**Annex No. 1 to Resolution No. 6/II/2023
of the JU Senate of 22 February 2023**

**Detailed terms and conditions for admission to the Doctoral School of Medical and Health Sciences at the Jagiellonian University in the academic year 2023/2024 for programmes in Polish: pharmacology and pharmacy, medical sciences, health sciences**

Formal preconditions for participation in the admission procedure

Applicants for the School may include persons holding professional title of MA/MSc.; BEng, MSc., or equivalent obtained at any faculty, as well as persons referred to in Art. 186(2) of the Act.
Compliance with this precondition shall be verified at the stage of formal evaluation of applications.

Persons benefiting from extraordinary procedure stipulated in Art. 186(2) of the Act shall be verified at the stage before admission to factual knowledge assessment in stage I of admission procedure pursuant to two opinions confirming high quality of research and high degree of advancement of such works, issued by academic supervisors having at least PhD, DSc degree, or being employees of a foreign university or scientific institution with significant achievements in the area of scientific problems related to the doctoral programme.

Applications for projects requiring individual performance of medical activities on patients by PhD students shall only be possible in the case of:

1. graduates from medical and medical-dental faculties having licence to practise as a medical or medical-dental doctor on the territory of Poland, or the licence to practise as a medical doctor or licence to practise as a medical-dental doctor for the period of postgraduate internship.

2. graduates of physiotherapy, nursing, midwifery faculties having the valid licence to practice as a nurse, midwife, or physiotherapist on the territory of Poland.

Persons submitting proposals of research projects for candidates to the School may determine the obligation to have a licence to practise as a precondition to apply for the project also in cases where the project does not require performance of medical activities on patients by the PhD student.

Persons submitting proposals of research projects for candidates to the School shall indicate the type of licence to practise required for the research topic.

Language of the admission procedure

The admission procedure is carried out in Polish.

Course of the admission procedure

Within the framework of application, persons enrolling in the admission procedure shall submit the set of documents listed in the communication about the admission procedure.

The procedure involves two stages.

In stage I, the Committee evaluates documents submitted by candidates confirming:

1. average of grades obtained by the candidate during the studies at MA degree programme, a five-year MA/MSc degree programme or equivalent, calculated according to the bylaws of the university issuing the diploma, evaluated in the scale of 0-15 credits according to the following scale:

|  |  |  |  |
| --- | --- | --- | --- |
| **Point grade average** | **Credits** | **Point grade average** | **Credits** |
| < 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 the event where:

1. the candidate has graduated from BA/BSc. degree programme and MA/MSc. degree programme, point grade average shall be formed by arithmetic mean of results obtained at both degree programmes;
2. grades at candidate’s degree programme were not expressed acc. to scale from 2.0
to 5.0,

the following formula shall be used for point grade average calculation:



where:

*S1-* minimum grade in the old scale;

*S2*– maximum grade in the old scale;

*Wold* – point grade average from the programme, calculated as per bylaws of the university issuing the diploma;

*Wnew* – average calculated according to the scale 2-5.

In the case of candidates using the procedure stipulated in Art. 186(2) of the Act, the point grade average is calculated while accounting the completed years of the degree programme.

1. scientific achievements from the last five calendar years (since 2019, the period shall be extended by the time of being on maternity, paternity or parental leaves, but not longer than up to ten calendar years), evaluated according to the following scale:
2. publications in scientific journals and monographs – maximum three publications or monographs presented according to the candidate’s choice:
3. publications in scientific journals accounted for in parts A, B, and C of the list of journals presented by the Minister of Science and Higher Education before and up to 2018 inclusive – exclusively texts published or admitted for publication with allocated DOI number:
* the candidate shall receive 0.25 point per each point awarded to the journal if the candidate is the first author, up to the maximum of 7 points per article; in the case of two authors listed by the journal as equivalent first authors, also the author listed as the second shall be treated as the first author, receiving 0.25 point per each point awarded to the journal,
* the candidate shall receive 0.1 point per each point awarded to the journal if the candidate is the second or further author, up to the maximum of 3 points per article;
1. publications from the period 2019-2023, published in scientific journals listed by the Minister of Science and Higher Education of December 21, 2021 – texts published or admitted for publication with allocated DOI number:
* the candidate shall receive 0.05 point per each point awarded to the journal if the candidate is the first author, up to the maximum of 7 points per article; in the case of two authors listed by the journal as equivalent first authors, also the author listed as the second shall be treated as the first author, receiving 0.05 point per each point awarded to the journal,
* the candidate shall receive 0.02 point per each point awarded to the journal if the candidate is the second or further author, up to the maximum of 3 points per article;
1. monographs – exclusively with the allocated ISBN number:
* the candidate shall receive 5 points per each monograph if the candidate is the sole author,
* the candidate shall receive 2 points per each monograph if the candidate is a co-author, e.g. the author of one of the chapters;
* the candidate may receive the maximum of 21 points for the entire publication achievements presented;
1. active participation in scientific conferences as the first or presenting author:
1 point per each work/presentation;
* the candidate may receive the maximum of 3 points for the entire conference achievements presented;
1. awards for outstanding scientific achievements other than related to participation in conferences and other than awarded exclusively for educational results: 1 point per each award;
* The candidate may receive the maximum of 2 points for all the awards presented;
1. patent applications:
2. international – 2 points;
3. domestic – 1 point;
* the candidate may receive the maximum of 2 points for all the patent applications;
1. management or editorial function of an application for scientific project obtained by way of a competition financed:
2. from external sources listed among prestigious institutions and foundations (Annex No. 3)
* 7 points;
1. from University sources and by the students’ governing body – 4 points;
2. from other external sources – 3 points;
* The candidate may receive the maximum of 7 points for management of scientific projects or editing applications.

