

Annexe no. 4 to Ordinance no. 44 of the Rector of the Jagiellonian University of 27 July 2019

DOCTORAL PROGRAM in the domain of POLITICAL AND PUBLIC ADMINISTRATION SCIENCES <i>applicable from academic year 2019/2020</i>	
Doctoral school	Doctoral School in the Social Sciences (DSSS) at the Jagiellonian University in Krakow
Scientific domain and scientific discipline in which DSSS educates	Domain of the social sciences Discipline: political and public administration sciences
Length of instruction at DSSS	4 years, 8 semesters
Form of education at the Doctoral School	Stationary
Specification of the main language in which courses are held	Polish and English
Level of education	Level 8 of the Polish Qualifications Framework and European Qualifications Framework
Terms and conditions for realizing curriculum	In order to complete Doctoral School in the Social Sciences (DSSS) in the discipline the following are required: 7) acknowledgement of achieving detailed learning outcomes provided for the Education Program (EP); 8) collecting in the course of realizing the Doctoral Program (DP) at least 40 ECTS, including 30 ECTS related to PhD student's preparation for carrying out research and publishing its results; 9) submitting doctoral thesis in social sciences in the discipline of political and public administration sciences.
Terms and conditions for granting ECTS points	1 ECTS = 30 hours PhD student's work
Listing of modules (obligatory and optional) with ECTS points assigned	MODULE 1 – SPECIALIZED TRAINING – Political and public administration sciences As part of a module a PhD student is obliged to obtain at least 12 ECTS. Obligatory: Consultations with supervisor related to preparing doctoral thesis – doctoral seminar, 30 hrs., 2 ECTS per year = 8 ECTS

during the entire school.

Optional:

As part of module DS offers PhD student courses to choose.

Attention: Courses may be conducted in Polish or English according to the course offer announced for a given year.

MODULE 2 – METHODOLOGICAL TRAINING – Methodology of social studies

As part of a module a PhD student is obliged to obtain at least 10 ECTS.

Obligatory:

As part of module DS offers PhD student courses to choose:

- 1) Methodology of political studies – 30 h, course/workshop, 2 ECTS;
- 2) Workshop in methodology of scientific research – 30 h, workshop, 2 ECTS;
- 3) Specialized courses in qualitative data analysis – (as part of the subject DS may offer / PhD student may choose 10-, 15- or 30-hour courses) 1-2 ECTS depending on the course;
- 4) Specialist courses in analysis of quantitative data (as part of the subject DS may offer / PhD student may choose 10-, 15- or 30-hour courses) – 1-2 ECTS depending on the course.

Attention: Courses may be conducted in Polish or English according to the course offer announced for a given year.

MODULE 3 – ACADEMIC COMPETENCIES – Conditions for developing scientific career

As part of a module a PhD student is obliged to obtain at least 10 ECTS.

Obligatory:

- 1) course in a modern foreign language on level C1, 4 ECTS;
- 2) Health and Safety of Education course, 4 h, 0 ECTS.

Optional:

As part of module DS offers PhD student courses to choose:

- 1) Raising funds for research and managing research projects – 20 h, workshop, 2 ECTS;
- 2) Intellectual property protection and ethics in conducting scientific research – 15 h, discussion session, 1 ECTS;
- 3) Dissemination and popularization of research findings – 15 h, workshop, 2 ECTS;
- 4) Workshops developing scientific cooperation skills Scientific career management and self-development planning – 15 h, workshop, 2 ECTS;
- 5) Scientific career management – 30 h, discussion session, 3 ECTS;
- 6) Social sciences for economy and business – 15 h, 1 ECTS;
- 7) Academic writing – editing scientific texts – 15-30 h, workshop, 1-2 ECTS;
- 8) Impression management and public speaking – 15-30 h, workshop, 1-2 ECTS.

