



Project Participation Regulations

„Silesian University of Technology as a university promoting modern trends in education and profiling the development of academic teaching staff and doctoral students”

European Funds for Social Development 2021-2027 programme co-financed by the European Social Fund Plus (pol. Program Fundusze Europejskie dla Rozwoju Społecznego 2021-2027 współfinansowanego ze środków Europejskiego Funduszu Społecznego Plus)

§ 1.

Abbreviations and definitions

1. For the purposes of these Regulations, the following abbreviations and definitions apply:
 - 1.1. **Project Beneficiary** - the Silesian University of Technology (PŚ/SUT), hereinafter referred to as the “University”, with its registered office at 2 Akademicka Street, 44-100 Gliwice.
 - 1.2. **Project Office** - the place located at 22B Konarskiego Street, room 607, where activities related to the implementation of agreement no. FERS.01.05-IP.08-0197/25-00 are carried out.
 - 1.3. **Personal data** - personal data within the meaning of Regulation (EU) 2016/679 of the European Parliament and of the Council 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, General Data Protection Regulation).
 - 1.4. **Recruitment documentation** - a complete set of documents, i.e. an application form and a certificate, submitted by a Candidate applying for participation in the Project, constituting the basis for the Recruitment Committee to decide whether the Candidate qualifies for the Project.
 - 1.5. **Candidate** - a person applying for participation in the Project who has submitted the complete set of documents referred to in § 1, point 1.4.
 - 1.6. **Recruitment Committee** - a committee appointed to decide whether a Candidate qualifies for participation in the Project on the basis of the recruitment documents submitted by the Candidate. The Committee consists of members of the project team.
 - 1.7. **PwD** - persons with disabilities.
 - 1.8. **Project** - the undertaking entitled „Silesian University of Technology as a university promoting modern trends in education and profiling the development of academic teaching staff and doctoral students”, hereinafter also referred to as DD2, co-financed by the European Social Fund Plus. The total Project value is PLN 1 935 580,00, and the amount of funding from the European Union is PLN 1 648 403,02.
 - 1.9. **Project website** - the website available at: <https://portal.polsl.pl/dd2/>
 - 1.10. **Internal training** - training conducted on the University’s premises, with an average duration of 15 teaching hours per training course, led by Silesian University of Technology employee with at least 3 years of professional experience and achievements confirming substantive, teaching, and training competencies in the training subject area, verified in the Omega database and based on certificates/attestations/diplomas. The trainer’s experience and achievements are confirmed by the trainer’s statement.
 - 1.11. **External training/course/postgraduate study programme** - training/course/postgraduate study programme delivered by an external entity selected in accordance with the Public Procurement Law, other than the Project Beneficiary.
 - 1.12. **Project Participant** - a person qualified by the Recruitment Committee to participate in the Project on the basis of the submitted documents, belonging to one of the following groups:

- Academic staff conducting classes at the Silesian University of Technology: employees of the Silesian University of Technology holding teaching and research-teaching positions within the group of academic teachers, who conduct classes with students and are interested in enhancing their competences and/or qualifications within the defined tasks,
- doctoral student: a person who, on the recruitment documentation submission date referred to in § 1, point 1.4, is enrolled at the Silesian University of Technology Doctoral School and conducts teaching classes at PŚ/SUT.

1.13. Project Management Team - the team managing the Project.

§ 2.

General information

1. These Regulations, hereinafter referred to as the “Project Regulations”, define the rules for recruitment and participation in the Project entitled “Silesian University of Technology as a university promoting modern trends in education and profiling the development of academic teaching staff and doctoral students” (DD2), implemented under the European Funds for Social Development 2021–2027 Programme, co-financed by the European Social Fund Plus, pursuant to agreement No. FERS.01.05-IP.08-0197/25-00, under the supervision of the National Centre for Research and Development acting as the Intermediate Body.
2. The Project’s main objective is to strengthen the teaching process quality management system at the Silesian University of Technology and to enhance the University’s teaching potential over a period of 28 months.
3. Project duration: from 1 December 2025 to 31 March 2028.
4. The Project is implemented in compliance with the Guidelines on the implementation of equality principles under EU funds for 2021–2027.
5. Participation in the Project is free of charge and voluntary.

