**Annex no. 1 to Resolution no. 3/I/2022**

**of the Jagiellonian University Senate from 26 January 2022**

**Detailed conditions and admission procedure to the Doctoral School of Medical and Health Sciences at the Jagiellonian University in the academic year 2022/2023 for programmes conducted in Polish: pharmaceutical sciences, medical sciences, health sciences**

**Formal prerequisites for participation in the admission procedure**

The person applying for admission to the school must have the professional title of a master, master of science or an equivalent degree obtained in any field, and the person referred to in art. 186 section 2 of the Act. The fulfilment of this condition is verified at the stage of formal evaluation of applications.

For persons who use the extraordinary procedure described in art. 186 section 2 of the Act, the verification takes place at the stage prior to admission to the factual knowledge assessment in the first stage of admission on the basis of two opinions confirming the high quality of the research carried out and the high level of advancement of such works, issued by research supervisors with at least a postdoctoral degree or employees of a foreign university or research institution who have significant achievements in the field of scientific topics related to the doctoral programme.

Applying for the implementation of a project that requires a doctoral student to perform medical activities on patients independently is possible only in the case of:

1. graduates of medicine and dentistry with a valid license to practice as a doctor or dentist on the territory of the Republic of Poland or submitting a declaration of completing postgraduate internship by the end of the calendar year in which the recruitment is carried out and a declaration of passing the Final Medical Examination / Final Medical-Dental Examination,
2. graduates of nursing, midwifery and physiotherapy with the current license to practice the profession of a nurse, midwife, physiotherapist on the territory of the Republic of Poland.

The person submitting the research project proposal for candidates to the school may specify the obligation to have the right to practice a profession as a condition for applying for the project also in cases where the project implementation does not require the doctoral student to perform medical activities on patients.

The person submitting the research project proposal for candidates to the school indicates the type of right to practice the profession required to carry out the research topic.

**Language of the admission process**

The admission process is conducted in Polish.

**The course of the admission process**

A person joining the qualification procedure must present a set of documents as indicated in the admission announcement as part of the submitted application.

Submitting an incomplete application or application containing significant deficiencies in relation to the requirements for its preparation specified in the admission announcement will prevent it from being assessed and the qualification result will be set to 0 (zero) points on the ranking list.

The process consists of two stages.

In the first stage, the commission assesses the supporting documents submitted by the candidate:

1. the candidate's point grade average from the master's degree studies, a five-year MA/MSc degree programme or equivalent, calculated in accordance with the regulations of the university which issued the diploma, assessed on a scale of 0-15 points according to the following point scale:

|  |  |  |  |
| --- | --- | --- | --- |
| **Point grade average** | **No. of points** | **Point grade average** | **No. of points** |
|  |  |  |  |
| < 3.50 | 0 | 4.21–4.30 | 8 |
| 3.50–3.60 | 1 | 4.31–4.40 | 9 |
| 3.61–3.70 | 2 | 4.41–4.50 | 10 |
| 3.71–3.80 | 3 | 4.51–4.60 | 11 |
| 3.81–3.90 | 4 | 4.61–4.70 | 12 |
| 3.91–4.00 | 5 | 4.71–4.80 | 13 |
| 4.01–4.10 | 6 | 4.81–4.90 | 14 |
| 4.11–4.20 | 7 | 4.91–5.00 | 15 |

In case of:

1) completion of the BA/BSc and MA/MSc degree by the candidate, the point grade average for the studies will be the arithmetic mean of the results obtained for both degrees;

2) when the grades in the candidate's studies were not expressed on a scale from 2.0 to 5.0, in order to convert the average, the following formula is used:



where:

*S*1 – minimum grade in the old scale;

*S*2 – maximum grade in the old scale;

*Wold* – point grade average for studies, calculated in accordance with the regulations of the university that issued the diploma;

*W*new – average calculated on a scale of 2–5.

In case of candidates who use the procedure described in art. 186 section 2 of the Act, the point grade average is calculated taking into account the completed years of study.

1. the academic achievements from the last five calendar years (from 2018, the period is extended by the duration of parental leave, but not longer than ten calendar years), assessed according to the following point scale:

1) publications in scientific journals and monographs - up to three publications or monographs presented according to the candidate's choice:

a) publications in scientific journals included in parts A, B and C of the list of journals of the Minister of Science and Higher Education until 2018 - only published texts:

- for each point awarded to the journal, the candidate receives 0.25 points, if he is the first author, but a maximum of 7 points for one article; in case of two authors indicated by the journal as equal first authors, also the author named in the second place is treated as the first author and receives 0.25 points for each point awarded to the journal,

