

**Terms and Conditions of awarding incentive scholarships to students
of second-cycle priority study programmes in the *SciMat* PRA
under the Strategic Programme Excellence Initiative
at the Jagiellonian University
in the academic year 2020/2021**



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I. Definitions

The following definitions apply throughout these Terms and Conditions:

1. **JU:** Jagiellonian University.
2. **EI.JU:** the programme Excellence Initiative at the Jagiellonian University.
3. **SciMat PRA:** the *SciMat* Priority Research Area, as specified in the Jagiellonian University's application in the "Excellence Initiative – Research University" competition.
4. General Terms and Conditions of Student Funding in first-cycle and second-cycle study programs, integrated Master's study programmes, and third-cycle study programmes under the strategic programme Excellence Initiative at the Jagiellonian University.
5. **Priority study programme:** each of the second-cycle study programmes listed below:
 - i. Advanced Materials and Nanotechnology (AMN)
 - ii. Physics
 - iii. Physics for Business
 - iv. Biophysics
 - v. Chemistry
 - vi. Medical Chemistry
 - vii. Sustainable Development Chemistry
 - viii. Environmental Protection
 - ix. Advanced Spectroscopy in Chemistry
 - x. Mathematics
 - xi. Computational Mathematics
 - xii. Computer Science
 - xiii. Analytical Computer Science,taught at the JU Faculty of Physics, Astronomy, and Applied Computer Science, the Faculty of Chemistry, and the Faculty of Mathematics and Computer Science, hereinafter referred to collectively as Faculties, and individually as Faculty. 5.
6. **Incentive scholarship:** a scholarship for students of second-cycle study programmes, awarded within the *SciMat* PRA in accordance with these Terms and Conditions and the General Terms and Conditions of student funding in first-cycle and second-cycle study programmes, integrated Master's programmes, and third-cycle study programmes under the strategic programme Excellence Initiative at the Jagiellonian University.
7. **Student:** Polish or foreign student of a second-cycle priority study programme.
8. **Scholarship programme:** a *SciMat* PRA measure consisting in the award and payment of student incentive scholarships, in accordance with these Terms and Conditions and with the General Terms and Conditions of Student Funding in first-cycle and second-cycle study programs, integrated Master's programmes, and third-cycle study programmes under the strategic programme Excellence Initiative at the Jagiellonian University.



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II. General regulations

1. The scholarship programme at the Jagiellonian University is dedicated to students in priority programmes connected with the *SciMat* PRA, and applies to the period from October 2020 to June 2025. The number and amount of incentive scholarships in the scholarship programme is determined for every academic year individually, by the end of September of a given calendar year. The incentive scholarship payments are made exclusively from the *SciMat* PRA budget under the EI.JU. In the academic year 2020/2021, the following number of incentive scholarships is planned in particular second-cycle study programmes:
 - i. AMN – 1st year = 20, 2nd year = 0,
 - ii. Physics – 1st year = 15, 2nd year = 0,
 - iii. Physics for Business – 1st year = 0, 2nd year = 0,
 - iv. Biophysics – 1st year = 15, 2nd year = 0,
 - v. Chemistry – 1st year = 16, 2nd year = 0,
 - vi. Medical Chemistry – 1st year = 10, 2nd year = 0,
 - vii. Sustainable Development Chemistry – 1st year = 0, 2nd year = 0,
 - viii. Advanced Spectroscopy in Chemistry – 1st year = 0, 2nd year = 1,
 - ix. Environmental Protection – 1st year = 4, 2nd year = 0,
 - x. Mathematics – 1st year = 5, 2nd year = 0,
 - xi. Computational Mathematics – 1st year = 1, 2nd year = 0,
 - xii. Computer Science – 1st year = 3, 2nd year = 0,
 - xiii. Analytical Computer Science – 1st year = 3, 2nd year = 0.
2. The incentive scholarship may be awarded to no more than half of the students in a given year of study of a *SciMat*-PRA-related priority study programme. If the number of students in a priority study programme in a given year of study is fewer than twice the number of the scholarships referred to in section II.1 above, the number of incentive scholarships will be reduced so as to meet this condition.
3. The maximum number of scholarships available to foreign students in the first year of study (in the case of the study programme Advanced Spectroscopy in Chemistry this provision applies to the second year of study) equals at least the percentage of foreigners studying in priority programmes at the Faculty as of the end date for scholarship applications multiplied by the total number of incentive scholarships available at the Faculty, which includes points II.1 and II.2. Thus calculated number of scholarships available to foreign students is rounded up to the nearest whole number.
4. The scholarship programme is dedicated to students who are involved in or willing to get involved in research and other activity on behalf of the *SciMat* PRA, have been qualified based on the evaluation of their achievements in accordance with the procedure specified under point IV.
5. Subject to IV.11. 4, in the academic year 2020/2021, the incentive scholarship is paid for a period of nine months, i.e. from October 2020 to June 2021, in monthly instalments of PLN 1,500 each, provided that the student meets the obligations referred to in section V. 1-3. The scholarship is not subject to taxation on personal income pursuant to Article 21.1.39 of the Act of 26 July 1991 on personal income tax; it is, however, subject to social insurance contributions pursuant to Article



