

REGULATION NO. 74/2026
OF THE RECTOR OF THE MEDICAL UNIVERSITY OF WARSAW
of March 25, 2026

on the Implementation of the Recruitment Policy
of the Medical University of Warsaw

Pursuant to § 10(6), in connection with § 115 of the Statutes of the Medical University of Warsaw and § 2(4) of the Regulations on the Composition and Procedure of Selection Committees, constituting Annex No. 10 to the Statutes of the Medical University of Warsaw, the following is hereby ordered:

§ 1

The Recruitment Policy of the Medical University of Warsaw, attached as Annex No. 1 to this Regulation, is hereby adopted.

§ 2

Regulation No. 5/2025 of the Rector of the Medical University of Warsaw of January 13, 2025, on the Recruitment Policy of the Medical University of Warsaw, is hereby repealed.

§ 3

This Regulation shall enter into force on the date it is signed.

Rafał KRENKE
RECTOR

Competent Units:
Office for Human Resources Management and Recruitment
Office for Human Resources

Annex No. 1 to Regulation No. 74/2026 of the Rector of WUM of March 25, 2026

THE MEDICAL UNIVERSITY OF WARSAW

RECRUITMENT POLICY
of the Medical University of Warsaw

introduced by Regulation No. 74/2026 of the Rector of WUM of March 25, 2026

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PRELIMINARY PROVISIONS

1. The purpose of the Recruitment Policy of the Medical University of Warsaw is to establish open, effective, and transparent recruitment procedures that support candidates and, in the case of recruitment for research positions, are internationally comparable and tailored to the type of position being offered.
2. The Medical University of Warsaw:
 - 1) recognizes employees as professionals and ensures that they are treated accordingly from the outset of their professional careers;
 - 2) does not discriminate against candidates for employment or employees in any way, based on gender, age, ethnic, national or social origin, religion or belief, sexual orientation, language, disability, political opinions, or social or financial status;
 - 3) aims to ensure gender balance among staff, including academic supervisors and managers, without lowering standards of quality or qualifications;
 - 4) in order to ensure equal treatment, strives to maintain gender balance in Selection Committees.

DEFINITIONS

§ 1

1. WUM, University – The Medical University of Warsaw;
2. Employer – WUM, represented by the Rector or a Vice-Rector acting pursuant to and within the scope of a written authorization granted by the Rector;
3. Employee – a person employed at the University under an employment contract or act of appointment;
4. University Teacher – a person employed in a teaching, research-and-teaching, or research position;

5. Non-academic staff – a person employed in the group of administrative, engineering and technical, scientific and technical, library and scientific information, or service staff;
6. Selection Committee (Committee) – a team appointed to select a candidate for a specific position. The Regulations on the Composition and Procedure of Selection Committees are specified in Annex No. 10 to the Statutes of the Medical University of Warsaw;
7. Recruitment – a procedure aimed at hiring an employee;
8. Recruitment Announcement – an announcement of recruitment for a specific position;
9. Notice of Competition – a recruitment announcement published as part of a competition procedure;
10. Competition Closing Date or Recruitment Closing Date – the date on which the Rector decides to employ a candidate, invalidate the competition, or close the competition without selecting a candidate;
11. Recruitment Policy – the present Recruitment Policy of the Medical University of Warsaw;
12. Statutes – the Statutes of the Medical University of Warsaw;
13. Law - Act of 20 July 2018 Law on Higher Education and Science.

PRINCIPLES OF THE RECRUITMENT POLICY

§ 2

1. The WUM employee recruitment process, especially for research positions, adheres to international standards outlined in the European Charter for Researchers.
2. The Recruitment Policy defines employment standards accounting for candidates at the initial stages of their careers as well as those returning to work and research.
3. Recruitment should be conducted in an open, transparent, and effective manner, with support provided to candidates, including support that ensures the accessibility of the recruitment process, and it should be tailored to the type of position being offered.
4. Candidates should be informed in advance about the recruitment process, the selection criteria, the number of available positions, and the available ways to make the process accessible.
5. The recruitment announcement should include a detailed description of the required knowledge and qualifications and should not contain unnecessary or excessive requirements.
6. The basic qualification requirements for academic teaching positions are specified in Section VIII of the WUM Statutes and in the Rector's Regulations on the employment criteria for the positions of Assistant Professor (*adiunkt*) and Associate Professor (*Profesor uczelni*), while the requirements for non-academic staff are specified in Annex No. 1 to the Recruitment Policy.
7. Whenever possible, wide range of assessment criteria should be used, such as face-to-face interviews with candidates, to evaluate whether candidates meet the criteria.
8. In assessing candidates for teaching positions, the full scope of their experience should be taken into account. In addition to evaluating their overall potential as researchers, their creativity and degree of independence should also be acknowledged. Professional experience should be assessed both qualitatively and quantitatively, focusing not only on the number of publications, but also on achievements throughout a diverse professional career. Therefore, bibliometric indicators should be appropriately balanced against a broader set of evaluation criteria, such as teaching experience, academic supervision, teamwork, knowledge transfer, research management, and activities related to innovation

and raising public awareness of science. For candidates with experience in the industrial sector, particular attention should be paid to their contributions to patents, developments, or inventions.

9. Career breaks or variations in the chronological order of a curriculum vitae should not be viewed negatively, but rather as part of normal career development and, consequently, as a potentially valuable contribution to professional growth along a multidimensional career path. Therefore, candidates should be allowed to submit evidence-based CVs that reflect a representative range of achievements and qualifications relevant to the position for which they are applying.
10. Any mobility-related experience, e.g. working abroad, in a different region, or in a different professional environment; working in the public or private sector; changing discipline or sectors during one's career; or online mobility, should be regarded as a valuable contribution to professional development.
11. The required level of qualifications should correspond to the needs of the position and should not create an unjustified barrier to employment. The assessment of qualifications should focus on the candidate's achievements rather than on the reputation of the institution where the qualifications were obtained. Lifelong professional development should be taken into account, as professional qualifications can be obtained early in a long career.
12. The recruitment process for employees holding a PhD should consider their prior research experience at other institutions and evaluate their potential for long-term scientific career development.
13. The members of the Selection Committee should:
 - 1) have WUM's authorization to process personal data, in accordance with the Rector's Regulation on the protection of personal data processed at WUM;
 - 2) be trained in personal data protection, recruitment policy principles, and the requirements of the Code of Conduct for the Recruitment of Researchers;
 - 3) have diverse experience and qualifications; ensure an appropriate gender balance; where possible, come from different countries, and have relevant expertise for candidate evaluation.
14. Committee members and all persons involved in recruitment procedures are required to comply with the principles set out in the Recruitment Policy. As they have access to personal data, they must comply with the regulations on personal data protection, confidentiality, and the non-disclosure of information obtained in the course of their work on the Committee.
15. Administrative support for recruitment is provided, as appropriate, by the Office for Human Resources Management and Recruitment or the Office for Human Resources.

