has given their opinion.

§ 11.

The doctoral student's individual research plan, drawn up on the basis of the template available on the Doctoral School's website, shall include in particular:

- 1) the deadline for submitting the doctoral thesis;
- 2) deadlines for submitting the research articles listed in point 6;
- 3) the format and timing of participation in at least two academic conferences – national or international;
- 4) a description of the implementation of the key points of the individual research plan;
- 5) optionally:
 - a) involvement in co-organising a national or international academic conference,
 - b) completion of a research placement of at least three months at a domestic or foreign research institution,
 - c) a study visit to a domestic or foreign scientific and research institution,
 - d) preparation of a scientific review, e.g. of a scientific article,
 - e) dissemination of R&D results under open access principles;
- 6) publishing, in the second and third years of study, at least one article in a journal included in the list of scientific journals of the Minister responsible for higher education, referred to in Article 267(2)(2)(b) of the Act, with an assigned score of at least 70, in the scientific discipline in which the doctoral thesis is being prepared;
- 7) submission to by the end of the third year of study at least one application for research funding to research funding bodies (NCN, NCBiR, MNiSW, FNP, EU funds). The application may be submitted by the PhD student or the supervisor, provided the PhD student is confirmed as the principal investigator of the project or as a grant holder.

§ 12.

1. A doctoral student shall be removed from the list of doctoral students of the Doctoral School in the event of:
 - 1) a negative result of the interim assessment;
 - 2) failure to submit the doctoral thesis by the deadline specified in the individual research plan;
 - 3) withdrawal from the programme;
 - 4) failure to commence studies;

- 5) a breach of the prohibition referred to in Article 200(7) of the Act;
 - 6) imposition of the disciplinary penalty of expulsion from the Doctoral School.
2. In proceedings concerning the removal of a doctoral student from the register of doctoral students, in the case referred to in paragraph 1(5), the doctoral student shall be required to submit, within a period of not less than 30 days, a withdrawal from their studies at another doctoral school.
 3. A doctoral student may be removed from the list of doctoral students in the event of:
 - 1) unsatisfactory progress in the preparation of the doctoral thesis;
 - 2) failure to fulfil the obligations arising from the Regulations, the Doctoral School's curriculum and the individual research plan.
 4. Removal from the list of doctoral students takes place by way of an administrative decision. An application for a review of the decision may be submitted.

Chapter 3 – Supervisors and the doctoral thesis

§ 13.

1. An employee of the Lublin University of Technology acting as a supervisor may provide academic supervision for a maximum of five doctoral theses simultaneously (regardless of where the doctoral research is being carried out), and an assistant supervisor may supervise the preparation of two doctoral theses.
2. A supervisor must possess appropriate qualifications in research and teaching.
3. A lack of progress in the implementation of a doctoral student's individual research plan shall result in consequences for the supervisor as provided for by the Act.
4. Within 30 days of commencing their studies, the doctoral student shall, through the director, submit a request to the scientific discipline council for the appointment of a supervisor, supervisors, or a supervisor and an assistant supervisor.
5. The application shall include:
 - 1) proposals for persons to serve as supervisor, supervisors or a supervisor and an assistant supervisor;
 - 2) a statement by the supervisor, supervisors, or the supervisor and co-supervisor confirming their willingness to supervise the PhD student;
 - 3) justification for the choice of a second supervisor or co-supervisor (if applicable);
 - 4) a description of the professional career and academic achievements of the second supervisor or co-supervisor (if applicable).
6. The doctoral student submits the application referred to in paragraph 4 to the Director, who, in consultation with the Doctoral School Council, gives an opinion on the matter and forwards it to the relevant academic discipline council.
7. The scientific discipline council shall, by secret ballot, adopt a resolution on the appointment of a supervisor, supervisors, or a supervisor and an assistant supervisor.
8. The appointment of a supervisor, supervisors or a supervisor and an assistant supervisor for the doctoral student shall take place within 3 months of the start of the programme, even if

the doctoral student has not submitted the application referred to in paragraph 4.

