



SGH

Warsaw School
of Economics

Guide to the SGH Doctoral School

#SGH Doctoral School goes global

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1. SGH Warsaw School of Economics

History

- SGH Warsaw School of Economics is the oldest economics and business university in Poland and one of the leading institutions of higher education in Central and Eastern Europe. It started its activity in 1906 with the foundation of August Zieliński's Private Courses of Commerce for Men at the time when Poland had been divided by Russia, Prussia and Austria.
- During World War I, with the consent of the Prussia's authorities controlling Warsaw, the courses were recognized officially as "Handelshochschule", which is German term for "Higher School of Commerce" (HSC).
- After Poland regained its independence in 1918 the school gained its academic orientation and one year later the authorities approved the new statute of the HSC by granting it full rights of a university.
- During World War II the school operated in the underground.
- In 1945, once the wartime hostilities ended, classes resumed in the SGH library building which escaped war damage. In June 1949, the communist authorities nationalised the university and transformed it into Main School of Planning and Statistics. Despite many limitations and difficulties, original schools of scientific thought managed to develop with such scholars as Aleksy Wakar and Michał Kalecki.
- In 1989, Poland's socio-political transformation begun and on April 5, 1991, the university returned to its previous name of Szkoła Główna Handlowa w Warszawie – SGH Warsaw School of Economics.



Facts and figures

- Ten thousand students,
- Four thousand participants of post-graduate programs,
- More than 2700 doctoral degrees and over 650 habilitations granted,
- Twenty-eight honoris causa doctorates,
- Around eight hundred faculty members (research and teaching staff), including 74 full professors,
- Thirty partner companies,
- More than three hundred partner universities from around the World,
- Over one million volumes in the library collection,
- More than 60 student organizations and societies, including Folk Song and Dance Ensemble, SGH Choir and SGH Theatre,
- Rich programme of foreign language teaching: English, German, Russian, Spanish, French and Italian,
- Bachelor's and Master's degree programs, the Doctoral School (SGH Doctoral School), and various forms of supplementary education (MBA, postgraduate programs, Children's University of Economics, Academy of Young Economists, Summer Academy of Economics and Entrepreneurship, SGH High School, Third Age University),
- Membership in international organisations and networks such as CEMS, PIM, EFMD, EUA, CEEMAN, EUCEN, PECSA, EDAMBA, BUP, CESEENET, AACSB, EADI, CIRET, PRME, EAPS, SAR Network and SUERF,
- Accredited by EQUIS, ACCA, AMBA, IQA (CEEMAN), PKA and IPMA,
- Certificates available to students include the SGH&CIMA Certificate in Business Accounting (CBA), the SGH & CIMA Diploma in Management Accounting (DMA), the SGH & CIMA Advanced Diploma in Management Accounting (ADMA),
- Seventeen double degree programs (at bachelor and master levels).



Mission statement

SGH Warsaw School of Economics is an innovative economic university that develops creative intellectual potential and educates leaders to meet challenges of the future. It is a globally recognized center of scientific research, a source of new ideas and initiatives created by the academic community, its graduates as well as representatives of business, social organizations, and public administration. As an independent and socially sensitive university, SGH shapes civic and ethical attitudes through its teaching, research and opinion-forming activities.



Values

- Professionalism
- Cooperation
- Honesty
- Respect
- Truth



Vision

SGH Warsaw School of Economics aims at being an influential, opinion-shaping institution of higher education in Europe that combines the best features of an economic university and a business school. The open and active academic community, drawing from its traditions and the latest scientific achievements seeks for integrating interdisciplinary research conducted in the international environment with business practice and it aims at informing socially responsible leaders able to take up challenges of the future.



