

**Study Program at
the SWPS University's
Doctoral School**

**General Presumptions and Principles of the Education Process
at the SWPS University's Doctoral School**

§ 1

1. The study program at the **SWPS University's Doctoral School** (hereinafter referred to as: "**Doctoral School**"), prepares students for research, creative, and teaching work and leads to the achievement of learning outcomes at level 8 of the Polish Qualifications Framework (8 PQF) in the following areas:
 - 1) advanced knowledge in a field related to the area of **scientific research or creative activity, covering the latest achievements in science or the arts, including design;**
 - 2) knowledge of research methodology and the ability to conduct scientific research and teaching activities, including the use of new technologies in student education;
 - 3) social skills related to scientific research or creative activities and the social role of a scientist or a creator.
2. The implementation of the Doctoral School's study program supports the process of acquiring knowledge, skills, and social competencies needed in contemporary academic work.
3. Education at the Doctoral School lasts 4 years.

§ 2

Education at the Doctoral School facilitates:

- 1) implementation of a study program consisting of: obligatory courses, elective courses, scientific and professional internships, and independent activities, leading to the achievement of learning outcomes in terms of knowledge, skills, and social competencies at level 8 of the Polish Qualifications Framework;
- 2) completing professional internships in the form of conducting classes or participating in their conduct (consisting of co-conducting them). The duration of professional internship is a minimum of 10 teaching hours per year in the 1st, 2nd, and 3rd year of education at the Doctoral School;
- 3) participating in the life of SWPS University and in the academic community;
- 4) implementation of an individual research plan (IRP) and conducting independent scientific research or creative activities;
- 5) conducting a mid-term evaluation;
- 6) cooperation within research or creative centers and teams (including informal ones), including international ones;
- 7) preparation by doctoral students a doctoral dissertation or a collection of articles under the supervision of a supervisor or supervisors, or a supervisor and an assistant supervisor, and at least one of the following:

- a) publication in the form of a scientific monograph or a chapter in such a monograph, published by a publishing house which, in the year of the monograph's publication in the final form, was included on a list drawn up in accordance with the provisions of law, or
- b) at least one scientific publication in a peer-reviewed scientific journal listed in the list of scientific journals or
- c) at least one scientific article published in peer-reviewed materials from an international conference.

§ 3

The study program of the Doctoral School is based on the following principles:

- 1) the program is interdisciplinary and is implemented thanks to:
 - a) the presence of courses in the program that are both specific for a given discipline and interdisciplinary in nature;
 - b) conducting research at the intersection of various fields and disciplines.
- 2) doctoral dissertations represent a high scientific standard achieved thanks to competitive recruitment to the Doctoral School, expert staff of supervisors and the appropriate preparation of doctoral students for their research, creative, and academic tasks;
- 3) the program offers a choice of courses and activities from the offer, depending on individual needs and interests;
- 4) the courses included in the program teach the skills necessary to function effectively in today's academic world and in the broader socio-economic environment;
- 5) the program framework structure is the same for all disciplines (Psychology, Culture and Religion Studies, Sociology, Literary Studies, Fine Arts and Art Conservation, Legal Sciences, and Political and Administrative Sciences), but the specific content offered within each discipline varies and may change annually;
- 6) classes are conducted in Polish or English;
- 7) doctoral students are provided with support (including financial support, depending on available funds) in areas such as participation in scientific conferences. These actions are to enable doctoral students to achieve the highest possible standards in their academic work and in their level of knowledge, skills, and social competencies, as well as to promote education internationally;
- 8) doctoral students are offered a mentoring program that supports the process of conscious scientific or creative development and planning of a scientific and research, teaching and research, or artistic and research, or artistic and teaching career, which at the same time facilitates the exchange of experiences in the environment of doctoral students;
- 9) the total number of credits for the entire program is **36 ECTS credits** for obligatory courses and **12 ECTS credits** for elective courses and activities. In total, doctoral students have to obtain **48 ECTS credits**;
- 10) classes at the Doctoral School are conducted on-site and remotely; a part of the study program of doctoral students requires attendance at the organizational unit conducting them (Warsaw) and is conducted in the form of on-site classes and scientific work requiring the direct participation of academic teachers, supervisors, and doctoral students.

