



REGULATIONS OF THE DOCTORAL SCHOOL

of the Polish National Film, Television and Theatre School in Lodz,

in force from 1 October 2022

(consolidated text introduced by Resolution No. 2 of the Senate of the PWSFTviT
of 20 February 2025, in force from 1 October 2025)

The Doctoral School educates specialists in the discipline of film and theatre. The doctoral students of the School are at once artists and researchers who, in their work, combine original creative practice with in-depth reflection on reality and on a medium of their own choosing.

Legal basis

1. The Act of 20 July 2018 — Law on Higher Education and Science (consolidated text: Journal of Laws of 2024, item 1571), hereinafter referred to as the Act.
2. The Act of 3 July 2018 — Provisions Introducing the Act — Law on Higher Education and Science (Journal of Laws of 2018, item 1669, as amended).
3. The Statute of the Polish National Film, Television and Theatre School in Lodz, in force from 1 October 2019, (consolidated text introduced by Resolution No. 3 of the Senate of the PWSFTviT of 23 June 2023), hereinafter referred to as the "Statute".

General provisions

§ 1

1. The Regulations of the Doctoral School, hereinafter referred to as the Regulations, specify the organisation and course of education together with the related rights and obligations of the doctoral students of the Polish National Film, Television and Theatre School in Lodz, hereinafter referred to as the "School".
2. The Regulations are binding on the doctoral students and the staff of the School with regard to the organisation and course of the education process.
3. Decisions taken on the basis of the Regulations shall be guided by an understanding of the needs, rights and obligations of doctoral students and by the best interests of the School.
4. Whenever the Regulations refer to:
 - 1) a doctoral student — this shall mean a person undergoing education in the Doctoral School;
 - 2) a supervisor — this shall mean a person who provides artistic supervision over the preparation of the doctoral dissertation and who meets the conditions set out in the Act and the Regulations;
 - 3) the DS Director — this shall mean the Director of the Doctoral School.

§ 2

1. The education of doctoral students prepares them to obtain the degree of doktor (doctor) in the discipline of film and theatre and takes place in the Doctoral School, hereinafter referred to as the "DS".
2. The Doctoral School creates conditions for:
 - 1) the implementation of the curriculum, comprising compulsory classes and teaching practice;
 - 2) the conduct of independent artistic research;
 - 3) artistic cooperation within research/artistic teams, including international ones;
 - 4) the preparation of the doctoral dissertation under the supervision of:
 - a) a supervisor or supervisors, or
 - b) a supervisor and an assistant supervisor;
 - 5) participation in the life of the academic community in Poland and abroad;
 - 6) the preparation of the doctoral student for the practice of the profession of an academic teacher.
3. Admission to the DS takes place as a result of a competition procedure. A doctoral student may not be transferred from another higher education institution otherwise than through the competition.
4. A person admitted to the School acquires the rights of a doctoral student upon taking the oath, which is taken in paper form no later than within 30 days of the date of commencing education. The doctoral student confirms the taking of the oath with a legible signature and the date on which it was taken.
5. The doctoral student receives a doctoral student's identity card after acquiring the rights of a doctoral student. The doctoral student's identity card remains valid no longer than until the date of completion of education at the School, of suspension of the rights of a doctoral student, or of removal from the list of doctoral students.
6. The cost of issuing a doctoral student's identity card is determined by a separate Rector's ordinance.

§ 3

1. The education of doctoral students admitted up to and including the 2022/2023 admission cycle lasts 8 semesters, and from the 2025/2026 admission cycle lasts 6 semesters, and is conducted on the basis of the curriculum and the individual research plan, hereinafter referred to as the "IRP".
2. The curriculum is approved by the Senate.
3. The approval of the curriculum requires that the opinion of the Doctoral Student Council be sought. If no opinion is issued within 14 days of the adoption of the resolution by the Senate, the requirement to seek an opinion shall be deemed to have been met.
4. The School makes the curriculum available no later than 5 months before the start of the admission process. The date on which the admission process starts is laid down each year in the resolution specifying the admission rules for the DS, approved by the Senate.
5. The curriculum provides for the completion of teaching practice in the form and amount specified in § 13 of the Regulations.
6. Within 3 months of the date of commencing education, a supervisor or supervisors are appointed for the doctoral student. The doctoral student may propose a person to serve as their supervisor.
7. The doctoral student, in agreement with the supervisor or supervisors, draws up an individual research plan and submits it to the DS Director within 12 months of the commencement of education. Where an assistant supervisor has been appointed, the plan is submitted after that supervisor has given an opinion on it.
8. The doctoral student's individual research plan includes, in particular:
 - 1) a schedule for the preparation of the doctoral dissertation;
 - 2) a schedule of work on and the completion of the original artistic achievement;
 - 3) an outline of the written commentary, together with a bibliography and a description of the research method;
 - 4) the deadline for submitting the doctoral dissertation.
9. In particularly justified cases, the doctoral student may, in agreement with the supervisor, introduce changes to the plan submitted under sec. 7. Any change to the IRP requires the approval of the DS Director.
10. In particularly justified cases, the doctoral student admitted up to and including the 2022/2023 admission cycle may introduce changes to the IRP after the mid-term evaluation, but no later than by the end of the seventh semester of education. A doctoral student admitted from the 2025/2026 admission cycle may introduce changes to the IRP after the mid-term evaluation, but no later than by the end of the fifth semester of education.
11. The doctoral student submits the individual research plan containing the changes, together with a justification for them and a favourable opinion of the supervisor, to the DS Director without delay for approval.
12. The implementation of the plan is subject to mid-term evaluation at the midpoint of the period of education specified in the curriculum. The conduct of the mid-term evaluation is set out in § 17 of these Regulations.
13. The Rector sets aside internal decisions of the DS Director which do not constitute administrative decisions and which concern the course of education at the School, where they are contrary to the law.

