**Doctoral and habilitation degrees conferring procedure**
 **at the Eugeniusz Geppert Academy of Art and Design in Wrocław**

**(consolidated text)**

**Chapter I**

**General provisions**

**§ 1**

1. Entitlement of the Eugeniusz Geppert Academy of Art and Design in Wrocław (ASP) to confer doctoral and habilitation degrees, in the discipline of fine arts and art conservation, is delivered by the Artistic Discipline Council (RDA).
2. RDA adopts resolutions by an absolute majority of votes, in a secret ballot, in the presence of at least half of those entitled to vote.
3. Resolutions adopted by RDA are signed by its chairperson.

**§ 2**

1. Whenever the procedure refers to:
2. **act** – shall be understood as the act of 20 July 2018 - Act on Higher Education and Science (2018, item 1668, as amended);
3. **introductory act** – shall be understood as the act of 3 July 2018 Provisions introducing the act - Act on Higher Education and Science (2018, item 1669, as amended);
4. **act on degrees** – shall be understood as the act of 14 March 2003 on academic degrees and academic title as well as on degrees and title in the field of art (i.e. 2017, item 1789, as amended);
5. **ASP** – shall be understood as the Eugeniusz Geppert Academy of Art and Design in Wrocław;
6. **senate** – shall be understood as the Senate of the Eugeniusz Geppert Academy of Art and Design in Wrocław;
7. **rector** – shall be understood as the Rector of the Eugeniusz Geppert Academy of Art and Design in Wrocław;
8. **RDA** – shall be understood as the Artistic Discipline Council operating at the Eugeniusz Geppert Academy of Art and Design in Wrocław;
9. **doctoral school** – shall be understood as the doctoral school operating at the Eugeniusz Geppert Academy of Art and Design in Wrocław or any other university;
10. **doctoral committee** – shall be understood as the doctoral committee, performing activities in the procedure on conferring a doctoral degree, appointed on the principles set out in this procedure or on the basis of existing regulations;
11. **habilitation committee** – shall be understood as the habilitation committee, performing activities in the procedure on conferring the habilitated doctor degree, appointed on the principles set out in this procedure or on the basis of existing regulations;
12. **committee for doctoral examinations**– shall be understood as the committee appointed on the basis of already existing regulations to conduct doctoral exams;
13. **candidate** – shall be understood as an academic degree applicant;
14. **RDN** – shall be understood as the Artistic Excellence Council;
15. **CK** – shall be understood as the Central Committee for Degrees and Titles;
16. **BIP** – shall be understood as the Public Information Bulletin of the Eugeniusz Geppert Academy of Art and Design in Wrocław;
17. **PRK** – shall be understood as the Polish Qualification Framework;
18. **procedure** – shall be understood as the Procedure for conferring academic degrees at the Eugeniusz Geppert Academy of Art and Design in Wrocław;
19. **existing regulations** – shall be understood as the act on degrees and executive acts issued on its basis, effective on the day of initiating the procedure for concerning an academic degree.

**Chapter II**

**Conducting the doctoral degree conferring procedure**

**§ 3**

1. RDA initiates the doctoral degree conferring procedure at the request of a person who:
2. holds a Master’s degree, Master’s degree in art or equivalent, subject to article 186 paragraph 2;
3. has obtained learning outcomes for qualifications at level 8 of PRK, wherein learning outcomes in the field of knowledge of a modern foreign language are confirmed by a certificate or graduation diploma certifying language proficiency at the language level of at least B2;
4. has a significant artistic work within his/her artistic achievements (among others, work in the field of painting, drawing, sculpture, ceramics, glass, graphics, photography, multimedia, audiovisual, performative and intermedia projects; in the field of design arts, including visual communication, industrial design, interior architecture, landscape architecture, scenery, costume design; in the field of monument conservation).