If the documents to confirm point grade average or scientific achievements are not submitted by the deadline stated in the communication on admissions, they cannot be supplemented later.

After stage I, the Committee shall prepare a ranking list in the scale of 0-50 points with the accuracy of up to two places after the decimal stop.

The maximum number of candidates to pass to stage II shall correspond to double the number of places in a given doctoral programme. In the event where two or more candidates have obtained the identical minimum score making them eligible for stage II (*ex aequo*), all those candidates shall be admitted to stage II of the procedure. Candidates not admitted to stage II shall receive the qualification score of 0 (zero) points.

In stage II, the Committee shall conduct an interview to evaluate the candidate as per the following evaluation criteria in the scale of 0-100 points with the accuracy to integer numbers.

The interview shall comprise two parts covering:

1. the candidate’s research interests and existing scientific achievements – evaluation of the multimedia presentation prepared by the candidate (slides), maximum 5 minutes, with the possibility of obtaining from 0 to 20 points, and evaluation of the candidate’s answers to additional questions to the presentation and the presented scientific achievements (discussion) with the possibility of obtaining from 0 to 40 points.

With respect to the presentation, the following shall be evaluated:

1. presentation method (clarity of the message) – with the possibility of obtaining from 0 to 10 points;
2. value of the contents presented – with the possibility of obtaining from 0 to 10 points.
With respect to additional questions (discussion), the following shall be evaluated:
3. the candidate’s answer to questions related to research methodology in the presented research achievements - with the possibility of obtaining from 0 to 10 points;
4. the candidate’s experience and competences to the extent corresponding to the selected research topic - with the possibility of obtaining from 0 to 30 points;
5. evaluation of factual knowledge competences: conversation in Polish on the basis of one of five English-language articles prelisted by the Committee, according to the candidate’s choice, in the field of a given doctoral programme – with the possibility of obtaining from 0 to 40 points. The texts of the articles will be published on the School’s website at least one month before the launch of a given admission procedure.

Candidate’s factual knowledge competences shall be evaluated on the basis of this part of the interview in particular according to the following criteria:

1. awareness of the problems presented in the article;
2. understanding of the research methodology;
3. interpretation of the results, including drawing conclusions and pointing to practical aspects;
4. ability of critical evaluation of strengths and limitations of the study.

Candidates participating in the interview may use the text of the article if they are asked by the Committee to refer to specific detailed information, figures, or diagrams.

Persons not appearing at the interview shall not take part in the further admission procedure, and their score at the final ranking list shall equal 0 (zero) points. The interview may be attended by the person submitting the research topic selected by the candidate, acting as an observer without the right to award any points.

Evaluation criteria and qualification score

The final qualification score is the figure in the range of from 0 to 100 with the accuracy up to two places after the decimal stop and determined for all candidates according to the following formula:



where:

W – is the final qualification score,

W1 – is the score obtained in stage I of the procedure,

W2 – is the score obtained in stage II of the procedure,

If the scores obtained by candidates at the end of the list for the doctoral programme and below the limit are equal, the points obtained in stage II of the procedure shall be decisive, and if these scores are also equal – the points for scientific achievements shall be decisive. If the points for scientific achievements are also identical, the point grade average from the degree programme shall be decisive.

The status of a beneficiary of grants and international research projects (the list to be determined by the Director after obtaining an opinion from the School Council in the form of communication on the School’s website, accounting for agreements entered into by the Jagiellonian University of Jagiellonian University Medical College) shall form the grounds for award of maximum score in the admission procedure (maximum result at the ranking list) without the candidate’s need to participate in particular stages of the procedure, provided that the candidate meets formal conditions for participation in the admission procedure. The Committee shall verify meeting the above conditions pursuant to documents submitted by the candidate and the Director’s consent.