§ 4

1. Doctoral students form the Doctoral Student Council.
2. The whole body of the School's doctoral students is represented by the bodies of the Doctoral Student Council, acting on the basis of the Regulations of the Doctoral Student Council.

§ 5

1. The basic language of instruction in the DS is Polish.
2. Classes and tests of knowledge or skills may be organised in the DS in English.
3. A document attesting command of English at a language proficiency level of at least B2, submitted at the admission stage, whose period of validity expires in the course of education, does not require updating for the remaining period of education in the DS.

§ 6

1. The bodies of the School are obliged to take measures aimed at ensuring equal opportunities for a doctoral student with a disability to follow the programme of the DS.
2. A doctoral student who is a person with a disability may submit a written request to the DS Director for the adaptation of selected elements of the education process to the particular needs arising from the degree and nature of the disability.
3. The DS Director, taking into account the type of disability as well as the capabilities of the School, takes measures enabling a doctoral student with a disability to properly follow the curriculum.
4. All alternative arrangements applied to a doctoral student with a disability in order to equalise their opportunities may not result in a reduction of the requirements necessary to pass individual subjects or to follow the curriculum. The doctoral student is obliged to verify whether the proposed arrangements meet the above condition.

Doctoral student's rights

§ 7

1. The doctoral student is entitled to:
 - 1) hold a doctoral student's identity card;
 - 2) acquire knowledge and skills and develop their artistic and scientific interests;
 - 3) conduct research as part of carrying out an artistic project and participate in other research and artistic work;
 - 4) substantive supervision from the supervisor;
 - 5) substantive supervision in the preparation and conduct of classes;
 - 6) submit a request, together with a justification, for a change of the supervisor, supervisors or assistant supervisor;
 - 7) suspend their education for a period corresponding to the duration of maternity leave, leave on terms equivalent to maternity leave, paternity leave and parental leave, as specified in the Act of 26 June 1974 — the Labour Code;
 - 8) health leave for the period of temporary incapacity to pursue education caused by illness. Health leave is granted by the DS Director, on the basis of a medical opinion, at the request of the person concerned. During health leave, statutory time limits do not run, and the doctoral student may not attend classes or take assessments;
 - 9) compassionate leave on account of a justified family situation, or research leave for the duration of a grant, a placement or an artistic project, each granted for a period of no more than 12 months. A doctoral student is entitled to such leave only once during the entire programme of education. During compassionate or research leave, statutory time limits do not run, and the doctoral student may not attend classes or take assessments. The leave is granted by the DS Director at the request of the person concerned;
 - 10) an extension of the deadline for submitting the doctoral dissertation, by no more than 2 years, under the rules set out in these Regulations;
 - 11) respect for their dignity by every member of the School community;
 - 12) rest breaks not exceeding 8 weeks per academic year;

- 13) social insurance and health insurance under the rules set out in separate provisions;
 - 14) participation in the cultural and social life of the School, including participation in artistic and scientific undertakings carried out by the School, under the rules set out in the Statute and the Regulations of the Doctoral Student Council;
 - 15) the use of the School's premises and equipment, of the film library collections and of the library collections, under the rules established by the authorities of the School;
 - 16) participation in taking decisions concerning education in accordance with the provisions of the Regulations;
 - 17) submitting to the authorities of the units operating the DS proposals concerning the curricula and their implementation, as well as other matters important for the course of education and the personal development of doctoral students;
 - 18) the right to vote and to stand for election under the rules established in the Act and the Statute;
 - 19) participation, through their representatives, in the work of the bodies of the School, under the rules set out in the Act and the Statute;
 - 20) evaluation of the teaching process, including the expression of opinions on the classes conducted;
 - 21) familiarisation with the curriculum, the duration and the organisation of the academic year;
 - 22) the observance of the rights of the author or performing artist with regard to works or artistic performances whose creation is required by the curriculum, under the rules set out in the regulations referred to in § 25 of these Regulations;
 - 23) information on the assessment results obtained;
 - 24) approaching the DS Director on individual matters concerning education;
 - 25) association in doctoral organisations.
2. The doctoral student's personal data is protected under the rules set out in separate provisions.
 3. A doctoral student may apply for a loan. The provisions on student loans apply accordingly, except that:
 - 1) a loan may be granted to a doctoral student who is under 35 years of age;
 - 2) the loan is granted for the period of education at the DS only once, for no longer than 4 years.
 4. A doctoral student has the right, under the rules and procedure set out in the Regulations on Benefits for Students, to apply for:
 - 1) accommodation in the School's student hall of residence or meals in the School's student canteen;
 - 2) accommodation for a spouse or child in the School's student hall of residence.

