

INFORMAL TRANSLATION

Appendix No. 1 to Resolution No. 6/XXIV/2024 of the Scientific Council of the National Centre for Nuclear Research dated 10.04.2024 on determining the procedure for conferring the degree of doctor and the degree of doctor habilitated at the National Centre for Nuclear Research

RULES OF PROCEDURE FOR GRANTING THE DEGREE OF DOCTOR AT THE NATIONAL CENTRE FOR NUCLEAR RESEARCH

I GENERAL PROVISIONS

§ 1

1. Proceedings for the conferral of a doctoral degree at the National Centre for Nuclear Research (NCBJ) shall be conducted on the basis of applicable regulations, in particular:

- 1) The Law of July 20, 2018. – [The Law on Higher Education and Science](#) (consolidated text of March 10, 2023, Journal of Laws “Dziennik Ustaw” 2023, item 742), as amended, hereinafter referred to as the “Law”, together with [the introductory provisions of the Law of July 3, 2018](#);
- 2) NCBJ Statutes;
- 3) Rules of Procedure for the conferral of doctoral degrees at the NCBJ, hereinafter referred to as the “Rules”;
- 4) appropriately applied provisions of the Act of June 14, 1960. – [Administrative Procedure Code](#) (consolidated text: Journal of Laws „Dziennik Ustaw” 2023 item 775, as amended), hereinafter referred to as the “Administrative Procedure Code”.

2. The Rules apply to the conferral of the doctoral degree on the basis of a dissertation prepared in doctoral schools or in the mode for external candidates.

§ 2

Terms used in the Rules mean:

- 1) NCBJ – National Centre for Nuclear Research;
- 2) BIP – NCBJ Public Information Bulletin
- 3) Ph.D. student – an NCBJ doctoral student;
- 4) Candidate – a person applying for the award of a doctoral degree;
- 5) PAN – Polish Academy of Sciences;
- 6) Chairman of the Council – the chairman or chairwoman of the Scientific Council of the NCBJ;
- 7) Secretariat of the Council – the secretariat of the Scientific Council of the NCBJ
- 8) PRK – Polish Qualifications Framework;
- 9) RDN – Council for Scientific Excellence;
- 10) Scientific Council – the Scientific Council of the NCBJ;
- 11) Regulations of the School – Regulations of the Doctoral School of the NCBJ.
- 12) POL-on system – POL-on Integrated Information System for Higher Education and Science;
- 13) School – NCBJ Doctoral School;
- 14) Doctoral Committee – the committee appointed to carry out actions in the proceeding for the conferral of the doctoral degree;
- 15) Committee for Proceedings – the Committee for Proceedings for the Conferral of the Doctoral Degrees.

§ 3

1. The doctoral degree is conferred in the field of science and scientific discipline in which the NCBJ is authorized to confer the doctoral degree.
2. The doctoral degree is conferred by the NCBJ Scientific Council.

§ 4

1. The degree of doctor is awarded to a person who:
 - 1) holds a professional degree of Master of Science, Master of Engineering, or equivalent, or holds a diploma referred to in Article 326 par. 2 item 2 or Article 327 par. 2 of the Law, which gives the right to apply for the award of a doctoral degree in the country in whose system of higher education the university that issued it operates;
 - 2) has achieved the learning outcomes for a qualification at PRK level 8, whereby the learning outcomes in the field of knowledge of a modern foreign language are confirmed by a certificate, a diploma of graduation or the result of an examination in front of an examination board appointed by the Doctoral School, certifying the knowledge of this language at a language proficiency level of at least B2, except that for a person who is not a Polish citizen, the role of the foreign language may be played by Polish;
 - 3) has a track record of at least:
 - a) 1 scientific article published in a scientific journal or in the peer-reviewed materials of an international conference, which, in the year the article was published in its final form, was included in the list compiled in accordance with the regulations issued pursuant to Article 267 par. 2 item 2b of the Law, or
 - b) 1 scientific monograph published by a publishing house that, in the year of publication of the monograph in its final form, was included in the list compiled in accordance with the regulations issued pursuant to Article 267, par. 2, item 2a of the Law, or a chapter in such monograph;
 - 4) demonstrates knowledge of the methodology and scientific achievements in the scientific discipline in which the degree is applied for, and the ability to critically evaluate these achievements;
 - 5) presented and defended his/her doctoral dissertation.

2. In exceptional cases, justified by the highest quality of scientific achievements, the doctoral degree may be conferred on a person who does not meet the requirements specified in par. 1 point 1) who is a graduate of a first degree program or a student who has completed the third year of a uniform master's degree program.

3. The requirement referred to in par. 1 item 3) , is also considered fulfilled in the case of a multi-author publication or a technical note of an experiment in which the candidate is working. In this case, the candidate shall describe his/her contribution in the list of achievements. The candidate's contribution should be confirmed by a document signed by the supervisor or head of the research group, or described directly in the publication. It can also be a technical note of the experiment in which the candidate is working.