§ 3.

Project Participant

1. A Project Participant may be a person who:
 - a) meets the Project participation requirements, in particular:
 - is an academic teacher within the meaning of Article 114 of the Act - Law on Higher Education and Science, employed at the Silesian University of Technology and conducting teaching classes at the Silesian University of Technology, or
 - is a student at the Doctoral School of the Silesian University of Technology and conducts classes at the Silesian University of Technology,
 - b) submits the required Recruitment Documents, duly completed and signed,
 - c) meets the recruitment criteria for the support forms available under the Project.
2. The target group of Project Participants consists of:
 - I. Group I: persons employed at the Silesian University of Technology as academic teachers holding teaching and research-teaching positions, conducting teaching classes with students, interested in enhancing their competences and/or qualifications within the defined Project tasks, in particular in digital competences, teaching competences, green transformation and universal design, and declaring that they will use the acquired competences in their current or future teaching activity,
 - II. Group II: persons enrolled at the Silesian University of Technology Doctoral School, holding the professional title of Master of Science Engineer, Master’s degree or an

equivalent qualification, who, on the recruitment documentation submission date, conduct teaching classes at SUT, are interested in enhancing their competences and/or qualifications in digital competences, teaching competences, green transformation and universal design, and will use the acquired competences in their current or future teaching activity.

§ 4.

Support forms in the Project

1. The Project includes the implementation of five tasks:
 - Task 1. Quality management of the teaching process through innovative strategies for systemic competence development among teaching staff and doctoral students - the mission of the Center for Modern Education.
 - Task 2. The Tetrad of Modern Competences - the academic “4C” essentials for teaching staff and doctoral students.
 - Task 3. Expert Development Path - upskilling through certified external training for teaching staff and doctoral students.
 - Task 4. EDU+ MOBILITY international and national internships/study visits and networking for modern teaching among teaching staff and doctoral students.
 - Task 5. Postgraduate studies - implementation of modern teaching methods through upskilling and reskilling of teaching staff and doctoral students.
2. Support under the Project is provided within Tasks 2 to 5..
3. The purpose of implementing the indicated tasks and providing support under them is to:
 - deepen theoretical and practical knowledge in digital competences,
 - exchange knowledge and experience with national practitioners professionally active in sectors related to economic development, green transformation (including renewable energy sources, energy efficiency and ESG), and digital transformation (including AI implementation and digital tools); broaden teaching competences (including modern teaching methods, mentoring and inclusive teaching) and develop universal design competences (including work with persons with disabilities, digital accessibility and universal materials),
 - exchange knowledge and experience with practitioners from international centres implementing modern teaching and projects supporting the economy, digital transformation and green transformation at a higher advancement level.
4. The Project provides for the following support forms delivered under the indicated tasks:
 - a) task 2 - includes on-site internal training/courses aimed at developing competences in four mandatory areas: (1) digital competences, (2) teaching competences, (3) green transformation, and (4) universal design. The average duration of one training/course in a given area is 15 teaching hours. For this purpose, one teaching hour means 45 minutes. Expected participant limit: 420 persons: 350 SUT Academic Teachers and 70 Doctoral School participants.

Additionally, Task 2 includes intensive training workshops in a winter school format, delivered under the name Winter Workshops “4C”. The workshops cover four mandatory competence areas and will be delivered in two editions, each for 20 Project Participants, with 40 participants in total.