Scholarship

§ 8

1. Doctoral students of the DS who do not hold the degree of doktor receive a doctoral scholarship for the duration of education, the total period of receipt of which may not exceed 4 years.
2. The period referred to in sec. 1 does not include the period of suspension or the period of education at the doctoral school in the case referred to in Art. 206 sec. 2 of the Act.
3. During health leave, compassionate leave or research leave, the doctoral student's entitlement to receive the doctoral scholarship is suspended for the duration of the leave specified in the request submitted.
4. The amount of the monthly doctoral scholarship is:
 - 1) 37% of a professor's salary — until the month in which the mid-term evaluation is conducted;

- 2) 57% of a professor's salary — after the month in which the mid-term evaluation is conducted.
5. The doctoral scholarship is not payable to a doctoral student whose education at the doctoral school entails an obligation of employment at the entity operating the doctoral school:
 - 1) under a contract of employment;
 - 2) with remuneration whose amount exceeds the amount of a professor's salary.
6. Payment of the doctoral scholarship ceases on the last day of the month in which the doctoral student was removed from the list of doctoral students or in which the period referred to in sec. 1 expired.
7. During the period of suspension of education, the provisions on determining the maternity allowance apply accordingly to the determination of the amount of the doctoral scholarship, except that the basis for the amount of the allowance is taken to be the amount of the monthly doctoral scholarship referred to in sec. 4 to which the student is entitled on the date of submitting the request for suspension.
8. A doctoral student holding a certificate of disability, a certificate of the degree of disability, or a certificate referred to in Art. 5 and Art. 62 of the Act of 27 August 1997 on the Vocational and Social Rehabilitation and Employment of Persons with Disabilities receives a doctoral scholarship increased by 30% of the amount indicated in sec. 4 point 1.
9. A doctoral student who has submitted the doctoral dissertation before the deadline for the completion of education provided for in the curriculum receives a doctoral scholarship until the day on which the deadline for the completion of education falls, but for no longer than 6 months. The provision of sec. 1 applies.
10. The doctoral scholarship is paid by the School.
11. Transferred.

Doctoral student's obligations

§ 9

1. The doctoral student's obligations include conduct in accordance with the content of the oath, the Regulations and other provisions in force at the School, and in particular:
 - 1) caring for the good name of the School;
 - 2) respecting the dignity of all members of the School community;
 - 3) undertaking artistic, scientific and organisational activities for the benefit of the School;
 - 4) respecting the property of the School.
2. The doctoral student is obliged to:
 - 1) sign the act of the oath within 30 days of the commencement of education;
 - 2) diligently and conscientiously follow the curriculum, including active participation in the classes provided for in the curriculum and the performance of the tasks arising from that curriculum;
 - 3) diligently and conscientiously develop and implement the IRP;
 - 4) complete teaching practice at the School in the form of conducting classes or participating in their conduct;
 - 5) submit, at least once in each academic year, a declaration for the purposes of evaluating the quality of scientific and artistic activity, authorising the School to report artistic achievements within the discipline of film and theatre;
 - 6) report artistic achievements created in connection with undertaking education at the DS, for the purposes of evaluating the quality of scientific and artistic activity;
 - 7) notify the DS Director without delay of any change of first name or surname and of address, including the correspondence address, as well as of any change in other data required by the School;
 - 8) notify the DS Director in the event of the destruction or loss of the identity card;

- 9) maintain attendance at classes above 50% of the number of hours specified in the curriculum;
 - 10) for persons who are foreigners, provide, during the first year of education, a certificate of command of a foreign language other than English at a proficiency level of at least B2, in accordance with the undertaking submitted at the admission stage;
 - 11) submit to the Director of the Doctoral School the IRP, approved and given an opinion by the supervisor, supervisors or assistant supervisor, where one has been appointed, as well as the report on the implementation of the IRP, likewise given an opinion as above;
 - 12) submit the declaration of the choice of placement and of the designated supervising teacher at the beginning of each academic year or semester.
3. The doctoral student is obliged to submit a declaration of the resumption of education upon return from leave or suspension, within 30 days of the date on which the break in education ended. Failure to submit the declaration within that period is deemed to constitute withdrawal from education at the DS.
 4. Repealed.
 5. Repealed.
 6. A doctoral student bears material liability for damaged, destroyed or lost property of the School under the rules set out in the Civil Code.