§ 5

1. The dissertation presents the candidate's general theoretical knowledge in the discipline or disciplines and the ability to conduct scientific work independently.

2. The subject of a doctoral dissertation is an original solution to a scientific problem or an original solution to the application of the results of one's scientific research in the economic or social sphere.

3. A doctoral dissertation can be a written work, including a scientific monograph, a collection of published and thematically related scientific articles, a design, construction, technological, implementation work, as well as an independent separate part of a collective work.

4. The scientific supervision of the preparation of the doctoral dissertation is provided by a supervisor or supervisors or by a supervisor and an auxiliary supervisor.

§ 6

1. Resolutions of the Scientific Council referred to in the Rules shall be signed on its behalf by the Chairman of the Council.

2. The Chairman of the Council may authorize in writing the Deputy Chairman of the Council to sign resolutions of the Scientific Council, with the exception of resolutions on granting or refusing to grant a doctoral degree.

§ 7

The candidate has the right to inspect his or her own case file, including minutes and resolutions, and to play the recordings of the course of the doctoral examinations and the dissertation defense for the duration of their retention as specified in § 21 12.2) if the recordings have been created.

II APPOINTMENT AND CHANGE OF A SUPERVISOR, SUPERVISORS OR AUXILIARY SUPERVISOR

§ 8

Appointment and change of supervisor, supervisors and auxiliary supervisor:

- 1) for doctoral students studying at the Doctoral School are made by the NCBJ Doctoral School in accordance with the procedure described in its Regulations;
- 2) for external candidates and doctoral students of the Doctoral Studies (*former name of the Doctoral School*) are made by the Scientific Council of the NCBJ according to the procedure described in § 28

§ 9

The NCBJ Scientific Council may conduct doctoral proceedings of NCBJ employees who are graduates of other doctoral schools. Both the supervisor and the auxiliary supervisor of such a candidate may be an employee of an institution other than NCBJ.

III INITIATION OF PROCEEDINGS FOR THE CONFERRAL OF THE DOCTORAL DEGREE

§ 10

1. Proceedings for the awarding of a doctoral degree are initiated by a complete application from a candidate meeting the requirements specified in § 4 par. 1 items 1) – 3) , addressed to the Chairman of the Council. A template for the application can be found in Appendix No. 3, and templates for the statements attached to it (par. 2 , items 10) – 12)), in Appendices No. 4 – 6.

2. The application referred to in par. 1, shall be accompanied by:

- 1) the dissertation in Polish or English;
- 2) abstracts of the dissertation in Polish **and** English;
- 3) a positive opinion of the supervisor or supervisors on the dissertation, in particular on the fact that it meets the conditions specified in § 5 pars. 1 – 2;
- 4) a copy of a diploma certifying that the candidate holds the degree of of Master of Science, Master of Engineering, or equivalent, or holds a diploma referred to in Article 326 par. 2 item 2 or Article 327 par. 2 of the Law, which gives the right to apply for the award of a doctoral degree in the country whose system of higher education gives the right to issue such a diploma to the university that has issued it;
- 5) scientific curriculum vitae, including information on major scientific publications, projects and research internships;
- 6) a pdf file on an electronic medium of at least one publication ref. in § 4 par. 1 item 3);
- 7) in the case of having multi-author publications, the document referred to in § 4 3;
- 8) a copy of a certificate, diploma of graduation, or certificate of successful completion of an examination, certifying knowledge of a modern foreign language at a language proficiency level of at least B2; an external candidate may instead apply for a language examination during the doctoral proceedings;
- 9) a certificate from the Director of the Doctoral School on the candidate's attainment of learning outcomes for qualifications at PRK level 8, with the exception of situations described in item 8) , sentence 2;
- 10) a statement by the candidate that the current proceeding is the first for him, or about previous proceedings for the conferral of the doctoral degree, if any;
- 11) a statement by the candidate on the originality of his/her dissertation;
- 12) external candidates – statement of assumption of payment for the proceedings.

3. The certificate referred to in par. 2 item 9) , must specify the learning outcomes that the candidate has achieved during his/her training at the School, as well as the forms result of verification of these learning outcomes at the Doctoral School.

4. The application is formally checked by the Committee for Doctoral Proceedings. If a candidate's application has formal deficiencies, the chair of the Committee calls on the candidate to correct them. Resubmission of the application is possible after the deficiencies have been corrected.

5. The Scientific Council – having determined that the candidate meets the requirements set forth in § 4 par. 1 or 2 and has presented a positive opinion of the supervisor on the dissertation – decides in the form of a resolution to initiate proceedings for the award of the doctoral degree referred to in par. 1 . If the candidate does not meet these requirements, the Scientific Council refuses to initiate the proceedings, giving reasons for the refusal. In the event that the resolution to initiate proceedings for the award of the degree of doctor does not receive the absolute majority of votes, the Scientific Council shall be deemed to have passed a resolution to refuse to initiate such proceedings.

