

## TRANSLATION OF THE REGULATIONS

for recruitment and participation in the project “PROM – Short-term academic exchange”, No. BPI/PRO/2025/1/00018, implemented by the University of Life Sciences in Lublin

Lublin, 9 January 2026

### §1

#### General Provisions

1. The project entitled “PROM - Short-term academic exchange” (hereinafter: the Project) is implemented under the programme “PROM - Short-term academic exchange – call 2025” by the University of Life Sciences in Lublin, ul. Akademicka 13, 20-950 Lublin, NIP 712-010-37-75, REGON 000001896 (hereinafter: ULSL or the Organizer) under an agreement with the Polish National Agency for Academic Exchange (NAWA), No. BPI/PRO/2025/1/00018/U/00001, funded by the European Funds for Social Development 2021–2027 (FERS) within the NAWA project “Short-term academic exchange as a way to improve the quality of education in higher education and research institutions”, Project No. FERS.01.05-IP.08-0218/23.
2. These Regulations specify in particular: the rules for the recruitment and participation of doctoral students and academic staff from the University of Life Sciences in Lublin who are going abroad for a short-term academic mobility, and doctoral students and academic staff from abroad who are coming to the ULSL for a short-term academic mobility as part of the Project.
3. The aim of the Project is to develop the scientific, research, teaching, and social competences of mobility participants, as well as to contribute to the growth of internationalization, the quality of education, and the recognition of ULSL on the international arena, and to support the professional development of doctoral students and academic staff.
4. The Project is implemented from 1 October 2025 to 30 September 2026.
5. The Project Office is located at ul. Akademicka 13, 20-950, room 455, e-mail address: [prom@up.edu.pl](mailto:prom@up.edu.pl), telephone number: +48 81 445 60 15 (hereinafter: Project Office).
6. The project is co-funded by the European Union in the amount of: 997 735,00 PLN.
7. Detailed information on the implementation of the Project can be found on the website: <https://up.lublin.pl/prom> (hereinafter: Project Website).

### § 2

#### Project activities

1. As part of the Project, 70 short-term academic mobilities (50 outgoing and 20 incoming) will be implemented by doctoral students and academic staff from the University of Life Sciences in Lublin and from abroad.
2. The aim of mobility is to acquire or improve the participant's competences, particularly through the following activities implemented in an on-site format:
  - a) active participation in a conference abroad (presentation, including, for example, participation in a poster session);

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- b) gathering materials for a doctoral thesis or scientific article;
  - c) participation in a summer school or winter school;
  - d) performing measurements using unique equipment, testing research equipment;
  - e) participation in courses, including intensive courses recognised as part of the education process, workshops, professional or industrial traineeships, and study visits, including those carried out at enterprises;
  - f) performing archival or library queries;
  - g) delivery of teaching activities;
  - h) participation in the preparation of an international grant application.
3. During a single mobility period, participants may take part in up to three of the activities listed in point 2, which they will carry out in the same place, provided this is justified substantively. In such a case, funding under the Project will cover the total implementation period of three forms of activity, if there are no breaks between them. The implementation dates of individual forms of activity may overlap.
  4. The aims of doctoral student mobility should be closely related to the subject of the doctoral thesis/ Individual Research Plan.
  5. The round trip included in mobility may not exceed 2 days (1 day before the start of substantive activities on site and 1 day after their completion).
  6. The list of mobility opportunities offered under the Project is included in Appendix 1.
  7. Mobility periods lasting 5 or 7 days shall involve the implementation of substantive activities exclusively on working days, consecutively, from Monday to Friday. An exception is participation in a conference or organized form of education, i.e., summer/winter school, with a strictly defined date of implementation.
  8. Mobility under the Project must be completed and settled by September 15, 2026, at the latest.

### §3

#### Project Participants

1. A person who speaks English at a level of at least B2 and has the status (subject to point 4) may participate in the Project:
  - A. a doctoral student, including:**
    - a doctoral student at ULŚL,
    - a doctoral student at a foreign higher education and research institution,
  - B. an academic (teaching and/or scientific) staff, including:**
    - an academic (teaching and/or scientific) staff employed at ULŚL,
    - an academic (teaching and/or scientific) staff employed at a foreign higher education and research institution.

The status of doctoral student or academic (teaching and/or scientific) staff must be maintained by the Project Participant throughout the entire period of his/her participation in the Project.
2. A maximum of 70 people will be selected to participate in the project, in accordance with the rules and procedures described in these Regulations, including:
  - 35 ULŚL doctoral students;
  - 15 ULŚL academic staff;
  - 15 foreign doctoral students;
  - 5 foreign academic staff.