§ 10

1. For a breach of the provisions in force at the School and for an act offending the dignity of a doctoral student, the doctoral student is subject to disciplinary liability before a disciplinary committee or before the Rector, under the rules set out in the Act and the Statute.
2. The disciplinary penalties are: admonition, reprimand, reprimand with a warning, suspension of certain doctoral student rights for a period of up to one year, and expulsion from the School.
3. The procedure for disciplinary proceedings is set out in separate provisions.

Academic year

§ 11

1. The academic year begins no later than 1 October and lasts no longer than until 30 September of the following calendar year.
2. The Rector may set the inauguration of the academic year for another date.
3. Education is conducted on a semester basis.
4. Rest breaks last in total no longer than 8 weeks per year.
5. The detailed organisation of the academic year is determined by the DS Director on the basis of the applicable curriculum and is announced before the start of classes.
6. The Rector may, on their own initiative, or at the request of the DS Director or the Doctoral Student Council, make changes to the organisation of the academic year and suspend the conduct of classes on specified days or at specified hours (Rector's days or Rector's hours).
7. The DS Director may, on their own initiative or at the request of the Doctoral Student Council, suspend the conduct of classes on specified days or at specified hours in the DS (Director's days or Director's hours).
8. Information on the announcement of Rector's or Director's days or hours is posted on the School's website and on the notice boards in the DS Secretariat.

Class timetable

§ 12

The detailed class timetable and the list of assessments required in a given semester are made publicly available no later than 5 days before the start of classes on the School's website or on the notice boards at the School.

Teaching practice

§ 13

1. The doctoral student is obliged to complete teaching practice in the form of conducting teaching classes or participating in their conduct.
2. The amount of teaching practice for doctoral students admitted:
 - 1) up to and including the 2022/2023 admission cycle is 60 hours in the second and third years of education and 30 hours in the first and fourth years of education in a given academic year;
 - 2) from the 2025/2026 admission cycle is 60 hours per year throughout the entire period of education in a given academic year.
3. The placements take place at the School or at institutions with which the School has concluded an agreement on placements.
4. The doctoral student agrees the scope of the placement with the head of the unit in which they complete the placement or with the designated supervising teacher.
5. Substantive supervision of the placement is exercised by the head of the unit in which the doctoral student completes the placement, or by the supervising teacher designated by them.
6. Completion of the placement is confirmed, by their signature in the placement settlement protocol, by the head of the unit in which the doctoral student completes the placement or by the designated supervising teacher.
7. The doctoral student submits the declaration of the choice of placement and of the designated supervising teacher to the DS Secretariat at the beginning of each academic year or semester.
8. The settlement of teaching practice takes place on an annual or semester basis for all years of education, in accordance with the declaration referred to in sec. 7.
9. The doctoral student collects the placement settlement protocol from the DS Secretariat and returns it by the end of the semester or the academic year, in accordance with the Rector's ordinance on the organisation of the academic year.
10. In particularly justified cases, the doctoral student may change the place of the placement and the designated supervising teacher during the academic year, but no later than one month before the expiry of the regulatory deadline for the settlement of the teaching practice referred to in sec. 8 and 9. Such a change requires the submission of a new declaration of the choice of teaching practice to the DS Secretariat.
11. The settlement of placements is supervised by the DS Director.

Assessment of classes

§ 14

1. For each subject covered by the curriculum, a method of assessment is prescribed.
2. For the assessment, a generalised grade is used, denoting respectively:
 - 1) zal. – passed;
 - 2) nzal. – not passed.

3. The award of a "not passed" grade is equivalent to failing the subject or the form in which it is delivered.
4. The assessment of classes is recorded by the person conducting them by means of an entry in the doctoral student's periodic achievement record and in the IT system.
5. The assessment protocols for a subject are generated in the IT system after the entries have been made in the IT system.
6. The assessment of classes or workshops provided for in the curriculum takes place after the classes have ended, no later than one month from their conclusion.
7. For each subject assessment, the doctoral student is entitled to one date and one resit date.
8. A doctoral student's absence from the classes of a single subject may not exceed 50%. Absence exceeding 50% may constitute grounds for removal from the list of doctoral students.
9. The detailed conditions and date for the assessment of classes in a given semester are determined by the person conducting the classes and announced to the doctoral students at the beginning of the semester.
10. The doctoral student may apply to the person conducting the examination for an earlier assessment date to be set (the so-called zero date). A negative or positive decision issued by the person conducting the classes is final.
11. A doctoral student who has not passed a subject may submit a written request to the DS Director for an additional resit date to be set.
12. The resit for a given subject may take place no earlier than 7 days after the first date.
13. Failure to pass a subject on the resit date may constitute grounds for a decision by the DS Director to remove the doctoral student from the list.
14. In the event of an absence justified on the basis of a submitted medical certificate or an appropriate document confirming a fortuitous event, delivered to the person conducting the classes without delay after the cause of the absence has ceased, the person conducting the classes determines the manner and date for making up the missed work.
15. In the event of a justified absence from more than half of the classes, and where the doctoral student is unable to make up on their own the gaps resulting from the specific nature of the classes, the person conducting the classes may determine the manner and date for making up the missed work or take a decision not to award a pass for the classes.
16. In the event that the submitted justification is not accepted or that the person conducting the classes takes a decision not to award a pass for the classes, the doctoral student has the right to appeal to the DS Director. The DS Director's decision is final and is not subject to a complaint to the Administrative Court.
17. In the event that dishonesty on the part of the doctoral student is found during the assessment, the person conducting the assessment is obliged to award a "not passed" grade and may also submit a request to initiate disciplinary proceedings. If the dishonesty constitutes plagiarism, the person who found the dishonesty is obliged to notify the Rector thereof.

