

Procedure for conferring the degrees of Doctor and Doctor Habilitatus at the E. Geppert Academy of Art and Design (consolidated text)

Chapter I

General Provisions

§ 1

1. The E. Geppert Academy of Art and Design (ASP) has the authority to confer the degree of Doctor and Doctor Habilitatus in the field of visual arts and art conservation, which is exercised by the Artistic Discipline Council (RDA).
2. The RDA makes 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 the RDA are signed by its Chairperson.

§ 2

1. Whenever in the procedure reference is made to:

- 1) **the Act** - this is to be understood as the Act of July 20, 2018 - Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended);
- 2) **the implementing act** - this is to be understood as the Act of July 3, 2018 - Provisions introducing the Law on Higher Education and Science (Journal of Laws of 2018, item 1669);
- 3) **the degrees act** - this is to be understood as the Act of March 14, 2003 - Law on Academic Degrees and Title and Degrees and Title in the Field of Art (consolidated text Journal of Laws of 2017, item 1789);
- 4) **ASP** - this is to be understood as the E. Geppert Academy of Art and Design;
- 5) **the senate** - this is to be understood as the Senate of ASP;
- 6) **the rector** - this is to be understood as the Rector of ASP;
- 7) **the RDA** - this is to be understood as the Artistic Discipline Council operating at ASP;
- 8) **the doctoral school** - this is to be understood as the doctoral school operating at ASP or another university;
- 9) **the doctoral committee** - this is to be understood as the doctoral committee performing tasks in the proceedings for the conferring of the doctoral degree, appointed on the principles defined in this procedure or based on existing regulations;
- 10) **the habilitation committee** - this is to be understood as the habilitation committee performing tasks in the proceedings for the conferring of the postdoctoral (habilitation) degree, appointed on the principles defined in this procedure or based on existing regulations;

- 11) **the doctoral examination committee** - this is to be understood as the committee appointed based on existing regulations to conduct doctoral examinations;
- 12) **the candidate** - this is to be understood as a person applying for the conferment of a scientific degree;
- 13) **the RDN** - this is to be understood as the Council of Scientific Excellence;
- 14) **the CK** - this is to be understood as the Central Commission for Academic Degrees and Titles;
- 15) **the BIP** - this is to be understood as the Public Information Bulletin of ASP;
- 16) **the PRK** - this is to be understood as the Polish Qualifications Framework.
- 17) **the procedure** - this is to be understood as the Procedure for conferring scientific degrees at ASP;
- 18) **existing regulations** - this is to be understood as the Law on Academic Degrees and its implementing acts issued on its basis, applicable on the day of initiating the proceedings for the conferment of a scientific degree.

Chapter II

Conducting the Procedure for Conferment of the Doctoral Degree

§ 3

1. The RDA initiates proceedings for the conferment of the doctoral degree upon the request of an individual who:

- 1) holds a master's degree, an art master's degree, or an equivalent, with the reservation of Article 186(2) of the Act;
- 2) has completed learning outcomes for qualifications at level 8 of the PRK, with the learning outcomes in the field of knowledge of a modern foreign language confirmed by a certificate or diploma attesting to proficiency in that language at least at level B2;
- 3) has a significant artistic work in their portfolio (including works in the fields of painting, drawing, sculpture, ceramics, glass, graphics, photography, multimedia, audiovisual, performative, intermedial arts; in the field of design arts, including visual communication, industrial design, interior architecture, landscape architecture, scenography, costume design; in the field of conservation of cultural heritage).

