

**Documents required for commencing of a doctoral degree conferral procedure
at the meeting of the Scientific Council of the Institute of Plant Genetics,
Polish Academy of Sciences in Poznań**

1. An application of a PhD student to the Director of the Institute regarding commencing of a doctoral degree conferral procedure providing the following information:
 - the subject of the doctoral dissertation,
 - proposed supervisor or supervisor and auxiliary supervisor,
 - scientific field (in the IPG PAS - agricultural sciences), scientific discipline (in the IPG PAS - agriculture and horticulture), additional discipline (eg. psychology, philosophy) and foreign language (eg. English).
2. Scientific CV including the list of publications and information on outreach activities.
3. The concept of a doctoral dissertation.
4. Supervisor's opinion (including the advancement of the study).
5. Letter to the Director containing the following information:
 - proposed title of the doctoral dissertation
 - proposed supervisor
 - proposed auxiliary supervisor, if applicable
 - proposed composition of the PhD Committee*
 - proposed reviewers (they should agree to prepare the review)
 - proposed exams
6. Declaration on no conflicts of interest regarding the proposed reviewers: no joint publications and joint research projects with the PhD student and the supervisor(s).
7. The original or the certified copy of the document confirming the possession of a Master's degree. The documents of foreign PhD students must have the certification of NAWA (National Agency for Academic Exchange).
8. Copies of the candidate's scientific papers published or accepted for publication in peer-reviewed scientific journals of at least national range.
9. If applicable, certificate confirming the command of a modern foreign language, entitling to the exemption from a foreign language doctoral exam.

Documents (paper version in two copies) should be submitted to the Scientific secretary two weeks before the meeting of the Commission of the Development of Scientific Staff.

*Seven researchers – members of the Scientific Council, please indicate the Head of the Commission; all these persons must agree to be in the Doctoral Committee. The list of the number of the Scientifics Council is available at the website of the IPG PAS: <http://www.igr.poznan.pl/en/about-us-en/scientific-council-en>