Completion of the semester

§ 15

1. The assessment period is the semester.
2. The conditions for completion of the semester are:
 - 1) passing all subjects provided for in the curriculum for the given semester, subject to § 17 sec. 18;
 - 2) passing the teaching practice in the amount specified in § 13 of these Regulations. With the consent of the DS Director, the total annual amount of the practice may be divided disproportionately between the two semesters;

- 3) submitting the declaration and the report referred to in § 9 sec. 2 points 5 and 6 of these Regulations.
3. A condition for completion of the semester is obtaining a pass from all persons conducting the classes and workshops provided for in the curriculum within the deadline specified in the Rector's ordinance on the organisation of the academic year.
4. The document confirming a pass is the completed doctoral student's periodic achievement record covering the classes and workshops provided for in the curriculum in the given semester.
5. The doctoral student is obliged to undergo the assessments under the rules set out in § 14.
6. Completion of the semester and promotion to the next semester are granted by the DS Director. The decision is entered in the doctoral student's periodic achievement record and in the IT system.
7. In special cases, at the doctoral student's justified request, the DS Director may extend the period for the completion of the winter semester until no later than 15 March, and the summer semester until no later than 15 October.

Assessment before a committee

§ 16

1. A doctoral student who raises justified objections as to the impartiality of the person conducting the assessment, or as to the form and conduct of the assessment, has the right to submit to the DS Director, within 7 days of the date on which the doctoral student failed to obtain a pass, a request for an assessment to be conducted before a committee.
2. The assessment before a committee should take place no later than 14 days from the date on which the doctoral student submitted the request.
3. Where the request fails to demonstrate the grounds referred to in sec. 1, the DS Director refuses to conduct the assessment before a committee and informs the doctoral student thereof in writing.
4. The assessment before a committee takes place before a committee appointed by the DS Director, composed of:
 - 1) the DS Director, as chair, or a person appointed by the DS Director as chair from among the academic teachers;
 - 2) at least one specialist in the subject matter covered by the assessment, or a specialist in a related subject;
 - 3) another teacher conducting classes in the DS, appointed by the DS Director.
5. A teacher who awarded the grade being verified before the committee may take part in the assessment before a committee as an observer.
6. The DS Director notifies the Doctoral Student Council of the date of the assessment before a committee; that body may delegate a representative to act as an observer.
7. A final protocol with the result is drawn up of the conduct of the assessment before a committee and is signed by the chair and the members of the committee.
8. The chair of the committee records the result of the assessment before a committee in the doctoral student's periodic achievement record and in the IT system.
9. The grade obtained as a result of the assessment before a committee is final and replaces the contested grade.
10. Justification of an absence from the assessment before a committee should be provided without delay after the cause has ceased.
11. Where the justification is accepted as valid, the DS Director sets a new date for the assessment before a committee.
12. An unjustified absence of the doctoral student from the assessment before a committee is equivalent to acceptance of the contested grade.

13. The receipt of a "not passed" grade in the procedure of assessment before a committee is deemed to constitute a failure to follow the curriculum and a failure to comply with the obligation to observe the DS Regulations, which constitutes grounds for removal from the list of doctoral students.

Mid-term evaluation

§ 17

1. The mid-term evaluation is carried out by the Committee for the Mid-term Evaluation, hereinafter referred to as the Committee, composed of 3 persons, including at least 1 person holding the degree of doktor habilitowany (doctor habilitatus) or the title of profesor (professor) in the discipline of film and theatre, employed outside the entity operating the DS, or a person referred to in Art. 190 sec. 5 of the Act.
2. The supervisor and the assistant supervisor may not be members of the Committee, but may take part in its sitting without the right to vote.
3. The DS Director may be a member of the Committee.
4. The Committee and its Chair are appointed by the DS Director.
5. The mid-term evaluation takes place before the Committee, in the form of a self-report by the doctoral student on the implementation of the individual research plan, followed by a discussion during which the doctoral student is asked questions.
6. The mid-term evaluation for admission cycles up to and including 2022/2023 is carried out after the fourth semester of education, and from the 2025/2026 admission cycle after the third semester. The date of the mid-term evaluation is set by the DS Director.
7. The mid-term evaluation may be carried out remotely, using electronic communication tools that ensure control over its conduct, real-time transmission and the possibility of speaking freely.
8. The mid-term evaluation covers the doctoral student's implementation of the IRP, in particular the timeliness and quality of performance of the tasks arising from the schedule for the preparation of the doctoral dissertation.
9. No later than 30 days before the scheduled date of the mid-term evaluation, the doctoral student submits to the DS Director a report on the implementation of the IRP, approved and given an opinion by the supervisor, supervisors and the assistant supervisor, where one has been appointed.
10. The mid-term evaluation proceeds in two stages:
 - 1) the first stage — the Committee evaluates the documentation submitted by the doctoral student, in particular the report on the implementation of the individual research plan, approved and given an opinion by the supervisor, supervisors and the assistant supervisor, where one has been appointed;
 - 2) the second stage — the Committee evaluates the self-report presented by the doctoral student and the arguments used by the doctoral student in the discussion, in particular those concerning their artistic choices.
11. On the basis of the evaluation carried out, the Committee draws up individual protocols for each of the doctoral students, containing the result together with its justification. The individual protocols are signed by the Chair of the Committee.
12. The Committee takes its decisions by a simple majority of votes in the presence of all appointed members, by open ballot.
13. The mid-term evaluation ends with a positive or negative result.
14. The result of the evaluation, together with its justification, is made public.
15. In a justified case, the doctoral student may lodge an appeal against a negative result of the mid-term evaluation with the DS Director within 7 days of the date of receipt of the protocol containing the result of the evaluation. The appeal lodged should contain a detailed justification.

