

REGULATION NO. 30

OF THE RECTOR OF THE SGH WARSAW SCHOOL OF ECONOMICS

of 7 April 2022

on the introduction of Rules for granting and paying an increased scholarship to the doctoral students of the Doctoral School within the STER programme

Pursuant to Article 23(1) in conjunction with Article 209 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2022, items 574, 583, 655 and 682), it is ordered as follows:

§ 1

The Rules for granting and paying an increased scholarship to the doctoral students of the Doctoral School within the STER programme, constituting an Appendix hereto, shall hereby be introduced.

§ 2

The Regulation shall enter into force on the date of its signature.

RECTOR

dr hab. Piotr Wachowiak, prof. of SGH

/signed with a qualified
electronic signature/



This project is financed by the Polish National Agency for Academic Exchange within the 'STER - Internationalisation of Doctoral Schools' programme

Appendix No. 1 to Rector's Regulation No. 30 of the SGH Warsaw School of
Economics of 7 April 2022

APPLICATION FOR INCREASED DOCTORAL SCHOLARSHIP

within the 'STER Internationalisation of Doctoral Schools' programme

Date of submission (to be filled in by SGH DS)
1. Doctoral student's details
Forename and surname:
Album number:
Education year:
Telephone number:
E-mail address in the School's domain:
<input type="checkbox"/> a foreigner being a graduate of first-, second-, or long-cycle studies completed at a foreign institution;
<input type="checkbox"/> a foreigner being a graduate of second-cycle studies completed at a Polish institution;
<input type="checkbox"/> a Polish citizen being a graduate of second-cycle studies completed at a foreign institution: country:
2. Supervisor's details
Academic degree/title, forename and surname:
Employing institution:
3. Second/assistant supervisor:
Academic degree/title, forename and surname:
Employing institution:
4. Doctoral dissertation
Title of the doctoral dissertation:
Language of the doctoral dissertation:

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Scientific field:
Individual Research Plan submission deadline (the Plan to be accepted by the supervisor in line with the Instructions of the Dean of SGH DS): Please click or tap here to enter the date.
Planned date of submission for the doctoral dissertation (per the Plan submitted) Please click or tap here to enter the date.

5. Scientific background (international scientific background as presented during the admission procedure and other international scientific contributions made by the Candidate until the date of submission for the application; for other Candidates, this entails international scientific contributions made following the admission to the Doctoral School or after the submission of the most recent application for increased scholarship for candidates re-applying for said scholarship).

A. Scientific publications – authorship or co-authorship of scientific articles and scientific monographs, as well as the edition of scientific monographs in English, together with the position of the journal or publishing house - maximum of 20 pts for a single publication.

Type of publication in English	No. of the subsequent appendix to the application	DOI / ISSN / ISBN	Doctoral student's participation (%)	Points per the list of the Ministry of Science and Education	Points awarded by the Committee



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authorship or co-authorship of a scientific article in English					
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authorship or co-authorship of a scientific monograph in English					
edition of a scientific monograph in English					
Publication in peer-reviewed international conference materials accounted for in Web of Science					

B. Scientific projects implemented with foreign scientific institutions - maximum of 10 points for a single scientific project.



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Name of project and foreign scientific institution cooperating in the implementation of the project	No. of the subsequent appendix to the application	Function and duration of service (a) service as manager of own research project; (b) service as	Points awarded by the Committee
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		participant in a research project of a researcher	

- C. Active participation in international scientific conferences by delivering a paper or presenting a poster in English or another foreign language prevalent in a given scientific discipline, along with the level of prestige of the conference - maximum of 10 points for a single paper, maximum of 5 points for a single poster.

Conference details: conference title, name of organising scientific institution, place, date, paper title	No. of the subsequent appendix to the application	a) active participation with a paper b) active participatio n with a poster	Points awarded by the Committee

- D. Academic internship of at least one month completed abroad at a foreign scientific institution, with duration and level of prestige of the institution specified - maximum of 10 pts for a single internship, with a maximum of 6 pts for an internship of up to three months, and 7-10 pts for an internship over three months.

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Name of the scientific institution	No. of the subsequent appendix to the application	Internship start date:	Internship end date:	Total number of days:	Internship supervisor:	Points awarded by the Committee

6. Nature of internationalisation of the doctoral project:

a) foreign supervisor, co-supervisor or assistant supervisor – 15 pts, b) research in cooperation with a foreign institution with the level of prestige of the institution and the nature of research specified – 25 pts.

Please select as appropriate	Nature of internationalisation	No. of the subsequent appendix to the application	Points awarded by the Committee
<input type="checkbox"/>	foreign supervisor, co-supervisor or assistant supervisor		
<input type="checkbox"/>	research in cooperation with a foreign institution with the level of prestige of the institution and the nature of research specified		
		Total number of points:	



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I am aware that I may be held disciplinarily liable for providing false data in the application and for violating the provisions applicable at the SGH Warsaw School of Economics and the provisions under the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2022, items 574, 583, 655 and 682). I hereby confirm that the information provided in the application is true.

.....

(Date and signature of the doctoral student)

.....

(Date and signature of the supervisor)

Personal data processing notice

1. Controller

The Controller of your personal data is the SGH Warsaw School of Economics with its registered office at al. Niepodległości 162, 02-554 Warsaw, hereinafter referred to as "SGH".

2. Data Protection Officer

The Controller has designated a Data Protection Officer who supervises the accuracy of personal data processing. You can contact the Data Protection Officer via e-mail at iod@sgh.waw.pl.

3. Purpose and legal basis for the processing

Your personal data are processed in order to submit you as a candidate in the contest for an increased scholarship awarded to doctoral students of the Doctoral School within NAWA's 'STER - Internationalisation of Doctoral Schools' programme. The legal basis for the processing of personal data is:

- Article 6(1)(e) GDPR ¹ (processing is necessary for the performance of tasks carried out in the public interest) in conjunction with the provisions of the Law on Higher Education and Science²;
- Article 6(1)(b) GDPR (processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract);
- Article 6(1)(c) GDPR (processing is necessary for compliance with a legal obligation to which the controller is subject) in conjunction with the provisions of the Accounting Act of 29 September 1994³.

4. Recipients of the data

Where the Controller uses the services of other entities, personal data may be disclosed to them on the basis of contracts entrusting the processing of personal data and those entities will be required to preserve the confidentiality of the data

¹ Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data repealing Directive 95/46/EC (General Data Protection Regulation) (OJ L 119, 4.5.2016, p. 1, as amended).

² Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2022, items 574, 583, 655 and 682);

³ Accounting Act of 29 September 1994 (Journal of Laws of 2021, items 217, 2105 and 2106).