- for each point awarded to the journal, the candidate receives 0.1 point, if he is the second or subsequent author, but a maximum of 3 points for one article;

b) publications in scientific journals included on the list of the Minister of Science and Higher Education from 2019 or on the list of the Minister of Education and Science from 2021 - only texts published or accepted for publication with a DOI:

- for each point awarded to the journal, the candidate receives 0.05 points, if he is the first author, but a maximum of 7 points for one article; in the case of two authors indicated by the journal as equal first authors, also the author named in the second place is treated as the first author and receives 0.05 point for each point awarded to the journal,

- for each point awarded to the journal, the candidate receives 0.02 points, if he is the second or subsequent author, but a maximum of 3 points for one article;

c) monographs - only with the assigned ISBN:

- for each monograph the candidate receives 5 points, if he is the only author,

- for each monograph the candidate receives 2 points, if he is a co-author, e.g. the author of one of the chapters;

– the candidate may receive a maximum of 21 points for the entire publication achievements;

2) active participation in scientific conferences as the first or the presenting author: for each work/presentation - 1 point;

– for the entire reported conference achievements, the candidate may receive a maximum of 3 points;

3) awards for outstanding scientific achievements other than those related to participation in conferences and than those awarded solely for academic results: 1 point for each award;

– for all submitted prizes, the candidate may receive a maximum of 2 points;

4) patent applications:

a) international – 2 points;

b) domestic – 1 point;

– for all patent applications, the candidate may receive a maximum of 2 points;

5) management of a research project obtained through a funded competition:

a) from external sources included on the list of prestigious institutions and foundations (Annex 1) – 7 points;

b) from university sources and by the student government – 4 points

c) from other external sources – 3 points;

– candidate may receive a maximum of 7 points for managing research projects.

After the first stage, the committee draws up a ranking list on a scale of 0-50 points with an accuracy of two decimal places.

The maximum number of candidates which pass to the second stage is equal to twice the number of places in a given doctoral programme. If two or more candidates obtained the same minimum number of points qualifying to the second stage (*ex aequo*), all these candidates are admitted to the second stage of recruitment. Candidates who were not admitted to the second stage of recruitment receive 0 points for the second stage of the recruitment procedure.

In the second stage, the committee conducts an interview to evaluate the candidate in accordance with the assessment criteria described below, on a scale of 0–100 points, accurate to whole numbers.

The interview consists of two parts:

1. research interests of the candidate and scientific attainments to date - evaluation of the multimedia presentation prepared by the candidate (slides), maximum of 5 minutes, with the possibility of obtaining from 0 to 20 points and assessment of the candidate's answers to additional questions about the presentation and presented scientific attainments (discussion), with the possibility of obtaining from 0 to 40 points.

With regard to the presentation, the following are assessed:

1) the manner of presentation (easiness to follow and clarity of the message) with the possibility of obtaining from 0 to 10 points;

2) the substantive value of the provided content with the possibility of obtaining from 0 to 10 points.

With regard to additional questions (discussion), the following are assessed:

1) the candidate's replies to the questions regarding the research methodology of the presented research achievements with the possibility of obtaining from 0 to 10 points;

2) experience and competences of the candidate in the scope corresponding to the selected research topic, with the possibility of obtaining from 0 to 30 points;

2. assessment of core competencies: an interview conducted in Polish on the basis of one of the five English-language research articles previously selected by the admission committee in the discipline of a given doctoral programme, with the possibility of obtaining from 0 to 40 points. The texts of the articles will be posted on the school's website at least one month before the start of the enrolment.

The core competencies of the candidate in this part of the interview are assessed in particular according to the following criteria:

1) knowledge of the issues presented in the article;

2) understanding the research methodology;

3) interpretation of the results, drawing conclusions and indicating practical aspects;

4) the ability to critically evaluate the strengths and limitations of the study.

The candidate participating in the interview may use the text of the article, if asked by the Committee to comment on specific detailed information, figures, graphs.

Persons who did not come to the interview, do not take part in further admission and their qualification result is 0 (zero) points on the final ranking list. The person who submitted the research topic selected by the candidate may be present at the interview, acting as an observer, without the right to award points.

**Assessment criteria and qualification result**

The final result of the admission process is a number from 0 to 100, specified with an accuracy of two decimal places and determined for all candidates according to the formula:

[(W1 + 2 \* W2)/250] \* 100

where:

W - is the final result of the qualification procedure,

W1 - this is the result obtained in the first stage of the qualification procedure,

W2 - this is the result obtained in the second stage of the qualification procedure.

In case of equal number of points obtained by candidates supplementing the number of places in the doctoral programme and exceeding it, admission is determined by the number of points obtained in the second stage of the recruitment procedure, and in case of equal scores - the number of points obtained for academic achievements. If the number of points for academic achievements is also identical, the point average grade from studies decides about admission to the programme at the doctoral school.