

RESOLUTION No. 9/2025
OF THE SENATE OF THE KRZYSZTOF PENDERECKI ACADEMY OF MUSIC
in Krakow
of 20 March 2025

on the adoption of the Doctoral School Regulations
of the Krzysztof Penderecki Academy of Music in Krakow

Acting pursuant to Art. 205 of the Act of 20 July 2018 Law on Higher Education and Science (Journal of Laws of 2023, item 1571, as amended), the Senate of the Krzysztof Penderecki Academy of Music in Krakow hereby resolves as follows:

§ 1

The Doctoral School Regulations of the Krzysztof Penderecki Academy of Music in Krakow, constituting an Annex to this Resolution, are hereby adopted.

§ 2

1. Senate Resolution No. 7/2023 of 30 March 2023 on the adoption of the Doctoral School Regulations of the Krzysztof Penderecki Academy of Music in Krakow is hereby repealed.
2. This Resolution shall enter into force on the 1 October 2025.
3. The content of the Resolution, together with the Annex, is published in the Public Information Bulletin of the Krzysztof Penderecki Academy of Music in Krakow, under the tab Academy Law/Senate Resolutions/2025.

R e c t o r
prof. dr hab. Mariusz Sielski

**DOCTORAL SCHOOL REGULATIONS
OF THE KRZYSZTOF PENDERECKI ACADEMY OF MUSIC
IN KRAKOW**

Table of Contents

Chapter 1. General Provisions	5
§ 1. [Scope of the Regulations]	5
§ 2. [Terms].....	5
Chapter 2. Organisation of the Doctoral School	5
§ 3. [Direction of the Doctoral School]	5
4. [Tasks of the Director]	5
§ 5. [Composition of the Team]	6
§ 6. [Tasks of the Team].....	6
Chapter 3. Education at the Doctoral School	7
§ 7. [Education Commencement]	7
§ 8. [Education Framework]	7
§ 9. [Recruitment Rules].....	7
§ 10. [Transfer from Other Doctoral Schools]	7
§ 11. [teaching programme]	8
§ 12. [Policy for Receiving Credit]	8
§ 13. [Passing a Year].....	9
Chapter 4. Supervision over Doctoral Students	10
§ 14. [Academic Supervisors].....	10
§ 15. [Requirements for Supervisors]	10
§ 16. [Requirements for Assistant Supervisors].....	11
§ 17. [Appointment of a Supervisor, Supervisors and Assistant Supervisor].....	11
§ 18. [Change of a Supervisor, Assistant Supervisor].....	11
§ 19. Conflict Resolution	12
between Doctoral Students and Supervisors/Assistant Supervisors	12
Chapter 5. Individual Research Plan	12
§ 20. [Scope of an IRP]	12
§ 21. [Submission of an IRP].....	12
Chapter 6. Ongoing and Mid-Term Evaluation	13
§ 22. [Ongoing Evaluation]	13
§ 23. [Mid-Term Evaluation Deadline]	13
§ 24. [Mid-Term Evaluation Committee]	13
§ 25. [Scope of the Mid-Term Evaluation].....	14
Chapter 7. Suspension, Resumption, and Resignation from Education, and Deadline Extension for Submitting a Doctoral Dissertation	15
§ 26. [Suspension of Education].....	15
§ 27. [Resignation from Education].....	15
§ 28. [Resumption of Education]	16
§ 29. [Deadline Extension for Submitting a Doctoral Dissertation]	16
Chapter 8. Rights and Responsibilities of Doctoral Students	17
§ 30. [Rights of a Doctoral Student].....	17
§ 31. [Responsibilities of a Doctoral Student]	17
§ 32. [Liability of a Doctoral Student].....	18
Chapter 9. Completion of Doctoral Studies	18
§ 33. [Submission of the Dissertation]	18

§ 34. [Removal from the List of Doctoral Students].....	18
§ 35. [Certificate of the Progress of Study]	19
Chapter 10. Organisation and Implementation of Doctoral Education for Students with Special Needs.....	19
§ 36.....	19
§ 37.....	20
§ 38.....	20
Chapter 11. Documentation of the Activities of the Doctoral School.....	20
§ 39. [Scope of Documentation]	20
Chapter 12. Transitional and Final Provisions.....	21
§ 40. [Settling by the Rector]	21

Chapter 1. General Provisions

§ 1. [Scope of the Regulations]

These Regulations set out the detailed rules for the organisation and functioning of the Doctoral School of the Krzysztof Penderecki Academy of Music in Krakow.

§ 2. [Terms]

The terms used in these Regulations shall be understood as follows:

- 1) University or Academy – the Krzysztof Penderecki Academy of Music in Krakow (AMKP);
- 2) Doctoral School – the Doctoral School of the Krzysztof Penderecki Academy of Music in Krakow;
- 3) Director – the Director of the Doctoral School;
- 4) Team – the Team for doctoral education referred to in the Statute;
- 5) Discipline Council – the Discipline Council referred to in the Statute;
- 6) doctoral student – a doctoral student studying at the Doctoral School;
- 7) IRP – Individual Research Plan (pol. Indywidualny Plan Badawczy);
- 8) Regulations – these Regulations;
- 9) Statute – the Statute of the Academy;
- 10) Act – the Act of 20 July 2018 – Law on Higher Education and Science.

Chapter 2. Organisation of the Doctoral School

§ 3. [Direction of the Doctoral School]

1. The Doctoral School is managed by the Director, who is the supervisor of all doctoral students studying at the school.
2. The Director is assisted in the management of the doctoral school by a Doctoral Teaching Team.

