

**Regulations of the Scholarship Program "Support from The Start"
under The University's Integrated Development Programme (ZIP),
co-financed by the European Social Fund under POW ER, path 3.5**

General provisions

§1

The terms used in these Regulations have the following meanings:

- 1) MSD - University of Warsaw Interdisciplinary Doctoral School;
- 2) participant - a doctoral student admitted to the Quantitative Psychology and Economics Program as part of the Interdisciplinary Doctoral School by recruitment carried out in accordance with the Resolution of the UW Senate No. 412 of April 17, 2019. on the conditions and procedure of recruitment to doctoral schools at the University of Warsaw in the academic year 2019/2020, as amended;
- 3) ZIP Program - Program of integrated activities for the development of the University of Warsaw, co-financed by the European Social Fund under the Operational Program Knowledge Education Development 2014-2020, path 3.5;
- 4) UW - University of Warsaw;
- 5) QPE - Quantitative Psychology and Economics program conducted by the Interdisciplinary Doctoral School of the University of Warsaw under the ZIP program;
- 6) Scholarship program - The "Support for start" scholarship program, implemented in the QPE doctoral education program;
- 7) Regulations - Regulations of the Scholarship Program "Support at start";
- 8) doctoral scholarship - a scholarship paid to a doctoral student at the Doctoral School;
- 9) incentive scholarship - scientific incentive scholarship paid under the Scholarship Program "Support at the start";
- 10) scholarship holder - a participant receiving an incentive scholarship;
- 11) KS QPE - Scholarship Committee of the QPE Program;
- 12) WNE - Faculty of Economic Sciences, University of Warsaw.

§2

1. These Regulations define the operating procedures of the "Support at Start" Scholarship Program, including its goals, the procedure for granting and paying the incentive scholarship and granting financial support within the ZIP Program for improving the ability to conduct research, rules of withholding and depriving the right to an incentive scholarship and the duties of the scholarship holders.
2. The QPE program offers its participants the possibility of interdisciplinary education combining psychology, economic sciences and mathematics, and creates conditions for conducting original research. The above goals are achieved by providing participants with the supervision of two scientific supervisors in various fields and by providing financial support in the form of a scholarship.
3. The main goal of the QPE Program is to prepare participants for a career in the academic and research community, as well as in the business community, including the financial sector and digital economy.
4. The QPE program is free of charge for all participants, regardless of their nationality.
5. The "Support From The Start" scholarship program is an element of the QPE program, implemented from October 1, 2019 to September 30, 2021.

The method of awarding and the conditions for paying the incentive scholarship

§3

1. The purpose of the benefits granted under the Scholarship Program is to create conditions for the practical training of interdisciplinary research skills, scientific mobility and the fastest possible undertaking of original, interdisciplinary, authorial research by QPE Program participants using knowledge and analytical tools specific to various scientific disciplines and disseminating their results at conferences / symposia / seminars, in the form of publications and in other forms of scientific expression.
2. The incentive scholarship is awarded for the academic year and paid in monthly installments to each participant of the QPE Program who meets the conditions specified in §3 sec. 3, as long as it is not suspended. Participants are expected to fulfill the obligations listed in §5 sec. 1-6.