Aspirations

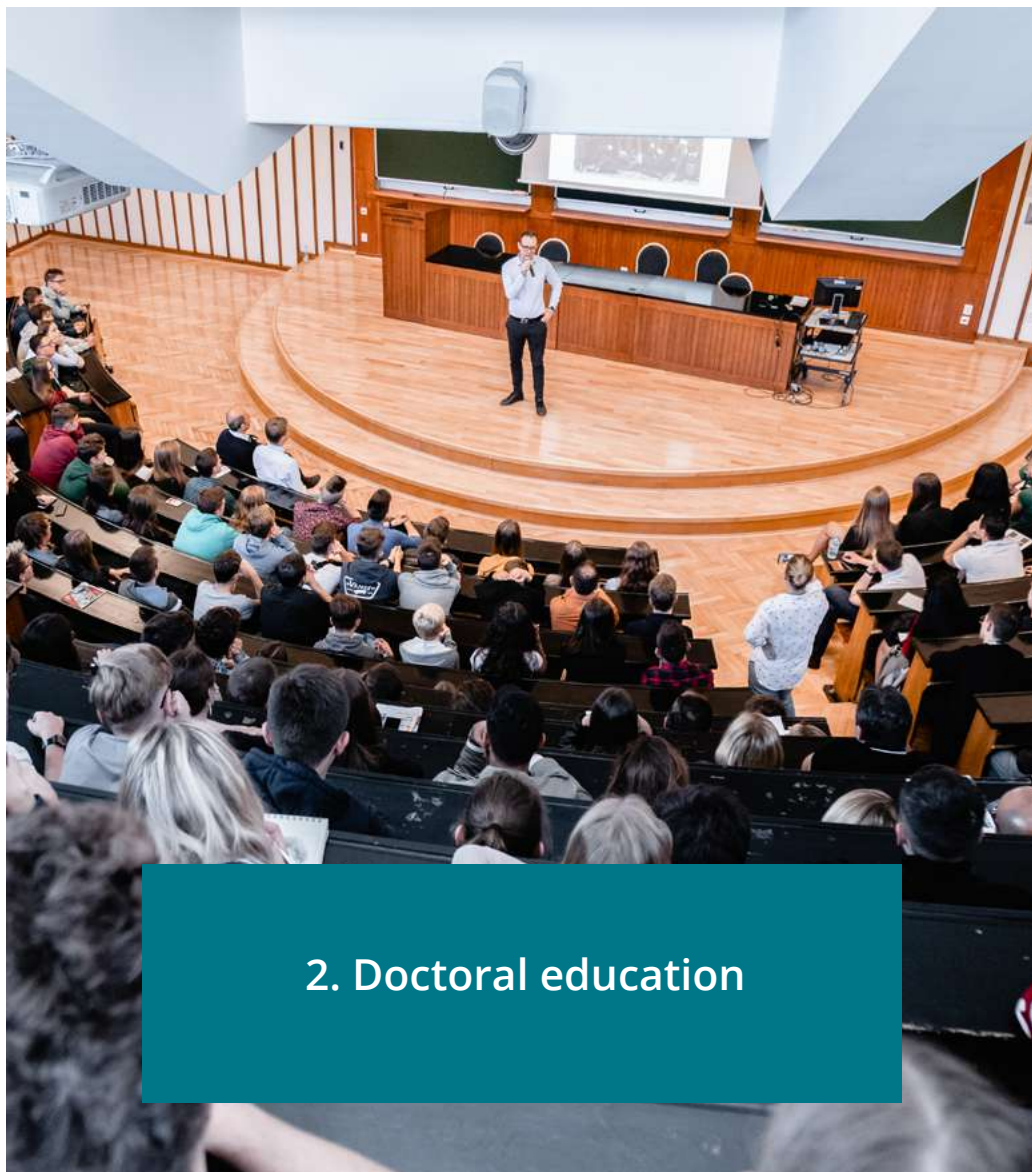
- Engaged academic community
- Leading academic position
- Education leadership
- Opinion-shaping
- Digital
- Responsible



Internationalisation

- Internationalisation has always been a fundamental strategic area to the SGH`s long-term development, integrated with all its activities,
- The SGH has been following highest research and teaching standards as confirmed by international accreditations (EQUIS, AMBA, CEEMAN IQA, ACCA) and certifications granted by the Polish Accreditation Committee,
- Every year about two thousand foreign students from over sixty countries are studying at the SGH in the framework of its regular and exchange programmes,
- The SGH's program portfolio is very extensive, strongly internationalised and includes seventeen Dual Diploma Bachelor and Master programmes, the CEMS (Community of European Management Schools and International Companies) Masters in Management, the Polish-German Academic Forum and CIEE (Council for International Educational Exchange) program, CEMBA (Canadian Executive MBA), and programmes within the SGH Doctoral School,
- The SGH's experience in cooperation with about four hundred foreign HEIs worldwide includes:
 - a) institutional cooperation – about three hundred active bilateral agreements with foreign HEIs;
 - b) cooperation in scientific research;

