



PROCEDURE TO CONFER THE ACADEMIC DEGREE OF DOCTOR AT THE UNIVERSITY OF GDAŃSK

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Chapter 1. General provisions

§ 1. *[subject of regulation; cooperation with other entities; glossary]*

1. This Procedure sets out the manner in which the academic degree of doctor is to be awarded at the University of Gdańsk.
2. Should the procedure to confer the degree of doctor in a field of science and a scientific discipline be conducted jointly with the other entities referred to in Article 185 section 2 of the Act, the rules on the cooperation, including the procedure to confer the degree of doctor, shall be defined by a written agreement. This agreement should specify, in particular, the entity responsible for entering data into the POL-on System.
3. Wherever mention is made in this Annex of:
 - 1) doctoral committee – it should be understood as a committee appointed by the Senate of the University of Gdańsk or a scientific discipline council at the University of Gdańsk, competent to perform acts in the procedure to confer the academic degree of doctor;
 - 2) defence – it should be understood as a public defence of the doctoral dissertation;
 - 3) 8th level of the PQF – it should be understood as the 8th level of the Polish Qualification Framework (PQF) within the meaning defined by the Act of 22 December 2015 on the Integrated Qualifications System (with amendments);
 - 4) introductory provisions – it should be understood as the Act of 3 July 2018 – Provisions introducing the Act – Law on Higher Education and Science (with amendments);
 - 5) scientific discipline council – it should be understood as a scientific discipline council at the University of Gdańsk, competent with regard to the scientific discipline concerned with the scientific issues covered by the doctoral dissertation;
 - 6) RDN – it should be understood as the Scientific Excellence Council (Rada Doskonałości Naukowej) within the meaning defined by the Act of 20 July 2018 – Law on Higher Education and Science (with amendments);
 - 7) Rector – it should be understood as the Rector of the University of Gdańsk;
 - 8) dissertation – it should be understood as the doctoral dissertation;
 - 9) Senate – it should be understood as the Senate of the University of Gdańsk;
 - 10) Statute – it should be understood as the Statute of the University of Gdańsk of 13 June 2019 (with amendments);
 - 11) degree of doctor – it should be understood as the academic degree of doctor;
 - 12) University – it should be understood as the University of Gdańsk;
 - 13) Act – it should be understood as the Act of 20 July 2018 – Law on Higher Education and Science (with amendments).

§ 2. *[positive and negative subjective scope of regulations]*

1. Taking account of Article 179 section 6 of the Introductory provisions, the Procedure shall be applied to persons seeking to be awarded the degree of doctor in the course of procedures to confer the degree of doctor initiated after 30 September 2019:
 - 1) in the course of study for doctoral students at a doctoral school (doctoral students of doctoral schools);
 - 2) in the external mode, including employees of the University.
2. The person seeking to be awarded the degree of doctor in the external mode referred to in section 1 point 2 should also be understood as a person who commenced doctoral studies prior to the academic year 2019/2020 and is seeking to be awarded the degree of doctor in the course of a procedure to confer the degree of doctor initiated after 30 September 2019, taking account of Article 179 section 7-9 of the Introductory provisions.

3. The procedure shall not be applied to persons seeking to be awarded the degree of doctor in the course of doctoral procedures initiated before 30 April 2019. In the case of such persons, previous regulations should apply: the Act of 27 July 2005 – Law on Higher Education and executive regulations to the Act as well as Article 179 sections 1-3 of the Introductory provisions.

§ 3. [bodies competent to confer the degree of doctor]

At the University of Gdańsk the degree of doctor shall be conferred by means of an administrative decision by:

- 1) a scientific discipline council – should the degree of doctor be conferred in a field of science and a scientific discipline;
- 2) the Senate – should the degree of doctor be conferred in a field of science.