**Courses Covered by the Doctoral School Study Program,
Corresponding ECTS Credits, and Forms of Evaluation**

§ 4

1. The range of courses offered by the Doctoral School for a given academic year, including the list of courses, number of hours, type of classes, form of evaluation, and the number of ECTS credits, is subject to a resolution adopted by the Doctoral School Council.
2. Courses are divided into obligatory courses, elective courses, and independent activities:
 - 1) obligatory courses form the basis of the program; doctoral students are required to pass all obligatory courses and thus obtain during their studies **36 ECTS credits**;
 - 2) elective courses and activities — doctoral students themselves choose elective courses depending on their needs and interests and the available offer in a given academic year; doctoral students are required to obtain **12 ECTS credits**;
3. The study program is planned for four years and divided into five thematic, integrated modules:
 - 1) Module 1. Academic Skills;
 - 2) Module 2. Methodology and Research;
 - 3) Module 3. Mentoring and Career Development;
 - 4) Module 4. Lectures and Seminars (within the discipline and interdisciplinary);
 - 5) Module 5. Collaboration with Research or Creative Centers or Teams and with the Socio-Economic Environment.
4. During their studies, doctoral students are required to obtain the required number of ECTS credits and pass obligatory and elective courses in accordance with the table below:

Module	Scope	Number of ECTS credits to be obtained in the module during 4 years of education
Module 1. Academic Skills	academic writing; professional internship; preparing conference speeches and grant applications; ethics in science and respecting intellectual property; commercialization of research and creative activity; substantive preparation for teaching classes with the use of new technologies.	obligatory: 15 ECTS credits elective: 2 to 5 ECTS credits
Module 2. Methodology and Research	doctoral seminars; research center activity; research methodology and planning; data analyses (quantitative, qualitative, mixed methods)	obligatory: 10 ECTS credits elective: 2 to 10 ECTS credits
Module 3. Mentoring and Career Development	planning a science and research, teaching and research, or arts and research career, an arts and teaching career, and a career with transfer between the university and the socio-economic environment, through individual consultations with the supervisor on mentoring support as a part of doctoral seminars; peer mentoring workshops	obligatory: 2 ECTS credits elective: 1 to 9 ECTS credits
Module 4. Lectures and Seminars	discipline-related and interdisciplinary lectures and seminars (obligatory and elective), including guest lectures	obligatory: 5 ECTS credits elective:

		1 to 3 ECTS credits
Module 5. Collaboration with Research Centers or Teams and with The Socio- Economic Environment	obligatory academic internship in the center and/or in a research or creative group, as well as courses on the transfer of knowledge to and from the socio-economic environment; journal club, research club, thematic seminars, conducting research projects; research internship at another institution; participation in a project aimed at research, commercialization, implementation, or the dissemination of academic knowledge (also outside the university), and popular science publications	obligatory: 4 ECTS credits elective: 2 to 12 ECTS credits
Total ECTS credits in the study program:		obligatory: 36 ECTS credits elective: minimum 12 ECTS credits

5. The objectives and description of individual thematic modules are provided below:

1) Module 1. Academic Skills:

- a) courses in Module 1 are designed to enable doctoral students to acquire and develop the skills necessary to present their research results, including creative activities, in scientific publications and conference presentations in Poland and abroad, as well as to prepare them to obtain funding for the implementation of their research and creative ideas;
- b) within this module, obligatory courses cover the following areas:
 - academic writing;
 - developing conference presentations and writing grant applications;
 - research ethics and respect for intellectual property;
- c) this module also includes professional internship and substantive courses preparing students to conduct classes using new technologies;
- d) in terms of obligatory independent activities, alongside the preparation of the doctoral dissertation, the following is required:
 - participation in the Doctoral Research Session (two oral presentations in English);
 - presentation before the scientific council of the given discipline or members of the Research Center, necessary to initiate doctoral proceedings, and
 - professional internship — a minimum of 10 teaching hours per year in the 1st, 2nd, and 3rd year of education;
- e) as a part of Module 1, doctoral students can choose from a range of courses and activities, including consultations on their own grant applications and participation in academic conferences (with their own or co-authored papers or posters).

2) Module 2. Methodology and Research:

- a) the aim of Module 2 is to provide doctoral students with advanced methodological and research knowledge on the methods, techniques, research tools, and programs used to support the analysis of data used in the research process;
- b) obligatory courses primarily include courses in research methodology and planning (in the discipline) and quantitative and/or qualitative data analysis.

