

Resolution 30 (2025/2026)
of the Senate of Poznań University of Economics and Business
of 24 April 2026

- I. Acting pursuant to Article 205.1 and Article 205.2 of the Act of 20 July 2018 on Higher Education and Science and Article 89.1 of the Statutes, in an open-ballot vote cast in the presence of 29 of the total of 35 members of the panel mandated by the Statutes, with 29 votes in favour, the Senate of the Poznań University of Economics and Business adopted the following amendments to the Rules and Regulations of the Doctoral School of the Poznań University of Economics and Business:
- 1) Article 2.20 shall read as follows:
“20. A request may be submitted for review by the Rector of the decision to remove a student from the student register. Such a request shall be submitted within 14 days of receiving the removal decision.”
 - 2) Article 2.21 shall read as follows:
“21. If the requirements set out in Article 16 of these Rules and Regulations are not met, the Director of the Doctoral School may, at the request of a doctoral student, choose to allow the award of credit for a semester, provided that the doctoral student completes any failed modules within the time limit set by the Director of the Doctoral School, such time limit not to exceed one academic year. The doctoral student shall consult the course instructor to agree the deadline for obtaining the required course credit, provided that the obtaining of such course credit does not result in a prolongation of the total period of study at the Doctoral School. The Director of the Doctoral School shall notify a doctoral student in writing, against acknowledgement of receipt, of his or her conditional completion of a semester and of the time limit set for the fulfilment of the conditions. A doctoral student may, within 7 days of receiving the notification, discontinue their education, upon written notice against acknowledgement of receipt. Upon the expiry of this deadline, a doctoral student who has not given notice of their withdrawal shall be enrolled (conditionally) in the next semester of study. Doctoral students may avail themselves of conditional semester credit only once during their entire period of study at the Doctoral School.”
 - 3) In Article 3.1, the following new sentence shall be added after the existing text:
“ ...The detailed procedure for processing requests for an extension of the deadline for the submission of a doctoral dissertation shall be set out in Annex 2 to these Rules and Regulations.”
 - 4) In Article 3.2, after the words “of a doctoral student in the event of”, the words “in particular” shall be added after the comma.
 - 5) In Article 3.2.3 shall read as follows: “3) prolonged illness of a doctoral student or a pregnancy-related medical condition lasting more than 3 months at any given time,”

6) In Article 3.2, point 4 shall become point 5, whereas point 4 shall read as follows: “4) the need to personally care for an ill family member for a period lasting more than 3 months at any given time,”

7) In Article 3.2, after point 4, points 5, 6 and 7 shall be added that shall read as follows: “5) the need to complete the research necessary for the submission of the doctoral dissertation,” “6) the suspension of studies,” “7) the need to complete editorial work on the dissertation and prepare a request to the Academic Advancement Board to initiate proceedings for the award of a doctoral degree.”

8) In Article 3, point 3 shall be renumbered point 4, while point 3 shall be amended as follows: “3. Attached by the doctoral student to the request for an extension of the deadline for the submission of the dissertation shall be an updated individual research plan indicating a new deadline for the submission of the dissertation and an updated schedule for the completion of tasks in cases specified in points 1–5. In the case specified in point 6, attached by the doctoral student to the request shall be an updated individual research plan indicating the new deadline for the submission of the dissertation and the dissertation itself in its current version. The updated individual research plan shall contain the opinions of all supervisors and the assistant supervisors, with the exception of points 1 and 2.”

9) In Article 3.4, the words “The provision of paragraph 2 shall also apply to the assistant supervisor” shall be deleted. Paragraph 4 shall read as follows: “4. Education at the Doctoral School shall be suspended at the request of the doctoral student in the cases specified in the Act.”

10) In Article 3, after paragraph 4, paragraphs 5, 6, 7, 8 and 9 shall be inserted as follows: “5. Education may also be suspended at the request of a doctoral student in the following documented cases:

- 1) prolonged illness of the doctoral student or a pregnancy-related medical condition lasting more than 3 months at any given time,
- 2) the need to personally care for an ill family member for a period lasting more than 3 months at any given time.”

“6. The doctoral student shall attach the opinions of all supervisors and the assistant supervisor to the request for suspension of studies referred to in paragraph 5.”