	<p>Attention:</p> <ol style="list-style-type: none"> 1) Courses may be conducted in Polish or English according to the course offer announced for a given year; 2) Course <i>Social sciences for economy and business</i> enables to achieve learning outcomes W7, U5, K5 – indispensable for achieving outcomes described on Level 8 of the Polish Qualifications Framework. <p>MODULE 4 – PROFESSIONAL COMPETENCE AND SOFT SKILLS – Preparation for teaching</p> <p>As part of a module a PhD student is obliged to obtain at least 8 ECTS.</p> <p>Obligatory:</p> <ol style="list-style-type: none"> 1) Fundamentals of academic teaching – 30 h, discussion session, 3 ECTS; 2) Teaching practice specified by Practice Regulations – 15 h per year, 60 h during the entire school, 1 ECTS per year = 4 ECTS during the entire school. <p>Optional:</p> <p>As part of module DS offers PhD student courses to choose:</p> <ol style="list-style-type: none"> 1) Modern information and communication technologies in academic teaching – 15 h, workshop, 1 ECTS; 2) Interpersonal communication – 15 h, workshop, 1 ECTS; 3) Voice emission with elements of rhetoric – 15 h, workshop, 1 ECTS; 4) Academic tutoring – 15 h, workshop, 1 ECTS; 5) Designing classes – 15 h, workshop, 1 ECTS; 6) Modern methods and techniques for running classes – 15 h, 1 ECTS. <p>Attention: Courses may be conducted in Polish or English according to the course offer announced for a given year.</p>
<p>Rules for verification of acquisition of competencies on Level 8 of the Polish Qualifications Framework as part of classes and outside them, including rules for passing modules realized at other universities/universities abroad and for certifying education outcomes realized outside classes)</p>	<p>Achieving projected education outcomes may be confirmed as part of classes offered by the Doctoral School in the Social Sciences included in education modules, as well as on the basis of own activity realized outside classes. In the latter case the outcomes are confirmed by the Head of DP on the basis of opinion of the Supervisor or Supervisors taking into account opinion of the members of Doctoral Committee should it be appointed.</p> <p>At DSSS the following forms of verification of learning outcomes are acceptable:</p> <ul style="list-style-type: none"> - validating learning outcomes as part of doctoral seminar, - validating learning outcomes as part of student's individual work specified by their supervisor, - validating learning outcomes in compliance with the rules laid down in the course offered as part of DSSS, - validating learning outcomes in compliance with the rules laid down in the course offered by other doctoral school of the Jagiellonian University, - validating learning outcomes as part of student's individual work specified by lecturer, - preparing a formally correct application form in order to raise funds for research, e.g. application for Preludium as part of NCN grants, - positive evaluation of the project submitted as part of NCN competition together with granting funds,

- obtaining a favourable opinion of ethics committee adequate for the opinionated project,
- preparing a scientific article meeting the requirements of scientific texts validated by acceptance for print for 20-point journals or acceptance of a thesis for review in case of +40-point journals,
- performing an expertise in political and public administration sciences commissioned by an external,
- reviewing a scientific article in political and public administration sciences for a journal listed in JCR in the area of the prepared doctoral thesis,
- participating in works of interdisciplinary research team validated by a certificate issued by the project manager specifying PhD student's scope of responsibilities,
- active participating in a scientific conference (preparing a speech, communication or poster),
- participating in the works of scientific committee of an international conference related to political sciences and public administration,
- validating learning outcomes in compliance with the rules laid down in courses for PhD students and teaching staff offered by Ars Docendi, e.g. as part of the Power Ars Docendi project,
- running courses and other forms of instruction, also outside of the Jagiellonian University (e.g. trainings, workshops, summer school), supervision in the form of tutoring with respect to issues adequate for the learning outcomes,
- validating learning outcomes in compliance with the rules laid down in other forms, organized outside DS, e.g. summer or winter schools, workshops, educational and popularizing undertakings, by preparing an implementation project for research findings and other social activities popularizing scientific research results and other agreed in Individual Research Plan,
- examination in a foreign language on a level specified in doctoral program carried out by a Jagiellonian Language Centre (JCJ) examiner,
- language certificates obtained outside the Jagiellonian University accepted by JCJ,
- supervision over a scientific circle, its section or other body associating students,
- establishing a start-up as a spin-off of the home institution based on knowledge acquired by own research,
- participating in advisory and/or expert bodies competencies of which are related to science on national, local government or corporate levels,
- participating in statutory bodies of the university and/or scientific societies,
- other forms of verification not listed in points 2.1-2.23., recommended by supervisor or supervisors and approved by the Head of DP.

Listing of activities

Module 1 Specialised training – political and public administration sciences

<i>Course/activity</i>	<i>Number of hours</i>	<i>ECTS</i>	<i>Year</i>	<i>Semester</i>	<i>Form of classes</i>	<i>Obligatory /Optional</i>	<i>Learning outcomes</i>
Doctoral seminar (consultations with supervisor)	30 h	2 ECTS per year/ 8 ECTS throughout the entire school	I-IV	I-VIII	seminar	obligatory	W1, W2, W3 U1, U2, K1, K2
Political Problems in the Contemporary World	30 h	2 ECTS	I-IV	I-VIII	discussion session	optional	W1, U1, K2
International Order	30 h	2 ECTS	I-IV	I-VIII	discussion session	optional	W1, W2, W3, U 1, U2, U3, U4, K1, K2
Modern world conflicts	30 h	2 ECTS	I-IV	I-VIII	discussion session	optional	W1, W2, W5, U1, U3, U5, U7, K2
Geopoliticisation	30 h	2 ETCS	I-IV	I-VIII	discussion session	optional	W1, W2, W3, W5, U1, U2, U3, U7, K1, K2
The State, Power, Democracy: Theory and Practice	30 h	2 ETCS	I-IV	I-VIII	discussion session	optional	W1, W2, W3, W4, U1, U2, U3, U7, K1, K2
Comparative politics	30 h	2 ETCS	I-IV	I-VIII	discussion session	optional	W1, W2, W3, W4, U1, U2, U3, U7, K1, K2
Analysis of media and public discourse	30 h	2 ETCS	I-IV	I-VIII	discussion session	optional	W1, U1, U2, U3, K1

