

**Rules of the scholarship Programme “Support from the Start” of the University’s  
Integrated Development Programme, co-funded by the European Social Fund within  
PO WER, Action 3.5**

**General provisions**

§1

Terms used in these Rules shall have the following meaning:

- 1) IDS: Interdisciplinary Doctoral School;
- 2) Participant: a PhD student accepted for the *Quantitative Psychology and Economics* programme within the IDS during the recruitment process carried out in accordance with the resolution of the Senate of the University no.412 made on April 17, 2019 concerning the terms of recruitment to doctoral schools of the University of Warsaw in the academic year 2019/2020, as amended;
- 3) ZIP: Zintegrowany Program Rozwoju (Integrated Development Programme of the University of Warsaw) **co-funded by the European Social Fund within PO WER, Action 3.5;**
- 4) UW: the University of Warsaw;
- 5) QPE: Quantitative Psychology and Economics programme operating in the IDS of the UW within ZIP;
- 6) Scholarship programme: scholarship programme “Wsparcienastarcie” (“Support from the Start”) carried out within the QPE Programme;
- 7) Rules: the rules of the scholarship programme “Wsparcienastarcie”(“Support from the Start”);
- 8) Doctoral scholarship: scholarship paid out to all doctoral students in the Doctoral Schools of the University of Warsaw;
- 9) ZIP scholarship: scholarship paid out within the scholarship programme “Wsparcienastarcie” (“Support from the Start”);
- 10) Scholarship beneficiary: a PhD student receiving the ZIP scholarship;
- 11) WNE: Wydział Nauk Ekonomicznych (Faculty of Economics Sciences) of the UW;

§2

1. The Rules determine the terms of operation of the Scholarship Programme, including its goals, the manner in which the scholarships are allocated and paid out, allocation of the financial support aimed at the development of the research skills, the rules of suspension and termination of the ZIP Scholarship, and the obligations on the part of Scholarship beneficiaries.
2. The QPE Programme provides its participants with the opportunity of interdisciplinary education combining psychology, economics, and mathematics and with possibility to carry out scientific research. These goals are achieved by providing the supervision of two advisors representing different disciplines and by providing financial support (scholarship).
3. The main goal of the QPE Programme is to prepare its participants for a scientific career, as well as a business career, particularly in the financial sector and in the digital economy.
4. The QPE programme is offered free of charge to all of its participants, regardless of their nationality.
5. The scholarship programme “Wsparcienastarcie” (“Support from the Start”) is part of the QPE Programme, realized between October 1, 2019 and September 30, 2021.

**The rules of allocating and paying out the ZIP scholarship**

§3

1. The goal of the financial support provided within the Scholarship Programme is to enable the QPE Programme participants to master skills that are essential for their interdisciplinary research and to accelerate their involvement into original, interdisciplinary research, using the knowledge and analytical tools specific for particular scientific disciplines, as well as to foster dissemination of the results via conferences and seminars, publications, and other forms of scientific communication.

2. The ZIP Scholarship decisions are made for the period of one academic year. It is paid out in monthly instalments to every QPE Programme participant satisfying the conditions stipulated in §3 point 3, unless it has been suspended. The beneficiaries are expected to fulfil their obligations specified in §5 points 1-6.
3. The precondition to receive the ZIP scholarship is to sign the “Statement of a candidate qualified to be enlisted as a PhD student” („Oświadczenie kandydata zakwalifikowanego do wpisania na listę doktorantów”) and the “Declaration and statement of the participant of the Project” („Deklaracja i Oświadczenie uczestnika/uczestniczki Projektu”) which are provided as Appendices A and B to the Rules, by the deadline determined by the Resolution of the Senate of the UW no. 412 of April 17, 2019, as amended.
4. The decisions on the scholarship mentioned in §3 points 2-3 are made by the Scholarship Committee of the QPE Programme chaired by QPE Coordinator.
5. The ZIP Scholarship amounts to PLN 1500 per month and is paid out during the entire period of the Project. In the academic year of 2019/2020 it is paid out starting on November 1, the first payment being doubled.
6. The ZIP Scholarship is paid out independently of other payments to the Participants, including the doctoral scholarship granted to all IDS UW students.
7. The ZIP Scholarship is only granted to participants of the QPE Programme.
8. In each academic year each scholarship beneficiary may apply for a lump-sum payment of PLN 4 000 to cover the costs of their interdisciplinary research. The first payment will be made in the year 2019/2020.
9. The funds referred to in §3 point 8 will be granted by the Scholarship Committee of the QPE Programme based on the evaluation of the study design linked to the student’s yearly Individual Research Plan. The detailed rules will be covered by a separate document.
10. The funds referred to in §3 point 8 will serve the purpose of the development of the ability to conduct individual, interdisciplinary research and to publish and disseminate research outcomes.