6. A resolution of the Scientific Council refusing to initiate proceedings for the conferral of the doctoral degree may be appealed to the Scientific Council within seven days from the date of its delivery. The Scientific Council shall, without undue delay, decide in the form of a resolution to uphold the appealed resolution or to repeal the appealed resolution and initiate proceedings for the conferment of the degree of doctor.

IV MODE OF SUBMISSION OF THE DISSERTATION

§ 11

1. If the dissertation is a written work, the candidate, together with the application referred to in § 10 par. 1, he/she shall submit it printed in 5 copies together with an electronic copy saved in PDF format.

2. If the dissertation is not a written work, a description of the dissertation in Polish and English shall be included.

§ 12

1. If the dissertation is a written work, it is subject to verification using the Uniform Anti-Plagiarism System.

2. The report confirming the verification of the doctoral dissertation using the Unified Anti-Plagiarism System is signed by the supervisor(s) and forwarded by them to the Chairman of the Council.

§ 13

1. The Secretariat of the Scientific Council of the NCBJ shall immediately, but no later than 30 days before the scheduled day of defense of the dissertation, make available in the BIP of the NCBJ the dissertation that is a written dissertation, together with its abstract, or the description of the dissertation that is not a written dissertation, and the reviews of the dissertation, after they have been submitted to the Chairman of the Council by all reviewers.

2. In the case of a doctoral dissertation, the subject of which is covered by a legally protected secret, only reviews are made available, excluding the contents covered by this secret.

3. The documents referred to in par. 1, as soon as they become available, shall be posted in the POL-on System.

4. The doctoral dissertation, together with its reviews, is subject to placement in the NCBJ Archives under the terms of the NCBJ Director's order.

V PROCEDURE FOR APPOINTMENT AND SCOPE OF ACTIONS OF THE DOCTORAL COMMITTEE

§ 14

1. The Scientific Council, after the initiation of proceedings for the conferral of the doctoral degree, appoints a Doctoral Committee, consisting of 3 members of the Committee for Doctoral Proceedings and at least 4 NCBJ scientific employees or Council members, holding the degree of doctor habilitated or the title of professor in the field in which the doctoral dissertation is prepared. The meetings of the Doctoral Committee may be attended, without voting rights, by the supervisor and auxiliary supervisor.

2. Candidates for members of the Doctoral Committee are proposed by the Committee for Proceedings, the Chairman of the Council or at least three members of the Scientific Council.

3. A member of the Doctoral Committee may not be a person whose ties to the candidate (family, professional, etc.) may raise reasonable doubts about his/her impartiality.

4. A candidate to the Doctoral Committee who knows about the circumstances mentioned in par. 3, is obliged to resign from candidacy for the Committee.

5. A separate Doctoral Committee is appointed for each proceeding for the conferral of a doctoral degree.

6. In selecting the members of the Doctoral Committee, the Scientific Council takes into account the scientific specialty to which the dissertation relates.

7. The Doctoral Committee elects by open vote one of its members to serve as chair. If necessary, the Committee may decide by vote to change the chair. Until a chair of the Doctoral Committee is elected, the chair of the Committee for Doctoral Proceedings shall perform this function. The chair may not be a supervisor, auxiliary supervisor or reviewer.

8. Resolutions of the Doctoral Committee are adopted by secret ballot, by absolute majority, in the presence of at least half of its members, and are signed by the chair. In the event of a tie, the chair's vote is decisive.

9. The meetings of the Doctoral Committee are minuted.

10. The minutes are signed by the chair of the Doctoral Committee and the person preparing the minutes if they were prepared by another person.

11. If necessary, with the agreement of the members of the committee, meetings of the Doctoral Committee may be held remotely or in hybrid mode, using tools that ensure the possibility of video and audio recording and the secrecy of votes. In the case of a remote meeting, the notice shall include information on how to join the meeting. In this case, secret votes shall be held remotely. A member of the Committee is obliged to keep the data enabling remote voting confidential.

12. In the case of the election of the chair, the selection of reviewers and the decision to allow the dissertation to be defended, when all three reviews are positive, the chair of the Doctoral Committee may order voting by circulation, provided no member of the Committee objects. The duration of the circulation should be at least 24 hours.

13. The choice of meeting and voting mode is made by the chair of the Doctoral Committee.

14. Administrative and technical support for the Doctoral Committee is provided by the Secretariat of the Scientific Council.

§ 15

1. The Committee for Proceedings submits candidates for reviewers to the Scientific Council. If a Doctoral Committee has been previously established, the other members of the Committee also participate in the selection of candidates.

2. In addition, the Doctoral Committee:

- 1) appoints Examination Boards to conduct doctoral examinations;
- 2) passes a resolution to either admit or request a decision from the Scientific Council to refuse the candidate to defend the dissertation;
- 3) conducts dissertation defense;
- 4) applies, by resolution, to the Scientific Council, for conferring or refusing to confer the doctoral degree;
- 5) applies, by resolution, to the Scientific Council with a request to honor the dissertation;
- 6) if necessary, performs other tasks related to the conduct of the doctoral proceedings, as ordered by the Chairman of the Council.