16. The appeal is examined within 30 days of its receipt by the Appeal Committee for the Mid-term Evaluation appointed by the DS Director. In the case of the evaluation of the same doctoral student, a person who took part in the earlier evaluation may not be a member of the Appeal Committee for the Mid-term Evaluation.
17. Should any doubts arise, the Appeal Committee for the Mid-term Evaluation may summon the doctoral student to provide explanations before the Committee.
18. Where the Appeal Committee for the Mid-term Evaluation upholds the negative mid-term evaluation, removal from the list of doctoral students of the DS follows.

Removal from the list of doctoral students

§ 18

1. The DS Director removes a doctoral student from the list of doctoral students in the event of:
 - 1) a negative result of the mid-term evaluation;
 - 2) failure to submit the doctoral dissertation within the deadline specified in the individual research plan;
 - 3) withdrawal from education;
 - 4) failure to commence education;
 - 5) a breach of the prohibition referred to in Art. 200 sec. 7 of the Act;
 - 6) the imposition of the disciplinary penalty of expulsion from the Doctoral School.
2. The DS Director may remove a doctoral student from the list of doctoral students in the event of:
 - 1) unsatisfactory progress in the preparation of the doctoral dissertation;
 - 2) failure to fulfil the obligations referred to in § 9 sec. 1 and sec. 2.
3. Removal from the list of doctoral students is effected by way of an administrative decision. A request for reconsideration of the matter may be submitted within 14 days of the delivery of the decision.
4. The doctoral student has the right to lodge a complaint against the decision with the Administrative Court within 30 days of its delivery. The complaint to the Administrative Court is to be lodged through the DS Director.
5. Withdrawal from education is effected by delivering to the DS Secretariat a written notice of withdrawal from education, subject to the second sentence of § 9 sec. 3 of the Regulations.
6. Before issuing a decision on removal as referred to in sec. 2, the DS Director summons the doctoral student in order to inform them of the circumstances that may affect the determination of their rights and obligations forming the subject of the matter, and in order to provide explanations.
7. A doctoral student who has been removed from the list of doctoral students may not apply for the resumption of education for the semester from which the removal took place. Re-admission takes place through the competition procedure specified in the annual resolution of the Senate on the admission rules for the DS.
8. In proceedings for the removal of a doctoral student from the list of doctoral students, in the event of a breach of the prohibition referred to in Art. 200 sec. 7 of the Act, the doctoral student is summoned to submit, within a period of no less than 30 days from the date of delivery of the summons, a withdrawal from education at another doctoral school. Where the doctoral student fails to submit the withdrawal referred to in the preceding sentence, the doctoral student is removed from the list of doctoral students of the Doctoral School.

Supervisor

§ 19

1. Academic and artistic supervision of the preparation of the doctoral dissertation is exercised by:
 - 1) a supervisor or supervisors;
 - 2) in substantively justified cases, a supervisor and an assistant supervisor.
2. A supervisor may be a person who holds:
 - 1) the academic degree of doktor habilitowany, or
 - 2) the title of profesor, or
 - 3) a person who does not hold the degree of doktor habilitowany or the title of profesor and who is an employee of a foreign higher education institution or research institution, if the School Committee for Academic Degrees finds that the person has significant achievements in the scientific or artistic matters to which the doctoral dissertation relates.
3. An assistant supervisor may be a person who holds the academic degree of doktor.
4. A person may not become a supervisor if, over the last 5 years, they have:
 - 1) been the supervisor of 4 doctoral students who were removed from the list of doctoral students on account of a negative result of the mid-term evaluation, or
 - 2) supervised the preparation of the doctoral dissertation of at least 2 persons applying for the degree of doktor who did not obtain the favourable reviews referred to in Art. 191 sec. 1 of the Act.
5. A person may not become a supervisor if they are concurrently the supervisor of 5 doctoral students of the DS.
6. The supervisor may apply to the DS Director for the removal of a doctoral student from the list of doctoral students of the DS, in the event of justified information about the doctoral student's failure to meet the deadlines specified in the schedule and in the IRP.
7. The manner of appointing and changing the supervisor, supervisors and assistant supervisor is set out in the Regulations on the proceedings for the conferment of the degree of doktor.