9. In justified cases, a supervisor may resign from their role. In the event of resignation, the supervisor should:
 - 1) inform the director and the relevant academic discipline council in writing of the reasons for their decision, and
 - 2) submit a statement indicating whether the doctoral student may continue to pursue the research topic and use the joint results obtained to date in their doctoral thesis under the supervision of a new supervisor or supervisors.
10. In the case described in paragraph 9, the current supervisor shall continue to perform their duties until a new supervisor is appointed.
11. In justified cases, the doctoral student may apply to the relevant academic discipline council, via the director, for a change of supervisor, supervisors or co-supervisor.
12. The doctoral student shall submit the application referred to in paragraph 11, together with a statement of reasons and a declaration from the person proposed as supervisor confirming their willingness to supervise the doctoral student, to the Director, who, in consultation with the Doctoral School Council, shall give an opinion on the matter and forward it to the relevant scientific discipline council. In such a case, paragraph 9(2) shall apply.
13. The Scientific Discipline Council shall adopt a resolution on the change of supervisor, supervisors or co-supervisor by secret ballot, within 60 days of the date of receipt of the application.
14. In the event of the supervisor's prolonged absence, which prevents them from providing adequate supervision of the doctoral student due to a sabbatical or sick leave, a long-term placement, or for unforeseen reasons, such as long-term sick leave, the supervisor, or in their absence the chair of the relevant academic discipline council, is obliged to inform the director of this fact. In such a situation, the director shall submit a request to the relevant academic discipline council to appoint a new supervisor or an assistant supervisor, if one has not already been appointed.
15. An assistant supervisor may be removed from office upon a reasoned written request from the supervisor or upon a written request from the doctoral student, subject to the supervisor's consent.
16. The co-supervisor may, in justified cases, resign from their position. The provisions of paragraph 9 shall apply *mutatis mutandis*.

§ 14.

1. The deadline for submitting the doctoral thesis set out in the individual research plan may, in justified cases, be extended upon a written request from the doctoral student containing an annex to the individual research plan, but by no more than two years.
2. A certificate of completion of studies at the Doctoral School is issued upon written request by the doctoral student, following the submission to the Doctoral School Secretariat of one copy of the doctoral thesis in both hard copy and electronic format, together with a positive assessment from the supervisor or

supervisors, or the supervisor and co-supervisor.

§ 15.

1. An application for an extension of the deadline for submitting the doctoral thesis shall include:
 - 1) a final report – a report on the implementation of the individual research plan;
 - 2) an annex to the individual research plan containing a schedule of remedial research activities for the requested extension period.
2. The director shall consider the applications referred to in paragraph 1 within 14 days of their submission.

§ 16.

1. The assessment of the quality of supervision shall be carried out by the doctoral student at the end of each semester of study.
2. The assessment of the quality of supervision concerns the doctoral student's achievements in collaboration with the supervisor(s) and the extent to which the supervisor(s) have fulfilled the duties set out in the Regulations.
3. The co-supervisor, if appointed, is also subject to the assessment of the quality of supervision.
4. The assessment of the quality of supervision is based on the results of the questionnaire.

Chapter 4 – Mid-term assessment

§ 17.

1. The implementation of the individual research plan is subject to a mid-term assessment halfway through the period of study specified in the study programme. The assessment is based on a written report (in Polish and English) prepared by the doctoral student and a presentation, describing the progress of work on the doctoral thesis and the implementation of the individual research plan.
2. The mid-term assessment takes place before the mid-term assessment committee, in the form of a presentation by the doctoral student, during which the student is asked questions.
3. The interim assessment takes place at the Lublin University of Technology. In justified cases, the interim assessment may be conducted using electronic means of communication that ensure real-time transmission between participants and multilateral communication, within which participants may speak whilst observing the necessary safety rules.
4. Mid-term assessment committees are appointed for each doctoral student by the Director, following consultation with the Doctoral School Council, no later than two months before the date of the mid-term assessment.
5. Supervisor(s) and supervisor assistant no may be members of the committee for the mid-term assessment of the doctoral student under their supervision.
6. The composition of the committee conducting the interim assessment is public.

7. The interim assessment results in either a positive or negative outcome. The committee issues a positive assessment if the doctoral student is carrying out their individual research plan without undue delay and their work indicates that the plan will continue to be implemented efficiently. If there are no grounds for issuing a positive assessment, the committee issues a negative assessment. The assessment must be justified.
8. The result of the assessment, together with the justification, is public.
9. The university shall immediately publish information on the outcome of the assessment, together with the justification, on the Public Information Bulletin website.
10. The supervisor, the discipline coordinator or the director may request a committee assessment of a doctoral student's progress during their studies at the Doctoral School, but not before the end of the student's first year of study.
11. A request for a committee assessment of the doctoral student's progress, as referred to in paragraph 10, shall be submitted by the supervisor or discipline coordinator to the director.
12. The provisions concerning the conduct of a mid-term assessment shall apply mutatis mutandis to the assessment referred to in paragraph 10, with the exception of the disclosure of the assessment result and its justification.