3. The Examination Board is composed of at least three members and, as an observer, a supervisor or auxiliary supervisor.

4. The Examination Board conducts examinations using the provisions of § 14 pars. 7 – 11 on the Doctoral Committee and § 21 on the Doctoral Examination, respectively. The Examination Board shall present the minutes and other materials of the doctoral examination to the Doctoral Committee.

VI DISSERTATION REVIEWERS

§ 16

1. In proceedings for the conferral of a doctoral degree, the Scientific Council, upon the proposal of the Committee on Proceedings or the Doctoral Committee, shall appoint, by secret ballot, three reviewers from among persons who are not employees of the NCBJ or any institution of which the candidate is an employee. Candidates for reviewers may be proposed by any member of the Council. Submission of a candidate as a reviewer requires the candidate's prior consent, written or oral.

2. The reviewer may be a person holding the degree of doctor habilitated or a professorship.

3. A reviewer may be a person who does not meet the conditions set forth in par. 2, who is an employee of a foreign university or scientific institution, if the Scientific Council recognizes that this person has significant achievements in the scientific topics covered by the dissertation.

4. When appointing a reviewer, the scientific specialty to which the dissertation relates shall be taken into account.

5. The appointed reviewers, upon submission of their reviews, become voting members of the Doctoral Committee. Reviewers shall not be included in the number of members of the Doctoral Committee, as referred to in § 14 par. 1.

6. The Secretariat of the Council sends the dissertation to the reviewer together with information on the content of the Rules and the report referred to in § 12 par. 2, and NCBJ enters into a contract with him/her to prepare the review.

§ 17

The reviewer may not be a person whose ties to the candidate (family, professional, etc.) may raise reasonable doubts about the maintenance of integrity, impartiality or objectivity in the preparation of the review.

§ 18

1. The reviewer shall prepare a review of the dissertation within two months of its delivery.

2. The dissertation review is submitted to the Chairman of the Council in writing (bearing a handwritten signature) or in the form of an electronic document bearing a qualified electronic signature, a trusted signature or a personal signature, and the Secretariat of the Scientific Council sends it to the Doctoral Committee.

3. The review referred to in par. 1, should include a conclusion with a concordant justification regarding, in particular, whether the reviewed doctoral dissertation meets the conditions specified in § 5 par. 1 and 2

4. If the submitted review does not meet the conditions referred to in par. 3, the Chairman of the Doctoral Committee shall request the reviewer to supplement it immediately.

5. The conclusion referred to in par. 3, may be:

- 1) positive;
- 2) conditional, indicating issues that need to be improved in the dissertation in order to meet the conditions of § 5 pars.1 and 2;
- 3) negative.

§ 19

1. The Council Secretariat sends the dissertation reviews to the candidate immediately after receiving them from all reviewers.

2. In the case of receipt of a review with a conditional conclusion, as referred to in § 18 par. 5 item 2) , if none of the other reviews is negative, the candidate submits to the Council Secretariat:

- 1) a revised dissertation with a written response to the review containing a conditional conclusion, within no more than six months from the date of receipt of the review, or
- 2) a written statement of refusal to improve the dissertation; in this case, the Secretariat of the Council shall immediately forward the case to the Doctoral Committee for the adoption of a resolution referred to in § 22 par. 1

3. The revised dissertation, together with the candidate's response referred to in par. 2 item 1) , is immediately sent by the Council Secretariat to all reviewers. Subsequently, all reviewers, within no more than two months, shall prepare reviews of the revised dissertation, with either a positive conclusion or a negative conclusion only.

§ 20

Upon receipt of the dissertation reviews meeting the requirements referred to in § 18 par. 3, the Secretariat of the Council forwards the reviews to the appropriate Doctoral Committee and makes them available in the BIP of NCBJ in accordance with § 13 par. 1.

VII DOCTORAL EXAMS

§ 21

1. After the appointment of the Doctoral Committee by the Scientific Council, the candidate takes the doctoral examinations to verify knowledge of methodology and scientific achievements in the scientific discipline in which the degree is sought, as well as the ability to critically evaluate these achievements according to § 4 par. 1 item § 4 1.4)

2. The examination shall be in the form of an oral exam taken before the Examination Board appointed for this purpose, in accordance with § 15 par. 3. If it is not possible to conduct the examination in a stationary mode, it shall be conducted in a remote or hybrid mode, with the necessary cybersecurity rules.

3. The Doctoral Committee determines and presents to the candidate the number, scope of doctoral examinations and their schedule. The Doctoral Committee agrees with the candidate on the language in which the examination or examinations are conducted. The examination may be conducted in more than one language.

4. The Committee agrees with the candidate on a date for the examination in the basic discipline.

5. The examination is conducted in the presence of all members of the Examination Board. The examination may be attended, as observers, by the other members of the Doctoral Committee.

6. The candidate's fulfillment of the prerequisite for the award of the doctoral degree, as mentioned in § 4 par. 1 item 4) , shall be graded. When grading the examination, the Doctoral Committee uses the following grades:

- 1) very good (5), or
- 2) good (4), or
- 3) satisfactory (3), or
- 4) unsatisfactory (2),

with ratings of items 1) – 3) being positive, rating of item 4) being negative.