- c) doctoral seminars (meetings or consultations between the supervisor or supervisors or the supervisor and assistant supervisor and doctoral students) are also obligatory; regular and active participation in doctoral seminars is crucial for acquiring methodological knowledge and for progressing with one's own research work. Each year of study, doctoral students have to pass the doctoral seminar (**1 ECTS per year**);
- d) among the courses and activities available in Module 2 are advanced classes regarding: quantitative/qualitative data analysis using the latest software; advanced research methodology, e.g., interdisciplinary research; participation in Summer School or Winter School, as well as workshops and training courses.

3) Module 3. Mentoring and Career Development:

- a) the aim of Module 3 is to develop the potential of early-career researchers, support in informed planning of academic, creative, or teaching careers, and support doctoral students in the process of obtaining a doctoral degree;
- b) obligatory courses include:
 - workshop 0: "The Start of Your Doctorate," which introduces doctoral students to the academic environment, helps them understand the requirements and plan their study schedule and dissertation work;
 - doctoral seminar, which is conducted under the supervision of a supervisor or supervisors or a supervisor and an assistant supervisor supporting doctoral students in the development and implementation of an individual research plan and planning working on a doctoral dissertation, including and supervising scientific and teaching activities;
- c) among the elective courses and activities in the mentoring program are peer-mentoring seminars and counseling on planning a scientific, creative, or teaching career (theoretical and practical aspects).

4) Module 4. Lectures and Seminars (within the discipline and interdisciplinary):

- a) the aim of Module 4 is to enable doctoral students to participate in core courses for a given discipline, but also to acquire interdisciplinary knowledge;
- b) courses are selected from the offer for a given academic year;
- c) this module includes courses in the core discipline (covering paradigms, theories, concepts, and approaches) and interdisciplinary seminars, as well as guest and open lectures. The selection of topics is related to the development of research in a given discipline and the university's activities in the field of innovation, internationalization, and obtaining external funding for such activities.

5) Module 5. Collaboration with Research Centers or Teams and with the Socio-Economic Environment:

- a) the aim of Module 5 is to develop the ability of doctoral students to collaborate with a selected research center and research or creative team;
- b) collaboration with centers allows for:
 - getting involved in the scientific or creative world, gaining scientific and academic experience,
 - co-creating the academic community, acquiring skills in preparing articles and other

- academic works,
 - participating in academic discussions,
 - learning critical thinking,
 - observing the academic career development of colleagues;
- c) Module 5 also includes objectives related to the commercialization and dissemination of research results and creative activities outside the academic sphere, as well as providing knowledge on the principles of knowledge transfer between the university and the socio-economic environment;
- d) the module includes obligatory internships and a course on the challenges of knowledge transfer to and from the socio-economic environment;
- e) the activities to choose from include, among others:
- participation in journal club/research club/thematic seminars;
 - conducting own grant; research internship at another institution;
 - participation in a research, commercialization, implementation/dissemination of scientific knowledge project, as well as
 - popular science publications.

§ 5

1. A doctoral student who has been admitted to the Doctoral School in a discipline other than the one in which the student completed studies is required to supplement their knowledge in the selected discipline by passing an exam in three of the five courses presented for selection by the supervisor and approved by the Director of the Doctoral School, no later than by the end of the second year of study at the Doctoral School.
2. A doctoral student may be exempted by the Director of the Doctoral School, in whole or in part, from the obligation referred to in section 1, in accordance with the rules set out in the Regulations of the Doctoral School of SWPS University.

Learning Outcomes

§ 6

The learning outcomes of the Doctoral School's study program are based on level 8 of the Polish Qualifications Framework. The learning outcomes are presented according to knowledge, skills, and social competencies for each of the five thematic modules covered by the program:

	Graduate of the Doctoral School:		
Module	Knowledge	Skills	Social Competencies
<i>Module 1. Research Skills</i>	<ul style="list-style-type: none"> — knows the rules governing the dissemination of research results or creative activities, including through open access (P8S_WG); — knows how to disseminate the results of scientific or creative activity, including in popular forms; 	<ul style="list-style-type: none"> — is able to write a scientific article and prepare a presentation for a scientific conference; — is able to present the results of research or creative activities; — is able to prepare a grant application or an application for funding for an artistic project; 	<ul style="list-style-type: none"> — is ready to recognize the value of knowledge in solving cognitive and practical problems (P8_KK); — is ready to fulfil the social obligations of researchers and artists, and initiate activities on behalf of the public interest (P8S_KO);

