

Resolution No. 89/2019
of the Senate of Lodz University of Technology
of 10 July 2019

on the adoption of the Regulations of the Interdisciplinary
Doctoral School of Lodz University of Technology

Pursuant to Article 205(2) of the Act of 20 July 2018 - The Law on Higher Education and Science (The Official Journal of Laws 2018, item 1668, as amended) and Article 292 of the Act of 3 July 2018 - Implementing Provisions of the Act - Law on Higher Education and Science (The Official Journal of Laws of 2018, item 1669, as amended), the Senate of Lodz University of Technology has adopted this resolution:

Section 1

The Regulations of the Interdisciplinary Doctoral School of Lodz University of Technology annexed hereto are adopted.

Section 2

The Resolution enters into force on 1 October 2019.

THE REGULATIONS OF THE INTERDISCIPLINARY
DOCTORAL SCHOOL OF LODZ UNIVERSITY OF TECHNOLOGY

CHAPTER 1
GENERAL PROVISIONS

Section 1

1. The terms used in this resolution mean:
 - 1) The Office for Persons with Disabilities – hereinafter referred to as BON;
 - 2) The doctoral student - a person admitted to the doctoral school who has taken the doctoral student oath;
 - 3) ECTS (European Credit Transfer and Accumulation System) - a system of transfer and accumulation of credit points representing the average workload required of a doctoral student to achieve defined learning outcomes;
 - 4) Individual Research Plan - hereinafter referred to as IRP;
 - 5) Individualized Organisation of Training - IOT;
 - 6) Interdisciplinary Doctoral School of Lodz University of Technology- hereinafter referred to as IDS TUL;
 - 7) Progression Review Panel - hereinafter referred to as the Panel;
 - 8) Scientific advisor - potential supervisor for the doctoral student;
 - 9) Lodz University of Technology - hereinafter referred to as the University or TUL;
 - 10) Polish Qualification Framework - hereinafter referred to as PQF;
 - 11) Doctoral training curriculum - hereinafter referred to as the DC;
 - 12) Supervisor - a person providing research supervision over the doctoral student;
 - 13) Council for the Discipline - the Council referred to in Section 19 of the TUL Statutes;
 - 14) Scientific Council of the Interdisciplinary Doctoral School of Lodz University of Technology - hereinafter referred to as the Scientific Council or SC IDS TUL;
 - 15) Committee for the Award of Academic Degrees - the body of the University referred to in Section 10 and Section 15 of the TUL Statutes;
 - 16) Rector of Lodz University of Technology- hereinafter referred to as the Rector;
 - 17) Senate of Lodz University of Technology- hereinafter referred to as the Senate;
 - 18) Statutes of Lodz University of Technology- hereinafter referred to as the Statutes;
 - 19) University Council of the Government of Doctoral Students of Lodz University of Technology – hereinafter referred to as USGDS TUL.
2. The Regulations of the Interdisciplinary Doctoral School of Lodz University of Technology specify the organisation and the process of doctoral training and related rights and responsibilities of doctoral students, persons providing scientific supervision over doctoral students, and units in which doctoral theses are prepared.

3. The Regulations of IDS TUL apply to doctoral students and the University staff with respect to the organisation and the process of doctoral training at IDS TUL, and conducting research by doctoral students.
4. In the event that a project is financed from external sources, in particular as regards doctoral training, mobility, and research activities, grant agreements may set additional responsibilities for doctoral students on the grounds that they are beneficiaries of the funding. The terms of demonstrating the fulfillment of such additional obligations are regulated by separate regulations and guidelines or on case-by-case terms.
5. The Rector may conclude an agreement to run IDS TUL jointly with another university, federation of universities, research institute, institute of the Polish Academy of Sciences, international institute or other entity, including from the social and economic environment, in Poland and abroad. The agreement shall specify the organisation and the terms of joint doctoral training by the parties to the agreement.

Section 2

1. The Director of IDS TUL is appointed by the Rector of Lodz University of Technology upon consultation with the University Council of the Government of Doctoral Students of Lodz University of Technology.
2. UCGSD TUL adopts a position on the appointment of the Director of IDS TUL within 14 days with the stipulation that the requirement to consult is deemed to have been satisfied in the event of the expiry of this time limit.
3. The Rector may dismiss the Director of IDS TUL upon consultation with UCGDS TUL. Section 3

1. Doctoral training at IDS TUL is provided within a selected doctoral training path and in accordance with the doctoral training curriculum for IDS TUL established by the Senate, IPB, and the provisions laid down in Section 5.

The establishment of the doctoral training curriculum for IDS TUL requires an opinion of doctoral students to be given within 14 days, with the stipulation that the requirement to consult is deemed to have been met in the event of the expiry of this time limit.

