

Warsaw,

**RECTOR OF THE MARIA GRZEGORZEWSKA
UNIVERSITY
represented by
HEAD OF DOCTORAL SCHOOL**

APPLICATION

(application template for candidates)

I request to be admitted to the Doctoral School managed by the Maria Grzegorzewska University, starting from the academic year 2020/2021.

RESEARCH PROJECT TOPIC

.....
discipline*:

- pedagogy
- sociological sciences
- psychology

CANDIDATE DETAILS

1. **Last name:** **First and middle name:** **Sex:**

2. **PESEL number or, if unavailable, the identity document number and the issuing country:**
.....

3. **Date and place of birth:**
.....

4. **Citizenship:**
.....

5. **Pole's Card: YES/NO*, number**.....

6. **Address of residence:**
.....

7. **Mailing address (if different from residence):**
.....

8. **Contact information:**
.....

(phone number, e-mail address)

9. **Educational attainment:**
.....

(professional title, university name, faculty, year of graduation, postgraduate studies)

10. **Education in doctoral studies at the Maria Grzegorzewska University** (year of commencement, name of supervisor, dissertation topic, if none, write: none):

11. **Doctoral degree held: YES/NO*, in the field of science, scientific discipline:**
.....

* Mark as appropriate

I confirm the truthfulness of the data provided in the application with my own signature

Warsaw,

.....
(candidate's signature)

Supervisor's consent:

I agree to exercise scientific supervision for the preparation of the doctoral dissertation

.....
(supervisor's signature)

REPRESENTATIONS

I agree to receive information from the Maria Grzegorzewska University regarding the enrollment process for the Doctoral School and subsequently the course of education at the Doctoral School via means of electronic communication indicated in this application, in accordance with the Act of 18 July 2002 on the Provision of Services by Electronic Means (consolidated text: Journal of Laws of 2019, item 123).

I agree to the execution of the enrollment process through the electronic registration system (IRK) and to communication via electronic means.

If I become eligible in the enrollment procedure, I declare that I will provide original documentation to the Maria Grzegorzewska University. Failure to provide the original documentation will result in the rejection of my application.

I declare that I have been informed of the contents of Article 209 (10) of the Act of 20 July 2018 – The Law on Higher Education and Science (Journal of Laws, item 1668, as amended) and its implications for the enrollment procedure at the Doctoral School.

(Article 209(10) of the Act of 20 July 2018 – The Law on Higher Education and Science: *A doctoral student may not be employed as an academic teacher or researcher. This prohibition shall not apply to the employment of a doctoral student: 1) for the implementation of the research project referred to in Article 119(2)(2) and (3); 2) after a positive mid-term evaluation, provided that for employment exceeding half of the full-time equivalent, the scholarship amount shall be 40% of the monthly scholarship referred to in paragraph 4(2); 3) who is not eligible for a doctoral scholarship*)

INFORMATION ON THE PROCESSING OF PERSONAL DATA

1. The controller of your personal data is the Maria Grzegorzewska University, ul. Szczęśliwicka 40, 02-353 Warsaw;
2. You may contact the Data Protection Officer by e-mail: ODO@APS.EDU.PL;
3. Your personal data will be processed to:
 - a. carry out the enrollment process for the Doctoral School managed by the Maria Grzegorzewska University, based on Article 6(1)(b), (c), (e) and Article 9(2)(b) of the General Data Protection Regulation,
 - b. provide updates related to the enrollment procedure for the Doctoral School and subsequently the course of education at the Doctoral School, based on Article 6(1)(a) of the General Data Protection Regulation,
 - c. maintain proper documentation of the educational process at the Doctoral School, based on Article 6(1)(b), (c), (e) and Article 9(2)(b) of the General Data Protection Regulation;
4. Your personal data may be disclosed only to persons authorized by the controller to process personal data and to other entities authorized by law, in particular the Ministry of Science and Higher Education within the POL-on system;
5. Your personal data will be kept for the period necessary to carry out all activities related to the enrollment process and documentation archiving in accordance with the controller's procedures in connection with the need to ensure the resolution of any doubts related to the enrollment process, and in the case of admission to the Doctoral School – for a period of 50 years after the completion of education;
6. You have the right to lodge a complaint to the President of the Personal Data Protection Office about the unlawful processing of personal data by the Maria Grzegorzewska University, but the right to lodge a complaint pertains only to the lawfulness of the processing of personal data;
7. Your provision of personal data is necessary for you to be able to participate in the enrollment process and to document your educational process at the Doctoral School under the Act of 20 July 2018 – The Law on Higher Education and Science;
8. You have the right to access your personal data and the right to request rectification, erasure, restriction of processing, or to object to its processing.
9. You have the right to withdraw your consent at any time without affecting the lawfulness of processing based on consent before its withdrawal, within the boundaries of the law.