4. [Tasks of the Director]

The Director organises the activities of the Doctoral School, and in particular:

- 1) supervises the overall functioning of the Doctoral School;
- 2) chairs the Doctoral Teaching Team;
- 3) makes decisions in all matters concerning the Doctoral School and its doctoral students which are not reserved for the competence of the bodies of the Academy;
- 4) submits proposals to the relevant bodies of the Academy in all matters concerning the Doctoral School;
- 5) performs other activities as provided for by the law, the provisions of the Statute, resolutions and ordinances of the bodies of the Academy;
- 6) makes decisions in individual matters of doctoral students, with the exception of administrative decisions, including decisions on extending the deadline for the submission of the doctoral dissertation;
- 7) cooperate with Deans of faculties and heads of organisational units of the Academy with regard to the education provided for doctoral students, including teaching hours and duties performed in relation to the Academy;
- 8) cooperates with the Doctoral Student Council;
- 9) organises the implementation of the teaching programme in the Doctoral School;
- 10) supervises the collection of documentation of the course of education;
- 11) supervises the preparation of materials for the evaluation of the Doctoral School;
- 12) is the coordinator of all subjects in the Doctoral School,

- 13) prepares an annual report on the activity of the Doctoral School for a given academic year;
- 14) cooperates with representatives of institutions of the Academy's social and economic environment with regard to education of doctoral students;
- 15) is the direct supervisor of the administrative employees of the AMKP Doctoral School Office as well as organises and manages the work of the AMKP Doctoral School Office;
- 16) accepts reports of conflict situations between doctoral students and supervisors/assistant supervisors.

§ 5. [Composition of the Team]

1. The support and advisory body of the Director with regard to the operation of the Doctoral School is the Doctoral Teaching Team, appointed by the Disciplinary Council.
2. The Team consists of:
 - 1) the Director – as Chair; and
 - 2) from 5 to 9 members appointed from among the members of the Disciplinary Council.
3. The Team shall deliberate in meetings. The meetings of the Team shall be convened by the Director or a person authorised by him/her.
4. At the request of at least 1/4 of the Team's members, the Director shall convene an extraordinary meeting within 7 days of the request.
5. The Team makes decisions in the form of resolutions adopted by an absolute majority in an open vote, in the presence of at least half of the Team's members, unless **a separate provision**, the Act or the Statute provides otherwise. In the event of an equal number of votes, the Chair shall have the casting vote.
6. The Team may adopt its own regulations specifying the procedure for its operation, which are subject to the approval of the Rector.
7. A representative of the Doctoral Student Council indicated by the relevant body of the Doctoral Student Council and other persons invited by the Director shall attend meetings of the Team in an advisory capacity.
8. The meetings of the Team may be conducted by means of electronic communication, providing for real-time transmission of the meeting between its participants, as well as multilateral real-time communication in which the participants of the meeting may speak during the meeting.
9. The form of the meeting shall be decided by the Chair of the Team.
10. Resolutions adopted by means of electronic communication shall be signed by the Chair of the Team or by a person acting on his/her behalf.
11. Minutes and an attendance list of the participants in the meeting conducted by means of electronic communication shall be drawn up and signed after the meeting by the Chair of the Team or the person acting on his/her behalf and the person who drew up the minutes and the list.
12. Administrative and organisational support for the Team shall be provided by the AMKP Doctoral School Office.
13. Records of the Team's meetings shall be kept in the AMKP Doctoral School Office. Consent for the release of documents to requesting individuals or entities shall be given by the Director. A Team member's access to records does not require the Director's consent.

§ 6. [Tasks of the Team]

The tasks of the Team include in particular:

- 1) setting the general directions for the operation of the Doctoral School in accordance with the directions for the operation of the Academy;

- 2) determining the detailed directions for the development of the teaching offer provided by the Doctoral School;
- 3) supervising the quality of teaching at the Doctoral School;
- 4) developing draft recruitment rules for the Doctoral School;
- 5) developing and improving teaching programmes;
- 6) appointing and changing a supervisor or supervisors or a supervisor and assistant supervisor;
- 7) issuing opinions on the IRP of doctoral students;
- 8) expressing opinions on the Director's annual report on the activities of the Doctoral School;
- 9) preparing opinions for the Rector and the Senate on important matters concerning the Doctoral School and doctoral students;
- 10) performing other tasks specified in the Statute, the Doctoral School Regulations or separate provisions.

Chapter 3. Education at the Doctoral School

§ 7. [Education Commencement]

1. A person admitted to the Doctoral School acquires the rights and obligations of a doctoral student upon taking the oath specified in the Statute, with the proviso that the oath must be confirmed in writing.
2. On the date referred to in point 1, the doctoral student shall begin their education at the Doctoral School, covering the selected programme and scope of education, as well as the preparation and implementation of the IRP.

§ 8. [Education Framework]

1. Education at the Doctoral School prepares students for obtaining a PhD degree in the artistic discipline of 'musical arts'.
2. Education at the Doctoral School lasts from 6 to 8 semesters, depending on the teaching programme established by the Senate.
3. The organisation of the academic year is specified in separate internal legal acts of the Academy.

§ 9. [Recruitment Rules]

1. Admission to the Doctoral School is preceded by a recruitment process in the form of a competition.
2. The recruitment rules, conditions and procedure are specified in a separate resolution of the Senate.