**§ 4**

1. The candidate submits an application for conferring a doctoral degree to RDA.
2. The candidate shall attach to the application for conducting the procedure:
	1. doctoral dissertation prepared by the candidate in the paper version (5 copies) and on an electronic data carrier; the doctoral dissertation in the field of art is submitted in the form of (photographic, film, design, architectural, conservation, or other) documentation and a description of the artistic work in the Polish and English language;
	2. positive opinion of the supervisor or supervisors on the subject of the doctoral dissertation (not applicable to the auxiliary supervisor);
	3. certificate, from the doctoral school, of programme implementation at the doctoral school;
	4. a statement that the thesis submitted has not been the subject of other procedures for the conferment of the degree of a doctor or that no procedures for the conferment of the degree in the same discipline are pending. If the candidate has previously applied for the conferment of the degree in the same discipline, a document confirming the completion of those proceedings should be attached;
	5. list of artistic achievements (list of individual and group exhibitions, awards and distinctions, artistic or curatorial projects, project or conservation works; list of publications, articles, papers in the field of art, and others) along with the record of the works and documentation of their public presentation;
	6. description of didactic achievements, organisational and popularising activities in the field of art;
	7. copy of a document certifying the possession of a professional Master’s degree, Master Engineer or equivalent (in exceptional cases, justified by the highest quality of artistic achievements, the application for the initiation of doctoral procedure may be submitted by a graduate of first degree studies or a student who completed the third year of long-cycle Master’s studies);
	8. copy of a certificate or graduation diploma certifying language proficiency at the language level of at least B2;
	9. personal questionnaire;
	10. a statement confirming knowledge of the information clause concerning GDPR and consent to the processing of personal data.
3. An application for conducting the procedure along with the attachment listed in paragraph 2, is submitted by the candidate in a paper and digital form to RDA.
4. If the application does not meet the formal requirements, particularly does not include the attachments required, the chairperson of RDA calls the candidate to remove the deficiencies, appointing an appropriate deadline of not less than 7 days. In case of not completing the application within the set deadline, RDA leaves the application without consideration.
5. After confirming the formal requirements of the candidate’s application, RDA adopts a resolution regarding the initiation of the doctoral degree conferring procedure.

**§ 5**

1. The doctoral dissertation presents the candidate’s general theoretical knowledge in the discipline of visual arts and conservation of artworks and the ability to independently conduct artistic work.
2. The subject of the doctoral dissertation is an original artistic achievement or an original solution in the field of applying the results of artistic creativity in the economic or social sphere.
3. The doctoral dissertation can be an artistic, design, construction, technological, implementation work, as well as an independent and separate part of collective work.
4. In case the doctoral dissertation is an independent and separate part of collective work, the candidate submits, together with the documents mentioned in w § 4 of act 2, a declaration of all co-authors, indicating the individual contribution of the candidate in the emergence of the collective work, specifying the percentage share of each author in its creation.
5. If for reasons beyond the control of the candidate it is not possible to obtain the declarations of the co-authors, the candidate includes a declaration of the project manager, specifying the individual contribution of the candidate in the emergence of this collective work. The candidate is released from the obligation to submit a declaration if for reasons beyond the control of the candidate it is not possible to obtain the required declaration from any of them. In such case, the declaration is submitted, by the candidate, with an explanation of the reasons for not submitting the declaration by the above-mentioned persons.

**§ 6**

1. Artistic supervision over the preparation of the doctoral dissertation is exercised by the supervisor or supervisors, in a number not exceeding two or by the supervisor and the auxiliary supervisor.
2. Appointment and change of the supervisor for candidates studying at the doctoral school are regulated by the provisions of § 12 of the Regulations of the Doctoral School.

**§ 7**

1. Three reviewers are appointed in the doctoral degree conferring procedure.
2. The chairperson of RDA or the members of RDA, after consulting the appropriate dean, present candidates for reviewers from among the people who are not employed at ASP or at the unit, the employee of which, is the candidate.
3. A reviewer may be a person holding a habilitated doctor degree or a professor title and representing a discipline or discipline related to the topic of the doctoral dissertation.
4. A reviewer may be a person who does not fulfil the condition specified in paragraph 3, who is an employee of a foreign university or scientific institution if RDA decides that the person has significant achievements in the artistic issues dealt with in the doctoral dissertation.
5. A reviewer cannot be a person in relation to whom there are reasonable doubts as to their impartiality, in particular a person who has joint research work, a joint publication with the candidate, and is a close person or a family member of the candidate.
6. In case an absolute majority of votes is obtained by more than three candidates for reviewers, those who received the highest number of supporters will be selected. The reviewer prepares a review of the doctoral dissertation within a deadline of 2 months from the day of receiving it.
7. The agreement with the reviewer is concluded on behalf of ASP by the chairperson of RDA or another authorised person.