§ 20

The supervisor's duties include:

- 1) overseeing the conduct of the doctoral student's research project;
- 2) providing the doctoral student with the necessary substantive and methodological assistance in the choice and implementation of the creative/artistic project;
- 3) overseeing and advising on the doctoral dissertation at all stages of its creation;
- 4) supporting the doctoral student in the mid-term evaluation procedure, in particular in the preparation of the self-report on the progress of work on the doctoral dissertation;
- 5) supporting the doctoral student in the procedure for applying for the degree of doktor, in particular in preparing the self-presentation for the purposes of the defence of the doctoral dissertation;
- 6) cooperating with the DS Director on matters relating to the doctoral student's work on the doctoral dissertation;
- 7) drawing up the IRP together with the doctoral student.

§ 21

1. Within 3 months of the date of commencing education, a supervisor or supervisors are appointed for the doctoral student.

2. The appointment of more than one supervisor or of an assistant supervisor is permissible only where the doctoral dissertation is of an interdisciplinary nature or is prepared in cooperation with another higher education institution, research institution or enterprise.
3. At the duly justified request of the doctoral student, an assistant supervisor is appointed at any time during education in the DS, subject to sec. 2.
4. Within 90 days of the date of commencing education, the doctoral student applies to the School Committee for Academic Degrees for the appointment of a supervisor or supervisors.
5. The application contains:
 - 1) a proposal of the person or persons to serve as supervisor, supervisors or assistant supervisor;
 - 2) consent to assume the function of supervisor, bearing their legible signature;
 - 3) the doctoral student's exhaustive justification for the choice of the person to serve as supervisor. A justification is also required for the choice of supervisors or of an assistant supervisor.
6. The supervisor, supervisors or assistant supervisor are appointed by the School Committee for Academic Degrees by an absolute majority of votes in the presence of at least half of the statutory number of its members. The vote is held by secret ballot.
7. In justified cases, the doctoral student may apply to the School Committee for Academic Degrees for a change of supervisor, supervisors or assistant supervisor.
8. The School Committee for Academic Degrees issues a ruling on the change of supervisor, supervisors or assistant supervisor by secret ballot, by an absolute majority of votes in the presence of at least half of the statutory number of its members.
9. The application for a change of supervisor/supervisors contains:
 - 1) a proposal of the new person to serve as supervisor, supervisors or assistant supervisor;
 - 2) the new person's consent to assume the function of supervisor, bearing their legible signature;
 - 3) the doctoral student's exhaustive justification concerning the reason for and the merits of replacing the person previously appointed to serve as supervisor with a new person. A justification is also required for a change of the assistant supervisor;
 - 4) a written opinion of the current supervisor/supervisors on the doctoral student's progress to date on the doctoral dissertation, together with their consent to resign from the function and from the remuneration for the function performed to date.

Doctoral dissertation

§ 22

1. The doctoral dissertation demonstrates general theoretical knowledge in the discipline of film and theatre and the ability to conduct artistic work independently.
2. The subject of the doctoral dissertation is an original artistic accomplishment, together with a written commentary and a description in Polish and English.
3. The doctoral student may share the authorship of the artistic work with other creators. In such cases, the doctoral student's creative contribution must be independent, distinct and confirmed by the co-authors.
4. The original artistic accomplishment entitling a doctoral student to the conferment of the degree of doktor is:
 - 1) in the area of film direction – the direction of a feature-length fiction or documentary film, or, in artistically justified cases, of a medium-length fiction or documentary film, a set of short fiction or documentary films, a television theatre production or a television series, the direction of a feature-length audio production or, in artistically justified cases, an audio series;

- 2) in the area of direction of photography – the authorship of the cinematography for a feature-length fiction or documentary film, or, in artistically justified cases, for a medium-length fiction or documentary film or a television series, or the authorship of an artistic television production or of a series of television programmes;
 - 3) in the area of acting – the lead role in a feature-length fiction film or a theatre performance, or, in artistically justified cases, in a medium-length fiction film or a television series;
 - 4) in the area of film production – the organisation of the production of a feature-length fiction or documentary film, or, in artistically justified cases, of a medium-length fiction or documentary film or a television series, the production of a feature-length audio production or, in artistically justified cases, an audio series;
 - 5) in the area of screenwriting – the authorship of the screenplay for a feature-length fiction film, or, in artistically justified cases, for a television series accepted for production;
 - 6) in the area of film editing – the editing of a feature-length fiction, documentary or animated film, or, in artistically justified cases, of a medium-length fiction, documentary or animated film, a television series or a set of short fiction, documentary or animated films;
 - 7) in the area of photography – the authorship of a multimedia work made public in the form of an installation;
 - 8) in the area of the authorship of animated film – the authorship of a feature-length or medium-length animated film, or, in artistically justified cases, of a set of short animated films or an animated series.
5. The written commentary situates the artistic work constituting the subject of the dissertation within the broader context of the state of research in arts studies, thereby justifying, directly or indirectly, the artistic choices made and the means employed. It reflects an awareness of the history of the area within which the doctoral student operates, as well as of the practices and artistic strategies prevailing in it. It contains a critical discussion of the creative process, a presentation of generalised research conclusions and an indication of their significance for theory and practice in the given area.

