Appendix 12

to Ordinance 182/2023

of 21 July 2023

Wrocław, …………………..

……………………………………………………………………………………

PhD student’s name and surname

……………………………………………………………………………………

album number, year of training

……………………………………………………………………………………

supervisor/supervisors

Sir/Madam

………………………………………………………………………..

Head of the Doctoral College of ……………………………………………..

Pursuant to § 35 of the Resolution 134/2019 of the Senate of the University of Wrocław of 25 September 2019 on the regulations of the Doctoral School of the University of Wrocław **I am applying for the extension of the deadline to submit my doctoral dissertation** beyond the period set in the Individual Research Plan: …………………………………… *(provide the date for the submission of the doctoral dissertation set in the Individual Research Plan)* by………………………………………. *(indicate what period of extension is requested, e.g. 1 year, several months, etc.)* **due to** *(select the appropriate from the list below)*:

1/ temporary incapacity due to illness;  
2/ the need to provide personal care for a sick family member;  
3/ the need to provide personal care for a child under 4 years of age or a child holding a certificate of disability; s  
4/ holding a certificate on the degree of disability.

If the PhD student has obtained prior approvals from the Head for extending the deadline for submission of the dissertation, they are required to enter the date of the decision, the reason for the extension, and provide for what period the extension was granted.

…………………………………………………………………………………………………………………………………………………………………

**Justification:**

**…………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….**

(for inspection documents certifying the occurrence of the circumstances which make the PhD student eligible for the extension)

**Supervisor’s/supervisors’ opinion:**

…………………………………………………………………………………………………………………………………………………………………

supervisor’s/supervisors’ signature/s

**Instruction:**

1/ An extension of the deadline for submission of the dissertation may be granted to a PhD student who meets all of the following conditions:  
a) submitted the application before the end of the training period provided in the training programme, but after the mid-term evaluation;  
b) completed the training programme in a timely manner.

2/ During the period of extension, if four years have passed since the commencement of training, the PhD student is not receiving a doctoral stipend;

3/ The head of the relevant college, at the request of the PhD student and after consultation with the supervisor(s), may grant permission to extend the deadline for submission of the doctoral dissertation beyond the period stipulated in the Individual Research Plan, for a total of no more than 2 years;

4/ During the period of extension of the deadline for submission of the doctoral dissertation, the PhD student is entitled to hold a doctoral ID card.

5/ Within one month of the expiration of the extension period, the PhD student shall submit an addendum to the Individual Research Plan.

……………………………………………………

PhD student’s signature