**§ 8**

1. The chairperson of RDA, not later than within 30 days before the appointed day of defence of the doctoral dissertation, makes a description of the doctoral dissertation and reviews available in BIP on his/her subject page.
2. Documents, referred to in paragraph 1, are also placed in the POL-on system immediately after they are made available in BIP.

**§ 9**

1. Activities in the doctoral degree conferring procedure are carried out by a doctoral committee appointed by RDA.
2. The doctoral committee is entitled to:
	1. adopt a resolution regarding admission of the doctoral dissertation to a public defence;
	2. carry out a public defence of the doctoral dissertation;
	3. adopt a resolution regarding acceptance of a public defence of the doctoral dissertation.
3. The chairperson of RDA, after consulting the appropriate dean, proposes the composition of the doctoral committee.
4. The doctoral committee consists of:
	1. the chairperson;
	2. three reviewers;
	3. at least three members (including the supervisor or supervisors and the secretary).
5. In the composition of the doctoral committee, subject to art. 190 paragraph 5 of the Act, only persons with the title of a professor or a habilitated doctor degree representing a discipline relevant to the topic of the doctoral dissertation may be appointed.

The secretary of the doctoral committee organises the work of the doctoral committee and records the course of the public defence.

**§ 10**

1. The chairperson of RDA promptly forwards the received reviews to the chairperson of the doctoral committee.
2. In case when the review received:
	1. does not include a conclusion on compliance or non-compliance with statutory conditions;
	2. includes the reviewer’s request to improve the dissertation, but without indicating a way of improving it;
	3. includes other formal failures

the chairperson of the doctoral committee may ask the reviewer to complete the review.

1. In case when all three reviews are positive, the doctoral committee does not gather, and the chairperson of RDA allows for a public defence of the doctoral dissertation.
2. After receiving the last review, the chairperson of the doctoral committee immediately convenes a meeting to adopt a resolution on admission to a public defence of the doctoral dissertation.
3. The doctoral committee, in a closed session, adopts a resolution by an absolute majority of votes, in the presence of at least half of those entitled to vote, under which:
	1. allows for a public defence of the doctoral dissertation or;
	2. submits a request to RDA for not allowing a public defence or;
	3. returns the doctoral dissertation to the candidate, in the aim of improving it within the time limit specified by the committee.
4. In case of receiving at least two negative reviews of the doctoral dissertation, RDA issues a decision refusing an admission to defence.
5. The candidate may appeal to RDN within 7 days of receiving RDA's decision about the refusal to admit to the defense of the dissertation.