RULES FOR APPOINTMENTS TO FUNCTIONS AND SPECIFIED POSITIONS

§ 3

The Statutes and this Recruitment Policy set out the types of managerial positions at the University, the rules for appointments to managerial functions, and the rules for employment in specified positions, including:

- 1) the appointment of Vice-Rectors – as specified in § 10(9-10) of the Statutes;
- 2) the appointment of the Chairs of the Scientific Discipline Councils and their Deputies – as specified in § 42(3-4, 7) of the Statutes;

- 3) the appointment of Deans and Vice-Deans – as specified in § 58(1-3) and § 61(1) of the Statutes;
- 4) the appointment of the Director of the Doctoral School – as specified in § 67(1-2) of the Statutes, subject to the detailed rules set out in §§ 16-18 of the Recruitment Policy;
- 5) the appointment of the Director of the Center for Postgraduate Education, including the competitive procedure referred to in §§ 16-18 of the Recruitment Policy - as specified in § 70(3-4) of the Statutes;
- 6) the appointment of Heads of research and teaching units, research units, and teaching units – as specified in § 3(1-8) of Annex No. 9 to the Statutes, in accordance with the detailed rules set out in §§ 10-15 of the Recruitment Policy;
- 7) the employment of the Director of the University Library – as specified in § 81 of the Statutes, in accordance with the rules set out in the Recruitment Policy;
- 8) the employment of the Chancellor and Vice-Chancellors – as specified in §§ 27-31 of the Recruitment Policy;
- 9) the employment of the Bursar and Vice-Bursars – as specified in §§ 27-31 of the Recruitment Policy;
- 10) the employment of directors and heads of other organizational units, including administrative units – as specified in the Recruitment Policy.

COMPETITIONS FOR UNIVERSITY TEACHER POSITIONS GENERAL PROVISIONS

§ 4

1. The competition shall be conducted by a Selection Committee chaired by the Vice-Rector appointed by the Rector. The Rector is an *ex officio* member of every Selection Committee.
2. The competition procedure shall involve:
 - 1) the appointment of the Selection Committee by the Rector;
 - 2) drafting and publication of the Notice of Competition;
 - 3) review and evaluation of applications;
 - 4) submitting to the Rector a recommendation regarding the selection of a candidate or a request to invalidate the competition;
 - 5) other activities specified in the regulations governing the individual competitions.

SELECTION COMMITTEE

§ 5

1. The Selection Committee shall be appointed by the Rector by way of a regulation, in accordance with Annex No. 10 to the Statutes of WUM.
2. A person may not be a member of the Selection Committee if they:
 - 1) apply for the position announced in the competition;
 - 2) share the same household or are related to the candidate by kinship, or by affinity up to the second degree, or by adoption, or custody or guardianship; have a legal or factual relationship with the candidate that may reasonably call their impartiality into question.
3. If any of the circumstances referred to in item 2 are disclosed after the Committee has been appointed, the Rector shall dismiss the member concerned and appoint a replacement.

NOTICE OF COMPETITION

§ 6

1. The Notice of Competition shall be prepared by the Selection Committee, reviewed by the Office for Human Resources Management and Recruitment in accordance with § 4 of the Regulations on the Composition and Procedure of Selection Committees (Annex No. 10 to the Statutes) and the template set out in Annex No. 2 to the Recruitment Policy, and then approved by the Chair of the Committee.
2. The Committee Secretary – an employee of the Office for Human Resources Management and Recruitment – shall publish the notice on the following websites:
 - 1) the Public Information Bulletin (BIP) of the University;
 - 2) the websites of the Ministry of Science and Higher Education and the Ministry of Health;
 - 3) the European Portal for Mobile Researchers (Euraxess) – in English.
3. The deadline for the submission of applications may not be less than 30 days from the date of publication of the notice.

SUBMISSION OF APPLICATIONS

§ 7

1. Applications are to be submitted in electronic form only to the email address given and within the deadline specified in the Notice of Competition.
2. All documents required in the Notice of Competition must be translated into Polish. The Selection Committee may, in the event of reasonable doubt as to the quality of the translation, require the submission of documents translated by a sworn translator.
3. If special accommodations are required, the candidate must include in their application information regarding the need to adapt the recruitment process and the scope of such adaptations, if providing such accommodations is necessary to ensure equality with other candidates.
4. Only applications received within the deadline specified in the Notice of Competition are eligible for participation in the competition.
5. The Committee Secretary shall formally record the receipt of applications.

SELECTION COMMITTEE PROCEDURE

§ 8

1. The Chair of the Committee shall organize and preside over the proceedings of the Committee.
2. At the Chair's request, the Committee Secretary shall organize Committee meetings and provide the materials necessary for the work of the Committee. Meetings may be held in person or by means of information and communication technologies that provide simultaneous real-time audio and video transmission and ensure the confidentiality of voting. Meetings may also be conducted using assistive technologies and other supportive measures that make the process accessible to individuals with specific needs and ensure equality with other candidates.
3. Committee meetings invitations shall be sent electronically to all members at least seven days prior to the scheduled meeting date.