- c) exchange of students, faculty and administrative staff as part of, among others, the Erasmus programmes;
 - d) participation in international networks of universities (PIM, CEMS, EDAMBA, UCEN, Santander Universidades, Baltic University Programme, Global Business School Network), and international organizations (EUA-CDE, EFMD, CEEMAN, EADI, IIE, CIRET, PRME);
 - e) organization of and active participation in international conferences, summer schools and international projects (e.g., ROUTE-TO-PA in cooperation with Salerno University under the H2020 program; “Swap and Transfer” (SAT) in cooperation with ASEAN countries; „Go East summer school” organized since 2011 as part of the Polish-German Academic Forum, founded by DAAD).
- The SGH employs more than eight hundred academics conducting research in various areas of Economics and Finance, Management and Quality Sciences, Political Science and Public Administration.
 - Many SGH faculty members have extensive network of contacts with foreign HEIs and have served as experts for the European Commission and other European institutions.
 - SGH researchers have been awarded many prizes for scientific publications, research results, and grants from the National Science Centre, National Centre for Research and Development, and NAWA (Polish National Agency for Academic Exchange).
 - The SGH has received about 60 international research grants under the EU framework programs (FP5, FP6 – 8 projects, FP7-8 projects, H2020 – 3 projects) and the Erasmus+ program, as well as projects financed by: EACEA (12 Erasmus+), CERGE-EI, International Visegrad Fund, Interreg Central Europe program, ERSTE Foundation, UN Office in Geneva, Max Planck Institute for Demographic Research, FWPN and others. The SGH is the only Polish university participating in the EU SHARE project on student mobility from ASEAN countries.



