

**RULES OF AWARDING, PAYMENT AND FINANCING A DOCTORAL
SCHOLARSHIP FOR DOCTORAL STUDENTS STUDYING IN DOCTORAL SCHOOLS**

§ 1

1. A doctoral student without a doctoral degree shall receive the doctoral scholarship referred to in Article 209 of the Act of 20 July 2018 – Law on Higher Education and Science (i.e. Journal of Laws of 2023, item 742, amended, hereinafter referred to as the "LHES"). This Regulation shall not apply to the scholarships referred to in Articles 212 and 213 of the LHES.
2. The doctoral scholarship for students of doctoral schools may be received for a total of not more than four years per person. The period of receiving doctoral scholarship also applies to studying in doctoral school(s) based outside the UL (in such case, the doctoral student is supposed provide information on receiving doctoral scholarship at another doctoral school). This period does not include:
 - 1) the period of suspension referred to in Article 204(3) of the LHES;
 - 2) the period of studying in a doctoral school at the UL in the event that education in a given discipline is discontinued and there is no other doctoral school providing education in that discipline or the doctoral student had not expresses consent to transfer to another doctoral school, and the UL covers the costs of the proceedings for awarding the doctoral degree as part of extramural studies for a person who has lost the opportunity to complete their education.
3. The amount of the monthly doctoral scholarship is at least:
 - 1) 37% of the professor's salary – until the month in which the mid-term evaluation was conducted;
 - 2) 57% of the professor's salary – after the month in which the mid-term evaluation was conducted;
4. The gross amount of the doctoral scholarship and the due dates for its payment are determined by the Rector of the UL by way of a regulation. In the case of doctoral scholarship under the Implementation Doctoral Programme (Doktorat wdrożeniowy) the scholarship rate shall be specified by terms of the programme.
5. The doctoral scholarship is paid after a deduction of the compulsory retirement and disability insurance contribution, as established under separate regulations. The doctoral scholarship may be also reduced by the amount of voluntary sickness insurance.
6. The doctoral scholarship shall be paid for a given month by transfer to the bank account indicated by the doctoral student by the end of the month for which it is due.
- 6a. The scholarship granted under the Implementation Doctoral Programme (Doktorat

wdrożeniowy) according to the rate specified by the terms of the programme, will be paid out after funds are transferred from the Ministry of Education and Science (hereinafter MEiN; after signing an agreement with MEiN upon the acceptance of programme participant yearly report). The doctoral scholarship may be paid out before receiving funds from MEiN using the rate specified in the provisions referred to in Clause 4 above.

7. (deleted)
8. During the period of suspension of education as referred to in Article 209(6) of the LHES, the rules for determining the amount of the maternity allowance shall be applied accordingly while determining the amount of the doctoral scholarship, with the proviso that the basis for the calculation of the allowance shall be understood to be the amount of the monthly doctoral scholarship referred to in Clause 3, due on the day on which the application for suspension was submitted.
- 8a. A template application for suspension of education is specified in Appendix No. 1 to the present Rules. The application contains the doctoral student's declaration of the other parent's status concerning the maternity leave, the leave granted on the terms of maternity leave, and/or paternal leave.
- 8b. If the education of a doctoral student is suspended, the doctoral scholarship rate for the first and last month of the suspension shall be calculated proportionally from the date of the suspension and until the date of the end of the suspension respectively.
9. A doctoral student who has a certificate of disability, a certificate of a degree of disability or a certificate referred to in Article 5 and Article 62 of the Act of 27 August 1997 on Vocational and Social Rehabilitation and the Employment of Persons with Disabilities shall receive a doctoral scholarship increased by 30% of the amount indicated in section 3(1). A doctoral student is required to submit the certificate to the Director of the Doctoral School at the University of Lodz without delay. The increased scholarship rate shall be applied starting from the month in which the aforementioned decision takes effect.
10. A doctoral student who submits their doctoral dissertation before the scheduled date of completing curriculum, as specified by the study programme, shall receive a doctoral scholarship until the date of curriculum completion, but not longer than for 6 months, with the total period of receiving the scholarship not exceeding 4 years.
11. If a doctoral student is removed from the list of doctoral students in a given Doctoral School, the payment of the doctoral scholarship shall be discontinued starting from the month in which the decision on the removal became final. In that case, the doctoral scholarship rate for the last month shall be determined in proportion to the day on which the decision on the removal became final. If a doctoral student is removed for the reasons referred to in Article 203(1)(1) of the LHES, they shall lose their right to the scholarship from the beginning of the following academic year following the mid-term evaluation.
12. If a doctoral student is awarded the doctoral degree, the payment of the doctoral scholarship shall be discontinued starting from the day following the day in which the doctoral degree was conferred.
13. (deleted)