§ 4

1. The candidate submits to the RDA a request for the initiation of the doctoral degree conferment procedure.

2. Along with the request for the procedure, the candidate attaches:

- 1) the doctoral thesis prepared by the candidate in paper format (5 copies) and on an electronic data carrier; the doctoral thesis in the field of art is submitted in the form of documentation (photographic, film, project, architectural, conservation, or other) and a description of the artistic work in Polish and English;
 - 2) a summary of the description of the artistic work in Polish and English;
 - 3) a positive opinion of the supervisor or supervisors regarding the doctoral thesis (does not apply to the assistant supervisor);
 - 4) a certificate from the doctoral school confirming the completion of the doctoral school program (applies to doctoral students of the doctoral school);
 - 5) a declaration that the submitted thesis has not been the subject of another doctoral degree procedure, and there is no ongoing procedure for conferring a degree in the same discipline. If the candidate has previously applied for a degree in the same discipline, a document confirming the conclusion of that procedure should be attached;
 - 6) a list of artistic achievements (list of solo and group exhibitions, awards and distinctions, artistic or curatorial projects, project or conservation implementations; a list of publications, articles, presentations in the field of art, and others) along with records of works and documentation of their public presentation;
 - 7) a description of teaching, organizational, and promotional activities in the field of art;
 - 8) a copy of the document confirming the possession of a master's degree, master of engineering, or an equivalent (in exceptional cases justified by the highest quality of artistic achievements, a request to initiate the doctoral procedure may be submitted by a graduate of first-degree studies or a student who has completed the third year of long-cycle master's studies);
 - 9) a copy of the certificate or diploma confirming proficiency in a foreign language (other than the native language), at least at level B2;
 - 10) a personal questionnaire;
 - 11) a statement of familiarity with the information clause regarding the GDPR and consent to the processing of personal data.
3. The request for the procedure along with the attachments listed in para. 2, the candidate submits in paper and electronic form to the RDA.
4. If the request does not meet the formal requirements, especially if it does not include the required attachments, the Chairperson of the RDA calls on the candidate to rectify the deficiencies, setting a suitable deadline, not shorter than 7 days. In the event of failure to complete the application within the specified period, the RDA leaves the application without consideration.
5. After confirming the fulfillment of the formal requirements of the candidate's application, the RDA adopts a resolution on initiating the procedure for conferring the doctoral degree.

1. The doctoral thesis presents the candidate's general theoretical knowledge in the discipline of visual arts and art conservation, as well as the ability to independently conduct artistic work.
2. The subject of the doctoral thesis is an original artistic achievement or an original solution in the application of the results of artistic creativity in the economic or social sphere.
3. The doctoral thesis may take the form of artistic, design, construction, technological, implementation work, or an independent and distinct part of a collective work.
4. In the case where the doctoral thesis constitutes an independent and distinct part of a collective work, the candidate, along with the documents mentioned in § 4 para. 2, submits a statement from all co-authors specifying the candidate's individual contribution to the creation of the collective work, with a determination of the percentage contribution of each author to its creation.
5. If, for reasons beyond the candidate's control, it is not possible to obtain statements from co-authors, the candidate attaches a statement from the project supervisor specifying the candidate's individual contribution to the creation of the work. The candidate is exempt from the obligation to submit a statement when, due to reasons beyond the candidate's control, it is not possible to obtain the required statement from any of them. In such a case, the candidate submits a statement, explaining the reasons for the non-submission of statements by the individuals mentioned above.

§ 6

1. Artistic supervision over the preparation of the doctoral thesis is provided by the supervisor or supervisors, not exceeding two, or by the supervisor and assistant supervisor.
2. The appointment and change of the supervisor for candidates studying in the doctoral school are governed by the provisions of § 12 of the doctoral school regulations.

§ 7

1. In the procedure for conferring the doctoral degree, three reviewers are appointed.
2. The Chairperson of the RDA or members of the RDA, after consulting the relevant dean, propose candidates for reviewers from individuals who are not employees of ASP or a unit where the candidate is employed.
3. A reviewer may be an individual holding a post-doctoral degree or the title of professor representing the discipline or a related discipline concerning the subject of the doctoral thesis.
4. A reviewer may be an individual who does not meet the condition specified in para. 3, employed by a foreign university or scientific institution, if the RDA deems that this person has significant achievements in the artistic matters addressed by the doctoral thesis.
5. A reviewer cannot be an individual for whom there are reasonable doubts about their impartiality, particularly those who have collaborated on research projects, shared publications with the candidate, or are close relatives of the candidate.
6. In the event that more than three candidates receive an absolute majority of votes for reviewers, those individuals who received the highest number of supporting votes will be

selected. The reviewer prepares the review of the doctoral thesis within 2 months from the date of its obtainment.

7. The contract with the reviewer is concluded on behalf of ASP by the Chairperson of the RDA or another authorized person.