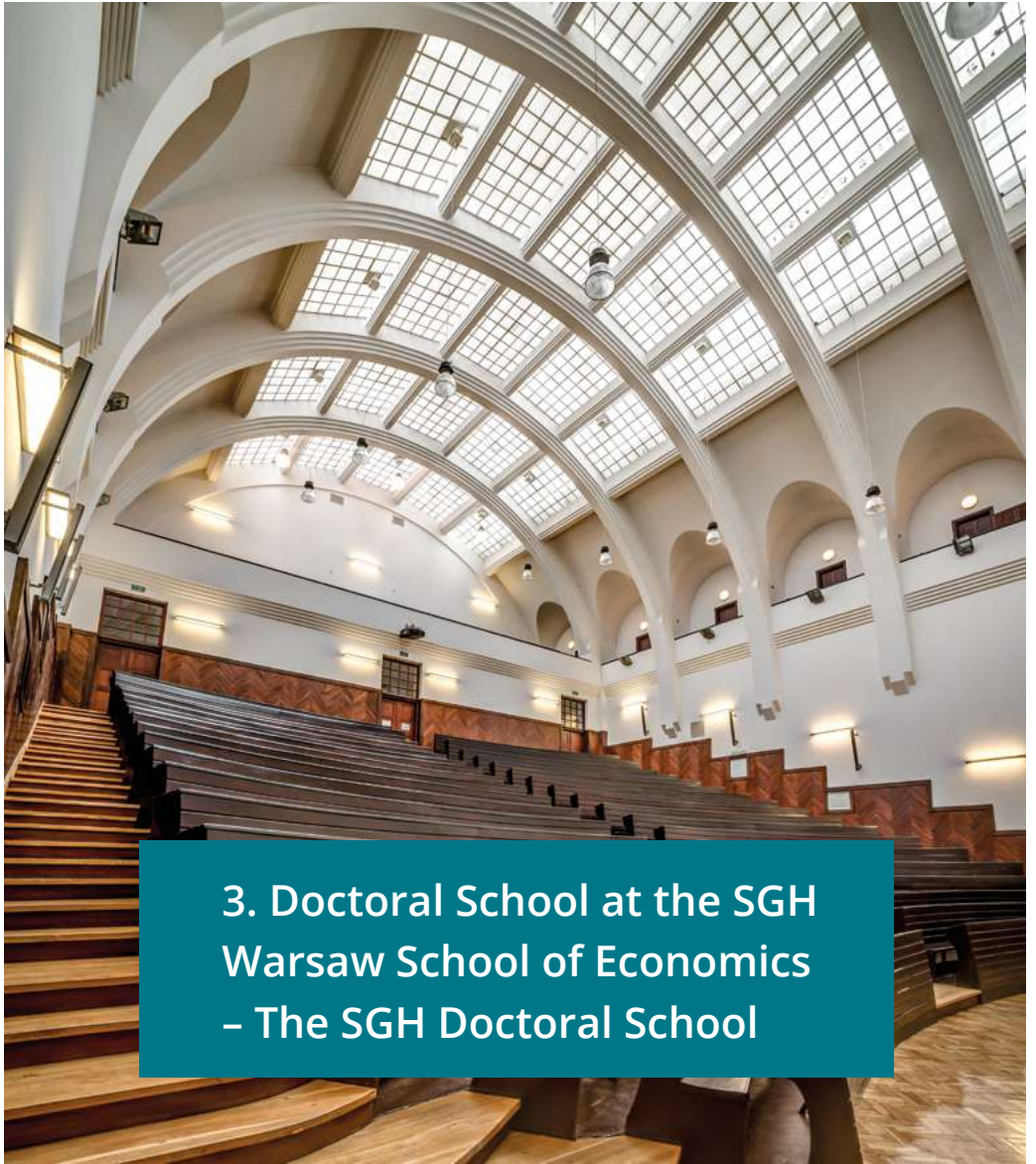
2. Doctoral education

Internationalisation of the SGH's doctoral programmes

- The SGH has long experience in various forms of doctoral education and internationalisation of doctoral programmes.
- For several decades the SGH has had foreign doctoral students,
- In 2009, the first iteration of the Doctoral Programme in Management and Economics in English was organised at the SGH within the Collegium of World Economy owing to the grant awarded by the National Center for Research and Development from the European Social Fund.
- The internationalisation of doctoral education at the SGH has been also supported by two projects co-financed by NAWA: „The New Economy Lab”, involving consolidation and development of scientific and educational cooperation with foreign partners of the SGH as part of the International Academic Partnerships programme (in cooperation with HEIs from the USA, Canada, Australia, Portugal and Italy); and PROM, aiming to develop research cooperation between SGH doctoral students and foreign HEIs.

Doctoral education in Poland

- From October 1, 2019, doctoral schools have replaced the existing doctoral programs at Polish HEIs.
- Education in doctoral schools in Poland is conducted in at least two scientific disciplines which encourages a creative and interdisciplinary approach to research.
- The scholarship system in Poland covers all participants of doctoral schools who do not acquired a doctoral degree.
- Doctoral schools in Poland are free of charge and cannot be organized in an extramural mode.



**3. Doctoral School at the SGH
Warsaw School of Economics
– The SGH Doctoral School**

Disciplines and profiles

The SGH is authorised to award the scientific degree of Doctor of Social Sciences in the following disciplines:

- Economics and Finance,
- Management and Quality Sciences,
- Political and Administration Sciences.

Education at the Doctoral School, including a curriculum and an individual research plan, is provided in two profiles:

1. **General academic profile** – suitable for the majority of doctoral students.
2. **Implementation doctorate profile** – for doctoral students who participate in the “Implementation Doctorate Program” .

Four programs

The curriculum at the Doctoral School is delivered in the following programs:

3. **Economics and Finance with the specialisation in Economics,**
4. **Economics and Finance with the specialisation in Finance,**
5. **Political and Administration Sciences,**
6. **Management and Quality Sciences.**

Scholarships

- The SGH Doctoral School is **free of charge**.
- The **scholarship system covers all participants** of the doctoral school who do not have a PhD degree.
- The total period of receiving a doctoral scholarship may not exceed 4 years.
- Scholarships are paid also during holidays and vacations,
- Doctoral candidates with outstanding scientific achievements are eligible for an increased doctoral scholarship from the SGH funds.
- Extra scholarship funds are available for the best foreign doctoral students financed by the NAWA STER programme.



Ster Programme

In the framework of the **NAWA STER** program "Internationalisation of doctoral schools" the SGH Doctoral School has implemented the project named "**Strengthening the SGH Doctoral School's Position within the Framework of the International Area of Doctoral Education – Internationalisation of the SGH Doctoral School**",

- The duration of the project is 36 months from January 3, 2022 until December 31, 2024,
- In the project, the following tasks are planned to push further the internationalisation of the SGH Doctoral School:

Task 1: Activities related to the admission of foreign doctoral students,

Task 2: Payment of NAWA scholarships for the best foreign doctoral students – 12-month scholarships from the STER Project's funds for the best doctoral students after having met conditions outlined in the Project Regulations. Qualifying individuals will be foreigners or Polish nationals with a Master's degree from a foreign university,

Task 3: Support of foreign mobility for the best SGH Doctoral School students from Poland and abroad through scholarships financing stays at renowned foreign universities in the OECD countries,

Task 4: Activities related to "at home" internationalisation,

Task 5: Developing international cooperation of doctoral schools,

Task 6: Activities related to the content management of the Project.

