

## **General Rules of Admission to the Doctoral School of Physical Culture Sciences at the University of Physical Education in Kraków in the Academic Year 2020/2021**

### **General provisions**

1. Candidates to **the Doctoral School of Physical Culture Sciences at the University of Physical Education in Kraków** are admitted on a competitive basis, in accordance with the "General Rules of Admission" adopted by the AWF Senate on **25 June 2020**.
2. The Doctoral School Director shall appoint the Admissions Board by 30 June 2020.
3. The Admissions Board consists of the Director, the Vice- Director, and three members of the Doctoral School Board.
4. The admission process will take place between 3 August and 11 September 2020.
5. In case of an epidemiology alert, the process of admission to the Doctoral School will be conducted remotely using electronic communication tools. The decision in this matter will be issued by the Director of the School in a separate announcement posted on the Doctoral School's website not later than 7 working days prior to the commencement of the admissions process.
6. A candidate eligible for admission to the Doctoral School must:
  - a) hold a *magister* degree, an equivalent or higher degree, or hold a certificate confirming the completion of higher education abroad and entitling its holder to continue education or pursue a doctoral degree in the country within whose higher education system the issuing institution operates.
  - b) the course of higher education completed by the candidate does not have to correspond to the discipline in which they plan to pursue their doctoral dissertation.
  - c) have achieved a Master's programme grade average of at least 4.0.
7. In the academic year 2020/2021, The Doctoral School will admit **ten candidates** with the highest scores achieved in the admissions procedure.
8. After registering through the Electronic Admissions System the candidate must submit the following documents by **14 August 2020**:
  - a) Completed personal questionnaire (the form can be downloaded online from the Doctoral School's website),
  - b) A copy of the candidate's certificate of *magister* degree [*dyplom ukończenia studiów magisterskich*] or its equivalent (the original document may be required for inspection, if requested by the qualifying committee),
  - c) A certificate of grade average for the course of higher education completed,
  - d) A proof of payment of the admission fee,
  - e) A draft of the intended doctoral dissertation attached as a pdf file,
  - f) A science-oriented resume (CV) of the candidate,

- g) A written consent from a senior research associate specializing in the relevant research area to supervise the candidate's research in the scope connected with their future doctoral dissertation,
  - h) Scientific publications (i.e., articles, monographs, chapters in monographs, books) submitted electronically or a statement from a journal editor or a publisher confirming acceptance for publication,
  - i) A certificate confirming the candidate's participation in a research grant issued by the project leader (optionally),
  - j) Additionally, Doctoral School candidates may submit more than one letter of recommendation from a senior research associate, other than required degree certificates and diplomas, certificates of participation in international and national scientific conferences, reports, expert opinions as well as other documents confirming the candidate's academic competencies and completed scientific papers/analyses (optionally).
9. In the event of an epidemiology alert, the required documentation may be submitted solely electronically.
10. The formal review of the candidate's documentation and the assessment of the candidate's competencies required to pursue education at the Doctoral School will take place between 17 August and 31 August 2020.

### **Qualification Stage I – Evaluation of the Documentation Submitted by the Candidate**

#### **11. Evaluation of the Research Project**

11.1. The candidate may receive a maximum of 50 points for the presented research project. Each member of the examiners may award the candidate from 0 to 10 points for this part of the assessment (points awarded by individual members of the Board are totaled up).

11.2. In the first stage, the Admissions Board evaluates the candidates based on submitted documentation according to the following criteria:

- a) whether the research project corresponds to the research profile of the Doctoral School,
- b) how original the research will be,
- c) what is the value of the research methodology and whether appropriate measurement tools have been selected,
- d) how familiar the candidate is with the current state of knowledge in the chosen research area,
- e) how feasible the intended research is,
- f) how the research project delivery timeline has been presented,
- g) whether it will be possible to ensure academic supervision by a supervisor.

- 11.3 Prior to the content-oriented evaluation, the research project will be assessed as to its relevance to the discipline of physical culture sciences. The Admissions Board (each of its members) will assign a score assessing the relevance of the topic of the research project to the discipline of physical culture sciences based on the following criterion: the research project is not relevant to the discipline of physical culture sciences – 0 points; the research project is relevant to the discipline of physical culture sciences – 1 point. If the total score at

this stage of the evaluation is less than 3 (out of 5) points, no further content-oriented evaluation of the research project will be conducted.

## **12.Evaluation of the Candidate's Scientific and Creative Achievements**

12.1. The candidate may receive a maximum of 50 points for documented scientific and creative achievements (especially in the form of publications). Each examiner may award between 0 and 10 points for this part of the qualification procedure (points awarded by individual examiners are added up). Points will be awarded by the examiners after consulting the AWF Library's Department of Collection Sharing and Scientific Information regarding the scientific value of the published content.

