

Resolution No 132/2025/2026

of the Senate of Adam Mickiewicz University in Poznań
of 26 January 2026
on the rules for admission to doctoral schools
at Adam Mickiewicz University in Poznań
in the academic year 2026/2027

Pursuant to Article 200(2) of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2024, item 1571, as amended) and §134(1) of the AMU Statutes, the AMU Senate hereby establishes the rules for admission to doctoral schools at Adam Mickiewicz University in Poznań in the academic year 2026/ 2027.

§ 1

1. Admission to doctoral schools at Adam Mickiewicz University in Poznań is conducted through a competitive process. The results of this process are public and will be published on the doctoral school's website.
2. Candidates are admitted to the first year of study at the doctoral school based on the results of the admissions procedure. This procedure is designed to identify the best candidates by assessing their prior knowledge, skills, achievements, proposed research project, and performance in the interview.
3. The number of available places in doctoral schools is determined by the Rector.
4. If the admission limit in a given discipline is not met during the primary admissions process, the Vice-Rector responsible for doctoral students, upon the request of the doctoral school director, may:
 - 1) Announce supplementary admissions in accordance with the rules of the primary admissions process.
 - 2) Increase the number of places in another discipline offered by the doctoral school.
5. To be eligible for admission to a doctoral school, a candidate must hold a Master of Science, Master of Engineering, or an equivalent degree. In exceptional cases, justified by outstanding scientific achievements (e.g. leadership of a project under the "Pearls of Science" programme), a person holding a first-cycle degree or a student who has completed the third year of a uniform master's degree programme may be admitted.

§ 2

The admissions process to doctoral schools is conducted at the university's headquarters in Poznań, subject to the provisions outlined in §10(1)(5).

§ 3

1. The Vice-Rector responsible for doctoral students organizes the admissions process for the doctoral schools.
2. The director of each doctoral school oversees the admissions process to their respective school.
3. The Council of a doctoral school ensures the quality of the admissions process and provides opinions on the principles and criteria for admission.

§ 4

1. Admission to a doctoral school is conducted by an admissions committee. A separate committee is appointed for each discipline offered by the doctoral school. Committees are appointed for a one-year term, starting on 1 June.
2. The chairperson, deputy chairperson, and members of the admissions committee shall be appointed and dismissed by the Vice-Rector responsible for doctoral students upon the request of the doctoral school director and following a positive opinion of the chairperson of the relevant scientific council for the discipline.

§ 5

1. A member of the admissions committee must be an academic staff member with at least the degree of *doktor habilitowany* and affiliated with the academic discipline for which the committee is appointed.
2. The admissions committee shall consist of 5 to 9 members.
3. Decisions during the admissions process require the presence of at least 4/5 of the committee members. The participation of the chairperson or deputy chairperson is mandatory.
4. The chairperson of the admissions committee shall appoint a secretary to the admissions committee from among persons who are not members of the committee, in consultation with the doctoral school director. The secretary's duties shall include maintaining documentation related to the admissions process. The secretary of the admissions committee shall participate in committee meetings without voting rights.
5. A representative of the doctoral students, designated by the doctoral student self-government, may also attend committee meetings as a non-voting participant.
6. The admissions process must be documented in minutes, which are submitted to the doctoral school director.
7. Committee members are required to participate in training on admissions procedures.
8. Members of the admissions committee receive remuneration for their work.

§ 6

1. The chairperson of the admissions committee, or the deputy chairperson in their absence, may exclude a committee member from participating in the admissions process at any stage if their involvement raises reasonable concerns, particularly regarding impartiality. Such a decision must be recorded in the minutes.

2. After receiving candidate applications, committee members must review the list of candidates within 7 days. If a member identifies circumstances that might prevent an impartial assessment, they must notify the doctoral school director, who may exclude the member from the process.

§ 7

The responsibilities of the admissions committee include:

1. Verifying whether candidates meet the formal requirements to proceed with the admissions process.
2. Informing candidates of the date and location of the admissions procedure.
3. Conducting the admissions process.
4. Assigning points to candidates based on their performance in the admissions procedure.
5. Recommending to the doctoral school director which candidates should be admitted.