Winter Workshops “4C” are supplementary in nature and enable Project Participants to acquire the required competences if, for organisational reasons or unforeseen

- circumstances, they were unable to participate in the mandatory training delivered at earlier Project stages,
- b) task 3 - includes national external training and/or courses in digital competences, teaching competences, green transformation, universal design, as well as other substantive areas related to the subject matter of the teaching classes conducted. The expected average duration is up to 30 hours per training/course. The amount allocated per Project Participant may not exceed the amount provided for in the Project under the relevant budget category. Expected participant limit: 157 persons,
 - c) task 4 - includes participation in national and international internships and study visits aimed at developing teaching competences. The Project provides support for 30 national and 20 international internships/study visits, each lasting approximately 14 days. The total stay cost under the internships/study visits may not exceed the amount allocated in the Project under the relevant budget category,
 - d) task 5 - external postgraduate study programmes aimed at improving competences/qualifications in digital areas, green transformation and modern teaching management, e.g. AI, sustainable education, entrepreneurship and communication, green transformation, and modern teaching. The postgraduate study programme must be completed by 29 February 2028.
Expected participant limit: 10 persons.

§ 5.

Rules for providing support under the project

1. Each Project Participant is obliged to participate in and complete four mandatory internal training courses delivered under Task 2, i.e. in the digital, teaching, green transformation and universal design areas.
2. After completing the mandatory support, a Project Participant may apply to participate in selected non-mandatory support forms delivered under Tasks 3 to 5.
3. Support is provided until all places or financial resources allocated for Project implementation have been exhausted.
4. Task 2 is implemented in a self-learning team format, with teams created with consideration for Project Participants' preferences and special needs. Project Participants define course topics within the four mandatory areas and determine the course duration, averaging 15 teaching hours per course, as well as the course date and location at the University. They may also indicate a trainer from among Silesian University of Technology employees who meet the internal training delivery requirements.
5. Internal training courses are delivered on-site, in groups of approximately 10 Project Participants.
6. Internal training courses are delivered by experts - academic teachers employed at the Silesian University of Technology who have at least 3 years' professional experience, substantive achievements in the training subject area, and appropriate education and professional preparation in the relevant field. The training courses are delivered using the University's staff potential. The trainer's experience and achievements are confirmed by the trainer's statement.
7. Internal training delivery requires confirmation that the training has taken place and that Project Participants have attended, documented by an attendance list and photographic documentation. The training venue must be appropriately marked with the Project logos.

§ 6.

Recruitment rules

1. Recruitment for the Project is open and conducted on an ongoing basis, depending on the support form, subject to available places and financial resources allocated for Project implementation. Recruitment for postgraduate study programmes will be conducted periodically, in a maximum of two calls, until the place limit has been reached. Recruitment for the remaining support forms referred to in § 7 will be conducted on a first-come, first-served basis.
2. By applying to participate in the Project, the Participant declares their willingness to complete the support measures they are receiving as part of the Project in a timely manner, no later than March 1, 2028, which is a condition for participation in the recruitment process and for receiving support.
3. Recruitment begins when potential Participants are informed about the possibility to receive support through the communication channels used in the Project, in particular through an information meeting and announcements published on the Project website. Communication with Participants is available through various channels: in person, by telephone, by email, and via Zoom and MS Teams communicators.
4. Participation in the Project requires a voluntary declaration of willingness to take part in the Project, fulfilment of Project participation requirements, and submission of duly completed and signed recruitment documents.
5. Submission of recruitment documents is equivalent to declaring willingness to participate in the Project, accepting the Regulations, and entitles the person to participate in the four mandatory internal training courses delivered under Task 2, provided that the formal participation requirements are met.
6. Recruitment for the Project, and therefore for Task 2, consists of the following stages:
 - Stage I. Declaration of willingness to participate in the Project by submitting the application form.
 - Stage II. Formal assessment, consisting in verification of compliance with the Project participation requirements.
 - Stage III. Decision on qualification for participation in the Project, taking into account the available places and financial resources allocated for Project implementation.
 - Stage IV. Information on qualification for participation in the Project: the Project does not provide for ranking lists or reserve lists of Participants. Qualification for participation in the Project takes place on a first-come, first-served basis, until all available places have been filled or financial resources have been exhausted
After receiving information on positive qualification for the Project, the Participant completes and submits to the Project Office the Project participation documents and the documents qualifying them to participate in the four mandatory internal training/courses delivered under Task 2, completion of which is a condition for applying for support under the remaining Project tasks.
 - Stage V. Additional recruitment - in the event of available places or financial resources under the Project.
7. After qualifying for participation in the Project and completing the mandatory training courses delivered under Task 2, the Project Participant may apply to participate in additional support forms provided under the Project within Tasks 3–5. Recruitment for these support forms is conducted according to the following stages:
 - Stage I. Declaration of willingness to participate in a selected support form provided under the Project by submitting the qualification documents required for the given support form,