12.2. Winners of the "Diamond Grant" [*Diamentowy Grant*] Scheme will be awarded an additional 30 points for their achievements.

**13.Evaluation of the Candidate's Participation in Research Projects.** The candidate receives between 0 and 10 points from each examiner, depending on the importance of the research grant and the candidate's role in the delivery of a grant which won funding through an official competition, confirmed by the research grant manager (points awarded by individual examiners are added up).

## **14.The Overall Average Grade for the Entire Course of Study**

14.1. The candidate receives points for the final grade shown on their degree certificate according to the following scale:

Grade 4.91 – 5.0: 10 points

Grade 4.81 – 4.9: 9 points

Grade 4.71 – 4.8: 8 points

Grade 4.61 – 4.7: 7 points

Grade 4.51 – 4.6: 6 points

Grade 4.41 – 4.5: 5 points

Grade 4.31 – 4.4: 4 points

Grade 4.21 – 4.3: 3 points

Grade 4.11 – 4.2: 2 points

Grade 4.00 – 4.1: 1 point

14.2. If a different grading scale has been adopted for the degree certificate, the score will be recalculated in proportion to the applied scale.

15. Following the evaluation results of the first stage of the qualification process, the Board selects a shortlist of candidates who will be invited to the next stage of the competition procedure.

## **Qualification Stage II – Interview with the Candidate**

16. The candidate can obtain a maximum of 50 points for the second stage of the qualifying procedure. Each examiner may award between 0 and 10 points for this part of the exam (points awarded by individual examiners are added up).
17. The second stage of the candidate evaluation – the interview – will be held between 1 and 11 September 2020, on the premises of the University of Physical Education (AWF) in Kraków – or, in the event of an epidemiology alert, remotely via the Microsoft Teams platform. The exact date (time and location) of the interview will be announced on the Doctoral School's website not later than 28 August 2020.
18. The purpose of the interview is to assess the candidate's aptitude for scientific work and their research interests. The interviewers will evaluate the candidate's responses regarding:
  - a) the submitted research project (topic, methodology, delivery timeline),
  - b) the body of candidate's scientific achievements,
  - c) the candidate's motivation to study at the Doctoral School and their individual academic track record,
  - d) scientific interests and preferences for exploring the researcher's craft,
  - e) the candidate's insights related to gaining professional competencies,
  - f) the feasibility of the research to be conducted in connection with the doctoral dissertation,
  - g) questions related to physical culture sciences,
  - h) the candidate's previous research experience, including involvement in the work of a research team,
  - i) documented contacts and proven track record of cooperation with other research centers (including international ones).

## **Announcement of Results**

19. The outcome of both stages of the procedure will be a candidate ranking drawn up by the Admissions Board to be presented in the admissions report and later published on the Doctoral School's website by 11 September 2020.
20. Points scored for both admission stages will be added up. The candidate's final position on the ranking list will be determined by the sum of points obtained in both stages of the procedure.
21. Based on the candidates' ranking order, the Director will issue official decisions admitting or refusing admission to the Doctoral School.
22. Candidates will be notified of the outcomes of the admissions procedure through an official report published on the Doctoral School's website, by email and traditional mail, with the administrative decision on refusal of admission to the Doctoral School being served as a signed-for registered delivery or via other means of service indicated in the Code of Administrative Procedure.
23. Candidates may appeal the Director's decision refusing admission to the Doctoral School by submitting a written request to the Vice-Rector for Student Affairs for reconsideration of the case within 14 days of the decision being published in the admissions report and on the Doctoral School's website.
24. The Vice-Rector for Student Affairs, after reviewing the appeal requests submitted, will issue a final written decision upholding or repealing the Director's original administrative decision. Written notifications of this decision

will be delivered to the Director and – by post – to all candidates who have submitted appeals against the administrative decision of the Doctoral School's Director.

25. The above admission rules apply to all candidates, regardless of their citizenship.
26. Candidates who are not citizens of the Republic of Poland are required to provide a service address in Poland or designate a proxy for receipt of correspondence in Poland.
27. These general rules of the admissions to the Doctoral School shall be adopted by the AWF Senate not later than **30 June 2020**. The Resolution will come into effect on the day of adoption.

### **Final provisions**

Admissions to the AWF Doctoral School for the academic year 2020/2021 will be conducted as a competition in accordance with these General Rules, which will be published not later than **3 July 2020**.