4. The Selection Committee may conduct its work if at least half of its members are present, including the Chair or a deputy designated by the Rector.
5. During the Committee meeting the Chair shall present all submitted applications, along with information on the completeness of the required documents.
6. Each Committee member, after reviewing the submitted applications, is required to recuse themselves from the proceedings in the circumstances specified in § 5(2) of the Recruitment Policy.
7. The Committee Secretary shall be responsible for collecting declarations from Committee members confirming the absence of the circumstances referred to in § 5(2) of the Recruitment Policy. The template for such declarations is provided in Annex No. 3 to the Recruitment Policy.
8. The tasks of the Committee shall involve:
 - 1) verifying whether applications were submitted on time; applications submitted after the deadline shall be rejected;
 - 2) opening and reviewing the submitted applications; applications that do not include the complete set of required documents shall be rejected;
 - 3) verifying whether applications comply with the competition requirements; applications from candidates who do not meet those requirements shall be rejected;
 - 4) deciding the outcome of the competition by secret ballot and by a simple majority vote with respect to all candidates who meet the formal requirements;
 - 5) submitting information to the Rector on the course of the competition.
9. If none of the candidates meets the competition requirements, the Committee shall close the proceedings.
10. Candidates shall be invited to interviews at least 5 days in advance. Interviews may be conducted by electronic means of communication with simultaneous real-time audio and video transmission.
11. Following the interviews with the candidates, the Committee members shall vote on each candidate during a Committee meeting. Each Committee member is entitled to one vote.
12. Voting shall be conducted on identical ballot papers, in accordance with § 5(2) of Annex No. 10 to the Statutes of WUM, unless voting is conducted electronically, as specified in Section 14 below.
13. The results of the Committee's vote shall be confirmed by a vote-counting committee of at least two persons appointed by the Chair, who shall subsequently prepare the voting record.
14. Electronic voting shall be conducted by means of an online voting system during the Committee meeting. Each Committee member shall receive a voting link via the official University email address. Section 13 shall apply accordingly.
15. If only one application is submitted, the Committee shall vote on the resolution concerning that candidate by marking "in favor," "against," or "abstain".
16. If more than one application is submitted, Committee members shall vote on a ranking list by indicating one of the candidates or abstaining.
17. If, in the ranking-list vote, two or more candidates obtain the same number of votes and the result does not produce a clear recommendation, the Chair shall submit that information to the Rector.
18. A candidate receives a positive recommendation from the Committee if they obtain a simple majority of the votes cast.

19. The Chair of the Committee shall submit to the Rector a recommendation on the selection of a candidate, together with information on the course of the competition, or a request to invalidate the competition.
20. The Rector shall make the final decision regarding the appointment or employment of a candidate. The Rector may also decide to invalidate the competition, stating the reasons for that decision in writing.

NOTIFICATION OF COMPETITION RESULTS AND DOCUMENTATION STORAGE

§ 9

1. After the competition has been completed, the Committee Secretary shall publish information about the competition results, along with the justification, on the WUM BIP website and on the websites of the Ministry of Science and Higher Education and the Ministry of Health, and shall notify each candidate individually regarding the outcome of the competition, including the reasons for not selecting their application.
2. The Committee Secretary shall forward the documents of the selected candidate, along with the secret-ballot record, to the Office for Human Resources.
3. Competition documentation, including the report from the Committee meetings and statements from Committee members, shall be kept in the Office for Human Resources Management and Recruitment for three years from the conclusion of the competition, after which it shall be archived.
4. Applications submitted by candidates not selected in the competition shall be stored in the Office for Human Resources Management and Recruitment for three years, after which they shall be destroyed.

COMPETITION FOR HEADS OF UNITS WITHIN THE FACULTIES

§ 10

1. By the end of each calendar year, the Office for Human Resources shall compile a list of employees appointed to managerial positions, whose terms of office will end in the following calendar year, and submit it to the Rector and the Vice-Rector for Human Resources.
2. The qualification requirements for the head of a research-and-teaching, research, or teaching unit shall be determined by the respective Dean, in accordance with the organizational structure of the unit, in consultation with the relevant Chair of the Scientific Discipline Council, in the case of a research-and-teaching unit or a research unit.

SELECTION COMMITTEE

§ 11

The Selection Committee is appointed by the Rector and shall consist of:

- 1) Vice-Rector designated by the Rector, serving as Chair;
- 2) Dean of the relevant faculty;
- 3) five representatives of the Faculty Council, each holding at least a post-doctoral degree (*doktor habilitowany*), designated by the Faculty Council;
- 4) Chairs of the relevant Scientific Discipline Councils;

- 5) Head of the relevant healthcare entity or facility, or their representative, when the competition is for a clinical unit position.

SELECTION COMMITTEE PROCEDURES

§ 12

1. The Committee procedures are specified in § 8 of the Recruitment Policy.
2. The Student Council is entitled to obtain information about the submitted applications and to submit its opinion on the candidates regarding their teaching performance no later than 7 days before the scheduled meeting of the Committee.
3. Upon verifying the accuracy of the documents submitted by the candidates and interviewing them, the Committee shall vote on the candidates by secret ballot.
4. The Chair of the Committee requests the Faculty Council to issue an opinion on each candidate, submitting the report of the Committee's meeting. After hearing from the candidates, the Faculty Council submits its opinion to the Committee.
5. Upon obtaining the opinion of the Faculty Council, the Committee shall submit to the Rector the information on the course of the competition together with the opinion of the Faculty Council.

COMPETITION FOR THE HEAD/DIRECTOR OF A UNIVERSITY-WIDE UNIT

§ 13

1. By the end of each calendar year, the Office for Human Resources shall compile a list of employees appointed to managerial positions whose terms of office will end in the following calendar year, and submit it to the Rector and the Vice-Rector for Human Resources.
2. The qualification requirements for the head/director of a university-wide unit shall be determined by the relevant Vice-Rector, in accordance with the organizational structure of that unit.

SELECTION COMMITTEE

§ 14

The Selection Committee is appointed by the Rector and shall consist of:

1. Vice-Rector, designated by the Rector, serving as Chair;
2. two representatives designated by the Rector, each holding at least a post-doctoral (*doktor habilitowany*) degree;
3. one representative from each Faculty, designated by the Faculty Council, holding at least a post-doctoral (*doktor habilitowany*) degree,
4. one representative from each Scientific Discipline Council, designated by the relevant Scientific Discipline Council and holding at least a post-doctoral (*doktor habilitowany*) degree, in the case of a university-wide research unit or research-and-teaching unit.

SELECTION COMMITTEE PROCEDURES

§ 15

1. The Committee procedures are specified in § 8 of the Recruitment Policy.
2. Upon verifying the accuracy of the documents submitted by the candidates and interviewing them, the Committee shall vote on the candidates.
3. Upon voting, the Committee shall present the Rector with information on the progress of the competition to date.
4. Upon receiving this information, the Rector may additionally request an opinion from the Senate.

COMPETITION FOR THE DIRECTOR OF THE DOCTORAL SCHOOL AND THE CENTER FOR POSTGRADUATE EDUCATION

§ 16

The qualification requirements for the position of Director of the Doctoral School and Director of the Center for Postgraduate Education shall be proposed by the respective Vice-Rector, in accordance with the organizational structure of the unit and §§ 67 and 70 of the Statutes.

SELECTION COMMITTEE

§ 17

The Selection Committee is appointed by the Rector and shall consist of:

1. Vice-Rector designated by the Rector, serving as Chair;
2. two representatives designated by the Rector, each holding at least a post-doctoral (*doktor habilitowany*) degree;
3. Deans of the Faculties;
4. Chairs of the Scientific Discipline Councils.