11. The Participants may also apply for financing of travel costs when attending conferences, summer schools, etc. The detailed rules will be covered by a separate document.

### **The rules of suspending and terminating the ZIP scholarship**

#### **§4**

1. The decisions to terminate, suspend, and renew the ZIP scholarship are made by the Scholarship Committee of the QPE Programme.
2. The Participants may appeal such decisions to the WNE Dean.
3. The amount corresponding to the period during which ZIP scholarship was suspended will not be paid out upon renewal.
4. ZIP scholarship will be suspended or terminated in case of the following:
  - 1) gross academic misconduct,
  - 2) failure to show up for classes (detailed requirements will be determined by the teachers upon consultation with the director of the IDS and the QPE coordinator),
  - 3) failure to provide the agreed-upon teaching,
  - 4) insufficient progress of the research project as evidenced by yearly evaluations.
5. The basis for the evaluation of the progress of the research project of a participant are the yearly reports submitted by his or her advisers, as well as ad-hoc information provided by them to the QPE Coordinator, in particular concerning significant neglect on part of the participant, as found in day-to-day supervision.
6. The yearly reports referred to in §4 point 5 are aimed at improvement of the Scholarship Programme and QPE Programme. On top of the description of the scope of the work completed and planned by the scholarship beneficiary, the evaluation of the quality of research done and the stage of completion of the PhD dissertation, the

report will also include recommendations concerning the functioning of the Scholarship Programme and the QPE Programme in the future.

7. The entitlement to receive the ZIP scholarship expires once the scholarship beneficiary resigns from the participation in the QPE Programme or is expelled from the IDS. The payment of the scholarship stops on the first day of the month following the month in which the decision to expel becomes legally valid or the month in which the beneficiary resigned.
8. Wilful failure of timely fulfilment of beneficiary's duties renders the scholarship unlawfully obtained. It must therefore be immediately returned. The decision to demand it is made by the WNE Dean, in response to a motion by the QPE Coordinator. The same rule applies in case of academic misconduct.

### **The obligations of the scholarship beneficiary**

#### **§5**

- 1 The QPE Programme carried out within ZIP is an organized form of education in the IDS and all of its rules apply to the participants of the QPE Programme, unless the Rules explicitly state otherwise. The rules of the IDS have been specified in the announcement of the Rector of the University on July 18, 2016 (UW Monitor 2016, 321, as amended). The rules of the QPE Programme within the IDS have been determined by the resolution of the WNE UW council on July 14, 2018 r. (UW Monitor 2018, 136, as amended).
- 2 The QPE programme participants are required to strive to conduct quality research and publish it in prestigious peer-reviewed journals. They are also expected to seek external funding for their research, such as within the Preludium programme of the National Science Centre (NCN).
- 3 Students are required to have two supervisors, representing two different disciplines (e.g. economics and psychology; economics and computer science etc.). The choice of the second supervisor is to be made by the end of 2019.
- 4 QPE programme participants are required to make use of the QPE building (Smyczkowa 11a, 02-678 Warszawa) and to take an active part in the QPE internal seminar series.

- 5 The participants are required to submit their approximate weekly work schedules, consulted with the supervisor(s), with an indication of when they are present at the QPE building (Smyczkowa 11a, 02-678 Warszawa) and when at other UW buildings. The schedule is to be sent to the QPE coordinator at the beginning of each academic semester.
- 6 Scholarship beneficiaries who want to resign from their studies are required to inform the QPE Coordinator immediately.

## §6

- 1 The Participants are required to submit the consent to have their personal data processed.
- 2 The administrator of the personal data referred to in §6point 1 is the Minister responsible for the regional development, acting as the Managing Institution of the Operational Programme Knowledge Education Development 2014-2020, based at 2/4 Wspólna Street, 00-926 Warsaw.
- 3 The administrator has appointed the Data Protection Officer supervising the correctness of personal data processing, that can be contacted at [iod@miir.gov.pl](mailto:iod@miir.gov.pl)
- 4 Personal data referred to in §6point 1 will be collected and processed for the purposes of the following:
  - 1) harmonious operation of the ZIP Programme, including validation of eligibility of expenses; provision of support to the Participants, monitoring, control, reporting and evaluation of the Programme,
  - 2) promotion of other activities within the Programme.
- 5 *The provision of personal data is voluntary, but necessary to participate in the ZIP Programme.*
- 6 *The collected data will be shared with National Centre for Research and Development—the intermediary institution with which the University of Warsaw has signed an agreement no. POWR.03.05.00-00-Z305/17-00 for the co-financing of ZIP Programme and with other institutions controlling the execution of ZIP Programme.*
- 7 *Within ZIP Programme, only authorized individuals or entities will be granted the access to personal data. Individuals authorized to access personal data are obliged to take all the possible steps to ensure their confidence.*

- 8 *The data will be kept till the end of the operation of ZIP Programme and the settling of the PO WER that is until the end of year 2027.*
- 9 *Every participant is allowed to access the content of their data, to correct it, remove it, to restrict the processing thereof, to transfer, to object to processing thereof, to remove their consent to process it at any time. Removal of the consent is equivalent with resigning from the Programme.*
- 10 Every participant is allowed to make a complaint to The President of the Personal Data Protection Office.

