



REGULATIONS OF POLAND MY FIRST CHOICE SCHOLARSHIP PROGRAM

II cycle studies

Warsaw, on April 27th, 2020

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1. GENERAL INFORMATION ABOUT THE POLAND MY FIRST CHOICE SCHOLARSHIP PROGRAM

1.1. Basic terms and abbreviations

- 1) **Agency, NAWA** – the Polish National Agency for Academic Exchange;
- 2) **NAWA Director** – the Director of the Polish National Agency for Academic Exchange;
- 3) **External expert** - a person conducting, upon the commission of NAWA, substantive assessment of applications submitted as part of the call for proposals under the Program. External expert may make individual substantive assessment of applications as a member of the Assessment Commission;
- 4) **Program** - Poland my first choice scholarship program - II cycle studies;
- 5) **Project** - NAWA's non-competition project entitled "Poland my first choice", planned for implementation under the Operational Program Knowledge Education Development, Action 3.3 Internationalization of Polish higher education.
- 6) **Regulations** - these Program Regulations, available at: nawa.gov.pl;
- 7) **Scholarship** - financial resources granted to the Scholarship Holder based on the decision of NAWA Director under the Program;
- 8) **Scholarship Holder** - a person who has been granted funds under the Program and has signed a scholarship agreement with NAWA;
- 9) **SL2014 System** - central IT system supporting implementation of operational programs implemented under European Funds 2014-2020, including the European Social Fund;
- 10) **Agency's ICT system** - the system referred to in art. 14 of PNAAE, in which the call for proposals is conducted and applications are assessed as well as possibly other program activities are performed, such as submission and evaluation of reports submitted by the Scholarship Holders;
- 11) **Financial resources** - the resources referred to in art. 18 item 2 of PNAAE;
- 12) **PNAAE** - the act of July 7th, 2017 on the Polish National Agency for Academic Exchange (Journal of Laws of 2019, item 1582);
- 13) **HES** - the act of July 20th, 2018 – the Higher Education and Science Law (i.e. Journal of Laws of 2020, item 85);
- 14) **Application** - the form completed by the Applicant in the Agency's ICT system, submitted within a call for proposals under the Program via the Agency's ICT system, including all required annexes;
- 15) **Applicant** - a natural person who has submitted or intends to submit an application under the Program.

1.2. Aim of the Program

Poland my first choice scholarship program aims at encouraging talented young people from the below-mentioned countries to study at the best Polish universities.

The program offers scholarships for full-time second-cycle studies at public and private universities in all faculties run by units with the highest scientific level - holding categories A and A+ in the last parametric assessment - subordinate to the minister responsible for higher education and science. Scholarship holders will receive **the monthly scholarship** of PLN 2,000, paid during the statutory period of education in Poland. **In public universities, the Program also offers exemption from tuition fees during the statutory period of studies.** The financial conditions of education at non-public universities supervised by the minister responsible for higher education and science will be determined by the universities. The program does not provide for funding scholarships for studies conducted by higher education institutions supervised by other ministries.

The program allows for **studying in Polish or other language than Polish.** Applicants shall independently select the university and field of studies from the educational offer of Polish higher education institutions and apply independently for the chosen field of studies. The decision on admission of Applicants shall be made by the universities.

The scholarship offer is addressed to foreigners - citizens of the following countries:

Australia	The Netherlands	New Zeland
Austria	Ireland	Portugal
Belgium	Iceland	Romania
Bulgaria	Israel	Singapur
Croatia	Japan	Slovakia
Chile	Canada	Slovenia
Cyprus	Republic of Corea	Switzerland
Czech Republic	Liechtenstein	Sweden
Danemark	Lithuania	Uruguay
Estonia	Luxemburg	USA
Finnland	Latvia	Hungary
France	Malta	Italy
Greece	Germany	Great Britain
Spain	Norway	

and to Chinese citizens - residents of Hong Kong, Macau and Taiwan.

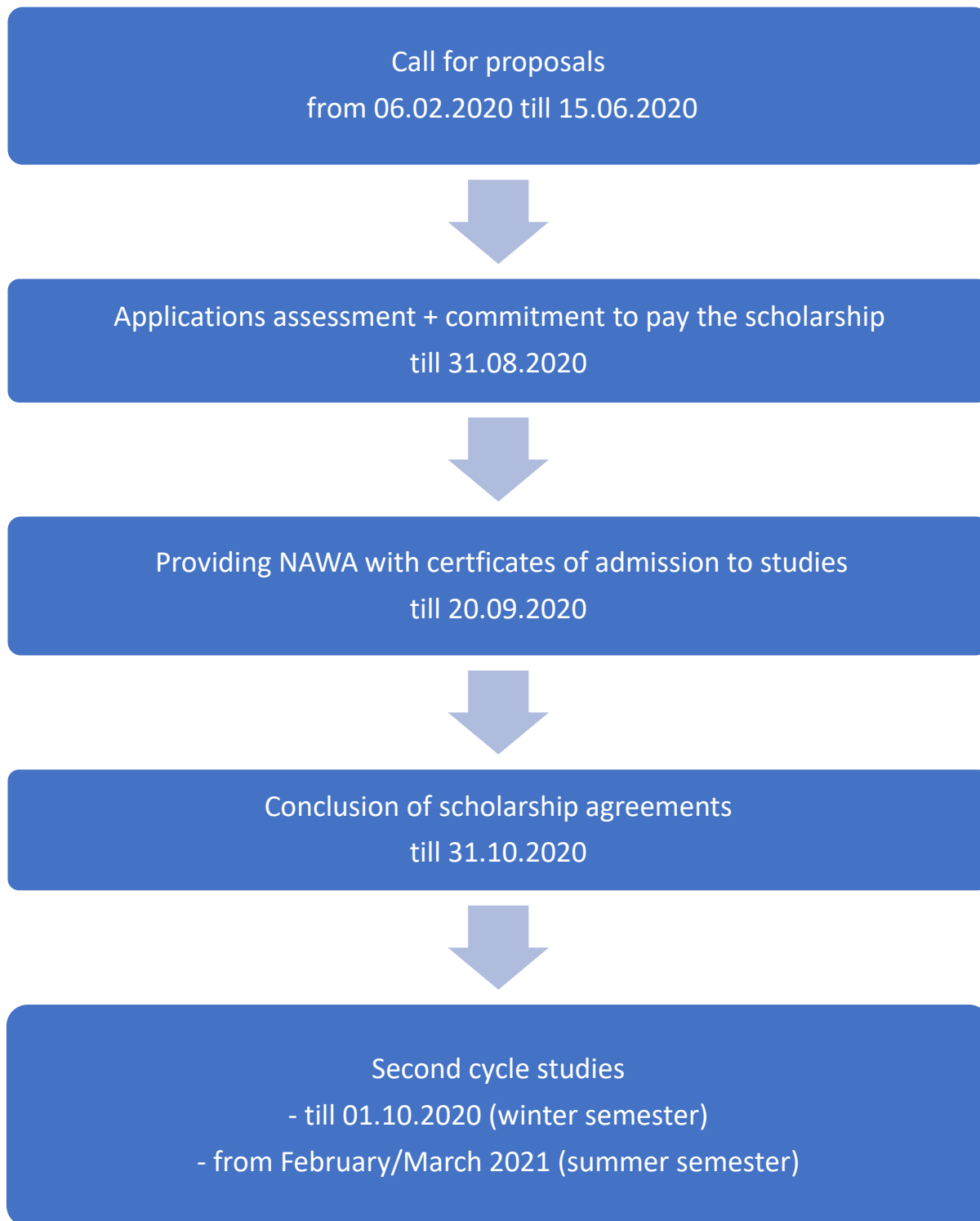


The Program is implemented as part of the NAWA non-competition project co-financed by the European Social Fund - Operational Program Knowledge Education Development, Action 3.3 Internationalization of Polish higher education.



2. APPLICATION PROCEDURE

2.1. Indicative Program schedule



2.2. Eligible Applicants

Foreigners who jointly meet the following criteria at the moment of opening the call for proposals may apply for the NAWA scholarship for II cycle studies in Poland under the 2020 call for proposals within the Program:

- 1) are citizens of one of the following countries: Australia, Austria, Belgium, Bulgaria, Chile, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Greece, Spain, the Netherlands, Ireland, Iceland, Israel, Japan, Canada, Republic Korea, Liechtenstein, Lithuania, Luxembourg, Latvia, Malta, Germany, Norway, New Zealand, Portugal, Romania, Slovakia, Slovenia, Sweden, Uruguay, USA, Hungary, Italy, United Kingdom, Switzerland, Singapore, or Chinese citizens - Hong Kong residents, Macau, Taiwan;
- 2) are not Polish citizens and have not applied for Polish citizenship;
- 3) obtained a diploma of completion of first-cycle studies in the country of origin or in Poland not earlier than in 2017 or at the time of submission of the application under the Program are studying in the last year of first-cycle studies;
- 4) are not second-cycle students in Poland at the time of submission of the application under the Program;
- 5) apply for admission to studies in the fields of studies conducted by units with category A and A+ obtained in the last parametric assessment, supervised by the minister responsible for higher education and science. Applicants, during the call for proposals under the Program, are required to provide **confirmation of admission or a commitment (promise) to be admitted to studies at such unit**. This means that Applicants should take part in recruitment for studies during recruitment to the Program;
- 6) Have command of Polish or English at a minimum B2 level.
If an Applicant is not a citizen of a country in which English is the official language, his/her command of the language has to be confirmed by the document indicated in item 2.5. of these Regulations.