“7. The Director of the Doctoral School shall decide on the suspension of studies referred to in paragraph 5. The total period of the suspension of studies referred to in paragraph 5 may not exceed 1 year.”

“8. During the suspension of studies referred to in paragraph 5, the doctoral student shall not be entitled to a doctoral scholarship.”

“9. The manner of implementing the programme of study following the end of the suspension period, and in particular the rules and method for making up for any backlog in the programme of study of a doctoral student, shall be determined by the Director of the Doctoral School.”

11) In Article 9(1), after the existing text, the full stop is deleted and the following part of the sentence is added: “, accompanied by positive reviews from the supervisor(s). Upon completion of studies, the doctoral student shall receive a certificate confirming

the attainment of learning outcomes appropriate for Level 8 qualification under the Polish Qualifications Framework (PRK).”

12) In Article 9.2, the existing paragraph 2 shall become the new paragraph 3, while paragraph 2 shall now read: “2. A doctoral student may submit their doctoral dissertation before the end of the eighth semester of study at the Doctoral School provided that they have completed the entire programme of study other than the seminars.”

13) In Article 9, a new paragraph 3 shall be added, which reads as follows: “3. At the request of a person who has not completed their studies at the Doctoral School, the University shall issue a certificate of study. Such a certificate shall be signed by either the Rector or a person duly authorised thereby.”

14) After Article 11, Article 12 is added, which reads as follows: “Article 12 Education of doctoral students admitted under the project-based recruitment scheme
1. A candidate admitted to the Doctoral School in accordance with the procedure set out in a resolution of the PUEB Senate defining the rules of project-based recruitment to the PUEB Doctoral School shall acquire the status of a doctoral student upon taking an oath and shall commence the programme of study in the semester immediately following their admission to the Doctoral School, unless the terms of the project or programme specify a different time for starting studies at the Doctoral School.

2. The Director of the Doctoral School shall determine the manner in which the curriculum is implemented, and in particular the rules for making up for any backlog (including missing credits) in the completion of the curriculum by a doctoral student admitted to the Doctoral School through project-based recruitment. The Director of the Doctoral School may grant such a doctoral student conditional credit for the semester. A doctoral student shall be required to pass all modules required in the first year of study no later than the end of the second year of study in the given cycle, failing which they will be removed from the register of doctoral students for breach of the obligations referred to in Article 207 of the Act on Higher Education and Science.”

15) Annex 2, with the following content, has been added to the Regulations of the Doctoral School: “Annex 2. Procedure for extending the deadline for the submission of a dissertation

1. Upon legitimate request from a doctoral student, in the cases specified in Article 3.2 of the Rules and Regulations of the Doctoral School of the Poznań University of Economics and Business, the Rector may extend the deadline for the submission of a doctoral dissertation for up to 12 months at any given time. The total extension of the deadline for the submission of a doctoral dissertation may not exceed 24 months.
2. The request submitted to the Rector shall satisfy all of the below conditions:
 - 1) indicate the circumstances that justify the extension of the deadline for the submission of the dissertation, supported by relevant documents where needed,
 - 2) specify the new deadline for the submission of the doctoral dissertation,

- 3) include a revised individual research plan together with supervisor opinion(s).
3. The doctoral student shall submit the request to the Doctoral School Office no later than one month before the expiry of the original deadline for the submission the dissertation, as specified in the existing individual research plan.
4. Before forwarding the request for the Rector's consideration, the Doctoral School Council shall, within 14 days of receiving the request, give its opinion and its own recommendation on the proposed extension of the deadline for the submission of the doctoral dissertation and on any modifications to the individual research plan proposed in the request.
5. An extension of the deadline for the submission of the doctoral dissertation shall not constitute grounds for receiving – during the extension period – the scholarship referred to in Article 209 of the Act of 20 July 2018 on Higher Education and Science. The scholarship may be provided to doctoral students who have previously suspended their studies, for the duration of the suspension of studies. In no case may the doctoral scholarship be received for more than 4 years.
6. The doctoral student shall be notified in writing of the Rector's decision regarding the extension of the deadline for the submission of the doctoral dissertation by registered mail or electronically at their university email address."

II. The consolidated text of the Rules and Regulations of the Doctoral School of the Poznań University of Economics and Business, incorporating the amendments listed in point I, constitutes Annex 1 to this Resolution.