### **Final Provisions**

#### **§7**

1. Administrative support for the Scholarship Programme is provided by WNE in collaboration with the ZIP administration.
2. Up-to-date information on the Scholarship Programme are provided at [www.zip.uw.edu.pl](http://www.zip.uw.edu.pl).
3. The Rules come into force on the day of the publication.
4. The Rules do not violate the rules of the IDS at the UW. Changes to the Rules and supporting documentation may be made in the future, in association with the ongoing implementation of the Law of Higher Education and Science of July 20, 2018.

.....  
Name and surname

.....  
PESEL (if applicable)

### **Interdisciplinary Doctoral School**

Name of Doctoral School

## **STATEMENT OF A CANDIDATE QUALIFIED TO BE PUT ON THE LIST OF DOCTORAL CANDIDATES**

I, ..... (name  
and surname)

hereby declare that I will pursue doctoral education only in

### **Interdisciplinary Doctoral School**

(name of Doctoral School)

on a new doctoral programme **Quantitative Psychology and Economics** organised as a part of Integrated Development Programme at the University of Warsaw, co-financed from resources of the European Social Fund under the Operational Programme Knowledge Education Development, action 3.5.

I also declare, that

- I am not a doctoral candidate at any other Doctoral School functioning on the basis of the Higher Education and Science Act of July 20th, 2018;
- I am aware that I can be a doctoral candidate in only one Doctoral School<sup>1</sup>;
- I am not a beneficiary of another doctoral programme co-financed from resources of the European Social Fund;
- I am aware of the criminal accountability for misleading the University of Warsaw.

Project participant's Declaration and Statement are attached to this document.

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Place, date and signature of the Candidate

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<sup>1</sup>Par. 200.7 Higher Education and Science Act of July 20th, 2018

### Project Participant's Declaration

1	Beneficiary: <b>University of Warsaw</b>
2	Project: <b>University's Integrated Development Programme (ZIP)</b>
3	Contract number: <b>POWR.03.05.00-00-Z305/17-00</b>
4	<b>Operational Program Knowledge Education Development, Axis III Higher Education for Economy and Development</b>

#### Information about the Participant (required):

<b>Participant Information</b> – please fill in	Name (names)	
	Surname	
	PESEL (number)	
	Age at the moment of joining the Project (only if the PESEL number does not apply)	
	Education (please select: elementary, secondary, upper-secondary, postsecondary, higher)	
	Gender	M/F
<b>Address (only the current address, can be other than the registered one).</b> – please fill in	Voivodeship /Province	
	County	
	City/town	
	Street	
	Building number	
	Flat / Housenumber	
	Postcode	
	Company or personal contact number	
Company or personal e-mail address		
<b>Status at the moment of joining the Project</b>	Candidate granted admission to study at the new PhD programme Quantitative Psychology and Economics at the Interdisciplinary Doctoral School	

<b>Additional information (required) – please fill in</b>	Person belonging to a national or ethnic minority, migrant, person of a foreign origin (sensitive information)	Yes/No/I refuse to answer
	A homeless person or person affected by the housing exclusion	Yes/No
	Person with disability or partial disability (sensitive information)	Yes/No/I refuse to answer
	Person in a different unfavourable situation (other than listed above) (sensitive information)	Yes/No/I refuse to answer

