

Doctoral School of Exact and Natural Sciences procedure for recruitment of candidates whose scholarships are financed from external funds, such as national and international research projects (grants).

1. Every candidate to the Doctoral School may apply in a regular admission process. Should conditions that allow to refund the candidate's scholarship from research project funds be satisfied, the Director of the School may extend the number of positions available in an application round in the relevant programme to include the candidates who have been admitted with the above-mentioned funding from **national and international research projects**.
2. Apart from the standard recruitment process, the Director may announce an additional recruitment to fill in the spots for which the doctoral scholarships are fully financed from external funds from national and international research projects. The following documents need to be filed with the Director in order to analyse the possibility of holding such a competition:
 - a) An application of the project manager signed by the co-ordinator of a relevant programme following an agreement with the dean/director of the non-faculty unit where the project will be conducted. The application needs to be supplemented with the statement that the doctoral scholarship paid to the selected candidate by the Doctoral School will be fully refunded from research project funds, along with the information of the planned scholarship amount.
 - b) Confirmation from the Research Support Center (CWN) that financing or reimbursement of the doctoral scholarship can be made from the funds of the grant in question*.
 - c) Information on the requirements of the programme/project with regard to the candidate recruitment.

Based on the presented documents, the Director makes a decision to announce recruitment process for the given research project.

Enrolment of a candidate(s) to the School (SDNŚiP), qualified for admission by the Admissions Committee and approved by the Director, is conditional on the presentation of the documents required for enrolment to a particular education programme and positive verification by the employee performing the enrolment of the completeness and accuracy of the documents provided. Immediately after enrolment, the doctoral student(s) shall sign a contract/agreement specifying the rules for conducting research and payment of the doctoral scholarship from the funds received by the Jagiellonian University within a specific project.

3. It is possible to announce an additional admission procedure in the case where the doctoral scholarship is **ONLY PARTIALLY** financed from the research project funds provided that, compared to point 2., additional condition has been met. The following documents need to be filed with the Director in order to analyse the possibility of holding such a competition:

- a) An application of the project manager signed by the co-ordinator of a relevant programme. The application requires prior agreement with the dean/director of the unit where the project will be conducted and should include detailed information on the financing of the doctoral scholarship and its sources. The application needs to be supplemented with the statement that the doctoral scholarship paid to the selected candidate by the Doctoral School will be PARTIALLY refunded from research project funds, along with the information of the planned scholarship amount and the duration of potential/possible financing of the scholarship from the project funds.
- b) Confirmation from the Research Support Center (CWN) that partial financing or reimbursement of the doctoral scholarship can be made from the funds of the grant in question*.
- c) Information on the requirements of the programme/project with regard to the candidate recruitment.

Approval to announce the recruitment procedure to a given research project can be granted provided that the financing from grant covers substantial part (i.e. at least 50% of the scholarship duration) of the planned scholarship of the doctoral student, agreed upon with the dean/director of the non-faculty unit. Based on the presented documents, the Director makes a decision whether to announce admission to the school in a special competition mode for a given research project.

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The Doctoral School may require an additional agreement to be signed with the dean or director of a non-faculty unit specifying the funding of the doctoral student's educational costs after the project funding has ended.

4. General remarks:

- The detailed Instruction for research project beneficiaries is a separate document.
- If the conditions for SDNŚiP recruitment announcement for a given research project cannot be met, the project manager may consider to have his/her doctoral student prepare the doctoral thesis in extramural mode. If the recruitment for the grant competition is carried out in agreement and with the fulfilment of the SDNŚiP admission requirements, the admitted person will be allowed to participate free of charge in those activities offered by the Dictoral School in which SDNŚiP will not incur additional costs for him/her and this will be in accordance with other regulations, in particular those concerning insurance at work and occupational health and safety. Such a person shall not acquire the rights of a doctoral student.

- Should it not be possible to meet the above requirements, in particular due to the regulations of the research project in which the recruitment is being carried out, the director of the SDNŚiP may specify a different recruitment procedure, maintaining high requirements for the admitted candidates equivalent to those applied in the standard recruitment process.

* Relevant inquiry to the Research Support Center may be filed via electronic mail. Additional consultation with the financing institution may be necessary in order to obtain such a confirmation (written form required). Therefore, it is advisable to consult beforehand with the Research Support Center to check the possibility to file the application discussed herein.