

ORDER NO. 28/2025

OF THE RECTOR OF THE UNIVERSITY OF SZCZECIN

of 5 February 2025

on the amount and procedure for remunerating individuals participating in activities related to the competition procedure for admission to the Doctoral School of the University of Szczecin for the 2025/2026 academic year

Pursuant to Article 23(2)(2) of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws 2024, item 1571, as amended), it is ordered as follows:

§ 1.

The remuneration for individuals participating in activities related to the competition procedure for admission to the Doctoral School of the University of Szczecin for the 2025/2026 academic year, hereinafter referred to as "remuneration," is established as follows:

- 1) Chairperson of the Competition Committee – 1,100.00 PLN per month; remuneration is paid for the period from May to September 2025.
- 2) Deputy Chairperson of the Competition Committee – 920.00 PLN per month; remuneration is paid for the period from May to September 2025.
- 3) Member of the Competition Committee – 50.00 PLN per interview with a candidate; remuneration is calculated based on the number of interviews conducted with candidates and is paid as a lump sum no later than 31 December 2025 for the period from May to September 2025.
- 4) Member of the Competition Team – 100.00 PLN per interview with a candidate; remuneration is calculated based on the number of interviews conducted with candidates and is paid as a lump sum no later than 31 December 2025 for the period from May to September 2025.
- 5) Secretary of the Competition Committee – 920.00 PLN per month; remuneration is paid for the period from May to September 2025.
- 6) Coordinator of the Online Candidate Registration System and activities related to the competition procedure – 1,100.00 PLN per month; remuneration is paid for the period from May to September 2025.

§ 2.

1. The remuneration for employees of the University of Szczecin who are academic teachers is paid in the form of additional remuneration, while for employees of the University of Szczecin who are not academic teachers, it is paid in the form of a task-based allowance.

2. The remuneration referred to in § 1(3) and (4) of this order is paid according to the payroll schedule for the respective group of employees of the University of Szczecin.
3. The remuneration specified in § 1 of this order is paid to the employee after the completion of tasks within the scope of assigned duties arising from their function.

§ 3.

1. The Director of the Doctoral School of the University of Szczecin prepares a request for the payment of additional remuneration (Annex No. 1) or a task-based allowance (Annex No. 2) for the employees referred to in § 1, specifying the amount due in accordance with the amounts set forth in § 1.
2. The request for the payment of a task-based allowance must be confirmed by an employee of the Human Resources Department, ensuring that the total requested task-based allowance, together with other received task-based allowances, does not exceed 80% of the sum of the employee's base salary and functional allowance.
3. The decision on the payment of additional remuneration or a task-based allowance for individuals participating in activities related to the competition procedure for admission to the Doctoral School of the University of Szczecin is made by the Vice-Rector responsible for science.

§ 4.

The tasks and competencies of the Competition Committee and the Competition Team are defined in § 13 of Resolution No. 110/2024 of the Senate of the University of Szczecin of 28 November 2024 on determining the recruitment rules, qualification criteria, admission limits and recruitment schedule for the Doctoral School of the University of Szczecin for education starting in the academic year 2025/2026.

§ 5.

The order enters into force on the date of its signing.

Prof. dr hab. Waldemar Tarczyński
Rector of the University of Szczecin
/signed with a qualified electronic signature/