§ 2

1. External funds are funds obtained for the payment of the doctoral scholarship from financial resources:
 - a) from grants for scientific and research projects obtained by the UL,
 - b) obtained from other entities (external institutions not subject to the Rector of the University of Lodz, e.g. institutes of the Polish Academy of Sciences, from own funds or from grants obtained by these units,
 - c) awarded under the Implementation Doctorate Programme (Doktorat wdrozeniowy),
 - d) granted under the provisions of Article 323(2) of the LHES.
2. The own contribution is the funds that the University of Lodz must provide in order to be able to pay the doctoral scholarship during the full cycle of studies.
3. Detailed rules for financing the doctoral scholarship for candidates whose doctoral scholarship, if they are admitted to a doctoral school, shall be financed in whole or in part from external funds are defined by separate regulations in force at the UL.
4. In the case of doctoral students for whom the source of financing of their doctoral scholarship changes during their studies to external funds, as referred to in section 1(a) and 1(b), the project leader or a representative of the external institution (in particular the director of the Institute of the Polish Academy of Sciences) shall submit the following to the Director of the Doctoral School:
 - a) a declaration of willingness to finance the doctoral scholarship in full or in part for the students listed, within the framework of a grant awarded or funds provided or acquired by the institution which they represent, with the specific amounts broken down for each year of study for each student,
 - b) in the case referred to in Clause 1 point "a" – a statement by the project leader that obtaining funds for the payment of the doctoral scholarship from grants for the implementation of research projects carried out at the UL is in accordance with the call for proposal or competition documentation of a given project, which provides for the possibility of financing the doctoral scholarship from the funds for the implementation of the project,
 - c) in the case referred to in Clause 1 point "a" (for a project financed by an international grant) – a statement of the project leader that allocating funds for the payment of the doctoral scholarship from a given grant is not contrary to the law and regulations concerning the grant in question,
 - d) in the case referred to in Clause 1 point "b" – a declaration of a representative of an external institution on the compliance of the financing of the doctoral scholarship from the grant, with the applicable legislation and the call for proposals or competition documentation of the grant in question.
5. The necessary condition for changing the source of financing of the doctoral scholarship for a doctoral student to an external fund, as referred to in Clause 1(a) or 1(b), is the declaration of the project leader on the consistency of the tasks envisaged in the project

- with the tasks set out in the Individual Research Plan (IPB).
6. In the case referred to in Clause 1(b), the UL and an external institution shall conclude an agreement on the financing of the doctoral scholarship, the template of which is specified in Appendix No. 2 to the present Rules.
 7. The Director of the Doctoral School provides Rector of the University of Lodz with a list of doctoral students for whom the source of financing of the doctoral scholarship has changed to an external fund during their education, with information regarding:
 - a) the duration of the external funding for the doctoral scholarship referred to in Clause 1(a) and/or 1(b);
 - b) the amount of the external funding to be obtained for the payment of the doctoral scholarship to all the doctoral students listed.
 8. During the implementation of the project, the entire doctoral scholarship, including the amounts paid for social security and the amount for the disability allowance, may be financed from external funds. As far as the project allows, as much of the doctoral scholarship as possible should be financed from external funds.
 9. The scholarship provided for a doctoral student in a project carried out at the UL and the doctoral scholarship may be paid independently of each other.
 10. The amount paid to a doctoral student from external funds as the doctoral scholarship shall not be refunded.
 11. The provisions of the present Section (§) 2 shall apply accordingly to the doctoral students whose doctoral scholarship will partly or entirely be financed from funds allocated for this purpose by one or more UL Faculties. In such case, the procedure applied will be in accordance with the one referred to in Clause 1(a) above. The declaration letter referred to in Clause 4 shall be submitted by the Dean of the Faculty that declares financing of a doctoral scholarship.

§ 3

In matters not covered by the present Rules, decision shall be made by the Rector of the University of Lodz.