2. The organization and provision of doctoral training at IDS TUL is overseen by the Scientific Council of the Interdisciplinary Doctoral School of Lodz University of Technology.
3. Doctoral training at IDS TUL prepares doctoral students for the award of the degree of *doktor* and conclude with the submission of a doctoral thesis within the time limit specified in the IRP and the attainment of the learning outcomes set for qualifications at Level 8 of the Polish Qualifications Framework.
4. Doctoral training at IDS TUL provides conditions for:
 - 1) conducting independent research;
 - 2) research collaboration in research teams;
 - 3) the doctoral student to produce research publications and research grant proposals;
 - 4) completing the DC and IRP;
 - 5) preparing for the doctoral examination;
 - 6) writing up a doctoral thesis under the supervision of a supervisor, supervisors or a supervisor and auxiliary supervisor;
 - 7) participation in the life of the scientific community in Poland and abroad;
 - 8) gaining other skills and experience involved in completing the DC and IRP and the requirements of Section 5.

CHAPTER 2 ORGANISATION OF DOCTORAL TRAINING

Section 4 General information

1. Doctoral training at IDS TUL is 8 semesters.
2. Doctoral training at IDS TUL proceeds according to the general schedule of the academic year and the academic calendar in effect at the University.
3. Doctoral training commences and the conferral of the rights of a doctoral student takes effect on taking the doctoral student oath.
4. The doctoral student is issued with a doctoral student card upon the conferral of the rights of a doctoral student. The card is valid until the completion of the doctoral training at IDS TUL, suspension of doctoral student rights and/or termination of registration of the doctoral student. The validity of the card during the extension to the submission of a doctoral thesis is regulated by Section 13.
5. Doctoral training at IDS TUL is provided pursuant to the doctoral training path declared by the doctoral student in a discipline of his/her choice, the IRP agreed on with a scientific supervisor, and pursuant to the provisions of Section 5.
6. English is the language of instruction at IDS TUL.
7. Successful completion of doctoral training at IDS TUL is contingent upon the completion of the DC, IRP, fulfillment of the requirements of Section 5, and submission of a doctoral thesis within the time limit specified in the IRP.
8. The date of putting in a request to the Chairperson of the Committee for the Award of Academic Degrees for initiation of the proceedings for the award of the academic degree of *doktor* is considered to be the date of submission of a doctoral thesis.
9. In reasonable circumstances, the deadline for submitting a doctoral thesis may be extended, but not by more than two years. Detailed rules for extensions of the deadline for submission of a doctoral thesis are laid down in Section 13.
10. Doctoral students who have successfully completed doctoral training at IDS TUL are issued with their academic record.
11. Doctoral students who have not successfully completed doctoral training at IDS TUL are issued with their academic record upon request.

Section 5 *Doctoral training curriculum and individual research plan*

1. Doctoral training curriculum at IDS TUL is comprised of the core curriculum for the discipline (8 ECTS) and the entrepreneurship module (1 ECTS) called "the core curriculum & entrepreneurship".
2. In consultation with a supervisor or supervisors, the doctoral student develops an individual research plan containing in particular:
 - 1) a schedule for writing up a doctoral thesis, specifying the date of submission thereof;
 - 2) a description of research to be carried out, including methodology;
 - 3) a research data management plan called "the data management plan";
 - 4) a list of courses selected within "the research and skills workshop", to be completed by the doctoral student by the end of the third year of doctoral training at IDS TUL, which is to include:
 - a) a list of elective courses in different disciplines (4 ECTS) called "the research workshop",
 - b) a list of selected soft and transferable skills courses in (45 hours) called „the skills workshop“;
 - 5) other key arrangements including but not limited to the specification of the preferred form of collaboration between the doctoral student and his/her supervisor, supervisors or his/her supervisor and auxiliary supervisor.