Warsaw, date:

.....
(candidate's signature)

ATTACHMENT TO THE APPLICATION:

1. **Scientific achievements – publications** (information about articles published or accepted for publication, conference presentations) *citations according to APA standards.*
2. **Scientific achievements: participation in grants, programs, and research projects – national and international** (including the National Science Center (NCN), the National Center for Research and Development (NCBiR), the Ministry of Science and Higher Education (MNiSW)) or involvement in implementation of research projects funded by home or external universities (project management/project execution).
3. **Other achievements** (awards and distinctions received, active participation in conferences: papers, posters, research scholarships, research internships, individual study programs, participation in student exchange programs).
4. **Attached research project** (the project, including illustrative materials, must not exceed 5 pages written in 12-point font with a maximum spacing of 1.0).

No.	List of documents*	Acknowledgment of receipt of documents
1	Original / copy of the diploma of completion of second-cycle studies / uniform master's degree / a certificate of completion of second-cycle studies or uniform master's studies issued by the dean's office and obtaining a professional master's degree / master of engineering / an equivalent title	
2	Diploma of completion of studies abroad, in accordance with the provisions of the Act of 20 July 2018 – The Law on Higher Education and Science, confirming the possession of education equivalent to second-cycle studies or uniform master's studies in the Republic of Poland / recognized as equivalent to a Polish diploma of completion of second-cycle studies or uniform master's studies and a professional master's degree, master of engineering, or an equivalent title	
3	Legalization of a diploma of completion of studies abroad / apostille clause	
4	Certificate of recognition, obtained through the nostrification procedure, of the equivalence of the diploma of completion of studies abroad with a Polish diploma of completion of second-cycle studies / uniform master's studies and a professional master's degree / master of engineering / an equivalent title**	
5	Certificate of grade point average for the first- and second-cycle studies / uniform master's studies for studies completed in Poland or abroad, recognized as equivalent to first- and second-cycle studies / uniform master's studies (up to two decimal places).	
6	Research project reviewed by the scientific advisor (a project description of two/three A4 pages).	
7	Documents confirming scientific achievements for the last five years, in particular: copies of scientific publications / conference presentations / diplomas confirming awards from student scientific associations / other scientific associations / rector's awards for outstanding students and graduates / ministerial awards.	
8	Certificate confirming knowledge of the Polish language, issued by the State Commission for the Certification of Proficiency in Polish as a Foreign Language / certificate confirming completion of a one-year preparatory course for education in Polish conducted by an institution designated by the Minister of Science and Higher Education / certificate issued by the Maria Grzegorzewska University confirming that the candidate's proficiency in Polish is sufficient to undertake education in this language.	
9	Translations of documents into Polish made by a certified translator	
10	Two recent and signed photographs in the format required for an identity document	
11	Other documents:	

* Mark as appropriate / ** For foreigners

Warsaw,

.....
(signature of the person submitting the documents)

I confirm the receipt of the documents listed in the table above:

.....
(signature of the employee receiving the documents)