§ 4. [voting method; reference to the Regulations of the Scientific Discipline Council]

1. In matters related to:
 - 1) appointing the supervisor or supervisors referred to in § 12 section 1;
 - 2) designating the auxiliary supervisor referred to in § 14;
 - 3) replacing the supervisor or auxiliary supervisor referred to in § 15 sections 1 and 2;
 - 4) initiating the procedure to confer the degree of doctor referred to in § 26;
 - 5) appointing the doctoral committees referred to in § 27 sections 1 and 2;
 - 6) designating the reviewers referred to in § 28 section 1;
 - 7) granting consent to retaking the doctoral examination referred to in § 30 section 4 and § 31 section 3;
 - 8) granting permission to advance to the defence stage referred to in § 32 section 2;
 - 9) accepting the defence and conferring the degree of doctor referred to in § 35 section 1 points 1 and 3 and section 2 points 1 and 3
– the Senate, a scientific discipline council and the doctoral committee shall adopt appropriate resolutions by secret ballot by an absolute majority of votes with a quorum of at least half of the number of members eligible to vote.
2. The Regulations of the Scientific Discipline Council at the University of Gdańsk, established by the Decree of the UG Rector no. 95/R/19 of 31 October 2019 (with amendments) determine:
 - 1) the measures for the sessions of committees and teams appointed in the procedures to confer the degree of doctor;
 - 2) resolving formal motions by the Senate, a scientific discipline council and the doctoral committee;
 - 3) rules for signing resolutions and minutes from the sessions of the committees referred to in point 1.

§ 5. [requirements for the conferment of the degree of doctor]

1. The requirements which must be met by the person seeking to be awarded the degree of doctor are defined by Article 186 sections 1 and 2 of the Act and by § 30 and § 31.
2. The requirements regarding the dissertation are defined by Article 187 of the Act. The scientific discipline council may specify detailed editorial requirements regarding the dissertation.

Chapter 2. Rules for establishing the fee for the procedure to confer the degree of doctor in the external mode and for exemption from this fee

§ 6. [requirement to pay the fee and exemption from the fee under the law]

The person seeking to be awarded the degree of doctor should pay a fee to the University for the appropriate procedure to be conducted unless:

- 1) they completed their education in the University's doctoral school;
- 2) they commenced doctoral studies prior to the academic year 2019/2020 and, for the duration of these studies, they are subject to Article 179 section 9 of the Act of 3 July 2018 – Provisions introducing the Act – Law on Higher Education and Science;
- 3) they are an employee of the University.

§ 7. [exemption from the fee on the basis of a decision]

In justified circumstances, the Rector or Vice-Rector acting on authorisation from the Rector may fully or partially exempt a person seeking to be awarded the degree of doctor from the fee, should this person submit a request within 30 days from the date of the initiation of the procedure to be awarded the degree of doctor.

§ 8. [procedure costs covered by the fee]

1. The fee for conducting the procedure to confer the degree of doctor shall comprise, in particular:
 - 1) remuneration costs of the supervisor or supervisors;
 - 2) remuneration costs of the auxiliary supervisor;
 - 3) remuneration costs of reviewers;
 - 4) costs of business trips of the supervisor or reviewer incurred in connection with conducting the defence;
 - 5) indirect costs determined in the Decree of the Rector on the University of Gdańsk's rules of financial management.
2. The amount of the remuneration and the conditions for the payment of the remuneration of the supervisor, auxiliary supervisor and reviewer shall be regulated by the Act.

§ 9. [covering some of the procedure costs]

Should the Senate or the scientific discipline council adopt a resolution to discontinue the procedure to confer the degree of doctor or a resolution not to confer the degree of doctor, the person seeking to be awarded the degree of doctor or this person's employer should pay a partial fee, corresponding to the actual procedure costs regarding the conferment of the degree of doctor incurred by the University of Gdańsk.

§ 10. [agreement governing the amount of the fee and conditions for its payment]

1. The amount of the fee and the conditions for the payment of the fee for conducting the procedure to confer the degree of doctor shall be determined by an agreement concluded between the University and the person seeking to be awarded the degree of doctor prior to the initiation of the procedure.
2. Should the fee for conducting the procedure to confer the degree of doctor be paid by the employer of the person seeking to be awarded the degree of doctor, the agreement governing the amount of the fee and the conditions for its payment should be concluded between the University and this person's employer.
3. Models of the agreements referred to in sections 1 and 2 shall be determined by the Rector's decree.

§ 11. *[division of procedure costs and revenue from the fee]*

The manner in which the costs of the procedure to confer the degree of doctor and the revenue from the fee for conducting this procedure are to be divided amongst the University's organisational units shall be determined by the decree of the Rector on the University of Gdańsk's rules of financial management.

