



# LEGAL BULLETIN

## NICOLAUS COPERNICUS UNIVERSITY IN TORUŃ

Year 2021; item 385

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### ORDER No. 233

of the Rector of the Nicolaus Copernicus University in Toruń

of 18 November 2021

#### on doctoral scholarships at doctoral schools at the Nicolaus Copernicus University in Toruń

Pursuant to § 52.3 of Resolution No. 37 of the Senate of the Nicolaus Copernicus University in Toruń of 16 April 2019 - Statutes of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin of 2019, item 120, as amended), in connection with art. 209 of the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2021, item 478, as amended)

**it is ordered** as follows:

#### § 1

The order lays down the amount, rules and procedure for granting and paying doctoral scholarships referred to in art. 209 of the Act of 20 July 2018 - Law on Higher Education and Science, hereinafter referred to as "the Act".

#### § 2

1. A person admitted to the Doctoral School at the Nicolaus Copernicus University in Toruń, hereinafter referred to as the "University", commences education and acquires the rights of a doctoral student upon taking the oath. A doctoral student acquires the right to a doctoral scholarship as of the same day.
2. The amount and number of doctoral scholarships funded from the University's own resources shall be determined by the Rector by means of an order, bearing in mind that the amount of a monthly doctoral scholarship shall be at least:
  - 1) 37% of a professor's minimum salary – up to the month in which the mid-term evaluation was conducted;
  - 2) 57% of a professor's minimum salary - after the month in which the mid-term evaluation was conducted.
3. The scholarship referred to in § 2.2 may be increased if the University has other funds for this purpose, e.g. under the Research University - Excellence Initiative programme.
4. Grants and research projects may be a separate source of funding for doctoral scholarships. In the event that the grant funding period is shorter than 4 years, the entity applying for the scholarship must provide funding for the remaining period. The grant or project rules shall lay down the grant amount.
5. A doctoral student may receive only one doctoral scholarship.

### § 3

A doctoral student who has a disability certificate, a certificate on the degree of disability, or a certificate referred to in art. 5 and art. 62 of the Act of 27 August 1997 on Vocational and Social Rehabilitation and Employment of Disabled Persons (Journal of Laws 2021, item 573, as amended) shall receive a doctoral scholarship in the amount increased by 30% of the amount indicated in art. 209.4.1 of the Act.

### § 4

1. The total period of receiving the doctoral scholarship shall not exceed 4 years. This period may be extended by the period during which education has been suspended.
2. At the request of a doctoral student education shall be suspended for the period corresponding to the duration of maternity leave, leave on maternity conditions, paternity leave and parental leave.
3. Education of a doctoral student shall not be suspended for the period of incapacity due to illness; the scholarship shall continue to be paid during that period.
4. A doctoral student who submits their doctoral dissertation earlier than the date of completion of education provided for in the curriculum shall receive the doctoral scholarship until the date of expiry of the deadline for the completion of education, but not longer than for six months.

### § 5

1. Doctoral students who pursue education in a doctoral school and receive a doctoral scholarship are subject to compulsory social insurance, i.e. retirement pension, disability and work accident insurance.
2. The calculation basis for social insurance contributions shall be the amount of the doctoral scholarship.
3. Contribution to sickness insurance shall be voluntary.
4. The financing of contributions shall be as follows:
  - 1) the retirement pension contribution is financed in equal parts by the insured person and the payer (9.76% of the assessment basis each);
  - 2) the disability insurance contribution is financed by the insured person (1.5% of the assessment basis) and the payer (6.5% of the assessment basis);
  - 3) the work accident insurance contribution is financed entirely by the payer;
  - 4) the sickness insurance contribution is financed entirely by the insured person (2.45% of the assessment basis).
5. No contributions to the Labour Fund are paid on the doctoral scholarship.
6. A doctoral student shall be registered with the Social Insurance Institution (pl. ZUS) for the duration of their education, but not before the date of taking their oath. On the day of taking the oath, a doctoral student is obliged to provide the University with a completed statement for insurance purposes, the template of which is enclosed as annex no. 1 to this order.
7. In order for the University to fulfil its insurance obligations, the office for the doctoral school shall provide the Department of Payroll Services with a statement completed by the doctoral student for insurance purposes, at the latest within 3 days of their taking the oath.
8. In the event of a change in the data contained in the statement, the doctoral student must immediately fill in a new statement, which will become effective from the first day of the month following the month in which the statement was submitted to the Department of Payroll Services.

