Warsaw, date ………………….

First and last name: ............................................................

Address: ............................................................

............................................................

E-mail: ............................................................

Phone number: ………………………………………

# Director of the ICT & Design Doctoral School

Prof. dr hab. Adam Wierzbicki

**A P P L I C A T I O N**

**for admission to the ICT & Design Doctoral School**

I hereby request admission to the ICT & Design Doctoral School of the Polish-Japanese Academy of Information Technology.

Chosen research topic:

………………………………………………………………………………………………..………………

……………………………………..................................................................................................................

Below, I describe:

a) my scientific interests:

*describe your scientific interests*

b) preliminary proposal for the research project:

*describe your research project*

Pursuant to § 8 (1) and § 10 (1) of the 'Recruitment Regulations for the ICT & DESIGN Doctoral School', I hereby present my academic achievements to date:

*Please provide information regarding your academic activities to date, in particular: publications, involvement in student research groups, participation in academic conferences, awards, distinctions, and internships. These may be included as an attachment to this application.*

.................……………………

*(signature of the candidate)*

Documents attached to the application:

Annex 1 – A diploma (together with a diploma supplement) confirming the completion of long-cycle Master’s degree studies or first- and second-cycle studies, or an equivalent qualification obtained under separate regulations; alternatively, a declaration stating that the diploma will be submitted before the commencement of doctoral studies. Failure to submit the diploma by the declared date will result in the applicant not being admitted to the Doctoral School;

Annex 2 – A CV including the GPR (RODO) clause;

Annex 3 – One passport-style photograph showing the candidate’s face;

Annex 4 – Certificates confirming proficiency in foreign languages, issued by universities (at B2, C1, or C2 levels), or certificates from external institutions listed in Annex 1 of the Regulation of the Minister of Science and Higher Education of 19 January 2018 (Journal of Laws item 261); for graduates of philology or applied linguistics programmes, diploma supplements including information about language proficiency.;

Annex 5 – A certificate issued by the candidate’s home university confirming the grade point average, along with confirmation of the date of the master’s thesis defence.\*

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*(signature of the candidate)*

\* Only if the Master's degree has not yet been completed

**Information Clause in the Doctoral School Recruitment Process**

**Data processing**

Your personal data will be processed by the Polish-Japanese Academy of Information Technology, ul. Koszykowa 86, 02-008 Warsaw (hereinafter referred to as: the Academy). If you wish to contact the University regarding the processing of your personal data, you may do so by sending an email to the Data Protection Officer at: [iod@pja.edu.pl](mailto:iod@pja.edu.pl).

1. Your personal data will be processed for the following purposes:
2. to carry out the recruitment process for the doctoral school;
3. to issue a decision regarding admission or rejection from the doctoral school;
4. to provide educational services within the framework of the doctoral school;
5. for archiving purposes;
6. for accounting purposes;
7. for tax purposes, on the basis of the Act of 20 July 2018 – Law on Higher Education and Science, secondary legislation issued under that Act, the Act of 11 March 2004 on Value Added Tax, the Act of 29 September 1994 on Accounting, and other applicable legal provisions governing these matters – pursuant to Article 6(1)(c) of the GDPR1);
8. for the recovery of debts and the pursuit of claims;
9. for the generation of statistics, based on the legitimate interests of the Academy, which include the ability of the data controller to pursue claims and compile statistical data – pursuant to Article 6(1)(f) of the GDPR.
10. The provision of your personal data is voluntary; however, it is necessary for the fulfilment of the purposes outlined above. Failure to provide such data will render it impossible to carry out the recruitment process for the doctoral school. In the event of admission to the doctoral school, the provision of personal data is required in order to deliver educational services within the doctoral programme.
11. Your personal data will be disclosed to the competent minister responsible for higher education and to other entities only in cases provided for by applicable law.
12. Your personal data will be stored for periods necessary to achieve the purposes specified above, in accordance with applicable legal regulations and the Academy’s internal legal acts. In the case of successful admission to the doctoral school, your data will be retained for a period of 50 years from the date of completion of the doctoral programme.
13. You have the right to access your personal data and to obtain a copy thereof. Subject to the provisions of applicable law, you also have the right to:
14. rectify your data;
15. erase your data;
16. transfer your data;
17. restrict the processing of your data.

The exercise of the above rights requires the submission of a written request to the Academy.

1. The Academy does not transfer personal data outside the territory of Poland.
2. The Academy does not process the provided personal data by means of automated decision-making, including profiling.
3. Data subjects whose personal data is processed by the Academy have the right to lodge a complaint with the competent supervisory authority — the President of the Personal Data Protection Office — if they believe that the processing of their personal data violates applicable data protection laws.

**Data accuracy**

I acknowledge that the Polish-Japanese Academy of Information Technology shall not be held liable for any incorrect data provided by the applicant to the doctoral school, and that any consequences resulting from such errors shall be borne solely by the applicant.

................................................... ................................................... (place, date) (applicant’s legible signature)

1)Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (OJ L 119, 4.5.2016, p. 1).