



Regulations of the competition for the support of international mobility of doctoral students of Doctoral Schools of the Nicolaus Copernicus University in Toruń pursuing education in a *joint* or *double degree* system in cooperation with a foreign university

§ 1

1. The competition for the support of the international mobility of doctoral students of the Doctoral Schools of the Nicolaus Copernicus University in Toruń, hereinafter referred to as "doctoral schools", undergoing education in the *joint* or *double degree* system in cooperation with a foreign university, hereinafter referred to as the "competition", is organized as part of the project "Internationalization of PhD Schools at NCU: a platform for joint and double degree "[PhD @ NCU], hereinafter referred to as" the project ".
2. The competition is conducted as part of the project financed by Polish National Agency for Academic Exchange within the scope of the STER Internationalization of Doctoral Schools program implemented by the Nicolaus Copernicus University in Toruń, hereinafter referred to as the "University".

§ 2

1. The aim of the competition is to enable doctoral students of the doctoral schools undergoing education in *joint* or *double degree* to gain international research experience through long-term visits to foreign universities or research institutions.
2. A scientific internship, hereinafter referred to as "internship", is understood as an internship served in order to conduct or participate in scientific research, research and development works together with scientists from the university (or other scientific institution) conducting research cooperation with the University, implementation of didactic tasks resulting from the study program, improvement of applied research methods or data acquisition for research related to the preparation of a doctoral dissertation seeking to obtain a *joint* or *double degree*, and mutual exchange of experiences and knowledge in the subject area consistent with the doctoral dissertation.
3. An internship is considered as a time-limited professional training, whether paid or unpaid, encompassing a learning and training component, undertaken in order to gain practical work experience.
4. *Joint degree* shall be understood as execution of education at doctoral level leading to obtaining a single doctoral diploma awarded by two universities. *Double degree* should be understood as execution of education at doctoral level leading to obtaining two doctoral diplomas at two different universities on the basis of the same doctoral project.
5. The condition of participation in the competition is to have the status of a student at one of the 5 doctoral schools:
 - 1) Academia Copernicana Interdisciplinary Doctoral School (AC-IDS),



- 2) Doctoral School of Humanities, Theology and Arts (Academia Artium Humaniorum, AAH),
- 3) Doctoral School of Medical and Health Sciences (Academia Medica Bydgosiensis, AMB),
- 4) Doctoral School of Social Sciences (Academia Rerum Socialium, ARS),
- 5) Doctoral School of Exact and Natural Sciences, (Academia Scientiarum Thoruniensis, AST),

as well as to implement a Ph.D. project in *joint* or *double degree* system in cooperation with a foreign university or research institution.

6. As part of the project, there have been two editions of the competition stipulated, during which it is possible to obtain funding for:
 - 1) 5 internships at a foreign university or research institution lasting 6 months (first edition);
 - 2) 5 internships at a foreign university or research institution lasting 10 months (second edition).
7. In one edition of the competition, a doctoral student may submit one application for financing an internship. The internships will be financed from the project's budget.
8. Taking all editions of the competition into account, a doctoral student may receive funds for a research trip abroad up to two times: once for a 6-month research trip and once for a 10-month research trip.
9. If the internship is financed, the doctoral student receives a grant in the form of a promise to finance the internship for the amount of the sum of travel and stay costs, calculated on the basis of flat rates described in § 3 and depending on the distance from the place of residence to the final destination and the length of stay. An advance personal income tax payment is deducted from the grant amount.

§ 3

1. The support for foreign mobility of doctoral students as part of the project includes:

- 1) Travel costs in a flat rate depending on the distance between the place of residence and the host institution. The flat rate is paid to each doctoral student once (1 flat rate per 1 research trip). Travel costs also include the costs of health insurance, civil liability insurance, accident insurance, visa fees or fees related to the legalisation of stay. The flat rate of travel costs is determined according to the following table:

Distance in a straight line between the participant's place of residence and the place of stay (in km) is as follows:	The flat rate per participant:	
below 500	1 000 PLN	
500 – 999	2 000 PLN	



1 000 – 2 999	3 000 PLN	
3 000 – 6 000	4 160 PLN	
above 6 000	5 000 PLN	

- 2) Funds for accommodation and maintenance related to the participation of doctoral students in foreign research trips in the amount of PLN 12,000 (OECD countries) or PLN 8,000 (other countries) per month for the full month of the doctoral student's stay in a foreign host facility. The applicant specifies in the application the length of stay, stating the number of full months.
2. The final amount of the flat rate is decided by the competition committee, hereinafter referred to as the "committee", with the reservation that the flat rate may not exceed PLN 12,000 per month for a stay of 1 to 10 months (in the case of a trip to OECD countries, as well as cities from non-OECD countries included in the top 50 of the MERCER report), or PLN 8,000 per month for other countries.
3. The costs of participation in the internship are accounted for on the basis of actual amount incurred, in accordance with the procedures in force at the University, up to the amount awarded.

