

Appendix 1 to Internal Policy R021.1.113.2022 of the Rector of the Jan Długosz University in Częstochowa of 25 October 2022 on introducing changes to the *Rules for granting scholarships to foreign doctoral students participating in the STER Programme during their education at the Doctoral School of Jan Długosz University in Częstochowa – in the scientific disciplines of literature and linguistics studies*

in the version adopted by Internal Policy R.021.1.11.2020 of the Rector of the Jan Długosz University of Humanities and Sciences in Częstochowa of 4 February 2020 and with amendments introduced by Internal Order R.021.1.15.2020 of the Rector of the Jan Długosz University of Humanities and Sciences in Częstochowa of 28 February 2020.

Rules for granting scholarships to foreign doctoral students participating in the STER Programme during their education at the Doctoral School of Jan Długosz University in Częstochowa – in the scientific disciplines of literature and linguistics studies

§ 1

1. Scholarships from the STER Programme, which is reimbursed by the Polish National Agency for Academic Exchange (NAWA) and the European Social Fund, herein referred to as STER Scholarships, may be applied for exclusively by foreign doctoral students at the Jan Długosz University in Częstochowa (herein UJD) Doctoral School participating in the STER Programme in the scientific disciplines of literature and linguistics.
2. Scholarships for foreign doctoral students commencing their education at the Doctoral School in the 2019/2020 academic year and participating in the STER Programme are available from the second semester of the 2019/2020 academic year, i.e. as of March 2020.
3. Scholarships for STER participants are granted for the entire period of doctoral education – except for the first semester – from the second to eighth semester, until 30 June 2023 at the latest, in accordance with the STER Programme Regulations of 15 October 2018, available on the website of the National Agency for Academic Exchange (NAWA), Section 2.2, Item 2.2.9.
4. Scholarships for STER participants will be granted for one semester in each six-month cycle, commencing with the winter semester from October to March of the following year and the

summer semester from April to September, excluding the second semester of the 2019/2020 academic year, starting in March 2020.

5. Doctoral students who submitted their doctoral dissertation earlier than the date of completion of education included in the project implementation agreement between the beneficiary i.e. UJD, and NAWA, by 30 June 2023, may not apply for STER Scholarships.
6. Doctoral Students who, in the course of receiving STER Scholarships, submitted a dissertation earlier than the completion date of education included in the project implementation agreement between the beneficiary i.e. UJD and NAWA, by June 30, 2023, does not lose the right to receive the STER Scholarships in a given semester.
7. The amount of the monthly doctoral scholarship is regulated by the STER Programme Rules of 15 October 2018, Section 2.2, Item 8, available on the of the National Agency for Academic Exchange (NAWA) website), and is 5,000 PLN (gross).
8. The scholarships paid under the STER Programme fully replace scholarships for PhD students referred to in Article 209 of the Act of 20 July 2018 - Law on Higher Education and Science (i.e. Journal of Laws of 2018, Item 1668 as amended).
9. STER Scholarships are allocated through competitions.

§ 2

1. Participants in the STER Programme in the disciplines of literature and linguistics studies, hereinafter referred to as Doctoral Students, may apply from the second semester onwards for a STER Doctoral Scholarship financed by the Polish National Agency for Academic Exchange (NAWA) and the European Social Fund.
2. STER Scholarships are awarded for the duration of participation in the STER Programme from the second to eighth semester to 50% of doctoral students in the field of literary studies and to 50% of doctoral students in the field of linguistics who have achieved the best results and scientific achievements.
3. Detailed criteria for awarding STER Scholarships, previously approved by the Doctoral School Board, are attached as Appendix 2 to *The Rules for granting scholarships to foreign doctoral students participating in the STER Programme during their education at the Doctoral School of Jan Długosz University in Częstochowa - in the scientific disciplines of literature and linguistics*

studies, hereinafter referred to as Rules. The above referred to detailed criteria are an integral part of the Regulations, and any modification requires changes to said Regulations.

4. Scholarships in the 2022/2023 academic year will be paid no later than 30 June 2023. The scholarships for June 2023 will be paid in June 2023.
5. Scholarships shall also be paid during the period of scientific internship.
6. For the period of the scholarship payment, a scholarship agreement will be signed between the University and the grantee/scholarship holder, containing information about the scholarship amount, the period and conditions of its payment.

§ 3

1. STER Scholarships shall be awarded by the Rector after the Rector has given an opinion on the applications, constituting Appendix 1 to Rules, regarding procedure for awarding STER Scholarships by the STER Scholarship Committee herein referred to as Committee, established for the respective disciplines of literature and linguistics studies.

2. Committee shall be appointed by the Rector.

3. Committee for the discipline of literature studies consists of:

1) The Mentor of STER Programme;

2) two members of the UJD Doctoral School Board representing the scientific discipline of literature;

3) one representative of the foreign doctoral students participating in the STER Programme in the scientific discipline of literature – selected by the relevant doctoral student self-government body.

4. The Committee for the discipline of linguistics studies consists of:

1) The Mentor of STER Programme;

2) two members of the UJD Doctoral School Board representing the scientific discipline of linguistics;

3) one representative of the foreign doctoral students participating in the STER Programme in the scientific discipline of linguistics – selected by the relevant doctoral student self-government body.