i.e. national external training or course, postgraduate study programme, national or international internship, or study visit.

Stage II. Formal and substantive assessment - verification of correctness and completeness of the submitted documents and qualification of the Project Participant to receive further support under the Project.

Stage III. Decision on qualifying the Project Participant for participation in the selected support form delivered under the Project, until all available places have been filled or financial resources have been exhausted.

8. Completion of mandatory support is a condition for applying to participate in non-mandatory support forms delivered under the remaining.
9. Recruitment for the Project is conducted on the basis of the following criteria:
 - a) mandatory criterion (0/1): the Project Participant must be teaching or research-and-teaching staff members at the Silesian University of Technology who is involved in the teaching process, as confirmed by a certificate from the Human Resources Department,
 - b) mandatory criterion (0/1): the Project Participant holds doctoral student status at the Silesian University of Technology, as confirmed by a certificate issued by the Silesian University of Technology Doctoral School, and is involved in the teaching process,
 - c) scored criterion (0/1): the Project Participant has not participated in other projects implemented at the Silesian University of Technology and aimed at competence development within the last 12 months.
10. Recruitment for support under Tasks 3 (national external training), 4 (internships and study visits) and 5 (postgraduate study programmes) requires submission of recruitment documents appropriate for the given support form, as specified in these Regulations, and is conducted on the basis of the following criteria:
 - a) mandatory criterion (0/1): completion of support delivered under Task 2,
 - b) mandatory criterion (0/1): compliance of the name, scope and cost of the given support form with the Project assumptions,
 - c) scored criterion (0–3): possibility to use the newly acquired competences or qualifications in current or planned teaching activity.
11. Rules for awarding points under the criterion “possibility to use the acquired competences or qualifications in current or future teaching activity”:
 - a) 0 points: no teaching course/module indicated and no description provided of how the competences acquired under the given support form will be used,
 - b) 1 points: one teaching course/module indicated, including the field of study and semester, together with a reliable and substantive description of how the acquired competences will be used,
 - c) 2 points: two teaching courses/modules indicated, including the field of study and semester, together with a reliable and substantive description of how the acquired competences will be used,
 - d) 3 points: three or more teaching courses/modules indicated, including the field of study and semester, together with a reliable and substantive description of how the acquired competences will be used.
12. Project Participants who have received support under Tasks 2–5 are obliged to use and disseminate the acquired competences and qualifications in teaching activity carried out for the Silesian University of Technology for at least 2 years from the Project completion date, within the scope resulting from the nature of the support provided.

