

Regulations of Poznan University of Technology Own Scholarship Fund

The legal basis of the Regulations is Article 420 section 1 of the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2021, item 478, as amended) and Resolution No. 49/2020-2024 of the Academic Senate of Poznan University of Technology of 7 July 2021.

§ 1

Poznan University of Technology Own Scholarship Fund (WFS PP) is meant for:

- 1) scholarships for international students and PhD students for academic performance;
- 2) research scholarships for PhD students at the Doctoral School.

Scholarships for international students and PhD students for academic performance

§ 2

1. The amount of funds allocated to scholarships and the amount of benefits per semester are specified by the Rector.
2. Students and PhD students who pursue studies on a fee-paying basis are entitled to apply for scholarships at the following stages of study:
 - 1) first-cycle - after the first year of study;
 - 2) second-cycle - from the first semester, as long as the student is a graduate of the first-cycle studies at Poznan University of Technology; in other cases - after the first semester;
 - 3) third-cycle - from the first semester, as long as the PhD student is a graduate of the second-cycle studies at Poznan University of Technology; in other cases - after the first year of doctoral studies.
3. Only persons who meet the following conditions can apply for scholarships:
 - 1) they hold the valid status of student or PhD student;
 - 2) they are not on a long-term leave or student exchange abroad;
 - 3) they do not have financial obligations towards Poznan University of Technology;
 - 4) they pursue studies at Poznan University of Technology on a fee-paying basis;
 - 5) during the same period, they are not receiving the Rector's scholarship, the NAWA scholarship, scholarship benefits financed by Poznan City Hall and other local government units.

§ 3

1. Scholarships are awarded at the request of a student / PhD student (drawn up according to the template specified in Annex No. 1). The application must be submitted by 31 October or by 31 March.
2. WFS PP funds are awarded by the Rector on the basis of a ranking list prepared by the Aid Commission for International Students and PhD Students, hereinafter referred to as the Commission.
3. Scholarships are awarded per semester and paid monthly (in the winter semester from October to February; in the summer semester from March to June). In exceptional situations, the Rector may also award a scholarship for a shorter period.
4. The decision to award a scholarship expires on the last day of the month in which a person was removed from the list of students/PhD students or completed his/her studies.

§ 4

1. The Commission is appointed by the Rector. The Commission is composed of:
 - 1) Head of the International Relations Office - chair of the Commission;
 - 2) two employees of the International Relations Office involved in recruiting international students;

- 3) a representative of the Students' Union;
 - 4) a representative of the PhD Students' Union of Poznan University of Technology.
2. The Commission only considers applications submitted in the manner specified in § 3 section 1.
 3. Members of the Commission are obliged to keep confidential all information obtained during its operation.
 4. The Commission's decisions are taken by majority vote with at least half of the number of members present.

§ 5

1. The Commission draws up a ranking list of candidates for awarding scholarships, divided into first-cycle, second-cycle and PhD students according to the grade point average:
 - 1) from the last year (first-cycle and doctoral studies);
 - 2) from the last semester (second-cycle studies).
2. The final decision on awarding a scholarship is taken by the Rector who may also take into account circumstances other than those specified in section 1.

§ 6

1. Lists of scholarship payments are prepared by the International Relations Office.
2. A scholarship is paid to a bank account denominated in PLN.

Research scholarships for PhD students at the Doctoral School.

§ 7

A research scholarship may be awarded to a PhD student studying at the Doctoral School who appropriately fulfills the provisions of the Regulations of PUT Doctoral School, carries out an individual research plan and individual education programme in a timely manner, and is distinguished by activity and creative research or artistic achievements directly related to the preparation of a doctoral dissertation.

§ 8

1. Scholarships are awarded independently of other benefits to PhD students who, while studying at the Doctoral School, may be a model for other PhD students. The purpose of scholarships is to inspire, stimulate and reward particularly important scientific achievements of PhD students, i.e. scientific publications, monographs, chapters in monographs, patents, utility models.
2. The basis for awarding a scholarship is the scientific achievements obtained in the last two semesters preceding the scholarship application. However, the absolute condition for awarding a scholarship is that a PhD student has at least one of the following above-standard scientific achievements:
 - 1) an article published in a scientific journal or in peer-reviewed materials from international conferences, which are assigned 200 or 140 points in the list of the Minister of Education and Science;
 - 2) a scientific monograph or a chapter in a monograph which is assigned 200 points in the list of the Minister of Education and Science;
 - 3) a patent for an invention or granted protection rights for a utility model, assigned 100, 75, 50 or 30 points respectively (Annex No. 2).

§ 9

A scholarship is paid on a one-off basis per academic year. The amount of a scholarship is specified by the Rector.

§ 10

In a given academic year, scholarships are awarded to a maximum of 10% of the best PhD students (meeting the requirements referred to in § 8 section 2), and the number of scholarships is calculated bearing in mind the total number of PhD students at the Doctoral School on 30 September.

§ 11

1. Applications for scholarships are assessed by the Commission for scholarships for PhD students at the Doctoral School, hereinafter referred to as the Commission, appointed by the Rector.
2. The Commission is composed of:
 - 1) Director of the Doctoral School - chair of the Commission;
 - 2) Deputy Director of the Doctoral School;
 - 3) Administrative Head of the Doctoral School;
 - 4) two PhD students delegated by the PhD Students' Council.
3. Members of the Commission are obliged to keep confidential all information obtained during its operation.

§ 12

Scholarships are awarded at the request of a PhD student which is prepared in accordance with the template specified in Annex No. 3. Applications are submitted by 10 October.

§ 13

1. The Commission only considers applications submitted in accordance with the procedure specified in § 12 and which meet the condition referred to in § 8. Within six weeks after the expiry of the deadline for submitting applications, referred to in § 12, the Commission evaluates the submitted applications in accordance with the weights and points specified in Annex No. 2 and prepares a ranking list. If the applications receive the same number of points, the decision on the position in the ranking list is taken by an absolute majority of votes of the appointed Commission.
2. The Commission's decisions, subject to section 1, are taken by majority vote with at least half of the number of members present.
3. The final decision on awarding a scholarship is taken by the Rector.

§ 14

The list of PhD students signed by the members of the Commission is forwarded to the Rector. The Rector takes the final decision on the award of scholarships.

§ 15

Lists of scholarship payments are prepared by the Doctoral School administration.

§ 16

A scholarship is paid to a bank account denominated in PLN.