Rules of admission

ELIGIBLE CANDIDATES

Candidates who hold the professional degree of Master (magister), Master of Engineering (magister inżynier) or an equivalent degree.

ADMISSION PROCEDURE

Candidates are recruited via the following admission paths:

- general academic profile for candidates who are beneficiaries of grant programmes,
- general academic profile for other candidates,
- implementation doctorate profile – for candidates who were qualified for the “Implementation Doctorate Program” overseen by the Polish Ministry of Education and Science (MEiN).

ONLINE REGISTRATION SYSTEM (ISR)

- Candidate registration is conducted using the ISR – Online Registration System,
- The ISR is available on the SGH website at isr.sgh.waw.pl.
- Access to the ISR for candidates closes at 4:00 p.m. standard time in the territory of the Republic of Poland on the last day of the relevant recruitment period.

ADMISSION PROCEDURE – STAGES

Stage1: Evaluation of the documents submitted by a candidate and a decision concerning qualification to the second stage – without the candidate’s participation,

Stage 2: Interview with the candidate conducted by the Recruitment Committee appointed by the SGH Rector.

REQUIRED DOCUMENTS

- Personal questionnaire printed from the ISR,
- Application for admission to the Doctoral School (specifying preferences of the candidate for the curriculum),
- A cover letter in which the candidate states their scientific interests,

- An outline of the planned research proposal for the doctoral dissertation,
- An opinion on the candidate's scientific competence provided by an academic representing the scientific discipline within which the candidate will continue their education in the SGH Doctoral School; this member of academic staffs has to meet the supervisor requirements (habilitated doctor or titular professor),
- A long-cycle Master's degree or a second-cycle degree diploma for programs in Polish or in a foreign language, or an official copy thereof; or a first-cycle degree diploma or a document confirming that the candidate completed the third year of a long-cycle master's degree program,
- In the case of a diploma of a foreign university, a document should be presented confirming the recognition of the foreign diploma by the Polish National Agency for Academic Exchange (NAWA),
- A statement confirming that the candidate has a sufficient command of English to be able to pursue education at the SGH Doctoral School.

INTERVIEWS WITH CANDIDATES

In the interview, the committee evaluates each candidate on two questions:

- a) question no. 1 about the research proposal,
 - b) question no. 2 concerning the field of the program for which the candidate applies;
- The interview will be conducted in Polish or in English,
 - The interview with the candidate may be based on electronic means of communication with audio and video transmission.

ENROLMENT FEE

In 2022, the enrolment fee is PLN 250.

The candidate pays the enrolment fee in advance, no later than the last day of the registration period as specified in the ISR.