13. During recruitment, the principle of equal opportunities and non-discrimination is observed, including equal opportunities for women and men. Recruitment will be adapted to the needs of persons with disabilities. Persons with special needs, including persons with disabilities, are provided with assistance and reasonable accommodations in the recruitment process, according to their individual needs, including support from a disability support assistant, a sign language interpreter, etc.
14. Declaring willingness to participate in the Project means giving consent to the free-of-charge recording and processing of one's image, name and surname, recorded during the implementation of support forms, in particular during training and courses organised under the Project, in the form of photographic or audiovisual documentation (e.g. a group photo with training certificates).
15. The consent covers the use of the above-mentioned materials for Project information and promotion purposes, including publication on official Silesian University of Technology websites, University social media, and in information and promotional materials related to Project implementation, e.g. on the Project website.
16. The Project Participant has the right to withdraw this consent at any time by submitting a written request to the Project Office or by sending an email to: justyna.j.brylok@polsl.pl; withdrawal of consent does not affect the possibility to process materials collected previously; however, they will not be used in new promotional materials.

§ 7.

Recruitment documents

1. The condition for applying to participate in the Project is to complete and submit to the Project Office the application form together with documents confirming compliance with the Project participation criteria. These documents constitute the basis **for qualifying the Candidate for participation in the Project**. The required documents include:
 - a) Candidate Application Form- **Appendix 1**,
 - b) for Doctoral Students - a certificate confirming doctoral student status, issued by the Silesian University of Technology Doctoral School,
 - c) for Employees - a certificate issued by the Silesian University of Technology Human Resources Department confirming employment.The Candidate's status is verified by the Project Office, subject to prior consent. The documentation submission method is specified in point 12 of this paragraph.
2. After qualifying for participation in the Project, must be complete and submit to the Project Office a set of documents constituting the basis for participation in the Project and for receiving support in the form of four **mandatory internal training** courses delivered under Task 2. The set of documents includes:
 - a) declaration of participation in the project,
 - b) project participant form,
 - c) a pre-training assessment as part of the four mandatory training (competency test – before).The above-mentioned documents constitute **Appendix 2** to these Regulations. The documentation submission method is specified in point 12 of this paragraph..
3. **After completing the four mandatory internal training/courses**, the Project Participant is obliged to complete and submit to the Project Office the test summarising the support received under Task 2 - **Appendix 3**. The documentation submission method is specified in point 12 of this paragraph.

4. Documents for Project Participants applying to participate in **national external training or a course** delivered under Task 3, within the support areas provided under the Project (submitted after qualifying for participation in the Project and after completing the mandatory internal training courses):
- report on the price survey (PRC), constituting an appendix to Order No. 203/2025 issued by the Rector of the Silesian University of Technology, as amended, to which at least 3 offers must be attached, (e.g. in the form of screenshots of online offers), subject to the possibility of applying the appropriate procurement procedure, including conducting a tender procedure, if the financial thresholds provided for in the Project or applicable at the University level for the given training service are exceeded,
 - commitment to use the acquired competences/qualifications in current or future teaching activity,
 - test before the start of support.

The above-mentioned documents constitute **Appendix 4** to these Regulations, excluding the document referred to in point a). The documentation submission method is specified in point 12 of this paragraph.

5. **After completing the external training/course**, the Project Participant is obliged to complete the documentation and submit it to the Project Office, in particular:
- the completed test summarising the support implementation - **Appendix 5**,
 - a copy or scan of a certificate, diploma or other document confirming support completion.

The documentation submission method is specified in point 12 of this paragraph.

6. Documents for Project Participants applying to participate in **national or international internship programmes and study visits** include:
- internship/study visit programme - Polish or English version,
 - invitation from the host entity,
 - commitment to use the acquired competences/qualifications in current or future teaching activity,
 - test before the start of support,
 - after receiving information on positive qualification for support, in the case of an international internship/study visit, the original approved application for travel abroad, constituting an appendix to the current Order No. 151/2022 issued by the Rector of the Silesian University of Technology, must be submitted to the Project Office, and the travel order/delegation process must be initiated in the SOD system.

The above-mentioned documents constitute **Appendix 6** to these Regulations, excluding the document referred to in point b). The documentation submission method is specified in point 12 of this paragraph.