III. This Resolution shall enter into force at the start of the 2026/2027 academic year.

The tallying committee is composed of Dr Przemysław Garsztka and Klaudia Gózdź.

The Senate meeting is chaired by:

RECTOR

(Prof. Barbara Jankowska, PhD)

Annex 1 to Resolution 30 (2025/2026) of the
Senate of the Poznań University of Economics and
Business of 26 April 2026

**Rules and Regulations of the Doctoral School
at Poznań University of Economics and Business
(consolidated text)**

I. TRAINING

Article 1

1. Doctoral training shall be provided by the Doctoral School at Poznań University of Economics and Business (hereinafter referred to as the Doctoral School), with the exception of doctoral programmes referred to in the Higher Education Act of 27 July 2005, commenced before the 2019/2020 academic year, and doctoral programmes undertaken under the *Implementation Doctorate* scheme.
2. The training of doctoral students shall prepare them for the award of a doctoral degree.
3. No fees shall be charged for the training of doctoral students at the Doctoral School.
4. The training process at the Doctoral School shall be supervised by the Academic Advancement Board from the date of its appointment.
5. The number of candidates admitted to the Doctoral School in any given academic year shall be determined by the Rector.
6. The terms and procedures for admission shall be established by the Senate.

Article 2

1. The training of doctoral students shall last from 6 to 8 semesters in accordance with the curriculum specified by the Senate.
2. A person enrolled at the Doctoral School shall commence their training and acquire doctoral student rights upon taking the oath. A doctoral student may be enrolled in no more than one doctoral school at any given time.
3. The training of doctoral students at the Doctoral School shall be conducted in accordance with the curriculum and the individual research plan of the concerned doctoral student.
4. The curriculum may provide for practical training in the form of teaching or participating in the teaching of courses, to the extent specified in the curriculum, but with the teaching load not exceeding 60 class hours per year.

5. In consultation with his or her supervisor(s), a doctoral student shall draw up an individual research plan containing, in particular, a schedule for the preparation of his or her doctoral dissertation and submit it to the Rector of the University via the Director of the Doctoral School within 12 months of the commencement of the programme. In the event of the appointment of an assistant supervisor, the plan shall be submitted after it has been reviewed and approved by the said supervisor.
6. The provisions of these rules and regulations regarding a supervisor shall also apply to supervisors in the event that more than one supervisor is appointed for a given doctoral student.
7. Before submitting an individual research plan to the Rector, the Director of the Doctoral School shall consult the Doctoral School Council and, if needed, the Academic Advancement Board.
8. The individual research plan shall comprise the initial concept of the doctoral dissertation, a timetable for the preparation of the doctoral dissertation, and a deadline for the submission of the doctoral dissertation; where a doctoral student has had their individual study programme approved, such an individual study programme shall also be included. If a doctoral student is following an individual study programme, enrolment in the subsequent semester shall be conditional upon the successful completion of all courses and work placements specified in their individual study programme.
9. The mid-term assessment of the implementation of the individual research plan shall be carried out by a committee at the mid-point of the training period as defined in the curriculum. The committee shall consist of three persons, including at least one person holding the academic degree of *doktor habilitowany* or the title of professor in the discipline in which a given doctoral dissertation is being prepared, employed outside the institution operating the doctoral school or a person referred to in Article 190(5) of the Act of 20 July 2018 on Higher Education and Science (hereinafter referred to as the "Act"). A supervisor and assistant supervisor may not serve as members of the assessment committee.
10. The mid-term assessment shall involve:
 - 1) a review of the documents relating to the course of study, in particular with regard to the implementation of the individual study programme, and
 - 2) a presentation by the doctoral student of their achievements to date (not exceeding 15 minutes) and
 - 3) the committee's discussion with the doctoral student regarding the dissertation being prepared.

The result of the mid-term assessment may be either positive or negative.

11. The result of the assessment, together with the reasons for it, shall be disclosed to the public.
12. Following consultation with the Doctoral School Council, the Director of the Doctoral School shall apply to the Academic Advancement Board for the appointment of a supervisor or supervisors and an assistant supervisor for individual doctoral students. The Academic Advancement Board shall appoint the supervisors within 3 months of the commencement of training. The Academic Advancement Board may appoint a

supervisor or a supervisor's assistant other than the prospective supervisors listed in the School's offer prepared by the Director of the Doctoral School.