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- 6.1.9a of the Act of 13 October 1998 on the social security system, and to health security contributions¹. The scholarship amount will thus be reduced by the amount of the above mentioned public-law liabilities: social security contributions and health insurance contribution.
6. In the event of failure to fulfil, on part of the scholarship holder, the obligations arising from points V. 1 or V.2, the payment of the incentive scholarship is discontinued as of the month following the month in which the student lost the right to the incentive scholarship. In such cases, the incentive scholarship is awarded to the first person on the reserve list, as described in section IV.8-10.
 7. All matters pertaining to incentive scholarships are the responsibility of the *SciMat* PRA Coordinator and the members of the *SciMat* Executive Team authorised by the *SciMat* PRA Coordinator.
 8. Entries from candidates for incentive scholarship holders are submitted to staff members designated by the Vice-Deans for Educational Affairs at particular Faculties.

III. Scholarship Program Recruitment

1. The recruitment to the scholarship programme at a particular Faculty is carried out by the Recruitment Committee appointed by the *SciMat* PRA Coordinator or an authorised member of the *SciMat* PRA Executive Team, in consultation with the Faculty Vice-Dean for Educational Affairs and the JU Student Union. The Committee comprises 7 persons: the *SciMat* PRA Coordinator, a member of the *SciMat* PRA Executive Team, one representative of the *SciMat* PRA Steering Team, two representatives of the Faculty, and two representatives of students.
2. The Recruitment Committee announces the scholarship programme call for applications, specifying the timeframe and providing the application templates. The submission dates and application templates will be shared publicly on the *SciMat* PRA website and the websites of the Faculties; they will be also displayed on student notice boards in the buildings of the Faculties comprising the *SciMat* PRA.
3. Applicants may appeal against the decisions of the Recruitment Committee to the Appeals Committee within seven days of the date of announcing the list of students awarded the incentive scholarship. The Appeals Committee is appointed by the PRA Coordinator or an authorised member of the *SciMat* PRA Executive Team, in consultation with the Vice-Dean for Educational Affairs at the Faculty in question and the JU Student Union. The Committee comprises seven members: three representatives of the Faculty, three representatives of students, and the Faculty Vice-Dean for Educational Affairs.
4. The Appeals Committee considers the appeal and notifies the appealing student of its decision within seven days. There is no appeal against the decisions of the Appeals Committee.

IV. Scholarship Programme Grantees Selection Procedure

1. The scholarship programme recruitment is based on the students' voluntary, written applications, following the template provided.
2. The scholarships are awarded to students who are involved in or willing to get involved in research and other activity on behalf of the *SciMat* PRA

¹ Unless the student is subject to mandatory health insurance on other account – Article 66.1.24.A of the Act of 27 August 2004 on the healthcare services financed from public funding.