7. A candidate's unexcused absence from the examination will automatically result in the negative grade.

8. In justified cases, unless the candidate objects, the chair of the Examination Board may decide to adjourn the meeting and set a date on which the examination will be completed.

9. Positive grades on all examinations referred to in par. 1, confirms the fulfillment of the condition for the awarding of the doctoral degree referred to in § 4 par. 1 point. 4) . The issuance of a negative grade from any of the doctoral examinations means that the candidate does not meet this condition. In such a case, the Doctoral Committee shall request the Scientific Council to adopt a resolution to refuse to admit the thesis to defense, subject to par. 14

10. The course of the examination is minuted by the chair of the Examination Board. The minutes include, in particular, the contents of the questions asked and the evaluation of the answers. After the minutes have been drawn up, the members of the Doctoral Committee or the candidate may raise objections to them in writing. The

protocol of the examination conducted in the stationary mode is signed by all members of the Examination Board, and in the hybrid or remote mode – only by the chair.

11. At the request of the examinee, notified in writing to the chair of the Examination Board no later than 7 days before the examination date, the examination may be recorded (audio).

12. When the examination is conducted remotely:

- 1) the course of the examination is recorded by the chair of the Examination Board;
- 2) the examination protocol is signed by the chair of the Examination Board, and the recording of the examination is attached to the protocol.

13. The minutes are forwarded to the Chairman of the Council; if a recording was made, it is attached to the minutes. The Council Secretariat shall keep the recording for no less than three months from the date of the examination, but no longer than one year.

14. At the request of the candidate, submitted to the chair of the Doctoral Committee 14 days from the date of the negative grade, a re-examination shall be conducted. The examination may be repeated only once in connection with a given application, as referred to in § 10 par. 1. The provision of par. 8 shall not apply.

VIII ADMISSION TO DISSERTATION DEFENSE

§ 22

1. After reviewing all reviews of the dissertation and the results of the doctoral examinations, the Doctoral Committee, in the form of a resolution, in the presence of at least half of its members:

- 1) decides to admit the candidate to the defense of the dissertation or
- 2) requests the Scientific Council to decide on the refusal to allow the candidate to defend the dissertation;
- 3) in the event that the resolution to admit the candidate to the defense of the dissertation does not receive an absolute majority of votes, the Doctoral Committee shall be deemed to have passed a resolution on the request of ref. 2) .

2. A candidate who has received positive reviews from at least two reviewers and has received passing grades at all doctoral examinations may be admitted to the dissertation defense.

3. The resolution of the Scientific Council on refusal of admission to the defense, adopted in response to the proposal of the Doctoral Committee referred to in par. 1 item 2) , requires an absolute majority of votes. The resolution on refusal must include a justification.

4. The decision to refuse admission to the defense of the dissertation may be appealed to the RDN within 7 days of its delivery.

IX DISSERTATION DEFENSE

§ 23

1. Once the candidate has been admitted to the dissertation defense and the information referred to in § 13 par. 1 has been made available in the NCBJ BIP, the Doctoral Committee shall set the date, time and place of the doctoral dissertation defense. In addition, the Doctoral Committee may specify a language for the defense

of the doctoral dissertation other than Polish, if it is known to the candidate and the members of the Doctoral Committee.

2. The dissertation defense may not take place earlier than 10 days after the information about the date, place and mode of its conduct is made available in the NCBJ BIP and earlier than 30 days after the information referred to in § 13 par. 1 is made available in the NCBJ BIP.

3. The Chairman of the Doctoral Committee immediately informs the Chairman of the Council and the candidate of the date, time, place and language of the dissertation defense.

4. The Secretariat of the Council shall immediately announce in the BIP of the NCBJ and in the usual manner:

- 1) the date, time and place of the dissertation defense;
- 2) the title of the dissertation and the name of its author;
- 3) supervisor, supervisors or auxiliary supervisor of the dissertation;
- 4) reviewers;
- 5) scientific discipline;
- 6) the language of defense.

5. If the supervisor, reviewer or other member of the Doctoral Committee cannot attend the defense in person, they may attend the defense remotely, provided that the necessary cybersecurity rules are observed. The defense shall then be conducted in hybrid mode. Persons participating in the defense remotely should have their cameras on; their participation shall be recorded by taking a screenshot including a photo of all such persons.

6. If necessary, the dissertation defense may be conducted remotely, providing:

- 1) real-time transmission of defense between its participants;
- 2) multilateral, real-time communication, where defense participants can speak up in the course of the defense – with the necessary cybersecurity rules.

7. To conduct the defense of the dissertation remotely is decided by the Doctoral Committee after obtaining the consent of the candidate or at his request.

8. If the candidate or members of the Doctoral Committee participate in the defense remotely, they are obliged to have a camera on during the defense and, at the request of the chair, a microphone.