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processed.

The Polish National Agency for Academic Exchange is a recipient of data in connection with the financing of the project. Candidates and participants shall sign a statement constituting Schedule No. 4a to the project documents required by NAWA <https://nawa.gov.pl/instytucje/ster-umiedzynarodowienie-szkol-doktorskich/dokumenty-do-pobrania>.

5. Voluntary provision of data

Provision of personal data is voluntary, but if you fail to provide the data, you will not be able to participate in the project.

6. Processing period

The data will be processed for the time you participate in the project, and then for the time archived documentation is stored.

7. Rights in relation to processing

You have the right to access your data, rectify them, restrict their processing, and erase them where provided for under law.

You have the right to object to processing based on point (e) of Article 6(1) GDPR on the grounds relating to your particular situation.

No decisions based solely on automated processing within the meaning of Article 22 GDPR will be made on the basis of your personal data.

8. Right to lodge a complaint

You have the right to lodge a complaint with the President of the Personal Data Protection Office if you believe that the processing of your personal data violates the GDPR.



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Appendix No. 2 to Regulation No. 30 of the Rector of the SGH Warsaw
School of Economics of 7 April 2022

AGREEMENT

No. CRU –

Request No. in Workflow¹⁾:

concluded in Warsaw on the day it is signed with qualified electronic signatures (i.e., the day of last party's signature) / concluded on in Warsaw by and between²⁾:

SGH Warsaw School of Economics, al. Niepodległości 162, 02-554 Warsaw, NIP [Tax Identification Number]: 525-000-84-07, REGON [Business Statistical Number]: 000001502, hereinafter referred to as the "Unit," represented by the following person acting under Rector's authority³⁾:

.....
.....

(forename and surname, position/function)

and

Mr/Ms, residing at,

PESEL [Polish Resident Identification Number]:

..... 1, hereinafter referred to as the

"Doctoral Student," hereinafter jointly referred to as the "Parties."

§ 1

1. This Agreement is concerned with granting an increased doctoral scholarship to the Doctoral Student in the monthly amount of for the period of months, payable until the last day of the month for which the scholarship is granted.

¹⁾ Enter the number assigned to the Agreement request in the Workflow system.

²⁾ Select as appropriate.

³⁾ A person acting under appropriate written authorisation from the Rector.

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2. The 'STER - Internationalisation of Doctoral Schools' (STER - Umiejdzynarodowienie szkół doktorskich) programme, project 'Strengthening the SGH Doctoral School's Position Within the Framework of the International Area of Doctoral Education (#Internationalisation of the SGH Doctoral School)' under financing agreement no. BPI/STE/2021/1/00013/U/00001 (hereinafter referred to as the "Project") concluded by and between the SGH Warsaw School of Economics (hereinafter referred to as "SGH") and the Polish National Agency for Academic Exchange (hereinafter referred to as "NAWA"), Measure 2: 'Payment of NAWA scholarships for the best foreign doctoral students - payment after the approval of an individual research plan' (Wypłata stypendium dla najlepszych doktorantów zagranicznych – wypłata po zaakceptowaniu Indywidualnego Planu Badawczego) (hereinafter referred to as the "Measure"), sees the provision of assistance for foreign doctoral students educated at the SGH DS, involving the payment of an increased doctoral scholarship (hereinafter referred to as "Increased Scholarship" or "Increase").
3. The aforementioned Measure is aimed at obtaining talented foreign doctoral student to the SGH DS, supporting them in the implementation of international doctoral projects and creating better conditions for scientific development.
4. The doctoral scholarship within the meaning of Article 209 of the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2022, items 574, 583, 655 and 682) (hereinafter referred to as the "Act") shall be paid out in the amount specified in the Act, whereas the amount of the Increased Scholarship shall be laid down herein pursuant to the Rules for granting and paying an Increased Scholarship within the 'STER - Internationalisation of Doctoral Schools' (STER - Umiejdzynarodowienie szkół doktorskich) programme, project 'Strengthening the SGH Doctoral School's Position Within the Framework of the International Area of Doctoral Education (#Internationalisation of the SGH Doctoral School)' under financing agreement no. BPI/STE/2021/1/00013/U/00001, Measure 2: 'Payment of NAWA scholarships for the best foreign doctoral students - payment after the approval of an individual research plan' (Wypłata stypendium dla najlepszych doktorantów zagranicznych – wypłata po zaakceptowaniu Indywidualnego

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Planu Badawczego) (hereinafter referred to as the "Rules").

5. The Doctoral Student shall solely be a person who was admitted to the SGH DS through a contest and entry into the list of doctoral students and who made the vows in accordance with Article 200(8) of the Act. The Doctoral Student shall be admitted to the SGH DS through a contest under the terms and conditions specified by the SGH Senate in a given academic year. The Doctoral Student may obtain the doctoral scholarship referred to in Section 4 by virtue of placement on the list of doctoral students maintained by the SGH DS.
6. The Doctoral Student shall be entitled to the Increased Scholarship if they are a foreign doctoral student who had their individual research plan approved and who received the Increased Scholarship pursuant to the Rules.
7. The Doctoral School shall exercise supervision over the activities related to the Doctoral Student's education, including in particular the implementation of their individual research plan with a view to drafting the doctoral dissertation.
8. The Dean of the SGH DS may strike the Doctoral Student out from the list of doctoral students if circumstances referred to in Article 203(1) and (2) of the Act and the Doctoral School Regulations arise. The Doctoral Student shall be struck out of the list of doctoral students pursuant to a decision issued by the Dean of the SGH DS referred to in Article 203(3) of the Act.
9. The Increased Scholarship shall be paid out from Project funds. The source of funding for the Increased Scholarship shall be project 'Strengthening the SGH Doctoral School's Position Within the Framework of the International Area of Doctoral Education (#Internationalisation of the SGH Doctoral School)' under financing agreement no. BPI/STE/2021/1/00013/U/00001.
10. The Increased Scholarship shall be awardable upon satisfaction of the criteria referred to in § 4(5) of the Rules, i.e., the person to whom the Increased Scholarship is awarded shall:
 - 1) be a foreign doctoral student at the SGH DS;

- 2) be a doctoral student undertaking a 48-month education programme;
- 3) not enjoy an extended period of education at the Doctoral School, not enjoy an increased scholarship financed under other projects supporting the internationalisation of doctoral projects and not enjoy increased scholarships from SGH funds;
- 4) have submitted an individual research plan approved by the supervisor in line with the Instructions of the Dean of the SGH DS, and additionally shall at least either:
 - a) draft their doctoral dissertation in English;
 - b) have an international scientific background as determined per Section 10;
 - c) cooperate with a supervisor or assistant supervisor from a foreign research institution.