Conditions for extending the deadline for submitting the doctoral dissertation

§ 23

1. The DS Director may, in justified cases, at the request of the doctoral student, extend the deadline for submitting the doctoral dissertation, as set in the IRP, by no more than 2 years, in particular in the event of:
 - 1) the occurrence of unforeseeable fortuitous events;
 - 2) temporary incapacity to undergo education caused by illness;
 - 3) holding a certificate of the degree of disability;
 - 4) the need to provide personal care for a sick family member;
 - 5) the need to provide personal care for a child up to the age of four or a child with a certified disability;
 - 6) the need to conduct long-term scientific research or artistic work.
2. A request for an extension of the deadline for the doctoral dissertation contains:
 - 1) the doctoral student's details: first name, surname, PESEL number, or, in its absence, the number of an identity document, as well as an indication of the semester in which the education is taking place;
 - 2) an exhaustive justification of the reason for the extension, together with an indication of the anticipated new date for submitting the doctoral dissertation, subject to sec. 1.
3. The following are attached to the request:

- 1) the opinion of the supervisor, supervisors or assistant supervisor – in the case referred to in sec. 1 point 6, or
- 2) documents justifying the extension of the deadline for submitting the doctoral dissertation – in the cases referred to in sec. 1 points 1–5.
4. The deadline for submitting the doctoral dissertation may be extended only once during the course of education.

Completion of education

§ 24

1. A doctoral student who has obtained passes for all semesters has completed the DS curriculum.
2. The doctoral student's education ends with the submission of the doctoral dissertation together with a favourable opinion of the supervisor or supervisors.
3. The date of completion of education is deemed to be the date of submission of the doctoral dissertation.

Copyright

§ 25

Matters concerning copyright in the doctoral work are governed by the provisions of the Act of 4 February 1994 on Copyright and Related Rights (consolidated text: Journal of Laws of 2018, item 1191, as amended), the Regulations for the Management of Copyright, Related Rights and Industrial Property Rights in force at the School, and other internal provisions in force at the School.

Manner of documenting the course of education

§ 26

1. The Doctoral School documents the course of education in the doctoral student's personal file in paper form and in the School's IT programme in electronic form.
2. The doctoral student's personal file contains:
 - 1) documents submitted to the DS at the admission stage, specified in the annual Rector's ordinance (including: a personal questionnaire, a personal data form, a magister diploma, a document attesting command of English at a level of at least B2);
 - 2) documents confirming admission to the DS (including, in the case of foreigners – a copy of the decision on admission to the DS, the act of the oath signed by the doctoral student, confirmation of receipt of the doctoral student's identity card);
 - 3) documents concerning the doctoral student's insurance (health insurance, social insurance, third-party liability insurance, accident insurance);
 - 4) information on the appointment of a supervisor or supervisors, or of a supervisor and an assistant supervisor, and information on any change thereof;
 - 5) the Individual Research Plan, together with the schedule, and information on any changes thereto;
 - 6) documents submitted for the mid-term evaluation, including:
 - a) the Individual Research Plan, together with the schedule,
 - b) a report reflecting the degree of implementation of the research plan, given an opinion by the supervisor and the assistant supervisor,
 - c) a list of works/artistic accomplishments completed since the commencement of education at the DS and/or a list of published texts,
 - d) a list of awards received since the commencement of education at the DS,
 - e) information on teaching experience;

- 7) the doctoral student's individual protocol containing the result of the mid-term evaluation;
- 8) all decisions, rulings, resolutions and certificates concerning the course of education and the personal matters of the doctoral student, including:
 - a) decisions on removal from the list of doctoral students,
 - b) information on the suspension of education or the granting of leave, together with documentation justifying the suspension or leave,
 - c) information on the extension of the period of education at the doctoral school;
- 9) the doctoral student's periodic achievement records;
- 10) the doctoral dissertation constituting an original artistic accomplishment, together with a written commentary, provided with an abstract in Polish and English;
- 11) the returned or uncollected identity card.

Final provisions

§ 27

1. These Regulations enter into force on 1 October 2022 and apply to all doctoral students undergoing education in the Doctoral School.
2. The Regulations of the Doctoral School constituting Appendix No. 1 to Resolution No. 4 of 26 February 2020 of the Senate of the Polish National Film, Television and Theatre School in Lodz cease to have effect.

Agreed with the Doctoral Student Council

Chair of the Senate

dr hab. Milenia Fiedler