## § 6

1. A doctoral student is entitled to health insurance.
2. Matters relating to health insurance for a doctoral student shall be governed by the provisions of the Act of 27 August 2004 on health care services financed from public funds (Journal of Laws of 2021, item 1285, as amended).
3. Doctoral students who are at least 26 years of age and who do not work and do not have any other entitlement to health insurance may be registered for health insurance by the University upon their written request, the template of which is attached as annex 2 to the order.
4. A doctoral student who is subject to compulsory health insurance shall be entitled to health care services after registration for health insurance.
5. A doctoral student registered for health insurance by the University is obliged to notify the University by submitting a new statement about the entitlement to compulsory health insurance within 3 days from the date on which it arose in order to de-register them from the health insurance together with family members they have registered.
6. The entitlement to health care benefits expires 4 months after the completion of doctoral studies or removal from the list of doctoral students.
7. Health insurance contributions are paid by the payer and financed by the State budget. The calculation basis for health insurance contributions for doctoral students shall be an amount equivalent to the amount of the special care allowance granted pursuant to the provisions on family benefits.
8. The entitlement to health care benefits for family members of a doctoral student shall cease 30 days after the date of expiry of the health insurance obligation.

## § 7

1. The doctoral scholarship, as well as its increase, shall be paid monthly in arrears on the last day of each month for which the scholarship is due. If the last day of the month is a Saturday or a public holiday, the scholarship shall be paid on the day before the day or days off.
2. Scholarships shall be paid on the basis of payment lists drawn up by the offices for the doctoral schools and approved by the directors of the doctoral schools.
3. The secretariats of doctoral schools shall forward payment lists to the Department of Payroll Services no later than the 15th of the month for which the scholarship is to be paid. The lists submitted at a later date shall be processed at the end of the following month.
4. The doctoral scholarship shall be paid exclusively to the bank account specified in the statement for insurance purposes.
5. In the event that a student terminates their education or is removed from the list of doctoral students, the secretariat of the doctoral school shall inform the Department of Payroll Services in writing of the said fact within 5 days. The Department of Payroll Services shall de-register the doctoral student with the Social Insurance Institution (pl. ZUS).

## § 8

1. A doctoral student shall no longer be entitled to a doctoral scholarship in the event of:
  - 1) being removed from the list of doctoral students at the doctoral school on the basis of a valid decision on removal;
  - 2) taking up employment as an academic teacher or researcher subject to the provision set out in art. 209.10 of the Act;
  - 3) receiving remuneration in the amount of at least 150% of the doctoral scholarship to which they are entitled pursuant to art. 209.4 of the Act due to their employment in connection with the implementation of a research project referred to in art. 119.2.2

- and art. 119.3 of the Act;
- 4) being awarded a doctoral degree subject to art. 209.8 of the Act;
  - 5) the expiry of the statutory period for receiving a scholarship referred to in art. 209.2 of the Act.
2. Payment of a doctoral scholarship, including its increase, shall cease on the last day of the month on which one of the conditions referred to in § 8.1 occurred.
  3. A doctoral student shall be obliged to return a doctoral scholarship unduly received within 7 days of receiving a request for repayment.

#### § 9

The order becomes effective as of 1 December 2021.

**R E C T O R**

**Prof. dr hab. Andrzej Sokala**