SELECTION COMMITTEE PROCEDURE

§ 18

1. The Committee procedures are specified in § 8 of the Recruitment Policy.
2. After verifying the accuracy of the documents submitted by the candidates and interviewing them, the Committee shall conduct a vote on the candidates.
3. The Committee shall request an opinion from the Senate.
4. Upon receiving the opinion of the Senate, the Committee shall submit information to the Rector on the course of the competition.
5. In the case of a competition for the position of Director of the Doctoral School, the appointment requires consultation with the Doctoral Students' Self-Government. Failure of the Doctoral Students' Self-Government to issue a statement regarding a candidate within seven days of their application being presented shall be considered as approval of their appointment.

EMPLOYMENT OF UNIVERSITY TEACHERS THROUGH COMPETITION

GENERAL PROVISIONS AND DOCUMENT FLOW

§ 19

1. A competition for the position of a university teacher shall be announced based on a formal request submitted by the Head of the relevant unit.
2. The request shall specify the qualification requirements for the position being announced in the competition.
3. At the request of the Head of the organizational unit referred to in Section 1, the competition shall be conducted by a Selection Committee chaired by the Vice-Rector appointed by the Rector.

4. The first employment contract with an university teacher at WUM shall be established through an open competition, except in cases specified in § 26.
5. The application flow procedure is as follows:
 - 1) Office for Human Resources – shall compile information on the vacancy;
 - 2) the respective Dean or Vice-Rector, in accordance with the organizational structure of the unit – shall provide an opinion on, and verify, the qualification requirements;
 - 3) the Chair of the relevant Scientific Discipline Council – shall provide an opinion on, and verify, the qualification requirements for research-and-teaching and research positions;
 - 4) Office for Human Resources Management and Recruitment – shall draft and publish the recruitment announcement;
 - 5) Chair of the Selection Committee – shall conduct the competition and prepare a recommendation on the employment of the selected candidate or the invalidation of the competition.

COMPETITION FOR THE POSITION OF PROFESSOR AND ASSOCIATE PROFESSOR (PROFESOR UCZELNI)

§ 20

The qualification requirements for the position of Associate Professor (*Profesor uczelni*) are specified in § 114(1,2) of the Statutes and in the Rector's Regulation on the employment criteria for that position.

SELECTION COMMITTEE

§ 21

The Selection Committee is appointed by the Rector and shall consist of:

1. Vice-Rector designated by the Rector, serving as Chair,
2. Deans of Faculties,
3. one full professor from every Faculty, appointed by Faculty Councils,
4. Chairs of the Scientific Discipline Councils.

SELECTION COMMITTEE PROCEDURE

§22

1. The operating procedures of the Committee are specified in § 8 of the Recruitment Policy.
2. Upon verifying the accuracy of the documents submitted by the candidates and interviewing them, the Committee shall proceed to vote on the candidates.
3. After the vote, the Committee shall submit information to the Rector on the course of the competition to date.

COMPETITION FOR THE POSITION OF ASSISTANT (ASYSTENT) AND ASSISTANT PROFESSOR (ADIUNKT)

§23

The qualification requirements for the positions of Assistant (*asystent*) and Assistant Professor (*adiunkt*) are set out in § 114(3-6) of the Statutes and in the Rector's Regulation specifying the employment criteria for the position of Assistant Professor (*adiunkt*).

SELECTION COMMITTEE

§ 24

The Selection Committee is appointed by the Rector by means of a regulation, and shall consist of:

- 1) Vice-Rector designated by the Rector, serving as Chair;
- 2) Dean of the respective Faculty or a Vice-Dean appointed by the Dean;
- 3) two representatives of the Faculty Council, appointed by the Faculty Council;
- 4) Chair of the relevant Scientific Discipline Council or their deputy – not applicable to teaching positions;
- 5) two representatives of the Scientific Discipline Council, appointed by the Scientific Discipline Council – not applicable to teaching positions;
- 6) Head of the organizational unit to which the competition relates;

SELECTION COMMITTEE PROCEDURE

§ 25

1. The operating procedures of the Committee are specified in § 8 of the Recruitment Policy, excluding Sections 10 and 11.
2. Upon verifying the accuracy of the documents submitted by the candidates, the Committee shall vote on the candidates. The Committee may also interview the candidates.
3. After the vote, the Committee shall submit to the Rector the information on the course of the competition.

COMPETITION FOR THE POSITION OF LANGUAGE TEACHER (*LEKTOR*) AND INSTRUCTOR (*INSTRUKTOR*)

§ 26

The qualification requirements for the positions of Language Teacher and Instructor are set out in § 114(7) of the Statutes of WUM.

SELECTION COMMITTEE

§ 27.

The Selection Committee is appointed by the Rector by means of regulation and shall consist of:

- 1) Vice-Rector designated by the Rector, serving as Chair,
- 2) one representative from each faculty, designated by the respective Faculty Councils,

- 3) Head of the organizational unit to which the competition relates.

SELECTION COMMITTEE PROCEDURE

§ 28

1. The operating procedures of the Committee are set out in § 8 of the Recruitment Policy, excluding Sections 10 and 11.
2. After verifying the accuracy of the documents submitted by the candidates, the Committee shall vote on the candidates. The Committee may also interview the candidates.
3. After the vote, the Committee shall submit to the Rector the information on the course of the competition.

EMPLOYMENT OF ACADEMIC TEACHERS WITHOUT A COMPETITION

EXEMPTIONS FROM THE REQUIREMENT TO HOLD A COMPETITION

§ 29

The competition shall not be held if the university teacher is:

1. employed on a fixed-term contract not exceeding 3 months;
2. employed on a half-time basis or less;
3. assigned to work at the University on the basis of an agreement with the Łukasiewicz Centre, an institute of the Łukasiewicz Research Network, or a foreign scientific institution;
4. is a beneficiary of an initiative, program, or competition announced by NAWA (The Polish National Agency for Academic Exchange), NCBR (The National Centre for Research and Development), NCN (National Science Centre), or an international competition for the implementation of a research project;
5. employed for the duration of a research or teaching project financed by the European Union or by another grant-awarding institution;
6. employed under a subsequent employment contract, if the first employment contract was established as a result of the competition;
7. transferred to an indefinite-term contract as a subsequent employment contract, provided that they receive a positive evaluation in accordance with § 117 of the Statutes, if the first contract was concluded without a competition.

