

**RULES OF AWARDING, PAYING 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 2021, item 478, 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 in a doctoral school at the UL (further referred to as the "UL") may be received for a total of not more than four years. This period does not include:
 - 1) the period of suspension referred to in Article 209(6) of the LHES;
 - 2) the period of education 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, 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.
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.
7. If a doctoral student is employed, following a successful mid-term evaluation, in the position of an academic teacher or researcher, for more than half-time, the scholarship amounts to 40% of the monthly scholarship referred to in section 3(2) of the above rules. If employment took place during a month, the scholarship rate is reduced proportionally from the moment of employment in a given month.
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 section 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 these Rules.
- 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 date of completing education as provided for in the curriculum receives a doctoral scholarship until the date of completing education, 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 obtains the doctoral degree, the payment of the doctoral scholarship shall be discontinued starting from the month following the month in which the doctoral degree was conferred.
13. In order for the doctoral scholarship to be paid, the student must be included on the list of doctoral students for the following academic year.

§ 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,

- 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 (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 section 1(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 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 section 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 of the given grant,
 - d) in the case referred to in section 1(b) – a declaration of a representative of an external institution on the compliance of the financing of the doctoral scholarship from the given grant with the applicable legislation and the call for proposals or competition documentation of the given grant.
 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 section 1(a) or (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.
 6. In the case referred to in section 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 these Rules.
 7. The director of the doctoral school provides the 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 point (a) or (b) of section 1;
 - 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 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.

§ 3

In matters not covered by these Rules, the decision is made by the Rector of the University of Lodz.