§ 2

1. The Doctoral Student shall timely and meticulously fulfil the duties arising from the Act, the Doctoral School Regulations at the SGH Warsaw School of Economics, orders, communications, instructions of the Dean of the SGH DS, and other acts of internal law applicable at SGH, as well as the responsibilities incumbent upon them as beneficiaries of the Increased Scholarship financed from Project funds, and the responsibilities arising from this Agreement.
2. The Doctoral Student shall in particular:
 - 1) timely and correctly achieve the research objectives arising from the individual research plan and education programme in consultation with the Dean of the SGH DS;
 - 2) immediately provide SGH and the financing institution, as well as entities authorised by the financing institution, with any information requested, concerning especially the completion status in respect of research objectives arising from the individual research plan and the education programme at the SGH DS;
 - 3) unconditionally observe the provisions of the Doctoral School Regulations at

the SGH Warsaw School of Economics, the Rules, and the principles indicated in programme and project guidelines.

§ 3

1. Subject to Section 4 of this Article, the Doctoral Student shall receive the Increased Scholarship from the SGH DS, paid out in PLN, in monthly tranches, insofar as the aggregate of the Scholarship referred to in § 2(2) of Rector's Regulation No. 67 of 17 July 2020 and the Increase paid to the Participant from Project funds does not exceed PLN 5,000.00 per month. Social security and health insurance premiums shall be deducted from the Scholarship and the Increase.
2. The Increased Scholarship as referred to in Section 1 shall be paid out from throughout the implementation of the Measure for 12 months with the option to extend this period by another 12 months at most through a contest, pursuant to an annex hereto, subject to Article 209(8) of the Act.
3. The Increased Scholarship shall be paid out under the terms adopted at SGH by bank transfer to the Doctoral Student's account specified by them in a statement constituting an appendix to Rector's Regulation No. 67 of 17 July 2020 on doctoral scholarships at the Doctoral School at the SGH Warsaw School of Economics.
4. The payment shall be made on the condition that the recipient remains within the territory of the Republic of Poland, save for the mobility period financed within the Project.
5. The Increased Scholarship shall be paid out provided that there are funds available in the SGH account. If SGH loses funds within the Project or the agreement within the Project is terminated, the Increased Scholarship shall not be paid out.
6. If the Doctoral Student ceases to satisfy the criteria for the Increased Scholarship as specified in the Rules and this Agreement, further payment of the Increased Scholarship from Project funds shall cease.

§ 4

1. This Agreement may be terminated if the Parties agree to do so.



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2. This Agreement shall be terminated with immediate effect on the day the Doctoral Student drops out of the SGH Doctoral School, on the day the decision on striking out the Doctoral Student from the list of the doctoral students of the SGH DS becomes final, or on the day that the Doctoral Student ceases to satisfy other criteria for the payment of the Increased Scholarship laid down in the Rules and in this Agreement.
3. The rights and obligations of the Parties arising from this Agreement, as well as any receivables, may not be transferred onto third parties without the consent of SGH.
4. The Doctoral Student may not waive in part or in full any amounts of the Increased Scholarship to which they are entitled for the benefit of other persons and/or activities both within and outside the framework of the Project.

§ 5

Any amendments hereto shall be made in writing, or otherwise be null and void.

§ 6

1. Any disputes which arise in relation to the implementation hereof shall be resolved by a Polish court of territorial jurisdiction over SGH (jurisdiction of Polish courts).
2. To matters not regulated herein, the following shall apply: the Rules, SGH's internal regulations, and the provisions of law generally applicable within the Republic of Poland (Polish law as governing law).
3. This Agreement has been drafted in three identical counterparts, with one for SGH, one for the SGH DS, and one for the Doctoral Student.
4. This Agreement has been drafted in two language versions, in Polish and English. In the event of differences between language versions, the Polish version shall be decisive.

SGH.....

Doctoral School.....

Doctoral Student.....

Appendix No. 3 to Rector's Regulation No. 30 of the SGH Warsaw School of Economics of 7 April 2022

STATEMENT OF PROJECT PARTICIPANT

I, hereby undersigned

.....,
in relation to my participation in the programme of the Polish National Agency for Academic Exchange

titled ____

accept that:

1. the Controller of the personal data provided by me is the Polish National Agency for Academic Exchange (ul. Polna 40, 00-635 Warszawa), hereinafter referred to as the "Agency."
2. The data will be used:
 - 1) for the Agency to perform its duties specified in the Act of 7 July 2017 on the Polish National Agency for Academic Exchange (Journal of Laws of 2019, item 1582, and of 2022, item 583) (Article 6(1)(c) of the General Data Protection Regulation - GDPR);
 - 2) for the Agency to perform inspections, evaluations, and statistical calculations (Article 6(1)(e) GDPR).
3. Personal data may be transferred to Agency employees; entities cooperating with the Agency in the performance of its duties (including the National Information Processing Institute at the National Research Institute, al. Niepodległości 188B, 00-608 Warszawa); entities cooperating with the Agency in the performance of inspections, evaluations, and statistical calculations; and bodies authorised by law – pursuant to the GDPR.
4. Provision of data is voluntary, but necessary to take part in the Programme. If you refuse to provide your personal data, the application will be left unexamined, or you will be unable to participate in the Programme.

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5. Personal Data will be used for the period stipulated by law or necessary to perform the inspections, evaluations, or statistical calculations.
6. The data subjects have the right to:
 - 1) demand that the Agency provide access to their personal data;
 - 2) rectify, erase, or restrict the processing of their personal data;
 - 3) object to the processing of their personal data;
 - 4) data portability;
 - 5) lodge a complaint with a supervisory authority (President of the Office for Personal Data Protection, ul. Stawki 2, 00-193 Warszawa).
- pursuant to the rules laid down in GDPR.
7. Data Protection Officer's contact details: Adam Klimowski, odo@nawa.gov.pl.

.....

Place and date

.....

Legible signature of project participant¹

¹ To be signed by a legal guardian if the declaration concerns a minor.