§ 10. [Transfer from Other Doctoral Schools]

1. A doctoral student of a doctoral school run by another entity in the discipline referred to in § 8 point 1 may apply for a transfer to the Doctoral School if:
 - 1) he/she has received a positive mid-term evaluation at the previous doctoral school;
 - 2) he/she submits an application for transfer together with documents confirming his/her previous education at the previous doctoral school, including:
 - a) a list of completed courses with grades,
 - b) IRP,
 - c) a document confirming a positive mid-term evaluation result,
 - d) a document specifying the period and amount of the doctoral scholarship received so far,
 - e) a document confirming consent to the transfer of the doctoral student issued by the competent entity running the doctoral school where the doctoral student was enrolled.

- 3) the Academy will be able to ensure the continuation of the doctoral student's research and finance her/his education at the Academy.
2. The Director qualifies the candidate for admission by transfer, specifying the need, scope and deadlines to compensate for programme differences.
3. The accepted candidate is added to the list of doctoral students of the Doctoral School after submitting the decision on his/her removal from the doctoral school from which he/she is transferring, and after obtaining the consent of the Rector and taking the oath referred to in § 7.
4. The doctoral dissertation of a person admitted by transfer shall be supervised by a supervisor appointed by the Team at the doctoral student's request, subject to the time limits arising from § 17.
5. A doctoral student admitted by transfer shall have the duration of his/her course of study at the previous doctoral school prior to the transfer credited towards the planned duration of his/her course of study at the Doctoral School.

§ 11. [Teaching programme]

1. The teaching programme of the Doctoral School shall be established by the Senate on the request of the Director no later than 5 months before the start of recruitment.
2. The draft teaching programme shall be developed by the Team using the principles of universal design. The Team may appoint additional working teams from among representatives of the Academy community and persons from outside the Academy community to develop the teaching programme.
3. Adoption of the teaching programme shall require consultation with the competent body of the Doctoral Student Council, which shall be expressed within 7 days of the receipt of the request. If the indicated time limit has expired without effect, the requirement for consultation shall be deemed satisfied.
4. Where a negative opinion is expressed by the Doctoral Student Council, the Director, in consultation with the Team, may make the necessary adjustments, or a new teaching programme may be developed.
5. The Team shall conduct an annual review of the teaching programmes.
6. Requests for changes to the teaching programme and proposals for new teaching programmes may be submitted to the Team through the Director by:
 - a) Team members;
 - b) academic teachers conducting classes at the Doctoral School and supervisors;
 - c) Disciplinary Council;
 - d) Senate Committee responsible for teaching;
 - e) Doctoral Student Council.
7. The Senate may specify guidelines and requirements to be met by teaching programmes.

§ 12. [Policy for Receiving Credit]

1. Education is provided within the framework of a discipline based on the teaching programme and the IRP.
2. Doctoral students follow the programme applicable in the year in which they commence their education.
3. The period to receive credits at the Doctoral School is the academic year.
4. Courses are completed with an exam, a credit with or without a grade.
5. The conditions and procedure for attending classes, including obtaining credits and taking exams, are specified in the course syllabus, the template of which is determined by the Director.
6. The following grading scale applies at the Doctoral School:

point grade	letter grade	numerical grade	descriptive grade
25	A	5,5 5	very good plus very good
24			
23			
22	B	4,75 4,5	very good minus good plus
21			
20			
19			
18	C	4	good
17	D	3,75 3,5	good minus satisfactory plus
16			
15			
14			
13	E	3	satisfactory
12			
11			
10	F	2	unsatisfactory
below 10			

7. If an F (unsatisfactory) grade is obtained, the point mark is 10 regardless of the number of points obtained below this value.
8. Obtaining an unsatisfactory grade is equivalent to failing an examination or failing a subject.
9. When calculating a point grade awarded by more than one teacher, a rounding rule applies. The rounding is done by increasing the last digit by one if the next digit of the starting number is equal to or greater than 5. If it is less than 5 the last digit is not increased (10.4 ≈ 10; 10.5 ≈ 11; 10.6 ≈ 11).
10. In the case of failing an examination, a doctoral student is entitled to a resit examination, and in the case of failing a course ending with a grade – to a second credit date.
11. A credit without a grade shall be denoted by the symbol 'zal.' and a failing grade shall be marked 'nzal.'

§ 13. [Passing a Year]

1. The conditions that must be met in order to pass the year are as follows:
 - a) obtaining credit for the courses included in the teaching programme;
 - b) submitting, within the deadline specified by the Director, a doctoral student's statement confirming their completion of student practice together with a doctoral student's report and the opinion of their supervisor, supervisors and assistant supervisor, if appointed.
2. The Director may recognise courses offered at doctoral level, equivalent to level 8 of the PQF, completed at another doctoral school or scientific institution during exchange programmes on the basis of an agreement and documentation related to the exchange.
3. A doctoral student may take additional courses other than those specified in the teaching programme of the Doctoral School, included in first- and second-cycle study programmes, provided that this does not increase his/her education costs. Permission to take such courses shall be granted by the Director in consultation with the relevant Dean, at the request of the doctoral student supported by his/her supervisor.
4. The Director shall assess the doctoral student's completion of the teaching programme and decide on the completion of an academic year.

Chapter 4. Supervision over Doctoral Students

§ 14. [Research Supervisors]

Research supervision over doctoral students shall be ensured by:

- 1) the supervisor or supervisors,
- 2) the supervisor and the assistant supervisor.