§ 18.

1. The doctoral student has the right to appeal against the result of the interim assessment to the Director of SDwPL.
2. The deadline for submitting an appeal, together with a statement of grounds, is 7 days from the date of receiving a negative result of the interim assessment.
3. Following the submission of the appeal referred to in paragraph 1, the Director of the School, after consulting the relevant Chair of the Scientific Discipline Council, shall appoint, in accordance with the procedure set out in §17, members of the Appeals Committee to conduct a re-evaluation of the interim assessment.
4. The re-evaluation and the publication of its results shall take place no later than 30 days from the date of the appointment of the committee to conduct the re-evaluation.
5. The re-conduct of the mid-term assessment shall be based on the documentation already submitted by the doctoral student for the purposes of the mid-term assessment, without the possibility of supplementing it with additional documentation.
6. Persons who have already participated in the mid-term assessment of that doctoral student may not be members of the Appeals Committee referred to in paragraph 3.
7. The outcome of the appeal process is final.

Chapter 5 – Administrative Support for the Doctoral School

§ 19.

1. The administrative support for the Doctoral School is provided by the Secretariat.
2. The Doctoral School Secretariat reports to the Director.

3. The duties of the Doctoral School Secretariat include:
 - 1) maintaining the Doctoral School's records, reporting and statistics;
 - 2) maintaining paper paper and electronic the the education of doctoral students at the Doctoral School;
 - 3) managing the recruitment process for the Doctoral School;
 - 4) recording of scholarships;
 - 5) drawing up the timetable for the courses specified in the framework curriculum;
 - 6) drafting civil law contracts, including for members of the mid-term assessment committee from outside the University and lecturers from outside the University, as well as for non-academic staff delivering classes at the Doctoral School;
 - 7) preparing decisions administrative and other letters related to the education of doctoral students;
 - 8) issuing student ID cards to doctoral students.

§ 20.

1. The documentation of the Doctoral School comprises:
 - 1) files concerning the establishment, organisation and operation of the Doctoral School;
 - 2) a register of Doctoral School doctoral students;
 - 3) data concerning the course of doctoral students' education.
2. The documentation of a doctoral student's course of study at the Doctoral School consists of:
 - 1) an electronic register;
 - 2) a personal file.
3. The personal file shall contain, in particular:
 - 1) the candidate's application for admission to the Doctoral School;
 - 2) the doctoral student's signed oath;
 - 3) a copy of the application for the appointment of a supervisor, supervisors, or a supervisor and an assistant supervisor, together with the attachments;
 - 4) a copy of the resolution of the academic discipline council appointing the supervisor, supervisors or co-supervisor;
 - 5) an individual research plan, including any amendments;
 - 6) a list of passed courses with results;
 - 7) a mid-term assessment report, including the assessment result and justification;
 - 8) information on teaching placements and the results of classroom observations;
 - 9) applications for scholarships, leave of absence or suspension of studies, together with the decisions on them;
 - 10) an administrative decision awarding the doctoral degree;
 - 11) a decision to remove a student from the list of doctoral candidates.

Chapter 6 – Final provisions

§ 21.

The Regulations of the Doctoral School at the Lublin University of Technology shall come into force from the 2026/2027 academic year.

.....
Name and surname of the doctoral student

I request that the scholarship due to me be paid into account no. at
the bank:

Declaration for tax purposes:

a) I declare that I am a PhD student at the Doctoral School of the Lublin University of Technology,

b) date and place of birth:

c) parents' first names:

d) Personal Identification Number (PESEL):
.....

e) Tax office (town and tax office number):

f) Do you hold a PhD? YES NO

g) Total duration of study at all doctoral programmes

h) Do you receive: a disability pension? (YES / NO)*, a retirement pension? (YES / NO)*

i) I declare that I do/do not* have a disability certificate.

.....
date and signature of the doctoral student

** delete as appropriate*