2.3. Subject scope of recruitment

Under the Program, applicants may apply for admission to all fields of second-cycle studies conducted by units which have obtained category A and A+ in the last parametric assessment, supervised by the minister responsible for higher education and science, announced by the Minister of Science and Higher Education Communiqué of September 28th, 2018 on scientific categories assigned to scientific units and universities in which, according to their statutes, no basic organizational units were distinguished. The list of these units constitutes Annex 1 to these Regulations.

The program offers:

- 1) the opportunity to study in Polish and another language at universities located in Poland,
- 2) exemption from tuition fees at public universities. In private universities, the conditions of education are determined by the university. The financial rules of education at non-public

universities supervised by the minister responsible for higher education and science are determined by the universities. The issue of tuition fees should, in such cases, be determined individually between the Scholarship Holder and the host university. The issue of exemptions from tuition fees remains at the discretion of a non-public university. The decisions on the admission of Applicants to studies shall be made by the universities.

- 3) monthly Scholarship.

2.4. Application deadline and procedure

The call for proposals under the Program will be conducted starting from February 6th, till June 15th, 2020 until 15:00 Central European Time (local time for Warsaw) exclusively in electronic form within the Agency's ICT system, available via the website: www.nawa.gov.pl. It will not be possible to submit the application after this date.

Sending the application via the system shall change the status of the application to "submitted" and the Applicant shall receive the electronic message with the reference number of the application.

One Applicant may submit only one application. In the case of submitting more than one application, NAWA will assess the application that was submitted first, leaving the remaining ones without consideration. Only complete applications shall be submitted for consideration. By submitting the application, the Applicant accepts the Program Regulations.

2.5. List of required annexes to the application¹

- 1) scan of the passport page displaying the Applicant's personal data and confirming his/her citizenship;
- 2) outline of the planned master thesis containing the description of the topic and the concept of the thesis, research problem and research method;
- 3) scan of the first-cycle studies completion diploma together with the supplement (list of credited courses), obtained not earlier than in 2017;
 - a) in the absence of the diploma or in the case of the Applicants who, at the time of submission of the application, do not yet possess the first-cycle studies completion diploma - the certificate of completion of first-cycle studies issued by the university (not earlier than in 2017), in the case of the Applicants who at the time of submission of the application are students of the last year of first-cycle studies - the scan of the university certificate confirming the applicant's status as a student, together with information about the planned date of graduation,

¹ Applicants are requested to cover any photo before attaching the scan of the required annexes and not to display the photo (the image in the form of a photo is a redundant data). Attaching a document without an obscured photo will be regarded as consent to personal data processing in this regard and to store the photo in the NAWA database.

- b) in the absence of the two-cycle studies program in the higher education system of the country of origin - the copy of the diploma of graduation from master studies or equivalent studies, obtained not earlier than in 2017, together with the supplement; in the case of Applicants who are last-year students of these studies - a certificate issued by the university confirming the applicant's status as a student together with information about the planned date of graduation;
- 4) the Applicant's statement that in the course of the call for proposals under the Program he/she is not a student of second-cycle studies in Poland;
- 5) the scan of the document confirming command of Polish or English at a minimum B2 level, e.g. language certificate, certificate/diploma or other documents confirming completion of a secondary school/first-cycle studies with Polish or English as a language of instruction. The list of recognized English language certificates is attached as Annex 3 to the Regulations.

If the attachments are issued in a language other than Polish or English, it is also required to attach their translation into Polish. Only sworn translations or translations certified by a Polish diplomatic mission shall be accepted.

3. EVALUATION AND SELECTION PROCEDURE

Applications are subject to formal and substantive assessment.

3.1. Formal assessment

The purpose of the formal assessment is to verify the application in terms of meeting the formal criteria set out in these Regulations. If an incomplete application is submitted, the Applicant will be requested to complete the application within 14 days from the date of receipt of the request, with the instruction that failure to complete it will result in the application not being considered. The application should be completed via the Agency's ICT system. It is possible to correct the application once, within the time limit and to the extent indicated in the request sent via the Agency's ICT system to the Applicant's email address. If the application is not corrected or is incorrectly corrected, it will be left without consideration.

NAWA may also request the Applicant to provide additional documents or explanations. The information about the need to complete the application or to provide additional explanations will be sent by electronic means as a notification from the Agency's ICT system to the Applicant's e-mail address provided in the system. The form of communication with the Applicant regarding the completion of the application/providing explanations will be correspondence conducted via the Agency's ICT system as well as e-mail correspondence in working mode. The Applicant is obliged to regularly check the incoming correspondence in the Agency's ICT system and his/her e-mail account.

Formal assessment of applications is carried out by NAWA. Applicants are informed via the Agency's ICT system of the result of the formal assessment. A positive result of the formal assessment of the submitted application (together with the required annexes) constitutes the condition for admitting the Applicant to the stage of substantive assessment under the Program. In

case of leaving the application without consideration, the Applicant may submit the request for reconsideration of the case, pursuant to art. 25 item 2 of PNAAE.

Applicants who successfully pass the first stage of substantive assessment (more in item 3.2.3 of these Regulations) are required to submit to NAWA **a certificate confirming admission to studies**. The assessment of the process of submission of these documents is a component of the Applicant's formal assessment and is carried out by NAWA.

The following applications shall not be considered:

- 1) submitted after the time limit specified in the call for proposals,
- 2) not meeting the formal requirements set out in the announcement of the call for proposals under the Program, including-
 - a) lacking any required annexes to the application,
 - b) lacking the certificate confirming admission to studies attached within the time limit specified in these Regulations.

3.2. Substantive assessment

3.2.1. General information

Substantive assessment of applications is carried out by the NAWA Qualification Commission appointed by the Director based on the results of interviews with the Applicants. The interviews are conducted based on the outline of the master's thesis presented in the application (description of the topic and concept of the work, research problem and research method); they also relate to the Applicant's scientific activity in the field of science related to the area of the studies (the Applicant's previous activities, interests and plans).

The Qualification Commission will consist of the chairman and members of the Commission - external experts in the field of the scientific discipline constituting subject matter of the interview (determined in accordance with the Regulation of the Minister of Science and Higher Education of September 20th, 2018 on the fields of science as well as scientific disciplines and artistic disciplines (Journal of Laws of 2018 item 1818). NAWA publishes annually the alphabetical list of external experts participating in the assessment of applications in a given calendar year jointly for all programs.

Interviews will take place in Warsaw and other cities or countries depending on the number of Applicants. NAWA Director may decide to change the mode of organization of the interview for Applicants for whom reaching the location of the interview would involve significant difficulties and costs (e.g. video conferencing). Applicants whose applications have successfully passed the stage of substantive assessment will be notified of the place and date of the interviews.

3.2.2. Detailed rules of substantive assessment

Substantive assessment of applications is carried out by the Qualifying Commission in the form of interviews, based on the following criteria:

No.	Description of the Criterion	Assessing body	Score
1.	Knowledge from the field of science related to the Applicant's field of studies based on the outline of the proposed diploma thesis (subject and concept of the thesis, research problem and research method)	Qualification Commission	0-60
2.	Applicant's scientific activity based on: - past activity related to the planned field of studies and the proposed topic of the thesis, e.g. publications, participation in conferences (lecturer, poster), participation in research projects (0-15 points) - past activity related to another field of science, e.g. publications, participation in conferences, participation in workshops (0-15 points) - other scientific activity to date, e.g. received awards, distinctions (0-10 points)	Qualification Commission	0-40
In total:			0-100

The Applicant has to receive the total of at least 40 points, including not less than 30 points in criterion 1 - Knowledge from the field of science related to the Applicant's field of studies based on the outline of the proposed diploma thesis, in order to obtain a positive substantive assessment.

In justified cases, NAWA Director may extend the time limit for the substantive assessment.

3.2.3. Recruitment results and information on the results

The recruitment process takes place in two stages:

- 1) stage 1: based on the results of the substantive assessment, the ranking list of applications recommended for funding is created whose Applicants receive the **promise** of being granted NAWA Director's scholarship,
- 2) stage 2: **approval of granting funds under the Program** for Applicants who, within the time limit indicated by NAWA, will provide the certificate of admission to studies at the unit with category A or A+ issued by the university.

The chairman of the Qualifying Commission will create the ranking list of Applicants based on the results of interviews and the recommendations for granting the scholarship to specific Applicants from the list, will submit it for approval to NAWA Director.

The ranking list will include:

- 1) applications recommended for granting the scholarship, i.e. applications that obtained the highest number of points within the positive substantive assessment;
- 2) applications not recommended for funding:
 - a) applications with a positive substantive assessment, which cannot be awarded funding due to exhaustion of funds;
 - b) applications with negative substantive assessment, i.e. applications with less than 40 points or less than 30 points for criterion 1 - Knowledge from the field of science related to the Applicant's field of studies based on the outline of the proposed diploma thesis. These applications are considered as not meeting the qualitative criteria and the Applicant cannot receive funding even if there are sufficient funds within the Program.

NAWA Director, within the limit of places allocated to the Program, grants to Applicants from the list of applications recommended for the scholarship **the promise** of issuing the decision on granting the funds. Applicants, by September 20th, 2020, are required to complete the formalities related to admission to the university and to provide the certificate confirming this fact to NAWA. Certificates delivered after this date will not be considered, and the vacancy in the Program will be offered to the next Applicant from the ranking list. We suggest that the Applicants from the ranking list with a positive substantive assessment ranked directly behind those recommended for funding provide confirmation of admission to studies in a unit which meets the Program requirements by September 20th, so that they can receive funding in the event of vacancy in the list of applications recommended for funding.

By September 30th, NAWA Director shall issue the decision to grant or to refuse granting funds under the Program to Applicants based on the total number of points obtained in the substantive assessment and delivered confirmation of admission to universities.