Module 2

Methodological training - methodology of social studies

<i>Course/activity</i>	<i>Number of hours</i>	<i>ECTS</i>	<i>Year</i>	<i>Semester</i>	<i>Form of classes</i>	<i>Obligatory/ Optional</i>	<i>Learning outcomes</i>
Methodology of social studies	30 h	2 ECTS	I-IV	I-VIII	workshop	optional	W2, W4, U2, U3, U4, K2, K3
Scientific research methods	30 h	2 ECTS	I-IV	I-VIII	workshop	optional	W2, W4, U2, U3, U4, K2, K3
Specialist courses in analysis of quantitative data. As part of the	10-30 h	1-2 ECTS	I-IV	I-VIII	workshop	optional	W2, W4, U2, U3, U4, K2, K3

subject DS may offer / PhD student may choose different courses/types of activities 10, 15 or 30 hours							
Specialist courses in analysis of qualitative data. As part of the subject DS may offer / PhD student may choose different courses/types of activities 10, 15 or 30 hours.	10-30 h	1-2 ECTS	I-IV	I-VIII	workshop	optional	W2, W4, U2, U3, U4, K2, K3
Methodology of political studies	30 h	2 ECTS	I-IV	I-VIII	course/ workshop	optional	W2, W4, U2, U3, U4, K2, K3

Module 3
Academic competences – conditions for developing scientific career

<i>Course/activity</i>	<i>Number of hours</i>	<i>ECTS</i>	<i>Year</i>	<i>Semester</i>	<i>Form of classes</i>	<i>Obligatory/ Optional</i>	<i>Learning outcomes</i>
Raising funds for research and managing research projects	20 h	2 ECTS	I-IV	I-VIII	workshop	optional	W5, W6, U4, U7, U10, K3, K4
Intellectual property protection and ethics in conducting scientific research	15 h	1 ECTS	I-IV	I-VIII	discussion session	optional	W5, W6, U4, U7, U10, K3, K4
Dissemination and popularization of research findings	15 h	2 ECTS	I-IV	I-VIII	workshop	optional	W6, K3, K4
Workshops developing scientific cooperation skills Scientific career management and self-development planning	15 h	2 ECTS	I-IV	I-VIII	workshop	optional	W5, W6, W7, U4, U5, U7, U10, K3, K4
Scientific career management	30 h	3 ECTS	I-IV	I-VIII	discussion session	optional	W5, W6, U4, U7, U10, K3, K4

Social sciences for economy and business	15 h	1 ECTS	I-IV	I-VIII	discussion session	optional	W5, W6, U4, U5, U7, U10, K3, K4
Academic writing – editing scientific texts	15-30 h	1-2 ECTS	I-IV	I-VIII	workshop	optional	W7, U5, K5
Impression management and public speaking	15-30 h	1-2 ECTS	I-IV	I-VIII	workshop	optional	W5, W6, U4, K3, K4
Modern foreign language course	60 h	4 ECTS	I-IV	I-VIII	language course	obligatory	W5, W6, U4, U7, U10, K3, K4
Training in Occupational Safety and Health	4 h	0 ECTS	I	I	training	obligatory	U9

Module 4
Professional competence and soft skills – preparation for teaching

<i>Course/activity</i>	<i>Number of hours</i>	<i>ECTS</i>	<i>Year</i>	<i>Semester</i>	<i>Form of classes</i>	<i>Obligatory/Optional</i>	<i>Learning outcomes</i>
Fundamentals of academic teaching	30 h	3 ECTS	I	I	discussion session	obligatory	W5, W7, U7, U10, U11, K2, K4
Teaching practice specified by Practice Regulations	15 h per year	1 ECTS per year 4 ECTS throughout the entire school	I-IV	I-VIII	practice	obligatory	W5, W7, U7, U10, U11, K2, K4
Modern information and communication technologies in academic teaching	15 h	1 ECTS	I-IV	I-VIII	workshop	optional	W5, W7, U7, U10, U11, K2, K4
Voice emission with elements of rhetoric	15 h	1 ECTS	I-IV	I-VIII	workshop	optional	W5, W7, U7, U10, U11, K2, K4
Academic tutoring	15 h	1 ECTS	I-IV	I-VIII	workshop	optional	W5, W7, U7, U10, U11, K2, K4
Designing classes	15 h	1 ECTS	I-IV	I-VIII	workshop	optional	W5, W7, U7, U10, U11, K2, K4

Interpersonal communication	15 h	1 ECTS	I-IV	I-VIII	workshop	optional	W5, W7, U7, U10, U11, K2, K4
Modern methods and techniques for running classes	15 h	1 ECTS	I-IV	I-VIII	workshop	optional	W5, W7, U7, U10, U11, K2, K4