§ 8

1. The Vice-Rector responsible for doctoral students may, upon request from a project leader, submitted through the director, approve an admissions process tied to the implementation of a research project. The application must include information about funding the doctoral student's education from the project's budget and the expected duration of the student's involvement in the project.
2. For the purpose of conducting the admissions process in connection with the implementation of a research project, an admissions committee shall be appointed for each project. The provisions of §4(1) shall not apply.
3. This committee will consist of the project leader, who will act as chairperson, and two academic staff members designated by the project leader. Additional members, as required to meet the composition specified in §5(2), shall be appointed by the doctoral school director. The requirement for a postdoctoral degree (*doktor habilitowany*) does not apply to the committee chairperson. Provisions from §5(4) and § 5(5) shall apply.
4. The committee is appointed by the Vice-Rector responsible for doctoral students at the request of the doctoral school director.
5. If external funding is obtained for doctoral students, including funding from research projects, admissions may occur outside the standard schedule outlined in the Appendix to these rules. Provisions of §10 and §11 shall apply accordingly.
6. Admissions related to research projects shall follow the criteria established for the relevant academic discipline.

§ 9

1. Applicants seeking admission to a doctoral school must register through the IRK system (PL: *Internetowa Rekrutacja Kandydatów*, EN: *Internet Candidate Admission*) and submit their documents electronically.
2. During electronic registration in the IRK system, applicants are required to:
 1. Complete the registration form and upload a digital photograph sized 20 mm x 25 mm with a resolution of at least 300 dpi.
 2. Indicate the academic discipline in which they intend to prepare their doctoral dissertation.
 3. Consent to the processing of personal data for admission purposes.

4. Attach a CV.
5. Attach a signed motivation letter specifying the academic discipline in which they aim to earn their doctoral degree.
6. Attach a scan of a diploma confirming higher education qualifications at Level 7 of the Polish Qualification Framework, along with a diploma supplement. For 2025/2026 graduates who have not yet received their diplomas, a certificate confirming PQF Level 7 qualifications, along with academic records, must be submitted, subject to section 3.
7. Attach a signed statement of documented achievements and supporting documents (for documents in languages other than Polish or English, a translation must be included). Applicants should indicate:
 - a) Up to three scientific achievements.
 - b) Up to three additional accomplishments,

as defined by the criteria in §11.
8. Attach a signed proposal for an original research project, and in the case of admissions in connection with the implementation of a research project – an original concept for the implementation of the grant project. The project description, including the bibliography, must not exceed 8 A4 pages and 15,000 characters with spaces (margins: 2.5 cm on each side; font: Times New Roman, 12 pt; line spacing: 1.5; text alignment: justified).
9. Attach a signed application for admission to the doctoral school, generated from the IRK system.
10. Pay the admission fee outlined in §13.
11. Attach a scan of a certificate confirming proficiency in a modern foreign language at a level of at least B2 – if the diploma does not confirm knowledge of this language at a level of at least B2

3. Candidates applying for admission to a doctoral school on the basis of the highest quality scientific achievements (e.g. leading a project under the "Pearls of Science" programme), are required to attach scans of:
 - 1) For first-cycle graduates: the diploma and supplement.
 - 2) For students completing the third year of a unified master's programme: a certificate indicating their academic average from years 1 to 3, along with a transcript.
4. Documents specified in section 2 points 5, 7-9 must be attached as either a handwritten signed scan or an electronic document signed with either a qualified, trusted, or personal signature.
5. Documents required in the admissions procedure must be submitted in Polish. Foreign candidates holding documents drawn up in languages other than Polish or English must provide a translation of their documents into English or Polish.
6. Candidates who have obtained the required education outside the territory of the Republic of Poland shall additionally attach:
 - 1) A scan of a document certifying education – a diploma with a diploma supplement for first- and second-cycle studies (Bachelor's, MSc, or MA degrees) in the original language; if the document is not in English, a copy of the diploma in English or Polish, or a certified translation of the diploma into English or Polish, shall also be provided;

- 2) A scan of a diploma or certificate confirming knowledge of a modern foreign language at a level of at least B2;
- 3) A scan of a passport, in the case of foreign nationals.