§ 15. [Requirements for Supervisors]

1. A supervisor may be a person who holds at least a doctoral habilitation degree and has artistic or scientific achievements related to the subject area of the doctoral dissertation.
2. A supervisor may be a person who does not meet the conditions specified in point 1, who is an employee of a foreign university or scientific institution, if the Disciplinary Council decides by way of a resolution that this person has significant achievements in the field of research covered by the doctoral dissertation.
3. A person may not become a supervisor if:
 - 1) within the last 5 years:
 - a) he/she was the supervisor of 4 doctoral students who were removed from the list of doctoral students due to a failing mid-term evaluation, or
 - b) he/she had supervised the preparation of a dissertation by at least 2 persons applying for a doctoral degree who did not obtain positive review reports referred to in Article 191(1) of the Act;
 - 2) he/she has been punished with a disciplinary penalty in the form of deprivation of the right to perform the duties of a supervisor, as referred to in Article 276(1)(4) of the Act.
4. In justified cases, the Team may entrust academic supervision to a supervisor who is not an employee of the Academy. In such a case, it is necessary to submit an appropriate justification together with the application for the appointment of a supervisor or assistant supervisor.
5. A supervisor may supervise no more than 5 doctoral students at the Doctoral School.
6. The tasks of the supervisor include, in particular:
 - a) providing scientific/artistic supervision of the doctoral student's preparation of the doctoral dissertation, including providing the doctoral student with the necessary substantive and

- methodological assistance;
 - b) agreeing with the doctoral student on the IRP, taking into account the possibility of financing the research from specific sources;
 - c) assessing the doctoral student's progress in the implementation of the IRP and progress in the preparation of the doctoral dissertation, including the preparation of the opinion referred to in § 22 point 3;
 - d) issuing opinions on the doctoral student's applications and requests regarding his/her education at the Doctoral School, as referred to in the Regulations and other provisions;
 - e) issuing an opinion on the doctoral dissertation submitted by the doctoral student;
 - f) cooperating with the Director of the Doctoral School in order to monitor the doctoral student's progress;
 - g) cooperating with the Mid-Term Evaluation Committee during the evaluation of a doctoral student;
 - h) supervising the work of an assistant supervisor.
 - i) applying for the removal of a doctoral student from the list of doctoral students in the event of a negative assessment of their progress in the preparation of their dissertation or the implementation of his/her IRP.
7. The supervisor has the right to report any conflicts between the doctoral student and the supervisor to the Director.

§ 16. [Requirements for Assistant Supervisors]

1. An assistant supervisor may be a person who holds at least a doctoral degree.
2. The provisions of § 15 points 3 and 4 shall apply accordingly to the assistant supervisor.
3. An assistant supervisor may perform an assistant function in the academic supervision of no more than 2 doctoral students in the Doctoral School.
4. The tasks of an assistant supervisor shall include, in particular:
 - 1) performing an assistant function in supervising a doctoral student, including in the process of planning research/artistic activity, its implementation and analysis of results;
 - 2) providing opinions on the IRP;
 - 3) preparing an opinion on the progress of the doctoral dissertation, which shall be attached to the opinion of the supervisor or, if applicable, the supervisors referred to in § 22 point 3.
5. The assistant supervisor shall have the right to report any conflicts between the doctoral student and the assistant supervisor to the Director.

§ 17. [Appointment of a Supervisor, Supervisors and Assistant Supervisor]

1. The supervisor, supervisors and the assistant supervisor shall be appointed by the Team at the request of the doctoral student within 3 months of the date of commencement of education at the Doctoral School.
2. A written application, together with the consent of the persons referred to in point 1, shall be submitted by the doctoral student to the Director within one month of the date of commencement of education at the Doctoral School. If the doctoral student fails to submit the application within the time limit specified in point 1, the Director shall request the appointment of a supervisor.
3. A request for the appointment of an assistant supervisor shall be submitted either together with the application for the appointment of a supervisor or at a later date at the doctoral student's request, if necessary.
4. The appointment of an assistant supervisor for a doctoral dissertation requires a written consent of the supervisor or supervisor candidate, and in the case of more than one supervisor, a written agreement

between all supervisor candidates or supervisors of that doctoral dissertation.

§ 18. [Change of a Supervisor, Assistant Supervisor]

1. Upon a justified request from a doctoral student, supervisor or Director, the Team may change the supervisor.
2. Upon a justified request from a doctoral student, supervisor or assistant supervisor, the Team may change the assistant supervisor or dismiss the assistant supervisor without appointing a new one.

§ 19. Conflict Resolution between Doctoral Students and Supervisors/Assistant Supervisors

1. A written report of a conflict situation shall be submitted to the Director.
2. The Director shall indicate how the matter may be amicably settled within 30 days of receipt of the report. To this end, the Director shall have the power to hold discussions on an individual basis and with the participation of both parties.
3. If an amicable settlement cannot be reached, the Director shall refer the matter to the Rector. Further proceedings shall take place in accordance with the relevant provisions, in particular those concerning disciplinary responsibility.
4. Cases of bullying or discrimination are dealt with in accordance with the rules against bullying and discrimination established by a separate Ordinance of the Rector.

