



THE REGULATIONS FOR THE SELECTION FOR AND PARTICIPATION IN THE PROJECT IMPLEMENTED BY THE UNIVERSITY OF WARMIA AND MAZURY IN OLSZTYN AS PART OF THE NAWA PROGRAMME “SUPPORT FOR EUROPEAN UNIVERSITIES”

Task 2. ChallengeEU Summer School “TRACES IN THE LANDSCAPE”, intended for students and organised at the University of Warmia and Mazury

Task 3. Blended Intensive Programme ChallengeEU: Regional promotion and development

Section 1. Definitions

1. **Project** – a project entitled “**Strengthening the position of the University of Warmia and Mazury on the international market by supporting activities within the ChallengeEU alliance of European universities**”; Financing Contract No: BPI/WUE/2025/1/00015/U/00001. The Project is funded by the Polish National Agency for Academic Exchange (Narodowa Agencja Wymiany Akademickiej, NAWA) from the European Funds for Social Development 2021–2027 (EFSD/FERS) as part of the project “Support for European Universities Alliances”, Agency Project No FERS.01.05-IP.08-0219/23, European Funds for Social Development 2021-2027
2. **Financing Contract** – a contract concluded between the University of Warmia and Mazury in Olsztyn and the National Agency for Academic Exchange (NAWA) with its registered office in Warsaw, the subject of which is the implementation of the Project.
3. **Project Office** – Office for International Cooperation.
4. **Contact Persons** are: Katarzyna Umecka, e-mail: katarzyna.umecka@uwm.edu.pl, phone: +48 89 523 52 29, and Fabian Miszewski, e-mail: fabian.miszewski@uwm.edu.pl, phone: +48 89 523 49 81.
5. **ChallengeEU** – *Cultivating Holistic Sustainable Collaborations Engaging Excellence in European Universities*, an alliance of universities under the “European Universities” programme, comprising 9 higher education institutions:
 - 1) Hochschule Offenburg (Offenburg, Germany) – Consortium Leader



- 2) SEEU - South East European University (Tetovo, North Macedonia)
- 3) ECAM LaSalle (Lyon, France)
- 4) Mid-Sweden University (Sundsvall, Sweden)
- 5) Universidade Europea de Lisboa (Lisbon, Portugal)
- 6) University of Warmia and Mazury in Olsztyn (Olsztyn, Poland)
- 7) LBTU - Latvia University of Life Sciences and Technologies (Jelgava, Latvia)
- 8) Universidad Europea De Valencia (Valencia, Spain)
- 9) University of Applied Sciences Northwestern Switzerland (Brugg-Windisch, Switzerland) as the associated partner
6. **Candidate** – a student of a Partner University as referred to in Section 1(5).
7. **Project Participant** – a Candidate who has been selected to participate in the Project, and meets all the formal and substantive requirements.
8. **Mobility Participant** – Project Participant who is a student of a Partner University other than the University of Warmia and Mazury in Olsztyn.
9. **Agreement with the Participant** – an agreement concluded between the University of Warmia and Mazury in Olsztyn and the Participant, setting out the terms and conditions governing the organisation and funding of participation in the meeting.
10. **Application form** – a form to be completed by the Candidate, which provides the basis for the formal and substantive assessment carried out by the Selection Committee. The application form constitutes Annex 1 to the Regulations.
11. **Selection Committee** – a committee appointed by the Vice-Rector for Science and International Cooperation to carry out the substantive assessment of Project Participants' application forms.
12. **Evaluation Committee** – a committee appointed by the Vice-Rector for Science and International Cooperation to carry out a substantive evaluation of Project Participants in terms of the competencies required as a result of their participation in the meeting/internship.
13. **Project Participant documentation** – a set of documents compliant with the requirements of the Project and the Financing Contract, under which the Project Participant provides their personal data, and confirms that they meet the formal eligibility criteria for the Project.
14. **Support** – a travel grant and the reimbursement of travel and subsistence costs, funded under the Project and awarded to Mobility Participants.



