Appendix to PUMS Rector’s

Regulation No. 68/22

of 28 April 2022

**The Regulations of Poznan University of Medical Sciences scholarship for researchers from Ukraine**

In reference to the mission of Poznan University of Medical Sciences (PUMS) and considering the unprecedented attack of the Russian Federation on Ukraine, the PUMS Scholarship Fund funds were used to establish PUMS scholarship for researchers from Ukraine the purpose of which is to allow them to continue their research with simultaneous reinforcement of the research potential and development of the University, and support of their further development, respecting the creative freedom and individualism.

§ 1

Poznan University of Medical Sciences scholarship for researchers from Ukraine hereinafter referred to as the "PUMS Scholarship for Ukraine" may be granted to persons meeting jointly all the conditions specified below:

1. hold Ukrainian citizenship,
2. legally arrived in Poland after 24 February 2022,
3. completed higher education,
4. were employed at a research unit in Ukraine,
5. demonstrate English skills, at least at B2 level,
6. are employed at Poznan University of Medical Sciences for at least 1/3 full time equivalent, as research-technical employees.

§ 2

1. A holder of PUMS Scholarship for Ukraine shall receive the scholarship in the amount of PLN 4000 (say: four thousand zlotys) gross a month, paid out for the period not exceeding 6 months. The Scholarship may be granted to a Scholarship holder only once.
2. Additionally, during the time covered by the Scholarship the holder of PUMS Scholarship for Ukraine shall be granted a free-of-charge accommodation in PUMS dormitory indicated by the University.
3. PUMS Scholarship for Ukraine is paid in monthly instalments to the bank account in Polish zloty (PLN) indicated by the scholarship holder, in a bank operating in the territory of the Republic of Poland.

§ 3

1. The competition for PUMS Scholarship for Ukraine is held by the Competition Jury.
2. The Jury is appointed by Rector of Poznan University of Medical Sciences. The Jury consists of:
	1. Pro-Rector for Education and International Cooperation, as the chair;
	2. four PUMS academic teachers with PhD degree (one from each faculty), as designated by the deans;
3. The Jury is appointed for the period from 01 May 2022 to 30 April 2023.
4. Decisions of the Jury are adopted by a simple majority of votes in the presence of at least half the number of the Jury members. In case the number of votes is equal, the vote of the Chairman of the Jury shall prevail.

§ 4

1. Information on the competition, and detailed rules of its organisation, including the schedule, will be available on PUMS website in Polish and English, at least 14 days prior to the opening date for submission of applications.
2. The competition consists of two consecutive phases.
3. In the first phase contestants deliver, in the manner and within the deadline specified in the detailed rules of organisation of the competition, a personal data form, and materials presenting the contestant, his or her so far achievements, interests and the planned path of professional development. Documentation which is incomplete or has been submitted after the deadline shall not be examined.
4. The Jury shall decide about qualification of no more than in total thirty persons to the second phase of the competition. The Jury may decide to end the competition after each phase without making the final decision.
5. Results of the first phase of the competition shall be communicated to the contestants in the form of information about qualification or refused qualification to the second phase of the competition.
6. The Jury will interview the contestants who qualified for the second phase of the competition, to verify their English skills, recognize their fields of interests and predisposition to complete the planned path of professional development.
7. The interviews referred to in paragraph 6, shall be conducted in person or remotely with the use of the means of electronic communication allowing for multilateral communication in real time, utterance, identification of persons participating in the interview and confirmation of participation in the interview, with the observance of the applicable regulations concerning personal data protection.
8. The results of the second phase of the competition:
	1. shall be announced on PUMS website;
	2. shall be communicated to the participants of the second phase of the competition, in the form of information about the final decision.
9. The Jury's decision on granting PUMS Scholarship for Ukraine shall be approved by Rector of PUMS. The approved decision of the Jury is final and cannot be appealed against.
10. PUMS Scholarship for Ukraine may be granted to maximum twelve persons.