Chapter 5. Individual Research Plan

§ 20. [Scope of an IRP]

1. The IPB shall be prepared by the doctoral student in consultation with:
 - 1) the supervisor and, in the case of more than one, all the supervisors, or
 - 2) the supervisor and the assistant supervisor, if one has been appointed.
2. When approving the IRP of a doctoral student, the supervisor shall take into account in particular the possibility of the implementation of the IRP in the Academy.
3. The IRP shall include, in particular:
 - 1) an outline of the doctoral dissertation consisting of the following elements:
 - a) the topic of the doctoral dissertation, together with a supporting statement;
 - b) the dissertation objectives, main hypotheses and research questions;
 - c) a description of the research method;
 - d) an estimated/ framework budget indicating viable sources of funding together with information on already incurred costs;
 - e) a description of the form of the dissertation or a description of the form of the artistic work with reference to the specificity of the conducted research;
 - 2) external sources of research funding, including, for example, competitions for research projects for which the doctoral student intends to apply, if the doctoral student intends to apply for such funding;
 - 3) a list of the tasks to be carried out in accordance with the aforementioned outline, together with their concise description and a semester timetable for their completion;
 - 4) the deadline for submission of the doctoral dissertation;
 - 5) the elements of risk in the implementation of the tasks in accordance with the outline, together with prevention and resolution methods;
 - 6) an indication of how the subject matter undertaken in the doctoral dissertation will contribute to the discipline and what new values it will bring to the discipline.
4. The Director shall determine the IPB template after consulting the Team.

§ 21. [Submission of an IRP]

1. The doctoral student shall submit the IRP proposal to the Team within 6 months of the date of appointment of the supervisor or supervisors.
2. The Team shall review the IRP proposal and make recommendations, if necessary.
3. The doctoral student submits the IRP to the Director no later than 12 months after commencing their studies at the Doctoral School. The IRP is submitted after approval by:
 - 1) the supervisor or supervisors;
 - 2) the supervisor and the assistant supervisor, whereby the supervisor gives their approval after the IRP has been approved by the assistant supervisor.
4. If the IRP is not submitted within the time limit specified in point 3, the Rector may remove the doctoral student from the list of doctoral students.
5. During the implementation of the IRP, the doctoral student may, in justified cases and with the consent of the appointed supervisors, submit a proposal to the Team to modify the IRP. The provisions of points 2-3 shall apply accordingly.

Chapter 6. Ongoing and Mid-Term Evaluation

§ 22. [Ongoing Evaluation]

1. The ongoing evaluation of the doctoral student's learning outcomes at the Doctoral School is carried out through credits and examinations provided for in the teaching programme and ongoing monitoring of the doctoral student's progress by each supervisor and assistant supervisor.
2. Each supervisor and assistant supervisor periodically evaluates the doctoral student's progress in the IRP and in the preparation of the doctoral dissertation, based on a report submitted by the doctoral student to the Director:
 - 2) at the end of the 3rd semester of education – in the case of a 6-semester programme;
 - 3) at the end of the 4th semester of education – in the case of an 8-semester programme.
3. The evaluation referred to in point 2 shall be expressed in the form of a written opinion attached to the report, which includes a justification and takes into account the deadlines applicable to the doctoral student and the schedule provided for in the IRP.
4. In the event of a lack of or unsatisfactory progress in the IRP implementation or in the preparation of the doctoral dissertation, the supervisor should request that the doctoral student be removed from the list of doctoral students.

§ 23. [Mid-Term Evaluation Deadline]

1. Mid-term evaluation is mandatory.
2. The evaluation is carried out:
 - 1) during the 4th semester – in the case of a 6-semester programme;
 - 2) after the 4th semester, no later than in the second month of the 5th semester – in the case of an 8-semester programme
3. The Director may specify detailed instructions for conducting the evaluation after consulting the Team.

§ 24. [Mid-Term Evaluation Committee]

1. The mid-term evaluation shall be carried out by a three-member committee appointed by the Director, hereinafter referred to as the 'Committee', composed of:
 - 1) at least one person who holds a doctoral habilitation degree or the title of professor in the field in

- which the doctoral dissertation is being prepared, employed outside the academy, or a person referred to in Article 190(5) of the Act on Higher Education and Science,
- 2) two academic teachers who hold the title of professor in the field of art or a doctoral habilitation degree in the field in which the doctoral dissertation is being prepared or in a related field.
2. The following persons may not be members of the Committee:
 - 1) the Director;
 - 2) the supervisor or supervisors;
 - 3) the assistant supervisor;
 - 4) a person who is in a direct professional relationship with the doctoral student, other members of the Committee, the assistant supervisor, the supervisor or supervisors;
 - 5) a person who may have a conflict of interest with the doctoral student or persons referred to in points 2 or 3;
 - 6) a person who, within the last 5 years:
 - a) was a supervisor of 4 doctoral students who were removed from the list of doctoral students due to a failing mid-term evaluation, or
 - b) had supervised the preparation of a dissertation by at least 2 persons applying for a doctoral degree who did not obtain positive review reports referred to in Article 191(1) of the Act;
 - c) has been punished with a disciplinary penalty in the form of deprivation of the right to perform the duties of a supervisor, as referred to in Article 276(1)(4) of the Act – as long as this penalty is in force.
 3. In justified cases, the Director may appoint, in place of one of the persons referred to in point 1, item 2, a person with a doctoral degree and significant achievements in the discipline of ‘musical arts’ or related disciplines, as well as experience relevant to the evaluation process.
 4. The work of the Committee shall be directed by a Chair appointed by the Director.
 5. At the request of the doctoral student undergoing evaluation, a representative of the AMKP Doctoral Student Council may participate in the work of the Committee in an observer capacity, subject to the prior consent of all members of the Committee and the Director, with the form and scope of access to the documentation to be determined by the Chair of the Committee. A doctoral student who is undergoing evaluation in the same semester may not be appointed as an observer.