§ 8

1. The Chairperson of the RDA, no later than 30 days before the designated date of the doctoral thesis defence, makes the description of the doctoral thesis and the reviews available on the Public Information Bulletin (BIP) on its entity-specific website.

2. The documents mentioned in para. 1 are also published in the POL-on system immediately after their release on the BIP.

§ 9

1. The actions in the procedure for conferring the doctoral degree are conducted by the doctoral committee appointed by the RDA.

2. The doctoral committee is authorized to:

- 1) adopt a resolution regarding the admission of the doctoral thesis for defence;
- 2) conduct the defence of the doctoral thesis;
- 3) adopt a resolution on the acceptance of the doctoral thesis defence.

3. The Chairperson of the RDA, after consulting the relevant dean, proposes the composition of the doctoral committee.

4. The doctoral committee consists of:

- 1) the Chairperson;
- 2) the secretary;
- 3) three reviewers;
- 4) a committee member.

5. The doctoral committee includes individuals holding the title of professor or a post-doctoral degree, representing the discipline relevant to the subject of the doctoral thesis, as well as individuals mentioned in Article 190(5) of the Act. The requirement does not apply to the person serving as the secretary of the doctoral committee, who may hold a doctoral degree.

6. The doctoral committee deliberates in the presence of at least 5 of its members, including the Chairperson and secretary of the doctoral committee. In the absence of the Chairperson, the oldest member of the doctoral committee, excluding the secretary, takes over the Chairmanship, or the secretary appoints the Chairperson by drawing lots or voting.

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

In the public part of the doctoral committee meeting, the supervisor or supervisors, or the supervisor and assistant supervisor, may participate without the right to vote.

7. Doctoral committee meetings may be conducted using electronic communication means, ensuring, in particular:

- 1) real-time transmission of the meeting among its participants,
- 2) multi-party real-time communication, allowing participants to express themselves during the meeting – while maintaining necessary safety measures.

In this case, documents from the doctoral committee meeting are signed only by the Chairperson of the doctoral committee.

8. The Chairperson of the doctoral committee submits the documents from the committee meeting to the Chairperson of the RDA within 21 days from the end of its proceedings.

§ 10

1. The Chairperson of the RDA promptly transfers the received reviews to the Chairperson of the doctoral committee.

2. In cases where the received review:

- 1) does not contain a conclusion about meeting or not meeting statutory conditions;
- 2) includes a reviewer's suggestion for improving the thesis but without indicating how to improve it;
- 3) includes other formal deficiencies

the Chairperson of the doctoral committee may request the reviewer to supplement the review.

3. In the case where all three reviews are positive, the doctoral committee does not convene, and the Chairperson of the RDA allows the defence of the doctoral thesis.

4. After receiving the last review, the Chairperson of the doctoral committee immediately convenes a meeting to adopt a resolution regarding the admission of the doctoral thesis for defence.

5. The doctoral committee, in a closed meeting, adopts a resolution by an absolute majority of votes, in the presence of at least half of the eligible voters, under which:

- 1) admits the doctoral thesis for defence, or
- 2) recommends to the RDA not to admit it for defence, or
- 3) returns the doctoral thesis to the candidate for correction within a specified period.

6. In the case of receiving at least two negative reviews of the doctoral thesis, the RDA issues a decision to deny admission for defence.

7. The candidate has the right to appeal to the RDN against the decision to deny admission for defence of the doctoral thesis within 7 days from receiving the decision of the RDA.