13. The Academic Advancement Board shall also decide on the replacement of the supervisor and the assistant supervisor. Replacement of the supervisor and assistant supervisor may occur:
 - 1) upon a justified request from a doctoral student, or
 - 2) at the request of the Director of the Doctoral School, or
 - 3) at the initiative of the Academic Advancement Board.
14. A doctoral student's training must lead to the achievement of learning outcomes at Level 8 of the Polish Qualifications Framework (PRK).
15. A doctoral student shall be required to complete a practical training as defined in the curriculum.
16. A doctoral student shall be enrolled in the next semester if he or she has successfully completed all subjects and has achieved the total number of ECTS credits required to complete a given semester, and has completed the practical training scheduled for that semester. The curriculum may be followed by a doctoral student both at the Poznań University of Economics and Business, as well as, to a certain extent, in other doctoral training establishments and institutions or research or scientific research establishments/institutions at home or abroad. The recognition of a doctoral student's achievements obtained outside PUEB shall be carried out in accordance with the rules applicable under the ECTS system. The Director of the Doctoral School shall give consent to the implementation of the curriculum at the institutions referred to above following consultation with all supervisors.
17. A doctoral student is removed from the register of doctoral students in the cases specified in the Act of 20 July 2018 on Higher Education and Science (hereinafter referred to as the Act).
18. A doctoral student may be removed from the student register in the cases specified in the Act.
19. The removal of a doctoral student from the register of doctoral students shall be made by an administrative decision issued by the Rector or a person authorised thereby.
20. A request may be submitted for review by the Rector of the decision to remove a student from the student register. Such a request shall be submitted within 14 days of receiving the removal decision.
21. If the requirements set out in Article 16 of these Rules and Regulations are not met, the Director of the Doctoral School may, at the request of a doctoral student, choose to allow the award of credit for a semester, provided that the doctoral student completes any failed modules within the time limit set by the Director of the Doctoral School, such time limit not to exceed one academic year. The doctoral student shall consult the course instructor to agree the conditions and the deadline for obtaining the required course credit, provided that the obtaining of such course credit does not result in a prolongation of the total period of study at the Doctoral School. The Director of the Doctoral School shall notify a doctoral student in writing, against acknowledgement of receipt, of his or her conditional completion of a semester and of the time limit set for the fulfilment of the relevant conditions. A doctoral student may,

within 7 days of receiving the notification, discontinue their education, upon written notice against acknowledgement of receipt. Upon the expiry of this deadline, a doctoral student who has not given notice of their withdrawal shall be enrolled (conditionally) in the next semester of study. Doctoral student may avail themselves of conditional semester credit only once during their entire period of study at the Doctoral School.

22. A doctoral student shall not have the right to repeat a semester or a year of study.
23. A person removed from the register of doctoral students shall be obliged to return books, materials and any other items owned by the University, as well as to settle all financial obligations towards the University.
24. The education of doctoral students at the Doctoral School shall take into account the special needs of persons with disabilities.
25. The course of the studies of a doctoral student at the Doctoral School at PUEB shall be documented in the doctoral student's personal file, which shall contain, amongst other things, the documents required and submitted during the enrolment process, the documents concerning the course of studies referred to in Article 2, 3 and 8, as well as the documents relating to the completion of studies specified in Article 9.
26. Documentation of the course of study at the PUEB Doctoral School shall also be carried out in the Integrated Information System on Higher Education and Science (POL-on) to the extent required by the relevant regulations.

Article 3

- 1 The deadline for the submission of a doctoral dissertation, as specified in the individual research plan, may be extended by the Rector in accordance with the provisions of the Act and these Rules and Regulations. The detailed procedure for processing requests for an extension of the deadline for the submission of a doctoral dissertation shall be set out in Annex 2 to these Rules and Regulations.
- 2 The deadline for the submission of the doctoral dissertation may be extended at the legitimate request of a doctoral student in the event of, in particular:
 - 1) the replacement of the supervisor,
 - 2) the death of the supervisor or the supervisor's prolonged inability to perform his or her duties,
 - 3) a prolonged illness of a doctoral student or a pregnancy-related medical condition lasting more than 3 months at any given time,
 - 4) the need to personally care for an ill family member for a period lasting more than 3 months at any given time,
 - 5) the need to complete the research necessary for the submission of the doctoral dissertation,
 - 6) the suspension of studies,
 - 7) the need to complete editorial work on the dissertation and prepare a request to the Academic Advancement Board to initiate proceedings for the award of a doctoral degree.