RESULTS OF THE ADMISSION PROCEDURE

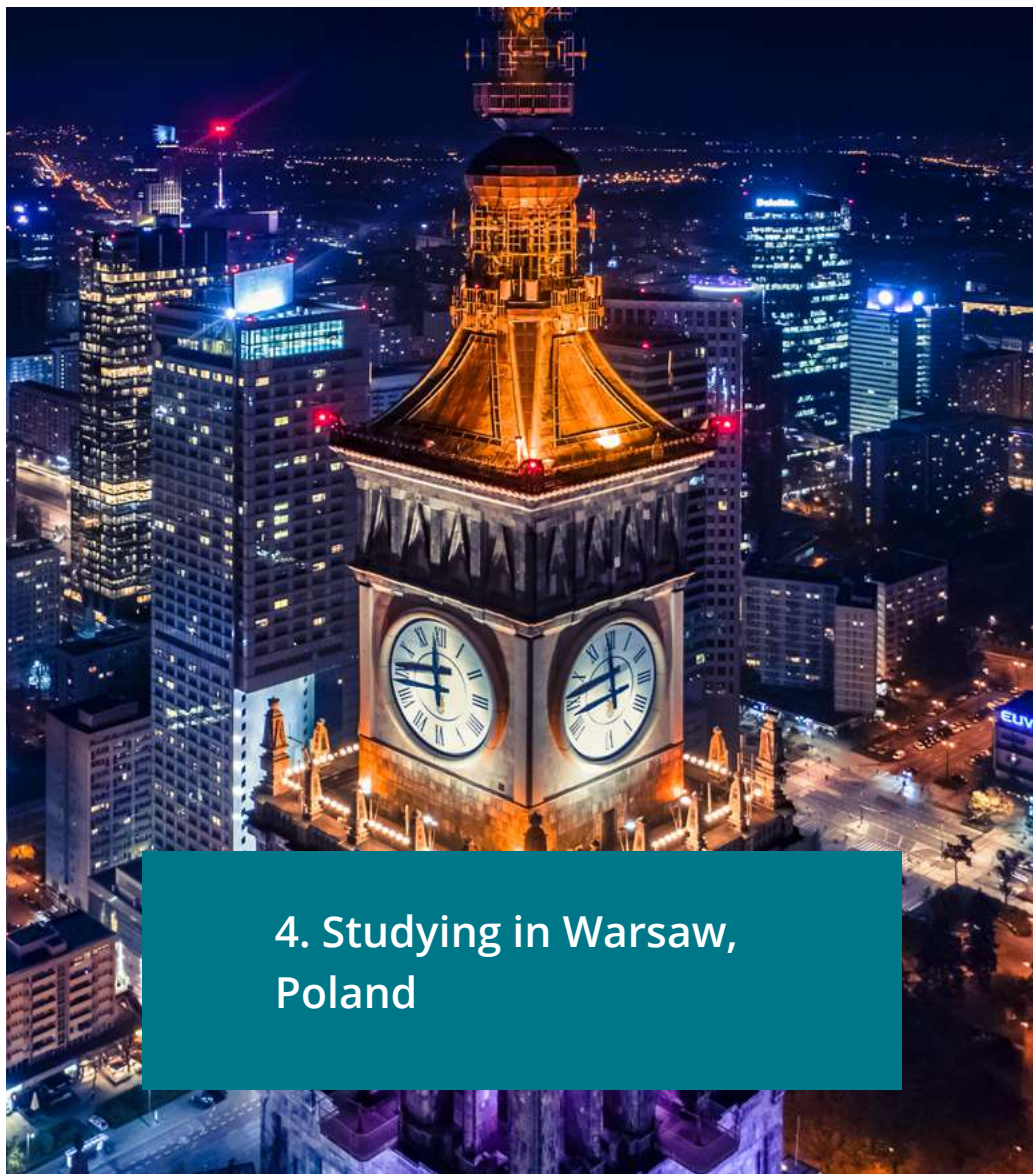
- Information regarding the admission process is provided in the ISR or via an e-mail sent to the address given by the candidate.
- The order of candidates to be included in the list of doctoral students at the SGH Doctoral School within the established limit of places is determined by a ranking list created according to the results of admission process.
- A candidate qualified for admission to the SGH Doctoral School will submit a statement in writing that:
 1. the SGH Doctoral School is the only doctoral program in which the candidate will participate,
 2. the candidate does not have a doctoral degree and that if the candidate conceals information about the doctoral degree, they will return the illegally collected doctoral scholarship,
 3. the candidate is not employed as an academic teacher or researcher.

ADMISSION SCHEDULE

1. Registration in the ISR and submitting the required documents,
2. Substantive assessment of submitted documents,
3. Announcement of the results of the first stage of the admission process,
4. Interviews with candidates,
5. Announcement of the results of the second stage of the admission process and the ranking list of the candidates qualified for admission to the SGH Doctoral School,
6. Submission of the statements by successful candidates,
7. Submission of the admission-process documents to the SGH Doctoral School Bureau.

ADMISSION – SCORING SYSTEM

- Assessment criteria and scores for the criteria in the admission process are available at: www.sgh.waw.pl/doctoralschool.
- A qualifying threshold for the second stage of the admission process is 45 points.
- The minimum score a successful candidate must obtain in the admission process after the second stage is 75 points.



4. Studying in Warsaw, Poland



- 12,696 km²
- 38,179,800 people (March 2021)

POLAND AND WARSAW – INFORMATION

- Poland, the Republic of Poland (RP) is a country in the Central Europe.
- **Warsaw** is the administrative, political, cultural, and financial capital of Poland and the most attractive business destination in the CEE region.
- Warsaw is the largest city in Poland in terms of population (1 794 166 people in 2021) and area (517.24 km²).
- Warsaw is a city where Maria Curie-Skłodowska was born and Fryderyk Chopin (born in Żelazowa Wola) started his career as a pianist and composer.