§ 25. [Scope of the Mid-Term Evaluation]

1. The Committee referred to in § 24 shall evaluate the implementation of the IRP during a meeting held in person or, in justified cases, remotely, based in particular on:
 - 1) an analysis of the report submitted by the doctoral student referred to in § 22 point 2;
 - 2) an analysis of the opinion of the supervisor, assistant supervisor or all supervisors referred to in § 22 point 3;
 - 3) a review of other documents submitted by the doctoral student;
 - 4) a verification interview with the doctoral student in the context of the obligation to complete the IRP and prepare the doctoral dissertation by the doctoral student,
 - 5) an interview with the supervisor/assistant supervisor, whereby the interview and attendance at it are not mandatory.
2. After completing the steps listed in point 1, the Committee has an internal discussion, in which the supervisor or supervisors may participate.
3. After the discussion, the Committee, at the request of its Chair, shall adopt a resolution on the positive or negative mid-term evaluation of the doctoral student. The resolution shall be signed by all members of the Committee in the case of both in person and remote meetings.
4. The resolution referred to in point 3 shall be adopted by the Committee by an absolute majority during a

vote in the presence of all members of the Committee.

5. After the evaluation, the Committee shall prepare and adopt a justification for the evaluation.
6. The Committee shall draw up minutes of the meeting, which shall be signed by all members of the Committee and shall include:
 - 1) a concise report on the course of the meeting,
 - 2) the content of the questions asked to the doctoral student,
 - 3) the minutes of the vote,
 - 4) justification of the evaluation.
7. The result of the evaluation, together with the justification, shall be made public.
8. In the event of a positive evaluation, the Committee may provide the doctoral student with recommendations for the further implementation of the IRP.
9. In the event of a negative evaluation, the Rector shall remove the doctoral student from the list of doctoral students.

Chapter 7. Suspension, Resumption, and Resignation from Education, and Deadline Extension for Submitting a Doctoral Dissertation

§ 26. [Suspension of Education]

1. At the request of a doctoral student, the Director shall suspend his/her education at the Doctoral School for a period corresponding to the duration of:
 - 1) maternity leave, additional maternity leave,
 - 2) leave on the terms of maternity leave,
 - 3) paternity leave and parental leave – specified in the Act of 26 June 1974 – Labour Code, provided that the conditions for granting such leave are met.
2. During the suspension of education referred to in point 1, the doctoral student shall retain the right to a doctoral scholarship. During the period of suspension of education, the provisions on the determination of maternity allowance shall apply accordingly to the determination of the amount of the doctoral scholarship, except that the basis for calculating the allowance shall be the amount of the monthly doctoral scholarship to which the doctoral student was entitled on the date of submission of the application for suspension.
3. A written request by the doctoral student for suspension of education shall be submitted no later than 21 days from the date of occurrence of the circumstances giving rise to the right to leave referred to in point 1. The request shall be accompanied by documents justifying the suspension of the period of education.
4. If the request for suspension of education covers a period other than an academic year, the Director shall determine the conditions for the fulfilment of specific obligations arising from the teaching programme, the IRP and other obligations arising from the Regulations after the end of the suspension period.
5. The deadlines specified in the IRP of the doctoral student shall be extended according to the period for which his/her education at the Doctoral School has been suspended.
6. During the period of suspension, the doctoral student shall not pursue the teaching programme and the IRP, while retaining the rights of a doctoral student.

§ 27. [Resignation from Education]

1. A doctoral student may resign from the Doctoral School.
2. Resignation from the Doctoral School shall be confirmed on the basis of a written statement of resignation submitted by the doctoral student, stating that they have no claims to the results of the conducted

research.

3. The doctoral student shall attach to the statement an opinion from the head of the unit where the research was carried out confirming that the doctoral student has fulfilled his/her obligations towards the unit.
4. Resignation from education shall constitute grounds for removing the doctoral student from the list of doctoral students.

§ 28. [Resumption of Education]

1. A doctoral student may resume his/her education within two years of being removed from the list of doctoral students on the basis of a documented request, only in the event of resignation from the Doctoral School for reasons preventing the implementation of the IRP, as listed below:
 - 1) the need to carry out a research project financed from funds awarded in a competitive procedure, in particular by the National Science Centre, the National Centre for Research and Development, the Polish National Agency for Academic Exchange or the Foundation for Polish Science;
 - 2) scientific or artistic trips, in particular research internships and long-term music contracts, which are of significant importance for the doctoral student's scientific or artistic achievements and development;
 - 3) temporary inability to complete the education due to illness or disability;
 - 4) the need to provide personal care for a sick family member.
2. A doctoral student removed from the list of doctoral students for reasons other than those specified in point 1, specified in Article 203(1)(1)-(2) and (4)-(6) and in Article 203(2), shall not be entitled to resume their education.
3. The resumption of education for the reasons described in point 1 may occur twice during the work on the doctoral dissertation.
4. The total duration of education at the Doctoral School for a doctoral student who has resumed education may not exceed the period specified in the teaching programme by more than two years.

§ 29. [Deadline Extension for Submitting a Doctoral Dissertation]

1. Upon a justified request by the doctoral student, the Director may, by way of a decision, extend the deadline for submitting the dissertation specified in the IRP, provided that the total duration of education at the Doctoral School does not exceed the period specified in the teaching programme by more than two years.
2. The decision to extend the education at the Doctoral School may result from:
 - 1) the need to carry out long-term research related to the preparation of the doctoral dissertation;
 - 2) suspension of education referred to in § 26 – extension by the suspension period;
 - 3) other important and documented random reasons.
3. A written request with justification and documentation shall be submitted no later than 10 days from the date of the circumstances referred to in point 2, with the exception of point 4.
4. In the case referred to in point 2, item 1, a written opinion of the supervisor or supervisors must be attached. Such a request may be submitted twice during the entire period of education, no later than 21 days before the deadline for submitting the doctoral dissertation.
5. The Director shall decide to extend the education only in justified, properly documented and timely submitted cases. After consideration of the request, the medical documentation shall be returned to the doctoral student without being archived, and a memo shall be drawn up on the return of the documentation.