NAWA Director may decide not to award funding to applications recommended for funding. The reasons for such decision may be in particular:

- 1) the Applicant's resignation from participation in the Program,
- 2) the Applicant's default with obligations towards NAWA,
- 3) receiving by NAWA information affecting the process of granting funds for the implementation of the Program,
- 4) lack of financial resources for the implementation of the Program,
- 5) other circumstances preventing the Applicant from participating in the Program.

The decision of NAWA Director granting the right to take up and pursue studies, on granting the scholarship and on exemption from tuition fees (only in public universities) or on refusing to grant the scholarship under the Program will be sent to the Applicant through the Agency's ICT system. The list of Scholarship Holders is published on the NAWA proprietary page of the Public Information Bulletin (BIP).

3.3. Selection of studies and recruitment

1. The Applicant is required to familiarize himself/herself with the rules and the schedule of recruitment for studies in force at the university of his/her choice and in the field of studies of his/her choice.
2. As part of the recruitment process, universities may conduct additional examinations.
3. Applicants are required to complete all formalities within the deadlines required by a university.
4. There is electronic candidate registration system at Polish universities. Applicants for studies under the Program should register in the university's online systems within the dates required by the university and on the terms designated to foreigners as well as on the terms of the NAWA scholarship.
5. **Decisions on admission of candidates to studies are made by the universities.** In order to be able to meet the requirement to submit the certificate or the promise of admission to studies in a chosen field on time, Applicants should take part in the recruitment to studies in parallel to the recruitment to the Program
6. Private universities determine their own financial rules of education.
7. NAWA does not refund registration fees.

3.4. Appeal procedure

1. The Applicant, after receiving information on leaving the application without consideration or the NAWA Director's decision to refuse granting funds, may request the Director to reconsider the case in the event of formal violations occurring in the process of awarding the funds.
2. The request for reconsideration of a case may include reservations only as to formal issues in the process of granting the funds, and not as to the merits of the substantive assessment. Submission of the request for reconsideration of a case for another reason may result in the issuance of a decision stating inadmissibility of submitting the request for reconsideration of the case.
3. The request for reconsideration of a case should be submitted to the Director within 14 days from the date of receipt of the decision or the information about leaving the application without consideration to the following address:
Narodowa Agencja Wymiany Akademickiej
ul. Polna 40
00-635 Warszawa
4. In the case of:
 - 1) issuing the ruling stating inadmissibility of submitting the request for reconsideration of a case,
 - 2) issuing the decision of NAWA Director refusing to grant funds after the application being reconsidered,
 - 3) issuing the decision of NAWA Director to refuse granting funds or the decision upholding the NAWA Director's decision to refuse granting funds.

The Applicant may submit a complaint to the Provincial Administrative Court in Warsaw at: ul. Jasna 2/4, 00-013 Warszawa. The complaint shall be lodged through the Director of the

Polish National Academic Exchange Agency located at: ul. Polna 40, 00-635 Warszawa, within 30 days from the date of delivery of the abovementioned decision or ruling.

5. When considering the request for reconsideration of a case, persons who at any stage have performed activities related to the specific application, including those involved in its assessment, may not participate in the proceedings. The Director, for considering the abovementioned applications, may employ external experts.

4. SCHOLARSHIP AGREEMENT

The Applicant will acquire the status of a Scholarship Holder upon the issuance of the Director's decision under the Program.

The scholarship agreement with the Scholarship Holder will be concluded based on the decision of the Director on granting funds under the Program. Based on the same decision Scholarship Holders will undertake studies in Poland.

The agreement will be concluded between the Polish National Agency for Academic Exchange and the Scholarship Holder until October 30th, of the year in which the Scholarship Holder begins studies, or until March 15th, in the case of persons starting studies from the summer semester of a given academic year.

The agreement will be drawn up in duplicate, in Polish and English. The model agreement is attached as Appendix 4 to these Regulations.

5. RIGHTS AND OBLIGATIONS OF THE SCHOLARSHIP HOLDER

1. The Scholarship Holder undertakes in particular to:
 - 1) Legalize the stay in the Republic of Poland and present, at the request of NAWA or the university, the document confirming legalization of his/her stay in the territory of the Republic of Poland. Information on legalization of the stay is provided, for example, by diplomatic missions or relevant organizational units at universities;
 - 2) regularly attend classes provided for in the studies' curriculum;
 - 3) comply with the provisions of these Regulations and the Scholarship Agreement as well as the documents the Agreement refers to, including the rules of studies in force at the university conducting the studies;
 - 4) timely submit the certificates after the first semester of studies in a given academic year as well as the annual reports;
 - 5) participate in events organized by the Agency;
 - 6) participate in the Program evaluation – filling in the evaluation questionnaire and participation in other evaluation activities conducted by NAWA;
 - 7) possess insurance, i.e.:
 - a) health insurance policy or the European Health Insurance Card for a given academic year, or

- b) universal health insurance within the meaning of the provisions of the act of August 27th, 2004 on Health Care Benefits Financed From Public Funds (Journal of Laws of 2017, item 1938, as amended), or
 - c) confirmation of covering by the insurer medical expenses in the territory of the Republic of Poland,
and presenting the confirmation of insurance coverage at the request of NAWA or the university;
- 8) inform NAWA about all developments and situations that may affect the realization of the Program by the Scholarship Holder, including on obtaining student leave.
2. The Scholarship Holder has the right to:
- 1) receive the Scholarship in accordance with the Program Regulations;
 - 2) change the field of studies in the following mode:
Changing the field of studies requires submission to NAWA of the request by the Scholarship Holder together with the substantiation and the certificate of admission to the chosen field of studies conducted by the unit with category A or A+.
 - 3) change the university at which the Scholarship Holder plans to start studies at which is studying in the following mode:
The change of university requires submission to NAWA of the request by the Scholarship Holder together with the substantiation and the promise of admission to the selected unit supervised by the minister competent for higher education and science holding the A and A+ category in the last parametric assessment in the field of science compliant with the Scholarship Holders's field of studies.

Decisions on changing the university are made by NAWA Director, who may consult the appropriate Team.

6. RULES OF PAYMENT OF THE SCHOLARSHIP

1. The NAWA Director's Scholarship is granted for the statutory period of studies, i.e. for the number of semesters provided for in relevant studies regulations.
2. The Scholarship amount is PLN 2,000 per month for students of second-cycle studies.
3. The Scholarship is paid for a maximum of 12 months in the academic year, starting from the first month of studies. If the decision on financing is made during the academic year, the Scholarship will be awarded for the period shorter than 12 months in the academic year. In the event that the studies end in the winter semester, the Scholarship will be paid for a maximum of 5 months in the final academic year.
4. NAWA Director's scholarship is paid by NAWA once a month to the Scholarship Holder's account established in a bank located in the territory of Poland - the first Scholarship will be paid after the scholarship agreement has been concluded, with due compensation calculated from October (or March - depending on the date of commencement of studies).
5. The Scholarship is co-financed by the European Social Fund under the Operational Program Knowledge Education Development.

6. The NAWA Scholarship Holder is obliged to collect the scholarship only from one source, i.e. only as part of the financial resources awarded to him/her as the Program Scholarship Holder. Scholarship Holders qualified for foreign scholarship stays or assigned by their home university for scientific stays/student mobilities under inter-university and other exchange arrangements may obtain the NAWA Scholarship, provided that the principle of lack of double funding is observed. The Scholarship Holder applying for maintaining the scholarship during a stay co-financed from other funds is obliged to submit to NAWA the request for continuation of the Scholarship disbursement along with the substantiation, opinion of the sending university and confirmation of the source of financing, which clearly shows that there is no risk of double financing of activities from the resources of at least one fund, program, financial instrument or initiative supported from the EU budget.
7. The Scholarship is awarded for one form of education in one field of studies. Undertaking by the Scholarship Holder at the same time another form of education or studies in subsequent fields may be effected only with the consent and on the terms specified by the university, but without the possibility of receiving another Scholarship and additional funding by NAWA.
8. The condition for the disbursement of the Scholarship in the second semester of a given year of studies is providing NAWA with the certificate issued by the university referred to in part 7 of these Regulations, confirming admission to the next semester.
9. The condition for the disbursement of the Scholarship in the next academic year is providing NAWA with the correct and complete Report referred to in part 7 of these Regulations.
10. The payment of the Scholarship will be suspended (temporarily suspended) if the Scholarship Holder:
 - 1) fails to submit within the time limit the certificate referred to in part 10 of the Regulations after each first semester in a given year of the studies,
 - 2) fails to successfully complete the first semester of any year of the studies,
 - 3) is on dean's leave (or other justified break of a similar nature),
 - 4) stays outside the Republic of Poland for more than 30 days -
with the exception of the stay to which he/she was directed by the university and which meets the principle of single financing indicated in part 6 item 6.After the reason for suspension of the Scholarship ceases to exist, the Scholarship Holder may apply to the Agency through the university to resume the Scholarship.
11. Financial conditions of education, i.e. exemption from tuition fees, during the suspension of the Scholarship will be determined by NAWA Director in relation to public universities and in the case of private universities - by the university where the Scholarship Holder is studying.
12. The Scholarship will be canceled (the right to receive the Scholarship will be withdrawn) and the agreement with the Scholarship Holder will be terminated if the Scholarship Holder:
 - 1) fails to obtain a passing grade for a year of studies;
 - 2) has been removed from the list of students by the university;
 - 3) has provided false information on the basis of which the Scholarship was granted;
 - 4) has obtained Polish citizenship during cycle of studies;
 - 5) has been punished disciplinarily or convicted by a final court judgment for an offense committed intentionally or an intentional tax offense;

- 6) stays on the territory of the Republic of Poland illegally or has not presented the document confirming legalization of his/her stay on the territory of the Republic of Poland;
 - 7) does not have health insurance or has not presented the document confirming the insurance coverage;
 - 8) has not submitted or corrected the annual report;
 - 9) has violated other significant provisions of these Regulations or the agreement.
13. If the Scholarship is withdrawn due to the Scholarship Holder repeating a year of studies, determining the financial conditions for admission to continuation of the studies at a public and private university by the Scholarship Holder is at the university's discretion. The Scholarship Holder may continue his/her studies without the Scholarship, if the university agrees to that.
14. Under the Program, the Scholarship Holders are not entitled to benefits other than those mentioned above.