3. The condition for receiving the incentive scholarship is signing and submitting by the candidate the "Statement of the candidate qualified to be enlisted on the doctoral students list", constituting Appendix No. 1 to the Regulations, and the "Declaration and Statements of the participant / participant of the Project ", constituting Appendix 2 to the Regulations; on the date specified in the Resolution of the UW Senate No. 412 of April 17, 2019, as amended.
4. The benefit referred to in §3 sec. 2-3, is awarded by the Scholarship Committee of the QPE Program, chaired by the QPE Coordinator.
5. The incentive scholarship amounts to PLN 1,500 per month and is paid for the entire duration of the program. In the academic year 2019/2020, the scholarship will be paid from November 1st with one-month compensation.
6. The incentive scholarship is awarded regardless of other benefits and scholarships received by a QPE participant, including a doctoral scholarship paid at the University of Warsaw Interdisciplinary Doctoral School.
7. The incentive scholarship referred to in §3 sec. 1-6, is addressed only to participants of the QPE Program.
8. Participants of the Scholarship Program are annually granted an additional scholarship for practical training in design skills and for the evaluation of interdisciplinary research, as well as the development of individual scientific interests and improving competences in the field of effective fundraising for the implementation of interdisciplinary research, paid from the ZIP Program. The first payment will be made in the 2019/2020 academic year.
9. Detailed rules for awarding and paying an additional scholarship are specified in a separate document.
10. Participants may also apply for travel and subsistence expenses during research trips (conferences, summer school, internships, etc.). The rules for granting it and the detailed procedure for applying for this form of support have been specified in a separate document.

Rules for withholding and receiving the incentive scholarship

§4

1. Decisions to terminate, suspend or renew the incentive scholarship are made by KS QPE.
2. KS QPE is appointed by the Dean of the Faculty of Economic Sciences for the academic year. By appointing the KS QPE, the Dean of the Faculty of Economic Sciences delegates to the person the authority to make decisions on granting, withdrawing, suspending and resuming payments of benefits from the Program scholarship fund.
3. KS QPE is a collective body composed of three independent didactic employees of the University of Warsaw, distinguished by their scientific achievements and educating young research staff. The chairman of the scholarship committee is the content coordinator of the QPE Program, who provides direct supervision over its activities.
4. The main task of KS QPE is to verify and assess applications and to issue decisions on material benefits for which participants of the Scholarship Program apply. The procedure of KS QPE operation is determined by its Chairman. KS QPE is obliged to keep record of its meetings. Protocols from the meetings of the KS QPE are signed by its Chairman.
5. The task coordinator in the QPE Program is responsible for the administrative services of the QPE SC, who is obliged in particular to accept applications from scholarship holders and submit them to the QPE KS.
6. Scholarship holders may appeal against the decision of KS QPE to the Dean of the Faculty of Economic Sciences.
7. The amount corresponding to the period of suspension of the incentive scholarship will not be paid after its renewal.
8. The incentive scholarship is suspended if the QPE participant:
 - 1) in his/her scientific work knowingly violated universal ethical principles and / or standards of scientific integrity;
 - 2) did not attend classes in accordance with the requirements specified by lecturers in consultation with the Director of MSD and the content coordinator of the QPE Program;
 - 3) did not fulfill the teaching obligations agreed with the head of the unit;

- 4) has not shown sufficient progress in his/her scientific and research work (verification based on the annual assessment).
9. The assessment of scientific progress is based on the annual reports on the scholarship holder's research progress submitted by the research supervisors and information on significant negligence on the part of the scholarship holder provided by the guardians to the QPE Program Coordinator, which results from the ongoing monitoring of research progress.
10. The participant's progress report referred to in §4 subpara. 5, serves to improve the Scholarship Program and the QPE Program. The report should include the description of the scope of work performed by the scholarship holder and planned by him/her, assessment of the quality of research or assessment of the progress of work on the doctoral dissertation, and recommendations regarding the functioning of the Scholarship Program and QPE Program in the future.
11. The right to receive an incentive scholarship expires if the scholarship holder resigns from participation in the QPE Program or is deleted from the list of PhD students of the MSD. The payment of the scholarship will be suspended on the first day of the month following the month in which the decision to remove from the list of MSD PhD students became final or in which the scholarship holder submitted a written resignation from participation in the Scholarship Program.
12. Culpable failure by the scholarship holder to fulfill the obligations shall make the scholarship unduly collected by him and shall be immediately returned by the scholarship holder. The decision on this matter is made by the Dean of the Faculty of Economic Sciences at the request of the Content Coordinator of the QPE Program. The provision shall apply accordingly to the violation of ethical or scientific principles by the scholarship holder resulting from a final judgment.