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- in accordance with the order of the ranking list drawn up separately for each year of study under a given priority study programme related to the *SciMat* PRA. The ranking lists for first-year students commencing their studies are made according to the same procedure as the ranking lists in their recruitment for particular study programs. For second-year students, the ranking lists are based on their academic performance, i.e. the weighted average of grades for the first year of study, calculated in accordance with § 5 of the Regulations on Second-Cycle Studies, provided as attachment to Resolution no 25/IV/2019 of the Jagiellonian University Senate of 24 April 2019, as amended by Resolution no 24/IV/2020 of the Jagiellonian University Senate of 29 April 2020.
3. The ranking lists of first-year students are based on their standing in the study programme recruitment results, provided that the person applying for an incentive scholarship is not concurrently a student of another programme.
 4. In the event that the above procedure of incentive scholarship allocation to first-year students results in two or more persons sharing the last ranking position awarded with a scholarship (a tie result), the following factors are additionally taken into account to select one successful applicant from among them:
 - i. the grade average of ten courses attended by the candidate during their first-cycle programme with the highest contribution to the grade average of all their grades. For the calculation of the average, only exam grades or pass grades for courses that do not result in an exam are taken into account, while the weight for each grade is the number of ECTS credits allocated to the course.
 - ii. in the event that the above procedure still does not resolve the matter, the decision on the award of the last incentive scholarship is made by the Recruitment Committee, which takes into account the candidates' other achievements.
 5. The ranking lists of second-year students continuing their studies under a priority study programme are based on their academic performance in the programme in the previous year (as described in section IV.2).
 6. In the event that the above procedure of incentive scholarship allocation results in two or more persons sharing the last ranking position awarded with a scholarship (a tie result), the following factors are additionally taken into account to select one successful applicant:
 - i. the student's position on the ranking list from the study programme recruitment;
 - ii. in the event that the above procedure still does not resolve the matter, the decision on the award of the last incentive scholarship is made by the Recruitment Committee, which takes into account the candidates' other achievements.
 7. The students who are awarded the scholarship are entered on the list of scholarship holders. The remaining persons from the ranking list are entered on the reserve list, following the order of the ranking list.
 8. In the event that positions become available on the scholarship holders list, they will be given to students from the reserve list, according to its ranking, provided that the reserve list students meet all criteria of incentive scholarship award as on the day of being entered on the list of scholarship holders.
 9. In the event that a student from the reserve list is entered on the list of scholarship holders, the incentive scholarship is paid out to them from



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- the month following the month in which the student was entered on the list of scholarship holders until the end of the scheduled scholarship incentive payment period.
10. Students entered on the list of scholarship holders from the reserve list must fulfil the same obligations and formal requirements as students awarded in the first round.
 11. In the case of students of the international study programme Advanced Spectroscopy in Chemistry (ASC), the recruitment is open only to students involved in or willing to get involved in research and other activity on behalf of the *SciMat* PRA, who study in the second year of the ASC programme at the Faculty of Chemistry and who are enrolled as JU students. The ranking list is compiled in accordance with point IV.2 as per grades in the transcript issued by the coordinator of the ASC Consortium (University of Lille). From amongst the students thus classified, the priority of being considered for the incentive scholarship is given to the students who are not holders of the ASC consortium's scholarship. In the case that the ASC student comes visiting only in the autumn semester of the second-cycle study programme, the incentive scholarship is paid out only in the period of their visiting at the JU, albeit no longer than 5 months. The remaining instalments may be awarded to the next ASC student on the ranking list (respecting the priority of the students who are not receiving the ASC scholarship).