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3. One person may only participate in one mobility activity under the Project.
4. In connection with the discontinuance of cooperation between the Government of the Republic of Poland and the Government of the Russian Federation under the Agreement on Cooperation in the Field of Culture, Science and Education, concluded in Warsaw on 25 August 1993, because of the Russian Federation's aggression against Ukraine, natural person who are citizens of the Russian Federation are excluded from participation in the Project.

#### §4

#### Project Participants Recruitment Rules

1. Recruitment will begin **on January 12<sup>th</sup> and end on January 30<sup>th</sup> 2026**. If an insufficient number of Project Participants are recruited, supplementary recruitment is envisaged. The rules for conducting supplementary recruitment, its scope, form, and dates shall be determined and announced separately by the Organizer on the Project Website.
2. Recruitment will be conducted in accordance with the principles of impartiality, openness, and transparency, respecting the principles of equal rights, equal opportunities, and non-discrimination (including the principle of accessibility for persons with disabilities, e.g., the use of "easy-to-read language").
3. Persons requiring special support in participating in the recruitment process due to disability are requested to report this fact to the Project Office to ensure appropriate assistance. The organizers will use best efforts to ensure that the required support is provided to the greatest extent possible, within the limits of organizational, technical, and financial capabilities.
4. To apply for participation in the Project, a candidate for Project Participant (hereinafter: Candidate) should complete and submit (in person or by e-mail) to the Project Office within the application period referred to in point 1, all required documents, namely:
  - a) **application Form** (a template of the Application Form is provided in Appendix 2);
  - b) a **declaration confirming that the applicant has read and accepted the provisions of these Regulations** (in accordance with the template set out in Appendix 3);
  - c) a **certificate of knowledge of English language** at least at B2 level – not applicable to persons whose native language is English (may be issued by the supervisor or immediate superior at the home institution);
  - d) a **document (e.g., letter, email)** confirming the Candidate's acceptance by the Host Institution for mobility, including at least information about the mobility period, the schedule of planned substantive activities, and the contact details of the contact person at the Host Institution. In the case of trips/arrivals for conferences or summer/winter schools, the Candidate may, for the purposes of recruitment to the Project, submit confirmation of registration for the conference/summer or winter school<sup>1</sup>;
  - e) in the case of doctoral students (ULSL and foreign) – **the opinion of the supervisor**;

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<sup>1</sup> In the event of a positive decision by the Commission, funding will be granted conditionally and, upon presentation of confirmation of acceptance to the conference/summer or winter school by the Candidate, definitively.

- f) in the case of foreign doctoral students<sup>2</sup> – a written confirmation of the **doctoral student status**, issued by the home institution no earlier than one month prior to submission of the application;
  - g) in the case of foreign academic staff<sup>3</sup> – a written confirmation of **employment as an academic staff**, issued by the home institution no earlier than one month prior to the submission of the application;
  - h) in the case of persons encountering barriers and limitations hindering equal access to social resources and goods – a **statement of disability**.
- 5. The documents referred to above shall be completed in Polish or English.
  - 6. The applications received will be subject to formal and substantive evaluation.
  - 7. The Project Office will conduct a formal evaluation of the applications. The formal evaluation includes:
    - a) assessment of the completeness and timeliness of the submission of documents,
    - b) assessment of whether the Candidate and the application meet all the formal requirements set out in these Regulations.
  - 8. Applications that receive a positive formal assessment will be forwarded for substantive evaluation.
  - 9. The substantive evaluation of the Application Forms shall be carried out by the Recruitment Committee (hereinafter: Committee), composed of representatives of the disciplines represented in the Candidates' Application Forms, chaired by the Project Manager, appointed by the Rector or the relevant Vice-Rector of the ULSL at the request of the Project Manager.
  - 10. Any person who has submitted an application in a given call shall not be eligible to participate in the merit-based assessment of applications in that call.
  - 11. As a part of the substantive evaluation, each Application Form will be evaluated by two members of the Committee, including at least one representative of the scientific discipline corresponding to the Candidate's scientific profile.
  - 12. The substantive evaluation will be binary (positive or negative), with a positive evaluation being given to Application Forms that: present a clearly formulated and logically justified motivation for participation in mobility, demonstrate a high level of compatibility between the Candidate's research interests and the subject of the mobility, present previous scientific achievements or activities relevant to the Candidate's career stage and related to the subject of the mobility, and are characterized by careful preparation, completeness, and clarity of description. Applications that present motivation in a vague manner, ambiguous, or do not indicate a genuine interest in the subject of mobility, or do not demonstrate or demonstrate only a minimal convergence of research interests with the subject of mobility, or do not contain information about previous scientific activities or present them in a manner that is inadequate or unrelated to the subject of mobility, or are of low merit or incomplete description.
  - 13. Application Forms that receive a positive assessment from both members of the Committee will be forwarded for funding in the order in which the Application Forms were received, subject to