STATEMENT OF PROJECT PARTICIPANT

I, hereby undersigned, _____, in relation to my participation in the programme of the Polish National Agency for Academic Exchange titled _____, implemented under the non-competitive project of the Polish National Agency for Academic Exchange titled **'Support for institutional capacity of Polish HEIs through establishment and implementation of international study programmes'** (No. POWR.03.03.00-00- PN16/18) Measure 3.3 'Internationalisation of Polish higher education,' under Operational Programme Knowledge Education Development, accept that:

8. the Controller of the personal data provided by me is the Polish National Agency for Academic Exchange (ul. Polna 40, 00-635 Warszawa), hereinafter referred to as the "Agency."
9. The data will be used:
 - 1) for the Agency to perform its duties specified in the Act of 7 July 2017 on the Polish National Agency for Academic Exchange (Journal of Laws of 2017, item 1530, as amended, and of 2022, item 583) (Article 6(1)(c) of the General Data Protection Regulation - GDPR);
 - 2) for the Agency to perform inspections, evaluations, and statistical calculations (Article 6(1)(e) GDPR).
10. Personal data may be transferred to Agency employees; entities cooperating with the Agency in the performance of its duties (including the National Information Processing Institute at the National Research Institute, al. Niepodległości 188B, 00-608 Warszawa); entities cooperating with the Agency in the performance of inspections, evaluations, and statistical calculations; and bodies authorised by law – pursuant to the GDPR.
11. Provision of data is voluntary, but necessary to take part in the Programme. If you refuse to provide your personal data, the application will be left unexamined, or you will be unable to participate in the Programme.

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12. Personal Data will be used for the period stipulated by law or necessary to perform the inspections, evaluations, or statistical calculations.

13. The data subjects have the right to:

- 1) demand that the Agency provide access to their personal data;
- 2) rectify, erase, or restrict the processing of their personal data;
- 3) object to the processing of their personal data;
- 4) data portability;
- 5) lodge a complaint with a supervisory authority (President of the Office for Personal Data Protection, ul. Stawki 2, 00-193 Warszawa).

- pursuant to the rules laid down in GDPR.

14. Data Protection Officer's contact details: Adam Klimowski, odo@nawa.gov.pl.

.....
Place and date

.....
Legible signature of project participant²

² To be signed by a legal guardian if the declaration concerns a minor.



Appendix No. 4 to Rector's Regulation No. 30 of the SGH Warsaw School of Economics of 7 April 2022

ADDITIONAL CONSENT OF THE PARTICIPANT FOR THE PROCESSING OF DATA

I additionally consent for my personal data (forename, surname, institution, e-mail address, telephone number, image) provided within the programme of the Polish National Agency for Academic Exchange

titled ____, which I am a participant of, to be used in order for the Agency to provide information about its programmes and activities in the form of:

- 1) newsletters for project participants with the news;
- 2) invitations to meetings/webinars;
- 3) invitations to take part in calls for proposals;
- 4) information about successes/results.

The basis for the use of my data shall be my consent (under Article 6(1)(a) GDPR), which I may withdraw at any time (the withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal). Provision of data for the aforementioned purposes is voluntary.

Data may be transferred to entities cooperating with the Agency in the performance of the aforementioned duties - in accordance with provisions on personal data protection.

The personal data shall be processed for the period of up to five years counting from the day I end my participation in a programme or measure implemented by the Agency, or until I withdraw my consent.

I acknowledge that I have the right to:

- 1) demand that the Agency provide access to my personal data;
- 2) rectify, erase, or restrict the processing of my personal data;
- 3) object to the processing of my personal data;
- 4) lodge a complaint with a supervisory authority (President of the Office for Personal Data Protection, ul. Stawki 2, 00-193 Warszawa),
- pursuant to the rules laid down in GDPR.



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Data Protection Officer's contact details: Adam Klimowski, odo@nawa.gov.pl.

.....
Place and date

.....
Legible signature of project participant¹

¹ To be signed by a legal guardian if the declaration concerns a minor.



ADDITIONAL CONSENT OF THE PARTICIPANT FOR THE PROCESSING OF DATA

I additionally consent for my personal data (forename, surname, institution, e-mail address, telephone number, image) provided within the programme of the Polish National Agency for Academic Exchange

titled _____, implemented under the non-competitive project of the Polish National Agency for Academic Exchange '**Support for institutional capacity of Polish HEIs through establishment and implementation of international study programmes**' (No. POWR.03.03.00-00- PN16/18) Measure 3.3

'Internationalisation of Polish higher education,' under Operational Programme Knowledge Education Development, of which I am a participant, to be used in order for the Agency to provide information about its programmes and activities in the form of:

- 1) newsletters for project participants with the news;
- 2) invitations to meetings/webinars;
- 3) invitations to take part in calls for proposals;
- 4) information about successes/results.

The basis for the use of my data shall be my consent (under Article 6(1)(a) GDPR), which I may withdraw at any time (the withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal). Provision of data for the aforementioned purposes is voluntary.

Data may be transferred to entities cooperating with the Agency in the performance of the aforementioned duties - in accordance with provisions on personal data protection.

The personal data shall be processed for the period of up to five years counting from the day I end my participation in a programme or measure implemented by the Agency, or until I withdraw my consent.

I acknowledge that I have the right to:

- 1) demand that the Agency provide access to my personal data;



- 2) rectify, erase, or restrict the processing of my personal data;
- 3) object to the processing of my personal data;
- 4) lodge a complaint with a supervisory authority (President of the Office for Personal Data Protection, ul. Stawki 2, 00-193 Warszawa),
- pursuant to the rules laid down in GDPR.

Data Protection Officer's contact details: Adam Klimowski, odo@nawa.gov.pl.

.....

Place and date

.....

Legible signature of project participant²

² To be signed by a legal guardian if the declaration concerns a minor.

Appendix to Regulation No. 30 of the Rector of the SGH Warsaw School of Economics of 7 April 2022

Rules for granting and paying an increased scholarship to the doctoral students of the Doctoral School within the STER programme

Chapter I

General provisions

§ 1

1. These Rules set forth the terms under which the SGH Warsaw School of Economics (hereinafter referred to as "SGH") shall implement Measure 2: 'Payment of NAWA scholarships for the best foreign doctoral students - payment after the approval of an individual research plan' (Wyplata stypendium NAWA dla najlepszych doktorantów zagranicznych – wypłata po zaakceptowaniu Indywidualnego Planu Badawczego) (hereinafter referred to as the "Measure").
2. SGH's obligations arising from the implementation of the Measure are also set out in the Financing Agreement for Project No. BPI/STE/2021/1/00013/U/00001.