7. REPORTING

1. During their studies, NAWA Scholarship Holders are required to submit certificates after each first semester of a given year of studies, containing information about admission to the next semester of studies by:
 - 1) March 15th, of a given year for the winter semester, or
 - 2) October 15th, of a given year for the summer semester.
2. NAWA Scholarship Holders are required to submit annual reports for the past year of studies by:
 - 1) until October 15th, of the year (if studies start from the winter semester) or
 - 2) until March 15th, of a given year (if studies start in the summer semester)containing, in particular, information on the implementation of the studies curriculum, other academic and scientific activities in the previous academic year, completion of the previous year as well as the average grade obtained for the previous academic year.
3. The certificate should be sent to NAWA via electronic mail, traditional mail or submitted in person.
4. The report should be submitted via the Agency's ICT system.
5. The report shall be subject to verification by the Agency, carried out within 45 days of the receipt of the report. The Agency may decide to submit the report to be assessed by external experts appointed by the Director.
6. Sending the certificate of completion of each first semester in a given year of studies constitutes the condition for starting the disbursement of the Scholarship in the next semester. The Scholarship Holder who fails to submit the certificate confirming completion of the previous semester shall lose the right to receive the Scholarship in the following semester. In the event of receiving undue Scholarship payment, the Scholarship Holder may be requested to return the received funds.
7. Sending a correct and complete report and completing the academic year constitute the conditions for launching the disbursement of the Scholarship in the following academic year.

8. In the event of submitting an incorrectly drafted report or an incomplete report, the Scholarship Holder is obliged to correct or supplement the report within 14 days from the date of receiving the information about the need to correct or complete the report.
9. The Scholarship Holder who fails to submit the report on the course of studies and confirming the completion of the previous academic year, will lose his/her right to receive NAWA Scholarship in the current academic year. In the event of receiving undue Scholarship payment, the Scholarship Holder may be requested to return the received funds.

8. EVALUATION

1. Scholarship Holders are required to participate in NAWA's evaluation of the Program. Participation in the evaluation includes:
 - 1) completing the online evaluation survey sent by NAWA after completing the studies covered by the Scholarship until:
 - October 15th, if the studies ended in the summer semester;
 - or
 - March 15th, if the studies ended in the winter semester.
 - 2) participation of the Scholarship Holders in other evaluation activities conducted on NAWA's behalf or with its consent.
2. NAWA guarantees full confidentiality of opinions and information provided by the Scholarship Holder as part of the Program evaluation and that the data obtained from the Scholarship Holders as part of the evaluation process will not have any impact on the terms of payment of the Scholarship awarded to them.

9. INFORMATION AND PROMOTION

1. The Scholarship Holder is obliged to mark all information, promotional materials and elaborations made by him/her as a result of the implementation of the studies curriculum, which are made public, with the European Funds logo including the name of the Operational Program Knowledge Education Development, with the colors of the Republic of Poland, the European Union logo as well as the name European Social Fund and NAWA logotype.
2. In addition, the abovementioned documents may contain information on receiving funding from the European Union under the European Social Fund. The set of logos will be available for download at: www.nawa.gov.pl.
3. All information and promotional activities of the Scholarship Holder and any document which is made public or is used by the Scholarship Holder should contain information on receiving the EU funding, including information on receiving it from the European Social Fund. In audio products developed by the Scholarship Holder as a result of the studies, information on financing the Scholarship from the resources of NAWA non-competition project entitled "Poland my first choice" and co-financing the project from the European Union funds under the European Social Fund have to be read during the recording.

4. In the event that a given article or scientific material is published in a foreign journal thanks to the support obtained under the Program, the author or the co-author of the publication who is the Scholarship Holder of the Program is obliged to include in the text information about funding obtained from the resources of NAWA non-competition project entitled "Poland my first choice" and co-financing the project from the European Union funds under the European Social Fund (e.g. "This article/material has been supported by the Polish National Agency for Academic Exchange within the "Poland my first choice" program which is financed by the European Commission within European Social Found").
5. In the event that a given article or scientific material is published in a foreign journal thanks to the support obtained from the Program, the Polish National Agency for Academic Exchange recommends that the Applicant immediately makes this publication available in open access under free license (e.g. Creative Commons Attribution CC BY), at least in the author's version (preprint), if the publisher's license does not allow for the final version to be published text to be freely opened.
6. Detailed requirements and solutions in the field of copyright and granting the license to NAWA are contained in the model agreement which constitutes Annex 4 to these Regulations, and may be subject to modification upon NAWA's consent, depending on the needs of the Scholarship Holder.

10. CHANGES TO THE REGULATIONS

NAWA reserves the right to amend these Regulations, with the exception of changes resulting in unequal treatment of Applicants, unless the necessity to introduce such changes results from the generally applicable provisions of law. The changes introduced will be effective from the time of their publication made in an analogous manner to the announcement of the call for proposals. Applications submitted before the publication of the amendments to the Regulations have to be resubmitted or supplemented by the Applicant if their provisions do not comply with the introduced changes. NAWA will notify of all introduced changes the Applicants who have submitted their applications before publishing the changes to the Regulations by sending information in the Agency's ICT system or via e-mail to the e-mail address indicated in the application. At the same time, NAWA reserves the right to make at its sole discretion the changes to the Regulations which have an orderly, clarifying character and to correct obvious errors in the Regulations without separately informing about the changes introduced, subject to the publication of the uniform text of the Regulations including the changes made, which will also be the moment from which they start to be applicable.

NAWA reserves the right to cancel the call for proposals, in particular in the event of significant changes in law affecting the conditions of the call for proposals, occurrence of force majeure or in other justified cases.

NAWA will publish all information necessary for the proper conduct of a call for proposals at: www.nawa.gov.pl. It is recommended that the Applicants keep up to date with the information published on the abovementioned page.

11. PERSONAL DATA PROTECTION

1. Data of persons participating in the program, including Applicants, Scholarship Holders, experts are processed in the following data sets:
 - 1) 'Operational Program Knowledge Education Development' and 'Central ICT system supporting the implementation of operational programs' (SL2014) - the controller of the data sets is the minister competent for regional development acting as the Managing Authority for the Operational Program Knowledge Education Development 2014-2020;
 - 2) 'Polish National Agency for Academic Exchange' - the controller of the data set is the Agency represented by the Agency's Director.
2. Personal data in the data sets referred to in item 1 point 1 above – will be processed in order to implement the Project, in particular to confirm the eligibility of expenditure, provide support, monitoring, evaluation, control, audit and reporting as well as for information and promotion activities under the Operational Program Knowledge Education Development.
3. Personal data in the data set referred to item 1 point 2 above – will be processed for the purpose of:
 - 1) conducting the call for proposals under the Program,
 - 2) selecting the Scholarship Holders and concluding scholarship agreements with them regarding the implementation of the Program,
 - 3) implementation of the concluded scholarship agreements,
 - 4) cooperation between NAWA and the Scholarship Holders after completion of the Program, including cooperation for the purposes of: Program evaluation, control, and monitoring as well as informing of NAWA programs and activities.
4. Personal data will be collected in the Agency's ICT system, referred to in art. 14 item 1 of PNAAE.
5. Personal data of the persons referred to in item 1 above may be forwarded to the Agency's employees or external experts in connection with the implementation of the above-mentioned objectives. Personal data transfer to the above mentioned entities or persons outside the European Economic Area (EU Member States, Iceland, Norway and Liechtenstein) will be based on standard data protection clauses adopted or approved by the European Commission. The data subject shall have the right to receive a copy of the data transferred outside the EEA.
6. The legal basis for personal data processing is:
 - 1) in the case of the data sets 'Operational Program Knowledge Education Development' and 'Central ICT system supporting the implementation of operational programs' - art. 6 item 1 letter c and art. 9 item 2 letter g of the General Data Protection Regulation (GDPR);
 - 2) in the case of the 'National Agency for Academic Exchange' data set - art. 6 item 1 letter b, c and e of the General Data Protection Regulation (GDPR).
7. The data transfer is voluntary but necessary to take part in the call for proposals or sign the scholarship agreements. Refusal to provide the data shall result in leaving the application

without consideration and the inability of a specific person to participate in the implementation of the project and the NAWA Project.

8. Personal data:

- 1) of the Applicants - will be used for the period of 5 years from the date of announcement of the results of the call for proposals and for the period necessary for archiving purposes, in accordance with the office instruction,
- 2) of the Scholarship Holders and other Project participants - will be used for the period of 5 years from the end of the scholarship agreement and for the period necessary for archiving purposes (in accordance with the office instruction) or in order to make the necessary settlements.

Personal data of persons whose applications have not been approved will be stored for the period of consideration of the applications and for the period necessary for the archival purposes indicated in the Agency's office instruction.