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<sup>2</sup> The status of a candidate from ULSL is confirmed independently by the Project Office on the basis of data from the Doctoral School of the University of Life Sciences in Lublin (regarding the status of doctoral students) and the Human Resources and Payroll Department (regarding the status of academic staff).

<sup>3</sup> As above.

point 15, and considering the limits on places indicated in Appendix 1. The Organizer reserves the right to change the declared limits on the number of places depending on the interest and results of the evaluation of the Application Forms received, as well as the availability of the Project budget, however, the total number of Project Participants shall not exceed 70 and may be reduced only if, as a result of the supplementary recruitment referred to in §4 point 1, it is not possible to recruit a sufficient number of Candidates meeting the criteria.

14. Application Forms that receive a negative assessment from at least one member of the Committee will not be considered for funding.
15. Application forms of Candidates who submit a statement of disability confirming that they belong to a group of people facing particular barriers and limitations hindering equal access to social resources and goods, and who receive a positive formal and substantive assessment from both members of the Commission, will be financed in the first instance.
16. Candidates shall be informed of the recruitment results electronically. Final qualification of a Candidate for participation in the Project shall be subject to the fulfilment of the obligations set out in §5.
17. In the event of failure to fulfil the obligations arising from §5 or withdrawal from participation in the Project by one of the Candidates at the recruitment stage, the next Candidate on the ranking list shall be qualified for participation in the Project, subject to the remaining rules set out in these Regulations.

## **§5**

### **Conditions of participation in the Project**

1. Candidates qualified to participate in the Project are required to:
  - a) register an account in the NAWA ICT system,
  - b) fill in an electronic Project Participant form in the NAWA ICT system and accept all required consents, including information clauses, and send the Organizer confirmation of submission of the form in the NAWA system in via e-mail, as well as a .pdf file generated from the NAWA system within 3 working days of receiving the relevant link from the Organizer,
  - c) deliver to the Project Office within 7 days (in the case of doctoral students/academic staff of ULSL) or within 14 days (in the case of foreign doctoral students/academic staff) of receiving information about qualifying for participation in the Project, referred to in §4 point 17:
    - a signed Declaration of Participation in the Project (hereinafter: Declaration), a template of which is provided in Appendix 4,
    - originals of the documents listed in §4 point 4,
    - in the case of academic staff and doctoral students of ULSL: an application for secondment/referral abroad, completed in accordance with the rules for foreign trips applicable at ULSL,
    - in the case of foreign academic staff and doctoral students: an application for admission of a foreign guest, completed in accordance with the rules for admitting foreign guests in force at ULSL (to be completed and delivered to the Project Office by the person admitting the foreign guest at ULSL).
  - d) immediately provide the Organizer with any additional documents and statements related to participation in the Project,