**I, the undersigned, declare that:**

1. I have read and understood the recruitment and participation terms and conditions listed in the Regulations of the new PhD program Quantitative Psychology and Economics (hereafter: Regulations), and I declare that I successfully meet all the criteria of the Project participation specified in the Regulations.
2. I was informed that the Project is implemented under the Priority Axis III Higher Education for Economy and Development by the Operational Program Knowledge Education Development (POWER) 2014 -2020, Activity 3.5 Comprehensive Programs of Universities, contract number POWR.03.05.00-00-Z305 / 17-00, co-financed from the European Social Fund.
3. I declare that I am currently not a participant of any doctoral studies co-financed by the European Social Fund and that I will consult any of my application plans addressed to PhD students and co-financed from the European Social Fund with the ZIP office.
4. I agree to include information on financing research and the research results supported by the European Social Fund within the University's Integrated Development Program in publications, studies and conference speeches prepared during the training in the new PhD programme Quantitative Psychology and Economics as part of the Interdisciplinary Doctoral School, as indicated in the Regulations.
5. I have read and I accept:
  - the information on the personal data processing regulations specified in the Project Participant Statement;
  - the Regulations of the Project participation and the regulations of the event, in which I voluntarily participate.
6. I allow my personal image in the form of photographs, recordings etc., to be included in the Project documentation and to be used during reporting activities.
7. I declare the participation in evaluation and questionnaire surveys for the purpose of the Project.
8. I declare that I will immediately inform the Organizer of the Project about any change in my: personal information, my address and the professional status that I have provided in the Declaration of the Project Participant.
9. I agree to the payment of the scholarship "Support from the Start" to my bank account defined in USOSweb.

I hereby declare that all the facts and information provided in the Declaration of the Project Participant are true. I acknowledge that all the information can be verified.

.....

Place and date

.....

Signature of the Participant

## The Project Participant Statement

(This Statement applies to the art. 13 and art. 14 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016)

As a Participant of the **University's Integrated Development Programme I** acknowledge that:

1. The controller of my personal data is the Minister of Regional Development as the Managing Authority for the Operational Programme Knowledge Education Development 2014-2020, with headquarters in Warsaw (00-926), ul. Wspólna 2/4.
2. My personal data processing is in accordance with the law and it meets the requirements listed in Article 6(1) point (c), and Article 9(2) point (g) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 - the personal data is necessary for the implementation and completion of the Operational Programme Knowledge Education Development under the following Acts:
  - Regarding the Operational Programme Knowledge Education Development:
    - 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 Council Regulation (EC) No 1083/2006 *OJ L 347, 20.12.2013, p. 320–469*,
    - 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 *OJ L 347, 20.12.2013, p. 470–486*,
    - Law of 11 July 2014 on implementation of cohesion policy programmes financed in the 2014-2020 financial perspective (Journal of Laws of 2017, item 1460, as amended).
  - Regarding *Centralny system teleinformatyczny wspierający realizację programów operacyjnych* (SL2014 Teleinformatic System):
    - 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 Council Regulation (EC) No 1083/2006 *OJ L 347, 20.12.2013, p. 320–469*,
    - 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,
    - Law of 11 July 2014 on implementation of cohesion policy programmes financed in the 2014-2020 financial perspective (Journal of Laws of 2017, item 1460, as amended),



- 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 exchanges of information between beneficiaries and managing authorities, certifying authorities, audit authorities and intermediate bodies *OJ L 286, 30.9.2014, p. 1–74.*
- 3. My personal data will be processed only to implement and complete the **University's Integrated Development Programme**, particularly for: confirmation of expenditure eligibility, support, monitoring, evaluation, control, audit and reporting, information and promotion of the activities under PO WER.
- 4. My personal data has been entrusted to processing by the Intermediate Institution - National Centre for Research and Development in Poland with headquarters in Warsaw (00-695), ul. Nowogrodzka 47a, the Beneficiary who implements the Project - the University of Warsaw with headquarters in Warsaw (00-927), ul. Krakowskie Przedmieście 26/28, and the subjects who participate in the implementation of the Project as authorized by the Beneficiary. My personal data may be transferred to the units who conduct evaluation surveys as authorized by the Managing Authority, Intermediate Institution or Beneficiary. My personal data may also be transferred to specialized companies authorized by the Managing Authority, Intermediate Institution or Beneficiary for control and to conduct audits under PO WER.
- 5. Providing personal data is a prerequisite for receiving support, and refusal to provide it is tantamount to the inability to receive support within the project.
- 6. Within 4 weeks after completing the participation in the Project, I will provide the Beneficiary with information regarding my professional status, information on my participation in educational trainings and obtaining qualifications or acquisition of new competences.
- 7. Within three and six months after completing the participation in the Project, I will provide information regarding my professional status (only for university graduates).
- 8. My personal data will not be transferred to a third party country or international institutions.
- 9. My personal data will not be subjected to automated decision making.
- 10. My personal data will be stored until the Operational Programme Knowledge Education Development 2014 -2020 is settled and the documentation is archived.
- 11. I have the right to contact the Data Protection Inspector by sending a message to the e-mail address: [iod@miir.gov.pl](mailto:iod@miir.gov.pl).
- 12. I have the right to file a complaint to the supervisory body - the President of the Personal Data Protection Office (Urząd Ochrony Danych Osobowych).
- 13. I have the right to access, correct, delete or limit the processing of my personal data.

.....  
Signature of the Participant