Chapter 3. Designating and replacing supervisor/supervisors or auxiliary supervisor

§ 12. *[designating the supervisor or supervisors – external mode]*

1. At the request of the person seeking to be awarded the degree of doctor in the external mode, the Senate, when the person is seeking to be awarded the degree of doctor in a field of science, or the scientific council, when the person is seeking to be awarded the degree of doctor in a field of science and a scientific discipline, shall adopt a resolution on designating this person's supervisor or supervisors.
2. The request for the designation of a supervisor or supervisors, submitted by the person seeking to be awarded the degree of doctor in the external mode, should specify, in particular:
 - 1) a proposed subject and the concept of the dissertation with the indication of the field of science and the scientific discipline or the field of science in which the applicant is seeking to be awarded the degree of doctor;
 - 2) a candidate to serve the role of supervisor or candidates for this role, should the applicant be requesting the designation of more than one supervisor.
3. Should the applicant be requesting the designation of more than one supervisor, the application should also indicate the circumstances justifying the designation of another supervisor. Such circumstances include, in particular:
 - 1) the subject of the dissertation covering scientific issues from more than one scientific discipline;
 - 2) formal cooperation between the University and another research centre where the candidate for supervisor is employed;
 - 3) the long-term inability of the current supervisor to serve this role.
4. Along with the application, the person seeking to be awarded the degree of doctor in the external mode should include the following attachments:
 - 1) consent to serve as supervisor, expressed in writing by the candidate for this role indicated in the application;
 - 2) schedule for the preparation of the dissertation;
 - 3) list of current scientific achievements;
 - 4) information on the course of the procedure to confer the degree of doctor or of the doctoral programme, should the applicant have previously sought to be awarded the degree of doctor in the same field of science or scientific discipline.

§ 13. *[requirements for acting as supervisor – external mode]*

When adopting a resolution to designate a supervisor or supervisors for the person seeking to be awarded the degree of doctor in the external mode, the Senate or the scientific discipline council shall take into consideration, in particular:

- 1) the requirements referred to in Article 190 sections 4-6 of the Act and the circumstances referred to in § 12 section 3;
- 2) the scientific activity of the candidate for supervisor, including the similarity of the candidate's research interests with the subject of the dissertation suggested by the doctoral student;

- 3) the candidate's ability to provide the applicant with appropriate scientific supervision, including the current number of supervisions of doctoral students and persons seeking to be awarded the degree of doctor in the external mode;
- 4) the candidate not having been punished with a disciplinary penalty.

§ 14. [designating the auxiliary supervisor – external mode]

The Senate, in the case of the person seeking to be awarded the degree of doctor in a field of science, or the scientific council, when the person is seeking to be awarded the degree of doctor in a field of science and a scientific discipline, at the request of the person seeking to be awarded the degree of doctor in the external mode, submitted in consultation with the supervisor to the chair of the council, shall adopt a resolution on appointing an auxiliary supervisor for this person. The provisions of § 12 section 2 point 2 and of section 4 point 1 shall apply accordingly.

§ 15. [replacing supervisor and auxiliary supervisor – external mode]

1. The Senate, in the case of the person seeking to be awarded the degree of doctor in a field of science, or the scientific council, when the person is seeking to be awarded the degree of doctor in a field of science and a scientific discipline, at the request of the person seeking to be awarded the degree of doctor in the external mode, submitted respectively to the chair of the Senate or of the council, shall adopt a resolution to replace the supervisor or auxiliary supervisor of the person seeking to be awarded the degree of doctor.
2. The Senate, in the case of the person seeking to be awarded the degree of doctor in a field of science, or the scientific council, when the person is seeking to be awarded the degree of doctor in a field of science and a scientific discipline, at the request of the person seeking to be awarded the degree of doctor in the external mode, shall adopt a resolution to replace the supervisor or auxiliary supervisor of the person seeking to be awarded the degree of doctor in the external mode on its own initiative or at the request of this person, should the current supervisor or auxiliary supervisor have lost the ability to serve this role.
3. In the cases referred to in sections 1 and 2, the provisions of § 12 section 2 point 2 and of section 4 point 1 shall apply accordingly.

§ 16. [responsibilities of supervisor and auxiliary supervisor – external mode]

The responsibilities of the supervisor or auxiliary supervisor shall include providing the person seeking to be awarded the degree of doctor in the external mode with all the necessary substantive and methodological assistance in research work, including conducting consultations with this person.