Each data subject shall have the right to submit to NAWA or the minister competent for regional development the request:

- 1) for access to his/her personal data;
 - 2) for rectifying, deleting or limiting the use of his/her personal data;
 - 3) objecting to the use of his/her personal data;
- on the terms set out in the GDPR.

In addition, each person has the right to file the complaint with the supervisory body (President of the Personal Data Protection Authority at: ul. Stawki 2, 00-193 Warszawa).

Contact details of the data protection officer at the Managing Authority for the Operational Program Knowledge Education Development:

iod@miir.gov.pl.

Contact details of the NAWA data protection officer: Adam Klimowski, odo@nawa.gov.pl.

12. KONTACT WITH NAWA

Contact person, Students Programs Division

Monika Ociesa

e-mail: monika.ociesa@nawa.gov.pl

telephone: 0048 (22) 3903573

13. ANNEXES

Annex No. 1: the List of units with parametric rating A and A+

Annex 2: the List of recognized certificates

Annex 3: Model agreement with the Scholarship Holder



Annex no. 1: List of units with the parametric rating A i A+

Name of the higher education institution	Name of the unit	Scientific Category	Supervised by
Vistula University in Warsaw	Faculty of Business and International Relations	A	MSHE ²
AGH University of Science and Technology in Kraków	Academic Center for Materials and Nanotechnology	A	MSHE
	Faculty of Electrical Engineering, Automatics, Computer Science and Biomedical Engineering	A	MSHE
	Faculty of Energy and Fuels	A	MSHE
	Faculty of Physics and Applied Computer Science	A+	MSHE
	Faculty of Geology, Geophysics and Environment	A	MSHE
	Faculty of Computer Science, Electronics and Telecommunications	A+	MSHE
	Faculty of Materials Science and Ceramics	A+	MSHE
	Faculty of Mechanical Engineering and Robotics	A+	MSHE
	Faculty of Metals Engineering and Industrial Computer Science	A	MSHE
	Faculty of Applied Mathematics	A	MSHE
	Faculty of Non-Ferrous Metals	A	MSHE
	Faculty of Drilling, Oil and Gas	A	MSHE
	Faculty of Management	A	MSHE
Jesuit University Ignatianum in Kraków	Faculty of Philosophy	A	MSHE
Koźminski University In Warsaw		A	MSHE
Jędrzej Śniadecki University of Physical Education in Gdańsk	Faculty of Physical Education	A	MSHE
Jerzy Kukuczka Academy of Physical Education in Katowice	Faculty of Physiotherapy	A	MSHE
	Faculty of Physical Education	A	MSHE

² MSHE – the Ministry of Science and Higher Education

Józef Piłsudski University of Physical Education in Warsaw	Department of Rehabilitation	A	MSHE
University School of Physical Education in Wrocław	Faculty of Physiotherapy	A	MSHE
	Faculty of Physical Education	A	MSHE
Ateneum-University in Gdańsk	Faculty of European Studies, Political Sciences and Journalism	A	MSHE
John Paul II Catholic University of Lublin	Faculty of Philosophy	A	MSHE
	Faculty of Humanities	A	MSHE
	Faculty of Social Sciences	A	MSHE
	Faculty of Theology	A	MSHE
Medical Vocational University in Opole	Faculty of Physiotherapy	A	MSHE
John Paul II University in Biała Podlaska	Faculty of Economic and Technical Sciences	A	MSHE
Białystok University of Technology	Department of Construction and Environmental Engineering	A	MSHE
	Faculty of Mechanical Engineering	A	MSHE
Częstochowa University of Technology	Faculty of Electrical Engineering	A	MSHE
	Faculty of Infrastructure and Environment Department	A	MSHE
	Faculty of Management	A	MSHE
Gdańsk University of Technology	Faculty of Architecture	A	MSHE
	Faculty of Chemistry	A+	MSHE
	Faculty of Electronics, Telecommunications and Informatics	A+	MSHE
	Faculty of Electrical and Control Engineering	A	MSHE
	Wydział Inżynierii Lądowej i Środowiska	A	MSHE
	Wydział Mechaniczny	A	MSHE
	Wydział Zarządzania i Ekonomii	A	MSHE
Kraków University of Technology	Wydział Mechaniczny	A	MSHE

Lublin University of Technology	Wydział Budownictwa i Architektury	A	MSHE
	Wydział Elektrotechniki i Informatyki	A	MSHE
	Wydział Inżynierii Środowiska	A	MSHE
	Wydział Mechaniczny	A+	MSHE
Łódź University of Technology	Wydział Biotechnologii i Nauk o Żywności	A	MSHE
	Wydział Budownictwa, Architektury i Inżynierii Środowiska	A	MSHE
	Wydział Chemiczny	A	MSHE
	Wydział Elektrotechniki, Elektroniki, Informatyki i Automatyki	A	MSHE
	Wydział Fizyki Technicznej, Informatyki i Matematyki Stosowanej	A	MSHE
	Wydział Mechaniczny	A	MSHE
	Wydział Technologii Materiałowych i Wzornictwa Tekstyliów	A	MSHE
	Wydział Zarządzania i Inżynierii Produkcji	A	MSHE
Poznań University of Technology	Faculty of Architecture	A	MSHE
	Faculty of Mechanical Engineering and Management	A	MSHE
	Faculty of Electronics and Telecommunications	A	MSHE
	Faculty of Computing	A	MSHE
	Faculty of Engineering Management	A	MSHE
	Faculty of Chemical Technology	A	MSHE
Rzeszów University of Technology	Faculty of Mechanical Engineering and Aeronautics	A	MSHE
	Faculty of Architecture	A	MSHE

Silesian University of Technology	Faculty of Automatic Control, Electronics and Computer Science	A	MSHE
	Faculty of Chemistry	A	MSHE
	Faculty of Mining and Geology	A	MSHE
	Faculty of Biomedical Engineering	A	MSHE
	Faculty of Materials Science and Metallurgy	A	MSHE
	Faculty of Environmental and Energy Engineering	A+	MSHE
	Faculty of Applied Mathematics	A	MSHE
	Faculty of Mechanical Engineering	A	MSHE
	Faculty of Organization and Management	A	MSHE
	Faculty of Transport	A	MSHE
Kielce University of Technology	Faculty of Mechatronics and Machine Building	A	MSHE
Warsaw University of Technology	Faculty of Architecture	A	MSHE
	Faculty of Chemistry	A+	MSHE
	Faculty of Electronics and Information Technology	A	MSHE
	Faculty of Electrical Engineering	A	MSHE
	Faculty of Physics	A	MSHE
	Faculty of Civil Engineering	A	MSHE
	Faculty of Materials Engineering	A+	MSHE
	Faculty of Mathematics and Information Sciences	A	MSHE
	Faculty of Power and Aeronautical Engineering	A	MSHE
	Faculty of Mechatronics	A	MSHE
Faculty of Transport	A	MSHE	
Wrocław University of Science and Technology	Faculty of Chemistry	A	MSHE
	Faculty of Electronics	A+	MSHE

	Faculty of Microsystem Electronics and Photonics	A	MSHE
	Faculty of Geoengineering, Mining and Geology	A	MSHE
	Faculty of Computer Science and Management	A	MSHE
	Faculty of Environmental Engineering	A	MSHE
	Faculty of Mathematics	A	MSHE
	Faculty of Mechanics and Energy	A	MSHE
	Faculty of Mechanical Engineering	A	MSHE
	Faculty of Fundamental Problems of Technology	A	MSHE
	Faculty of Mechatronics	A	MSHE
Polish- Japanese Academy of Information Technology	Faculty of Computer Science	A	MSHE
SWPS University in Warsaw	Branch in Wrocław, II Faculty of Psychology	A+	MSHE
	Faculty of Humanities and Social Sciences	A	MSHE
	Faculty of Psychology	A+	MSHE
	Branch in Katowice	A	MSHE
	Branch in Poznań	A	MSHE
	Branch in Sopot	A	MSHE
Warsaw University of Life Sciences	Faculty of Veterinary Medicine	A	MSHE
	Faculty of Human Nutrition and Consumption	A	MSHE
	Faculty of Food Sciences	A	MSHE
	Faculty of Horticulture, Biotechnology and Landscape Architecture	A	MSHE
	Faculty of Agriculture and Biology	A	MSHE
Warsaw School of Economics	Collegium of Economic Analysis	A+	MSHE

	Collegium of Economics and Social Sciences	A	MSHE
	Collegium of World Economy	A	MSHE
	Collegium of Enterprise Studies	A	MSHE
	Collegium of Management and Finance	A	MSHE
Lazarski University	Faculty of Law and Administration	A	MSHE
University of Economics in Katowice	Faculty of Economics	A	MSHE
	Faculty of Finance and Insurance	A	MSHE
	Faculty of Management	A	MSHE
University of Economics in Kraków	Faculty of Economics and International Relations	A	MSHE
	Faculty of Finance and Law	A	MSHE
University of Economics in Poznań	Faculty of Economics	A	MSHE
	Faculty of International Economy	A	MSHE
	Faculty of Computer Science and Electronic Economy	A	MSHE
	Faculty of Commodity Science	A	MSHE
	Faculty of Management	A	MSHE
Wroclaw University of Economics and Business	Faculty of Management, Computer Science and Finance	A	MSHE
University of Gdańsk	Interc-university Faculty of Biotechnology of the University of Gdańsk and the Medical University of Gdańsk	A+	MSHE
	Faculty of Chemistry	A	MSHE
	Faculty of History	A	MSHE
	Faculty of Social Sciences	A	MSHE
	Faculty of Oceanography and Geography	A	MSHE
	Faculty of Law and Administration	A	MSHE