§ 11

1. In the event of a candidate being admitted to defend the doctoral thesis, the Chairperson of the doctoral committee sets the date, and in consultation with the supervisors and the doctoral student, decides on the location and form of the public presentation of the doctoral thesis.
2. The Chairperson of the RDA informs about the date and place of the defence of the doctoral thesis through an announcement on the ASP website.
3. The defence of the doctoral thesis takes place at an open meeting of the committee, led by the Chairperson of the doctoral committee.
4. After the candidate presents their artistic achievements and the main theses of the doctoral thesis, the Chairperson of the doctoral committee presents the reviews and then opens the discussion. Everyone present at the meeting can participate in the discussion. The person leading the meeting decides on granting the floor.
5. In the absence of a reviewer, the Chairperson of the committee summarizes the review and presents its conclusion; at the request of any member of the committee or the candidate, the review is read in its entirety.
6. After the defence, the committee, in a closed meeting, adopts a resolution containing a proposal regarding the acceptance of the defence of the doctoral thesis and prepares a draft resolution for the RDA on granting or refusing to grant the doctoral degree. The committee's resolution is adopted by an absolute majority of votes in an open vote. At the request of the person applying for the degree, the committee adopts a resolution by secret ballot.
7. The RDA resolution refusing to accept the doctoral thesis includes justification with an indication of factual and legal grounds on which the decision to refuse was made.
8. In the case where at least two reviewers propose in their reviews to distinguish the doctoral thesis, the Chairperson submits this proposal to a vote. The doctoral committee presents the RDA with a proposal to distinguish the doctoral thesis if it receives an absolute majority of votes.
9. The RDA, after receiving the Chairperson of the doctoral committee's draft resolution on granting or refusing to grant the doctoral degree, at the next meeting, convened no later than 2 months, adopts a resolution on granting or refusing to grant the doctoral degree.
10. Members of the RDA entitled to vote on the resolution on granting or refusing to grant the doctoral degree are persons employed in the position of professor and university professor.
11. The RDA resolution on granting or refusing to confer the doctoral degree contains all the elements of an administrative decision, in accordance with art. 107 of the Administrative Procedure Code.
12. A person has the right to lodge an appeal with the RDN against the RDA resolution refusing to confer the doctoral degree. The deadline for filing an appeal is 30 days from the date of delivery of the resolution.

Chapter III

Principles of Joint Doctoral Degree Conferment

§ 12

1. The doctoral degree may be conferred by ASP in collaboration with other universities, institutes of the Polish Academy of Sciences (PAN), research institutes, or international institutes in the discipline where each of these entities has a scientific category of A+, A, or B+, as well as with foreign entities authorized to confer doctoral degrees in the discipline for which the degree is conferred.
2. ASP enters into a written agreement with the entity with which the doctoral degree is to be jointly conferred, specifying the terms of cooperation, including the method of confirming learning outcomes, the composition and method of appointing the doctoral committee and reviewers, the method and place of defence, the entity responsible for entering data into the system referred to in art. 342 para. 1 of the law, the diploma template – if the agreement provides for the issuance of a joint diploma, and the method of bearing the costs of the proceedings.

Chapter IV

Conducting Procedures in the Doctoral Degree Process through External Mode

§ 13

1. An individual seeking to obtain a doctoral degree through external mode, before submitting an application to initiate the procedure, submits a request to the RDA to appoint a supervisor or supervisors, along with proposed topics for the doctoral dissertation and documented achievements.
2. Within a period of up to 3 months from the date of receiving the request, the RDA makes a resolution regarding the appointment of the supervisor or supervisors, based on the candidate's proposal. The request includes the supervisor's consent to undertake the role of a supervisor.
3. The supervisor may be an individual meeting the conditions specified in Article 190, paragraphs 4-6 of the Act.
4. The responsibilities of the supervisor include, in particular, providing artistic supervision over the preparation of the doctoral dissertation.
5. Upon a justified request from the supervisor or candidate, the RDA may change the supervisor.

§ 14

1. The candidate submits an application to the RDA to initiate the procedure as mentioned in § 4.
2. Along with the application to initiate the procedure, the candidate attaches the documentation specified in § 4 para. 2 points 1)–2) and 4)–10) and indicates the source of financing for the costs of the doctoral degree procedure, along with the candidate's or the employing entity's commitment to conclude an agreement with the ASP, specifying, among other things, the financing method for the costs of the doctoral degree procedure.

3. After initiating the procedure for conferring the doctoral degree, a contract is concluded (excluding ASP employees). The contract is concluded by the Chairperson of the RDA or another authorized person on behalf of the ASP.
4. After initiating the procedure for conferring the doctoral degree, not earlier than obtaining two positive reviews of the doctoral dissertation, the RDA, for the purpose of verifying the candidate's learning outcomes for qualification at level 8 of the PRK, establishes an examination corresponding to the topic of the doctoral dissertation, and appoints an examination committee and its Chairperson.
5. To certify learning outcomes in the field of proficiency in a modern foreign language, the candidate presents a certificate or diploma confirming language proficiency at least at level B2.
6. The RDA appoints at least three individuals with a professorial title or a post-doctoral degree, representing the discipline or a related discipline in relation to the topic of the doctoral dissertation, to the examination committee mentioned in para. 4.