3. Courses included in the core curriculum & entrepreneurship for a discipline may be elective for other disciplines.
 4. The doctoral student attends seminars and is required to pass them. Seminars are provided at the unit where the doctoral thesis is prepared - at least 1 seminar per semester.
 5. The doctoral student, in consultation with a supervisor or supervisors, selects at least 1 of "the visiting professors' lectures", to be completed by the doctoral student by the end of the third year of training at IDS TUL.
 6. The doctoral student may complete a teaching practice within doctoral training at IDS TUL. The doctoral student, in consultation with a supervisor, supervisors or a supervisor and auxiliary supervisor, agrees on the terms of completing the practice by teaching and co-teaching classes, called "the teaching course & practice", to the extent not exceeding 60 teaching hours per academic year, organised in the third year of the training. A preparatory course of at least 15 hours is a mandatory part of the practice. The teaching practice may be completed at another research institution, including a foreign one.
 7. Upon the request of the doctoral student, selecting courses in the categories of "the core curriculum & entrepreneurship ", "the research & skills workshop", and the "visiting professors' lectures" offered by other research institutions, including foreign ones, is allowed subject to Section 6.
 8. The doctoral student takes part in mobility during doctoral training at IDS TUL. The doctoral student, in consultation with a supervisor, supervisors or a supervisor and auxiliary supervisor, draws up a mobility protocol specifying, among other things, the intended duration of the doctoral student's mobility of at least 3 months during the doctoral training at IDS TUL, its plan, and other related arrangements.
 9. The doctoral student, within 5 months of the date of commencement of the training, submits in writing to the Scientific Council of IDS TUL an IRP agreed on with a supervisor or supervisors. The IRP is subject to the opinion of an auxiliary supervisor, if such has been appointed.
 10. The Scientific Council of IDS TUL may request the doctoral student to revise the draft IRP in consultation with the supervisor or supervisors and re-submit it within 30 days of the issuance of the opinion. The revised IRP is subject to the opinion of an auxiliary supervisor, if such has been appointed.
 11. In reasonable circumstances, the time limit for the submission of an IRP may be extended to 11 months.
 12. The longest time limit for submitting an IRP, inclusive of the revision referred to in point 10, is 12 months of the commencement of the training.
 13. The implementation of the IRP is subject to a progression review carried out halfway through the doctoral training programme.
 14. The doctoral student participates in events organised, co-organised, and otherwise recommended by IDS TUL, in particular - in information meetings, summer schools, conferences, etc. Section 6
1. In reasonable circumstances, modifications to the IRP may be allowed, except for changes to the date of submission of a doctoral thesis. The terms for extending the deadline for submission of a doctoral thesis are set out in Section 13.
 2. The doctoral student submits to the Scientific Council of IDS TUL a modified IRP, agreed on with a supervisor or supervisors and consulted with an auxiliary supervisor, if appointed, indicating the modifications and reasons therefor. The procedure for submitting a modified IRP to the Scientific Council of IDS TUL is subject to Section 5 point 10.
 3. The doctoral student may complete all or part of the DC and/or IRP and/or the requirements of Section 5 in another institution, including a domestic and/or a foreign institution, upon consultation with a supervisor, supervisors or a supervisor and auxiliary supervisor. Decisions in such matters are taken by the Director of IDS TUL. The Director may consult the Scientific Council of IDS TUL.
 4. Decisions to grant recognition of courses completed outside Lodz University of Technology or to grant recognition of compliance with other requirements specified in Section 5 outside Lodz University of

Technology are taken by the Director of IDS TUL upon the request of the doctoral student supported with a recommendation of a supervisor or supervisors or a supervisor and auxiliary supervisor. The Director of IDS TUL may consult the Scientific Council of IDS TUL.

5. In reasonable circumstances, justified by, among other things, the impracticability of the DC and/or IRP in the prescribed form and/or other requirements stipulated in Section 5, substantiated intention to complete part of the DC and/or IRP and/or other requirements set out in Section 5 at another domestic or foreign institution, and to pursue implementation-based doctorate, at the request of the doctoral student and on consultation with a scientific advisor or a supervisor or supervisors or a supervisor and auxiliary supervisor, the Scientific Council of IDS TUL decides on granting an individualized organisation of doctoral training. The request for granting the IOT includes the reasons therefor. The IOT specifies the terms and rules for completing and award of credit for the training and include other key arrangements.

Section 7

Monitoring progress to completion of doctoral training

1. Monitoring progress to completion of doctoral training at IDS TUL pertains to:
 - 1) making progress to completion of the DC – based on the electronic doctoral student records and other determinations pursuant to Section 6 points 3 – 5;
 - 2) making progress in implementing the IRP and the requirements specified in Section 5 – on the terms set out in Section 9.
2. The first appraisal of progress of the doctoral student is performed after the first year of training at IDS TUL, whereas next ones, after each semester afterwards.
3. To be granted progression, the doctoral student must meet all of the following criteria:
 - 1) achieve positive grades and/or passes in all required pass/fail assignments and/or courses in all of the categories included in the DC, IRP, and comply with the provisions of in Section 5;
 - 2) receive positive opinions of a supervisor or supervisors or a supervisors and auxiliary supervisor on the progress in implementing the IRP;
 - 3) submit all required reports after the first year of training and after each semester afterwards;
 - 4) achieve a positive result of the progression review performed by the Progression Review Panel halfway through the doctoral training programme.
4. Appraisal of progress is performed by the Director of IDS TUL on the basis of the documentation specified in Section 8 and Section 9, and should a cause for concern arise - upon consultation with the supervisor or supervisors and/or the SC of IDS TUL.
5. The director of IDS TUL performs annual and semestral progress appraisals and registration of doctoral students within the time limits specified in the general schedule of the academic year.

