Appendix to Order No. 6/XVI R/2024

of the Rector of the Wroclaw Medical University

of 11 January 2024

**Regulations for reporting research topics at the Doctoral School   
of the Wroclaw Medical University**

1. Research topics may be reported by persons employed on a full-time basis in research or research and teaching at the Wroclaw Medical University, holding a postdoctoral degree or the title of professor, declaring that they have the funds to finance research for their PhD dissertation and who have declared that at least 50% of their scientific achievements belong to the discipline relevant to the educational programme at the Doctoral School.
2. The application for the acceptance of a research topic is submitted to the Director of the Doctoral School of Wroclaw Medical University. The template of the application is attached to these Regulations as an Appendix.
3. The topics of research projects submitted by persons interested in supervising doctoral students at the Doctoral School shall concern the field of medical sciences and health sciences in the discipline of:
   1. Medical science,
   2. pharmaceutical sciences,
   3. health sciences.
4. The Doctoral School Council appoints a commission for the evaluation of research topics, made up of coordinators of Doctoral School disciplines and representatives of individual Disciplinary Councils.
5. The persons listed in item 1 may only submit one research topic per academic year.
6. It is agreed that research topics should be reported **by 15 February of the given year**.
7. The documentation of the research topic report includes:
   1. personal data: first name and last name, academic degree/title, year of obtaining the postdoctoral degree, place of employment, e-mail address, contact telephone number,
   2. scientific achievements: (list of max. 5 publications from the last 3 calendar years, total Impact Factor and Citation Index and Hirsch Index according to Web of Science Core Collection
   3. number of PhDs awarded
   4. number of **Doctoral School** participants currently under the supervision of the reporting person,
   5. the number of participants in the doctoral programme/Doctoral School in the last 5 years who have completed their studies and submitted their PhD dissertation before the end date of their doctoral studies,
   6. Number of Doctoral Students at the doctoral school under the supervision of the person submitting the research topic who were removed after the mid-term evaluation
   7. proposed, preliminary topic of the research work with a short description (1 to 2 A4 pages) including: objective, assumptions and methodology,
   8. anticipated project location,
   9. a declaration of the person submitting the research topic, whether the proposed research project requires the doctoral student to perform medical activities independently
   10. Information about the discipline in which the research project shall be carried out, in the case of medical sciences with a possible indication of ‘dental profile’
   11. Information about the source of funding for scientific research for the PhD dissertation
8. The Commission for the Evaluation of Research Topics shall verify the formal correctness of the report in terms of the completeness of the documentation.
9. The Commission for the Evaluation of Research Topics shall send the verified list of research topics offered to candidates to the Director of the Doctoral School **by 31 March of a given year**.
10. The Commission for the Evaluation of Research Topics shall submit a list of research topics admitted to the recruitment process to the Rector via the Director of the Doctoral School.
11. The Commission for the Evaluation of Research Topics may ask the person submitting the topic

to provide detailed information regarding the implementation, financing and feasibility of the research.

1. [[1]](#footnote-1)The list of research topics offered to candidates for the Doctoral School is announced by the Director of the Doctoral School after approval by the Rector by the time limit indicated in the Admission Calendar for candidates for the Doctoral School.
2. The final list of research topics offered to candidates is presented in alphabetical order according to the last name of the person reporting the topic proposal.

1. Amended by Order No. 88/XVI R/2024 of the Rector of UMW of 29 April 2024. [↑](#footnote-ref-1)