§ 15

The provisions of § 7 – 11 apply to the procedure for conferring a doctoral degree through external mode.

Chapter V

Conducting Procedures for Conferment of the Postdoctoral Degree

§ 16

1. The eligibility criteria for applying for the postdoctoral degree are as follows:
 - 1) possession of a doctoral degree;
 - 2) at least one original artistic, design, construction, or technological achievement, constituting a significant contribution to the development of the discipline of fine arts and the conservation of works of art;
 - 3) demonstration of significant artistic activity conducted in more than one university, research institution, or cultural institution, especially abroad.
2. The achievement mentioned in para. 1 point 2 may constitute part of a collective work if the development of a specific issue is an individual contribution of the candidate applying for the postdoctoral degree.
3. In the case of a collective work, the Chairperson of the RDA may request the candidate to provide statements from all co-authors, specifying the individual contribution of the candidate to the creation of the collective work with an indication of the percentage contribution of each author.
4. In cases where, due to reasons beyond the candidate's control, obtaining statements from co-authors is not possible, the candidate includes a statement from the project manager specifying

the individual contribution of the candidate to the creation of that work. The candidate is exempt from the obligation to submit a statement if, for reasons beyond the candidate's control, obtaining the required statement from any of them is not possible. In such a case, the candidate submits a statement explaining the reasons for not submitting statements from the aforementioned individuals.

§ 17

1. An individual applying for the conferral of the postdoctoral degree submits, through the RDN to ASP as the habilitating entity, a written application to initiate proceedings for the conferral of the postdoctoral degree.

2. The application includes:

1) a description of the professional career (employment history, description of teaching achievements, organizational activities, and popularization in the field of art);

2) a list of artistic achievements (including a list of accomplishments as referred to in § 16 para. 1 point 2; a list of individual and group exhibitions, awards and distinctions, artistic or curatorial projects, project implementations, or conservation projects; a list of publications, articles, presentations in the field of art, and others) along with records of works and documentation of their public presentations;

3) identification of the habilitating entity chosen to conduct proceedings for the conferral of the postdoctoral degree.

3. The application for habilitation proceedings must be accompanied by:

1) a copy of the document confirming the possession of a doctoral degree;

2) a personal questionnaire;

3) information on the course of habilitation proceedings if the candidate previously applied for the conferral of the postdoctoral degree;

4) a statement of familiarity with the information clause regarding GDPR (General Data Protection Regulation) and consent to the processing of personal data.

§ 18

1. At the nearest session, but no later than 4 weeks from the date of receiving the application, RDA, based on the candidate's application and enclosed documents, adopts a resolution regarding the approval or refusal to conduct proceedings for conferring the postdoctoral degree.

2. After approving the proceedings for conferring the postdoctoral degree, the Chairperson of RDA requests RDN to appoint 4 members of the habilitation commission. In case of refusal to conduct proceedings for conferring the postdoctoral degree, the Chairperson of RDA immediately informs RDN about it.

3. If the candidate is not an employee of ASP, RDA, upon receiving the candidate's application but no later than 1 week before making the resolution referred to in para. 1, obtains from the candidate a written commitment from the candidate or the employing unit to conclude an

agreement with ASP, specifying, among other things, the method of financing the costs of the proceedings for conferring the postdoctoral degree.

4. After approval for conducting proceedings, an agreement is concluded, specifying, among other things, the method of financing the costs of the proceedings for conferring the postdoctoral degree. The Chairperson of RDA or another authorized person concludes the agreement on behalf of ASP.

§ 19

1. Within 6 weeks from the date of receiving information about the appointment of the 4 members of the habilitation commission by RDN, and after consulting the relevant dean, RDA appoints the habilitation commission.