Section 8

Records of progress to completion of DC and elective courses

1. The award of credit points as regards completing the DC and elective courses in different disciplines is based on the ECTS credit accumulation and transfer system. The required curricular content and learning outcomes are defined in course information sheets.
2. The award of credit points for completed doctoral training within the meaning of point 1 shall be performed by the Director of IDS TUL based on the electronic academic records of the doctoral student.
3. The following grading scale is applied to course assessment:
 - 5.0 – five - excellent,
 - 4.5 – four and a half – very good,
 - 4.0 – four - good,
 - 3.5 – three and a half - satisfactory,

- 3.0 – three - sufficient, 2.0 – two – insufficient, where the grade of two means failing to pass or failing the examination. The numerical grades are entered on the electronic doctoral student records.
4. Upon a substantiated request of the doctoral student, submitted within 7 days of the date of the publication of the examination results, the Director of IDS TUL orders a committee examination, to be held within 14 days of the date of filing the request.
 5. Following the publication of examination results, the director of IDS TUL may also order a committee examination at his/her own initiative or upon the request put in by a lecturer or an examiner.
 6. A committee examination is administered by a committee appointed by the Scientific Council of IDS TUL. The committee is comprised of:
 - 1) a representative of the Scientific Council of IDS TUL;
 - 2) an examiner – an academic teacher, specialist in the subject matter of the examination who has not conducted the previous doctoral student examination, designated by the Council for the Discipline.
 7. Upon the request of the doctoral student, the Committee may include a representative of the government of doctoral students designated by the doctoral student.
 8. The award of credit points for the training assessed with the examination is contingent on the doctoral student sitting the committee examination and passing it. In the event of a failed committee examination or an unexcused failure to sit it, the Director of IDS TUL takes one of the following decisions on:
 - 1) a repeat of a relevant semester of the training;
 - 2) a repeat of the course to which the examination pertained; 3) termination of the doctoral student's registration.
 9. The result of the examination administered in accordance with Section 8 points 4 - 8 is final.
 10. The average grade for a period of training is calculated as a weighted average (considering the number of ECTS credit points assigned to each course), rounded to two decimal places, of the grades for the courses completed in the period of training.
 11. In the event that recognition has not been granted of courses completed outside TUL, in particular abroad, and ECTS credit points have not been awarded, the average for a period of training is determined on separate terms such as to ensure a fair and accurate calculation of the average grade for the period of training.

Section 9

Records of progress in the implementation of IRP and other provisions

1. The appraisal of the progress of the doctoral student in the implementation of the IRP is performed by the Director of IDS TUL on the basis of:
 - 1) a report approved by a supervisor, supervisors or a supervisor and auxiliary supervisor drawn up by the doctoral student after the first year of training and after each semester afterwards. The report includes an opinion (positive or negative) of the supervisor, supervisors or the supervisor and auxiliary supervisor on the progress in the implementation of the IRP including reasons therefor;
 - 2) the result of the progression review, pursuant to the provisions set out in Section 10.
2. Appraisal of compliance with the requirements set out in Section 5 concerning soft and transferable skills training is based on the entries on the electronic doctoral student records. In the event of a failure to pass a course in this category, the procedure specified in Section 8 points 4 - 9 is to be followed to set the date of the second attempt at passing the course.
3. Appraisal of compliance with the requirements set out in Section 5 concerning teaching practice and seminars is based on the entries on the electronic doctoral student records.
4. Compliance with the remaining requirements set out in Section 5 is appraised on case-by-case terms.