**§ 11**

1. If a candidate is admitted to the doctoral dissertation defense, the chairperson of the doctoral committee sets the date of the defense and, in consultation with the supervisors and the doctoral candidate, decides on the place and form of the public presentation of the dissertation.
2. The chairperson of RDA announces the date and place of the public defence of the doctoral dissertation through an announcement on the ASP’s website .
3. The public defence takes place during an open session of the committee, which is conducted by the chairperson of the committee or – in the absence of the chairperson – the oldest member of the committee present at this meeting.
4. The public defence may be carried out with the use of technical appliances enabling it to be carried out at a distance with simultaneous direct transmission of image and sound.
5. The doctoral committee can conduct the public defence in the presence of at least 5 of its members, including the chairperson of the doctoral committee, two reviewers, the supervisor and the secretary.
6. After the candidate's presentation of the artistic achievement and main theses of the doctoral dissertation, the chairperson of the doctoral committee orders the presentation of the review and then opens the discussion. Everyone present at the meeting may participate in the discussion. The chairperson of the meeting decides to give the floor.
7. In the absence of the reviewer, the chairperson of the committee summarises the review and presents its conclusion; at the request of any member of the commission or candidate, the review is read in full.
8. After the end of the public defence, the committee, in closed session, adopts a resolution containing a proposal regarding the adoption of a public defence of the doctoral dissertation and preparation of a draft resolution for RDA on conferring or refusing to confer a doctoral degree. The resolution of the committee is taken by an absolute majority of votes in the presence of at least half of those entitled to vote, by secret ballot.
9. The resolution of RDA on the refusal to accept a doctoral dissertation includes a justification with an indication of the factual and legal grounds on the basis of which the decision to refuse was issued.
10. In case when at least two reviewers submit in the review a request to award a doctoral dissertation, the chairperson puts the request to vote. Voting is closed. The doctoral committee presents RDA with a request to award the doctoral dissertation if it obtained an absolute majority of votes.
11. RDA, after receiving the draft resolution on conferring or refusing to confer a doctoral degree, from the chairperson of the doctoral commission, at the next meeting, convened no later than within 2 months, adopts a resolution on conferring or refusing to confer a doctoral degree.
12. The members of RDA entitled to vote on a resolution to confer or refuse to confer a doctoral degree are only independent academic staff holding a habilitated doctor or a title of professor.
13. RDA‘s resolution on conferring or refusing to confer a doctoral degree contains in its substance all the elements of an administrative decision, in accordance with the Article 107 of the Code of Administrative Procedure.
14. A resolution of RDA refusing to confer a doctoral degree may be appealed to RDN. The time limit for lodging the appeal is 30 days from the date of delivery of the resolution.

**Chapter III**

**Joint doctoral degree conferring policy**

**§ 12**

1. A doctoral degree may be conferred by ASP together with other universities, institutes of the Polish Academy of Sciences, research institutes or international institutes in the discipline in which each of these units has the scientific category of A +, A or B +, as well as with foreign entities having the right to confer a doctoral degree in the discipline in which the degree is conferred.
2. ASP concludes, in writing, a contract with the entity which the doctoral degree is to be jointly conferred with, specifying the principles of cooperation, in particular: confirmation of learning outcomes, composition and method of appointing a doctoral committee and reviewers, method and place of defence, entity competent for entering data into the system, mentioned in article 342 paragraph 1, diploma template - if the contract provides for the issuing of a joint diploma, way of paying the costs of the procedure.

**Chapter IV**

**Performance of duties under doctoral degree conferring procedure in extramural mode**

**§ 13**

1. The applicant for doctoral degree conferring procedure in extramural mode, before submitting an application to initiate the procedure, submits an application to RDA for appointment of a supervisor or supervisors.
2. The supervisor or supervisors are appointed by RDA, at the request of the candidate, within 3 months of receipt of the application. The application includes the consent of the future supervisor to perform the function of a supervisor.
3. A supervisor may be a person fulfilling the conditions specified in article 190 paragraph 4-6 of the act.
4. The supervisor's tasks include, in particular, artistic supervision over the preparation of the doctoral dissertation.
5. At a reasoned request of a supervisor or candidate, RDA may change the supervisor.

**§ 14**

1. The candidate submits an application on initiating the procedure, to RDA, mentioned in § 4.
2. To the application on initiating the procedure, the candidate includes the documentation, mentioned in § 4 paragraph 2 point 1)–2) i 4)–10) and indicates the source of financing the costs of procedure for conferring a doctoral degree together with his/her own commitment or the unit’s employing the candidate, who will bear the costs of the procedure, to conclude a contract with ASP specifying, among others the method of financing the costs of the doctoral degree conferring procedure.
3. After initiating the doctoral degree conferring procedure, a contract is concluded (does not apply to the employees of ASP). In the name of ASP, the chairperson of RDA or other authorised person concludes the contract.
4. After initiating the doctoral degree conferring procedure, not sooner than after receiving two positive reviews of the doctoral dissertation, RDA, in order to verify the learning outcomes of the candidate for qualifications at level 8 of PRK, sets an exam corresponding to the subject of the doctoral dissertation, and appoints an examination committee and its chairperson.
5. In the aim of certifying the learning outcomes in terms of knowledge of a modern foreign language, the candidate presents a certificate or diploma confirming language proficiency at a level of at least B2.
6. To the composition of the examination commission referred to in paragraph 4, RDA appoints at least three persons holding the title of a professor or a habilitated doctor degree, representing a discipline or related discipline to the subject of the doctoral dissertation.