§ 2

The terms used herein shall have the following meanings:

- 1) Programme Beneficiary - SGH Warsaw School of Economics, al. Niepodległości 162, 02-554 Warsaw, NIP [Tax Identification Number]: 5250008407, REGON [Business Statistical Number]: 000001502;
- 2) Doctoral Student – a person having the status of an SGH DS doctoral student who received approval for their Individual Research Plan from their supervisor in accordance with the Instructions of the Dean of the SGH DS;
- 3) Foreign Doctoral Student – per NAWA, a foreign doctoral student shall be understood as: (a) a foreigner being a graduate of first-, second-, or long-cycle studies completed at a foreign institution; (b) a foreigner being a graduate of second-cycle studies completed at a Polish institution; or (c) a Polish citizen being a graduate of second-cycle studies completed at a foreign institution, who completed the admission procedure at the SGH DS with a positive result and

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- obtained an approval for their Individual Research Plan from the supervisor in line with the Instructions of the Dean of the SGH DS;
- 4) Individual Research Plan – the individual research plan referred to in Article 202 of the Act;
 - 5) Candidate – a person expressing their will to participate in the Measure who, in response to an announced contest for an Increased Scholarship, submits the documents required and satisfies the criteria specified in § 4(5) of the Rules;
 - 6) Project Manager – manager of project titled 'Strengthening the SGH Doctoral School's Position Within the Framework of the International Area of Doctoral Education (#Internationalisation of the SGH Doctoral School),' referred to in the financing agreement for project no. BPI/STE/2021/1/00013/U/00001 concluded by and between the SGH Warsaw School of Economics and the Polish National Agency for Academic Exchange;
 - 7) Project Implementation Period – 3 January 2022 to 31 December 2024;
 - 8) Measure Implementation Period – 3 January 2022 to 31 December 2024;
 - 9) Programme – 'STER - Internationalisation of Doctoral Schools' (STER - Umiędzynarodowienie szkół doktorskich);
 - 10) Project – project titled 'Strengthening the SGH Doctoral School's Position Within the Framework of the International Area of Doctoral Education (#Internationalisation of the SGH Doctoral School),' referred to in the financing agreement for project no. BPI/STE/2021/1/00013/U/00001 concluded by and between the SGH Warsaw School of Economics and the Polish National Agency for Academic Exchange (hereinafter referred to as "NAWA");
 - 11) Rules – Rules for granting and paying an increased scholarship to the doctoral students of the Doctoral School within the STER programme;
 - 12) SGH DS – Doctoral School at the SGH Warsaw School of Economics;
 - 13) Scholarship – doctoral scholarship awarded in accordance with Article 209(1) of the Act of 20 July 2018 - Law on Higher Education and Science, in the amount specified for the given academic year by the SGH Rector pursuant to guidelines set out in the Act;

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- 14) Participant – Doctoral Student eligible for the increased scholarship hereunder;
- 15) Scholarship Agreement – agreement concluded by and between the Programme Beneficiary and the Participant hereunder;
- 16) Act – the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2022, items 574, 583, 655 and 682);
- 17) Measure – Measure No. 2 of the project application titled 'Payment of NAWA scholarships for the best foreign doctoral students - payment after the approval of an individual research plan' (Wypłata stypendium NAWA dla najlepszych doktorantów zagranicznych – wypłata po zaakceptowaniu Indywidualnego Planu Badawczego);
- 18) Increased Scholarship or Increase – scholarship paid out within the Project in an increased amount specified in the Scholarship Agreement hereunder, throughout the implementation of the Measure, but for no longer than a total of 24 months.

§ 3

1. The Rules set forth the principles of granting and paying the Increased Scholarship. The Increase in the amount specified in the Scholarship Agreement hereunder shall be added to the Scholarship amount set for the given academic year by the SGH Rector pursuant to the Act, throughout the implementation of the Measure, but for no longer than a total of 24 months.
2. The Measure is aimed at obtaining talented foreign doctoral students for the SGH DS, supporting them in the implementation of international doctoral projects and creating better conditions for scientific development.

Chapter II

Rules of granting the Increased Scholarship

§ 4

1. The Increase shall be granted through a contest.
2. Foreign Doctoral Students at the SGH DS may participate in the contest.
3. Throughout the implementation of the Measure, for 12 months with the option to extend this period by another 12 months at most through a contest, each Participant shall be entitled to an Increase in the gross monthly amount of PLN 3,000.00, subject to satisfaction of criteria referred to in Section 4 and 5.

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The Increase shall be paid out pursuant to a Scholarship Agreement, the model whereof constitutes appendix no. 2 to the Rules, which shall specify among other things the Participant's bank account, deadlines and frequencies of payment.

The Measure partially covers the payment of the Scholarship referred to in Article 209(4) of the Law on Higher Education and Science and § 2(2) of Rector's Regulation No. 67 of 17 July 2020. The aggregate of the Scholarship referred to in § 2(2) of Rector's Regulation No. 67 of 17 July 2020 and of the Increase paid out to the Participant from Project funds shall be PLN 5,000.00 per month. Social security and health insurance premiums shall be deducted from the Scholarship and the Increase.

4. The payment of the Scholarship shall be made on the condition that the recipient remains within the territory of the Republic of Poland, save for the mobility period financed within the project.
5. The Increase may be awarded to a person who shall:
 - 1) be a foreign doctoral student at the SGH DS;
 - 2) be a doctoral student undertaking a 48-month education programme;
 - 3) not enjoy an extended period of education at the SGH DS, not enjoy an increased scholarship financed under other projects supporting the internationalisation of doctoral projects and not enjoy increased scholarships from SGH funds;
 - 4) have submitted an individual research plan approved by the supervisor in line with the Instructions of the Dean of the SGH DS, and additionally shall at least either:
 - a) draft their doctoral dissertation in English;
 - b) have an international scientific background as determined per Section 14;
 - c) cooperate with a supervisor or assistant supervisor from a foreign research institution.
6. The contest for Increased Scholarship shall be announced by the Dean of the SGH DS.
7. Information concerning the announcement of the contest for the Increased Scholarship shall be placed on SGH's website used for implementing the Measure.

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8. The announcement shall in particular include information concerning the terms under which the Increase shall be awarded, evaluation criteria specified in Section 14, the deadline for applications, and the deadline for the announcement of results.
9. Applications via electronic post from e-mail addresses registered in the SGH domain (scans with handwritten signatures), using the form constituting appendix no. 1 to the Rules, shall be accepted for a period of 10 working days from the competition announcement, and the results shall be announced within 10 working days from the submissions deadline.
10. The contest for the Increased Scholarship shall be carried out by a committee appointed by the SGH Rector, with the following members: President of the Project Steering Committee serving as Committee Chairman, Project Manager, Dean of the SGH DS, one representative of the Board of the SGH DS, and two representatives of the SGH PhD Student Union; said committee shall hereinafter be referred to as the "Committee." Committee members shall not evaluate applications of doctoral students if they are their supervisors.
11. The Committee shall examine applications for an Increase considering the accuracy of their formal elements and criteria referred to in Section 14. Applications not satisfying formal requirements shall not be examined further. In line with the criteria specified in Section 14 the Committee shall draft a list of Candidates which it will use to award the Increased Scholarship until the number of Scholarships or the budget for the given Measure Implementation Period is exhausted, as set for the given academic year. The list, with the Candidates' album numbers and number of points awarded for satisfying the respective criteria, shall be published on the website referred to in Section 7.
12. Candidates may make their reservations to the Committee within five days, which the Committee shall consider within five days, upon which it shall publish the final list.
13. The Committee shall issue decisions awarding the Increase with a standard majority of votes with at least half the members present. The decisions shall be published on the website referred to in Section 7. The Committee's decisions may be appealed against to the Rector of SGH within seven days of publication.