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2. A Project Participant may be excluded from participation in the Project in the event of:
  - a) failure to fulfil any of the obligations specified in the above point,
  - b) violation by the Participant of other provisions of these Regulations,
  - c) actions of the Participant to the detriment of the Organizer or the Host Institution,
  - d) lack of contact, failure to respond to questions asked by the Organizer by phone and/or email for a period longer than two weeks.
3. Each Project Participant is required to have health insurance, civil liability insurance, and accident insurance valid for the duration of their travel and stay at the Host Institution.
4. Upon completion of the mobility, the Project Participant shall be required to:
  - a) submit documents confirming the acquisition of competences resulting from the mobility, in particular: a certificate of participation in the mobility issued by the Host Institution, materials or works produced, or other evidence of the achievement of learning outcomes;
  - b) participate in the process of verification of learning outcomes, as described in §7;
  - c) settle the funding within 14 days of the completion of the mobility;
  - d) participate in the measurement of the Project results conducted by NAWA within 4 weeks of the completion of participation in the Project, including questionnaire-based and evaluation studies carried out for the purposes of the Project by NAWA and the Organiser.
5. A Project Participant who has signed the Declaration may withdraw from participation in the Project only for important reasons, including in particular health reasons or other reasons beyond his/her control (including events of force majeure), with the provision that these were not known to the Project Participant at the time of joining the Project. In the event of withdrawal or the occurrence of force majeure preventing participation in the Project, the Project Participant shall notify the Project Manager immediately upon becoming aware of such circumstances, and no later than on the day following the occurrence of the reason for withdrawal. If, due to health reasons or other objective obstacles, the Project Participant is unable to inform about the reason for resignation within the required time limit, this obligation should be fulfilled by the Participant immediately after the obstacle ceases to exist. Notification shall be made in writing or by e-mail to the following address: [prom@up.edu.pl](mailto:prom@up.edu.pl). Failure to notify within the deadline may result in the resignation being considered unjustified. The Project Manager may request a document confirming the existence of a valid reason for resignation.
6. In the event of withdrawal from participation in the Project, the Project Participant is obliged to issue a signed written statement indicating the reasons for withdrawal, which must be delivered immediately by email to the Project Manager, and to immediately return the full amount of the funding received to cover the costs of participation in the Project, as referred to in §6, to the ULSL bank account, no later than within 7 days from the date of withdrawal from participation in the Project.
7. Project Participants who require special support in participating in the Project due to disability or other barriers or limitations are requested to report this fact to the Project Office in order to ensure appropriate assistance, e.g., psychological care, indication of accommodation adapted to the needs of persons with disabilities, or provision of additional transport during mobility.

## §6

### Rules for financing Project Participants

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1. To participate in the mobility, the Project Participant receives funding in PLN to cover mobility-related costs, consisting of:
  - a) a **scholarship** according to the daily rates specified in Appendix 5, reduced by the cost of any social security contributions required under Polish law;
  - b) a **lump sum for travel expenses** according to the lump sum rates specified in Appendix 5;
  - c) a **lump sum for living and accommodation expenses** according to the daily lump sum rates specified in Appendix 5.

Due to the adoption of a lump sum principle in relation to the above-mentioned costs, the Organizer will not require Project Participants to provide accounting evidence confirming expenses incurred in connection with living, accommodation, and travel costs. Confirmation of the proper implementation of mobility will be a positive verification of the competences acquired by the Project Participant (see: §7).

2. Optionally, the Commission may grant the Project Participant additional funds to cover the costs of conference fees, training fees, course fees, etc., up to PLN 2,500 per person, depending on the availability of funds in the Project and taking into account the justification for such costs presented in the Application Form. If such funding is granted, the Project Participant will be reimbursed for the above-mentioned costs after the mobility has been settled, based on accounting documents confirming that they have been incurred.
3. Funding may not be granted for mobility that has already taken place, i.e., that took place before the Commission's decision to approve the Project Participant.
4. A person who has been awarded funding under the Project may not simultaneously benefit from other funding to cover the same mobility costs, and persons whose travel, accommodation, or scholarship support costs have been covered in this way are required to report this to the Project Office and reimburse the relevant part or all of the funding received.
5. The subsidy will be paid by bank transfer in PLN after the Project Participant has fulfilled the obligations arising from §5 point 1 to the account indicated by the Project Participant in the Declaration, subject to point 2.
6. Regardless of the circumstances, a Project Participant who does not complete the mobility will lose their status as a Project Participant and the financial resources mentioned above, and will be obliged to immediately return the entire amount of funding received to the ULSL account, no later than 7 days after receiving a request for repayment from the Organizer.

## §7

### Rules of verifying learning outcomes

1. As part of the Project, the learning outcomes achieved by Project Participants will be verified.
2. When submitting the Application Form, the Candidate specifies the preliminary, expected learning outcomes related to the planned mobility.
3. After obtaining funding, but before the start of mobility, the Project Participant, together with the Academic Supervisor from ULSL indicated by the Commission (a representative of a given scientific discipline from ULSL, hereinafter: Academic Supervisor from ULSL), shall develop a list of planned learning outcomes in three areas:
  - a) knowledge,
  - b) skills,

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c) social competences.

These findings are entered into the Mobility Learning Outcomes Card (Part A), a template of which is provided in Appendix 6. The Mobility Learning Outcomes Card (Part A) also specifies:

- d) criteria for assessing learning outcomes, e.g., the scope of acquired knowledge, the degree of mastery of practical skills, the development of international cooperation, etc.
- e) methods of final verification of learning outcomes, e.g., analysis of reports, certificates from the host institution, opinions of the supervisor/immediate superior, mobility results, informal interviews.
- f) planned activities to disseminate the results of mobility in the academic community of ULSL.