**§ 15**

The provisions of § 7 –11 shall apply to doctoral degree conferring procedure in extramural mode.

**Chapter V**

**Performance of duties under habilitated doctor degree conferring procedure**

**§ 16**

1. The condition for applying for a habilitated doctor degree is:
2. having a doctoral degree;
3. at least one completed original artistic, design, construction or technological achievement, making a significant contribution to the development of the discipline of visual arts and conservation of artworks;
4. demonstrating significant artistic activity carried out in more than one university, scientific institution, or cultural institution, particularly abroad.
5. The achievement, mentioned in paragraph 1 point 2, may constitute a part of collective work if the formulation of a separated issue is an individual contribution of the person applying for the habilitated doctor degree.
6. In case of collective work, the chairperson of RDA may ask the candidate to submit statements of all co-authors, specifying the individual contribution of the candidate to the creation of collective work, specifying the percentage share of each author in its creation.
7. If for reasons beyond the control of the candidate it is not possible to obtain the declarations of the co-authors, the candidate includes a declaration of the project manager, specifying the individual contribution of the candidate in the emergence of this collective work. The candidate is released from the obligation to submit a declaration, if for reasons beyond the control of the candidate it is not possible to obtain the required declaration from any of them. In such case, the declaration is submitted, by the candidate, with an explanation of the reasons for not submitting the declaration by the above-mentioned persons.

**§ 17**

1. A person applying for a habilitated doctor degree conferring procedure, submits, via RDA to ASP, as a habilitating entity, a written application on initiating the habilitated doctor degree conferring procedure.
2. The application includes:
	* + 1. description of the career (the course of employment, description of didactic achievements, organisational and popularising activities in the field of art);
			2. list of artistic achievements (including a list of achievements mentioned in § 16 paragraph 1 point 2; list of individual and collective exhibitions, awards and honourable mentions, artistic or curatorial projects, design or conservation projects; list of publications, articles, papers in the field of art, and others) together with the record of works and documentation of their public presentation);
			3. indication of a habilitating entity chosen to carry out the habilitated doctor degree conferring procedure.
3. The application for conducting the habilitated doctor degree conferring procedure:
	1. copy of the document confirming the possession of a doctoral degree;
	2. personal questionnaire;
	3. information on the course of habilitation procedure if the candidate had previously applied for the habilitated doctor degree conferring procedure;
	4. statement confirming knowledge of the information clause concerning GDPR and consent to the processing of personal data.

**§ 18**

1. At the next meeting, however not later than within 4 weeks of receiving the application, RDA, based on the candidate’s applications and submitted documents, adopts a resolution on giving or refusing to give consent to conduct habilitated doctor degree conferring procedure.
2. After giving consent on conducting the habilitated doctor degree conferring procedure, the chairperson of RDA asks RDN for the designation of 4 members of the habilitation committee. In case of not giving consent on conducting the habilitated doctor degree conferring procedure, the chairperson of RDA immediately notifies RDN about it.
3. If the candidate is not an employee of ASP, RDA, after receiving the candidate’s application, but not later than 1 week before adopting the resolution mentioned in paragraph one, receives from the candidate his/her written own commitment or of the unit employing the candidate, who will bear the costs of the procedure, to conclude a contract with ASP specifying, among others the method of financing the costs of the habilitated doctor degree conferring procedure.
4. After giving consent on conducting the procedure, an agreement is concluded, which specifies, among others, the method of financing the costs of procedure for the award of the degree of habilitated doctor. The contract is concluded, on behalf of ASP, by the chairperson of RDA or another authorised person.