- 3) Attached by the doctoral student to the request for an extension of the deadline for the submission of the dissertation shall be an updated individual research plan indicating a new deadline for the submission of the dissertation and an updated schedule for the completion of tasks in the cases specified in points 1–5. In the case specified in point 6, attached by the doctoral student to the request shall be an updated individual research plan indicating the new deadline for the submission of the dissertation and the dissertation itself in its current version. The updated individual research plan shall contain the opinions of all supervisors and assistant supervisors, with the exception of points 1 and 2.
4. Training at the Doctoral School may be suspended at the request of the doctoral student in the cases specified in the Act.
5. Training may also be suspended at the request of a doctoral student in the following documented cases:
 - 1) prolonged illness of the doctoral student or a pregnancy-related medical condition lasting more than 3 months at any given time,
 - 2) the need to personally care for an ill family member for a period lasting more than 3 months at any given time.
6. The doctoral student shall attach the opinions of all supervisors and the assistant supervisor to the request for suspension of studies referred to in paragraph 5.
7. The Director of the Doctoral School shall decide on the suspension of studies referred to in paragraph 5. The total duration of the suspension of studies referred to in paragraph 5 may not exceed 1 year.
8. During the suspension of studies referred to in paragraph 5, the doctoral student shall not be entitled to a doctoral scholarship.
9. The manner of implementing the curriculum following the end of the suspension period, and in particular the rules and method for making up for any backlog in the programme of study of a doctoral student, shall be determined by the Director of the Doctoral School.

Article 4

The Director of the Doctoral School shall act as the direct supervisor of doctoral students with respect to the implementation of the curriculum and their individual research plan. A doctoral student shall report to the Director of the Institute in which he or she has been assigned to teach courses.

Article 5

1. A doctoral student shall be required to follow the curriculum and carry out his/her individual research plan.
2. A doctoral student shall be required to act in accordance with the wording of the oath, the Rules and Regulations of the Doctoral School and the doctoral student's code of ethics adopted at the University.
3. The duties of a doctoral student shall additionally include:

- 1) submitting a report on research work to the Director of the Doctoral School within 14 days of the end of each semester; such report shall be accompanied by the opinion of all supervisors and the assistant supervisor on progress in research work and in the preparation of the doctoral dissertation,
 - 2) participating in the activities of the doctoral student self-governing body,
 - 3) complying with the regulations and internal rules in force at the University.
4. Should the need arise to conduct research related to the doctoral dissertation at a considerable distance from the University's main campus resulting in particular from agreements concluded by the University, the Director of the Doctoral School may, in consultation with all supervisors and the assistant supervisor, exempt a doctoral student from the obligation to attend classes included in the curriculum for the time necessary to carry out such research. A waiver of the obligation to attend classes shall not release the doctoral student from the duty to successfully complete and obtain credits for the courses included in the curriculum.

Article 6

1. Doctoral students shall be entitled to:
 - 1) attend lectures delivered at the University, unless access to those lectures has been restricted,
 - 2) make use of the University's public services (e.g. library collections, scientific information, computer laboratories, internet access),
 - 3) receive a doctoral student identity card,
 - 4) receive other benefits provided for in the Act or in the University's internal regulations, in accordance with the terms and conditions laid down therein.
2. In addition to the rights specified in Article 6.1 above, doctoral students may apply for:
 - 1) domestic and international scholarships, study or research placements,
 - 2) co-funding for scientific research from the Ministry of Science and Higher Education and/or other institutions involved in funding such activities.