4. Project Participants are required to mark all works, materials, and documents created in connection with the mobility program that are made public by placing the Project logo containing the following symbols in a visible place:

a) for the designation of the Project

Rzeczpospolita  
PolskaDofinansowane przez  
Unię Europejską

or

Republic  
of PolandCo-funded by the  
European Union

and wording:

*Program PROM – krótkookresowa wymiana akademicka jest finansowany ze środków Unii Europejskiej w ramach projektu pn. „Krótkookresowa wymiana akademicka sposobem na podniesienie jakości kształcenia w instytucjach szkolnictwa wyższego i nauki” o numerze FERS.01.05-IP.08-0218/23.*

or

*The PROM program - short-term academic exchange is funded by the European Union as part of the project entitled “Short-term academic exchange as a way to improve the quality of education at institutions of higher education and science” with the number FERS.01.05-IP.08-0218/23.*

In audio materials, information on the Project’s funding must be read aloud during the recording.

b) for marking ULSL

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or



The ULSL mark must be placed outside the Project's character line. The Project Office will provide the relevant logos and information materials on the Project website.

5. Copies of all works, creations, and creative and scientific outputs produced by the Project Participant during the Project must be submitted to the Project Office together with the Project Participant's completed substantive report (see point 7).
6. The Project Participant undertakes that all works, creations, and results of creative and scientific work produced within the Project, whose characteristics indicate that they may be subject to copyright protection, will be made available under a Creative Commons open license<sup>4</sup>.
7. Within 10 working days of the end of mobility, and in any case no later than September 15, 2026, the Project Participant is required to deliver the following to the Project Office, in person or by traditional mail (registered letter)/courier service:
  - a) the original certificate confirming completion of the mobility, issued by the Host Institution (on the Host Institution's own form, which should contain all the information included on the first page of the template in Appendix 7),
  - b) other documents confirming the acquisition of competences resulting from mobility, in particular: materials or works produced, documents confirming the acquisition of competences, or other evidence of learning outcomes,
  - c) a substantive mobility report prepared in accordance with the template in Appendix 6 (Part B), which:
    - in the case of a ULSL doctoral student – the supervisor gives their opinion;
    - in the case of a ULSL academic staff – the immediate superior gives their opinion;
    - in the case of a foreign doctoral student or academic staff – the host person from ULSL gives their opinion.
8. The Academic Supervisor from ULSL verifies the competences acquired as a result of participation in the Project, based on the assessment criteria and methods of verifying learning outcomes specified in the Mobility Learning Outcomes Form (part A). The assessment process will maintain the separation of functions between the education process and the verification of competences. The assessment will be carried out by an Academic Supervisor from ULSL - a representative of a given scientific discipline who did not provide support to the Participant within the Project.

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<sup>4</sup> <https://creativecommons.org/>

9. If the Academic Supervisor from ULSL deems it necessary to conduct additional verification of learning outcomes in relation to a given Project Participant, that Participant may be required to participate in an interview with the Academic Supervisor from ULSL (a so-called informal interview, conducted in person or online).
10. After completing the process of verifying the competences acquired by the Participant, the Project Office, in cooperation with the Academic Supervisor from ULSL, will prepare a Mobility Learning Outcomes Form (parts C and D), containing a summary of the assessment and a comparison of the results obtained with the accepted requirements. The acquisition of competences will be confirmed by the issuance of a certificate by ULSL containing a detailed list of learning outcomes, in accordance with the second and third pages of the template constituting Appendix No. 7.
11. The Project Office shall perform a formal verification of the process, in particular:
  - a) ensuring the separation of teaching and assessment functions,
  - b) ensuring the accuracy of documentation,
  - c) issuing a certificate confirming the learning outcomes achieved.
12. The condition for completing participation in the Project and receiving a certificate confirming the learning outcomes achieved is a positive assessment of the learning outcomes by the Academic Supervisor from ULSL and positive formal verification by the Project Office.
13. In order to evaluate the mobility and the Project as a whole, each Project Participant will also complete an evaluation questionnaire, assessing, among other things, the quality of mobility, the usefulness of the content provided, organizational support, and the level of staff preparation (no later than September 15, 2026).
14. Project Participants may be subject to separate evaluation studies conducted on behalf of NAWA during and after the Project.

