

Framework schedule, physics specialisation - Warsaw4Phd

This is an example, your personal timetable and distribution of items will differ

YEAR 1 semester I

Item	Hours	ECTS	Completion confirmed by	Comments
Medical checkup	n/a	-	Institute medical office	
Occupational health & safety training	5	-	OHS officer	
Prepare curriculum schedule for the 1st year	n/a	-	Head of specialisation	Prepared together with supervisor. Within 7 days of commencement
Formal assignment of supervisor(s)	-	-	Scientific council	Within 3 months of commencement
Broad topic specialization lecture	30	3	Exam organised by lecturer	
Narrow topic specialization lecture	15	1,5	Exam organised by lecturer	
<i>Journal club or Seminar on fundamental physics</i>	15	1	Seminar organiser	Based on attendance / presentation
Department seminar	10	0,5	Seminar organiser	Based on attendance
PL / EN language course	30	-	Lecturer	If applicable

YEAR 1 semester II

Item	Hours	ECTS	Completion confirmed by	Comments
Report on semester I due	n/a	-	Head of specialisation	By 15 March, approved by supervisors
Broad topic specialization lecture	30	3	Exam organised by lecturer	
Narrow topic specialization lecture	15	1,5	Exam organised by lecturer	
Additional (soft skills) training	8	1	Training organiser	Based on attendance
<i>Journal club or Seminar on fundamental physics</i>	15	1	Seminar organiser	Based on attendance & presentation
Department seminar	10	0,5	Seminar organiser	Based on attendance & presentation
PhD symposium	15	1	Head of specialisation	Based on attendance
Report on semester II due	n/a	-	Head of specialisation	By 17 September, approved by supervisors
Submit individual research plan	n/a	-	Head of specialisation	Within 12 months of commencement, approved by supervisors
PL / EN language course	30	-	Lecturer	If applicable

YEAR 2 semester I

Item	Hours	ECTS	Completion confirmed by	Comments
Broad topic specialization lecture	30	3	Exam organised by lecturer	
Experimental techniques	8	1	Training organiser	Based on attendance
<i>Journal club or Seminar on fundamental physics</i>	15	1	Seminar organiser	Based on attendance / presentation
Department seminar	10	0,5	Seminar organiser	Based on attendance
PL / EN language course	30	-	Lecturer	If applicable
<i>Year 2 Sem I is a good time to submit first paper</i>	-	-	n/a	<i>Publication allows grant proposals</i>

YEAR 2 semester II

Item	Hours	ECTS	Completion confirmed by	Comments
Report on semester I due	n/a	-	Head of specialisation	By 15 March, approved by supervisors
Narrow topic specialization lecture	15	1,5	Exam organised by lecturer	
Narrow topic specialization lecture	15	1,5	Exam organised by lecturer	
<i>Journal club or Seminar on fundamental physics</i>	15	1	Seminar organiser	Based on attendance & presentation
Department seminar	10	0,5	Seminar organiser	Based on attendance & presentation
PhD symposium	15	1	Head of specialisation	Based on presentation
Report on semester II due	n/a	-	Head of specialisation	By 17 September, approved by supervisors
PL / EN language course	30	-	Lecturer	If applicable
Mid-term report	n/a	-	Head of specialisation	>= 30 days before date of mid-term evaluation

YEAR 3 semester I

Item	Hours	ECTS	Completion confirmed by	Comments
Mid-term evaluation	n/a	-	External commission	First month of 3 rd year
Department seminar	10	0,5	Seminar organiser	Based on attendance
Additional (soft skills) training	8	1	Training organiser	Based on attendance
Polish language course	30	-	Lecturer	If applicable

YEAR 3 semester II

Item	Hours	ECTS	Completion confirmed by	Comments
Report on semester I due	n/a	-	Head of specialisation	By 15 March, approved by supervisors
Department seminar	10	0,5	Seminar organiser	Based on attendance & presentation
PhD symposium	15	1	Head of specialisation	Based on presentation
<i>A good time to submit PRELUDIUM project</i>	-	-	n/a	<i>Deadlines usually in mid June every year</i>
Report on semester II due	n/a	-	Head of specialisation	By 17 September, approved by supervisors
Polish language course	30	-	Lecturer	If applicable

YEAR 4 semester I

Item	Hours	ECTS	Completion confirmed by	Comments
Department seminar	10	0,5	Seminar organiser	Based on attendance

YEAR 4 semester II

Item	Hours	ECTS	Completion confirmed by	Comments
Report on semester I due	n/a	-	Head of specialisation	By 15 March, approved by supervisors
Department seminar	10	0,5	Seminar organiser	Based on attendance & presentation
PhD symposium	15	1	Head of specialisation	Based on attendance
<i>A good time to submit PRELUDIUM project</i>	-	-	n/a	<i>Deadlines usually in mid June every year</i>
Report on semester II due	n/a	-	Head of specialisation	By 17 September, approved by supervisors
Submission of PhD thesis, start of PhD proceedings	n/a	-	Head of Scientific Council	Hooray! : D

ECTS points summary example

Year	Specialisation lectures	Specialisation training	Specialisation seminars	Additional soft skills courses	Total
1	9	1	3	1	14
2	6	1	3	1	11
3	-	1	1	1	3
4	-	1	1	-	2
GRAND TOTAL	15	4	8	3	30

Some remarks for IFPAN students regarding a few confusing points (*other institutes may have different rules*)

You need to get confirmation of attendance/marks on exam cards!

(or “equivalent” while COVID is on, meaning information from the organiser to the head of specialisation or the PhD secretariat, via email or exam protocols.)

“Soon” the USOS system will be made operational which will make exam cards obsolete.
(no, really, apparently it is supposed to happen soon)

Credit for *Journal club* / *Seminar on fundamental physics*:

1 semester of attendance, no talk	1 ECTS
1 semester of attendance, gave talk	1 ECTS
2 semesters of attendance, no talk	1 ECTS
2 semester of attendance, gave talk	2 ECTS

Credit for department/group seminars:

1 semester of attendance, no talk	0,5 ECTS
1 semester of attendance, gave talk	0,5 ECTS
2 semesters of attendance, no talk	0,5 ECTS
2 semester of attendance, gave talk	1 ECTS

Obligatory elements:

4 lectures with examinations, amounting to at least 12 ECTS

4 semesters of attendance at *Journal club* or *Seminar on fundamental physics* (in whatever combination), including two presentations given there

6 semesters of attendance at department/group seminars,
including three presentations given there.

1 semester attendance at *Experimental techniques* (lab tours) .

When it gets done finally after Covid restrictions on onsite classes finish.

Attendance at the yearly PhD symposium every year,
+ presentation of your results in 2nd and 3rd years.

NOTE: currently PhD symposia are delayed by a few months because we keep hoping to have them onsite. The one for the 2020/2021 academic year is planned for November 2021 probably.

At least 3 ECTS of soft skills courses

Depending on your sub-field and whether your MSc was in physics or not, there is a list of obligatory lectures – in the official school program.

Lectures etc at other institutes or universities:

Please feel encouraged to attend these.

To get credit, you need to get the signatures on the exam cards (or “equivalent”).

And give the head of specialisation evidence about how many ECTS it counts for, if that information is not listed on the warsaw4phd website.