V. Scholarship Holder's Obligations and Documentation

1. The incentive scholarship is paid out subject to the following conditions:
 - i. the student submits a written declaration that: (i) they are not a student of another study programme (this applies to first-year students of second-cycle full-time study programmes); (ii) they are commencing education for the first time under a given priority study programme (this applies to first-year students of first-cycle full-time study programmes); (iii) they do not receive any other incentive scholarship awarded under the EI.JU; (iv) the sum total of all scholarships for academic performance awarded to the student under all domestic scholarship programmes does not exceed 200% of the amount of the incentive scholarship;
 - ii. the student's completion of the previous year of education in a given priority study programme within schedule (this applies to second-year students of full-time second-cycle programmes).
2. By the end of the winter examination session, the student is required to document the completion of all courses in the study programme in the winter semester, on pain of losing the incentive scholarship.
3. A student on leave is not eligible to apply for the incentive scholarship. In the event that an incentive scholarship holder is granted a leave of absence during the academic year, he or she loses the right to the incentive scholarship, from the month following the month in which the student was granted the leave.

VI. Information on Personal Data Processing

According to Art. 13 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter:



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1. **The Personal Data Controller** of the student's data is the Jagiellonian University with a registered seat at ul. Gołębia 24, 31-007 Kraków, represented by the JU Rector.
2. **The Jagiellonian University has appointed a Data Protection Officer** at ul. Czapskich 4, 31-110 Krakow, room no 27. The Officer can be contacted via e-mail: iod@uj.edu.pl by phone at 12 663 12 25, from Monday to Friday between 8 a.m. and 3 p.m.
3. The student's personal data provided in the application form will be processed:
 - a) in the case of all students: for the purposes of organising and carrying out the recruitment, and announcing its results, in accordance with the Terms and Conditions of awarding incentive scholarships to students in second-cycle priority study programmes at *SciMat* PRA under the strategic programme Excellence Initiative at the Jagiellonian University in 2020/2021, i.e. pursuant to Article 6.1.b of the GDPR, i.e. for the purposes of the legitimate interests pursued by the controller, which consist in naming the students granted participation in the scholarship programme;
 - b) in the case of students successfully recruited to the scholarship program: for the purposes of carrying out the obligations following from these Terms and Conditions, the agreement concluded, generally applicable laws, and internal regulations applicable at the Jagiellonian University, i.e. pursuant to Article 6.1.c of the GDPR.
4. While providing personal data is voluntary, it is a necessary prerequisite for taking part in the recruitment. Failure to provide personal data precludes participation in the call. In the case of students referred to under point 3.b above, providing the data constitutes a legal obligation, and failing to provide them shall preclude awarding the Participant.
5. The students' personal data shall be published on the Organiser's websites, and they may be published in the Organiser's social media.
6. The students' personal data shall not be transferred to third countries (outside the EEA) or to international organisations.
7. Personal data of the students referred to under point 3.a above shall be processed until the Call has been concluded and its results announced, and subsequently until the expiration of claims which may arise from the Call.
Personal data of the persons referred to under point 3.b above shall be processed in the period resulting from fiscal regulations, and subsequently, for archiving purposes, according to the applicable legal regulations.
8. The Student has the following rights: to obtain information about their personal data processing and rights resulting from the GDPR, to access their data and rectify them, as well as to have them deleted from the controller's database (unless further processing is necessary for fulfilling a legal obligation or for the purposes of determining, pursuing, or defending claims), to limit their processing or transfer, and to object to the processing of the data – in the cases and under the conditions specified in the GDPR.
9. The student's personal data will not be subject to automated decision making or profiling.
10. The Student has the right to lodge a complaint with the President of the Office for Personal Data Protection, should they ascertain that the processing of their personal data violates the provisions of the GDPR.



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VII. Final provisions

1. The scholarship holder is obliged to comply with the provisions of these Terms and Conditions on pain of losing the right to participate in the scholarship programme.
2. The student who is awarded a scholarship in accordance with these Terms and Conditions concludes an agreement with the University, following the template provided in the attachment to the General Terms and Conditions.
3. These Terms and Conditions are effective as of the date of signing.



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