PROCEDURE AND EMPLOYMENT REQUEST WORKFLOW

§ 30.

1. The candidate for employment shall be proposed by the Head of the organizational unit through a written request to employ a university teacher without holding a competition, submitted to the Vice-Rector for Human Resources through the Office for Human Resources.
2. The document workflow for a request to employ a university teacher without a competition shall be as follows:

- 1) Office for Human Resources – shall compile information on the vacancy;
 - 2) the relevant Dean or Vice-Rector (depending on the organizational structure of the unit) – for all positions – shall provide an opinion on the need to employ a candidate for the specified position;
 - 3) Vice-Rector for Human Resources – shall make the final decision on the candidate's employment;
 - 4) Office for Human Resources – shall implement the employment decision.
3. In the absence of a candidate for employment as specified in Section 1, the Vice-Rector for Human Resources shall forward the request to the Office for Human Resources Management and Recruitment so that a recruitment announcement can be prepared and published.
 4. The provisions of this Recruitment Policy shall apply accordingly to the recruitment of university teachers through a non-competitive procedure.
 5. All applications shall be forwarded to the Head of the organizational unit, who shall select a candidate who meets the conditions specified in the recruitment announcement. The Head shall then submit the selected candidacy to the Vice-Rector for Human Resources for a final employment decision (as specified in Sections 1 and 2 above).
 6. Applications shall be stored by the Office for Human Resources for the period necessary to complete the recruitment process and then promptly destroyed upon signing the employment contract with the selected candidate, except where a candidate has consented to the processing of personal data for future recruitment at WUM.

RECRUITMENT OF NON-ACADEMIC STAFF

EMPLOYMENT OF NON-ACADEMIC STAFF IN SPECIFIED POSITIONS THROUGH A COMPETITIVE PROCEDURE

GENERAL PRINCIPLES

§ 31

1. The employment of non-academic staff in the following positions shall require a competition:
 - 1) Chancellor and Vice-Chancellors;
 - 2) Bursar and Vice-Bursars;
 - 3) Directors of units, excluding directors of university-wide units.
 - 4) Unless the Rector determines otherwise, a competition shall not be required in the following cases:
 - 1) continuation of employment in the same position under a successive fixed-term contract;
 - 2) temporary appointment of a person to perform duties until a candidate is selected through a competition;
 - 3) fixed-term employment to substitute for an employee during their justified absence;
 - 4) promotion of an employee to a position listed in Section 1.

2. The minimum qualification requirements for non-academic positions are specified in Annex No. 1 to the Recruitment Policy.

INITIATION OF THE COMPETITION PROCEDURE

§ 32

The competition shall be announced by the Rector and conducted by a Selection Committee chaired by the Vice-Rector for Human Resources.

SELECTION COMMITTEE

§ 33

1. The Selection Committee shall be appointed by the Rector by means of a regulation.
2. The Committee shall consist of at least three members.
3. Persons referred to in § 5(2) may not serve as members of the Selection Committee.

NOTICE OF COMPETITION

§ 34

1. The Office for Human Resources shall prepare the competition request and submit it to the Rector for approval. That request shall include:
 - 1) the qualification requirements for the position, in accordance with the applicable legal provisions and Annex No. 1 to the Recruitment Policy, once approved by the direct supervisor for the position concerned;
 - 2) a list of required documents;
 - 3) the designated publication platforms for the notice;
 - 4) the method and deadline for submitting applications.
2. Based on the approved request, the Office for Human Resources shall prepare and publish the notice of competition.
3. The vacancy notice for a specific position shall be posted on the University website and in the places specified in the request, which may include relevant social media platforms or websites, as well as relevant institutions, professional organizations, or self-governing organizations.
4. The deadline for the submission of applications must be no less than 10 days from the date of publication of the notice of competition.
5. Only applications received by the deadline specified in notice of competition shall be considered as timely.
6. Each notice of competition shall be accompanied by the data protection notice, as outlined in Annex No. 4 to the Recruitment Policy .

COMPETITION PROCEDURE

§ 35

1. Applications must be submitted electronically within the deadline specified in the notice of competition.
2. Applications received after the deadline shall be rejected.
3. Applications from candidates who are related or in a relationship with the direct supervisor of the position subject to the competition, as defined in § 5(2), shall be rejected.
4. The responsibilities of the Selection Committee include:
 - 1) verification of applications for compliance with competition requirements;
 - 2) selection of candidates for direct interviews;
 - 3) conducting interviews with candidates;
 - 4) deciding whether to administer additional tests to assess candidates' skills or knowledge.
5. The Committee Secretary – an employee of the Office for Human Resources – shall prepare a summary of all submitted applications for the Committee meeting.
6. Candidates shall be invited to interviews at least five days in advance. Interviews may be conducted remotely using electronic means of communication.
7. The Committee shall make its decision regarding the selection of a candidate by secret ballot, by a simple majority vote, in the presence of at least half of its members.
8. Each member of the Committee shall have one vote.
9. In the event of a tie, the Chair shall submit this information to the Rector, who shall make the final decision.
10. The results of the vote shall be counted and confirmed by a vote-counting committee composed of at least two members, appointed by the Chair.
11. Voting may be conducted electronically.
12. The proceedings of the Committee shall conclude with the signing of a report documenting the course of the competition procedure. The report shall be signed by the Committee Secretary and the Chair and shall include information on:
 - 1) a positive recommendation for the selected candidate, or
 - 2) no recommendation for any of the candidates.
13. The report, signed by the Committee Secretary and the Chair, shall be submitted to the Rector.
14. Information on the employment decision shall be published on the University website.
15. Candidates' applications shall be stored by the Office for Human Resources for the period necessary to complete the recruitment process and shall be destroyed promptly once an employment contract is concluded with the selected candidate, except for applications submitted by candidates who have consented to the processing of their personal data for future recruitment at WUM.

