



LEGAL BULLETIN

NICOLAUS COPERNICUS UNIVERSITY IN TORUŃ

Year 2026; item 28

RESOLUTION No. 5

of the Senate of Nicolaus Copernicus University in Toruń

of 27 January 2026

on the conditions and procedure for the recruitment of candidates to the Doctoral School of Social Sciences at Nicolaus Copernicus University in Toruń

Pursuant to Art. 200.2 of the act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2024, item 1571, as amended)

it is resolved as follows:

Chapter 1 General provisions

Article 1

The resolution sets out the rules for the recruitment of candidates to the Doctoral School of Social Sciences at Nicolaus Copernicus University in Toruń for disciplines within the field of social sciences at Nicolaus Copernicus University, hereinafter referred to as the “School”.

Article 2

1. Each calendar year, the Rector, at the request of the Director of the School, shall determine by way of an ordinance the limit of basic scholarship places financed from the subsidy, hereinafter referred to as “basic places”, as well as the recruitment schedule for the School.
2. In addition to the basic places, the School may admit candidates implementing research grants financed from external sources, in particular from the European Commission, the National Science Centre, the National Centre for Research and Development, the National Programme for the Development of Humanities, and the Foundation for Polish Science, in numbers determined by the funding institution, provided that the funds granted by external sources or funds at the disposal of Nicolaus Copernicus University in Toruń ensure the payment of doctoral scholarships and the financing of activities related to doctoral degree proceedings.
3. Supervision over the recruitment process is exercised by the relevant Vice-Rector for research.

Chapter 2 Recruitment procedure

Article 3

1. A person may apply for admission to the School if they hold a Master’s degree, Master of Engineering degree, or an equivalent qualification.

2. In exceptional cases, justified by the highest quality of academic achievements, a person who does not meet the requirements specified in Art.3.1. may be admitted to the School, provided that they are a graduate of first-cycle studies or a student who has completed the third year of long-cycle Master's studies.
3. A person holding a diploma from a foreign university recognized as equivalent to the corresponding Polish diploma and professional title may also be admitted to the School.

Article 4

The recruitment procedure referred to in Art. 2.1. consists of the following stages:

- 1) registration for the recruitment procedure to the School in electronic form via the website irk.umk.pl, operated through the Internet Registration of Candidates system (hereinafter referred to as the "IRK system");
- 2) submission of the required documents in electronic form;
- 3) qualification procedure;
- 4) establishment of the ranking list and announcement of the recruitment results.

Chapter 3 Required documents

Article 5

1. A condition for initiating the qualification procedure for the School is the submission by candidates of the required documents within the deadlines specified in the Rector's order.
2. Candidates shall submit the following documents:
 - 1) a printed and signed application form generated from the IRK system;
 - 2) an academic curriculum vitae, including, among others, information on the candidate's completed studies and a list of no more than five of the most significant academic achievements, such as publications, conference presentations or posters, participation in research projects, or academic roles held. The CV may also include additional information, e.g. interests, skills, or various forms of the candidate's activity;
 - 3) a copy of the diploma confirming the award of a Master's degree, Master of Engineering degree, or an equivalent qualification, or a certified true copy thereof;
 - 4) a copy of the diploma thesis, if the studies concluded with the submission of a thesis;
 - 5) an opinion on the candidate's aptitude for academic and research work prepared by an academic teacher, e.g. the thesis supervisor;
 - 6) a research project forming the basis of the doctoral dissertation, not exceeding 15,000 characters (including spaces), containing:
 - a) presentation of a selected research problem
 - b) a description of the problem/topic of the future doctoral dissertation,
 - c) the planned form of the doctoral dissertation,
 - d) the state of research within the scope of the undertaken research problem,
 - e) a description of the significance of the undertaken problem for the development of the discipline,
 - f) methodology,
 - g) research hypotheses,
 - h) bibliography;
 - 7) documents confirming additional qualifications, in particular language qualifications;
 - 8) documents confirming the candidate's achievements indicated in the academic CV, in particular copies of publications (and, in the case of texts not yet published, documents confirming their acceptance for publication), documents confirming conference presentations and poster sessions, as well as other activities or competencies listed in the academic CV.

