

Content of the announcement (an example)

Pursuant to § 7 sections 1 and 3 of Resolution No. 5/I/2020 of the Senate of the Jagiellonian University of 29 January 2020 on: the rules of recruitment for the Doctoral School of Exact and Natural Sciences at the Jagiellonian University in the academic year 2020/2021, the Director of the Doctoral School of Exact and Natural Sciences announces a competition for doctoral student/s with a scholarship financed from the research project funds as part of the PhD study programme

Within the project entitle....., a commission set up at the School will conduct recruitment for the PhD study programme in the academic year 2020/21.

The project manager,offers an opportunity to complete the doctorates in the following area (title):.....

After the interviews and the evaluation of the candidates, the Chairman of the committee presents a report to the Director containing a list of candidates recommended for admission to the school as part of the research project.

Schedule of the competition:

- Opening of the competition:
- Application submission deadline:
- Entrance exams:
- Announcement of results:
- Enrolment:

Detailed terms and procedures of admission - tailored to the specific PhD study programme according to the current *Recruitment rules* for the specific academic year (the School Secretariat provides the content).

Application documents (required as part of a given PhD study programme and resulting from the specificity of the research project) :.....

Please send your application documents to the project manager, at:and upload them into the Online Application System (irk.uj.edu.pl).

Documents required for entry within PhD study programme(example documents are provided below):

- the original OAS application printed out from the system, containing a photograph;
- a photocopy and the original for inspection of: a diploma or other document of graduation of a higher education institution abroad entitling the holder to undertake education in order to obtain the degree of doctor in which it was issued, recognised as equivalent to the relevant Polish master's diploma, and if, by the date of entry, the candidate does not yet hold a master's diploma document, a certificate issued by the higher education institution confirming that the candidate has passed the diploma examination, containing information on the right to take up education in order to obtain the degree of doctor in whose system the institution operates, with the grades given from the diploma examination, from the diploma thesis and on the diploma (for graduates of the second degree studies also a certificate containing these grades from the completed first degree studies);
- a photocopy and the original for inspection: a diploma supplement;
- for inspection: identity document (passport in case of foreigners);
- originals of all other documents provided at the registration stage in the form of a scan.

In the event of exposure to harmful, noxious or hazardous factors, the applicant will, at the time of registration, be referred for a medical examination by an occupational medicine physician. The candidate shall be obliged to deliver, within the time limit set by the programme manager, a medical certificate confirming the absence of contraindications to take up education (applies only to some PhD study programmes).

Higher education diplomas awarded abroad should:

1. bear an apostille clause if the issuing country is covered by the Convention abolishing the requirement of legalisation for foreign public documents, done at The Hague on 5 October 1961 (Journal of Laws of 2005, No. 112, item 938) or
2. be subjected to legalisation, in other cases.

Any document submitted in a language other than Polish or English must be accompanied by a certified translation into Polish or English.

Insurance:

Each doctoral student, including a foreigner, admitted to the doctoral school is obligatorily subject to health insurance if he/she is not covered by such insurance on other grounds (e.g. employment relationship, contract of mandate, business activity, insured as a family member under 26 years of age, as the spouse of an insured person). The health insurance contribution is paid by the Jagiellonian University and is financed from the State budget. In addition, a doctoral student receiving a doctoral scholarship is subject to compulsory retirement and disability insurance and accident insurance.

IMPORTANT:

A person admitted to the doctoral school begins education and acquires doctoral student rights upon taking the oath. The Department of Personal Affairs reports each doctoral student admitted to the School to compulsory health and social insurance at the commencement of education. Until that time foreign candidates are obliged to cover the costs of insurance for the time of travel, treatment, etc. individually.