EMPLOYMENT OF NON-ACADEMIC STAFF WITHOUT A COMPETITION

§ 36

1. The employment of non-academic staff in positions not listed in § 31(1) does not require a competitive procedure.
2. The direct supervisor of the position to be filled shall submit, to the Vice-Rector for Human Resources, through the relevant Vice-Rector, Dean, Chancellor, Bursar, or Director/Head of the unit - in accordance with the reporting structure - a request to announce recruitment for a position within the group of non-academic staff.
3. If the position is not included in the employment plan, the request requires prior approval from the Vice-Rector for Human Resources to create a new position.
4. The Office for Human Resources shall prepare a draft recruitment announcement in consultation with the direct supervisor of the position and the person referred to in Section 2. The recruitment announcement shall include the information clause on the processing of candidates' personal data, using the template set out in Annex No. 4 to the Recruitment Policy.
5. The Office for Human Resources shall recommend the most effective publication channels for the recruitment announcement while keeping costs at an acceptable level.
6. The recruitment process may be conducted using electronic communication tools.
7. Applications must be submitted in electronic form only to the email address given and within the deadline specified in the recruitment announcement.
8. Upon request of the person referred to in Section 2, the Office for Human Resources shall carry out an initial selection of applications, taking into account the requirements specified in the recruitment announcement.
9. The initial review of applications shall primarily involve the verification whether the submitted documents meet the formal requirements. It may also include telephone interviews with candidates in order to clarify, in particular, their professional profile, competencies, expectations, and availability to begin work.
10. The Office for Human Resources shall agree with the direct supervisor for the position on the next steps in the recruitment process. These steps may include, in particular:
 - 1) collecting and verifying documents that confirm candidates' education, professional experience, and previous employment history;
 - 2) conducting in-person interviews;
 - 3) administering competency assessments.
11. The Office for Human Resources shall support recruitment proceedings by verifying documents, organizing meetings with candidates, and participating in interviews.
12. Upon completion of the recruitment process, the direct supervisor shall submit a request to employ the selected non-academic staff member to the Vice-Rector for Human Resources for a decision on employment.
13. Candidates' applications shall be stored by the Office for Human Resources only for the period necessary to complete the recruitment process. Once an employment contract has been concluded, all other applications shall be destroyed promptly, except for applications submitted by candidates who have explicitly consented to having their data retained for future recruitment at WUM.

EMPLOYMENT OF STAFF IN PROJECTS

§ 37

1. The employment of staff for project-related work:
 - 1) shall take place through a recruitment procedure conducted in accordance with the terms specified in the project funding agreement;
 - 2) if the position is a university teacher position, recruitment shall follow the rules set out in the Law and in §§ 19-25 of the Recruitment Policy, whereas recruitment of non-academic staff shall follow the rules set out in § 36 of the Recruitment Policy, unless the project includes specific requirements regarding the recruitment procedure;
 - 3) shall comply with the Regulations on the employment and remuneration of persons participating in projects at WUM.
2. The recruitment procedure shall be organized and conducted by the project manager and supported by an employee of the Office for Human Resources in cooperation with the units responsible for project administration, in accordance with the Organizational Regulations.
3. Recruitment-related project documentation shall be retained for the period specified in the project funding agreement.

Annex No. 1 to the Recruitment Policy of WUM
introduced by Regulation No. 74/2026 of the Rector of WUM of March 25, 2026

Minimum qualification requirements for administrative, library, scientific and technical, engineering and technical, and service staff positions

No.	Position	Minimum qualification requirements	
		Education	Years of experience
1	Chancellor	higher, Master's degree	10, including 5 years in a managerial position
2	Vice-Chancellor	higher, Master's degree	8, including 4 years in a managerial position
3	Bursar (chief accountant)	As provided for under separate regulations	
4	Vice-Bursar	As provided for under separate regulations	
5	Director of an organizational unit	higher, Master's degree	8, including 4 years in a managerial position
6	Deputy Director of an organizational unit	higher, Master's degree	6, including 2 years in a managerial position
7	Head of an organizational unit	higher, Master's degree	5, including 2 years in a managerial position
8	Deputy Head of an organizational unit	Higher education	4
9	Rector's plenipotentiary	Higher education	4

10	Internal auditor	As provided for under separate regulations	
11	Spokesperson	As provided for under separate regulations	
12	Attorney-at-law	As provided for under separate regulations	
13	Chief specialist* in the following staff groups: scientific and technical, engineering and technical, administrative; network administrator; library custodian	higher, Master's degree	8
14	Chief specialist for occupational health and safety	As provided for under separate regulations	
15	Senior specialist* in the following staff groups: scientific and technical, engineering and technical, administrative; senior librarian	Higher education	6
16	Senior investor's supervision inspector	As provided for under separate regulations	
17	Senior specialist or senior inspector for occupational health and safety	As provided for under separate regulations	
18	Senior specialist or senior inspector for radiation protection	As provided for under separate regulations	
19	Specialist* in the following staff groups: scientific and technical, engineering and technical, administrative; librarian	Higher education	4
		Secondary education	10
20	Investor's supervision inspector	As provided for under separate regulations	
21	Specialist or inspector for occupational health and safety	As provided for under separate regulations	

22	Senior clerk* in the following staff groups: scientific and technical, engineering and technical, administrative;	Higher education	
	senior technician* in the following staff groups: scientific and technical, engineering and technical; senior: technical administrator, analyst, dispatcher, cashier, IT specialist, graphic designer, desktop publishing operator, biotechnologist, pharmacist, animal care technician, accountant, and others	Secondary education	4
23	Clerk* in the following staff groups: scientific and technical, engineering and technical, administrative; Technician* in the following staff groups: scientific and technical, engineering and technical; technical administrator, analyst, dispatcher, cashier, IT specialist, graphic designer, desktop publishing operator, biotechnologist, pharmacist, animal care technician, accountant, and others; junior librarian	Secondary education	
24	Driver	As provided for under separate regulations	
25	Library storekeeper, library assistant, technical worker, laboratory technician, duplicating and publishing machine operator, maintenance worker, maintenance technician, reception officer, security guard, and other equivalent positions	Basic vocational education	

*A job title may consist of two parts:
– the first part is the base title, e.g., senior clerk, senior technician, specialist, senior specialist, chief specialist;
– the second part further specifies the base title, e.g., coordinator, analyst, IT specialist, mathematician, biologist, microbiologist, physicist, chemist, biotechnologist, researcher, laboratory diagnostician, pharmacist, mechanic, animal care technician, and others.

**ANNEX NO. 2 TO THE RECRUITMENT POLICY OF WUM INTRODUCED BY REGULATION
NO. 74/2026 OF THE RECTOR OF WUM OF MARCH 25, 2026**



**WARSZAWSKI
UNIwersYTET
MEDYCZNY**

**The Medical University of Warsaw
announces a competition for the post of**

[full name of the position]

in the [unit]

[faculty]

(m/f)

Reference No./.....-...../20.....

I. Qualification Requirements:

- 1.
- 2.
- 3.