§ 17. [designating and replacing the supervisor, supervisors or auxiliary supervisor – education of doctoral students]

The manner in which the supervisor, supervisors or auxiliary supervisor are to be designated and replaced at the request of the person preparing their doctoral dissertation in the course of the education of doctoral students at a doctoral school of the University, shall be defined by the Regulations of University of Gdańsk Doctoral Schools.

Chapter 4. Initiating the procedure to confer the degree of doctor

§ 18. [application to initiate the procedure to confer the degree of doctor]

1. The procedure to confer the degree of doctor shall be initiated at the request of a person who meets the requirements specified in Article 186 section 1 points 1-3 or section 2 of the Act. The

application should specify in particular the field of science and the scientific discipline or the field of science in which the applicant is seeking to be awarded the degree of doctor.

2. The application should be accompanied by:
 - 1) the dissertation along with the documents referred to in Article 187 section 4 of the Act as well as a positive opinion by the supervisor or positive opinions by supervisors, should more than one supervisor have been appointed. The provisions of § 29 section 1 points 1 and 2 shall apply accordingly;
 - 2) the documents confirming the fulfilment of the requirements referred to in Article 186 section 1 point 1 of the Act;
 - 3) a certificate or a diploma of higher education confirming the knowledge of a modern foreign language at the level of minimum B2;
 - 4) at least one scientific article or one scientific monograph which meets the requirements specified in Article 186 section 1 point 3 letters a and b of the Act, whose author or co-author is the person seeking to be awarded the degree of doctor, along with a declaration specifying the individual contribution of the person seeking to be awarded the degree of doctor into the publication – in the case of a publication by multiple authors.
3. Should the application be submitted by a doctoral student of the University's doctoral school, it should additionally be accompanied by a certificate issued by the competent director of the doctoral school, confirming the completion of the doctoral school's study programme.
4. Should the dissertation constitute an individual and distinct part of a joint work, the application should additionally include statements by all the other co-authors, specifying each individual contribution to the publication. Should the joint publication have more than five co-authors, the application should also include a statement specifying the individual contribution of the person seeking to be awarded the degree of doctor into the publication as well as statements by at least four of the other co-authors. The person seeking to be awarded the degree of doctor shall be exempt from the obligation to submit such a statement in the event of the death or presumed death of a co-author, or their having suffered permanent damage to their health, which makes it impossible for the required statement to be provided.

§ 19. [exceptional cases of exemption from the obligation to submit particular documents to accompany the request to initiate the procedure to confer the degree of doctor]

For the persons referred to in § 2 section 2, § 18 section 2 points 2 and 3 shall not apply. In the case referred to in Article 186 section 1a of the Act, § 18 section 2 point 3 shall not apply.

§ 20. [body competent for submitting the request; information requirement of the chair of the scientific discipline council and the Senate]

1. The person seeking to be awarded the degree of doctor should submit the request referred to in § 18:
 - 1) to the chair of the scientific discipline council – when seeking to be awarded the degree of doctor in a field of science and a scientific discipline;
 - 2) to the chair of the Senate – when seeking to be awarded the degree of doctor in a field of science.
2. The chair of, respectively, the scientific discipline council or the Senate should inform a competent director of a doctoral school of the doctoral student of the University's doctoral school having submitted the request referred to in § 18.

§ 21. [verifying the dissertation in the Uniform Anti-Plagiarism System]

A University employee responsible for the administrative management of the Senate or the scientific discipline council should verify the written dissertation by means of the Uniform Anti-Plagiarism System referred to in Article 351 section 1 of the Act. The supervisor should approve the report with his/her own signature and submit it to the chair of the Senate or the chair of the scientific discipline council which received the application referred to in § 18.

§ 22. [opinion on the application]

1. In order to issue an opinion on the application, the chair of the Senate or the chair of the scientific discipline council shall appoint a team comprising three persons:
 - 1) with the title of professor or the academic degree of doctor with habilitation,
 - 2) for whom the University constitutes the primary workplace,
 - 3) who have submitted a declaration on representing the scientific discipline in which the applicant is seeking to be awarded the degree of doctor at a minimum of 0.5, in the case of seeking to be awarded the degree of doctor in a field of science and a scientific discipline;
 - 4) who have submitted a declaration on representing the scientific discipline which includes the scientific issues covered by the doctoral dissertation at a minimum of 0.5, in the case of seeking to be awarded the degree of doctor in a field of science.
2. At least one member of the team referred to in section 1 must have experience in didactics allowing them to conduct an appropriate verification of learning outcomes at the 8th level of the Polish Qualification Framework (PQF) in the case of a person seeking to be awarded the academic degree of doctor in the external mode.
3. Justifiable doubt as to their impartiality shall exclude a person from membership of the team referred to in section 1.