Section 10
Progression review

1. Implementation of the individual research plan is subject to the progression review performed halfway through the doctoral training programme at IDS TUL.
2. The decision to allow a doctoral student to undergo the progression review is taken by a supervisor, supervisors, or a supervisor and auxiliary supervisor by submitting to the Council competent for the discipline a statement containing a clearly specified recommendation (positive or negative) including reasons therefor.
3. The Council competent for the discipline sets the deadline for submission of the statement referred to in point 2, adjusting it to the schedule of meetings of the Council for the Discipline.
4. The Council competent for the discipline specifies the deadlines for submission of other documents required for the progression review and the dates of the progression review.
5. The progression review is comprised of:
 - 1) an assessment of materials submitted by the doctoral student to demonstrate the implementation of the IRP, including in particular an assessment of scientific and/or artistic outputs and dissemination activities of the doctoral student related to the implementation of the IRP and all reports required at a specific stage of training at IDS TUL;
 - 2) a presentation by the doctoral student of his/her research results to date, including a discussion (the doctoral student shall deliver the presentation file to the Panel by electronic means prior to the progression review), and an interview with the doctoral student;
 - 3) analysis of the implementation of other arrangements, including those set out in Section 5.
6. The progression review is concluded with a positive or a negative result.
7. The Progression Review Panel, within 14 days of the review, publishes the result of the review and reasons therefor on the IDS TUL website. The justifications for the result may include recommendations for any modifications to the IRP.
8. The progression review is performed and its results made public no later than by the end of the fourth semester of the doctoral training programme.
9. In the event of a negative result of the progression review, the Rector takes the decision to terminate the doctoral student's registration.
10. The decision of the Rector is subject to a request for reconsideration of the decision, to be made within 14 days of the date of service of the decision to terminate the doctoral student's registration.
11. Where appropriate, the progression review may be held by telecommunication means which enable the use of devices for simultaneous direct transmission of images and sound. The doctoral student submits a request to the Panel no later than 14 days prior to the date of the progression review, including reasons therefor. The Panel takes a decision within seven days of service of the request. A positive decision specifies the manner and means of conducting the progression review. Section 11
 1. For doctoral students with disabilities and/or chronic diseases whose state of health precludes them from participating in the progression review, the organisation of the progression review is carried out in cooperation with the Office for Persons with Disabilities of Lodz University of Technology.
 2. In the circumstances referred to in point 1, the doctoral student submits a request to the Committee on Needs-Based Support for People with Disabilities, including reasons therefor, no later than 30 days before the date of the progression review, for accommodations in the form and terms of the progression review based on copies of medical records and/or documents certifying disability enclosed with the request. The committee may decide that further medical records are to be provided.
 3. The Committee on Needs-Based Support for People with Disabilities, following a review of the submitted medical records and an interview with the doctoral student conducted within 14 days of submission of the request, takes the decision on whether special circumstances warranting accommodations in the progression review procedure have been established.

4. If the request is granted, the head of BON requests the Progression Review Panel to accommodate the progression review procedure in a way commensurate with the degree and type of disability or the state of health of the doctoral student. The head of BON shall produce a recommendation of an appropriate form of the progression review procedure.
5. Detailed rules of procedure for granting support are laid down in the "Regulations for granting needs-based support from the funds allocated to the university for actions aimed at providing people with disabilities with equal opportunity in admissions to degree programs, doctoral schools, and research" (Article 365 point 6 of the statutory act of 20 July 2018 r. – Law on Higher Education and Science) in effect at Lodz University of Technology.

Section 12

Progression Review Panel

1. Progression review is performed by the Progression Review Panel, competent for the discipline, composed of 3 persons holders of at least the degree of *doktor habilitowany* counted in the number N in the discipline in which the doctoral thesis is being prepared, including at least 1 person holding the degree of *doktor habilitowany* or the title of *profesor* in the discipline in which the thesis is being prepared, employed outside TUL.
2. The Panel is appointed by the Council for the Discipline upon the request of the Director of IDS TUL submitted to the Chairperson of the Council for the Discipline, not later than 30 days prior to the date of the progression review.
3. The composition of the Panel is published on the IDS TUL website immediately upon appointment, not later than within 7 days of the appointment by the Council for the Discipline.
4. The meetings of the Progression Review Panel may be attended by:
 - 1) a representative of the Scientific Council of IDS TUL without the right to vote;
 - 2) at the request of the doctoral student, a representative of the doctoral student government designated by the doctoral student, without the right to vote.
5. The Panel may not include a supervisor or an auxiliary supervisor of the doctoral student.
6. The presence of all members shall be required for a meeting of the Panel to be valid.
7. Decisions of the Panel are taken by resolution and by voting. Resolutions of the Panel are adopted by a simple majority of votes with all members of the Panel in attendance. Resolutions on human resources matters shall be adopted in a secret ballot.
8. The Panel is responsible in particular for:
 - 1) carrying out the progression review and, where appropriate, carrying it out in cooperation with BON;
 - 2) drawing up the minutes of the Panel meetings;
 - 3) preparing the results of the progression review, including justifications, and submitting them to the Director of IDS TUL immediately after the review has been completed, no later than within 5 days of the date of the review;
 - 4) formulating opinions for the Director of IDS TUL in reconsideration proceedings.
9. Meetings of the Panel are recorded in the minutes, and the minutes and the results of the progression review are to be signed by all members of the Panel attending the meeting.
10. In the event of circumstances preventing a member of the Panel from participating in the proceedings of the Panel, the Council for the Discipline or, in reasonable circumstances, the Head of the Discipline appoints a new member of the Panel.
11. All members of the Panel must maintain impartiality and objectivity in the assessment of doctoral students and inform the other members of the Panel and the Council for the Discipline of any circumstances that may prejudice the impartiality and objectivity of their assessment.
12. The Council for the Discipline decides on the exclusion of a member of the Panel from the review procedure of a candidate. The provisions set out in point 10 apply.

