

**COMMUNICATION FROM THE DEAN OF THE DOCTORAL SCHOOL
of 23 November 2023**

**on the rules governing the distribution of funds for scientific activities
at the Doctoral School of the SGH Warsaw School of Economics**

1. Funds for scientific activities are allocated to three areas of scientific activity:
 - 1) financial support for proofreading in the case of journals for min. 70 points,
 - 2) support for manuscripts accepted for publication,
 - 3) participation in conferences with a paper,
 - 4) empirical studies.
2. In order to obtain the funds referred to in par. 1(1) and (2), an application must be submitted to the Dean of the Doctoral School, together with documents confirming the acceptance of the manuscript for publication and a calculation of the costs of publication. The application should be accompanied by an opinion of the supervisor(s) on the compliance of the publication with the Individual Research Plan of the Doctoral Student. The Dean of the Doctoral School decides on the allocation of funds. Funds can be applied for throughout the year as needs arise.
3. The funds referred to in par. 1(3) shall be financed in the following order of priority:
 - 1) priority is given to participants presenting a paper at an international conference abroad,
 - 2) secondly, within available means, participants presenting a paper at national conferences (even of international scope).Participation in conferences without papers is not funded.
4. In order to obtain the funds referred to in par. 1(3), it is necessary to submit an application to the Dean of the Doctoral School, together with documents confirming the acceptance of the paper for the conference, the conference program, which clearly includes information about the presentation of the paper and the planned cost estimate. The application should be approved by the supervisor(s) and include a confirmation that the participation in the conference / publication is related to the implementation of the Individual

Research Plan of the Doctoral Student. An application template constitutes Appendix No. 1 to the Communication.

5. Funding can be granted to a doctoral student who fulfills the obligations specified in the Regulations of the Doctoral School at the Warsaw School of Economics (SGH) and the Education Program of the Doctoral School at SGH in a timely manner.
6. Once the Doctoral Student has been granted permission to receive financial support to participate in the conference, they are obliged to sign an agreement, a template of which constitutes Appendix No. 2 to the Communication.
7. Upon return from the conference, the Doctoral Student shall be obliged to submit a report on the trip in accordance with the template constituting Appendix No. 3 to the Communication.
8. Funding for empirical research is allocated through a competitive process governed by separate regulations. These funds will be available once per calendar year.
9. The funds will be settled in accordance with the Regulations and procedures in force at the SGH Warsaw School of Economics.
10. Communication from the Dean of the Doctoral School of 3 March 2022 on the rules governing the distribution of funds for scientific activities at the Doctoral School of the SGH Warsaw School of Economics is hereby invalidated.
11. The Communication shall enter into force on the date of its signing.

DEAN
of the Doctoral School
prof. dr hab. Wojciech Pachol
/signed with a qualified
electronic signature/