§ 23. [verification of compliance with the requirement referred to in Article 186 section 1 point 3 letters a and b of the Act in the case of publications by multiple authors; verification of compliance with the requirement referred to in Article 186 section 1 point 2 and section 1a of the Act]

1. The team referred to in § 22 shall verify compliance with the requirement referred to in Article 186 section 1 point 3 letters a and b of the Act in the case of publications by multiple authors on the basis of a declaration by the person seeking to be awarded the degree of doctor, attached to the application in accordance with § 18 section 2 point 4.
2. Should the submitted declaration referred to in section 1 contain errors or raise doubts indicated by the team, the team shall call on the person seeking to be awarded the degree of doctor to rectify or complement the declaration, or to provide clarification within the deadline and in the manner specified by the team.
3. The verification of learning outcomes with regard to a modern foreign language shall require an opinion from the Foreign Languages Centre. In the case referred to in Article 186 section 1a of the Act, an examination may be held to verify the knowledge of a modern foreign language at the B2 level of the person seeking to be awarded the degree of doctor.

§ 24. [verification of learning outcomes at the 8th level of the Polish Qualification Framework (PQF) – external mode]

The rules and procedures for the verification of learning outcomes at the 8th level of the Polish Qualification Framework (PQF) in the case of the person seeking to be awarded the degree of doctor in the external mode are defined in the Annex to the “Procedure to confer the academic degree of doctor at the University of Gdańsk”.

§ 25. [an additional requirement for the initiation of the procedure – external mode]

In the case of persons seeking to be awarded the degree of doctor in the external mode, no more than 6 years may elapse between the date on which the supervisor or supervisors are appointed and the date on which the procedure to confer the degree of doctor is initiated. This provision shall not apply to the person referred to in § 2 section 2.

§ 26. [resolution on the initiation of the procedure to confer the degree of doctor]

1. Having become familiar with the opinion of the team referred to in § 22 and the report referred to in § 4 of the Annex indicated in § 24, the Senate or the scientific discipline council shall adopt a resolution on the initiation of the procedure to confer the degree of doctor.
2. Should the resolution on the initiation of the procedure to confer the degree of doctor not be adopted, the Senate or the scientific discipline council shall adopt a resolution on refusal to initiate the procedure to confer the degree of doctor. The reasons for the refusal to initiate the procedure are defined by Article 189 section 2 of the Act. The resolution on refusal to initiate the procedure must contain appropriate justification.
3. An appeal against the refusal to initiate the procedure to confer the degree of doctor may be made to the RDN.

Chapter 5. Conducting the procedure to confer the degree of doctor

§ 27. [appointing the doctoral committee]

1. For the performance of the acts in the procedure to confer the degree of doctor, the Senate shall appoint a committee consisting of a minimum of seven persons, with the scientific discipline council being able to appoint such a committee separately for each procedure, comprising:
 - 1) the University's academic teachers with the title of professor or the degree of doctor with habilitation, for whom the University constitutes the primary workplace and who have submitted:
 - a) a declaration on representing the scientific discipline in which the applicant is seeking to be awarded the degree of doctor at a minimum of 0.5, in the case of seeking to be awarded the degree of doctor in a field of science and a scientific discipline,
 - b) a declaration on representing the scientific discipline which includes the scientific issues covered by the doctoral dissertation at a minimum of 0.5, in the case of seeking to be awarded the degree of doctor in a field of science;
 - 2) 3 reviewers of the doctoral dissertation, designated in accordance with § 28;
 - 3) the supervisor or supervisors.
2. The Senate or the scientific discipline council shall appoint the chair of the doctoral committee from among the committee members referred to in section 1 point 1.