II. Required Documents:

1. Curriculum vitae, including a description of the candidate's research, teaching, and organizational work;
2. Copies of documents confirming professional qualifications and education, including diplomas documenting completion of higher education, conferral of a doctoral degree, post-doctoral (*doktor habilitowany*) degree, or the title of professor, a specialist title, or a certificate recognizing a foreign diploma as equivalent to a Polish diploma;
3. A copy of the document confirming the right to practice the profession;
4. Copies of documents confirming the candidate's research and teaching achievements, including a list of publications.

III. Required declarations:

1. a statement confirming full legal capacity;
2. a statement confirming full public rights;
3. a statement confirming that the candidate has not been convicted by a final judgment for an intentional criminal offense or an intentional fiscal offense;
4. a statement confirming that the candidate has not been subject to a disciplinary penalty referred to in Article 276(1) Section (7) and (8) of the Law on Higher Education and Science;
5. a statement that, if selected in the competition, WUM will be the candidate's primary place of employment within the meaning of Article 120 of the Law on Higher Education and Science;
6. a statement with the following wording: "I acknowledge that I have read the information on the processing of my personal data contained in the documents and statements submitted by me in connection with my application for the position of ... (name of position).";
7. a statement that, in the period from July 22, 1944, to July 31, 1990, the candidate did not work for, serve in, or cooperate with the State security authorities within the meaning of Article 2 of the Act of October 18, 2006, on the disclosure of information on documents of the State security authorities from 1944-1990 and the content of those documents - applicable only to managerial positions;
8. a declaration concerning disciplines/inclusion in the N number, in accordance with the form set out in Annex No. 5 to this Recruitment Policy.

IV. Personal data protection rules applied by WUM:

1. The Data Controller of the personal data is the Medical University of Warsaw, with its registered office at 61 Żwirki i Wigury Street, 02-091 Warsaw.
2. Contact details for the Data Protection Officer: phone (+48 22) 57 20 240, email: iod@wum.edu.pl, or correspondence sent to the Data Controller's registered office.
3. Personal data will be processed for the purpose of the recruitment (competition) process, in accordance with Article 22[1] of the Labor Code, Article 32(2) (for recruitment to managerial positions), and Article 113 of the Act of July 20, 2018, on Higher Education and Science, as well as Article 6(1)(b) and (c) of Regulation (EU) 2016/679 of the European Parliament and 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 (General Data Protection Regulation, hereinafter referred to as "GDPR"). The provision of any additional data not required by law will

be considered as consent by the candidate for the processing of such personal data. For the purpose of pursuing the legitimate interests of the Data Controller, such as asserting or defending against legal claims, personal data will also be processed in accordance with Article 6(1)(f) of the GDPR.

4. Access to personal data within the Data Controller's organizational structure will be granted only to persons authorized by the Data Controller and only to the extent necessary for the performance of their duties.
5. Personal data will not be disclosed to third parties, except where disclosure is required by law or to entities cooperating with the Data Controller.
6. Personal data contained in the competition documentation will be processed in accordance with the archival category assigned to such documentation by the Data Controller (permanently). Applications submitted by unsuccessful candidates will be stored for 3 years and then destroyed.
7. The candidate has the right to:
 - 1) under Article 15 of the GDPR, the right to access their personal data;
 - 2) under Article 16 of the GDPR, the right to rectify their personal data;
 - 3) under Article 18 of the GDPR, the right to request that the Data Controller restrict the processing of their personal data, subject to the cases referred to in Article 18(2) of the GDPR;
 - 4) under Article 20 of the GDPR, the right to data portability;
 - 5) under Article 21 of the GDPR, the right to object, but only where processing is based on Article 6(1)(f) of the GDPR.
8. The candidate also has the right to request erasure of personal data, subject to Article 17(3) of the GDPR.
9. The candidate has the right to withdraw consent for the processing of their voluntarily provided personal data at any time, which will not affect the legality of the processing that was carried out on the basis of consent before its withdrawal.
10. The candidate has the right to lodge a complaint with the Office for Personal Data Protection if they believe that their personal data is being processed by the Controller in breach of the GDPR.
11. Providing personal data is voluntary, but it is necessary in order to participate in the recruitment process to the extent required by the legal provisions cited above; in all other respects, it is voluntary.
12. Decisions will not be made solely based on automated processing, and personal data will not be subject to profiling.

V. Documents must be submitted by [date, time].

VI. Documents must:

1. be written in Polish;
2. be sent by email to ... [email address], with the reference number included in the subject line; paper documents will not be accepted.

Please review the **WUM Recruitment Policy**, available at: [website address].

By submitting an application, the candidate accepts the terms of the competition set out in this document.

VII. Accessibility of the recruitment and employment process

We are committed to adapting the recruitment process to the needs of every applicant.

If you have specific needs in order to participate in the recruitment process, please let us know by email at or by phone at

We are open to conducting interviews remotely. If you would prefer this method, please let us know by email at or by phone at

Information about accessibility at WUM is available at: <https://www.wum.edu.pl/oswiadczenie-o-dostepnosci>

VIII. Competition information: tel. (0-22) 57-20-[.....], email:

IX. Competition results will be published on the WUM website: [website address]
.....

X. Submitted documents shall not be returned.

XI. WUM reserves the right to invalidate the competition at any time without stating a reason.

As a position may involve access to classified information, the successful candidate may be subject to a standard security clearance procedure in accordance with the Protection of Classified Information Act..

**ANNEX NO. 3 TO THE RECRUITMENT POLICY OF WUM INTRODUCED BY
REGULATION NO. 74/2026 OF THE RECTOR OF WUM OF MARCH 25, 2026**

.....
First name and family name of the member of the Selection Committee

Official Statement

In accordance with § 5(2) of the Recruitment Policy of the Medical University of Warsaw, and having reviewed the names of the persons who have submitted their applications in the competition for the position of

- 1) ...
- 2) ...
- 3) ...

I hereby declare that I do not share a household with any of the candidates, am not the spouse of any candidate, am not related to any candidate by blood or affinity up to the second degree, am not linked to any candidate by adoption, custody, or guardianship, and do not remain in any other legal or factual relationship with any candidate that could reasonably raise doubts as to my impartiality as a member of the Selection Committee.

Warsaw, date.....

