



LEGAL BULLETIN

OF NICOLAUS COPERNICUS UNIVERSITY IN TORUŃ

Year 2022; item 64

ORDER No. 37

by the Rector of Nicolaus Copernicus University in Toruń
of 7 March 2022

Regulations of Excellence Initiative competition– Toruń Students Summer Program in Exact Sciences – Toruń Students Summer Programs – TSSP of Nicolaus Copernicus University in Toruń

Pursuant to art. 52. 3 and art. 57.1 of the Resolution no. 37 of the Senate of the NCU of 16 April 2019 of Statutes of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin of 2019, item 120 as amended) in relation to Order No. 225 by the Rector of Nicolaus Copernicus University of 16 November 2021 on the Regulations for the organization and management of the "Excellence Initiative - Research University" programme at the Nicolaus Copernicus University in Toruń

it is provided as follows:

Chapter 1 **General provisions**

§ 1

1. “Excellence Initiative” competition - Toruń Students Summer Programs – TSSP of Nicolaus Copernicus University in Toruń”, hereinafter referred to as ‘the competition’, is organized under the „Excellence Initiative – Research University” (IDUB) program at Nicolaus Copernicus University, hereinafter referred to as “the University”.
2. The aim of the competition is to enable scientific cooperation of foreign students, excluding doctoral students and employees of the University. The cooperation is realized in the form of a maximum four-week scientific internship, done by students at the University during the summer months.
3. The competition includes one edition per year through 2025, until the funds allocated for this purpose in the IDUB program are exhausted
4. The regulations of the competition define the principles for selecting projects carried out under Toruń Students Summer Programs, hereinafter referred to as "projects", the principles for recruiting participants for projects among students from foreign universities, and the detailed

rules for implementing Toruń Students Summer Programs, hereinafter referred to as "Summer Programs".

Chapter 2

Rules of selecting projects implemented under Toruń Students Summer Programs

§ 2

1. The competition is aimed at persons employed at the University as academic teachers, having at least a doctoral degree and representing a scientific discipline covered by one of the five Summer Programs mentioned in § 5 item 1, who plan to undertake scientific cooperation with students of foreign universities, conducting joint research projects.
2. A project may be submitted by a person referred to in §2, section 1, hereinafter referred to as "the project author", employed at the University, or by two academic staff members, hereinafter referred to as "project authors", employed at the University. If the project is submitted by two teachers, one of them should be indicated as the lead author of the project.

§ 3

1. Project authors' duties include substantive supervision over students implementing the projects in the form of up to 4-week apprenticeships at the University.
2. A project author may include a University's student into the implementation of a project, except for doctoral students and students of doctoral schools, basing on previous experience in research cooperation with students, for instance participation in a science club, supervising a diploma thesis or others.

§ 4

1. The authors of the project are entitled to remuneration for the substantive supervision of the project in the amount and form specified by the Rector.
2. The amount of the remuneration shall not depend on the number of project authors.
3. In the case of two authors of a project, the Rector decides on the way of dividing the remuneration upon the application of the project's lead author.

§ 5

1. Projects are prepared under one of the five Toruń Students Summer Programs – TSSP:
 - 1) TSSP ExSci – Toruń Students Summer Program in Exact Sciences; 2) TABMED – Toruń and Bydgoszcz Medical Summer Program;
 - 3) TSSP NatSci – Toruń Students Summer Program in Natural Sciences;
 - 4) TELSP – Toruń Economic and Legal Summer Program;
 - 5) THUS – Toruń Humanities and Social Sciences Summer Program.
2. Project application is submitted in an electronic form within the deadline and at the address mentioned in the competition announcement to the coordinator of the selected program.
3. Project application includes:
 - 1) a brief description of the project in English, including: project title, research objectives, research tasks and deadline for implementation, as well as information on the scientific discipline within which the project will be carried out (maximum 250 words);

- 2) information about the project author's scientific accomplishments (lead author's in the case of two-author projects) – maximum 1000 words;
- 3) information about the project author's experience (lead author's in the case of two-author projects) in research cooperation with students (maximum 500 words).

§ 6

1. The project period should cover a maximum of four consecutive weeks between July 1 and August 31 of a given year. The Program Coordinator may admit to the competition projects whose implementation period falls wholly or partially in June or September.
2. One person can be the sole author or lead author for the maximum of three projects.
3. If more than one project is submitted, it should be specified which of the submitted projects is the priority one.
4. In one project, at least one foreign student may take part.
5. Each summer program can have the maximum of 15 participants.
6. In addition, at least one of the University's students may participate in the project.