Duties of the scholarship holder

§5

1. The QPE program implemented under the ZIP Program is an organized form of education at MSD and all its rules apply to the participants of the QPE Program, unless the Regulations expressly provide otherwise. The rules of the MSD have been set out in the announcement No. 10 of the Rector of the University of Warsaw of 18 July 2016 (Monitor UW of 2016, item 321, as amended). The principles of the QPE

Program in MSD were established in Resolution No. 12 of the Council of the Faculty of Economic Sciences of the University of Warsaw of July 14, 2018 (Monitor UW of 2018, item 136, with subsequent amendments).

2. Participants of the QPE Program must strive to ensure the highest possible quality of research and publish their results in prestigious peer-reviewed journals. Fellows are expected to seek external funding for their research, in particular as part of projects funded by the National Science Center (NCN).
3. Each participant of the QPE Program must have two tutors representing two different disciplines (eg economics and psychology; economics and computer science, etc.). The second supervisor should be selected before the end of 2019.
4. Participants are required to use the QPE building (ul. Smyczkowa 11a, 02-678 Warsaw) and to actively participate in QPE seminars.
5. At the beginning of each academic semester, participants present to the QPE Content Coordinator approximate weekly work schedules, consulted with academic tutors. The work schedule should include information: on what dates the participant will be present in the QPE building, and on what dates will be present in other buildings of the University of Warsaw.
6. The scholarship holder is obliged to immediately inform the QPE Content Coordinator in writing about the resignation from doctoral studies.

Personal data protection

§6

1. Participants are required to submit a declaration of consent to the processing of personal data referred to in §3 point 3.
2. The administrator of the personal data of the persons referred to in section 1 is the minister responsible for regional development, acting as the Managing Authority for the Operational Program Knowledge, Education, Development 2014-2020, with its seat at Wspólna Street 2/4, 00-926, Warsaw.
3. The administrator has appointed a Data Protection Officer supervising the correctness of personal data processing, who can be contacted via the following e-mail address: iod@miir.gov.pl.

4. The data of the persons referred to in section 1 will be collected and processed in order to:
 - a. correct implementation of the ZIP Program, in particular, to confirm the eligibility of expenditure, provide support to Participants, monitoring, control, reporting and evaluation of the Program
 - b. promotion of other activities implemented under the Program.
5. Providing data is voluntary, but necessary to participate in the ZIP Program.
6. The collected data will be made available to the National Center for Research and Development - an intermediary institution with which the University of Warsaw concluded an agreement no. POWR.03.05.00-00-Z305 / 17-00 for co-financing the Program, ZIP and other institutions controlling the implementation of the ZIP Program.
7. Under the ZIP Program, only persons or entities with personal authorization to process personal data may be allowed to process personal data. Persons authorized to process personal data as part of the implementation of the ZIP Program, are obliged to take all steps to maintain their confidentiality.
8. Personal data will be stored until the end of the ZIP Program and the closure of the PO WER settlement, i.e. until 2027.
9. Every person joining the Program has the right to access their data and the right to rectify, delete, limit processing, the right to transfer data, the right to object, the right to withdraw consent at any time. Withdrawal of consent is associated with the resignation from participation in the Program.
10. Each acceding person has the right to lodge a complaint with the President of the Personal Data Protection Office.

Final Provisions

§7

1. Administrative support for the Scholarship Program is provided by WNE, in cooperation with a ZIP Office.
2. Up-to-date information related to the Scholarship Program is available on the website: www.zip.uw.edu.pl.
3. The Regulations come into force on the day of announcement.

4. The Regulations in the Project are consistent with the Regulations of the Interdisciplinary Doctoral School at the University of Warsaw. The right to amend these Regulations and make them more specific in connection with the ongoing implementation of the new Act on Higher Education and Science of July 20, 2018 is reserved.