§ 5

1. The scholarship holder is obliged to submit final report, in particular on the progress in research indicated during application for PUMS Scholarship for Ukraine, within 30 days after the end of receiving the scholarship. The scholarship holder submits the report to Vice-Rector for Education and International Cooperation. A specimen of the Report is attached to these Regulations as Appendix 1.
2. Vice-Rector for Education and International Cooperation shall give positive or negative opinion on the scholarship holder's report. If the opinion is negative, the scholarship must be fully refunded by the scholarship holder within 14 days from the date of receipt of information on the opinion or decision of PUMS Rector upholding the negative decision (in case referred to in paragraph 3).
3. In case Pro-Rector for Education and International Cooperation issues a negative opinion, the scholarship holder shall have the right to submit to PUMS Rector objections to the opinion within seven days from the date of receipt of the opinion. The decision made by PUMS Rector as regards the objections is final and shall not be subject to a complaint.
4. If, after granting the scholarship, it is discovered that the scholarship holder does not meet either of the conditions specified in § 1 (including the loss of employment by the scholarship holder referred to in § 1 item 6), the full amount of the scholarship paid to the scholarship holder must be refunded, and if the money has not been paid in full, the scholarship holder shall no longer be eligible to receive the unpaid instalments of the scholarship.
5. Each time a monthly scholarship instalment shall be reduced by the product of 1/20 of the value of the monthly instalment of the scholarship referred to in § 2 paragraph 1 and the number of days of the holder's absence from work in a given calendar month. The above provision does not apply in case of excused absence from work, caused by the scholarship holder's inability to work due to illness (documented with medical certificate of temporary unfitness for work), or a holiday leave of the scholarship holder.

§ 6

1. In matters which are not covered by these Regulations, the decision is made by the Jury.
2. In matters concerning PUMS Scholarship for Ukraine the regulations of the code of administrative procedure shall not apply.

§ 7

Administration and organisation issues concerning PUMS Scholarship for Ukraine shall be handled by the Department for Education, Obtaining Grants and International Cooperation of the University.

§ 8

To comply with the obligations concerning personal data protection with regard to the competition for PUMS Scholarship for Ukraine, pursuant to Article 13 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing the Directive 95/46/EC (General Data Protection Regulation - GDPR), Poznan University of Medical Sciences hereby informs that:

1. the controller of personal data of the contestants is Poznan University of Medical Sciences ul. Fredry 10, 61-701 Poznan, hereinafter referred to as the "Organiser", represented by PUMS Rector;
2. in any matters concerning personal data processing you may contact the Personal Data Protection Officer via e-mail: iod@ump.edu.pl or at telephone number 61 8546024, Monday to Friday, from 08:00 a.m. to 03:00 p.m.;
3. the personal data of the contestants provided in the application form for the purpose of participation in the competition shall be processed:

a) as regards all the contestants – to organise, conduct the competition pursuant to Article 6 paragraph 1 letter f) GDPR – i.e. in execution of the legitimate interest of the Organiser, consisting in selecting winners of the competition,

b) as regards a contestant being the holder of PUMS Scholarship for Ukraine, to fulfil legal obligations of the Organiser as the entity granting the scholarship, in particular the obligations resulting from tax regulations, the labour code, archiving and pursuant to Article 6 paragraph 1 letter c) GDPR,

c) to publish the results of the competition under the terms resulting from the Regulations of Poznan University of Medical Sciences scholarship for researchers from Ukraine, as referred to in § 4 paragraph 8 item 1;

1. the provision of personal data by a contestant is voluntary but required to participate in the competition. The consequence of the failure to provide personal data shall be the lack of possibility to take part in the competition. In case of contestants referred to under item 3 letter b) the provision of personal data is a legal obligation, and if it is not complied with, the contestant shall not be granted PUMS Scholarship for Ukraine;
2. personal data of the contestants referred to under item 3 shall not be disclosed to external parties however, the recipients of the data may also be other entities or authorities, if such obligation results directly from legal regulations;
3. personal data of the contestants referred to under item 3 letter b) may be published on the Organiser's website under the terms specified in the Regulations of Poznan University of Medical Sciences scholarship for researchers from Ukraine;
4. personal data of the contestants will not be transferred to third countries (outside the European Economic Area) or to international organisations;
5. personal data of the contestants referred to under item 3 letter a) will be processed by the time the scholarship holders are selected, and information about the competition results is announced;
6. personal data of the contestants referred to under item 3 letter b) will be processed for the time specified in legal regulations, and then for archiving purposes, in compliance with the applicable legal regulations;
7. in cases, under the terms and conditions specified in the applicable regulations on personal data protection, the contestants shall have the right to demand: access to personal data and its rectification (Article 15 and 16 GDPR), deletion of data (Article 17 GDPR), restriction of processing (Article 18 GDPR), objection to data processing (Article 21 RODO), transfer of data (Article 20 GDPR);
8. personal data of the contestants shall not be subject to automatic decision making, including profiling;
9. contestants shall have the right to lodge a complaint to the President of Personal Data Protection Office in Warsaw, ul. Stawki 2, 00-193 Warsaw, if they suspect that personal data is processed by the Controller with the infringement of personal data protection regulations.