Chapter 8. Rights and Responsibilities of Doctoral Students

§ 30. [Rights of a Doctoral Student]

A doctoral student particularly has the right to:

- 1) respect for personal dignity from all members of the academic community;
- 2) substantive supervision of their research, artistic and teaching work by a designated supervisor or supervisors and an assistant supervisor;
- 3) participation in the life of the Academy, in particular in its artistic and scientific activities;
- 4) participate in national and international inter-university exchange programmes;
- 5) use the infrastructure, equipment, library collections and IT resources of the Academy to the extent necessary to complete the teaching programme, the IRP and prepare the doctoral dissertation – in accordance with the rules laid down in separate regulations;
- 6) suspend their education and extend the deadline for submitting their doctoral dissertation – in accordance with the rules set out in the Regulations;
- 7) universal health insurance, on the terms specified in separate regulations;
- 8) a doctoral scholarship in accordance with the Act; subject to Article 209(1a), i.e. a doctoral scholarship shall not be granted to a doctoral student whose education at a doctoral school is connected with the obligation to be employed by the entity running the doctoral school:
 - 1) on the basis of an employment contract;
 - 2) with remuneration exceeding the remuneration of a professor,
- 9) increase of the doctoral scholarship in the case of doctoral students with disabilities – in accordance with the Act;
- 10) 8 weeks of rest breaks during the period free from academic classes;
- 11) apply for accommodation in a student housing facility for himself/herself, his/her spouse and child – on terms specified in separate regulations;
- 12) hold a doctoral student ID card – on terms specified in separate regulations;
- 13) participate in the Doctoral Student Council;
- 14) participate in the work of the Academy's bodies and committees through their representatives appointed by the relevant bodies of the Doctoral Student Council;
- 15) join doctoral student organisations;
- 16) report to the Director any conflicts between doctoral students and their supervisors or assistant supervisors.

§ 31. [Responsibilities of a Doctoral Student]

The responsibilities of a doctoral student at the Doctoral School include, in particular:

- 1) acting in accordance with the content of the oath and the Regulations of the Doctoral School;
- 2) caring for the good name of the Academy;
- 3) completing the teaching programme, including obtaining credits and passing exams in accordance with the programme, as well as completing student practices;
- 4) preparing and implementing the IRP;
- 5) submitting an application for the appointment of a supervisor within the deadline specified in the Regulations;
- 6) preparing and submitting a doctoral dissertation within the deadline specified in the IRP;
- 7) submitting the reports referred to in § 22;
- 8) submitting statements for the purposes of evaluating the quality of scientific activity – if required by

- the Academy;
- 9) having an ORCID identifier;
 - 10) informing the Director of any changes affecting the status of a doctoral student of the Doctoral School, in particular:
 - a) change of personal data,
 - b) obtaining a doctoral degree at another institution,
 - 11) complying with the rules established by the bodies of the Academy;
 - 12) conducting research or artistic activity, including systematic scientific work on issues covered by the doctoral dissertation;
 - 13) regularly checking and collecting electronic correspondence sent to his/her individual email address in the Academy's domain;
 - 14) performing other duties assigned by the Director of the Doctoral School.

§ 32. [Liability of a Doctoral Student]

Doctoral students are subject to disciplinary liability in accordance with the provisions of the Act, executive regulations and the Statute.

Chapter 9. Completion of Doctoral Studies

§ 33. [Submission of the Dissertation]

1. The doctoral student's education ends with the submission of a doctoral dissertation to the AMKP Doctoral School Office.
2. The IRP specifies the deadline for submitting the doctoral dissertation.
3. The doctoral dissertation should meet the requirements specified in Article 187 of the Act.
4. The doctoral student shall submit the dissertation together with an opinion of the supervisor or supervisors on the fulfilment of the formal requirements and the compliance of the submitted doctoral dissertation with the IRP.
5. After a positive result of the formal verification of the submitted dissertation, the Director shall issue a certificate of completion of the Doctoral School.

§ 34. [Removal from the List of Doctoral Students]

1. A doctoral student shall be removed from the list of doctoral students by the Rector in the event of:
 - 1) a negative result of the mid-term evaluation;
 - 2) failure to submit the doctoral dissertation by the deadline specified in the IRP;
 - 3) submission of a written resignation from education at the Doctoral School;
 - 4) failure to commence education;
 - 5) violation of the prohibition referred to in Article 200(7),
 - 6) transfer to another doctoral school;
 - 7) a doctoral student being punished with the disciplinary penalty of expulsion from the Doctoral School.
2. In proceedings for the removal of a doctoral student from the list of doctoral students, in the case referred to in point 1, item 5, a doctoral student shall be requested to submit, within no less than 30 days, a resignation from education at another doctoral school.
3. The Rector, at the request of the Director, may remove a doctoral student from the list of doctoral students in the case of:
 - 1) unsatisfactory progress in the preparation of the doctoral dissertation;

- 2) failure to implement the teaching programme;
 - 3) failure to implement the IRP;
 - 4) failure to fulfil the obligations set out in these Regulations.
4. Unsatisfactory progress in the preparation of the doctoral dissertation shall be determined by the Director on the basis of the written opinion of the supervisor or supervisors. Unsatisfactory progress in the preparation of the doctoral dissertation shall also be regarded as failure to submit the IRP by the deadline referred to in these Regulations.
 5. Removal from the list of doctoral students proceeds by means of an administrative decision.
 6. The decision referred to in point 5 may be appealed against by an application for reconsideration of the case submitted to the Rector through the Director of the Doctoral School within 14 days of the receipt of the decision.
 7. The decision issued as a result of the reconsideration of the case is final and may be appealed before an administrative court.
 8. A person removed from the list of doctoral students shall be obliged to immediately return the doctoral student's ID card as well as all materials and other objects constituting the property of the Academy.