	<ul style="list-style-type: none"> — is aware of ethical principles and research integrity in conducting academic activities, scientific research, or creative activities; — is familiar with available grant competitions, including visual arts funding programs; — is prepared to conduct classes (P8S_WG); 	<ul style="list-style-type: none"> — is able to plan and conduct teaching activities using contemporary methods and tools (P8S_UU); — is able to participate in academic discourse and communicate on specialized topics to a degree that enables active participation in international academic and cultural communities (P8S_UK); 	
<p>Module 2. Methodology and Research</p>	<ul style="list-style-type: none"> — knows and is able to apply scientific research methodology in a given discipline; — has the necessary knowledge to plan research; — has specialized knowledge in the field of the researched problem; — knows data analysis methods and techniques; — is familiar with data analysis software (P8S_WG); 	<ul style="list-style-type: none"> — is able to apply methodological knowledge to set goals, define research questions and hypotheses, as well as to plan and implement research objectives; — knows how to collect data; — knows how to critically analyze the data; — is able to interpret scientific research results and draw conclusions; — is able to develop research methods, techniques and tools, and use them creatively; — is able to use knowledge from various fields of science to plan and conduct research — is able to evaluate the quality of a knowledge source from a methodological perspective (P8S_UW); 	<ul style="list-style-type: none"> — is ready to critically evaluate research methods, techniques, and tools (P8S_KK); — understands different methodological points of view (P8S_KO);
<p>Module 3. Mentoring and Career Development</p>	<ul style="list-style-type: none"> — knows and understands the process of preparation for a doctorate; — is aware of the psychosocial determinants of research or creative work; — knows how to plan their work and influence their effectiveness; — knows the goals, methods, and techniques of mentor support in the academic environment (P8S_WG); 	<ul style="list-style-type: none"> — is able to consciously plan and act for their own development; — is able to plan individual scientific or creative projects; — is able to inspire and organize the development of others; — is able to seek, use, and provide peer mentoring support; — is able to critically analyze and evaluate expert activities and other creative work, as well as critically 	<ul style="list-style-type: none"> — is able to think and act in an academic environment independently, creatively, and business-wise; — shows initiative in creating new ideas and seeking innovative solutions; — shares experience and knowledge and inspires others to develop (P8S_KR)

		<p>evaluate their own contribution to the development of a given scientific discipline;</p> <p>— is able to use knowledge about the research or creative process in planning their own activities (P8S_UU);</p>	
<p>Module 4. Lectures and Seminars (within the discipline and interdisciplinary)</p>	<p>— knows and understands the existing achievements of the represented scientific discipline to a degree that enables critical evaluation and revision of existing paradigms;</p> <p>— knows and understands the latest scientific achievements or creative and global achievements covering the theoretical foundations and general issues of a given discipline;</p> <p>— knows and understands selected specific issues related to their own specialization;</p> <p>— knows the main development trends in a given discipline (P8S_WG);</p> <p>— recognizes the broader context of scientific and research activities, including: fundamental problems of contemporary civilization as well as economic, legal, ethical, and other important conditions of scientific or creative activity (P8S_WK)</p>	<p>— is able to use knowledge from the student’s discipline and various other disciplines to identify, formulate, and innovatively solve complex problems and perform research or creative tasks;</p> <p>— is able to critically evaluate achievements and their own contribution within a given discipline;</p> <p>— is able to respect the principles of intellectual property and business property (P8S_UW);</p>	<p>— is ready to critically evaluate the achievements of the discipline they represent and critically evaluate their own contribution to its development (P8S_KR);</p> <p>— is ready to represent their position during substantive discussions, including those of an interdisciplinary nature (P8S_KK);</p>
<p>Module 5. Collaboration with Research Centers or Teams and with the Socio-Economic Environment</p>	<p>— knows and understands the basic principles of knowledge transfer to the economic and social environment and the commercialization of scientific research results (P8S_WK);</p>	<p>— is able to plan and carry out individual and team research or creative projects, including in an international environment (P8S_UO).</p> <p>— is able to transfer the results of scientific or creative activity to the economic, social, and cultural environment;</p>	<p>— is ready to fulfill the social responsibilities of researchers or creators, initiate activities for the public good, and think and act business-wise (P8S_KO);</p> <p>— is ready to support and develop the ethos of research or creative environments by conducting scientific or creative activities independently, respecting the principle of public ownership of the results of scientific or creative</p>

		<ul style="list-style-type: none"> — is able to disseminate the results of scientific or creative activity, including in popular forms (P8S_UW); — is able to initiate debates — is able to think and act business-wise; — is able to prepare recommendations for the public and private sectors (P8S_UK); 	<p>activities, taking into account the principles of intellectual property protection (P8S_KR);</p>
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