## **§8**

### **Personal data**

1. The Project Participant consents to the processing of and inclusion in the Organiser's database of his/her personal data contained in the Application Form and the Declaration of Participation in the Project, which shall be used for purposes related to the organisation and implementation of the Project, in accordance with Article 13(1) and (2) of Regulation (EU) 2016/679 of the European Parliament and of the Council.
2. The Organiser informs that:
  - a) the controller of your personal data is the University of Life Sciences in Lublin, ul. Akademicka 13, 20-950 Lublin, Poland, tel.: +48 81 445 66 00.
  - b) the controller has appointed a Data Protection Officer who can be contacted in all matters related to the processing of personal data: Ms. Anna Buchlińska, e-mail: [anna.buchlinska@up.lublin.pl](mailto:anna.buchlinska@up.lublin.pl), mailing address: as above, with the note "IOD".
  - c) the legal basis for the processing of personal data is Article 6(1)(a) of the GDPR – the consent of the data subject, and Article 6(1)(c) – the obligation incumbent on the data controller
  - d) personal data will be stored for the period necessary to achieve the purpose of processing, i.e. for the purposes of implementation, settlement, and archiving of the Project;
  - e) any person who has expressed their willingness to participate in the Project has the right to request the controller to access their personal data, rectify it, delete it or restrict its processing, as well as the right to object to the processing and the right to transfer the data;

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- f) any person who has expressed their willingness to participate in the Project has the right to lodge a complaint with the supervisory authority, which in Poland is the President of the Personal Data Protection Office, with its registered office at ul. Moniuszki 1A, 00-014 Warsaw, if they consider that the processing of personal data infringes the provisions of the Regulation referred to above;
  - g) the provision of personal data is a statutory requirement;
  - h) decisions regarding Project Participants and the personal data provided will not be made in an automated manner, including profiling;
  - i) Your personal data may be entrusted or made available to NAWA and other institutions supervising the Project, including the correctness of the procedures for recruiting Participants to the Project, entities to which ULSL has commissioned the performance of tasks within the Project, including third parties providing services that are necessary to achieve the purposes for which we process your personal data (e.g., electronic communication, hosting), as well as to recipients to whom the data must be disclosed on the basis of applicable regulations or a decision of a court or other authority, including public authorities and entities performing public tasks or acting on behalf of public authorities, to the extent and for the purposes resulting from legal provisions;
  - j) Your personal data will not be transferred to a third country.
3. Project Participant have the right to view, update, and delete their personal data form the ULSL database.

## §9

### Consent to the Processing of Image

1. Pursuant to Article 81(1) of the Act of 4 February 1994 on Copyright and Related Rights (consolidated text of 6 December 2024, Journal of Laws of 2025, item 24, as amended), each Project Participant grants ULSL a free of charge, non-exclusive, multiple-use and unlimited in time right to fix and disseminate his/her image recorded in photographs and audiovisual recordings made in the course of the Project, without the need for each instance of approval. The free of charge consent to the fixation and dissemination of the Project Participant's image also includes the use, recording, reproduction, copying, processing, development, and duplication of the image by any technique or through any medium solely for promotional and archival purposes.
2. The consent of the Project Participant referred to in point 1 also includes consent to the disclosure and use of the Project Participant's image in conjunction with additional data (e.g., name, position, title, institution, country of origin, program).

## §10

### Final provisions

1. These Terms and Conditions shall enter into force on January 9<sup>th</sup>, 2026.
2. The Organizer may amend these Terms and Conditions, if necessary, due to changes in the Project guidelines, changes in legal regulations, or changes in the conditions for the implementation of the Project.
3. Any disputes that may arise during the application of these provisions shall be settled amicably. In the event of disagreement, the court with jurisdiction over the Organizer's registered office shall have exclusive jurisdiction to settle any disputes.

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European Funds  
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of Poland

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4. In matters not covered by these Regulations, decisions shall be made by the Project Manager.
5. In matters not covered by these Regulations, the relevant provisions of Polish law, including the Civil Code, shall apply.

List of appendices:

- **Appendix 1: List of mobility opportunities**
- **Appendix 2: Application form (template)**
- **Appendix 3: Declaration of having read and accepted the Regulations (template)**
- **Appendix 4: Declaration of Participation in the Project (template)**
- **Appendix 5: Funding – rates**
- **Appendix 6: Mobility Learning Outcomes Form (template)**
- **Appendix 7: Certificate (template)**

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