Adam Mickiewicz University, Poznań	Department of English Language	A+	MSHE
	Faculty of Biology	A+	MSHE
	Faculty of Chemistry	A	MSHE
	Faculty of Polish Language and Classical Philology	A	MSHE
	Faculty of History	A	MSHE
	Faculty of Mathematics and Computer Science	A	MSHE
	Faculty of Geographical and Geological Sciences	A	MSHE
	Faculty of Political Sciences and Journalism	A	MSHE
	Faculty of Social Sciences	A	MSHE
	Faculty of Modern Languages	A	MSHE
	Faculty of Law and Administration	A+	MSHE
	Faculty of Educational Studies	A	MSHE
Jagiellonian University in Kraków	Faculty of Biochemistry, Biophysics and Biotechnology	A+	MSHE
	Faculty of Biology	A	MSHE
	Faculty of Chemistry	A+	MSHE
	Faculty of Philology	A	MSHE
	Faculty of Philosophy	A+	MSHE
	Faculty of Physics, Astronomy and Applied Computer Science	A+	MSHE
	Faculty of Geography and Geology	A	MSHE
	Faculty of History	A	MSHE
	Faculty of Mathematics and Computer Science	A+	MSHE
	Faculty of Polish Studies	A	MSHE
	Faculty of Law and Administration	A	MSHE

	Faculty of International and Political Studies	A	MSHE
	Faculty of Management and Social Communication	A	MSHE
	Collegium Medicum, Faculty of Pharmacy	A+	MSHE
	Collegium Medicum, Faculty of Medicine	A	MSHE
	Collegium Medicum, Faculty of Health Sciences	A	MSHE
Jan Kochanowski University in Kielce	Faculty of Humanities	A	MSHE
Cardinal Stefan Wyszyński University In Warsaw	Faculty of Christian Philosophy	A	MSHE
	Faculty of Humanities	A	MSHE
	Faculty of Canon Law	A	MSHE
	Faculty of Theology	A	MSHE
Kazimierz Wielki University in Bydgoszcz	Faculty of Humanities	A	MSHE
	Faculty of Pedagogy and Psychology	A	MSHE
Uniwersity of Łódź	Faculty of Biology and Environmental Protection	A	MSHE
	Faculty of Economics and Sociology	A	MSHE
	Faculty of Philology	A	MSHE
	Faculty of Philosophy and History	A	MSHE
	Faculty of Physics and Applied Computer Science	A	MSHE
	Faculty of Law and Administration	A	MSHE
	Faculty of International and Political Studies	A	MSHE
	Faculty of Management	A	MSHE
Maria Curie Skłodowska University In Lublin	Faculty of Arts	A	MSHE
	Faculty of Chemistry	A	MSHE
	Faculty of Chemistry	A	MSHE

Nicolaus Copernicus University In Toruń	Faculty of Philology	A	MSHE
	Faculty of Physics, Astronomy and Applied Computer Science	A	MSHE
	Faculty of Humanities	A	MSHE
	Faculty of Mathematics and Computer Science	A	MSHE
	Faculty of Historical Sciences	A+	MSHE
	Faculty of Earth Sciences	A	MSHE
	Faculty of Political Sciences and International Studies	A	MSHE
	Faculty of Law and Administration	A	MSHE
	Faculty of Fine Arts	A+	MSHE
	Faculty of Theology	A	MSHE
	Ludwik Rydygiera Collegium Medicum in Bydgoszcz, Faculty of Pharmacy	A	MSHE
	Ludwik Rydygiera Collegium Medicum in Bydgoszcz, Faculty of Medicine	A	MSHE
Pontifical University of John Paul II in Kraków	Faculty of Philosophy	A	MSHE
	Faculty of Theology	A	MSHE
Pedagogical University of Kraków	Faculty of Philology	A	MSHE
	Faculty of Geography and Biology	A	MSHE
	Faculty of Humanities	A	MSHE
	Faculty of Mathematics, Physics and Technology	A	MSHE
	Faculty of Arts	A	MSHE
Lublin University of Life Sciences	Faculty of Agrobioengineering	A	MSHE
	Faculty of Food Sciences and Biotechnology	A	MSHE
Poznań University of Life Sciences	Faculty of Forestry	A	MSHE
	Faculty of Veterinary Medicine and Animal Sciences	A	MSHE

	Faculty of Food and Nutrition Sciences	A	MSHE
Wrocław University of Environmental and Life Sciences	Faculty of Biology and Animal Breeding	A	MSHE
	Faculty of Biotechnology and Food Sciences	A+	MSHE
	Faculty of Veterinary Medicine	A+	MSHE
University of Agriculture in Kraków	Faculty of Forestry	A	MSHE
	Faculty of Food Technology	A	MSHE
University of Rzeszów	Faculty of Biotechnology	A	MSHE
	Faculty of Philology	A	MSHE
	Faculty of Sociology and History	A	MSHE
	Faculty of Physical Culture and Health Promotion	A	MSHE
	Faculty of Economics and Management	A	MSHE
University of Silesia In Katowice	Faculty of Computer Science and Materials Science	A	MSHE
	Faculty of Mathematics, Physics and Chemistry	A	MSHE
	Faculty of Earth Sciences	A	MSHE
	Faculty of Law and Administration	A	MSHE
	Krzysztof Kieślowski Faculty of Radio and Television	A	MSHE
	Faculty of Theology	A	MSHE
	Faculty of Computer Science and Materials Science	A	MSHE
University of Białystok	Faculty of Philology	A	MSHE
	Faculty of Physics	A	MSHE
	Faculty of History and Sociology	A	MSHE
	Faculty of Law	A	MSHE
University of Warmia and Mazury in Olsztyn	Faculty of Philology	A	MSHE
	Faculty of Physics	A	MSHE

	Faculty of History and Sociology	A	MSHE
	Faculty of Law	A	MSHE
	Faculty of Animal Bioengineering	A	MSHE
	Faculty of Humanities	A	MSHE
University of Warsaw	Faculty of Environmental Management and Agriculture	A	MSHE
	Faculty of Veterinary Medicine	A	MSHE
	Interdisciplinary Center for Mathematical and Computational Modeling	A	MSHE
	The Antiquity of Southeastern Europe Research centre	A	MSHE
	The Centre of Migration Research	A+	MSHE
	Faculty of "Artes Liberales"	A+	MSHE
	Faculty of Biology	A	MSHE
	Faculty of Chemistry	A+	MSHE
	Faculty of Philosophy and Sociology	A+	MSHE
	Faculty of Physics	A+	MSHE
	Faculty of Geology	A	MSHE
	Faculty of History	A	MSHE
	Faculty of Mathematics, Computer Science and Mechanics	A+	MSHE
	Faculty of Economic Sciences	A+	MSHE
	Faculty of Political Sciences and International Studies	A	MSHE
	Faculty of Modern Languages	A	MSHE
	Faculty of Oriental Studies	A	MSHE
	Faculty of Polish Studies	A	MSHE
	Faculty of Law and Administration	A	MSHE
	Faculty of Psychology	A+	MSHE

	Faculty of Applied Social Sciences and Resocialisation	A	MSHE
	Faculty of Management	A	MSHE
University of Wrocław	Faculty of Biotechnology	A	MSHE
	Faculty of Chemistry	A	MSHE
	Faculty of Physics and Astronomy	A	MSHE
	Faculty of Mathematics and Computer Science	A	MSHE
	Faculty of Historical and Pedagogical Sciences	A	MSHE
	Faculty of Earth Sciences and Environmental Management	A	MSHE
	Faculty of Law, Administration and Economics	A	MSHE
University of Zielona Góra	Faculty of Physics and Astronomy	A	MSHE
University of Economy and Human Sciences in Warsaw [previously: University of Finances and Management in Warsaw]	Faculty of Psychology	A	MSHE
The West Pomeranian University of Technology in Szczecin	Faculty of Chemical Technology and Engineering	A	MSHE

Annex No. 2: the List of recognized certificates

ENGLISH LANGUAGE PROFICIENCY

List of certificates confirming knowledge of English language at least at B2 level from listed institutions/examination boards:

University of Cambridge ESOL Examinations, British Council, IDP IELTS Australia in particular Certificates:

- International English Language Testing System (Academic) IELTS – at least 5.5 points.

Certificates issued by affiliated institutions of the Association of Language Testers in Europe (ALTE) – ALTE Level 3 (B2), ALTE Level 4 (C1), ALTE Level 5 (C2), in particular Certificates:

- First Certificate in English (FCE)
- Certificate in Advanced English (CAE)
- Certificate of Proficiency in English (CPE)
- Business English Certificate (BEC) Vantage – at least Pass
- Business English Certificate (BEC) Higher
- Certificate in English for International Business and Trade (CEIBT)

Educational Testing Service (ETS) – in particular Certificates:

- Test of English as a Foreign Language (TOEFL iBT) – at least 87 points in Internet-Based Test (iBT)
- TOEFL ITP Assessment Series - at least 543 points (TOEFL ITP)
- Test of English as a Foreign Language (TOEFL CBT) – at least 180 points in Computer-Based Test (CBT), supplemented by at least 50 points from Test of Spoken English (TSE)
- Test of English as a Foreign Language (TOEFL PBT) – at least 510 points in Paper-Based Test (PBT) supplemented by at least 3,5 points from Test of Written English (TWE) and supplemented by at least 50 points from Test of Spoken English (TSE)
- Test of English for International Communication (TOEIC) – supplemented by at least 700 points
- European Consortium for the Certificate of Attainment in Modern Languages (ECL)

City & Guilds, City & Guilds Pitman Qualifications, Pitman Qualifications Institute:

- English for Speakers of Other Languages (ESOL) – First Class Pass at Intermediate Level, Higher Intermediate Level, Advanced Level
- International English for Speakers of Other Languages (IESOL) – „Communicator” level „Expert”, level „Mastery”
- City & Guilds Level 1 Certificate in ESOL International (reading, writing and listening) Communicator (B2) 500/1765/2
- City & Guilds Level 2 Certificate in ESOL International (reading, writing and listening) Expert (C1) 500/1766/4
- City & Guilds Level 3 Certificate in ESOL International (reading, writing and listening) Mastery (C2) 500/1767/6

- Spoken English Test (SET) for Business – Stage B „Communicator” level, Stage C „Expert” level, Stage C „Mastery” level
- English for Business Communications (EBC) – Level 2, Level 3; English for Office Skills (EOS) – Level 2

Edexcel, Pearson Language Tests, Pearson Language Assessments (PTE):

- London Tests of English, Level 3 (Edexcel Level 1 Certificate in ESOL International)
- London Tests of English, Level 4 (Edexcel Level 2 Certificate in ESOL International)
- London Tests of English, Level 5 (Edexcel Level 3 Certificate in ESOL International)

Education Development International (EDI), London Chamber of Commerce and Industry Examinations Board:

- London Chamber of Commerce and Industry Examinations (LCCI) – English for Business Level 2, English for Business Level 3, English for Business Level 4
- London Chamber of Commerce and Industry Examinations (LCCI) – Foundation Certificate for Teachers of Business English (FTBE)
- London Chamber of Commerce and Industry Examinations (LCCI) – English for Tourism Level 2 – „Pass with Credit” level, „Pass with Distinction” level.

Certificates telc GmbH, WBT Weiterbildungs-Testsysteme GmbH:

- B2 Certificate in English
- B2 Certificate in English for Business Purposes
- Certificate in English for Technical Purposes (B2)
- telc English B2
- telc English B2 Business
- telc English B2 Technical
- telc English C1



Annex No. 3: Model agreement with the Scholarship Holder

IDENTIFICATION CARD OF THE AGREEMENT WITH THE SCHOLARSHIP HOLDER

AGREEMENT DATA		
NAWA decision no.	[number]	
NAWA agreement no.	[number]	
Start date	[date]	
End date	[date]	
SCHOLARSHIP HOLDER DATA		
SCHOLARSHIP HOLDER	[full name]	
Address	[street / building no. / apartment no. / postal code / locality]	
ID or passport no.	[if applicable]	
BANK DATA		
Account holder	[name]	
Bank name	[name]	
IBAN (account no.)	[number]	
FINANCING		
Funds awarded	[amount]	[currency symbol]

SCHOLARSHIP HOLDER STATEMENT

I confirm the compliance of the above data with the factual and legal status and I acknowledge that this page of the agreement constitutes its integral part.

.....

Place, date

.....

signature of the Scholarship Holder

AGREEMENT NO .../...

concluded in Warsaw (hereinafter referred to as "**the Agreement**"), between:

Polish National Agency for Academic Exchange with its registered office in Warsaw, under the address: ul. Polna 40, 00-635 Warszawa, a public legal entity operating on the basis of the Act of July 7th, 2017 on the Polish National Agency for Academic Exchange (Journal of Laws of 2019, item 1582), NIP (tax id. no.): 5272820369, REGON (statistical no.): 368205180, hereinafter also referred to as "**the Agency**",

represented by its legal representative in accordance with the principles of its representation for the purpose of conclusion of this Agreement
and

[Name and surname], citizen of [name of the state], residing at [address of residence], ID card/passport number: [number], valid until [date], e-mail address: [email address], hereinafter referred to as "**the Scholarship Holder**",

hereinafter jointly referred to as "**the Parties**".

The parties agreed as follows:

§1

Subject matter of the agreement

1. The subject matter of the agreement is implementation by the Scholarship Holder of *Poland my first choice* scholarship program (hereinafter referred to as "**the Program**"), financed from the funds of the non-competition project realized by the Agency, entitled "Poland my first choice" no. POWR.03.03.00-00-PN18/19-00, under the Operational Program Knowledge Education Development, Action 3.3 Internationalization of Polish higher education. The program will be implemented on the basis of the decision of the Agency's Director no. [number] of [date].
2. The program will be implemented on the terms set out in this Agreement.
3. The program includes completion of studies by the Scholarship Holder within their statutory period.
4. The Agency's Director, for the purpose of implementation of the Program, has granted to the Scholarship Holder financial resources in the maximum amount of PLN [amount] (in words: [amount] Polish zlotys ... / 100).
5. The funds referred to in item 4 were granted for the completion of second-cycle studies: for the period of [number] calendar months, i.e. from the beginning of the [name of the month] till the end of [name of the month] in the maximum amount of PLN [amount] (in words: [amount] Polish zlotys ... / 100).

§2

Conditions of implementation of the Agreement

1. The Agency and the Scholarship Holder undertake to implement the Agreement based on:
 - 1) generally applicable provisions of law,
 - 2) provisions of the Agreement,
 - 3) the Scholarship Holder's Application submitted under the call for proposals within the Program constituting Annex no. 3 to the Agreement,
 - 4) Program Regulations constituting Annex no. 4 to the Agreement.
2. Statements made as part of the call for proposals procedure within the Program shall be binding during the term of the Agreement.
3. The Agency shall not be liable for any damages incurred by the Scholarship Holder or third parties arising in connection with the performance of the Agreement.

§3

Obligations of the Scholarship Holder

The Scholarship Holder is obliged to perform his/her obligations in accordance with the Program Regulations, in particular part 5 "Rights and obligations of the Program Scholarship Holder".

§4

Method and procedure for supervising the performance of the Agreement by the Agency

1. The Agency shall supervise due performance of the Agreement.
2. The supervision shall cover in particular:
 - 1) supervision on an ad hoc basis, in particular the Agency's right to request the Scholarship Holder to provide explanations, information, and any documentation related to the Program, within the time limit set by the Agency, not shorter than 7 days from the date of the request;
 - 2) evaluation of reports;
 - 3) the right of the Agency's Director to suspend financing of the Program, in accordance with §5 of the Agreement;
 - 4) the right of the Agency's Director to terminate the Agreement, in accordance with §9 of the Agreement.
3. The Scholarship Holder is obliged to immediately inform the Agency of any problems or irregularities in the implementation of the Agreement that threaten or may threaten proper performance of the Agreement.

§5

Financing rules. Rules for suspension of financing

1. Scholarships will be realized on the terms set out in the Program Regulations, in particular part 6 "Rules of payment of the scholarship" and part 7 "Reporting".
2. The Agency Director's Scholarship shall be paid once a month to the Scholarship Holder's individual account established in a bank located in Poland:

Bank account holder:
.....
Bank name:
.....
IBAN – full account number

3. The Scholarship shall be co-financed by the European Social Fund under the Operational Program Knowledge Education and Development.
4. The Scholarship Holder is obliged to collect the Scholarship only from one source, i.e. only as part of the financial resources awarded to him/her as a Program Scholarship Holder. Scholarship Holders qualified for foreign scholarship stays or directed by their home university for scientific stays as part of an inter-university exchange, may be accepted, provided that the principle of the lack of double financing is respected. Scholarship Holder applying for maintaining the Scholarship during a stay co-financed from other funds shall be obliged to submit to NAWA the request for continuation of the Scholarship disbursement along with the substantiation, opinion of the sending university and confirmation of the source of funding, which clearly shows that there is no risk of double financing of activities from the resources of at least one fund, program, instrument or initiative financed from the EU budget..
5. The condition for disbursement of the funds granted under the Agreement is possession by the Agency sufficient funds allocated for the implementation of the Poland my first choice scholarship program.

§6

Insurance

The Scholarship Holder shall be obliged to secure adequate insurance for the duration of the studies, as specified in the Program Regulations, in particular part 5 "Rights and obligations of the Scholarship Holder".

§7

Report of the Scholarship Holder

The Scholarship Holder shall be obliged to perform his/her duties in accordance with the Program Regulations, in particular part 7 "Reporting".

§8

Principles of evaluation in the Program

The Scholarship Holder shall be obliged to participate in the Program evaluation activities conducted by the Agency or on its behalf, in accordance with the Program Regulations, in particular part 8 "Evaluation".

§9

Rules of termination of the Agreement, force majeure

1. The Agreement may be terminated and the right to receive the Scholarship shall be cancelled by the Agency with immediate effect if the Scholarship Holder:
 - 1) fails a year of the studies,
 - 2) has been removed from the list of students by the university,
 - 3) has provided false information on the basis of which the Scholarship was granted,
 - 4) has obtained Polish citizenship during the course of the studies,
 - 5) has been disciplinarily punished or convicted by a final court judgment for an offense committed intentionally or an intentional tax offense,
 - 6) stays on the territory of the Republic of Poland illegally or has not presented the document confirming legalization of his/her stay on the territory of the Republic of Poland at the request of the Agency or the university,
 - 7) does not have health insurance or has not presented the document confirming insurance coverage at the request of the Agency or the university,
 - 8) has not submitted or corrected the annual report,
 - 9) violates other material provisions of the Regulations or the Agreement.
2. Termination of the Agreement shall require a written form, otherwise being null and void.
3. Determining the financial conditions for admission to continue studies at a public or private university by the Scholarship Holder whose scholarship has been withdrawn due to repeating a year of studies shall be at the university's discretion.
4. The Parties shall be released from liability for failure to fulfill their obligations under the Agreement due to force majeure.
5. By force majeure, the Parties shall understand in particular external events, independent of the Parties, affecting the implementation of the Agreement, of an extraordinary nature, unpredictable and unavoidable, which have occurred after the conclusion of the Agreement.
6. A Party may invoke the existence of force majeure only if it immediately, but no later than within 3 days, informs the other Party via e-mail of the occurrence of force majeure, together with the description of the situation or phenomenon, the expected duration of the force majeure, and its foreseeable consequences.
7. The Parties are obliged to take the necessary measures to limit the damage caused by force majeure and to make every effort to resume the implementation of the Agreement as soon as possible.