§ 35. [Certificate of the Progress of Study]

A person who has attended but not graduated from the Doctoral School – a certificate of the progress of study shall be issued upon request.

Chapter 10. Organisation and Implementation of Doctoral Education for Students with Special Needs

§ 36

1. The Academy shall provide conditions for persons with special needs due to a health condition, including persons with disabilities, to participate fully in the life of the Academy and the academic community, including education in the Doctoral School.
2. The organisation and delivery of the education of doctoral students with special needs resulting from their state of health, including the conditions for the delivery of education, as well as the conditions for their participation in artistic work and research, shall be adapted to the specific needs of doctoral students, taking into account the type of disabilities, as well as the specific nature of the artistic discipline and the scope of the education.
3. Doctoral students with special needs resulting from their state of health may apply for adaptation of the manner of organisation and proper implementation of the teaching programme, including the conditions for taking courses, performing artistic work and research, and carrying out artistic projects, to the type of their disability.
4. Doctoral students referred to in point 2 shall include persons:
 - 1) who have disabilities and have a valid certificate of disability or an equivalent document,
 - 2) whose illness or accident results in a temporary inability to fully participate in classes, and whose circumstances are confirmed by specialist documentation submitted to the AMKP Doctoral School Office.
5. The adaptations referred to in point 1 may take place in particular through:
 - 1) the possibility of recording the course of classes on audio-recording devices, in the case of visually impaired or blind doctoral students;
 - 2) the use of assistive devices enabling participation in classes;

- 3) assignment of a fixed place in the room during classes;
- 4) priority in entering the examination room and in choosing a place in the Hall;
- 5) the presence of an assistant for a person with a disability during classes, credits and examinations;
- 6) change of the form of a credit or examination;
- 7) changing the place or date of an examination within the organisational possibilities and resources of the Academy;
- 8) extending the time for completing credits, examinations, including presentations during mid-term evaluation;
- 9) assistance from Academy employees in technical and organisational activities or those related to the course of education;
- 10) the opportunity to participate in additional classes;
- 11) the possibility to consult electronically, via instant messaging, with academic teachers, including the supervisor or supervisors and the assistant supervisor, as well as with the administrative personnel of the Academy.

§ 37

A doctoral student with special needs using recording equipment during classes, credits, examinations or presentations is required to use the recorded material for personal use only.

§ 38

1. Each case of a person applying for an adjustment of the manner of organisation and proper implementation of education to his/her needs shall be considered individually, in accordance with the idea of providing equal educational opportunities for persons with disabilities, taking into account the reasonableness of the adaptation in the context of the learning outcomes required for education at the School.
2. The adaptation referred to in point 1 shall be granted to the applicant for ~~a semester or an academic year~~ or for the entire period of education, depending on the temporary or permanent nature of the disability or illness.
3. A doctoral student shall submit a written application for an adaptation of the teaching process to the AMKP Doctoral School Office no later than one month prior to the planned date of exercising the right of adjustment. The medical documentation after the application has been processed shall be returned to the doctoral student, without being archived. An official note shall be made of the return of the documentation.
4. The decision on the adaptation shall be made by the Director.
5. A doctoral student exercising the right to adapt the organisation and delivery of education due to a disability or illness shall be obliged to notify the Director immediately in writing of the change in the health situation giving rise to the adaptation.

Chapter 11. Documentation of the Activities of the Doctoral School

§ 39. [Scope of Documentation]

1. Documentation related to the operation of the Doctoral School shall be kept in the following areas:
 - 1) the educational progress of a doctoral student at the Doctoral School;
 - 2) the activities of the Director;
 - 3) the activities of the Team.

2. Documentation may be kept in paper or electronic form.
3. With regard to the education of doctoral students, a personal file shall be kept for each doctoral student, in which the following shall be stored:
 - 1) documents required from the candidate that constitute the basis for applying to the Doctoral School, in particular the copy certified by the Academy;
 - 2) personal questionnaire;
 - 3) confirmation of enrolment on the list of doctoral students of the Doctoral School;
 - 4) oath signed by the doctoral student;
 - 5) periodic achievement cards;
 - 6) IRP;
 - 7) individual decisions and rulings concerning the course of the doctoral student's education at the Doctoral School;
 - 8) reports on the progress of the doctoral dissertation and the implementation of the IRP, together with the opinions of the supervisor or supervisors.
4. Course credit cards are stored in a file containing the doctoral student's educational documentation for a given year.
5. The documentation of the Director's activities shall include, in particular:
 - 1) reports on the activities of the Doctoral School;
 - 2) internal legal acts, instructions and other documents issued by the Director.
6. The documentation of the Team's activities shall include, in particular:
 - 1) minutes of the Team's meetings;
 - 2) resolutions of the Team.
7. The Director may specify additional rules for keeping records of the activities of the Doctoral School.

Chapter 12. Transitional and Final Provisions

§ 40. [Settling by the Rector]

In matters not regulated by the Act and the Regulations, the Rector shall decide.