§ 24

1. The defense of the doctoral dissertation is held during a meeting of the Doctoral Committee divided into a public and a closed part. The public part is open to all interested persons, unless the subject of the doctoral dissertation is covered by a legally protected secret. The chair of the Doctoral Committee, after a prior warning, may order a person who disrupts the dissertation defense to leave.

2. During the defense of the dissertation, the candidate, the supervisor, at least two reviewers and at least half of the number of members of the Doctoral Committee specified in § 14 par.1 are obligatorily present (on-site or remotely).

3. Within the public part of the meeting of the Doctoral Committee, the defense of the dissertation consists of:

- 1) summarizing the stages of the proceedings to date and presenting the reviewers – this is done by the chair of the Doctoral Committee;

- 2) presentation of the candidate's scientific curriculum vitae by the supervisor and, optionally, by an auxiliary supervisor;
- 3) the candidate's presentation of the dissertation, taking into account the condition specified in § 5 par. 2 ;
- 4) presentation of reviews of the dissertation by reviewers; in the absence of one reviewer, his/her review of the dissertation is presented by the chair of the Doctoral Committee or a member of the Doctoral Committee designated by him/her; if the absent reviewer has not indicated which parts of his/her review are to be read, such review shall be read in full
- 5) the candidate's response to submitted reviews of the dissertation and answers to the questions posed by the reviewers;
- 6) Public discussion of the dissertation, in which the candidate provides answers to questions posed by participants in the defense, including those participating remotely.

4. After closing the discussion on the dissertation, the chair of the Doctoral Committee orders the beginning of the closed part of the meeting of the Doctoral Committee, in which only members of the Doctoral Committee participate. The supervisor and auxiliary supervisor may participate in it – having observer status.

5. During the closed part of the meeting, the Doctoral Committee deliberates and adopts by secret ballot a resolution to apply to the Scientific Council for the conferral of the doctoral degree. If the resolution to apply to the Scientific Council for the conferral of the doctoral degree does not receive the absolute majority of votes, the Doctoral Committee shall be deemed to have passed a resolution to apply to the Scientific Council for refusal to confer the doctoral degree. The refusal shall be accompanied by a justification for the application of par. 6. The resolution shall be announced after its adoption to the participants in the public part.

6. The Doctoral Committee applies to the Scientific Council for refusal to grant the doctoral degree if it finds that the candidate has not defended the dissertation.

7. In the event that at least one of the reviewers considers the dissertation to be outstanding, in the absence of objections from the other reviewers present, and the doctoral student has received a very good grade on the examination(s) in the basic discipline(s), the Doctoral Committee, by a majority of at least $\frac{2}{3}$ of the members present at the meeting, may make a reasoned motion to the Scientific Council to award the doctorate with distinction. The provision of par. 5 shall apply accordingly.

8. The defense of the dissertation shall be minuted. The provision §21 par. 10 shall apply accordingly.

9. The public part of the dissertation defense shall be recorded by the chair of the Doctoral Committee if the dissertation is conducted remotely, or if such request is made in writing by the candidate, supervisor, auxiliary supervisor or reviewer at least 7 days before the defense date. Recording shall be conducted in observance of data protection regulations. The provision § 21 pars. 11 and 12 shall apply accordingly.

X CONFERRING THE DEGREE OF DOCTOR

§ 25

1. The chair of the Doctoral Committee shall immediately forward to the Chairman of the Council the resolution referred to in § 15 par. 2 items 4) and 5) , together with the minutes of the meeting of the Doctoral Committee during which the defense of the doctoral dissertation took place. If the Doctoral Committee passed a

resolution on refusal to accept the defense or a resolution on awarding the doctorate with distinction, the Committee shall forward the appropriate resolution together with the reasons.

2. At the meeting of the Scientific Council, the representative of the Doctoral Committee shall present the proceedings and the resolution of the Doctoral Committee on the application for, or refusal to, grant the doctoral degree and the corresponding justification, in accordance with par. 1

3. The Scientific Council, by secret ballot, by an absolute majority of votes, in the presence of at least half of the members of the Scientific Council entitled to vote, shall make a decision in the form of a resolution to confer the degree of doctor. Only persons holding the title of professor or habilitated doctor degree shall participate in the vote. The resolution on granting the doctoral degree is put to a vote. If it does not receive an absolute majority of votes, the Scientific Council is considered to have passed a resolution to refuse to grant the doctoral degree. The resolution on refusal shall include a justification. The Secretariat of the Council shall deliver the corresponding resolution to the candidate.

4. Upon the proposal of the Doctoral Committee referred to in § 24 par. 7, the Scientific Council by an absolute majority of votes, in the presence of at least half of the members of the Scientific Council entitled to vote, may adopt a resolution on the distinction of the doctoral dissertation. The resolution on distinction shall be delivered together with the resolution on awarding the doctoral degree.

