

Rules of Recruitment and Participation

TOWNSHIP - towards aesthetically sustainable and shared cities: intensive international education programmes

General provisions and definitions

1. This document sets out the framework and conditions and criteria for the recruitment of participants to the project "TOWNSHIP - towards aesthetically sustainable and shared cities: intensive international education programmes".
2. The project entitled "TOWNSHIP - towards aesthetically sustainable and shared cities: intensive international education programmes" is implemented by the University of Gdańsk (hereinafter referred to as the University of Gdańsk, UG or Project Executor) under the NAWA SPINAKER - Intensive international education programmes programme, grant agreement number BPI/SPI/2021/1/00016/U/00001 dated 22.06.2022.
3. The project runs from 01.07.2022 to 31.08.2023.
4. The aim of the project is to increase the internationalisation of the educational offer of the University of Gdańsk by:
 - ✓ increasing interest in the offer of education at UG by foreign students and doctoral students;
 - ✓ Creating the offer of education in English providing knowledge and tools towards shaping sustainable cities and communities using online and blended learning tools;
 - ✓ creating demand for studies in English at the UG Faculty of Social Sciences in the field of Urban Studies.
5. As part of the project, a summer and winter school, Massive Open On-line Course will be created and implemented. Course dates:
MOOC - 06-17.02.2023
Winter school - 27.02.-10.03.2023
Summer school - 03-17.07.2023
Support will be provided to a total of 45 foreign students and/or doctoral students newly recruited (not yet studying at UG) in an equal opportunity recruitment process, including 12 persons each for the winter and summer schools and 21 persons for the on-line courses.
Polish students/doctoral students (min. 25 participants) will also be able to participate in the on line classes offered by the project. The project does not provide funding for the participation of the above-mentioned persons.

Conditions of participation

1. The project is open to those who declare their willingness to participate and meet the following criteria: foreign nationals, who are first or second degree students at a foreign university,
or
foreign nationals, who are doctoral students at a foreign university within the meaning of the Law on Higher Education and Science;
have never studied before at the University of Gdańsk;
speaks English at a minimum B1 level according to the Common European Framework for Reference.
2. An obligatory condition for admission to the project will be the delivery of the complete required application documentation (described in section 6 of these Terms and Conditions), by:
MOOC - 06.02.2023
Winter School - 27.02.2023
Summer School - 3.07.2023
3. In case of a larger number of applicants, additional preference will be given to first degree (BA) students. Apart from that, admission will be determined on a first-come, first-served basis.
4. Minutes of the Recruitment Committee meeting will be drawn up.
5. Recruitment will last from 23.01.2023 to 30.06.2023.
6. Recruitment stages:
filing by candidates to the project on line application questionnaire containing consent for data processing;

passing to the Project Office the originals of signed application documents i.e. Declaration of participation in the project, Participant's personal data form, GDPR PO WER statement, GDPR NAWA statement, Additional consent of the participant for personal data processing. The aforementioned documents will be made available in Polish and English;

qualification of participant to participate in the project on the basis of the submitted documents, taking into account the conditions described in these Regulations;

signing the scholarship agreement (applies only to summer and winter school participants, scholarship related to participation in the full-time part of the classes).

7. All necessary information and forms can be found at: <https://czrug.ug.edu.pl/en/township/>

8. Submitted documents are not returnable.

Conditions for resignation from the project

1. In case of resignation from the participation in the project by a participant who is simultaneously receiving a scholarship, scholarship is repayable under the terms of the agreement.

2. In case of resignation from the participation in the project, the Participant is obliged to submit a written resignation to the Project Office, stating reasons for his/her resignation and documenting them.

3. In case of resignation of a Participant, the Candidate from the reserve list may be qualified for the project or additional recruitment will be carried out.

Organisation

1. The winter school and the summer school are planned in a hybrid form:

✓ first week (5 days x 6 hours, Monday to Friday) - on-site classes at the University of Gdańsk, Faculty of Social Sciences, 4 Bażyńskiego Street, 80-309 Gdańsk;

✓ second week (5 days x 6 hours, Monday to Friday) - on-line classes via Google Meet.

2. Massive Open On-line Course (MOOC): TOOLS TOWARDS SUSTAINABLE URBANITY will be made available to recruited participants through the UG Learning Portal, using the Moodle Learning Platform. Participants will have 14 days to complete the course. The course will consist of shared materials including videos and quizzes to verify knowledge of the course modules.

3. Participation in the project's Summer School, Winter School and Massive Open On-line Course is free of charge.

4. A given participant can only take part in one of the schools - winter or summer school or the MOOC course.

5. The participants of the residential courses will be guaranteed financial support for their stay in the form of a scholarship in the amount of 3500,00 PLN. The scholarship will be paid under the condition and on the basis of a scholarship agreement, concluded according to the model agreement constituting Appendix no. 1 to these Rules, upon arrival in Gdańsk at the cash desk of the University of Gdańsk.

6. All information concerning the organisation and implementation of the project will be announced by the Organiser on the website at: <https://czrug.ug.edu.pl/en/township/>. The participants will also be informed about any changes by e-mail or telephone.

7. Upon completion of the classes, participants will receive certificates documenting the number of ECTS credits obtained.

The obligation of the project participant is:

✓ Fulfilling the requirements and accepting all provisions of the Rules of Recruitment and Participation in the Project.

✓ Participating in the tasks conducted as part of the Project in the agreed time and forms.

- ✓ Fulfilling all documentation related to the realization of the Project, in particular: signing attendance lists, confirmations of receipt of services provided and other documents indicated by the Organizer and related to the realization of the Project.

Final provisions

1. In matters not covered by these Regulations the provisions of the Civil Code, the Law on Higher Education and Science, and executive acts to this law, including the Rules of Studies of the University of Gdańsk, the Order of the Rector of the University of Gdańsk No. 139/R/22 of 02.11.2022 on the Rules of other forms of education conducted at the University of Gdańsk, as well as other relevant acts issued by the University of Gdańsk shall apply.
2. The Rules of Recruitment and Participation shall enter into force on 01.02.2023.
3. Rules will be available for review in the Project Office and on the website of the Project Promoter at: <https://czrug.ug.edu.pl/en/township/>.
4. The rules and regulations are valid throughout the project implementation period.
5. The Project Promoter reserves the right to make changes in these regulations. All changes shall be binding from the date of their introduction and announcement of the unified text of this Rules. The Rules are subject to publication on the website at: <https://czrug.ug.edu.pl/en/township/>