7. The admissions committee communicates with candidates exclusively through the IRK system. Candidates are informed of the date of the interview at least 5 days in advance.

§ 10

1. General principles of the admissions procedure:

1. The maximum score for the admissions procedure is 100 points.
2. A condition for admission to the doctoral school is inclusion on the ranking list within the limit of places for a given scientific discipline and the attainment of at least **60 points** in the entire admissions process, including no fewer than **30 points** from the interview.
3. The ranking list shall be determined on the basis of the total number of points obtained by candidates participating in the admissions process. In the event that two or more candidates obtain the same total number of points, their order on the ranking list shall be determined by the number of points awarded for the interview. If the number of interview points is also equal, the order on the ranking list shall be determined by the total number of points awarded for documented scientific achievements and other achievements indicated by the candidates.
4. The interview shall be conducted in Polish; in the case of foreign nationals, the interview may be conducted in English.
5. Meetings of the admissions committee, including interviews, may be conducted using electronic means of communication that ensure control over the course of the meeting, real-time transmission between participants, and the confidentiality of voting, where applicable. The decision to conduct a meeting in this manner shall be taken by the chairperson of the committee in consultation with the doctoral school director.

2. Candidates who have obtained at least **60 points** in the entire admissions process, including no fewer than **30 points** in the interview, but who have not been admitted due to the admissions limit for a given discipline being filled, shall be placed on a reserve list. If places become available in a given discipline, candidates shall be admitted in the order in which they appear on the reserve list, in accordance with these rules. The doctoral school director shall immediately inform the candidate of their admission under this procedure and shall set a deadline for the submission of the documents referred to in §14.

3. In the case of persons referred to in §1(5), second sentence, the admissions committee shall, prior to admitting them to the admissions procedure, assess whether they meet the requirement of the highest quality of scientific achievements on the basis of the documented scientific achievements indicated by the candidate (e.g. documents confirming the award of project funding under the "Pearls of Science" programme).

4. Persons who participated in the basic admissions process and were refused admission to the doctoral school in the 2026/2027 academic year shall not be eligible to participate in the supplementary admissions referred to in §1(4) in the same discipline in the 2026/2027 academic year.

§ 11

The admissions process shall take into account:

- 1) The grade obtained in second-cycle studies or a uniform master's degree programme (no more than **3 points**); the candidate shall receive:
 - a) 3 points for a grade of at least *very good* or equivalent;
 - b) 2 points for a grade of *good plus* or equivalent;
 - c) 1 point for a grade of *good* or equivalent;
 - d) 3 points in the case of candidates applying for admission on the basis of the highest quality of scientific achievements (e.g. leadership of a project under the "Pearls of Science" programme).

In the absence of a diploma grade, the average grade from the course of studies shall be taken into account.

- 2) Points for maximum three documented scientific achievements, in accordance with the detailed criteria for the candidate's achievements, attached during electronic registration in the IRK system; no more than 22 points may be awarded.
- 3) Points for other documented activities, based on a maximum of three achievements, in accordance with the detailed criteria for the candidate's achievements in a given discipline; no more than 5 points may be awarded.
- 4) Points for a research project prepared for the purposes of admission, and in the case of admission conducted in connection with the implementation of a research project – an original concept for the implementation of a grant project (no more than 20 points), with particular emphasis on:
 - a) the ability to formulate the research objective and present the research problem;
 - b) the originality of the research idea and the ability to select an appropriate method for solving the research problem;
 - c) methodology appropriate to the chosen discipline;
 - d) knowledge of existing research, supported by a basic bibliography;
 - e) the significance of the project for the development of the chosen discipline;
 - f) risk analysis of research tasks.
- 5) The result of the interview, the scope of which shall include:
 - a) knowledge and competences appropriate to the chosen discipline;
 - b) elements of research methodology appropriate to the chosen discipline.

