



75.0200.159.2021

Order No. 21
of the Rector of Jagiellonian University
dated 8 February 2022
regarding: Scholarship Fund for the best first-cycle students of the International Relations and Area Studies programme

Pursuant to Article 23(1) in conjunction with Article 420(1) of the Higher Education and Science Law Act of 20 July 2018 (Journal of Laws of 2021, item 478, as amended), acting in consultation with the Jagiellonian University Student Government, I order as follows:

§ 1

1. A Scholarship Fund for the best first-cycle students of the International Relations and Area Studies program is established as Jagiellonian University's own scholarship fund.
2. The Regulations of the Scholarship Fund for the best first-cycle students of the International Relations and Area Studies programme will read as set out in the Annex to the Order

§ 2

The Order will take effect upon signing.

Rector

Prof. dr hab. Jacek Popiel

Regulations of the Scholarship Fund for the best first-cycle students of the International Relations and Area Studies programme

§ 1

The Scholarship Fund for the best first-cycle students of the International Relations and Area Studies programme, hereinafter referred to as “the Fund”, is established to finance scholarships for outstanding academic performance of second and third year first-cycle students of the International Relations and Area Studies programme at the Faculty of International and Political Studies of the Jagiellonian University.

§ 2

Funds used for scholarships are recorded in a separate bookkeeping account “own scholarship funds”, and are derived from write-offs to educational and scientific activities.

§ 3

A scholarship from the Fund may be applied for by second- and third-year first-cycle students of the International Relations and Area Studies programme at the Faculty of International and Political Studies of the Jagiellonian University, who, in the academic year preceding the academic year for which the scholarship is to be granted:

- 1) fulfilled all the conditions stipulated in the study regulations and the curriculum required to complete a year in a given programme and were registered for the next academic year;
- 2) obtained a weighted average grade of at least 4.0 calculated according to the Regulations of first-cycle studies, second-cycle studies or long-term studies.

§ 4

1. The amounts of the scholarships is set annually by the Jagiellonian University Vice-Rector for Education, upon the motion of the Dean of the Faculty of International and Political Studies of the Jagiellonian University, with the reservation that the maximum amount of the scholarship cannot be higher than:

- 1) PLN 6,500 - for the first and second places;
- 2) PLN 5,500 - for the third and fourth places;
- 3) PLN 4,500 - for the fifth and sixth places

on the ranking list, referred to in § 6(3).

2. In order to be able to receive the scholarship, the recipient is obliged to indicate a bank account in Polish zloty kept in a bank operating within the territory of the Republic of Poland.

3. The scholarship will be paid out in a lump sum, in Polish zloty, by 15 February with the reservation that, in the academic year 2021/2022, it will be paid by 15 March 2022.

4. To be eligible for the scholarship, the applicant must be a student of the International Relations and Area Studies programme.

§ 5

1. Scholarships are awarded through a competition.

2. The competition will be announced on the website of the International Relations and Area Studies programme (www.iras.uj.edu.pl) by 1 October with the reservation that the announcement of the competition for the 2021/2022 academic year will be published by 11 February 2022.

3. Application for participation in the competition must be made by submitting, to the administrative office of the International Relations and Area Studies programme, in person or by sending a scan to the following email address: iras@uj.edu.pl, by 15 October, the Application Form for participation in the competition for a scholarship for the best first-cycle students of the International Relations and Area Studies programme, the template of which is attached to the Regulations, with the reservation that in the academic year 2021/2022, the application must be submitted by 18 February 2022.

4. Applications for participation in the competition that does not meet the formal requirements referred to in § 3, as well as incomplete applications, including ones that do not include declaration on acceptance of the Fund Regulations, or ones submitted after the deadline, will not be considered.

§ 6

1. The competition, referred to in § 5(1), is conducted by the Competition Committee, hereinafter referred to as the "Committee".

2. The Committee consists of:

1) Dean of the Faculty of International and Political Studies at the Jagiellonian University;

2) Vice-Dean for Education of the International and Political Studies of the Jagiellonian University;

3) Head of the International Relations and Area Studies programme;

4) Representative of the Faculty Student Government Council of the Department of International and Political Studies of the Jagiellonian University.

3. The committee will recommend candidates for the scholarship on the basis of ranking lists drawn up separately for the second and third years of study, in accordance with the criteria laid down in § 3.

4. Candidates for the scholarship will be approved by the Jagiellonian University Vice-Rector for Education.
5. Participants will be notified of the competition results by October 30 via email to the email address provided in the competition Application Form, with the stipulation that for the 2021/2022 academic year, notification of the competition results will be sent by 25 February 2022.
6. The candidate will have the right to submit a request for reconsideration of the results of the competition to the Vice-Rector for Education. The request must be submitted in writing through the administrative office of the International Relations and Area Studies programme within 7 days of the date of receipt of the notification of the results of the competition. The provisions of the Code of Administrative Procedure will not apply.
7. The decision of the Jagiellonian University Vice-Rector for Education, referred to in section 6, is final and unappealable.
8. The Committee is entitled not to recommend any candidate for the scholarship in a given edition of the competition to the Jagiellonian University Vice-Rector for Education.
9. The Jagiellonian University Vice-Rector for Education is entitled not to approve any candidate for the scholarship from the list provided by the Committee in a given edition of the competition.
10. In a given edition of the competition, scholarships may be granted to no more than six students in a given year of study.