§ 4

1. Applications shall be submitted in electronic form (to the address: ster@umk.pl) and in traditional form (original copies) to the office of the Academia Copernicana Interdisciplinary Doctoral School.
2. The internship is awarded as a result of a competition process, the date of which will be determined by the project coordinator and announced at least one month in advance.
3. The full application shall be prepared in English and must contain the following elements (attachments are available on the website <https://www.ac.umk.pl/nawaster/list-of-documents/>):
 - 1) research curriculum vitae of the doctoral student, including information on the current course of research;
 - 2) cover letter;
 - 3) list of published scientific papers and information on the most important achievements;
 - 4) documented participation in previous internships;
 - 5) scientific internship research plan - a detailed description of activities that the applicant plans to undertake during the internship (subject, scope and purpose of research conducted by the applicant at the faculty, unit where the internship takes place, forms of the applicant's participation in the work of this unit and the manner of presenting research results, expected benefits for the participant and the university, planned start date of the internship);
 - 6) statement of planned expenditures (travel and stay costs);
 - 7) the supervisor's opinion on the importance of the planned activity for the scientific development of the doctoral student and research conducted as part of the doctoral dissertation prepared by the doctoral student;
 - 8) declaration of participation in the internship;



- 9) declaration of the foreign host institution about the possibility to implement the internship.
4. Submission of the application constitutes acceptance of the competition regulations.
5. The applications are assessed by the competition committee composed of the Heads of Doctoral Schools.
6. The committee assesses the applications in terms of formal and content-related aspects. Applications that do not meet the formal requirements are not subject to content-related assessment. It is allowed to call the applicant to supplement the application within the time limit set by the committee.
7. The committee decides on the acceptance of the applications no later than 2 weeks after the end of the call for applications. In the event of an insufficient number of applications, an additional deadline for the call for applications shall be set. The competition results are open to the public.
8. When assessing the applications, the commission takes into account the following criteria:
 - 1) the doctoral student's academic achievements, including internships completed previously (from 0 to 20 points),
 - 2) the substantive value of the activities planned as part of the internship (from 0 to 40 points),
 - 3) the rank of the foreign host unit (in accordance with Times Higher Education World University Rankings) (from 0 to 20 points),
 - 4) opinion of the supervisor (research supervisor) (from 0 to 20 points).
9. The committee prepares a ranking list on the basis of the final content-related assessment of the applications of all candidates. The winners of the competition are the candidates who obtained at least 50% of the points in the qualification procedure. Lists of the winners of the competition are announced at www.ac.umk.pl/nawa-ster/.
10. The participants are entitled to appeal against the assessment in writing within 7 days from the announcement of the results to the following address: ster@umk.pl. The decision of the committee, after considering the appeal, is final.

§ 5

1. Research stay should be executed within three months from the announcement of the list of laureates.
2. If it is not possible to execute a research trip within the time limit indicated by the doctoral student due to (e.g. a pandemic and travel restrictions), the doctoral student (beneficiary) may apply to the project manager to change the date of the trip. The new date for the implementation of a research trip abroad may not exceed the project completion date, i.e. December 31, 2023.
3. A doctoral student who has completed an internship financed under the competition is required to submit a report on the internship to the project manager and the director of the relevant doctoral school within 14 days from the end of the internship.
4. Settlement of expenses/expenditures incurred during the research trip shall take place no later than 14 days from the end of the internship.
5. The condition for the commencement of the internship is the conclusion of the "Internship Agreement" with the host institution.



6. In the event of failure to start or complete the internship or in case of an interruption of the internship for unjustified reasons, or breach of the terms of the Internship Agreement, the doctoral student is obliged to return the funds received.
7. Matters related to the internship, not regulated by these Regulations, shall be settled by the project manager.