Article 7

1. Doctoral students with disabilities may apply for adjustments to the way the education process is organised and implemented accordingly to the type of their disability.
2. Decisions in the cases referred to in Article 7.1 above shall be made by the Director of the Doctoral School, following consultation with the Rector's Representative for Persons with Disabilities.
3. Doctoral students referred to in Art. 7.1 shall include:
 - 1) persons with disabilities holding a valid certificate of disability showing the relevant degree of disability,
 - 2) persons with chronic illnesses who do not hold a certificate of disability, but whose medical records confirm their health status,

- 3) persons whose sudden illness or accident has resulted in a temporary inability that bars them from fully participating in classes with such circumstances being documented by the submitted medical records.

Article 8

1. The Director of the Doctoral School shall certify the successful completion of examinations and credit tests, credits for each semester, work placements and research internships on the doctoral student's interim academic progress sheet, which documents the course of doctoral education.
2. The doctoral student's interim academic progress sheet shall be maintained in accordance with the template specified by the Rector and be kept in the student's personal file. The doctoral student may access its contents using the ICT systems operating at the University.
3. The University shall apply the following grading scale for credits and examinations:

| Grade | Polish Abbreviation | Digit | Letter | Points |
|-----------------------|----------------------------|--------------|---------------|---------------|
| Very good | bdb | 5.0 | A | 90–100 |
| Good plus | db pl | 4.5 | B | 82–89 |
| Good | db | 4.0 | C | 73–81 |
| Satisfactory plus | dst pl | 3.5 | D | 64–72 |
| Satisfactory | dst | 3.0 | E | 55–63 |
| Unsatisfactory (Fail) | ndst | 2.0 | F | 54 and below |

4. A doctoral student shall be entitled to two attempts at obtaining credits/passing examinations for each course in a given credit period: the main attempt and one resit, on dates specified in the academic calendar.
5. For the Doctoral School, the academic calendar, to the extent not provided for in the Act and the Statute, shall be determined by the Rector.

Article 9

1. Training at the Doctoral School shall conclude with the submission of a doctoral dissertation, accompanied by positive reviews from the supervisor(s). Upon completion of studies, the doctoral student shall receive a certificate confirming the attainment of learning outcomes appropriate for Level 8 qualification under the Polish Qualifications Framework (PRK).

2. A doctoral student may submit their doctoral dissertation before the end of the eighth semester of study at the Doctoral School provided that they have completed the entire programme of study other than the seminars.
3. At the request of a person who has not completed their studies at the Doctoral School, the University shall issue a certificate of study. Such a certificate shall be signed by either the Rector or a person duly authorised thereby.

II. ORGANISATION OF THE DOCTORAL SCHOOL

Article 10

1. The Doctoral School shall be headed by the Head of the Doctoral School, hereinafter referred to as the Director. The Rector may appoint a Deputy Director of the Doctoral School, hereinafter referred to as the Deputy Director.
2. The Director shall be appointed and dismissed by the Rector on the recommendation of the Vice-Rector responsible for doctoral education, or on his own initiative. The appointment of a Director shall require consultation with the doctoral student self-governing body specified in the regulations of that self-governing body. This opinion shall be given within 21 days of the receipt of the Rector's request for an opinion from the doctoral student self-government. Should this time limit expire without effect, the requirement for an opinion shall be considered fulfilled.
3. The Deputy Director shall act in the Director's stead when the Director is absent or unable to perform his or her duties for other reasons. In such cases, the Deputy Director shall take the decisions and perform the duties provided for in these rules for the Director of the Doctoral School.
4. The Deputy Director shall also assist the Headteacher in the performance of day-to-day tasks. The division of day-to-day tasks between the Headteacher and the Deputy Headteacher shall be determined by the Director of the School.
5. The Director's powers in terms of organising and executing the educational process of doctoral students are as follows:
 - 1) developing a draft curriculum for the Doctoral School and draft staffing for the courses,
 - 2) organising courses in accordance with the curriculum, including cooperation with the University administration to ensure appropriate teaching facilities,
 - 3) supervising the delivery of courses,
 - 4) reviewing (every semester) the implementation of the curriculum and the individual research plans of doctoral students based on the interim progress reports submitted by the doctoral students and feedback from the supervisor(s),
 - 5) performing other tasks as specified in these Rules and Regulations.
6. The Director's financial responsibilities shall include:

- 1) developing components of the University's financial plan and the provisional financial plan for the Doctoral School, as well as any amendments thereto,
 - 2) implementing the University's financial plan and the provisional financial plan as regards the Doctoral School.
7. The staffing of the courses offered by the Doctoral School shall be recommended by the Director of the Doctoral School and approved by the Doctoral School Council.
 8. A doctoral student may submit objections to the Rector regarding the semester review referred to in Article 10.5.4 hereof. Any such objections shall be submitted in writing within seven days of receiving the review findings. When raising objections, doctoral students shall be obliged to indicate which sections of the disputed review they disagree with and why.
 9. The Rector shall investigate the objections upon receiving the Director's opinion. The Director shall state his or her position on the matter within no more than 14 days of the date on which he or she becomes aware of the doctoral student's objections. The above procedure shall apply accordingly in the event that a doctoral student raises objections to the decisions of the Director of the Doctoral School in matters relating to the completion of a semester.

Article 11

Doctoral School Council

1. The Council of the Doctoral School and its individual members shall be appointed and dismissed by the Rector.
2. The Doctoral School Council shall comprise:
 - 1) the Director of the Doctoral School as Chair,
 - 2) the Deputy Director of the Doctoral School (if appointed),
 - 3) a representative of each Institute appointed by the Rector following consultation with the Director of the Institute,
 - 4) representatives of foreign universities or research institutions invited by the Rector,
 - 5) a representative of doctoral students, appointed by the doctoral student self-government.
 - 6) other persons appointed by the Rector.
3. The Chair of the Council of the Doctoral School shall be replaced by a person designated by him from among the members of the Council, or, in the absence of such a designation, by a person designated by the Rector from among the members of the Council.
4. The Council of the Doctoral School shall take decisions or express its position in the form of resolutions. Resolutions of the Council shall be adopted by a simple majority of votes of those participating in the vote. In the event of a tie, the person chairing the Council meeting at which the vote is taken shall have the casting vote.

5. The Council of the Doctoral School may adopt rules of procedure for the Council of the Doctoral School, setting out detailed rules for the conduct of its meetings.
6. The responsibilities of the Doctoral School Council shall include the following:
 - 1) reviewing the draft curriculum of the Doctoral School and any amendments thereto,
 - 2) preparing the draft rules and regulations of the Doctoral School and recommending any amendments thereto,
 - 3) approving the staffing of courses provided by the Doctoral School,
 - 4) preparing the draft terms of admission to the Doctoral School,
 - 5) reviewing the individual research plans of doctoral students,
 - 6) proposing the composition of a committee for the mid-term assessment of the implementation of individual research plans for doctoral students,
 - 7) issuing opinions on matters concerning the admissions procedure and the education of doctoral students, submitted by the Rector or the Academic Advancement Board,
 - 8) conducting interim evaluations of the quality of education at the Doctoral School,
 - 9) any other duties as provided for in the laws in force and the University Statutes.
7. The Doctoral School Council shall participate in the drafting of the University's development strategy with regard to the education of doctoral students.

Article 12

Training of doctoral students admitted under project-based admission scheme

1. A candidate admitted to the Doctoral School in accordance with the procedure set out in a resolution of the PUEB Senate defining the rules of project-based admission to the PUEB Doctoral School shall acquire the status of a doctoral student upon taking an oath and shall commence the programme of study in the semester immediately following their admission to the Doctoral School, unless the terms of the project or programme specify a different time for starting studies at the Doctoral School.
2. The Director of the Doctoral School shall determine the manner in which the curriculum is implemented, in particular the rules for making up for any backlog (including missing credits) in the completion of the curriculum by a doctoral student admitted to the Doctoral School through project-based admission. The Director of the Doctoral School may grant such a doctoral student conditional credit for the semester. A doctoral student shall be required to pass all modules required in the first year of study no later than the end of the second year of study in the given cycle, failing which they will be removed from the register of doctoral students for breach of the obligations referred to in Article 207 of the Act on Higher Education and Science.

