

## **General Rules of Admission to the Doctoral School of Physical Culture Sciences at the University of Physical Education in Kraków in the Academic Year 2023/2024**

### **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 these "General Rules of Admission".
2. The Doctoral School Director (hereinafter referred to as the Director) appoints the Admissions Board by 30 June 2023.
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 7 August and 8 September 2023.
5. A candidate eligible for admission to the Doctoral School must 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.
6. In the academic year 2023/2024, The Doctoral School will admit **no more than six candidates** with the highest scores achieved in the admissions procedure, which must be not lower than 120 points.
7. During registration in the Internet Candidate Registration (IRK) System, the candidate must submit the following documents between 7 August and 20 September 2023:
  - a) Completed personal questionnaire (the form is available in the IRK system),
  - b) A copy of the candidate's certificate of *magister* degree [*dyplom ukończenia studiów magisterskich*] or its equivalent along with a diploma supplement,
  - c) A certificate of the weighted average of grades obtained during Master's studies,
  - d) A document confirming the person's competence in a contemporary language at B2 level or higher ,
  - e) A science-oriented resume (CV) outlining the candidate's previous science and research track record, including relevant lists (publications, conferences, other academic, professional, and organizational achievements),
  - f) A draft of the intended doctoral dissertation,
  - g) 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 (the form is available in the IRK system),
  - h) First pages of scientific publications (i.e., articles, monographs, books, chapters in monographs and books) or a statement from a journal editor or a publisher confirming acceptance for publication, along with a description of the candidate's contribution to the publication, signed by the first author,

- i) A certificate confirming the candidate's participation in research projects issued by the project leader, specifying the role and tasks performed by the candidate (the form is available in the IRK system),
  - j) 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.
8. The assessment of the candidate's competencies required to pursue education at the Doctoral School will take place between 21 August and 3 September 2023.

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

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

9.1. The content-related evaluation of the research project will be preceded by an assessment of the project's relevance to the field of physical culture studies. The Admissions Board will assess to what extent the project's topic is relevant to the discipline of physical culture sciences. Lack of relevance will result in a negative opinion on the project and will terminate its further content-related processing.

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

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

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

#### **10. Evaluation of the Candidate's Scientific Achievements and Experience**

10.1. The candidate may receive a maximum of 50 points for documented scientific and creative achievements (especially in the form of publications). Each member of the Admissions Board may award between 0 and 10 points for this part of the qualification procedure (points awarded by individual members of the Board are totaled up). Points (0 to 35) for scientific publications will be awarded by the members of the Admissions Board 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).

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

11. Evaluation of the Candidate's Participation in Research Projects.

The candidate receives between 0 and 10 points from each member of the Admissions Board depending on the importance of the grant and the candidate's role in the project, and the nature of the tasks in the project. The points awarded by individual members of the Admissions Board are then totaled up.

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

12.1. The candidate receives points for the weighted average of grades obtained during their course of studies according to the following scale:

Grade 4.91 – 5.00: 10 points

Grade 4.81 – 4.90: 9 points

Grade 4.71 – 4.80: 8 points

Grade 4.61 – 4.70: 7 points

Grade 4.51 – 4.60: 6 points

Grade 4.41 – 4.50: 5 points

Grade 4.31 – 4.40: 4 points

Grade 4.21 – 4.30: 3 points

Grade 4.11 – 4.20: 2 points

Grade 4.00 – 4.10: 1 point

Below 4.00: 0 points

12.2. If a different grading scale is used, points will be recalculated in proportion to the applied scale.

13. 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**

14. The candidate can obtain a maximum of 50 points for the second stage of qualification. Each member of the Admissions Board may award between 0 and 10 points for this part of the exam (points awarded by individual members of the Admissions Board are totaled up).

15. The second stage of the candidate evaluation – the interview – will take place between 4 and 7 September 2023, on the premises of the University of Physical Education (AWF) in Kraków. The exact date (time and location) of the interview will be announced on the Doctoral School's website by 31 August 2023.

16. The purpose of the interview is to assess the candidate's aptitude for scientific work and their research interests. The interview 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**

- 17. The Admissions Board will document the course of the admissions procedure by preparing reports on the individual stages of the qualification procedure.
- 18. The scores obtained for each consecutive stage of the admissions process will be published in the Candidate's individual admissions account in the IRK System.
- 19. The Candidate's final position on the ranking list will be determined by the total number of points obtained in both stages of the procedure.
- 20. 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 8 September 2023.
- 21. Based on the Candidates' ranking order, the Director will make decisions regarding their registration as first-year attendees in the Doctoral School or will issue administrative decisions refusing admission to the Doctoral School.
- 22. Candidates will be notified of the admissions outcomes via the IRK admissions system and by email, with the administrative decision on refusal of admission to the Doctoral School being served as a signed-for registered delivery or via other means 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.
- 24. The Vice-Rector for Student Affairs will review the appeal request(s) and issue a final written decision on whether to uphold or repeal the Director's original administrative decision. Written notifications of this decision will be sent to the Director and to all Candidates who have submitted appeals by signed-for registered delivery.
- 25. Candidates accepted to the Doctoral School must submit the original admission documents to the Doctoral School Office and complete the declaration of intention to enroll in the Doctoral School by 22 September 2023.
- 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.