Section 13

Extension of the deadline for submitting a doctoral thesis

1. The deadline for submission of a doctoral thesis is specified in the IRP pursuant to Section 5 point 2.
2. The Director of IDS TUL grants an extension to the deadline for submitting a doctoral thesis for a period corresponding to the duration of maternity leave, additional maternity leave, leave on the terms of maternity leave, paternity leave, and parental leave, as defined in the Act of 26 June 1974. - Labour Code, once the request for extension with reasons therefor and relevant documents proving the circumstances referred to above have been submitted. During this period, the scholarship is disbursed to the doctoral student pursuant to the rules laid down in Article 209, paragraph 6 of the Act of 20 July 2018 - Law on higher education and science and other regulations in force at TUL.
3. The director of IDS TUL may extend the deadline for submitting a doctoral thesis, at the same time releasing the doctoral student from the obligation to participate in classes, in particular in the case of temporary incapacity caused by illness, the need to take personal care of a sick family member, the need to take personal care of a child up to the age of 6 or a child with a certified disability - in total not longer than for 2 years, after the submission of a request for extension with reasons therefor and appropriate documents proving the aforementioned circumstances. The Rector may decide on disbursement of the doctoral scholarship for that period. Detailed rules for the disbursement of the scholarship are set out in other regulations in force at TUL.
4. At the request of the doctoral student, the Director of IDS TUL may extend the deadline for submitting a doctoral thesis in circumstances warranted by reasons of research, implementation of scientific projects, mobility, and the necessity to conduct prolonged research, for the length of their duration, however, not more than 2 years in all. The Rector, after consulting the SC of IDS TUL, may grant disbursement of the doctoral scholarship in that period. Detailed rules for scholarship disbursement are specified in other regulations in force at TUL.
5. The request of the doctoral student for an extension of the deadline for submitting a doctoral thesis pursuant to point 4 includes in particular:
 - 1) reasons therefor;
 - 2) opinion of a supervisor, supervisors or a supervisor and auxiliary supervisor on the progress in the implementation of the DC, IRP, and other arrangements, and an unequivocal recommendation on granting or denying the request for extension;
 - 3) other documents which may provide proof of the circumstances of the doctoral student, including e.g. research results and reasons therefor, explaining the need to extend the deadline for submitting a doctoral thesis.
6. During the period of extension granted pursuant to points 2-5, the doctoral student retains the status and the rights of a doctoral student; whereas the rules for scholarship disbursement during this period are provided for in other regulations in force at TUL.
7. The doctoral student card remains valid during the extension of the deadline for submitting a doctoral thesis granted pursuant to points 2 to 5.
8. The Director of IDS TUL may, upon a substantiated request of the doctoral student completing the first, second or third year of training at IDS TUL, grant intermission of the training, however, for a period not longer than one academic year.
9. The request of the doctoral student for intermission of the training pursuant to point 6 includes in particular:
 - 1) reasons therefor;
 - 2) opinion of a supervisor, supervisors or a supervisor and auxiliary supervisor on the progress in the implementation of the DC, IRP, and other arrangements;
 - 3) other documents which may provide proof of the circumstances of the doctoral student.

Section 14

Termination of the doctoral student's registration

1. The registration of the doctoral student is terminated in the cases provided for in the Act.
2. The Rector may take a decision to terminate the registration of a doctoral student if the doctoral student:
 - 1) fails to submit the IRP to the Scientific Council of ISD TUL within the time limit provided for in Section 5 point 12;
 - 2) makes unsatisfactory progress in the preparation of the doctoral thesis;
 - 3) fails to make progress in completing the DC, the IRP, and to comply with the provisions of Section 5;
 - 4) fails to fulfill the responsibilities provided for in these Regulations.
3. A doctoral student whose registration has been terminated may submit a request for reconsideration to the Rector of Lodz University of Technology within 14 days of service of the decision on the termination. The decision of the Rector is final.

Section 15

Procedures for appointing a scientific advisor, supervisor, supervisors and auxiliary advisors