§ 26

1. A decision to refuse to grant a doctoral degree may be appealed to the RDN through the Scientific Council.

2. The time limit for filing an appeal is 30 days from the date of delivery of the decision.

3. The Scientific Council shall forward the appeal to the RDN with its opinion and the case file within three months from the date of the appeal. Before forwarding the appeal, the Scientific Council shall request the Doctoral Committee to take a position on the appeal.

§ 27

In the case of non-admission to the defense of a dissertation or the issuance of a decision to refuse to grant the doctoral degree, the same dissertation may not be the basis for reapplication for the award of the doctoral degree.

XI EXTERNAL CANDIDATES AND DOCTORAL STUDENTS IN DOCTORAL STUDIES

§ 28

1. Candidates in the external mode and doctoral students in the Doctoral Studies submit an application for the appointment of a supervisor or supervisors or a supervisor and an auxiliary supervisor to the Chairman of the Council. The application shall be accompanied by:

- 1) the candidate's personal and contact information;
- 2) synopsis of the dissertation, together with a justification for undertaking the research topic;
- 3) research work schedule;

- 4) a statement of the person proposed as a supervisor on willingness to take care of the candidate and his/her opinion on the research topic and the schedule of the research work;
- 5) scientific curriculum vitae, including information on major scientific publications, projects and research internships;
- 6) a copy of a diploma certifying that the candidate holds the degree of of Master of Science, Master of Engineering, or equivalent, or holds a diploma referred to in Article 326 par. 2 item 2 or Article 327 par. 2 of the Law, which gives the right to apply for the award of a doctoral degree in the country whose system of higher education gives the right to issue such a diploma to the university that has issued it.

2. After verification of the completeness of the documentation referred to in par. 1, by the Committee for Doctoral Proceedings, the Scientific Council shall, in the form of a resolution, no later than within three months, appoint a supervisor or supervisors or a supervisor and an auxiliary supervisor. In the event that the resolution does not receive the absolute majority of votes, the Scientific Council shall be deemed to have passed a resolution refusing to appoint a supervisor or supervisors or supervisor and auxiliary supervisor, respectively. A refusal to appoint a supervisor or supervisors or a supervisor and an auxiliary supervisor may be appealed to the Scientific Council within seven days from the date of delivery of the resolution.

3. The requirements for supervisors of external doctoral students and doctoral students of the Doctoral Studies are the same as the requirements for supervisors of doctoral students of the Doctoral School, contained in its regulations.

4. The resolution on the appointment of a supervisor or supervisors or a supervisor and an auxiliary supervisor referred to in par. 2, the Scientific Council shall expire 36 months from the date of its adoption, if within this period the external candidate does not submit a complete application referred to in § 10 par. 1. In justified cases, the Scientific Council may adopt a resolution to extend the expiration date of this resolution, but not more than 12 months in total.

§ 29

In the case of an external candidate, in order to verify the candidate's attainment of learning outcomes for qualifications at PRK level 8, the Council Secretariat forwards the candidate's application to the Director of the Doctoral School, who organizes this verification within the School. In special cases, verification of proficiency in a modern foreign language at a level of at least B2 may be carried out already after the initiation of the proceedings, by an examination before an Examination Board appointed by the Doctoral School, which includes persons proficient in the language that is the subject of the examination.

§ 30

The candidate in the external mode takes the doctoral examinations in accordance with § 21

§ 31

1. For external candidates, the amount of the fee for the proceedings on conferral of the doctoral degree shall be three times the minimum monthly base salary for a professor in a public university, as specified in the regulations issued pursuant to Article 137, par. 2 of the Law, rounded down to the nearest whole zloty.

2. In particularly justified cases, the Director of NCBJ, upon the written request of an external candidate, may exempt him/her from the obligation to pay all or part of

the fee for the proceedings on the conferral of the doctoral degree, taking into account, in particular, the financial situation of the candidate or his/her contribution to the development of NCBJ.

3. The fee referred to in par. 1, the candidate shall pay by the date of submission of the application referred to in § 10 par. 1. Proof of payment of the fee shall be attached by the candidate to this application. In the event that the Scientific Council adopts a resolution refusing to initiate proceedings for the conferral of the doctoral degree, the fee shall be refunded with a deduction in the amount of the monthly basic salary for a professor in a public institution as specified in the regulations issued pursuant to Article 137, par. 2 of the Law, rounded down to the nearest whole zloty.

4. The fee referred to in par. 1, shall not be charged to NCBJ employees.

§ 32

1. Those preparing a doctoral dissertation in the external mode may use the research and IT infrastructure of the NCBJ under separate rules, set forth in the “Terms and conditions for the use of research and IT infrastructure at the National Centre for Nuclear Research by persons preparing a doctoral dissertation in the external mode.”

XII JOINT CONFERRAL OF DOCTORAL DEGREE

§ 33

1. The Scientific Council may confer a doctoral degree jointly with other entities authorized to confer a doctoral degree in the discipline in which the degree is conferred.