.....
Signature

ANNEX NO. 4 TO THE RECRUITMENT POLICY OF WUM INTRODUCED BY REGULATION NO. 74/2026 OF THE RECTOR OF WUM OF MARCH 25, 2026

Information Clause on the Processing of Personal Data of Job Applicants by the Medical University of Warsaw

In accordance with Articles 13(1) and (2) and 14(1) and (2) of the Regulation (EU) 2016/679 of the European Parliament and 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, GDPR) (EU Official Journal L 119, 04 May 2016, p. 1), hereinafter "GDPR", the Medical University of Warsaw informs job applicants for **positions other than university teachers** that:

1. The Data Controller of the personal data is the Medical University of Warsaw, with its registered office at 61 Żwirki i Wigury Street, 02-091 Warsaw.
2. Contact details for the Data Protection Officer: phone (+48 22) 57 20 240, email: iod@wum.edu.pl, or correspondence sent to the Data Controller's registered office.
3. Personal data will be processed for the purpose of conducting the recruitment process, based on Article 22[1] of the Labor Code and Articles 6(1)(b) and (c) of the Regulation (EU) 2016/679 of the European Parliament and 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, GDPR) (EU Official Journal L 119, 4 May 2016, p. 1), hereinafter "GDPR". If additional data beyond the required scope is provided, it will be processed based on the candidate's consent under Article 6(1)(a) of the GDPR. For the legitimate interests of the Data Controller, such as contact purposes and the potential assertion or defense of claims, personal data will be processed based on Article 6(1)(f) of the GDPR.
4. Access to personal data within the Data Controller's organizational structure will be granted only to persons authorized by the Data Controller and only to the extent necessary.
5. Personal data will not be disclosed to third parties except for entities authorized by law or those with which the Data Controller has established cooperation.
6. Personal data will be processed for the duration necessary to complete the recruitment process, but no longer than until the conclusion of an employment contract with the selected candidate.
7. The candidate has the right to:
 - 1) under Article 15 of the GDPR, the right to access their personal data;

- 2) under Article 16 of the GDPR, the right to rectify their personal data;
 - 3) under Article 18 of the GDPR, the right to request that the Controller restrict the processing of their personal data, subject to the cases referred to in Article 18(2) of the GDPR;
 - 4) under Article 20 of the GDPR, the right to data portability;
 - 5) under Article 21 of the GDPR, the right to object, but only where processing is based on Article 6(1)(f) of the GDPR.
8. The candidate also has the right to request erasure of personal data, subject to the cases set out in Article 17(3) of the GDPR.
 9. The candidate has the right to withdraw consent for the processing of their voluntarily provided personal data at any time, which will not affect the legality of the processing that was carried out on the basis of consent before its withdrawal.
 10. The candidate has the right to lodge a complaint with the Office for Personal Data Protection if they believe that their personal data is being processed by the Controller in breach of the GDPR.
 11. Providing personal data is voluntary, although necessary in order to participate in the recruitment process to the extent required by Article 22(1) of the Labor Code. In all other respects, providing data is voluntary.
 12. Decisions will not be made solely based on automated processing, and personal data will not be subject to profiling.

**ANNEX NO. 5 TO THE RECRUITMENT POLICY OF WUM INTRODUCED BY
REGULATION NO. 74/2026 OF THE RECTOR OF WUM OF MARCH 25, 2026**

Place and date

Full name

DECLARATION

I hereby declare that if employed in the position of, I will submit the required statements in accordance with Article 343(7) and Article 265(5) of the Law on Higher Education and Science.

STATEMENT ON DISCIPLINES

I,, pursuant to Article 343(7) of the Law on Higher Education and Science and in connection with §§ 38-43 of the WUM Statutes (Annex to Resolution No. 36/2025 of the WUM Senate of June 30, 2025), hereby declare that I:

- **conduct** scientific research*),
- **participate in** conducting scientific research*),

at the Medical University of Warsaw in the fields and disciplines listed below. I also state the percentage of my working time allocated to each discipline (column: Percentage of Working Time in the Discipline).

No.	Scientific field	Scientific discipline**	Indication of discipline***	% of working time in discipline
1	<i>Medical and Health Sciences</i>	Medical sciences		
2		Pharmaceutical sciences		
3		Health sciences		
4		...		
5		Other....		

*) *Delete as appropriate.*

***) Disciplines should be specified in accordance with the Regulation on Fields of Science, Scientific Disciplines, and Artistic Disciplines.

****) The appropriate discipline should be marked with an "X." If two disciplines are indicated, the leading discipline, the one in which most achievements are produced, should be marked

with "1," and the second discipline should be marked with "2." In the IT system of the Ministry of Science and Higher Education, the employee's achievements will be assigned to the first discipline indicated. That assignment may subsequently be corrected.

Instructions:

- Pursuant to Article 343(7) of the Law, this statement may be submitted only by persons who conduct scientific research or participate in scientific research and are employed under an employment relationship at a given institution (here: WUM).
- Pursuant to Article 343(7) of the Law, this statement may be amended no earlier than 2 years from the date of its submission. However, the percentage of working time allocated to disciplines may be adjusted once per year.
- Pursuant to Article 343(8) of the Law, a maximum of 2 disciplines in total may be indicated across all entities where this statement has been submitted.
- Pursuant to Article 343(9) of the Law, the statement should be submitted taking into account **the most recently obtained academic degree or title** of professor, or **the current research accomplishments**.
- Pursuant to Article 343(10) of the Law, newly employed staff must submit the statement specified in Paragraph 7 within 14 days of employment, but no later than December 31 of the year of employment.

STATEMENT ON INCLUSION IN THE "N" CATEGORY

I,, pursuant to Article 265(5) of the Law on Higher Education and Science, hereby declare that I:

- do not consent to being counted among the employees conducting scientific research at the Medical University of Warsaw*);
- consent to being counted among the employees conducting scientific research at the Medical University of Warsaw in the following scientific disciplines (column: Consent)*):

No.	Scientific field	Scientific discipline**)	Consent***)
1	Medical and Health Sciences	Medical sciences	
2		Pharmaceutical sciences	
3		Health sciences	
4		...	
5	Other	Other	

**) Delete as appropriate.*

****) The fields and disciplines indicated in this statement must be the same as those specified in the "Statement on Disciplines" submitted under Article 343(7) of the Law. Disciplines should be determined in accordance with the Regulation on Scientific Fields, Scientific Disciplines, and Artistic Disciplines.*

****) The appropriate option should be marked with an "X" or the word "YES."*

Pursuant to Article 265(5) of the Law:

- the statement may be submitted only by persons who conduct scientific research and who are employed under an employment relationship at a given institution (this statement is not submitted merely participating in scientific research);
- the statement must be submitted within 14 days of employment and no later than December 31 of the year of employment;
- in the event of a change in discipline, the statement must be updated without delay;
- the statement may be submitted to only one institution and for no more than two scientific disciplines.

.....

Signature