



Regulations for Award and Payment of Scholarships to Best Foreign Doctoral Candidates and Doctoral Candidates from Poland Implementing Doctoral Projects in International Cooperation
Pursuing *Joint Degree or Double Degree* – within STER Programme
– Internationalisation of Doctoral Schools:
Curriculum for advanced doctoral education & training – Cadet Academy of TUL.

(Task 6 Award for outstanding cadets – NAWA scholarships)

§ 1 General Provisions

1. This document defines the rules of implementation of Task 6 – Award for outstanding cadets – NAWA scholarships (hereinafter referred to as 'Task') by the Interdisciplinary Doctoral School of Lodz University of Technology (hereinafter referred to as IDS TUL), which is a part of the project 'Curriculum for advanced doctoral education & training - CADET Academy' of TUL'. (contract number PPI/STE/2020/1/00027/U/00001) co-financed by the Polish National Agency for Academic Exchange within the STER Programme. The project implementation period is from January 4, 2021 to December 12, 2023.
2. The objective of the task is to provide scholarship support to doctoral candidates carrying out doctoral projects in international cooperation and pursuing a joint degree or a double degree.

§ 2 Definitions and interpretations

The following terms, as used in Regulation, shall have the following meaning:

1. **Act** - the Act of 20 July 2018. Law on Higher Education and Science (i.e. Journal of Laws of 2021, item 478 as amended);
2. **Project** - the project entitled Curriculum for advanced doctoral education & training - CADET Academy of TUL, referred to in the project funding agreement no. PPI/STE/2020/1/00027/U/00001 concluded between Lodz University of Technology and Polish National Agency for Academic Exchange (hereinafter referred to as "NAWA");
3. **Programme** – STER Programme – Internationalisation of Doctoral Schools;
4. **Programme beneficiary** – Lodz University of Technology, ul. Żeromskiego 116, 90 - 924 Łódź, NIP 7270021895, REGON 000001583;
5. **Task** –Task 6 of the project proposal entitled Award for outstanding cadets - NAWA scholarships;
6. **IDS TUL** – Interdisciplinary Doctoral School at Lodz University of Technology;
7. **Participant** – a Doctoral Candidate who has been qualified for an increased NAWA scholarship, in accordance with the Regulations;
8. **Scholarship Agreement** – an agreement concluded between the Programme Beneficiary and the Participant in accordance with the Regulations;
9. **NAWA scholarship** – a scholarship for the best foreign Doctoral Candidates and Doctoral Candidates from Poland, carrying out doctoral projects in international cooperation and pursuing a joint degree or double degree, financed under the project;

10. **Doctoral Candidate** – a person who has the status of a doctoral candidate at IDS TUL;
11. **Foreign Doctoral Candidate** - a foreigner who is a graduate of first-cycle studies, second-cycle studies or Master's degree programme completed in a foreign institution, or a foreigner who is a graduate of the second-cycle studies completed in a Polish institution, or a Polish person who is a graduate of the second-cycle studies completed in a foreign institution.

§ 3 Rules for Awarding NAWA Scholarship

1. The NAWA scholarship is awarded in an open competition announced by the Head of IDS TUL in accordance with the principles of openness, transparency, equal rights and equal opportunities.
2. The NAWA scholarship may be awarded to
 - 1) the best foreign Doctoral Candidates pursuing their education at IDS TUL;or
 - 2) the best Doctoral Candidates from Poland studying at IDS TUL who carry out doctoral projects in international cooperation and work towards obtaining a joint degree or double degree,

who meet the following criteria:

- 1) have an Individual Research Plan approved (by the Head of IDS TUL);
- 2) do not receive a grant in other projects (including the "Industrial Doctorate" Programme);
- 3) are preparing a PhD dissertation in a foreign language (English),

and additionally meet at least one of the following criteria:

- 1) are working with a supervisor or auxiliary supervisor from a foreign research institution;
 - 2) can demonstrate current research collaboration with a foreign institution.
3. The NAWA Scholarship, referred to in clause 1, is awarded in the amount of PLN 2500 gross (two thousand five hundred zlotys with 00/100) per month for 8 months from October to May of a given academic year.
 4. The condition for receiving a NAWA scholarship is signing a contract according to the specimen in **Appendix 1** and the Project Participant's GDPR consent statement (NAWA RODO) according to the specimen in **Appendix 2**.
 5. The NAWA scholarship is paid in arrears, starting from the month in which the Participant submits the documents referred to in clause 4, with adjustment from October of the given academic year and after receiving funds from NAWA.
 6. NAWA scholarship is awarded in two competitions:
 - 1) in the academic year 2021/2022 – 3rd year of education – six scholarships;
2nd year of education – six scholarships;
 - 2) in the academic year 2022/2023 – 4th year of education – six scholarships,
3rd year of education – six scholarships; 2nd year of education – six scholarships.