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The appeal may be based solely on the fact that the application examination procedure was violated. The Rector's decision shall be published on the website referred to in Section 7.

14. The following criteria shall apply in the evaluation of applications:

- 1) Candidate's international scientific background, whereas for Candidates in the first year of their studies at the SGH DS, this shall mean their international scientific background as presented during the admission procedure and other international scientific contributions made by the Candidate until the date of submission of the application; for other Candidates, this entails international scientific contributions made following admission to the SGH DS or after the submission of the most recent application for the Increase of scholarship for candidates re-applying for said scholarship, including:
 - a) authorship or co-authorship of scientific articles and scientific monographs, as well as edition of scientific monographs in English, together with the position of the journal or publishing house - maximum of 20 pts for a single publication;
 - b) scientific projects implemented with foreign scientific institutions - maximum of 10 pts for a single scientific project;
 - c) active participation in international scientific conferences by delivering a scientific paper or presenting a poster in English, along with the level of prestige of the conference - maximum of 10 pts for a single paper, maximum of 5 pts for a single poster;
 - d) academic internship of at least one month completed abroad in a foreign scientific institution, with duration and level of prestige of the institution specified - maximum of 10 pts for a single internship, with a maximum of 6 pts for an internship of up to three months, and 7-10 pts for an internship over three months;
- 2) nature of internationalisation of the doctoral project, including:
 - a) foreign supervisor, co-supervisor or assistant supervisor – 15 pts;
 - b) implementation of research in order to prepare a doctoral dissertation in cooperation with a foreign scientific institution with the level of prestige of the institution and the nature of implementation specified – 25 pts.

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15. The Increased Scholarship may be granted to Doctoral Students who have achieved at least 25 points in total.
16. The applications shall be assessed with respect for the principle of equal opportunities and non-discrimination. The Increase shall be awarded with respect for the principle of equal opportunities.
17. Scientific achievements shall be documented as follows:
 - 1) for authorship or co-authorship of scientific articles and scientific monographs (edition of scientific monographs) – the page of the scientific monograph or journal with the forenames and surname of the author(s), title of the scientific monograph or scientific article, name of the publisher, place of publication, year and month of issue, along with a bibliometric analysis prepared by the employees of the Library of the SGH Warsaw School of Economics;
 - 2) for scientific projects implemented in cooperation with foreign scientific institutions – grant agreement or grant title with agreement number and name of the financing institution, or a statement of the project manager or head of the research team on the duration and purpose of the project as well as the Candidate's role in the project and scope of duties performed;
 - 3) for presentations at international conferences – a certificate or statement by the organiser of the scientific conference attesting to the delivery of a scientific paper or presentation of a poster on the part of the Candidate, or the programme for the scientific conference, or post-conference materials, including forenames and surnames of the speakers and designations of the higher education institutions represented thereby, together with a document confirming the composition of the body responsible for the substantive content of the conference and number of papers delivered;
 - 4) for scientific internships at a foreign scientific institution of at least one month – a statement of the foreign scientific institution attesting that the intern completed their scientific internship, with such data as: the intern's forename and surname, name of the scientific institution, and the duration of internship;
 - 5) for foreign supervisor(s) or assistant supervisor – a decision of the Dean of the SGH DS on their appointment;

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- 6) for research carried out in order to prepare a doctoral dissertation in cooperation with a foreign scientific institution – grant agreement or grant title with agreement number and name of the financing institution, or a statement of the project manager or head of the research team on the subject matter, duration and purpose of the project as well as the Candidate's role in the project and scope of duties performed.
18. If the Participant satisfied the criteria specified in § 4(5) of the Rules throughout the implementation of the Measure, they may receive the Increase. Whether the Candidate satisfies the criteria shall be a question assessed at least once every six months.

Chapter III

Personal data processing notice

§ 5

1. The Participants' and Candidates' personal data shall be processed in accordance with generally applicable laws, including Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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) and pursuant to the rules laid down in the Guidelines and Rules for the implementation of projects within programmes of the Polish National Agency for Academic Exchange, which the Participants and Candidates may read at <https://nawa.gov.pl/instytucje/ster-umiedzynarodowienie-szkol-doktorskich/dokumenty-do-pobrania>.
2. Participants and Candidates shall make a statement, the model of which constitutes appendix no. 3 to the Rules and Schedule no. 4a to the project documents required by the Polish National Agency for Academic Exchange pursuant to the aforementioned Guidelines and Rules, as well as appendix no. 4 to the Rules and Schedule no. 5a and 5b to the project documents required by the Polish National Agency for Academic Exchange pursuant to the aforementioned Guidelines and Rules.

Chapter IV

Final Provisions

This project is financed by the Polish National Agency for Academic Exchange within the 'STER - Internationalisation of Doctoral Schools' programme

§ 6

1. These Rules come into effect on the day they are signed by the Rector.
2. The Programme Beneficiary may amend these Rules if necessitated by changes in Project guidelines. The Participant shall be notified by e-mail of amendments to the Rules before they come into force, unless that is impossible due to the effect of the amended Project guidelines.
3. Project implementation may be put on hold if NAWA's funding is withheld, or be ended if the financing agreement referred to in § 1(2) is terminated. In this case, the Increased Scholarship shall not be paid starting from the month following the month funding is withheld or the financing agreement is terminated.
4. In matters not regulated herein, the provisions of the generally applicable law and SGH's internal provisions shall apply.

Appendix to Regulation No. 30 of the Rector of the SGH Warsaw School of Economics of 7 April 2022

Rules for granting and paying an increased scholarship to the doctoral students of the Doctoral School within the STER programme

Chapter I

General provisions

§ 1

1. These Rules set forth the terms under which the SGH Warsaw School of Economics (hereinafter referred to as "SGH") shall implement Measure 2: 'Payment of NAWA scholarships for the best foreign doctoral students - payment after the approval of an individual research plan' (Wyplata stypendium NAWA dla najlepszych doktorantów zagranicznych – wypłata po zaakceptowaniu Indywidualnego Planu Badawczego) (hereinafter referred to as the "Measure").
2. SGH's obligations arising from the implementation of the Measure are also set out in the Financing Agreement for Project No. BPI/STE/2021/1/00013/U/00001.