2. The Director of NCBJ shall previously conclude in writing, on behalf of NCBJ, an agreement with the entities with which the Scientific Council is to jointly confer the doctoral degree. Specifically, the agreement:

- 1) specifies the method of appointing supervisors and providing supervisor supervision during the preparation of the doctoral dissertation;
- 2) describes how to conduct a joint doctoral procedure at both institutions;
- 3) determines how reviewers should be appointed and the conditions they should meet;
- 4) includes the conditions for admission to the dissertation defense and the manner of conducting the defense;
- 5) indicates the entity responsible for entering data into the POL-on system.

To the extent not regulated in the contract, the solutions described in Chapters I – XI of these Rules shall apply.

XIII DOCTORAL DISSERTATIONS AND PROCEEDINGS INITIATED BEFORE THE ENTRY INTO FORCE OF THE RESOLUTION

§ 34

Proceedings for the conferment of a doctoral degree initiated after September 30, 2019 shall be conducted on the basis of the provisions of the Law, except that: in proceedings initiated until December 31, 2021, the achievements referred to in:

- 1) Article 186 par. 1 item 3a) of the Law, includes scientific articles published:
 - in scientific journals or peer-reviewed materials from international conferences included in the list compiled in accordance with regulations issued pursuant to Article 267 par. 2 item 2b) of the Law, prior to the date of publication of that list,

- before January 1, 2019. – in scientific journals that were included in either Part A or Part C of the list of scientific journals established on the basis of regulations issued pursuant to Article 44 par. 2 of the Law repealed in Article 169 par. 4 of the Law of July 3, 2018. – Provisions introducing the Law – Law on Higher Education and Science and announced by the communiqué the Minister of Science and Higher Education of January 25, 2017, or were included in Part B of that list, with scientific articles published in them awarded at least 10 points,
- 2) Article 186 par. 1 item 3b) and Article 219 par. 1 item 2a) of the Law, shall also include scientific monographs published by:
 - publisher included in the list drawn up in accordance with the regulations issued pursuant to Article 267, par. 2, item 2a) of the Law, prior to the date of publication of that list,
 - an organizational unit of an entity whose publishing house is included in the list compiled in accordance with the regulations issued pursuant to Article 267 par. 2 item 2a) of the Law.

§ 35

1. Unfinished conduits and proceedings shall be conducted according to the Rules in effect on the date of their initiation. In particular:

- 1) Doctoral theses and proceedings initiated until September 30, 2023 shall be conducted in the manner specified in the document Rules and Procedures for the Procedure for the Award of a Doctoral Degree at the National Centre for Nuclear Research in Świerk (minutes of the 13th meeting of the Scientific Council of the XI term of 1.02.2023).
- 2) Uncompleted doctoral proceedings initiated between October 1 and April 30, 2024 shall be conducted in the manner specified in the document Rules of Proceedings for the Award of a Doctoral Degree at the National Centre for Nuclear Research (Annex No. 1 to NCBJ Scientific Council Resolution No. 3/XVIII/2023; minutes of the XVIII meeting of the Scientific Council of the XI term of 26.09.2023).

2. The degree shall be conferred in the fields and disciplines specified in the regulations issued pursuant to Article 5, pars. 3 – 5 of the Law.

3. In doctoral dissertations initiated and not completed before the effective date of the resolution:

- 1) actions performed in accordance with the previous rules shall remain in effect;
- 2) documentation produced in the course of previous activities, in particular applications, reviews and minutes, remains valid.

4. Doctoral dissertations referred to in par. 1, not completed by the end of 2024, shall be closed as of that date by resolution of the Scientific Council of the NCBJ.

5. Resolutions referred to in par. 4, the Scientific Council of NCBJ shall adopt within 30 days from the date referred to in par. 4

6. For those who have initiated a thesis during their doctoral studies at NCBJ, no fees are charged for the costs of the doctoral thesis.

§ 36

The provisions of § 28 – § 30 as they apply to a person who began doctoral studies before the 2019/2020 academic year shall apply to a doctoral student.

(The brown text is obsolete: all such proceedings have been closed by resolution of the Scientific Council of 21 January 2025).

XIV RESOLUTION ON THE INVALIDITY OF THE CONFERRAL OF THE DOCTORAL DEGREE

§ 37

1. If the Scientific Council receives a probable application for recognition that a person who has received a doctoral degree conferred by the Scientific Council has attributed to himself/herself the authorship of a substantial fragment or other elements of another person's work or scientific finding, or has submitted a dissertation containing a deliberate falsification of scientific results, the Council shall initiate a procedure examining the justification for the decision to confer the degree.

2. The Council shall appoint an Extraordinary Committee to investigate this suspicion. The Committee shall consist of not less than three and not more than five members of the Council who were not members of the Doctoral Committee on the conferral of the doctoral degree. The chair of the Committee shall be appointed by the Chairman of the Council.

3. The Committee within 3 months prepares a report, in which it presents a conclusion on the originality of the dissertation. The Committee may also appoint experts from outside NCBJ.

4. After reviewing the Committee's proposal, the Council may, by an absolute majority, pass a resolution to cancel the conferral of the degree. In this case, the Chairman of the Council shall immediately inform the RDN.