



## REGULATIONS FOR AWARDING THE DEGREE OF HABILITATED DOCTOR IN THE DISCIPLINE OF CHEMICAL SCIENCES AT POZNAŃ UNIVERSITY OF TECHNOLOGY

### CHAPTER I. Introductory information

#### 1. Legal basis

- Act of 20 July 2018 – Law on Higher Education and Science, as amended (Journal of Laws of 2018, item 1668, as amended);
- Resolution No. 79/2024–2028 of the Senate of Poznań University of Technology of 17 December 2025, together with all annexes, concerning the regulations for awarding the degree of habilitated doctor at Poznań University of Technology.

#### 2. General provisions

- The Regulations define detailed rules for conducting proceedings for awarding the degree of habilitated doctor in the **discipline of chemical sciences**, for which Poznań University of Technology is the entity conducting the proceedings;
- The unit competent to award the degree of habilitated doctor in the discipline of chemical sciences is the **Chemical Sciences Discipline Council** of Poznań University of Technology;
- Activities such as:
  - ✓ granting consent to conduct proceedings for awarding the degree of habilitated doctor by the Chemical Sciences Discipline Council of Poznań University of Technology;
  - ✓ appointing members of the habilitation committee;
  - ✓ awarding the degree of habilitated doctor;are carried out by resolutions of the Chemical Sciences Discipline Council adopted by an absolute majority of votes, assuming a voting quorum. Members of the Discipline Council who are professors or university professors participate in voting on matters concerning the proceedings (granting consent to conduct proceedings and appointing members of the habilitation committee). In turn, voting on awarding the degree of habilitated doctor is conducted by members of the Discipline Council who are professors or university professors, excluding members of the habilitation committee.
- Information concerning the authorisation to award the degree of habilitated doctor and the requirements imposed on candidates are specified in Articles 218–219 and 226a of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws 2023, item 742).
- These Regulations enter into force on 1 January 2026.

### CHAPTER II. Awarding the academic degree of habilitated doctor

1. Proceedings for awarding the degree of habilitated doctor are initiated upon the application of the Candidate submitted to the Chemical Sciences Discipline Council of Poznań University of Technology through the Scientific Excellence Council (Rada Doskonałości Naukowej – RDN).
2. The Scientific Excellence Council conducts a formal assessment of the application and forwards it to the Chemical Sciences Discipline Council of PUT **within 4 weeks** of its receipt, requesting the Council to undertake the proceedings.
3. The Chemical Sciences Discipline Council of PUT, indicated as the first habilitating entity, evaluates the application and adopts a resolution on undertaking or refusing to conduct the proceedings **within 4 weeks** of receiving such information from the RDN.
4. In the event of a negative decision, the Discipline Council returns the application to the RDN. The Chemical Sciences Discipline Council of PUT may not adopt a resolution refusing to conduct habilitation proceedings if it has been designated by the RDN as the second habilitating entity.

5. In the event of a positive decision, the resolution of the Chemical Sciences Discipline Council of PUT is forwarded to the Scientific Excellence Council, which **within 12 weeks** from the date of receipt of the application appoints **4 members of the habilitation committee, including the Chairperson and 3 Reviewers**. Members of the committee may only be persons holding the degree of habilitated doctor or the title of professor and possessing current scientific achievements and recognised reputation, including international recognition, who are not employees of Poznań University of Technology.
6. Within **6 weeks** from receiving information on the members of the habilitation committee appointed by the RDN, the Chemical Sciences Discipline Council of PUT appoints the habilitation committee composed of:
  - **4 members designated by the RDN (subject to acceptance by the Chemical Sciences Discipline Council of PUT);**
  - **2 members holding the degree of habilitated doctor or the title of professor, employed at Poznań University of Technology, including the Secretary;**
  - **1 Reviewer holding the degree of habilitated doctor or the title of professor and possessing current scientific achievements and recognised reputation, including international recognition, who is not an employee of Poznań University of Technology.**
7. Persons who have co-authored scientific publications or research projects with the Candidate, or with respect to whom justified doubts concerning impartiality arise, **cannot be members** of the habilitation committee.
8. Reviewers, **within 8 weeks** from the date of delivery of the application, assess whether the scientific achievements of the person applying for the degree of habilitated doctor meet the requirements specified in Article 219(1)(2) of the Act of 20 July 2018 – Law on Higher Education and Science and prepare their reviews.
9. After receiving all reviews, the habilitation committee conducts the habilitation colloquium, during which the Candidate presents their scientific achievements forming the basis for applying for the degree of habilitated doctor and answers questions posed by participants. **The habilitation colloquium is held at the time and place determined by the habilitation committee and is public in nature. The colloquium shall not be conducted if at least two reviews are negative.**
10. The colloquium and meetings of the habilitation committee may be conducted outside the premises of Poznań University of Technology, including by means of electronic communication ensuring control and recording of the proceedings. The course-report of the habilitation colloquium shall be prepared and signed by members of the committee present. Resolutions and minutes prepared using electronic communication means shall be signed by the Chairperson of the committee.
11. **Within 6 weeks** from the date of receipt of all reviews, the habilitation committee submits to the Chemical Sciences Discipline Council of PUT a resolution containing its opinion on awarding the degree of habilitated doctor (Article 221(10–11) of the Act), together with justification and documentation of the proceedings. The resolution is adopted by an absolute majority of votes at a meeting attended by at least 6 members, including the Chairperson and the Secretary. At the request of the Candidate, voting may be open or secret. The opinion may not be positive if at least two reviews are negative.
12. **Within 1 month** from receiving the resolution of the habilitation committee, which is mentioned in section 11, the Chemical Sciences Discipline Council of PUT adopts a decision on awarding or refusing to award the degree of habilitated doctor.
13. The Administrative Manager of the Faculty of Chemical Technology of PUT shall immediately publish in the Public Information Bulletin (BIP):
  - the application of the person applying for the degree of habilitated doctor;
  - information regarding the composition of the habilitation committee;
  - the complete set of reviews;
  - **no later than 10 days before the scheduled colloquium** – information regarding the date, place and method of conducting the habilitation colloquium;
  - the resolution containing the opinion on awarding the degree of habilitated doctor together with its justification;
  - the decision on awarding or refusing to award the degree.

14. Pursuant to Article 224 of the Act of 20 July 2018 – Law on Higher Education and Science, the Candidate may appeal against a decision refusing to award the degree of habilitated doctor to the Scientific Excellence Council within 30 days from the date of receipt of the decision. If the refusal is upheld, the Candidate may submit a new application for initiating proceedings after at least 2 years. This period may be shortened to 12 months in the event of a significant increase in scientific achievements.
15. If the application is withdrawn after the habilitation committee has been appointed:
  - the same application may not form the basis for seeking the degree at another habilitating entity;
  - the applicant may not apply for the degree of habilitated doctor for a period of 2 years.

### **CHAPTER III. Fees**

1. The fee for conducting proceedings for awarding the degree of habilitated doctor is paid by the person applying for the degree or another entity acting on their behalf. The fee covers all costs of the proceedings, in particular remuneration of all members of the habilitation committee and administrative costs. In the case of an employee of Poznań University of Technology, the costs of the proceedings are borne by the employer.