7. If all NAWA scholarships are not used in the first competition for the academic year 2021/2022, the unused NAWA scholarships will be included in the next competition for the academic year 2022/2023.
8. The NAWA scholarship is awarded by a five-member committee appointed by the Head of IDS TUL, consisting of: Vice-Rector for Science, Head of IDS TUL and three members of the IDS TUL Scientific Council; the composition of the committee is published on IDS TUL website.
9. The members of the Committee shall elect a Chairperson and a Secretary from among themselves.
10. The Committee is obliged to keep minutes of its meetings. It is permissible to organize a meeting and voting in whole or in part by remote mode. A meeting of the Committee shall be deemed valid if at least three members of the Committee participate in it.
11. If any circumstances prevent a member of the Committee from taking part in the Committee's work or in a situation where the meeting might not be valid, the Head of IDS TUL shall appoint a new Committee member.
12. The Committee is obliged to ensure impartiality and objectivity in the evaluation of applications, while protecting personal data.
13. If the Doctoral Candidate's supervisor or auxiliary supervisor is a member of the Committee evaluating the Doctoral Candidate, the supervisor or auxiliary supervisor shall not be present during the examination of the application in question, which is reflected in the minutes of the Committee meeting.
14. The Committee's decisions are made by a majority of votes of the members present at the committee's meeting. If a majority is not achieved, the Chairperson of the Committee shall have the casting vote. Decisions, recommendations, opinions and rankings issued by the Committee shall be signed by the Chairperson of the Committee or, in his/her absence, by the Committee Secretary.
15. The application for the NAWA scholarship, prepared according to the specimen included in **Appendix 3**, together with the statement included in **Appendix 4**, shall be submitted by the Doctoral Candidate before the deadline and at an easily accessible location specified by the Head of IDS TUL. Applications submitted after the deadline will not be considered.
16. Doctoral Candidates who, due to their disability, require special support in the process of recruitment and implementation of the project, are asked to report it to the IDS TUL Office during the recruitment process, or, if the disability was acquired during the project, within 7 days from the day of the occurrence of the event confirming the disability. Such support will be provided, to the extent possible, by the TUL Disabled Persons Office (BON) or IDS TUL Office.
17. The basis for awarding the NAWA scholarship is the Doctoral Candidate's scientific achievements, which are subject to substantive assessment by committees on a 0-100 point scale in accordance with detailed criteria specified in appendix 5.
18. If Doctoral Candidate obtains the same number of points, the order of submitting the applications to the IDS TUL Office will be decisive in awarding the scholarship.
19. The Committee shall examine applications for the NAWA scholarship taking into account their formal correctness and the fulfillment of the requirements specified in the announcement of the competition. Applications that do not meet formal requirements will not be subject to further assessment.
20. The results of the competition will be published on the IDS TUL website of in the project section and will be sent to Doctoral Candidates via e-mail.



21. Candidates who have received a negative decision on qualifying for the project have the right to appeal to His Magnificence Rector of Lodz University of Technology within 7 working days from the date of notification of the decision of the Committee.
22. After completing the period of receiving a scholarship financed by the project, the Doctoral Candidate is obliged to submit, within 30 days, a summary report to the IDS TUL Head, via the IDS TUL Office, in accordance with the specimen available on the IDS TUL website, in the project section.
23. During the period of receiving NAWA scholarship the Doctoral Candidate is obliged to include the following information about NAWA scholarship in all publications and reports connected with his/her doctoral dissertation: *The publication/report was created as part of the Doctoral Candidate's participation in the project of Polish National Agency for Academic Exchange under the "STER" Programme - Internationalisation of Doctoral Schools" as part of the project "Curriculum for advanced doctoral education & training - CADET Academy of Lodz University of Technology".*
24. The payment of the NAWA scholarship may be withheld in the following cases:
 - 1) Doctoral Candidate loses the status of a doctoral candidate or is removed from the register of doctoral candidates at IDS TUL;
 - 2) Doctoral Candidate's education is suspended;
 - 3) in cases specified in § 14 of the Resolution No. 5/2021 of the Senate of the Lodz University of Technology of March 31, 2021 on the adoption of the Regulations of the Interdisciplinary Doctoral School at Lodz University of Technology;
 - 4) Doctoral Candidate does not show satisfactory progress in the preparation of the doctoral dissertation, in his or her supervisor's or supervisors' opinion or the supervisor's and the auxiliary supervisor's opinion;
 - 5) Doctoral Candidate fails to deliver progress reports within the prescribed period.
25. The decision to withhold/discontinue NAWA scholarship payments is made by the Committee. If a dispute arises, the committee makes decisions after consultation with the IDS TUL Scientific Council.

§ 4 Final Provisions

1. Any matters that are not regulated in these Regulations shall be governed by generally applicable regulations and TUL internal regulations.
2. These Regulations shall enter into force on 1 October 2021.