- 9) one current photograph (in electronic form, uploaded by the candidate into the IRK system), in accordance with the requirements for identity card issuance;
 - 10) a declaration of the chosen discipline within which the School provides education;
 - 11) consent to the processing of personal data, along with statements and information regarding the storage and processing of personal data.
3. The documents shall be submitted in the form adopted and announced for a given recruitment round by the School, in electronic form (scan, PDF file, link) to ars@umk.pl, within the deadlines specified in the Rector's order. All documents submitted electronically by candidates must be labeled with the candidate's surname and first name.

Chapter 4

Qualification procedure

Article 6

The qualification procedure and the evaluation of candidates within a given discipline shall be conducted by a Qualification Committee appointed by the Director of the School, composed of:

- 1) the Director of the School – as Chair;
- 2) the chair of the relevant discipline council;
- 3) other representative of the given discipline council, designated by the chair of that discipline council.

Article 7

1. The qualification procedure for basic places is competitive in nature.
2. The qualification procedure for basic places consists of two stages:
 - 1) evaluation of the documentation submitted by the candidate;
 - 2) an interview.
3. Detailed evaluation rules are specified in Annex to the resolution.
4. The results of the qualification procedure are public and are announced by the School in the IRK system.
5. A candidate qualified for admission shall be required, within 5 days from the date of announcement of the results of the qualification procedure, to submit the originals of the documents referred to in Art.5.2 points 3–4 and 9-10.
6. Candidates who are qualified but fail to submit the originals referred to in Art 5.2 shall not be entered on the list of admitted candidates.
7. Candidates who obtain more than 60 points in the qualification procedure may submit a declaration requesting to be placed on the reserve list.

Article 8

1. The qualification procedure for admission to the School combined with the implementation of research grants financed from external sources, in particular the European Commission, the National Science Centre, the National Centre for Research and Development, and the Foundation for Polish Science, shall be conducted in accordance with the rules specified by the funding institution, under the supervision of the Director of the School, following the submission by the candidate of the documents listed in Art. 5.2.
2. The candidate shall submit in the procedure the documents listed in Art.5.2
3. The Director of the School shall enter the candidate on the list of doctoral students in consultation with the chair of the discipline council nominating the candidate and the dean of the relevant faculty.

Article 9

In the case where a person with disabilities applies for admission to the School, the Qualification Committee may, at the request of that person and in consultation with the Support Team for Persons with Special Needs, apply a procedure different from the standard one, taking into account the degree of the candidate's disability and the specific nature of the discipline in which the School provides education.

Chapter 5 Admission to the School

Article 10

1. The announcement of the results of the qualification procedure shall take place through the publication of the list of admitted candidates based on the ranking list. The ranking list for competitions for basic places is created on the basis of the final results obtained by all candidates participating in a given qualification procedure.
2. Admission to the School is granted in order of the results obtained, within the established limit of places referred to in Art.2.1.
3. Refusal of admission to the School shall take the form of an administrative decision.
4. An application for reconsideration may be submitted against a decision refusing admission to the School.

Chapter 6 Final provisions

Article 11

If the limits referred to in Art.2.1 are not filled, the Director of the School may conduct a supplementary recruitment within a timeframe specified by the Director.

Article 12

In matters not regulated by this Resolution, decisions shall be taken by the Rector.

Article 13

Resolution No. 6 of the Senate of Nicolaus Copernicus University in Toruń of 23 January 2024 on the conditions and procedure for the recruitment of candidates to the Doctoral School of Social Sciences at Nicolaus Copernicus University in Toruń (NCU Legal Bulletin of 2024, item 26) shall be repealed.

Article 14

The resolution becomes effective as of 27 January 2026.

President of the Senate

**prof. dr hab. Andrzej Tretyn
R e c t o r**