Annex 1
to the Regulations of the Doctoral School
of the Poznań University of Economics and Business (PUEB)

Procedure for conducting a mid-term assessment at the Doctoral School of the PUEB

Article 1

Activities during a mid-term assessment:

- 1) A mid-term assessment shall be carried out halfway through the programme of education.
- 2) The composition of the mid-term assessment committees (hereinafter referred to as 'mid-term assessment committees') shall be proposed by the Director of the Doctoral School and approved by the Rector of the PUEB and then be published in the form of a notice. A mid-term assessment committee shall consist of three persons, including at least one person holding a post-doctoral degree (habilitated doctor) or the title of professor in the discipline in which the doctoral dissertation is being prepared, employed outside the entity running the doctoral school, or a person referred to in Article 190(5) of the Act. The supervisor and the assistant supervisor cannot be members of the mid-term assessment committee.
- 3) During the mid-term assessment, the committee examines documents relating to the doctoral student's studies, particularly with regard to the implementation of the individual research plan, including: a report on the implementation of the individual research plan signed by the doctoral student and assessed by the supervisor; the individual research plan with any amendments; the doctoral student's termly reports assessed by the supervisor; a summary of grades; minutes of academic meetings at the department/institute where the doctoral student presented their research; confirmed participation in scientific conferences and presentations; scientific articles; chapters of the doctoral dissertation; and information on placements and scholarships received.
- 4) As part of the mid-term assessment, the mid-term assessment committee shall interview the doctoral student. During the interview, the doctoral student shall present their achievements to date (for no longer than 15 minutes), and the committee shall then discuss the doctoral dissertation being prepared and the implementation of the individual research plan. Notification of the date of the interview with the doctoral student shall be sent to the doctoral student by registered post and to their university email address at least 21 days before the interview; the notification sent to the address provided by the doctoral student for correspondence shall be deemed to have been effectively delivered within 14 days of dispatch, even if it has not been collected or has been returned with the annotation 'addressee unknown', 'addressee has moved out' or similar.

Article 2

Principles governing the work of the mid-term assessment committee:

- 1) decisions of the committees shall be made in the form of resolutions, openly and by a simple majority of votes; in the event of a tie, the chair of the committee shall have the casting vote;
- 2) the meeting of the mid-term assessment committee may take place outside the PUEB's registered office using electronic means of communication that meet the requirements of applicable regulations;
- 3) a report on the meeting of the mid-term assessment committee shall be drawn up;
- 4) resolutions adopted by the mid-term assessment committee via electronic communication shall be signed by the chair of the committee; the chair shall also sign the minutes and other documents produced by the mid-term assessment committee via electronic means of communication;
- 5) the result of the assessment, together with the reasons, shall be made public; the doctoral student shall be notified of the result of the mid-term assessment in writing by registered post;
- 6) in the event of a negative result of the mid-term assessment, the doctoral student shall be removed from the list of doctoral students.

Annex 2 to the Rules and Regulations
of the Doctoral School of
the Poznań University of Economics and Business

Procedure for extending the deadline for the submission of a dissertation

1. Upon legitimate request from a doctoral student, in the cases specified in Article 3.2 of the Rules and Regulations of the Doctoral School of the Poznań University of Economics and Business, the Rector may extend the deadline for the submission of a doctoral dissertation for up to 12 months at any given time. The total extension of the deadline for the submission of a doctoral dissertation may not exceed 24 months.
2. The request submitted to the Rector shall satisfy all of the below conditions:
 - 1) indicate the circumstances that justify the extension of the deadline for the submission of the dissertation, supported by relevant documents where needed,
 - 2) specify the new deadline for the submission of the doctoral dissertation,
 - 3) include a revised individual research plan together with supervisor opinion(s).
3. The doctoral student shall submit the request to the Doctoral School Office no later than one month before the expiry of the original deadline for the submission the dissertation, as specified in the existing individual research plan.
4. Before forwarding the request for the Rector's consideration, the Doctoral School Council shall, within 14 days of receiving the request, give its opinion and its own recommendation on the proposed extension of the deadline for the submission of the doctoral dissertation and on any modifications to the individual research plan proposed in the request.
5. An extension of the deadline for the submission of the doctoral dissertation shall not constitute grounds for receiving – during the extension period – the scholarship referred to in Article 209 of the Act of 20 July 2018 on Higher Education and Science. The scholarship may be provided to doctoral students who have previously suspended their studies, for the duration of the suspension of studies. In no case may the doctoral scholarship be received for more than 4 years.
6. The doctoral student shall be notified in writing of the Rector's decision regarding the extension of the deadline for the submission of the doctoral dissertation by registered mail or electronically at their university email address.