

## DOCTORAL SCHOOL RECRUITMENT RULES

### Entities Leading the Doctoral School:

- National Centre for Nuclear Research (NCBJ)
- Institute of Nuclear Chemistry and Technology (IChTJ)

### Entities' Rights to Confer the Doctoral Degree:

- Doctor of Physics in the discipline of physics (NCBJ)
- Doctor of Chemistry in the discipline of chemistry (IChTJ)

The Doctoral School Council announces on the recruitment page of the School, at least 1 month before the end of the application submission period, a list of research project topics along with descriptions and the names of supervisors. Candidates applying for admission to the Doctoral School select 1 or 2 topics as research projects they wish to engage in with the intention of writing their doctoral thesis.

**The first stage of recruitment** involves candidates applying and submitting documents through the Doctoral School's recruitment portal. Submitting documents in English is allowed. Documents in other languages may be accepted with the consent of the School's director.

1. Candidates submit the following documents via the recruitment portal:
  - a. Curriculum Vitae.
  - b. Master's degree diploma, certificate of completion, or a statement of the expected diploma issuance date. The diploma (or an official document confirming the conferral of the degree) is not required at the time of application, but is required before the commencement of studies. In the case of foreign candidates, equivalent documents are required, granting the right to apply for a doctoral degree in the country where the issuing institution operates within its higher education system.
  - c. Motivation letter, containing a description of the candidate's research interests, scientific achievements, and involvement in scientific activities. This letter should highlight the candidate's preparation for engaging in research on the chosen research projects offered by the Doctoral School.
  - d. Diploma supplement (list of grades obtained during the first and second degree studies or a list of grades obtained during integrated master's studies).
2. Candidates provide the name, surname, affiliation, and email of the supervisor of their bachelor's/engineering/master's thesis.
3. Candidates must consent to the processing of personal data.
4. Additionally, candidates may include:
  - a. a list of scientific publications and patent applications.
  - b. information about participation in international scientific exchange programs, involvement in projects, research internships, and industrial practices, and active participation in scientific conferences.
  - c. certificates or other documents proving foreign language proficiency.

**The second stage of recruitment** involves an analysis of the submitted documents by the Recruitment Committee and the supervisors of the proposed topics. No later than a week after the deadline for submitting applications, the supervisor of each project presents a ranked list of candidates to the Recruitment Committee, based on the submitted documents and their suitability for the project. In consultation with the Recruitment Committee, supervisors contact the candidates who best meet the requirements of the research project and invite them for an interview. Up to three candidates can be invited for each topic.

**The third stage of recruitment** consists of interviews, which are conducted in English. In justified cases, they may be held using electronic communication tools that provide both audio and video transmission.

The interview begins with an exam in a basic subject covered by the Doctoral School's education (chemistry or physics). The candidate presents 3 topics selected randomly from a list of questions published on the Doctoral School's recruitment page, one from each thematic group. Members of the Recruitment Committee ask additional questions during and after the response. The candidate answers without using any reference materials. The committee evaluates the answers on a scale from 0 to 15 points. A minimum of 8 points is required for a positive evaluation.

If the exam described above ends with a positive evaluation, the second part of the interview involves the candidate presenting their achievements (master's thesis or others) in a 10-minute presentation. The candidate may use previously prepared materials, such as a presentation. The committee evaluates the presentation on a scale from 0 to 5 points.

In the third and final part of the interview, the candidate answers questions related to the topic of their future doctoral thesis, with the option to use reference materials. The committee evaluates the answers on a scale from 0 to 5 points.

Based on the above scoring, the Recruitment Committee selects candidates qualified for the respective projects.

If, as a result of this procedure, there are projects that have not been assigned to any candidate, and candidates who have not been accepted for any of the topics they indicated, the Recruitment Committee may offer such candidates the opportunity to work on a doctoral thesis in one of the remaining projects, provided that the supervisor of such a project agrees to this solution.

Candidates are informed of the results of the interview no later than a week after it has been conducted.

Candidates for the Doctoral School have the right to appeal the decision of the Recruitment Committee to the Director of the Doctoral School within fourteen days from the announcement of the decision. The basis for the appeal may only be the indication of a breach of the recruitment conditions or procedure. The Director's decision is final.