

Appendix
to Resolution No. 13/2021
dated 15 April 2021

**General Rules of Admission to Szkoła Doktorska Nauk o Kulturze
Fizycznej Akademii Wychowania Fizycznego w Krakowie in the
Academic Year 2021/2022**

General Provisions

1. Candidates to the **Szkoła Doktorska AWF w Krakowie** are admitted on a competitive basis, in accordance with these "General Rules".
2. The Doctoral School Director shall appoint the Admissions Board not later than 30 June 2021.
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 9 August and 15 September 2021.
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) have achieved a Master's programme weighted grade average of at least 4.0.
7. In the academic year 2021/2022, the Doctoral School will admit Candidates with the highest scores achieved in the admissions procedure, which must be not lower than 110 points.
8. Following registration in the Internet Candidate Registration (IRK) System, the Candidate must submit the following documents between 9 August and 22 August 2022:
 - a) 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 should be presented if requested by the Board),
 - 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 letter of intent/application ,

- g) A science-oriented resume (CV) of the Candidate, presenting the history of the Candidate's scientific development together with relevant lists (of publications, conferences, other scientific, professional and organisational achievements),
 - h) A written consent from a senior research associate specializing in the relevant research area to supervise the Candidate's research and their future doctoral dissertation,
 - i) Scientific publications (i.e., articles, monographs, books, chapters in monographs and books) in the electronic format or a statement from a journal editor or a publisher confirming acceptance for publication,
 - j) A certificate confirming the Candidate's participation in research projects issued by the project leader, specifying the role and tasks performed by the Candidate (optional),
 - k) Additionally, Candidates may submit a letter of recommendation from a senior research associate and other non-required documents, such as diplomas, certificates of participation in international and national scientific conferences, scientific courses and training, student research groups, reports, expert opinions, certificates of scientific collaboration, research and teaching placements as well as other documents confirming the Candidate's academic competencies.
9. In the event of an epidemiology alert, the required documentation can only be submitted via electronic means of communication.
10. The formal review of the Candidate's documentation and the content-oriented assessment of the Candidate's competencies required to pursue education at the Doctoral School will take place between 23 August and 5 September 2021.

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 Board may award the Candidate from 0 to 10 points for this part of the assessment (points awarded by individual examiners 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 for the project.

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 totaled up). Points (0 to 35) for scientific publications 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. Other (than publications) forms of scientific activity, such as active and passive participation in scientific conferences, participation in scientific training courses/seminars, and science-promoting activities will also be evaluated (0 to 15 points).

12.2. Winners of the "Diamond Grant" [*Diamentowy Grant*] or "Pearls of Science" [*Perły Nauki*] Schemes will be awarded an additional 30 points for their achievements.

13. Evaluation of the Candidate's Participation in Research Projects. The Candidate may receive between 0 and 10 points from each examiner, depending on the importance of the research grant, the Candidate's role in the delivery of the grant. Points awarded by individual examiners are totalled up.

14. The overall average grade for the entire course of study

14.1. The Candidate receives points for the final grade entered on their Master's Degree Certificate [Dyplom] 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 is used, points 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 will be totalled up).
17. The second stage of the Candidate evaluation – the interview – will be held between 6 and 15 September 2021, 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 30 August 2021.
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, as well as clarification of the objectives and assumptions behind the planned doctoral dissertation),
 - 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 previous experiences 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,
 - i) documented contacts and proven track record of cooperation with other research centers (including international ones).

Announcement of Results

19. The Admissions Board will document the course of the admissions procedure by drawing up reports on the individual stages of the qualification procedure.
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. 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 and in the Public Information Bulletin on 15 September 2021.
22. Based on the Candidates' ranking order, the Director will issue administrative decisions refusing admission to the Doctoral School.

CERTIFIED TRANSLATION FROM POLISH

23. 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 post (acceptance letter), 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.
24. 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.
25. 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 appealed.
26. The above admission rules apply to all Candidates, regardless of their citizenship.
27. 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.

RECTOR

[*Signature*]

Andrzej Klimek, Prof. Dr Hab.