Section 2. General provisions

1. The purpose of these Regulations is to set out the organisation, selection criteria, participation in the Project, and the payment of grants and other forms of financial support under the ChallengeEU Summer School “TRACES IN THE LANDSCAPE” for students, organised at the University of Warmia and Mazury, and the ChallengeEU Blended Intensive Programme: Regional promotion and development.
2. The tasks are carried out during the following periods:
 - 1) Task 2 – from 1 January 2026 to 30 September 2026;
 - 2) Task 3 – from 1 January 2026 to 31 December 2026.
3. The specific objectives of the Project include:
 - 1) to improve the quality of education through solutions developed as part of the partnership,
 - 2) to develop an educational offer based on cooperation with foreign universities,
 - 3) to intensify academic exchange through international partner cooperation,
 - 4) to enhance the institutional capacity required to build international partnerships,
 - 5) to strengthen the international position of Polish universities.
4. Participation in the Project is free of charge.
5. Each applicant for participation in the Project is required to read and understand these Regulations, and may proceed to the selection process only after accepting their provisions.
6. The Project applies the principles of horizontal policies, relating to:
 - 1) accessibility for persons with special needs, including those with disabilities, and those in a more vulnerable position for other reasons (e.g. persons with low incomes, foreign nationals, refugees, etc.);
 - 2) equal opportunities and non-discrimination – ensuring that all persons (regardless of their sex, race, skin colour, origin, genetic characteristics, language, religion, beliefs, political or other opinions, membership of a national minority, wealth, birth, disability, age or sexual orientation) can participate fairly and fully in Project Activities;
 - 3) equal opportunities for women and men, including equal treatment of both sexes;
 - 4) sustainability principles, regarding the application of the “do no significant harm” (DNSH) principle, based on the assumptions that



no activities may worsen the condition of the natural environment,
or contribute to the escalation of the climate crisis.

Section 3. Objectives of Project Activities

The objective of the Activities is to organise and implement:

- 1) an international Summer School named “TRACES IN THE LANDSCAPE” for students of the University of Warmia and Mazury (UWM) and partner universities participating in the ChallengeEU European University initiative.
- 2) Blended Intensive Programme (BIP) Regional promotion and development for students of the University of Warmia and Mazury in Olsztyn and partner universities participating in the ChallengeEU European University initiative.

Section 4. Terms and conditions of the participation and the selection process

1. Participation in the Project is open to any person who meets the Project’s eligibility criteria, is a student of the University referred to in Section 2(5), and
 - 1) has read and understood as well as accepted these Regulations;
 - 2) has successfully completed the selection process, and has been notified of their eligibility to join the Project;
 - 3) has provided their personal data required to receive support;
 - 4) has confirmed their membership in the target group (by submitting all the necessary documents and declarations) via the NAWA IT system.
2. The Selection Procedure is conducted in accordance with horizontal principles relating to: ensuring accessibility for people with special needs; ensuring equal opportunities and non-discrimination, including equal opportunities for women and men; and implementing the sustainability principles.
3. The announcement about the call for applications sets out the guidelines for the selection of Project Participants, considering the specific nature of the tasks planned under the Project, including:
 - 1) the scope and nature of the support offered under the Project;
 - 2) characteristics of the target group: Project Participants’ features;



- 3) the eligibility criteria for Project Participants.
4. Announcements about the call for applications are published on the website <https://bwm.uwm.edu.pl/wsparcie-universytetow-europejskich>, <https://challengeeu.uwm.edu.pl/>
 5. A Candidate must submit the application form electronically to the Project Office.
 6. The eligibility criteria for Project Participants will be set out in an announcement about the call for applications, provided on the Project website: <https://bwm.uwm.edu.pl/wsparcie-universytetow-europejskich>, <https://challengeeu.uwm.edu.pl/>
 7. Applications submitted by Candidates will be reviewed and assessed by the Selection Committee.
 8. After the assessment, a report on the selection of Project Participants will be drawn up, along with a list of reserve candidates.
 9. For the selection of Project Participants from foreign higher education and research institutions, it is permissible for staff from foreign partner universities to carry out the Selection Procedure, subject to compliance with the rules set out in Annex 1-B to the NAWA Handbook, entitled "Rules for the selection, reporting and personal data collection for participants of projects funded by FERS". The final decision regarding the acceptance or rejection of a Candidate for participation in the Project is made by the host party.
 10. The results of the selection procedure will be sent by e-mail by the Beneficiary.
 11. Eligible Project Participant is required to register in the NAWA system (create an account), and complete the electronic Project Participant form (application) in the NAWA IT system, using the link provided by the Beneficiary. The form (application) submitted by the Project Participant must confirm that the eligibility criteria for the "Support for European Universities" Programme have been met, and include:
 - 1) Declaration of intent to participate in the Project;
 - 2) Project Participant's personal data form;
 - 3) Privacy notices concerning the processing of Project Participant's personal data, and consent to the use of their image
 12. After submitting the form (application) via the system, the Project Participant must forward the PDF version of the form (application) generated by the system to the Project Office at the contact addresses provided, thus confirming that they have successfully registered in the Agency's system and intend to join the Project.



13. If there is a need to update or amend the data in the submitted application, the Project Participant may submit its corrected version using the same link that has been provided for registration. The corrected PDF version of the application should be resent to the Project Office.
14. Project Participants are bound by the provisions set out in these Regulations.

