Appendix to the resolution No. 105/XII/2020
of the Senate of the JU of 16 December 2020

**Detailed terms and procedures of admission to the Doctoral School in the Social Sciences at the Jagiellonian University in the academic year 2021/2022**

**Doctoral School in the Social Sciences -** Interdisciplinary Doctoral Program „Society of the Future”, and International PhD Programme in Cognitive Neuroscience

**Formal entry requirements for entering the admission procedure**

Candidates eligible to apply for admission to the doctoral school are holders of *Magister*, *Magister inżynier*, or equivalent title awarded in any field of study, and persons referred to in Article 186(2) of the act.

The eligibility is verified after the candidate is qualified for admission to the doctoral school, upon candidate’s enrolment into the list of doctoral students.

**Language of the admission procedure**

The admission procedure is conducted in English. Documents are submitted in the same language.

**List of documents required for the calculation of the final result**

1. academic CV, enclosed with a list of publications and conference papers;

recommendation letter, written by a fellow conducting research in fields of knowledge or disciplines in which the project will be conducted, holding at least the academic degree of *Doktor habilitowany*, or holding at least the academic degree of *Doktor* and eligible to supervise the doctoral student as the principal supervisor;

1. research proposal (character count: min. 10,000, max. 20,000, with spaces), comprising the following elements: title, keywords, aim/research problem, impact of the proposed research, research methods, research design and plan, and preliminary literature review;
2. persons referred to in Article 186(2) of the act: letter of reference confirming exceptional quality of the research conducted by the candidate and the advanced progress of the research, written by candidate’s academic supervisor holding at least the academic degree of *Doktor habilitowany*, or a fellow employed at a foreign university or research institution who has significant achievements in research problems related to the education program.

**Admission procedure**

The admission procedure is divided into two stages.

During the first stage the committee assesses:

interdisciplinarity of candidate’s research interests in the fields of knowledge and / or disciplines covered by the given program being assessed, based on the submitted academic CV and recommendation letter;

1. research project.

The proposal is assessed on the following merits:

1. formal assessment;
2. assessment of the research problem identification and description;
3. literature review adequacy;
4. research methods adequacy.

The committee may appoint a reviewer for the assessment for the proposal, from among the research fellows employed at the Jagiellonian University, holding at least the academic degree of *Doktor habilitowany* and recognized specialized competence and knowledge in the area referred to in the research proposal. Persons who are not invited to the interview are awarded 0 (zero) points as their final result on the ranking list.

Only candidates who jointly meet the following criteria are invited to the second stage of the admission procedure (the interview):

the required documents to determine the qualification result have been submitted;

1. candidate’s research interests are in alignment with the program profile;
2. research proposal they submitted meets the formal requirements;
3. research proposal they submitted outlines research plans aligned with the profile of the Doctoral School in the Social Sciences and with the doctoral program.

During the second stage the committee conducts the interview. The interview’s purpose is to assess the candidate on the merits outlined below. The interview is conducted in English.

**Assessment criteria and final result**

Candidate’s final result is calculated on the basis of the interview (0–100 points) which assesses the candidate on the following merits:

1. academic quality, novelty, and probability of completion of the submitted research proposal, taking into account the result of assessment conducted during the first stage of the admission procedure (0–40 points);
2. academic CV submitted by the candidate (0–20 points);
3. candidate’s qualifications (0–40 points).

Persons who do not turn up at the interview are awarded 0 (zero) points as their final result on the ranking list.

Candidate’s final result is calculated as the sum of points awarded in each category as a number on a scale from 0 to 100, accurate to second decimal place.

Grant and international research projects beneficiaries (from the list announced by the school director on the school’s website) are awarded the maximum number of points from the admission procedure (100 points) and are exempted from taking part in the admission procedure stages, provided that they meet the formal requirements for entering the admission procedure. The committee determines whether the candidate meets these conditions on the basis of the documents submitted by the candidate.

Candidates are placed on the ranking list in descending order, as determined by their final results.

1. **Doctoral School in the Social Sciences** – other programs

**Formal entry requirements for entering the admission procedure**

Candidates eligible to apply for admission to the doctoral school are holders of *Magister*, *Magister inżynier*, or equivalent title awarded in any field of study, and persons referred to in Article 186(2) of the act.

The eligibility is verified after the candidate is qualified for admission to the doctoral school, upon candidate’s enrolment into the list of doctoral students.

**Language of the admission procedure**

The admission procedure is conducted in Polish or in English.

**List of documents required for the calculation of the final result**

1. academic CV, enclosed with a list of publications and conference papers;
2. recommendation letter, written by a fellow conducting research in the discipline or related disciplines, holding at least the academic degree of *Doktor habilitowany*, or holding at least the academic degree of *Doktor* and eligible to supervise the doctoral student as the principal supervisor;
3. research proposal (character count: min. 10,000, max. 20,000, with spaces), comprising the following elements: title, keywords, aim/research problem, impact of the proposed research, research methods, research design and plan, and preliminary literature review;
4. persons referred to in Article 186(2) of the act: letter of reference confirming exceptional quality of the research conducted by the candidate and the advanced progress of the research, written by candidate’s academic supervisor holding at least the academic degree of *Doktor habilitowany*, or a fellow employed at a foreign university or research institution who has significant achievements in research problems related to the education program.

**Admission procedure**

The admission procedure is divided into two stages.

During the first stage the committee assesses:

* + - 1. alignment of candidate’s research interests with the discipline, based on the submitted academic CV and recommendation letter;
			2. research proposal.

The proposal is assessed on the following merits:

1. formal assessment;
2. assessment of the research problem identification and description;
3. literature review adequacy;
4. research methods adequacy.

The committee may appoint a reviewer for the assessment for the proposal, from among the research fellows employed at the Jagiellonian University, holding at least the academic degree of *Doktor habilitowany* and recognized specialized competence and knowledge in the area referred to in the research proposal. Persons who are not invited to the interview are awarded 0 (zero) points as their final result on the ranking list.

Only candidates who jointly meet the following criteria are invited to the second stage of the admission procedure (the interview):

the required documents to determine the qualification result have been submitted;

1. candidate’s research interests are in alignment with the discipline;
2. research proposal they submitted meets the formal requirements;
3. research proposal they submitted outlines research plans aligned with the profile of the Doctoral School in the Social Sciences and with the doctoral program.

During the second stage the committee conducts the interview. The interview’s purpose is to assess the candidate on the merits outlined below. The interview may include verification of candidate’s competency in English and - if the program is conducted jointly in Polish and English - Polish.

**Assessment criteria and final result**

Candidate’s final result is calculated on the basis of the interview (0–100 points) which assesses the candidate on the following merits:

1. academic quality, novelty, and probability of completion of the submitted research proposal, taking into account the result of assessment conducted during the first stage of the admission procedure (0–40 points);
2. academic CV submitted by the candidate (0–20 points);
3. candidate’s qualifications (0–40 points).

Persons who do not turn up at the interview are awarded 0 (zero) points as their final result on the ranking list.

Candidate’s final result is calculated as the sum of points awarded in each category as a number on a scale from 0 to 100, accurate to second decimal place.

Grant and international research projects beneficiaries (from the list announced by the school director on the school’s website) are awarded the maximum number of points from the admission procedure (100 points) and are exempted from taking part in the admission procedure stages, provided that they meet the formal requirements for entering the admission procedure. The committee determines whether the candidate meets these conditions on the basis of the documents submitted by the candidate.

Candidates are placed on the ranking list in descending order, as determined by their final results.