§ 7

1. The submitted projects are evaluated by the Evaluating Committee, hereinafter referred to as the „Committee”, nominated by the Program Coordinator. The project's evaluation chart constitutes Appendix No. 1 to these regulations.
2. The Committee includes:
 - 1) the Program Coordinator, or their deputy, nominated by the Rector;
 - 2) at least three substantive experts who are academic teachers, who have at least the doctoral degree and represent the scientific or artistic disciplines which the submitted projects concern.
3. The Program Coordinator or, if the Program Coordinator is not on the Committee, their deputy, shall serve as the Head of the Committee.

§ 8

1. The Committee shall establish detailed scoring criteria for the evaluation of projects, taking into account in particular:
 - 1) the project's substantive value;
 - 2) the project author's scientific accomplishments (lead author's in the case of two-author projects);
 - 3) the project author's experience (lead author's in the case of two-author projects) in research cooperation with students.
2. The Committee may award additional points to projects whose timing facilitates the integration of the participating students.
3. Based on the established criteria, the Committee draws up ranking lists of projects: one for priority projects and one for non-priority projects. In addition, the Commission determines the minimum number of points, hereinafter referred to as "threshold", which a project qualified for implementation must obtain.
4. The Committee may waive the ranking list of non-priority projects if the number of priority projects scoring no less than the established threshold is no less than the planned number of projects to be implemented.

§ 9

1. The Evaluating Committee appointed for each Summer Program recommends the winners who received the best results in the competition procedure.
2. The decision to award funding is made by the Rector on the basis of the submitted ranking lists, after consulting the IDUB coordinating team.
3. Lists of award winners are announced at <https://tssp.umk.pl/> and a decision is sent to each applicant via email to the email address from which the application was submitted.
4. The decision of the Rector may be appealed by a request for reconsideration made in writing within one week of the date of delivery of the decision, to the email address of each Summer Program. The request may only be based on a violation of the competition rules.
5. A decision rendered on a motion for reconsideration shall be final.

Chapter 3 Rules of student recruitment to the competition

§ 10

1. The Summer Programs offer summer research internships to which students from foreign universities, referred to as "participants," are invited to participate.
2. Each participant is supervised by a project author selected during the application procedure. Research internships last a maximum of four weeks and take place at the University between July and August each year (in exceptional cases stays in June and September are possible). The exact dates are agreed between the project author and the participant.
3. The competition is addressed to undergraduate and graduate students from foreign universities who are academically active and strongly motivated to pursue a designated research project.

§ 11

1. Applications for the competition should be sent electronically to the address of the coordinator of the respective Summer Program, as indicated on the Program website. The application prepared in English or Polish should include:
 - 1) an application form, generated with the use of the template available at the program's website;
 - 2) CV (up to 4 pages);
 - 3) a cover letter (1 page), including the titles of the projects selected by the candidate;
 - 4) (optional) a letter of recommendation (1 page) from the supervisor of completed research projects;
 - 5) consent to processing personal information;
 - 6) a document confirming the applicant's student status.
2. Each applicant may select up to two projects from the list of projects available on the TSSP website, and should give priority to one of the selected projects;
3. The candidate's documents should be factual. Providing information which is not true, may result in disqualification from the competition at any stage.
4. By submitting an application, students consent to the processing of their basic personal data by the organizer. In addition, participants agree to the publication of their names on the Summer Programs website. Furthermore, if they decide to pursue a research internship and become a

winner of the competition, their personal data shall be processed for the Summer Programs on the basis of Article 6(1)(f) of Regulation by the European Parliament and of the EU Council (2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (GDPR).

5. By sending the application form, students accept the provisions of the Regulations presented in this order.

§ 12

1. Participants shall be selected by evaluating committees – one for each Summer Program, consisting of:
 - 1) Program Coordinator or their deputy;
 - 2) authors of projects implemented under a given program.Candidates' motivations (scored on a 0-50-point scale) and past scholarly and research activity (scored on a 0-50-point scale) will be considered.
2. The Committee prepares ranked lists based on the candidates' motivation scores and past scholarly and research activity.
3. The decision to award funding is made by the Rector on the basis of the submitted ranking lists, after consulting the IDUB coordinating team.
4. Selected candidates shall be informed of the decision via email. Upon receiving the decision, the participant must confirm participation in the program within 7 days. If the participant does not do so within the specified time, it shall be assumed that the participant resigns from the program. In this case, the next candidate from the list shall be selected.
5. The results shall be announced at the website of the given Summer Program
6. Before starting work on the projects, the students qualified for the internships are obliged to:
 - 1) submitting to Summer Programs Coordinators confirmations of health and liability insurance valid for the period of staying at the University;
 - 2) complete and pass health and safety training available on the Moodle platform, to which they are given access in due advance.