§ 7

1. The ranking list, referred to in § 6(3), will be established on the basis of the weighted average grade for the academic year preceding the academic year for which the scholarship is awarded, calculated pursuant to the applicable regulations for first-cycle, second-cycle and long-cycle programmes, subject to sections 2-4.
2. The average grade includes all the courses required to be completed in the International Relations and Area Studies curriculum.
3. Grades from extra-curricular courses or courses passed in previous academic years, as well as grades earned in other programmes (specialties), are not included.
4. An extra-curricular subject is a subject that is not included in the curriculum or teaching programmes in the International Relations and Area Studies programme.
5. In the case of obtaining the same weighted average grade, the position of the participant in the ranking list will be determined in the following order, based on the additional criteria taken into account when calculating the weighted average grade:
 - 1) activity in a student research club (confirmed by the club supervisor) - regardless of the number of clubs the participant will receive 0.75 points;

- 2) the weighted average grade on the semester credit assignments;
- 3) publications or conference presentations - 0.25 points for each publication/speech.

§ 8

If the scholarship holder is definitively removed from the list of students of the International Relations and Area Studies programme after the scholarship has been paid, the scholarship holder will be obliged to return the received scholarship in the amount of 1/12 for each full month of the academic year for which the scholarship was granted and during which the holder no longer had the status of an International Relations and Area Studies student.

§ 9

Awarding of the scholarship, referred to in the Regulations, does not exclude the scholarship holder from receiving other scholarships available to Jagiellonian University students.

§ 10

In order to fulfill the personal data protection obligations associated with the competition for a scholarship from the Scholarship Fund for the best students of first-cycle studies in the International Relations and Area Studies programme, in accordance with Article 13 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter “GDPR”), the Jagiellonian University informs that:

- 1) the controller of personal data of the participant in the competition is the Jagiellonian University, ul. Gołębia 24, 31-007 Kraków, represented by the Rector of the Jagiellonian University,
- 2) The Jagiellonian University has appointed a Data Protection Inspector, ul. Czapskich 4, 31-110 Kraków, room No. 27. The Inspector can be contacted by email at iod@uj.edu.pl or by phone at 12 663 12 25, Monday through Friday, from 8:00 a.m. to 3:00 p.m.;
- 3) the personal data of the competition participant stated in the Application Form for participation in the competition, is processed:
 - a) in the case of all competition participants - for the purpose of organizing and conducting the competition on the basis of Article 6(1)(f) GDPR - i.e. in the performance of the controller's legitimate interest consisting in selecting the winner in the organized competition,
 - b) in the case of a participant being the winner of the competition - in order to fulfil the legal obligations imposed on the Organizer as the party awarding the award including, first of all, tax obligations, i.e. on the basis of Article 6(1)(c) GDPR;
- 4) provision of personal data by the competition participant is voluntary, but necessary to participate in the competition. The consequence of failure to provide personal data will be inability to participate in the competition. In the case of the participants referred to in point 3(b),

provision of the data is a legal obligation, and failure to provide it will prevent the participant from being awarded;

5) the personal data of the participants referred to in point 3(a) will not be disclosed to entities outside the Organizer's staff;

6) the personal data of the participants referred to in point 3(b) may be published on the Organizer's website and in the Organizer's social media. The data may also be provided to authorized state authorities including, in particular, to the extent that these authorities are authorized to verify the fulfillment of legal obligations imposed on the Organizer as the awarding party;

7) the personal data of the competition participant will not be transferred to third countries (outside the European Economic Area) or to international organizations;

8) the personal data of the participants, referred to in point 3(a), will be processed until the competition is settled and information about the result is provided;

9) the personal data of the participants referred to in point 3(b) will be processed for the period provided for in the tax regulations, and then, for archival purposes, in accordance with the relevant legal regulations;

10) the participant has the right to: obtain information about the processing of personal data and the rights available under the GDPR, access and rectify the content of their data, as well as the right to delete personal data from the controller's files (unless further processing is necessary for the performance of a legal obligation or in order to establish, assert or defend claims) and the right to restrict processing, to data portability, to object to processing - in the cases and under the conditions specified in the GDPR;

11) the participant's personal data will not be subject to automated decision-making or profiling;

12) the participant has the right to submit a complaint to the President of the Personal Data Protection Office, in the case of considering that the processing of the personal data of the participant, violates the provisions of the GDPR.

§ 11

1. Upon the Fund has ceased to be financed, its operations will be terminated, subject to sections 2 and 3.

2. The funds not used for scholarship payments will be used for other purposes as determined by the Rector of the Jagiellonian University.

3. If Fund financing is resumed, its operations may resume.

Rector

Prof. dr hab. Jacek Popiel

Appendix to Regulations of the Scholarship Fund for the best first-cycle students of the International Relations and Area Studies programme

Application form for participation in the scholarship competition for the best first-cycle students of the International Relations and Area Studies programme

1. Imię i nazwisko / Full name:

2. Nr studenta / Student's number:

3. Rok studiów / Year of Study:

4. Adres w Polsce / Address in Poland:

5. Email:

6. Obywatelstwo / Citizenship:

7. Numer paszportu lub dowodu osobistego / Passport or national ID number:

8. Numer PESEL / PESEL number:

9. Numer rachunku bankowego prowadzonego w polskich złotych (PLN) w banku działającym na terenie Rzeczypospolitej Polskiej oraz nazwa tego banku / Number of bank account maintained in Polish zloty (PLN) in a bank operating in the Republic of Poland and name of the bank:

10. Średnia ważona za miniony rok akademicki / Weighted average grades for the previous academic year:

11. Dodatkowe osiągnięcia / Additional achievements:

Data i podpis / Date and signature

Akceptuję Regulamin Funduszu Stypendialnego dla najlepszych studentów studiów pierwszego stopnia kierunku International Relations and Area Studies. / I accept the Regulations of the Scholarship Fund for the best first-cycle students of the International Relations and Area Studies programme

Data i podpis / Date and signature