No more than **50 points** may be awarded for the interview, and the maximum duration of the interview shall be **30 minutes**.

§ 12

1. Individuals with disabilities may request adaptations to the interview process to accommodate their needs. These adaptations ensure an equal opportunity but do not exempt the applicant from the interview itself.
2. Requests for interview adaptations must be submitted with a valid disability certificate and the documents listed in §9.

3. The chairperson of the admissions committee will approve the adapted interview format after consulting the advisor for students with disabilities.

§ 13

1. The admission fee is **PLN 300** or **EUR 75**. Candidates applying for admission to multiple disciplines must pay a separate fee for each discipline.
2. The fee must be paid into the University's account through the IRK system.
3. Only candidates who have paid the admission fee are eligible to participate in the admissions process.

§ 14

1. Applicants accepted to the doctoral school must submit the following hard-copy documents to the designated location and date specified by the doctoral school director:
 - 1) A printed and signed registration form downloaded from the IRK system;
 - 2) A 35 mm x 45 mm colour photograph;
 - 3) A declaration regarding enrolment in other doctoral schools and whether they already hold a doctoral degree;
 - 4) A copy of the diploma confirming qualifications at Level 7 of the Polish Qualification Framework. For 2025/2026 graduates without a diploma, a certificate confirming Level 7 qualifications must be submitted.
 - 5) A printed copy of the original research project proposal submitted in the IRK system. For candidates admitted based on a research project, an original concept for project implementation must be submitted.
 - 6) A printed copy of the statement of documented achievements and supporting documents submitted earlier in the IRK system.
2. If documents listed in section 1 points 1, 3, and 5-6 are submitted electronically with a qualified electronic, trusted, or personal signature, no hard copy is required.
3. Candidates who have obtained the required education outside the territory of the Republic of Poland shall additionally submit the documents specified in §9(6).

§ 15

1. The doctoral school director will officially enrol candidates who meet the requirements specified in §14 on the list of doctoral students.
2. Admission of foreign candidates is confirmed by an administrative decision of the doctoral school director. Section 1 does not apply in these cases.
3. Refusals of admission to the doctoral school are issued via an administrative decision. The relevant decision is issued by the doctoral school director.
4. The decisions referred to in sections 2 and 3 shall be delivered to candidates via the IRK system.
5. The decisions referred to in sections 2 and 3 may be appealed to the Vice-Rector responsible for doctoral students.
6. The appeal application shall be submitted:
 - 1) in writing to the relevant doctoral school office;
 - 2) in electronic form to the University's electronic delivery address; or
 - 3) in electronic form via the IRK system.

7. Appeal applications submitted in any other manner shall not be considered.

§ 16

1. The admissions process shall be conducted in accordance with the schedule set out in **Appendix 1** to this Resolution.
2. Detailed criteria for the evaluation of candidates' achievements applicable in the admissions process for the Doctoral School of Humanities for the **2026/2027 academic year** are set out in **Appendix 2**.
3. Detailed criteria for the evaluation of candidates' achievements applicable in the admissions process for the Doctoral School of Languages and Literatures for the **2026/2027 academic year** are set out in **Appendix 3**.
4. Detailed criteria for the evaluation of candidates' achievements applicable in the admissions process for the Doctoral School of Natural Sciences for the **2026/2027 academic year** are set out in **Appendix 4**.
5. Detailed criteria for the evaluation of candidates' achievements applicable in the admissions process for the Doctoral School of Social Sciences for the **2026/2027 academic year** are set out in **Appendix 5**.
6. Detailed criteria for the evaluation of candidates' achievements applicable in the admissions process for the Doctoral School of Exact Sciences for the **2026/2027 academic year** are set out in **Appendix 6**.

§ 17

The resolution shall enter into force on the date of its adoption.

Rector

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