§ 28. [designating reviewers]

1. In the procedure to confer the degree of doctor, the Senate or the scientific discipline council shall designate 3 reviewers from among persons who:
 - 1) are not employees of the University or the universities, the institute of the Polish Academy of Sciences, the research institute, the international institute, the Łukasiewicz Centre or the institute of the Łukasiewicz Research Network where the person seeking to be awarded the degree of doctor is employed,
 - 2) meet the requirements referred to in Article 190 section 4 or 5 of the Act.
2. Justifiable doubt as to their impartiality shall exclude a person from serving as a reviewer.

§ 29. *[preparing and presenting reviews]*

1. The reviewer should prepare a review of the dissertation within 2 months from the date of receiving the dissertation and submit it, respectively, to the doctoral committee or the scientific discipline council:
 - 1) in written form (and signed), accompanied by a copy in electronic form, or
 - 2) in the form of an electronic document signed with a qualified electronic signature, a trusted signature or a personal signature.
2. The review should contain an extensively justified assessment of whether the dissertation meets the requirements defined in Article 187 sections 1-3 of the Act and an unambiguously positive or negative conclusion to the assessment.
3. Should the dissertation constitute an individual and distinct part of a joint work, the review should include an assessment of the individual contribution of the person seeking to be awarded the degree of doctor into this work.
4. The review may include conclusions regarding amendments to the dissertation, which may then be forwarded by the doctoral committee or the scientific discipline council respectively to the person seeking to be awarded the degree of doctor as well as to the supervisor or supervisors. The person seeking to be awarded the degree of doctor should submit the amended dissertation to the chair of, respectively, the doctoral committee or the scientific discipline council who shall subsequently forward it to the same reviewers for reassessment. The reviewers should present the review of the revised dissertation within one month from receiving the dissertation in the form referred to in section 1 points 1 or 2.

§ 30. *[doctoral examination in the scientific discipline which includes the scientific issues covered by the dissertation]*

1. Subject to § 31, prior to receiving permission to advance to the defence stage, the person seeking to be awarded the degree of doctor should take the doctoral examination in the scientific discipline which includes the scientific issues covered by the dissertation before an examination committee appointed by the scientific discipline council at the request of the council's chair. The examination committee should comprise at least three members of, respectively, the doctoral committee or the scientific discipline council.
2. The date of the doctoral examination shall be designated by the chair of, respectively, the doctoral committee or the scientific discipline council.
3. The doctoral examination shall be assessed according to the following grading scale:

very good	5.0
good plus	4.5
good	4.0
satisfactory plus	3.5
satisfactory	3.0
insufficient	2.0

4. Should the doctoral examination conclude unsuccessfully, the doctoral committee or the scientific discipline council respectively may, at the request of the person seeking to be awarded the degree of doctor, give consent for this examination to be retaken once more only and no sooner than three months after the date of the original examination.

§ 31. *[doctoral examination in the field of science which includes the scientific issues covered by the dissertation]*

1. Prior to receiving permission to advance to the defence stage, the person seeking to be awarded the degree of doctor in a field of science should take the doctoral examination in the scientific discipline which includes the scientific issues covered by the dissertation, designated by the chair of the doctoral committee.
2. The doctoral examination should be taken before an examination committee appointed by the competent scientific discipline council at the request of the chair of the doctoral committee. The examination committee should comprise at least three members of the doctoral committee. The date of the doctoral examination shall be designated by the chair of the doctoral committee. The provisions of § 30 section 3 shall apply accordingly.
3. Should the doctoral examination conclude unsuccessfully, the doctoral committee may, at the request of the person seeking to be awarded the degree of doctor, give consent for this examination to be retaken once more only and no sooner than three months after the date of the original examination.

§ 32. *[permission to advance to the defence stage]*

1. A person who has received positive reviews from at least 2 reviewers and who has met the requirement referred to in § 30 or § 31 shall be permitted to advance to the defence stage.
2. The doctoral committee or the scientific discipline council shall issue the decision, in the form of a resolution, regarding permission for the person seeking to be awarded the degree of doctor to advance to the defence stage. The decision shall specify the date and place of the defence.
3. An appeal against the decision not to give permission to advance to the defence stage may be made to the RDN.