§ 2

The terms used herein shall have the following meanings:

- 1) Programme Beneficiary - SGH Warsaw School of Economics, al. Niepodległości 162, 02-554 Warsaw, NIP [Tax Identification Number]: 5250008407, REGON [Business Statistical Number]: 000001502;
- 2) Doctoral Student – a person having the status of an SGH DS doctoral student who received approval for their Individual Research Plan from their supervisor in accordance with the Instructions of the Dean of the SGH DS;
- 3) Foreign Doctoral Student – per NAWA, a foreign doctoral student shall be understood as: (a) a foreigner being a graduate of first-, second-, or long-cycle studies completed at a foreign institution; (b) a foreigner being a graduate of second-cycle studies completed at a Polish institution; or (c) a Polish citizen being a graduate of second-cycle studies completed at a foreign institution, who completed the admission procedure at the SGH DS with a positive result and

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- obtained an approval for their Individual Research Plan from the supervisor in line with the Instructions of the Dean of the SGH DS;
- 4) Individual Research Plan – the individual research plan referred to in Article 202 of the Act;
 - 5) Candidate – a person expressing their will to participate in the Measure who, in response to an announced contest for an Increased Scholarship, submits the documents required and satisfies the criteria specified in § 4(5) of the Rules;
 - 6) Project Manager – manager of project titled 'Strengthening the SGH Doctoral School's Position Within the Framework of the International Area of Doctoral Education (#Internationalisation of the SGH Doctoral School),' referred to in the financing agreement for project no. BPI/STE/2021/1/00013/U/00001 concluded by and between the SGH Warsaw School of Economics and the Polish National Agency for Academic Exchange;
 - 7) Project Implementation Period – 3 January 2022 to 31 December 2024;
 - 8) Measure Implementation Period – 3 January 2022 to 31 December 2024;
 - 9) Programme – 'STER - Internationalisation of Doctoral Schools' (STER - Umiędzynarodowienie szkół doktorskich);
 - 10) Project – project titled 'Strengthening the SGH Doctoral School's Position Within the Framework of the International Area of Doctoral Education (#Internationalisation of the SGH Doctoral School),' referred to in the financing agreement for project no. BPI/STE/2021/1/00013/U/00001 concluded by and between the SGH Warsaw School of Economics and the Polish National Agency for Academic Exchange (hereinafter referred to as "NAWA");
 - 11) Rules – Rules for granting and paying an increased scholarship to the doctoral students of the Doctoral School within the STER programme;
 - 12) SGH DS – Doctoral School at the SGH Warsaw School of Economics;
 - 13) Scholarship – doctoral scholarship awarded in accordance with Article 209(1) of the Act of 20 July 2018 - Law on Higher Education and Science, in the amount specified for the given academic year by the SGH Rector pursuant to guidelines set out in the Act;

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- 14) Participant – Doctoral Student eligible for the increased scholarship hereunder;
- 15) Scholarship Agreement – agreement concluded by and between the Programme Beneficiary and the Participant hereunder;
- 16) Act – the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2022, items 574, 583, 655 and 682);
- 17) Measure – Measure No. 2 of the project application titled 'Payment of NAWA scholarships for the best foreign doctoral students - payment after the approval of an individual research plan' (Wypłata stypendium NAWA dla najlepszych doktorantów zagranicznych – wypłata po zaakceptowaniu Indywidualnego Planu Badawczego);
- 18) Increased Scholarship or Increase – scholarship paid out within the Project in an increased amount specified in the Scholarship Agreement hereunder, throughout the implementation of the Measure, but for no longer than a total of 24 months.

§ 3

1. The Rules set forth the principles of granting and paying the Increased Scholarship. The Increase in the amount specified in the Scholarship Agreement hereunder shall be added to the Scholarship amount set for the given academic year by the SGH Rector pursuant to the Act, throughout the implementation of the Measure, but for no longer than a total of 24 months.
2. The Measure is aimed at obtaining talented foreign doctoral students for the SGH DS, supporting them in the implementation of international doctoral projects and creating better conditions for scientific development.

Chapter II

Rules of granting the Increased Scholarship

§ 4

1. The Increase shall be granted through a contest.
2. Foreign Doctoral Students at the SGH DS may participate in the contest.
3. Throughout the implementation of the Measure, for 12 months with the option to extend this period by another 12 months at most through a contest, each Participant shall be entitled to an Increase in the gross monthly amount of PLN 3,000.00, subject to satisfaction of criteria referred to in Section 4 and 5.

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The Increase shall be paid out pursuant to a Scholarship Agreement, the model whereof constitutes appendix no. 2 to the Rules, which shall specify among other things the Participant's bank account, deadlines and frequencies of payment.

The Measure partially covers the payment of the Scholarship referred to in Article 209(4) of the Law on Higher Education and Science and § 2(2) of Rector's Regulation No. 67 of 17 July 2020. The aggregate of the Scholarship referred to in § 2(2) of Rector's Regulation No. 67 of 17 July 2020 and of the Increase paid out to the Participant from Project funds shall be PLN 5,000.00 per month. Social security and health insurance premiums shall be deducted from the Scholarship and the Increase.

4. The payment of the Scholarship shall be made on the condition that the recipient remains within the territory of the Republic of Poland, save for the mobility period financed within the project.
5. The Increase may be awarded to a person who shall:
 - 1) be a foreign doctoral student at the SGH DS;
 - 2) be a doctoral student undertaking a 48-month education programme;
 - 3) not enjoy an extended period of education at the SGH DS, not enjoy an increased scholarship financed under other projects supporting the internationalisation of doctoral projects and not enjoy increased scholarships from SGH funds;
 - 4) have submitted an individual research plan approved by the supervisor in line with the Instructions of the Dean of the SGH DS, and additionally shall at least either:
 - a) draft their doctoral dissertation in English;
 - b) have an international scientific background as determined per Section 14;
 - c) cooperate with a supervisor or assistant supervisor from a foreign research institution.
6. The contest for Increased Scholarship shall be announced by the Dean of the SGH DS.
7. Information concerning the announcement of the contest for the Increased Scholarship shall be placed on SGH's website used for implementing the Measure.