8. In the event of force majeure, limiting or preventing the performance of the Agreement for more than 30 days, the Agency reserves the right to terminate the Agreement with immediate effect.

§10

Promotion

The Scholarship Holder shall be obliged to mark all works, materials and documents created under or in connection with the Program, which are made public or intended for the target group by:

- 1) putting on them, in a visible place:
 - a) the signs: of European Funds with the name of the Operational Program Knowledge Education and Development, with the colors of the Republic of Poland, the logo of the European Union with the name European Social Fund and the Agency's logo available for download at: www.nawa.gov.pl;
 - b) information referred to in Part 9, item 3-4 of the Program Regulations in English;
- 2) reading, during the recording of audio products, the information about the source of financing of the Scholarship from the funds of the Agency's non-competitive project entitled "Poland my first choice" co-financed by the European Union under the European Social Fund.

§11

Principles of personal data protection

Personal data protection shall take place in accordance with the Program Regulations, in particular part 11 "Personal data protection".

§12

Final Provisions

1. The rights and obligations of the Parties arising under the Agreement may not be transferred to third parties.
2. In matters not regulated by the Agreement, the provisions of the act on the Polish National Agency for Academic Exchange, the Civil Code or other relevant universally applicable provisions of law shall apply.
3. Disputes arising with regard to performance of the Agreement shall be settled by a court of law competent for the registered office of the Agency.
4. Amendments to the Agreement shall be made in the form a written annex, otherwise null and void, unless the provisions of the Agreement provide otherwise.
5. The Agreement shall enter into force upon its signing by the last of the Parties.
6. The Agreement was drawn up in Polish and English. In case of any doubts regarding its interpretation, the Polish version shall prevail.
7. The Agreement has been drawn up in two identical copies, one for each Party.



The Agency:

(Signature)

Warsaw, _____

(Place, date)

The Scholarship Holder:

(Signature)

_____, _____

(Place, date)

Annexes:

Annex No. 1 - Statement of the POWER project participant;

Annex No. 2 - Personal details of the Project/Program participant;

Annex No. 3 - Application for Scholarship submitted under the Program - uploaded in the Agency's
ICT system;

Annex No. 4 - Program Regulations - available on the Agency's website.

Annex 1 - Statement of the the POWER project participant

DECLARATION OF THE PROJECT PARTICIPANT

(information obligation implemented in connection with Article 13 and Article 14 of the Regulation (EU) 2016/679 of the European Parliament and of the Council)

In connection with joining the project entitled **Poland my first choice**, I acknowledge that:

1. The controller of my personal data is the minister competent for regional development who acts as the Managing Authority for the Operational Program Knowledge Education Development 2014-2020, located at: ul. Wspólna 2/4, 00-926 Warszawa.
2. The processing of my personal data is compliant with the provisions of law and meets the conditions referred to in art. 6 item 1 letter c and art. 9 item 2 letter g of the Regulation (EU) 2016/679 of the European Parliament and of the Council – the personal data is necessary for the implementation of the Operational Program Knowledge Education Development 2014-2020 (POWER) based on:
 - 1) as regards the data set "Operational Program Knowledge Education and Development":
 - a) Regulation (EU) No. 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing the Regulation of Council Regulation (EC) No. 1083/2006 (Official Journal of the EU L 347 of 20.12.2013, p. 320), as amended),
 - b) Regulation (EU) No. 1304/2013 of the European Parliament and of the Council of 17 December 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006 (Official Journal of the EU L 347 of 20.12.2013, p. 470, as amended),
 - c) the Act of 11 July 2014 on the principles of implementation of programs in the field of cohesion policy financed under the 2014-2020 financial perspective (Polish Journal of Laws of 2017, item 1460, as amended);
 - 2) as regards the data set "Central ICT system supporting the implementation of operational programs":
 - a) Regulation (EU) No. 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing the Regulation of Council Regulation (EC) No. 1083/2006,
 - b) Regulation (EU) No. 1304/2013 of the European Parliament and of the Council of 17 December 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006,
 - c) the Act of 11 July 2014 on the principles of implementation of programs in the field of cohesion policy financed under the 2014-2020 financial perspective (Polish Journal of Laws of 2017, item 1460, as amended),

- d) Commission Implementing Regulation (EU) No. 1011/2014 of 22 September 2014 laying down detailed rules for implementing Regulation (EU) No 1303/2013 of the European Parliament and of the Council as regards the models for submission of certain information to the Commission and the detailed rules concerning the exchange of information between beneficiaries and managing authorities, certifying authorities, audit authorities and intermediate bodies (Official Journal of the EU L 286 from 30.09.2014, p. 1).
3. My personal data will be processed solely for the purpose of implementing the **"Poland my first choice"** project, in particular for confirming the eligibility of expenditure, providing support, monitoring, evaluation, control, audit and reporting as well as information and promotion activities under PO WER.
 4. My personal data has been entrusted for processing to the Managing Authority – **the Ministry of Investment and Development**, ul. Wspólna 2/4.00-926 Warszawa, the beneficiary implementing the project – **the Polish National Agency for Academic Exchange**, ul. Polna 40, Warszawa and entities which, at the request of the beneficiary, participate in the implementation of the project:

name and address of the institution

.....
.....
.....

My personal data may be transferred to entities conducting evaluation activities at the request of the Managing Authority, the Intermediate Body or the beneficiary. My personal data may also be entrusted to specialist companies, carrying out, at the request of the Managing Authority, the Intermediate Body and the Scholarship Holder, controls and audits under the Operational Program Knowledge Education Development.

5. Providing data is a prerequisite for receiving support, and refusal to provide it is tantamount to being unable to receive the support under the project.
6. Within 4 weeks from the end of my participation in the project, I will provide the beneficiary with the data regarding my status on the labor market as well as the information on participation in education or training and obtaining qualifications or acquisition of competences.
7. Within three months from the end of my participation in the project, I will provide the data regarding my status on the labor market.
8. (Item 8 not applicable) In order to confirm the eligibility of expenses under the project, my personal data such as first name (names), PESEL, surname, project number, date of starting participation in the project, date of ending participation in the project, insurance title code, amount of the health insurance premium, the amount of accident insurance premiums may be processed in the data set "Personal data collection from the Social Insurance Institution (ZUS)", whose controller is the minister competent for regional development. Processing of my personal data is lawful and meets the conditions referred to in art. 6 item 1 letter c and art. 9 item 2 letter g of the Regulation (EU) 2016/679 of the European Parliament and of

the Council - personal data are necessary for the implementation of the Operational Program Knowledge Education Development 2014-2020 (PO WER) based on³:

- 1) Regulation (EU) No. 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing the Regulation of Council Regulation (EC) No. 1083/2006,
- 2) Regulation (EU) No. 1304/2013 of the European Parliament and of the Council of 17 December 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006,
- 3) the act of 11 July 2014 on the principles of implementation of programs in the field of cohesion policy financed under the 2014-2020 financial perspective (Polish Journal of Laws of 2017, item 1460, as amended),
- 4) the act of October 13, 1998 on the social insurance system (Journal of Laws of 2017, item 1778, as amended).

My personal data has been entrusted for processing to the Managing Authority - not applicable, to the beneficiary implementing the project - not applicable, and to entities that, at the request of the beneficiary, participate in the implementation of the project - not applicable. My personal data may be transferred to entities conducting evaluation activities at the request of the Managing Authority, the Intermediate Body or the beneficiary. My personal data may also be entrusted to specialist companies carrying out, at the request of the Managing Authority, the Intermediate Body and the beneficiary, controls and audits under the Operational Program Knowledge Education Development.

9. My personal data will not be transferred to a third country or to an international organization.
10. My personal data will not be subject to automated decision making.
11. My personal data will be stored until the settlement of the Operational Program Knowledge Education Development 2014-2020 and the completion of archiving of the documentation.
12. I can contact the Data Protection Officer by sending a message to the e-mail address: iod@miir.gov.pl or the e-mail address: odo@nawa.gov.pl.
13. I have the right to lodge a complaint with the supervisory body, which is the President of the Personal Data Protection Authority.
14. I have the right to access my data as well as to rectify, delete or limit its processing.

.....
PLACE AND DATE

.....
LEGIBLE SIGNATURE OF PROJECT PARTICIPANT

³ Processing of personal data in the collection The set of personal data from ZUS relates to a situation in which a project co-financing agreement was concluded with a beneficiary by the Ministry of Family, Labor and Social Policy or the Voivodship Labor Office.

* In the case of declaration of participation made by a minor person, the declaration should be signed by his/her legal guardian.



Annex 2 - Personal details of the Project/Program participant

APPLICATION FORM OF THE PROJECT/PROGRAM PARTICIPANT

Data of project participants

Country	Type of participant	Name of the institution	
Name	Surname	PESEL (personal id. no.)	
Sex	Age upon joining the project	Education	
Voivodship	Powiat	Municipality	
Place	Street		
Building no.	Apartment no.	Postal code.	
Arrea according to the level of urbanization (DEGURBA)	Contact telephone:	E -mail address:	

Project participant status at the time of joining the project

A person belonging to a national or ethnic minority, a migrant, a person of foreign origin	
A person who is homeless or affected by exclusion from access to accommodation	
A person with disabilities	
A person with different social disadvantages	