7. **After completing the internship/study visit**, the Project Participant is obliged to complete the documentation and submit it to the Project Office, in particular to:
- complete the test summarising support implementation,
 - submit confirmation of internship or study visit completion - in Polish or English,
 - prepare and submit an implementation report containing a description of good practices and proposals for adapting selected solutions at the Silesian University of Technology.

The above-mentioned documents constitute **Appendix 7** to these Regulations. The documentation submission method is specified in point 12 of this paragraph.

8. Recruitment documents for Project Participants applying to participate in **external postgraduate study programmes** aimed at developing competences/qualifications related to the teaching classes conducted include:



- a) report on the price survey (PRC), constituting an appendix to Order No. 203/2025 issued by the Rector of the Silesian University of Technology, as amended, to which at least 3 offers must be attached, (e.g. in the form of screenshots of online offers), subject to the possibility of applying the appropriate procurement procedure, including conducting a tender procedure, if the financial thresholds provided for in the Project or applicable at the University level for the given training service are exceeded,
- b) commitment to use the acquired competences/qualifications in current or future teaching activity,
- c) test before the start of support,
- d) after receiving information on positive qualification for support under a postgraduate study programme, the Project Participant is obliged to follow the procedure specified in Order No. 17/10/11 issued by the Rector of the Silesian University of Technology on 3 December 2010 on the rules and conditions for improving professional qualifications by employees of the Silesian University of Technology. A motivation letter must be attached to the application for referral to studies for the purpose of improving professional qualifications or education. The documents indicated in item d), concerning the procedure specified in the Rector's Order, should be submitted to the Project Office, which, after verification, will forward them for further processing in accordance with the applicable formal procedure,
- e) after the successful completion of the procedure, the Project Participant is obliged to complete the recruitment documents resulting from the above point and undergo the recruitment process required by the entity delivering the postgraduate study programme.

The above-mentioned documents constitute **Appendix 8** to these Regulations, excluding the documents referred to in points a) and d). The documentation submission method is specified in point 12 of this paragraph.

9. **After completing the external postgraduate study programme**, the Project Participant is obliged to complete the documentation and submit it to the Project Office, in particular to:
 - a) complete the test summarising support implementation,
 - b) submit a copy or scan of a certificate, diploma or other document confirming support completion,
 - c) prepare an implementation report containing a description of good practices and proposals for adapting selected solutions at the Silesian University of Technology.

The above-mentioned documents constitute **Appendix 9** to these Regulations. The documentation submission method is specified in point 12 of this paragraph.

10. After completing the support/Project, the Project Participant is obliged to provide information on their labour market situation within 4 weeks from the date of completing participation in the Project, or agrees to have their status verified at the Silesian University of Technology Doctoral School or by the Human Resources Department.
11. The documents constituting appendices to these Regulations, listed in § 7, form an integral part thereof and are available on the Project website: <https://portal.polsl.pl/dd2/> and at the Project Office in four versions:
 - a) standard Polish version and accessible Polish version,
 - b) standard English version and accessible English version.
12. The condition for granting and settling support under the Project is submission of a complete set of required project documents bearing signatures in the original version. A person applying for support or settling support may:



- a) submit a complete set of documents bearing a certified qualified signature or a signature confirmed by a trusted profile in electronic form to the following email address: justyna.j.brylok@polsl.pl,
 - b) send the signed paper version of the documents by post to the Project Office address: Silesian University of Technology, ul. Konarskiego 22B, room 607, 44-100 Gliwice, with the note "DD2 Project",
 - c) submit the signed paper version of the documents in person at the Project Office.
13. Under the Project, after completing the mandatory internal training courses, the Project Participant may use any number of support forms delivered under Tasks 3–5, in accordance with the rules specified for the given support form, provided that each subsequent support form should develop a different scope of competences/qualifications (subject to available places and financial resources allocated for Project implementation).
14. If Project Participants applying for non-mandatory support forms obtain the same number of points, support is awarded based on the order in which a complete and correctly filled-in set of documents required for the given support form is submitted, with priority given to the Project Participant who has not previously used that support form.