5. The appropriate responsible Committee for the discipline shall give its opinion on applications by doctoral students for the award of a STER Doctoral Scholarships, following the principles of equal opportunities and non-discrimination, including accessibility for people with disabilities and the principle of equal opportunities for women and men within the meaning of *The guidelines on the implementation of the principle of equal opportunities and non-discrimination, including accessibility for people with disabilities and the principle of equal opportunities for women and men under the EU funds for 2014-2020*.

6. After the responsible Committee for a given discipline has given its opinion on applications for the award of the STER Doctoral Scholarships, it shall provide the Rector with a list –of earned points by Doctoral Students having applied for the scholarships, including data referred to in Section 5, Paragraph 4, Sub-paragraph 1, together with an indication of the top 50% (rounded up) of those with the highest number of points.

7. Doctoral students who have applied for STER Doctoral Scholarships shall receive the Rector's decision on the awards of said scholarships in writing.

8. Doctoral Students are entitled to submit an appeal to the Rector to reconsider a decision within 14 days of receipt of the decision referred to in Paragraph 7. Instead of an application for reconsideration of the decision, a Doctoral student may file a complaint against the decision referred to in Paragraph 7, with the Voivodship Administrative Court in Gliwice, Poland through the Rector within 30 days of the date of receipt of said decision.

9. The decision issued by the Rector as a result of examination of an appeal for reconsideration is final. Said decision may be appealed to the Voivodship Administrative Court in Gliwice, Poland through the Rector within 30 days from the date of receiving said decision.

§ 4

1. STER Doctoral Scholarships in the second semester of education in the 2019/2020 academic year, and subsequent semesters until the completion of education at the Doctoral School within the STER Programme may be awarded to a doctoral students, who:

- 1) implement the curriculum in a given semester on time;
- 2) demonstrate their commitment to teaching as part of their internship and to carrying out scientific research under the STER Programme in the fields of literature or linguistics;
- 3) in the semester preceding the semester for which the application for the STER Doctoral Scholarships (constituting Annex 2 to the Regulations), are submitted, have demonstrated significant progress in scientific research and the implementation of the research project under preparation.

2. Detailed criteria for awarding the STER Doctoral Scholarships constitute Appendix 2 to Rules.

3 In the event that two or more PhD students earn the same number of points, the number of points obtained by a PhD student for scientific publications, in accordance with ministerial guidelines, will determine the ranking, followed by points for participation in scientific conferences.

4. The achievements of the Doctoral Students listed in the scholarship application referred to in Section 5, Paragraph 1, must be documented in the form of an attached copy, certificate, printout, etc. Committee has the right to request additional information and/or documents (including originals) from the Doctoral Students confirming the achievement indicated in the application.

5. Committee shall take into account only those achievements indicated by the doctoral students in their applications.

§5

1. Doctoral Students shall submit an application for the award of the STER Doctoral Scholarships to the Director of the Doctoral School in accordance with the valid specimen attached as Appendix 2 to Rules by: 1) after odd semesters by **the last day of February**, and 2) after even semesters by **30 September** of a given academic year.

2. The Director of the Doctoral School shall make applications for said scholarships available to Doctoral Students by **15 March** and **15 October**, respectively, for the semester for which the STER Doctoral Scholarship is to be granted, with information on the points awarded by the competent committee for the discipline concerned for achievements shown in the application. Doctoral Students shall submit a declaration that they are familiar with the number of points awarded. Failure to submit said declaration within the specified time limit means that the Doctoral Students accepts the number of points awarded.

3. The final list of Doctoral Students referred to in Section 3, Paragraph 6, shall be forwarded by the responsible Committee for a given discipline to the Rector via the Doctoral School together with a protocol containing a reasoned proposal to grant or refuse STER Doctoral Scholarships by **20 March** and **20 October**, respectively, for the semester for which the STER Doctoral Scholarships are to be awarded.

4. The Request for a STER Doctoral Scholarship shall include:

- 1) Doctoral Student's data: first name, surname, year and semester of studies, PESEL number, or in the case of lacking such – the number of a document confirming identity, represented scientific discipline, name and surname of the promoter, index number, contact details, bank account number;
- 2) promoter's opinion;
- 3) information confirming the fulfillment of the criteria referred to in Section 4 Paragraph 1.
- 4) opinion of the STER Scholarship Committee.

§6

1. Doctoral Students lose the right to a STER Scholarship in the case where:

- 1) the student is removed from the list of students studying at the Doctoral School;
- 2) resignation from education at the Doctoral School and thus from participation in the STER Programme;
- 3) obtaining a scholarship on the basis of false data;
- 4) resignation from the STER Scholarship;
- 5) suspension of rights of a doctoral student due to a ruling of the Disciplinary Board.

2. A Doctoral Students who obtained STER Scholarships on the basis of information that is inconsistent with the actual state of affairs are obliged to return the received scholarship in full.

§7

1. In situations referred to in Section 6, the payment of the scholarship shall cease on the first day of the month following the month in which the decisions on the occurrence of these cases have become final.
2. Doctoral Students loses the right to a scholarship on the first day of the month following the month in which the decisions on the occurrence of the cases specified in Section 6 have become final.

§8

In matters not regulated by these Rules, the decision is taken by the Rector.

§9

1. The Rules apply to foreign doctoral students who began their education at the Doctoral School in the 2019/2020 academic year as participants in the STER Programme in the disciplines of literature and linguistics studies.
2. Rules are in effect in two languages: Polish and English. In the event of conflict or confusion regarding said Rules, the Polish version takes precedence.
3. Rules shall enter into force on the day of signature.