2. The habilitation commission consists of:

1) the Chairperson appointed by RDN;

2) 3 reviewers appointed by RDN;

3) a reviewer appointed by ASP, holding a postdoctoral degree or the title of professor, with current scientific achievements and recognized reputation, including international, and not being an employee of ASP;

4) 2 members holding a postdoctoral degree or the title of professor, subject to art. 221 sec. 6 of the Act, employed at ASP, including the secretary.

3. The habilitation commission cannot include a person about whom there are reasonable doubts about their impartiality, especially if they have a publication record, collaborated on research projects with the candidate, served as an editorial reviewer for the candidate's achievements, participated as a reviewer in previous proceedings or doctoral and postdoctoral defences of the candidate, or if there is a relationship of professional subordination or close personal or family ties with the candidate. Immediately after being notified of their appointment to the habilitation commission, each member submits a written statement to the Chairperson of RDA declaring their impartiality.

4. A reviewer may be a person who does not meet the conditions specified in art. 221 sec. 4 of the Act and sec. 2 point 3, who is an employee of a foreign university or research institution, if RDN or RDA considers that this person has significant achievements in the field related to the candidate's application for a postdoctoral degree.

5. A person who has twice failed to meet the deadline within the last 5 years, as referred to in sec. 6, cannot be appointed as a reviewer.

6. Within 8 weeks of receiving the application, reviewers assess whether the artistic achievements of the candidate for a postdoctoral degree meet the requirements specified in art. 219 sec. 1 point 2 of the Act and prepare reviews.

7. Upon the appointment of the habilitation commission, the Chairperson of RDA immediately informs the candidate and requests the submission of documentation in paper form, along with a copy of these documents in electronic form.

8. The Chairperson of RDA ensures the delivery of the candidate's documentation to the members of the habilitation commission.
9. The Chairperson of RDA or another authorized person concludes an agreement with the members of the habilitation commission on behalf of ASP.
10. The habilitation commission holds its meetings in the presence of at least 6 persons, including at least three reviewers, the Chairperson, and the secretary.
11. Meetings of the habilitation commission may be conducted using means of electronic communication, ensuring in particular:
 1. real-time transmission of the meeting among its participants,
 2. multi-party real-time communication, where participants in the meeting can express themselves during its course, while observing the necessary safety precautions. In this case, documents from the habilitation commission meeting are signed only by the Chairperson of the habilitation commission.
12. The reviewer submits the review to the Chairperson of RDA in paper and electronic form. The review should contain a detailed and justified assessment of the candidate's achievements from the perspective of the criteria specified in the Act.
13. In case the received review:
 - 1) does not contain conclusions about meeting or not meeting legal requirements;
 - 2) contains other formal deficiencies;the Chairperson of RDA may request the reviewer to supplement it.
14. After receiving the last review, the Chairperson of RDA, no later than 1 week, provides all reviews in electronic form through the secretary of the habilitation commission to all members of the habilitation commission.
15. The secretary of the habilitation commission ensures technical and organizational support for the habilitation commission meetings.

§ 20

1. The habilitation commission conducts a habilitation colloquium on the artistic achievements of the candidate applying for a postdoctoral degree.
2. The Chairperson of the habilitation commission sets the date and place of the commission meeting and habilitation colloquium, informing about the location, time, and method of conducting the public habilitation colloquium at least 10 days before the colloquium date. This information is posted on the BIP website by the Chairperson of RDA.
3. A protocol is drawn up for the colloquium, which becomes an annex to the protocol of the habilitation commission meeting where the resolution on expressing an opinion on conferring the postdoctoral degree was adopted.
4. The habilitation colloquium does not take place if at least 2 reviews are negative.