1. A doctoral student shall select a scientific advisor from the list of recommended scientific advisors published on the IDS TUL website. The list is updated on an ongoing basis. Selection of a scientific advisor from TUL but not included in the list referred to in point 1 shall be allowed subject to the requirements set out in points 4 to 8.
2. A scientific advisor gives his/her consent to provide the doctoral student with scientific guidance by completing an appropriate declaration form.
3. Scientific advisors and supervisors are required to hold at least the degree of *doktor habilitowany* in the discipline or a related scientific discipline or the degree of *doktor habilitowany sztuki* in the discipline or a related arts discipline, and scientific output published within the past 4 years or artistic output within the past 4 years.
4. Scientific advisors, supervisors, and auxiliary supervisors may not provide scientific supervision or supplementary scientific supervision to more than 3 doctoral students at IDS TUL at the time of the declaration of consent to provide scientific supervision to a new candidate.
5. Auxiliary supervisors are required to hold the degree of *doktor*.
6. A person who does not hold the degree of *doktor habilitowany* or *profesor* and who is an employee of a foreign higher education institution or a research institution may be appointed supervisor if the Committee for the Award of Academic Degrees competent for the discipline deems the person to have achieved significant achievements in the area relevant to the doctoral thesis.
7. A person who, in the past 5 years:
 - 1) supervised 4 doctoral students whose registration was terminated due to a negative result of the progression review, and/or
 - 2) supervised the preparation of the thesis by at least 2 candidates for the degree of *doktor* who failed to receive positive reviews of their doctoral thesesmust not be a supervisor.
8. The second supervisor is selected from amongst persons who satisfy the criteria laid down in points 3, 4, 6 and 7. It is recommended that in situations justified by substantive reasons, especially in the case of an interdisciplinary character of the thesis, the second supervisor should be a person representing a discipline other than the one declared by the doctoral student.
9. The doctoral student, within 2 months of commencing training, shall submit a request to the Chairperson of the Council for the Discipline for designation of a supervisor, supervisors or a supervisor and an auxiliary supervisor.

10. The Council for the Discipline presents candidates for a supervisor, supervisors or a supervisor and an auxiliary supervisor to the Committee for the Award of Academic Degrees. Within 30 days of submission of the request referred to in point 9, the Committee for the Award of Academic Degrees appoints a supervisor, supervisors or a supervisor and an auxiliary supervisor for the doctoral student.
11. The appointment of a supervisor, supervisors or a supervisor and an auxiliary supervisor is effected within 3 months of the commencement of training at IDS TUL.

Section 16

The procedure for the replacement of a supervisor, supervisors and auxiliary advisors

1. Upon the request of a doctoral student and/or a supervisor and/or auxiliary supervisor, the Council for the Discipline decides on a replacement of the supervisor or supervisors or the auxiliary supervisor and, in consultation with the doctoral student, recommends new candidates for a supervisor, supervisors or an auxiliary supervisor to the Committee for the Award of Academic Degrees. Within 30 days of submission of the request to the Council for the Discipline, the Committee for the Award of Academic Degrees appoints, in consultation with the doctoral student, a supervisor or supervisors or a supervisor and an auxiliary supervisor.
2. In the event that a scientific advisor and/or supervisor or supervisors and/or auxiliary supervisor should be unable to continue with the supervision, at the request of the doctoral student, the Council for the Discipline decides on a replacement of the supervisor or supervisors and/or the auxiliary supervisor and recommends, in consultation with the doctoral student, new candidates for a supervisor, auxiliary supervisor or supervisors to the Committee for the Award of Academic Degrees. Within 30 days of submission of the request to the Council for the Discipline, the Committee for the Award of Academic Degrees appoints, in consultation with the doctoral student, a supervisor or supervisors or a supervisor and an auxiliary supervisor.
3. In reasonable circumstances, at the request of the doctoral student, the Council for the Discipline, in consultation with the doctoral student, nominates and the Committee for the Award of Academic Degrees, in consultation with the doctoral student, appoints a replacement scientific advisor and/or supervisor or supervisors or an auxiliary supervisor under the expedited procedure, i.e. within 7 days of submission of the request.

Section 17

Rights and responsibilities of scientific advisors, supervisors and auxiliary supervisors

1. Scientific advisors, supervisors, and auxiliary supervisors provide guidance to doctoral students throughout their training.
2. The principal responsibilities of the persons referred to in paragraph 1 include in particular:
 - 1) providing scientific supervision over the doctoral student, i.e. in particular providing substantive and methodological guidance in completing the training, implementing the IRP, and conducting research, as well as in the preparation of a doctoral thesis and development of an IRP;
 - 2) taking care to ensure that the doctoral student is provided with appropriate conditions for learning and research;
 - 3) holding regular consultation meetings with the doctoral student;
 - 4) supporting the doctoral student in seeking funds for research and in developing scientific publications;
 - 5) regular assessment of progress made by the doctoral student, in particular as regards completing the DC and implementing the IRP;
 - 6) providing opinions on requests submitted by the doctoral student in the course of training;
 - 7) in the event that the doctoral student pursues ITO, establishing with the doctoral student the scope and/or terms of ITO implementation;
 - 8) collaborating with an auxiliary supervisor or the second supervisor, if such have been appointed;

- 9) determining, in consultation with the doctoral student and the Office for Persons with Disabilities, special needs of the doctoral student with regard to the organisation and implementation of the training process and IRP, including the required accommodations due to the type of disability or the state of health;
- 10) deciding on whether to allow the doctoral student to undergo a progression review pursuant to Section 10 point 2;
- 11) requesting the Director of IDS TUL to terminate the registration of a doctoral student.