- There are over 400,000 business entities in Warsaw, including international corporations and local companies.
- There are two international airports in and around Warsaw (**Chopin Airport** and **Warsaw Modlin Airport**) thanks to which Warsaw is directly connected with 65 countries and over 120 cities all around the World.
- The travel time from Warsaw to most of the large European cities does not exceed 2.5 hours, and domestic flights take less than an hour.
- Chopin Airport is located 15 minutes by car from the city center.
- More information about Warsaw: en.um.warszawa.pl.



SGH CAMPUS

- The SGH is very conveniently placed in the city district called Mokotów.
- The main building (G) of the SGH Warsaw School of Economics is located at **Aleja Niepodległości 162**.
- At the main campus **there are bus and tram stops and an underground station**; the name of the stop is “Pole Mokotowskie”. The underground station is 2 stops away from the city center and the tram stop is 5 stops away from the “Warszawa Centralna” railway station (Warsaw Central).

ACCOMODATION IN WARSAW

- On average, a bed in a dormitory in Warsaw costs 400–600 PLN per month.
- Renting a room in a private flat starts at 900 PLN per month
- Renting an entire flat starts at 1500–2000 PLN per month for a single-room flat.
- The location of a flat may heavily influence the rent.



ATTRACTIONS IN WARSAW

- **The reconstructed Old Town** – a replica of the original buildings which were destroyed during World War II; a post-war reconstruction has been possible thanks to the original paintings of Bernardo Bellotto called Canaletto from the XVIII century. Nearly 75% of buildings in Warsaw have been dismantled by the Nazis from 1939 till 1944.
- **National Museum in Warsaw** – originally founded in 1862 as the Museum of Fine Arts and currently one of the oldest art museums in Poland.
- **Multimedia Fountain Park** – offering water, light and sound show every Friday and Saturday.



- **The Royal Łazienki** – every Sunday from mid-May until the end of September there are live concerts of Chopin’s music by the monument of the composer. The concerts take place at 12.00 and 16.00.
- **The Fryderyk Chopin Museum in Warsaw** – is aimed at cultivating the memory of the great composer and makes information about his life and work available to a wide audience.
- **The Warsaw Rising Museum** – recommended for those interested in World War II who would like to learn more about this part of Polish history interestingly. The museum owns many original exhibits from the period of Warsaw Rising in 1944 including documents, films, sounds etc. The biggest exhibit is the Liberator plane which was delivering supplies to fighting Warsaw.
- **POLIN Museum of the History of Polish Jews** – localised on the site of the former Warsaw Ghetto, features a multimedia narrative exhibition about the vibrant Jewish community that flourished in Poland for a thousand years up to the Holocaust. Warsaw was the most populous Jewish city in the pre-war period.



FOOD

- The cost of alimentation in Warsaw largely depends on eating habits.
- If you cook your own meals, then the cost should range between 600–800 PLN.
- If you prefer to eat out, you will spend at least 1100 PLN a month on food alone.
- A meal in fast-food restaurants or cheap cafeterias costs between 20–35 PLN.
- Something more fancy costs at least 50–100 PLN per person.
- Warsaw has many restaurants with vegetarian cuisine and cuisines from different countries of the world.

TRANSPORTATION ON A DOCTORAL STUDENT'S BUDGET

- The cheapest mode of moving around Warsaw, excluding one's own feet, is municipal transportation (buses, trams, local-range trains, and metro).
- If you are planning to use it only from time to time, then single-fare or short-term tickets are the optimal solution for you: www.wtp.waw.pl/en/ticket-tariff.

- If you use public transportation on a regular basis, then the best solution is to buy a long-term ticket
- Once you have your student ID card, you will be entitled to a reduced fare (50% of the standard fare for a 30-day ticket starts at 55 PLN, for a 90-day ticket it is 140 PLN).
- More information on public transportation and current ticket prices is available on the website of the Warsaw Public Transport Authority.
- An alternative to public transport is various bike-sharing systems available in Warsaw (typically closed in the winter season) and car or motor-scooter sharing services (accessed via smartphone with a specific operator's application installed).



OPENING A BANK ACCOUNT

- The easiest way to open a bank account is to do it in person in a local branch of one of banks.
- In addition to an ID document (the passport or an ID card issued in the EU), the bank may also require some supplementary documents.

SGH DOCTORAL SCHOOL

e-mail: bsd@sgh.waw.pl

www.sgh.waw.pl/doctorschool