

Dear All,

We would like to congratulate all the candidates who have been admitted to the Doctoral School of Molecular Medicine of the Medical University of Lodz. We wish you every success and the realization of all your scientific passions, as well as obtaining a doctoral degree, which will open the way to your further professional career.

Education at the Doctoral School of Molecular Medicine starts on the **1st of October, 2024**

Below you will find the most important information.

Candidates who qualified for admission to the Doctoral School of Molecular Medicine at the Medical University of Lodz for the academic year 2024/2025 are asked to report to the Office of Doctoral Studies (COD) between 23rd and 25th of September in order to collect and fill out all of the necessary documents.

Lp.	Document	Date of receipt of the document	Deadline for submitting a complete document to COD	Additional information
1.	Referral for medical examination	23-25.09.2024	by 11.10.2024 – no later than during the Organization Day	The referral received at the COD must be completed by the supervisor indicated in the application for admission to the Doctoral School. <b><u>The original</u></b> medical certificate obtained should be delivered to the Office of Doctoral Studies
2.	Supervisor appointment form	23-25.09.2024	to 30.10.2024	
3.	Statement on the transfer of copyrights	23-25.09.2024	23-25.09.2024	to be filled in on site
4.	The oath	23-25.09.2024	to 11.10.2024	
5.	Statement for evaluation purposes	23-25.09.2024	23-25.09.2024	to be filled in on site
6.	Statement of high school graduation	23-25.09.2024	23-25.09.2024	to be filled in on site
7.	ORCID number statement	23-25.09.2024	23-25.09.2024	to be filled in on site In accordance with the Rector's Ordinance No. 72/2018 of 31 October

				<p>2018, doctoral students are required to obtain an electronic ORCID researcher identifier</p> <p>The obtained ORCID identifier should be sent by e-mail to the Bibliography and Bibliometrics Department of the Information and Library Center at the following address: <a href="mailto:orcid@umed.lodz.pl">orcid@umed.lodz.pl</a>. The Bibliography and Bibliometrics Department does not accept applications by phone.</p> <p>If the employee already has an ORCID identifier, there is no need to create another one, it is enough to send the existing one to the e-mail address: <a href="mailto:orcid@umed.lodz.pl">orcid@umed.lodz.pl</a>.</p> <p>If you have any questions or concerns, please contact us by e-mail at <a href="mailto:orcid@umed.lodz.pl">orcid@umed.lodz.pl</a> or by phone at 42 272-54-21 or 878 860 647</p>
8.	GDPR	23-25.09.2024	23-25.09.2024	to be filled in on site
9.	ZUS ZUA	23-25.09.2024	23-25.09.2024	to be filled in on site
10.	Statement on the bank account number	23-25.09.2024	23-25.09.2024	<p>necessary for the payment of the doctoral scholarship</p> <p>to be filled in on site</p>

### **ORGANIZATIONAL DAY FOR PHD STUDENTS**

It will take place on 11.10.2024 at BRaIN (Czechosłowacka 4, 92-216 Łódź). Attendance is mandatory. You will receive more details in the following messages.

### **DOCTORAL STUDENT'S ID CARD**

PhD students at the International Doctoral School receive a PhD student ID card, the document will be collected during the organizational day (11.10.2024).

### **EMAIL**

Password to log in to the Virtual University of the Medical University system and to the mail, to be collected at the Office of Doctoral Studies from 07.10.2024 (after prior telephone appointment)

At the same time, I would like to inform you that in accordance with the Regulations of the Doctoral School of Molecular Medicine, you are obliged to collect the password to access the electronic system of the doctoral student service and to protect them against access by third parties, as well as to use the e-mail address in contacts with the University's employees. Additionally, please note that COD will not respond to messages sent from other email addresses.

#### **DOCTORAL SCHOOL WEBSITE**

PhD students are required to follow the website of the Doctoral School of Molecular Medicine

<http://smm.umed.pl/>

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#### **DOCTORAL STUDENT GOVERNMENT**

Council of the Doctoral Students' Self-Government of the Medical University of Lodz

**Website:** [www.doktoranci.umed.lodz.pl](http://www.doktoranci.umed.lodz.pl)

**Email:** [rsd.umed@gmail.com](mailto:rsd.umed@gmail.com)

**Facebook:** <https://web.facebook.com/doktoranci.umed/>

**RSD Chairman:** vet. Piotr Kamola