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8. The announcement shall in particular include information concerning the terms under which the Increase shall be awarded, evaluation criteria specified in Section 14, the deadline for applications, and the deadline for the announcement of results.
9. Applications via electronic post from e-mail addresses registered in the SGH domain (scans with handwritten signatures), using the form constituting appendix no. 1 to the Rules, shall be accepted for a period of 10 working days from the competition announcement, and the results shall be announced within 10 working days from the submissions deadline.
10. The contest for the Increased Scholarship shall be carried out by a committee appointed by the SGH Rector, with the following members: President of the Project Steering Committee serving as Committee Chairman, Project Manager, Dean of the SGH DS, one representative of the Board of the SGH DS, and two representatives of the SGH PhD Student Union; said committee shall hereinafter be referred to as the "Committee." Committee members shall not evaluate applications of doctoral students if they are their supervisors.
11. The Committee shall examine applications for an Increase considering the accuracy of their formal elements and criteria referred to in Section 14. Applications not satisfying formal requirements shall not be examined further. In line with the criteria specified in Section 14 the Committee shall draft a list of Candidates which it will use to award the Increased Scholarship until the number of Scholarships or the budget for the given Measure Implementation Period is exhausted, as set for the given academic year. The list, with the Candidates' album numbers and number of points awarded for satisfying the respective criteria, shall be published on the website referred to in Section 7.
12. Candidates may make their reservations to the Committee within five days, which the Committee shall consider within five days, upon which it shall publish the final list.
13. The Committee shall issue decisions awarding the Increase with a standard majority of votes with at least half the members present. The decisions shall be published on the website referred to in Section 7. The Committee's decisions may be appealed against to the Rector of SGH within seven days of publication.

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The appeal may be based solely on the fact that the application examination procedure was violated. The Rector's decision shall be published on the website referred to in Section 7.

14. The following criteria shall apply in the evaluation of applications:

- 1) Candidate's international scientific background, whereas for Candidates in the first year of their studies at the SGH DS, this shall mean their international scientific background as presented during the admission procedure and other international scientific contributions made by the Candidate until the date of submission of the application; for other Candidates, this entails international scientific contributions made following admission to the SGH DS or after the submission of the most recent application for the Increase of scholarship for candidates re-applying for said scholarship, including:
 - a) authorship or co-authorship of scientific articles and scientific monographs, as well as edition of scientific monographs in English, together with the position of the journal or publishing house - maximum of 20 pts for a single publication;
 - b) scientific projects implemented with foreign scientific institutions - maximum of 10 pts for a single scientific project;
 - c) active participation in international scientific conferences by delivering a scientific paper or presenting a poster in English, along with the level of prestige of the conference - maximum of 10 pts for a single paper, maximum of 5 pts for a single poster;
 - d) academic internship of at least one month completed abroad in a foreign scientific institution, with duration and level of prestige of the institution specified - maximum of 10 pts for a single internship, with a maximum of 6 pts for an internship of up to three months, and 7-10 pts for an internship over three months;
- 2) nature of internationalisation of the doctoral project, including:
 - a) foreign supervisor, co-supervisor or assistant supervisor – 15 pts;
 - b) implementation of research in order to prepare a doctoral dissertation in cooperation with a foreign scientific institution with the level of prestige of the institution and the nature of implementation specified – 25 pts.

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15. The Increased Scholarship may be granted to Doctoral Students who have achieved at least 25 points in total.
16. The applications shall be assessed with respect for the principle of equal opportunities and non-discrimination. The Increase shall be awarded with respect for the principle of equal opportunities.
17. Scientific achievements shall be documented as follows:
 - 1) for authorship or co-authorship of scientific articles and scientific monographs (edition of scientific monographs) – the page of the scientific monograph or journal with the forenames and surname of the author(s), title of the scientific monograph or scientific article, name of the publisher, place of publication, year and month of issue, along with a bibliometric analysis prepared by the employees of the Library of the SGH Warsaw School of Economics;
 - 2) for scientific projects implemented in cooperation with foreign scientific institutions – grant agreement or grant title with agreement number and name of the financing institution, or a statement of the project manager or head of the research team on the duration and purpose of the project as well as the Candidate's role in the project and scope of duties performed;
 - 3) for presentations at international conferences – a certificate or statement by the organiser of the scientific conference attesting to the delivery of a scientific paper or presentation of a poster on the part of the Candidate, or the programme for the scientific conference, or post-conference materials, including forenames and surnames of the speakers and designations of the higher education institutions represented thereby, together with a document confirming the composition of the body responsible for the substantive content of the conference and number of papers delivered;
 - 4) for scientific internships at a foreign scientific institution of at least one month – a statement of the foreign scientific institution attesting that the intern completed their scientific internship, with such data as: the intern's forename and surname, name of the scientific institution, and the duration of internship;
 - 5) for foreign supervisor(s) or assistant supervisor – a decision of the Dean of the SGH DS on their appointment;

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6) for research carried out in order to prepare a doctoral dissertation in cooperation with a foreign scientific institution – grant agreement or grant title with agreement number and name of the financing institution, or a statement of the project manager or head of the research team on the subject matter, duration and purpose of the project as well as the Candidate's role in the project and scope of duties performed.

18. If the Participant satisfied the criteria specified in § 4(5) of the Rules throughout the implementation of the Measure, they may receive the Increase. Whether the Candidate satisfies the criteria shall be a question assessed at least once every six months.

Chapter III

Personal data processing notice

§ 5

1. The Participants' and Candidates' personal data shall be processed in accordance with generally applicable laws, including Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons 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) and pursuant to the rules laid down in the Guidelines and Rules for the implementation of projects within programmes of the Polish National Agency for Academic Exchange, which the Participants and Candidates may read at <https://nawa.gov.pl/instytucje/ster-umiedzynarodowienie-szkol-doktorskich/dokumenty-do-pobrania>.
2. Participants and Candidates shall make a statement, the model of which constitutes appendix no. 3 to the Rules and Schedule no. 4a to the project documents required by the Polish National Agency for Academic Exchange pursuant to the aforementioned Guidelines and Rules, as well as appendix no. 4 to the Rules and Schedule no. 5a and 5b to the project documents required by the Polish National Agency for Academic Exchange pursuant to the aforementioned Guidelines and Rules.

Chapter IV

Final Provisions

This project is financed by the Polish National Agency for Academic Exchange within the 'STER - Internationalisation of Doctoral Schools' programme

§ 6

1. These Rules come into effect on the day they are signed by the Rector.
2. The Programme Beneficiary may amend these Rules if necessitated by changes in Project guidelines. The Participant shall be notified by e-mail of amendments to the Rules before they come into force, unless that is impossible due to the effect of the amended Project guidelines.
3. Project implementation may be put on hold if NAWA's funding is withheld, or be ended if the financing agreement referred to in § 1(2) is terminated. In this case, the Increased Scholarship shall not be paid starting from the month following the month funding is withheld or the financing agreement is terminated.
4. In matters not regulated herein, the provisions of the generally applicable law and SGH's internal provisions shall apply.