Chapter 4 Rules of project implementations under Summer Programs

§ 13

1. The organizers cover the cost of living of the participants of the Summer Program in the form of a reward. The reward includes 28 daily allowances of PLN 70 each and accommodation in a student dormitory at the Toruń or Bydgoszcz campus. A tax of 10% of the total prize amount shall be deducted from the prize.
2. The cost of travelling to Toruń/Bydgoszcz, as well as insurance, shall be covered by participants.
3. Project participants who are students of the University do not receive a reward as part of the competition. Funding may be available for the participation of University students in Summer Programs through other means.

§ 14

1. Implementation of projects takes place in the University buildings. The organizer provides each participant with a workspace and scientific and electronic equipment necessary for the implementation of the project. Each participant is supervised by an academic teacher from the University, who is the author of the project. Before the student participates in the project, the author of the project is required to conduct a position briefing.
2. During the course of the individual project, participants are required to attend seminars and other activities organized for Summer Program participants.
3. During the last week of the research internship, each participant is required to prepare a report on the research activities during the stay and present it orally to other participants, project authors and other interested parties.
4. A coordinator may give a participant a distinction for outstanding accomplishments in the course of the project implementation.
5. For participation in the Summer Program, participants receive a certificate in Polish and English.
6. After completion of the project, the participant is required to complete an evaluation survey, the form of which will be sent via e-mail.
7. If a participant willfully and persistently fails to comply with the rules set forth in paragraphs 1-3, they may be required to return the received reward as described in § 13.
8. The University has the right to change the terms and conditions, as long as it does not worsen the situation of the applicants.

§ 15

The Order No.58 by the NCU Rector of 11 March 2021 Regulations of Excellence Initiative competition – Toruń Students Summer Programs – TSSP of Nicolaus Copernicus University in Toruń (NCU Legal Bulletin of 2021, item 91) is hereby repealed

§ 16

The order comes into force on 7 March 2022.

R E C T O R

prof. dr hab. Andrzej Sokala

PROJECT EVALUATION CHART

Toruń Students Summer Program - TSSP IDUB

Name(s) and surname(s) of the project's author(s):	
Title of the project:	
Program which the project concerns:	
<input type="checkbox"/> TSSP ExSci – <i>Toruń Students Summer Program in Exact Sciences</i>	
<input type="checkbox"/> TABMED - <i>Toruń and Bydgoszcz Medical Summer Program</i>	
<input type="checkbox"/> TSSP NatSci - <i>Toruń Students Summer Program in Natural Sciences</i>	
<input type="checkbox"/> TELSP - <i>Toruń Economic and Legal Summer Program</i>	
<input type="checkbox"/> THUS - <i>Toruń Humanities and Social Sciences Summer Program</i>	
Evaluating Committee:	
Head (Program Coordinator)	
.....	
Deputy Head (Deputy Program Coordinator)	
.....	
Evaluating Committee Members	
1.	
2.	
3.	
Formal evaluation	
Was the project submitted on time?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Does the project include all the required appendices?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Summary of the formal criteria resulting from the points above	<input type="checkbox"/> The project meets the formal criteria <input type="checkbox"/> The Project does not meet the formal criteria
Substantive evaluation (points)	
1) Project's substantive value	<input type="checkbox"/> Outstanding (50 points) <input type="checkbox"/> Very good (40 points) <input type="checkbox"/> Good (30 points) <input type="checkbox"/> Average (20 points) <input type="checkbox"/> Low (10 points) <input type="checkbox"/> None (0 points)
2) Project author's academic achievements (lead author's in the case of two-author projects)	<input type="checkbox"/> Outstanding (20 points) <input type="checkbox"/> Very good (15 points) <input type="checkbox"/> Good (10 points) <input type="checkbox"/> Average (5 points) <input type="checkbox"/> None (0 points)
3) Project author's experience (lead author's in the case of two author-projects) in research cooperation with students	<input type="checkbox"/> Outstanding (20 points) <input type="checkbox"/> Very good (15 points) <input type="checkbox"/> Good (10 points) <input type="checkbox"/> Average (5 points) <input type="checkbox"/> None (0 points)
4) Assumed deadline for project implementation facilitates integration of participating students	<input type="checkbox"/> Yes (10 points) <input type="checkbox"/> No (0 points)
Summary of substantive evaluation	Total points
Application's position on the ranking list	
Opinion and recommendation of the Evaluating Committee	