§ 21

1. After conducting the colloquium, no later than 6 weeks from the date of receiving the last review, the habilitation commission makes a resolution expressing an opinion on conferring or refusing to confer the postdoctoral degree. The resolution is adopted by an absolute majority of votes in an open vote unless the candidate requests a secret ballot. The Chairperson of the habilitation commission forwards the resolution to RDA.
2. If at least two reviews are negative, the habilitation commission submits a resolution to RDA containing a negative opinion on conferring the postdoctoral degree along with an explanation.
3. Based on the habilitation commission's resolution containing an opinion on conferring or refusing the degree along with an explanation and the documentation of the postdoctoral degree procedure, RDA makes a resolution on conferring or refusing the postdoctoral degree. The presentation of the procedure by the Chairperson or the secretary of the habilitation commission precedes the resolution's adoption at the RDA meeting. RDA refuses to confer the degree if the habilitation commission's opinion is negative.
4. The resolution on conferring or refusing the degree is adopted by RDA within a month from the date of receiving the habilitation commission's resolution.
5. Members of RDA entitled to vote on the resolution regarding the conferment or refusal of the postdoctoral degree are individuals employed in the positions of professor and university professor.
6. The RDA resolution on conferring or refusing the postdoctoral degree includes all elements of the administrative decision, following the provisions of Article 107 of the Administrative Procedure Code.
7. In case of upholding the decision, the individual applying for the postdoctoral degree can submit a new request for initiating the procedure at least 2 years after the initial decision. This period can be shortened to 12 months in the event of a significant increase in artistic achievements.

§ 22

1. The Chairperson of RDA promptly delivers the resolution on conferring the postdoctoral degree to the candidate.
2. In case of a refusal to confer the postdoctoral degree, the candidate has the right to appeal to RDN within 30 days from the date of receiving the resolution.

§ 23

1. The Chairperson of RDA publishes in the Public Information Bulletin (BIP) the application of the individual applying for the postdoctoral degree, information about the habilitation commission composition, reviews, the resolution containing the opinion on conferring the degree along with the justification, and the decision on conferring or refusing the degree.

2. The candidate's application, information about the habilitation commission composition, and reviews are promptly published in the POL-on system after their availability in the Public Information Bulletin (BIP).

Chapter VI

Fees for Conducting Proceedings for the Conferment of Academic Degrees

§ 24

1. The amount of fees for conducting proceedings for the conferment of a doctoral degree includes, in particular, the costs of remuneration for the supervisor or supervisors, reviewers, delegation costs, and indirect costs of ASP.
2. The amount of fees for conducting proceedings for the conferment of a postdoctoral degree includes the costs of reviewers, remuneration for members of the habilitation commission, delegation costs, and indirect costs of ASP.
3. The rector determines the amount of fees referred to in paragraphs 1 and 2 in a regulation.
4. In justified cases, the rector may exempt the candidate from the fee in whole or in part.

Chapter VII

Transitional Provisions and Final Provisions

§ 25

1. Proceedings for the conferment of the doctoral and post-doctoral degree, starting from October 1, 2019, are conducted by the RDA.
2. Doctoral procedures and habilitation proceedings initiated and not completed before October 1, 2019, are conducted based on the existing regulations, i.e., the Act on Degrees and executive acts issued on its basis. However, degrees are conferred in the field of art and in the discipline of fine arts and conservation of works of art, as specified in the Regulation of the Minister of Science and Higher Education on scientific disciplines and artistic disciplines (Journal of Laws of 2018, item 1818, hereinafter referred to as the "MNiSW regulation on disciplines").
3. Proceedings referred to in paragraph 2, not completed by December 31, 2021, are either dismissed or closed. Decisions in this matter are promptly made by the RDA.
4. Proceedings for the conferment of the doctoral degree and post-doctoral degree initiated after September 30, 2019, are conducted based on the provisions of the Act and this procedure.

§ 26

1. In the case of individuals who started doctoral studies before the academic year 2019/2020 and are applying for the conferment of a doctoral degree under the provisions of the Act, the procedure for conferring a doctoral degree begins with the submission of an application to the RDA for the appointment of a supervisor or supervisors.

2. The current artistic supervisor of the candidate may serve as the supervisor.
3. After preparing the doctoral dissertation and its acceptance by the supervisor, the candidate submits an application to the RDA for the initiation of the procedure for conferring the doctoral degree.
4. The candidate attaches to the application documentation as specified in § 4 para. 2 points 1)–2) and 4)–7) and 9)–10), and additionally a certificate of completing the doctoral studies program. The learning outcomes in the field of knowledge of a modern foreign language for individuals mentioned in paragraph 1 are confirmed according to the existing rules.
5. The provisions from § 7 to § 11 apply to the procedure.
6. No fees are charged for the procedure for individuals mentioned in paragraph 1.