Section 5 Rules for the provision of financial support

1. In accordance with Annex 1, Mobility Participant receives financial support calculated on the basis of flat-rate amounts divided into three categories:
 - 1) travel costs – Table 1;
 - 2) subsistence and accommodation costs in the target country (including travel days) – Table 2;
 - 3) grant – Table 3.
2. Project Participants taking part in short-term academic exchanges for the purpose of acquiring competencies are eligible to receive grants paid out in accordance with the rates as specified in Annex 1, Table 3.
3. The financial support is expressed and paid out in Polish zloty.
4. The grant will be paid in full directly to the Project Participant, subject to any deductions required by generally applicable law, including payments to the tax office or the Social Insurance Institution (ZUS), where applicable.
5. Before a Project Participant receives financial support, they are required to provide their personal data (by completing the application in the NAWA IT system), and to submit declarations confirming that they meet the eligibility criteria for the project “Support for European Universities” (foreign Participants must submit the Certificate confirming the status of a student).
6. The financial support may be paid out once the Agreement between the Project Participant and the Beneficiary has been signed, specifying the amount of the support awarded and the planned Activity which the Project Participant undertakes to implement in accordance with the rules of the “Support for European Universities” Programme and Section 6. Rights and obligations of the Project Participant.

Section 6. Rights and obligations of the Project Participant

1. The Project Participant has the right to:



- 1) receive financial support to enable them to implement mobility to the Beneficiary's university;
 - 2) receive a certificate confirming completion of individual forms of support and the acquisition of competencies;
 - 3) have the activities planned under the Project adapted to their individual needs (in the case of Project Participants with disabilities and special needs), including: participation in an individualised (inclusive) selection procedure, and a process for verifying learning outcomes using a form tailored to their individual needs, such as an interview, self-assessment, classroom observation, adjustment of the time and date of the assessment of learning outcomes at a later stage, conducting the assessment in different languages, etc.
2. The Project Participant is required to:
- 1) register in the NAWA IT system, and complete the electronic Participant form (application) using the link provided by the Project Office;
 - 2) take part in the support arranged for them;
 - 3) immediately notify the Project Office of any changes to the personal data contained in the participation documents, correct such data in the above-mentioned system, and send an updated application to the Project Team each time, no later than 7 days from the date on which the changes occurred;
 - 4) take part in the entire evaluation process;
 - 5) hold an insurance policy covering the costs of medical treatment, medical interventions, transport to hospital, repatriation costs, as well as personal accident insurance and third-party liability insurance policies during their travel and stay in Poland and abroad;
 - 6) take responsibility for their own health and safety, including, e.g., any long-term or periodic medical treatment, allergies, etc.;
 - 7) conduct themselves in a manner that does not endanger their own health and safety, or those of other Project Participants;
 - 8) assume financial and property liability for any and all damage caused during participation in the Project;
 - 9) read the information published on the website, and the information sent to the e-mail address provided during registration;
 - 10) comply with these Regulations as well as the principles of social coexistence;
 - 11) promote the "Support for European Universities" Programme and the benefits gained from participating in the Project;



- 12) return the financial support received in the event that they withdraw from the Project, without justification, before its completion.

Section 7. Verification of learning outcomes

1. Upon completion of the mobility period, the Evaluation Committee assesses the Participant's learning outcomes based on *ex ante* and *ex post* tests.
2. The minimum requirement for a successful verification is to achieve 50% of the points.
3. After successful verification, the Project Participant receives a certificate confirming the competencies they have acquired.

Section 8. Final provisions

1. The Controller of Candidates' personal data, exclusively for the purposes of the selection procedure for the Project, is the University of Warmia and Mazury in Olsztyn, with its registered office at ul. Michała Oczapowskiego 2, 10-719 Olsztyn.
2. The Project Participant will be required to provide their personal data using the personal data form, and, after having read and understood the privacy notices concerning the processing of personal data for the purposes of the Project.
3. These Regulations come into force on the date of their publication, and remain in force until the completion of the Project. UWM reserves the right to amend these Regulations depending on the circumstances of Project implementation.
4. By joining the Project, the Project Participant declares that they have read and understood these Regulations, and undertake to comply with them.
5. The Annexes to these Regulations form their integral part:
 - 1) Annex 1: Application form
 - 2) Annex 2: Declaration of intent to participate in the Project
 - 3) Annex 3: Project Participant's personal data form
 - 4) Annex 4: Project Participant's declaration of having read and understood the rules for personal data processing
 - 5) Annex 5: Project Participant's consent to the processing of personal data and the use of their image
 - 6) Annex 6:



- a) Table 1: Summary of flat-rate amounts for Project Participant's travel costs
 - b) Table 2: Summary of daily flat-rate amounts for Project Participant's subsistence and accommodation costs
 - c) Table 3: Summary of daily grant rates for Project Participant
- 7) Annex 7: Template agreement with Project Participant benefiting from a mobility programme
 - 8) Annex 8: Template agreement with Project Participant not benefiting a mobility programme
 - 9) Annex 9: Certificate confirming student status