

REGULATIONS FOR THE AWARD OF FUNDING FROM THE FUNDS OF THE DOCTORAL STUDENT COUNCIL

§ 1

GENERAL RULES

1. The funds at the disposal of the Doctoral Student Council (hereinafter: the “Council”) are used to support the activities of doctoral students of the University of Wrocław.
2. The purpose of the funding is to support the active participation of doctoral students in scientific events.
3. The funding is granted on the basis of these Regulations.

§ 2

FUNDING FOR THE INDIVIDUAL PROJECTS

1. The applications for funding of the individual projects are accepted and considered in editions held at least twice during a calendar year, with at least one edition held in the summer and winter semesters.
2. The Council, depending on the available funds allocated for the activities of the Doctoral Student Self-Government, establishes and announces at least 7 days before the opening of the next edition:
 - a) the amount allocated for funding of individual projects;
 - b) the maximum amount of funding that a doctoral student may receive;
 - c) the start and end dates for the edition of individual funding.
3. The funding can be granted for the events taking place in the current calendar year.
4. Correct applications that meet the formal criteria of §3 of these Regulations will be accepted and considered in the order of receipt until the funds allocated for a given edition are exhausted.
5. The Council, depending on the available funds, reserves the right to:
 - a) increase the amount of funds allocated for funding during the edition;
 - b) establish an additional pool of funds allocated for funding during the funding competition.

§ 3

THE CRITERIA OF GRANTING FUNDING FROM THE FUNDS OF THE DOCTORAL STUDENT COUNCIL FOR INDIVIDUAL APPLICATIONS

1. The application should:
 - a) specify additional sources of funding together with the amounts (funding of: Institute/Department/Unit/Faculty, other sources);
 - b) indicate the substantive benefits of the participation in a given scientific conference;

- c) contain attached relevant documents to make the project credible (conference plan with an indicated speech of the doctoral student, website, email from the organizer).
2. Only an active participation in the conference organized by the scientific unit and confirmed by the organizer will be considered.
 3. The application has to be submitted via email to the following address: rd.wnioski@uwr.edu.pl.
 4. The application has to be submitted by sending an email from the address in the uwr.edu.pl domain. Applications sent from other email addresses are not taken into consideration.
 5. The application has to be submitted at least 21 days before the planned conference. The application submitted after the deadline is considered by the Council only in exceptional cases when the circumstances beyond the control of the applicant have prevented its prior submission. Such an application has to be supported by an additional letter addressed to the Vice-Rector for Student Affairs, containing explanation for the delay. However, this application must be submitted no later than 14 days before the planned scientific event.
 6. When assessing compliance with the deadline, the date of receipt of the correct application will be taken into account (time of reception of the email by the Council).
 7. If the received application has formal errors, the Council is obliged to inform the applicant of the errors or omissions in the application within 3 working days.
 8. In case the application needs to be corrected or completed, it is necessary to correct or complete the application within 2 working days as recommended by the Council. Each application can only be completed once. The date of receipt of the application shall be deemed to be the date of submission of the revised application. Failure to comply with the Council's comments on an incorrectly completed application will result in the rejection of the application on formal grounds.
 9. The Council shall consider the complete and correct application within 3 days.
 10. Once the Council has given a positive opinion, the application must be submitted electronically to the Student and Doctoral Activity Centre at the following address: patrycja.cicha@uwr.edu.pl within 4 working days. These 4 working days are calculated from the date of receipt of the email informing of the Council's positive opinion.
 11. Submission of an application is tantamount to consent to the publication of the results of the funding award on the website of the Doctoral Student Self-Government together with the data of the doctoral student submitting the application (in particular: name, surname, affiliation, name of the project and the amount awarded).
 12. A doctoral student may receive only one funding for the same event.
 13. A doctoral student may use the funding up to three times in the current calendar year.
 14. The template of the application and required attachments are determined by the Doctoral Student Council. This information is available on the website of the Doctoral Student Self-Government of the University of Wrocław, in the tab "Sprawy socjalne, stypendia i dofinansowania" ("Social Affairs, Scholarships and Funding"), "Dofinansowania ze środków RD UWr" ("Funding from the funds of the UWr Doctoral Student Council").

FINAL PROVISIONS

1. The Doctoral Student Council reserves the right to change these Regulations at any time, if there is such a need. The Doctoral Student Council informs about changes in the regulations no later than 7 days before their entry into force via the website of the Doctoral Student Self-Government.
2. The amount of funding depends on the funds allocated to the activities of the Doctoral Student Self-Government by the University of Wrocław.
3. The Regulations will be published on the website of the Doctoral Student Self-Government (tab “Dofinansowania ze środków RD UWr” and “Aktualności” [“Funding from the funds of the UWr Doctoral Student Council” and “News”]) and in the official social media of the Doctoral Student Self-Government
4. The Regulations come into force after adoption by the Doctoral Student Council, upon approval by the Rector of the University of Wrocław.
5. The substantive-financial settlement with all attachments should be submitted at the UWr Student and Doctoral Activity Centre within 10 days from the date of completion of the project. In case of failure to settle the project in time or secure a consent for an extension of the deadline for the settlement, the Vice-Rector for Student Affairs can revoke the decision of funding and refuse to grant funding for future projects.
6. The Regulations are valid indefinitely, until their modification or repeal by the Doctoral Student Council.
7. On issues not regulated by these Regulations the UWr Regulations for registration, functioning, financing, disbanding of university student and doctoral organizations and societies apply.
8. The beginning and end of domestic and foreign trips is situated Wrocław. In justified cases the Council may agree to a different location.

Chairman of UWr Doctoral Student Council
Krzysztof Garczarek, M.Sc.