**§ 19**

1. RDA, within 6 weeks of receiving information about the appointment of 4 members of the habilitation committee by RDN, in consultation with the appropriate dean, appoints the
2. The habilitation committee consists of:
	1. chairperson, appointed by RDN;
	2. 3 reviewers appointed by RDN;
	3. reviewer, appointed by ASP, having the habilitated doctor degree or a professor title and current scientific achievements and recognised reputation - also international, not being an employee of ASP;
	4. 2 members having a habilitated doctor degree or a profesor title, subject to article 221 paragraph 6 of the act, employed at the ASP, including the secretary.
3. The habilitation committee cannot include a person in relation to whom there are reasonable doubts as to his/her impartiality, in particular, who has publication achievements, joint research work with the candidate, is a reviewer of his/her achievements, is a reviewer in pending procedure and doctoral dissertations and habilitation candidates, as well as is in the superior-subordinate relation or is a close person or a family member of the candidate. Immediately after the notification of the appointment to the habilitation committee, each member of the committee submits, to the chairperson of RDA, a written declaration of impartiality.
4. A reviewer may be a person not fulfilling the requirements set in article 221 paragraph 4 and article 2 point 3), who is an employee of a foreign university or scientific institute, if RDN or RDA recognises that this person has significant achievements in fields related to the achievements of the applicant for the habilitated doctor degree.
5. A reviewer cannot become a person, who has failed to meet the deadline, mentioned in paragraph 6, twice in the last 5 years.
6. Reviewers, within 8 days of receiving the application, assess whether the artistic achievements of the person applying for the habilitated doctor degree fulfil the requirements set in article 2019 paragraph 1 point 1 of the act and prepare the reviews.
7. The chairperson of RDA immediately informs the candidate about the appointment of the habilitation committee and asks for providing 5 paper sets of documentation together with a copy of these documents in a digital form.
8. The chairperson of RDA provides the candidate’s documentation to the members of the habilitation committee.
9. On behalf of ASP, the agreement with the members of the habilitation committee is concluded by the chairperson of RDA or another authorised person.
10. The habilitation committee deliberates in the presence of at least 6 people, including at least three reviewers, the chairperson and the secretary.
11. The deliberations of the habilitation committee may take place with the use of technical appliances making it possible to conduct remote discussions with simultaneous transmission of audio and video.
12. The reviewer presents the review to the chairperson of RDA in a paper and digital form. The reviews include a detailed reasoned assessment of the candidate's achievements in terms of the criteria set out in the act.
13. In case if the review received:
	1. does not include conclusions on compliance or non-compliance with statutory requirements;
	2. contains other formal deficiencies;

the chairperson of RDA can ask the reviewer to complete it.

1. After receiving the last review, the chairperson of RDA, not later than within 1 week, passes all of the reviews, in an electronic form through the secretary of the habilitation committee, to all of the members of the habilitation committee.
2. The secretary of the habilitation committee provides technical and organisational assistance of the meeting of the habilitation committee.

**§ 20**

1. The habilitation committee can conduct a habilitation colloquium (also on the request of the candidate) in the field of artistic achievements of the person applying for the habilitated doctor degree.
2. The colloquium is conducted in the venue indicated by the habilitation committee. A report is prepared, based on the colloquium, which is an attachment to the meetings of the habilitation commission, at which a resolution was adopted on expressing the opinion on conferring the habilitated doctor degree.
3. The habilitation committee notifies the candidate on the date and venue of the habilitation colloquium at least 14 days before the planned date.