§ 33. *[openness and archivisation of the dissertation]*

1. The Act specifies the procedure and deadline for making available in the Public Information Bulletin:
 - 1) the dissertation along with its summary and the reviews, in the case of the dissertation in the form of written work, or the description of the dissertation and the reviews in the case of the dissertation not in the form of written work, as well as the procedure for making these documents available in the POL-on System;
 - 2) information on the date, place and manner of conducting the defence.
2. In addition, the dissertation along with its summary shall be submitted to the University Repository which constitutes part of the Knowledge Base of the University of Gdańsk. Detailed rules for archiving dissertations in the Repository are defined in a decree of the Rector.

§ 34. *[defence of the dissertation]*

1. The defence of the dissertation shall be public, excluding the dissertation defence referred to in Article 188 section 2 of the Act.
2. The defence shall take place during an open session of the doctoral committee or the scientific discipline council respectively. The session should be attended by at least:
 - 1) one half of the number of the doctoral committee members, including the supervisor, and at least one reviewer – should the procedure to confer the degree of doctor be conducted by the doctoral committee;

- 2) one half of the number of the scientific discipline council members, the supervisor, and at least one reviewer – should the procedure to confer the degree of doctor be conducted by the scientific discipline council.

The session of the doctoral committee or the scientific discipline council respectively may also be attended by the auxiliary supervisor, should such a supervisor have been designated, without the right to vote in matters which constitute the subject of the committee's or the council's debate.

3. The defence may be held outside the University by electronic means of communication allowing for, in particular:
 - 1) live streaming of the session among its participants,
 - 2) multilateral real-time communication in which the participants may express opinions during the session– in compliance with the necessary safety rules.
4. After the person seeking to be awarded the degree of doctor has presented the main assumptions and results of the dissertation, the chair of the doctoral committee or the scientific discipline council respectively shall open, conduct and conclude a discussion.
5. The defence should be held simultaneously for all persons concerned, should at least two persons be seeking to be awarded the degree of doctor in procedures initiated by the Senate or the same scientific discipline council on the basis of a dissertation which constitutes an individual and distinct part of a joint work.

§ 35. *[resolutions regarding the acceptance of the defence and the conferment of the degree of doctor]*

1. After the defence, in the case of seeking to be awarded the degree of doctor in a field of science and a scientific discipline, during a session held in camera:
 - 1) the doctoral committee or the scientific discipline council respectively shall adopt a resolution on accepting the defence of the dissertation, with the proviso that, should the resolution on accepting the defence of the dissertation not be adopted, the committee or the council shall adopt a resolution on refusal to accept the defence of the dissertation. The resolution on refusal to accept the defence of the dissertation must contain appropriate justification;
 - 2) the doctoral committee, should one have been appointed, shall prepare a project of a resolution of the scientific discipline council on the conferment of the degree of doctor;
 - 3) the scientific discipline council, with a quorum of at least one half of the number of members eligible to vote and within 60 days from the date of the defence, shall issue a decision in the form of a resolution on the conferment of the degree of doctor. The resolution on refusal to confer the degree of doctor must contain appropriate justification.
2. After the defence, in the case of seeking to be awarded the degree of doctor in a field of science, during a session held in camera:
 - 1) the doctoral committee shall adopt a resolution on accepting the defence of the dissertation, with the proviso that, should the resolution on accepting the defence of the dissertation not be adopted, the committee shall adopt a resolution on refusal to accept the defence of the dissertation along with justification. The resolution on refusal to accept the defence of the dissertation must contain appropriate justification;
 - 2) the doctoral committee shall prepare a project of a resolution of the Senate on the conferment of the degree of doctor;
 - 3) the Senate, with a quorum of at least one half of the number of members eligible to vote and within 60 days from the date of the defence, shall issue a decision in the form of a resolution on the conferment of the degree of doctor. The resolution on refusal to confer the degree of doctor must contain appropriate justification.

§ 36. *[signing the decision to confer the degree of doctor]*

The decision to confer the degree of doctor shall be signed by the chair of the Senate or the scientific discipline council respectively.

§ 37. *[information requirement of the chair of the Senate or the scientific discipline council]*

Should the degree of doctor been conferred as part of the education of doctoral students at a doctoral school, the chair of the scientific discipline council or the Senate respectively shall communicate this fact to the competent director of the doctoral school.

§ 38. *[appeal procedure]*

An appeal against the decision of the Senate or the scientific discipline council on refusal to confer the degree of doctor may be made to the RDN. The procedure for lodging and processing an appeal is specified by the Act.