Section 18

Rights and responsibilities of doctoral students

1. Doctoral students pursuing doctoral training at IDS TUL have the right to:
 - 1) scientific supervision over his/her research and teaching work by a scientific advisor and supervisor or supervisors and/or auxiliary supervisor;
 - 2) fee-free proceedings for the award of an academic degree of *doktor*;
 - 3) use library collections, computer software, laboratories, research equipment and apparatus to the extent necessary to complete the DC and implement the IRP, conduct research and produce a doctoral thesis;
 - 4) participate in the proceedings of the University collegial bodies, pursuant to the provisions of the Statutes of Lodz University of Technology and regulations of the government of doctoral students;
 - 5) associate in university doctoral student organizations, scientific circles, artistic and sports groups;
 - 6) participate in the social and cultural life of the University,
 - 7) receive a scholarship pursuant to the provisions of Article 209, paragraphs 1-9 of the Act of 20 July 2018 - Law on Higher Education and Science;
 - 8) receive financial support pursuant to the provisions of separate regulations;
 - 9) accommodation in a student dormitory pursuant to the provisions of separate regulations;
 - 10) use TUL sports facilities on same terms as TUL students;
 - 11) receive awards and distinctions;
 - 12) exercise their rights under the Act of 20 July 2018 - Law on Higher Education and Science, and other rights provided for in these Regulations.
2. Doctoral students of IDS TUL have standing and voting rights pursuant to the provisions of the Statutes of Lodz University of Technology.
3. Doctoral students of IDS TUL may, upon the consent of the Director of IDS TUL, a supervisor, supervisors or a supervisor and auxiliary supervisor, leave for international internships and scholarships related to their doctoral theses. The period of their stay abroad shall count towards the duration of their training at IDS TUL.
4. There is a Doctoral Student Rights Advocate at the University, upholding the rights of doctoral students. The specific responsibilities and the procedure for the appointment shall be set out in separate regulations.

Section 19

1. Doctoral students with disabilities or chronic diseases may apply for accommodating the organisation and implementation of the training process, including the terms of completing the training, to the state of health and type of disability. Decisions in these matters are taken by the Director of IDS TUL in consultation with the Committee on Needs-Based Support for People with Disabilities and the Head of BON.
2. Accommodating the training process to special needs of people with disabilities or chronic illnesses, depending on the type of disability or the state of health, may include in particular:
 - 1) modification of the process of teaching/learning;
 - 2) modification of the dates and forms of assessment and examinations;

- 3) providing access to and adapting teaching materials to the needs arising from a specific type of disability;
- 4) using technological solutions supporting the process of teaching/learning and research.
3. Submitting a request for accommodations to the process of training is subject to the provisions regulating progression review set out in Section 11.

Section 20

1. Doctoral students must:
 - 1) treat all members of the academic community with respect and dignity and to uphold good academic practice;
 - 2) uphold the good name of Lodz University of Technology, respect its property, and conduct themselves in keeping with the oath,
 - 3) strive for scientific excellence and carry out scientific activities to the highest standards of ethical conduct;
 - 4) abide by the universally binding law, regulations in effect at the University, including health and safety and fire safety regulations and undergo training in this regard;
 - 5) act in compliance with the Regulations of IDS TUL;
 - 6) complete DC, IRP and the requirements provided for in Section 5 in due time;
 - 7) actively participate in courses/activities provided for in the doctoral training curriculum and carry out tasks arising therefrom;
 - 8) submit in due time annual and semestral progress reports on and inform the supervisor or supervisors or the supervisor and auxiliary supervisor about their training process, implementation of the IRP and other requirements;
 - 9) have an ORCID (Open Researcher and Contributor ID), use the University IT systems and an institutional e-mail account;
 - 10) make declarations of matters of fact for the purposes of evaluation of the quality of research activities, and other statements, including medical certificates and other documents required by the University or IDS TUL;
 - 11) immediately notify the Director of IDS TUL about any changes affecting the process of training, including in particular any changes in personal details, mailing address, appointment as a researcher and/or an academic teacher at another unit and the workload thereof, having been awarded the degree of *doktor* by another authorised entity, and taking up training at another doctoral school,
 - 12) be insured against civil liability and accidents.
2. Doctoral students are subject to disciplinary action pursuant to the provisions of the Act and the University regulations.

Section 21

Responsibilities of the unit

The organizational unit of TUL in which the doctoral thesis is prepared:

- 1) enables the doctoral student to complete the DC and IRP and to participate in the activities of the scientific community;
- 2) provides the doctoral student during his/her training with research guidance given by a scientific advisor and/or supervisor or supervisors or a supervisor and auxiliary supervisor and the head of the unit