**§ 21**

1. After conducting the colloquium, not later than within 6 weeks of receiving the last review, the habilitation committee adopts the resolution on expressing an opinion on conferring or refusing to confer the habilitated doctor degree. The resolution is adopted by an absolute majority of votes in an open ballot unless the candidate has requested a secret ballot. The chairperson of the habilitation committee passes the resolution to RDA.
2. If at least two reviews prepared are negative, the habilitation committee presents RDA with a resolution containing a negative opinion on conferring the habilitated doctor degree together with justification.
3. RDA adopts a resolution on the conferment or refusal of the academic degree of habilitated doctor on the basis of a resolution of the habilitation committee containing an opinion on the conferment or refusal to confer the degree, together with the grounds thereof, and the documentation of the procedure for the conferment of the degree of habilitated doctor. The adoption of the resolution by the Council is preceded by a presentation of the proceedings by the chairperson or secretary of the habilitation committee at a session of RDA. RDA refuses to confer the degree if the opinion of the habilitation committee is negative.
4. The resolution on conferring or refusing to confer a degree is adopted by RDA within a month of receiving the resolution of the habilitation committee.
5. The members of RDA entitled to vote on a resolution to confer or refuse to confer a doctoral degree are only independent academic staff holding a habilitated doctor or a title of professor.
6. RDA’s resolution on conferring or refusing to confer a habilitated doctor degree contains in its substance all the elements of an administrative decision, in accordance with the Article 107 of the Code of Administrative Procedure.
7. If the decision is upheld, the applicant for the habilitated doctor degree may apply again to initiate the conferring procedure after at least 2 years. This period of time may be shortened to 12 months, in case of a significant increase in artistic achievements.

**§ 22**

1. The chairperson of RDA immediately delivers the resolution on habilitated doctor degree conferment to the candidate.
2. The candidate may appeal to RDN against a resolution refusing to confer the degree of a habilitated doctor degree within 30 days of delivery of the resolution.

**§ 23**

1. The chairperson of RDA publishes in BIP, the application of the candidate for the habilitated doctor degree, information on the composition of the habilitation committee, reviews, resolution containing the opinion on conferring the degree with justification and the decision on conferring the degree or the refusal to confer it.
2. The application of the candidate, information on the composition of the habilitation committee and the reviews, are immediately published in the POL-on system after being published in BIP.

**Chapter VI**

**Fees for academic degree conferring procedure**

**§ 24**

1. The amount of the fee for conducting the doctoral degree conferring procedure, includes in particular the costs of remuneration of the supervisor or supervisors, reviewers, costs related to delegations and indirect costs of ASP.
2. The amount of the fee for conducting the habilitated doctor degree conferring procedure, includes the costs of reviewers, remuneration of members of the habilitation committee, costs related to delegations and indirect costs of ASP.
3. The amount of fees, mentioned in paragraph 1 and 2, are set by the rector in the order.
4. In justified cases, the rector may exempt the candidate from payment in full or in part.

**Chapter VII**

**Transitional and final provisions**

**§ 25**

1. Doctoral and habilitated doctor degrees conferring procedures from the day of 1 October 2019 are conducted by RDA.
2. Doctoral dissertations and habilitation procedures initiated and not completed before the day of 1 October 2019 are carried out on the existing basis, ie., on the basis of the act on degrees and executive acts issued on its basis, except that the degree is conferred in the field of art and in the discipline of visual arts and conservation of art works, as defined in the Regulation of the Minister of Science and Higher Education on the fields of science and scientific disciplines and artistic disciplines (2018 item 1818, as amended, hereinafter referred to as: „the resolution of the Ministry of Science and Higher Education on disciplines”).
3. Procedures, mentioned in paragraph 2, not completed until the day of 31 December 2021, are appropriately redeemed or closed. Decisions on this matter are immediately taken by RDA.
4. Doctoral and habilitation degrees conferring procedures initiated after the day of 30 September 2019 are conducted on the basis of the provisions of the act and this procedure.

**§ 26**

1. In the case of persons who began their doctoral studies before the 2019/2020 academic year and apply for doctoral conferring procedure on the principles set out in the act, the doctoral degree conferring procedure is initiated by the submission of an application to RDA for the appointment of a supervisor or supervisors.
2. The current artistic supervisor of the candidate may be the supervisor.
3. After the doctoral dissertation is prepared and approved by the supervisor, the candidate submits an application for conferring a doctoral degree to RDA.
4. The documentation, mentioned in § 4 paragraph 2 point 1)– 2) i 4) –7) i 9)–10), and moreover the certificate of completing the doctoral program are attached to the application by the candidate. Learning outcomes in terms of knowledge of a modern foreign language for the persons referred to in paragraph 1 are confirmed on the basis of the existing rules.
5. The provisions of § 7 to § 11 shall apply to the procedure.
6. No fee is charged for conducting the procedure for the persons referred to in paragraph 1.