

Rules of extramural Doctoral Studies in the English language.

1. The Wrocław University of Economics conducts extramural Doctoral Studies in the English language (hereinafter referred to also as Doctoral Studies) pursuant to art. 195-207, 208-210, 226 and 230 the act of 27 July 2005 Law on Higher Education (Dz. U. No. 164, it. 1365) and the Statute of the Wrocław University of Economics art. 4, par. 1, pt 4.
2. Pursuant to the law (art. 195, par. 1) the Faculty Council shall take the decision on launching recruitment for the next edition of the extramural Doctoral Studies in the English language and shall approve the curriculum of the studies 3 months prior to the beginning of the academic year.
3. The next edition of the extramural Doctoral Studies in the English language shall be launched when the number of participants ensures the covering of the costs of a given edition (including the University's mark-ups).
4. The aim of the Doctoral Studies shall be to prepare the students for writing a doctoral dissertation under the supervision of the dissertation promoter.
5. The extramural Doctoral Studies in the English language last for 6 semesters.

Recruitment

6. Candidates must fulfil the formal requirements specified in the act (art. 196) – they must have the magister degree or an equivalent degree.
7. The recruitment shall consist in an interview and a test of language skills on a date specified by the Head of the Doctoral Studies at the Faculty launching the studies.

Head of the Doctoral Studies

8. The relevant Faculty Council shall appoint the Head of the Doctoral Studies. An experienced researcher who should have the *doctor habilitatus* degree or title may be appointed the Head of the Doctoral Studies.
9. The Head of the Doctoral Studies shall be responsible for:
 1. Managing the Doctoral Studies and supervising the operation and organisation of the Doctoral Studies on the ongoing basis, as well as taking decisions concerning current issues related to the Doctoral Studies.
 2. Submitting applications concerning the following issues to the Dean of the Faculty:
 1. admitting to the Doctoral Studies,
 2. prolonging the period of the Doctoral Studies in individual cases.
 3. Taking decisions on:
 1. transferring the doctoral student requirements stipulated in the curriculum or schedule of the studies in a given year to the following year,
 2. entering the doctoral student in the next semester of the Doctoral Studies.
 4. Making an annual evaluation of the progress in the work of the participants of the Doctoral Studies based on end-of-semester grades and submitting the evaluation to the Faculty Council and the Rector.
 5. Performing other factual actions related to conducting the Doctoral Studies, reserved for the competence of the Head of the Doctoral Studies in generally applicable provisions.
 6. Handling administrative matters, including issuing administrative decisions, certificates, etc. reserved for the competence of the Head of the Doctoral Studies pursuant to generally applicable provisions, in particular issuing decisions on removing the doctoral student from the list of participants of the Doctoral Studies.
 7. Preparing a cost estimate of individual editions of the Doctoral Studies in accordance with provisions applicable at the Wrocław University of Economics.

8. The Head of the Doctoral Studies shall perform their responsibilities in accordance with generally applicable provisions and other internal legal acts applicable at the Wrocław University of Economics to the extent that they are not subject to generally applicable provisions.

Rights and obligations of doctoral students

10. Doctoral students shall have the right to participate in classes organised for them and other classes conducted at the Wrocław University of Economics.
11. The doctoral student shall act in accordance with the content of the oath and the Rules of the Doctoral Studies.
12. The primary obligations of doctoral students include fulfilling the curriculum of the Doctoral Studies and conducting scientific research, and submitting annual reports from its progress to the research supervisor at the end of semesters II, IV, VI.
13. Doctoral students have the right to apply for financial aid to the Wrocław University of Economics pursuant to the applicable act and Rules of Financial Aid applicable at the University.
14. The Doctoral Studies are fee-paying. The amount of the tuition fee is specified by the Rector.
15. Doctoral students shall seek their research supervisor and future dissertation promoter among the researchers employed at the Wrocław University of Economics who have the doktor habilitowany degree or title. The Head of the Doctoral Studies shall provide assistance. Doctoral students should find their research supervisor until the end of the first semester.
16. Doctoral students shall obtain credits and take examinations arising from the curriculum of the Doctoral Studies.
17. Doctoral students may perform professional training pursuant to the provisions of art. 197, par. 3 of the act of 27 July 2005 Law on Higher Education (Dz. U. No. 164, it. 1365) subject to art. 195, par. 5 thereof.
18. Doctoral students receive a certificate of graduating from the Doctoral Studies with a supplement upon fulfilling all requirements arising from the curriculum of the studies, beginning their doctoral program, submitting a signed clearance slip and settling their financial liabilities towards the University in virtue of their participation in the Doctoral Studies.
19. Doctoral students may submit their papers for publication in a special issue. The condition for the publication is an approval of the supervisor or the dissertation promoter in writing and a positive review.
20. Doctoral students may turn to relevant Faculty Councils at the Wrocław University of Economics with a request for beginning their doctoral programs and suggestions concerning candidates for dissertation promoters. The candidates should be employees of the Wrocław University of Economics. In exceptional cases they may be persons from a different university or research institution. Such decisions are taken by the Dean of the Faculty. The documentation of the doctoral dissertation project must be compliant with the requirements specified by the Faculty Council.
21. Doctoral students who defended their doctoral dissertation prior to the completion of the studies make a payment for the semester during which they defended the dissertation.
22. The doctoral student who is in arrears with the tuition fee for over 4 weeks will be removed from the list of doctoral students by a decision of the Head of the Doctoral Studies. The research supervisor must be informed about the removal.

Research supervisors and dissertation promoters

23. Research supervisors shall be suggested by doctoral students by the end of semester I. The research supervisor fulfils their responsibilities towards the doctoral student from the beginning of semester II until the end of semester VI unless the doctoral program of the doctoral student was begun earlier; in such a case the role of the research supervisor finishes.
24. The research supervisor or the dissertation promoter shall maintain contact with their doctoral students and provide advice and assistance in specifying and developing their research problems, as well as in formulating the subject of the doctoral dissertation.

25. Meetings of the research supervisor or the dissertation promoter with their doctoral students may be held in places, forms and on dates agreed upon by the involved parties. The contacts may be maintained also with the use of the Internet.
26. The research supervisor or the dissertation promoter shall receive remuneration for supervising doctoral students. The amount of the remuneration shall be specified by the Rector.

Disciplinary responsibility of doctoral students

27. Breach of the provisions applicable at the University and behaviours violating the doctoral student's dignity shall result in disciplinary responsibility of the doctoral student in accordance with the applicable act and provisions applicable at the Wrocław University of Economics.

The content of the oath provided in the Statute of the Wrocław University of Economics referring also to doctoral students in accordance with the applicable act

"Aware of the responsibilities towards the Republic of Poland, on my admission to the Wrocław University of Economics as a student, I take a solemn oath to acquire knowledge and skills with perseverance, cherish the student's dignity and the good name of my University, show respect to its traditions, comply to the rules of coexistence with other students and academic customs and provisions applicable at the University."