§ 8

Rights and obligations of Project Participants

1. Participation in the Project is free of charge, voluntary and results from the conducted recruitment procedure.
2. Each Project Participant has the right to:
 - a) submit comments and evaluate the support forms in which they participate,
 - b) report special needs by completing and submitting the form to the Project Office - **Appendix 10**.
3. Each Project Participant undertakes to:
 - a) complete and settle the final support form no later than 1 March 2028,
 - b) comply with the provisions of these Project Participation Regulations,
 - c) comply with the internal regulations and rules applicable at the Silesian University of Technology,
 - d) submit to the Project Office the necessary documents resulting from the Regulations,
 - e) actively, timely and systematically participate in the support form selected under the Project,
 - f) regularly attend classes delivered under support forms. Absences justified by a medical certificate or important unforeseen circumstances are not counted as absences. In the absence of regular participation, the Project Participant may be removed from the Project Participant list,
 - g) complete evaluation surveys and provide information necessary for Project evaluation and monitoring, also after completing participation in the Project, and accept the transfer of data to the Managing Authority, Intermediate Body or other authorities supervising the correct expenditure of EU funds, as well as to persons and institutions indicated by them,
 - h) submit relevant documents resulting from Project requirements on time,
 - i) immediately inform about all events that may disrupt further participation in the Project,
 - j) immediately inform about any changes concerning data, including personal data contained in the Project documentation,

- k) not make available (whether for a fee or free of charge), to third parties any teaching materials received during participation in the Project (including by publishing such materials online). Teaching materials do not constitute a support form under the Project.

§ 9

Withdrawal from participation in the Project

1. The Project Participant has the right to withdraw from participation in the Project without financial liability only if the withdrawal is justified by unforeseen circumstances or important personal reasons.
2. The Project Participant is obliged to submit a written withdrawal statement to the Project Office within 7 days from the date on which the circumstances justifying the withdrawal occurred, stating the reason for withdrawal. The withdrawal statement may be:
 - a) signed with a certified qualified signature or a signature confirmed by a trusted profile and submitted electronically to: justyna.j.brylok@polsl.pl,
 - b) sent by post in paper form, bearing a handwritten signature, to the Project Office address,
 - c) submitted in person at the Project Office.
3. The withdrawal statement should be submitted no later than within 7 working days from the date on which the reason for withdrawal occurred and should be prepared in writing.
4. If the Project Participant withdraws from participation in the Project for unjustified reasons or is removed from the Project Participant list due to failure to comply with the provisions of these Regulations, the Project Participant may be charged with the costs related to their participation in the Project incurred by the University. The final decision on reimbursement of incurred costs will be made individually, based on the circumstances, by the Project Management Team.

§ 10

Final provisions

1. In matters not covered by the Project Participation Regulations, the provisions of generally applicable law shall apply, in particular the provisions concerning the implementation of projects co-financed by European Union funds.
2. Any recruitment documents submitted to the Project Beneficiary by the Project Participant are not subject to return.
3. The Beneficiary reserves the right to amend the Project Participation Regulations at any time. Amendments to the Regulations shall apply from the date of their publication on the Project website.
4. The Regulations apply from 27 February 2026 until the Project completion date.
5. The current Regulations are available at the Project Office and on the Project website.

Project Manager's signature

List of attachments:

- Appendix 1. Candidate Application Form
- Appendix 2. Project Participation Documents - Mandatory Training
- Appendix 3. Post-support test - Mandatory Training



Appendix 4. Qualification documents - External training or a course

Appendix 5. Post-support documents - External training or course

Appendix 6. Qualification documents - National and international internship and study visits

Appendix 7. Post-support documents - National or international internship or study visits

Appendix 8. Qualification documents - Postgraduate study

Appendix 9. Post-support documents - Postgraduate study

Appendix 10. Project Participant Special Needs Declaration Form