

## **Regulations for awarding the “Christmas Grant 2023” (“Stypendium pod choinkę 2023”)**

1. These Regulations for the “Christmas Grant 2023” specify the criteria for awarding the grant and indicate its recipients.
2. The “Christmas Grant” is a special grant awarded to students and doctoral students at the Warsaw University of Technology involved in promoting the University and building its positive image, in compliance with item 4 of these Regulations.
3. Laureates of previous editions may not apply for the “Christmas Grant”.
4. The “Christmas Grant” may be awarded to students and doctoral students who between 2020 and 2022
  - 1) have represented the Warsaw University of Technology in science competitions:
    - a) national (weighted score 1- 4)
    - b) international (weighted score 1- 5)and won the first/second/third place or a distinction.
  - 2) have represented the Warsaw University of Technology in artistic, sports, or other competitions or contests:
    - a) national (weighted score 1- 3)
    - b) international (weighted score 1- 4)and won the first/second/third place or a distinction.
  - 3) have participated in projects, initiatives, and events promoting the Warsaw University of Technology (weighted score 1-5).
  - 4) have actively contributed to the popularisation of scientific concepts among children, adolescents, and adults (weighted score 1-3).
  - 5) have become involved in social actions and charity work (weighted score 1-3).
  - 6) Additional points will be awarded for a diligently conducted presentation (weighted score 1-3).
5. The “Christmas Grant” will be awarded to Candidates with the highest score.
6. The grant is financed by the resources collected during the Warsaw University of Technology Christmas Fair and the grant laureates receive it as a one-time payment.
7. The “Christmas Grant” is awarded by the Award Committee of the Grant Fund (hereinafter referred to as “Award Committee”) whose members are:
  - 1) Vice-Rector for Student Affairs of the Warsaw University of Technology – chairperson
  - 2) Chancellor of the Warsaw University of Technology
  - 3) head of the Communication and Promotion Office
  - 4) a representative of SSPW
  - 5) representatives of the Communication and Promotion Office
8. The Award Committee will determine the number and amount of the grants.

9. The Award Committee may award in-kind prizes to the grantees.
10. Candidates may be nominated by the University authorities, deans of faculties, and by the students or doctoral students themselves on their behalf.
11. Candidates' nominations may be submitted to the Office for Communication and Promotion in an electronic form to [eventy@pw.edu.pl](mailto:eventy@pw.edu.pl) by a closing date indicated by the Committee.
12. The application will include:
  - 1) a multi-media presentation prepared in accordance with the guidelines below:
    - a) Slide 1 must contain the candidate's data, i.e. first name, surname, faculty/doctoral school, field and year of study, and e-mail address in the domain pw.edu.pl.
    - b) Any slides that follow must comply with the criteria in item 4.
  - 2) a candidate's declaration on granting or refusing consent for the use of their image for marketing purposes, constituting Appendix No. 1 to these Regulations
  - 3) information on the person nominating a Candidate, constituting Appendix No. 2 to these Regulations (for Candidates who do not nominate themselves)
13. The Award Committee will select the laureates after analysing the submitted documents.
14. In exceptional situations, the Award Committee may invite a Candidate to an individual meeting.
15. The Award Committee will immediately inform the laureates about the verdict via e-mail as soon as it reaches a decision on awarding grants.
16. The Award Committee's decision is final, and no appeal may be taken against it.
17. The award ceremony will take place at a time set by the Award Committee.
18. The grant is paid as a transfer to a bank account indicated by the grantee.
19. Pursuant to Article 30 section 1 item 2 of the Act of 26 July 1991 Law on Personal Income Tax (Journal of Laws of 2021 item 1128 with later amendments), a lump sum income tax of 10% will be deducted from that amount if the amount of the grant paid to the laureate exceeds PLN 2 000.

**III Candidate's consent/no consent for the use of their image for marketing purposes**

I hereby grant permission /do not grant permission\* to distribute photos with my image for marketing purposes involving the promotion of the grant idea in advertising materials and on the website and on the social media platforms of the Warsaw University Technology, i.e. uploading the photo on the main website and all social media profiles of the Warsaw University of Technology, as long as the publication or its context do not infringe my personal rights.

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Date and signature of the Competition Participant

\*Delete as appropriate

I give consent for my participation in the competition, I **have familiarized myself** with the Regulations and accept their provisions.

.....

Date and signature of the Competition Participant

**Information on the person nominating a Candidate**

First name and surname of the nominating person:.....

Affiliation:.....

E-mail address in the domain pw.edu.pl.....

.....

Date and signature of the person it concerns (nominating person)

## **Information on the processing of personal data for candidates and persons who nominate them**

Pursuant to Art. 13 and 14 of the Regulation 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 to the free flow of the data and repealing Directive 95/46/EC (Journal of Laws EU L 119/1 of 4 May 2016), hereinafter referred to as GDPR, the Warsaw University of Technology hereby informs that:

1. The administrator of your personal data is the Warsaw University of Technology, with the official seat at pl. Politechniki 1, 00-661 Warsaw.
2. The administrator has appointed the Data Protection Inspector (DPI) to supervise the processing of personal data. The Inspector can be contacted at the email address: iod@pw.edu.pl.
3. The Administrator shall process the personal data of:
  - 3.1 the candidate to the extent:
    - first name and surname,
    - faculty,
    - field of study and year of study,
    - e-mail address,
    - information on the achievements in the field of promotion,
    - image (of the consent is granted);
  - 3.2 the person who nominates the candidate to the extent:
    - first name and surname,
    - affiliation,
    - e-mail address.
4. Your personal data shall be processed by the administrator in order to:
  - conduct and document the competition – the legal basis of the processing of your personal data is Art. 6 section 1 letter e of GDPR.
  - to distribute photos with my image for marketing purposes involving the promotion of the grant idea in advertising materials and on the website and on the social media platforms of the Warsaw University Technology – the legal basis of the processing of your personal data is Art. 6 section 1 letter a of GDPR, if the consent is granted.
5. The Warsaw University of Technology has no intention of forwarding your data beyond the European Economic Area.
6. You are entitled to access your personal data and you have the right to correct the data, the right to demand to delete them, limit the processing of the data, to transfer the data (if the data are processed on the basis of the permission), the right to object to the processing of the data, the right to withdraw the permission (if it was granted) at any moment without providing the reason,

with no impact on the compliance with the right to process the data done prior to the withdrawal of the permission.

7. Your personal data will not be made available to third parties (administrators) except for entities authorised in accordance with legal regulations.
8. Access to your personal data may be granted to entities (processing entities) which may be given tasks related to the processing of personal data by the Warsaw University of Technology.
9. The Warsaw University of Technology does not use towards you automated decision making tools, including profiling you.
10. Your personal data were obtained directly from you or the person who nominates you for the grant “Christmas Grant”. If the data is provided directly from you, provision of the personal data is not obligatory; however, unless you provide your personal data, you will not participate in the grant programme “Christmas Grant”.
11. Your personal data will be processed for the period from submission of the nominations until the grant is awarded and for the period necessary to secure possible claims, and if the permission is granted, until its withdrawal.
12. You are entitled to make a complaint to the supervisory authority - President of the Office for Personal Data Protection if you find that the processing of your personal data violates the provisions of the GDPR Regulation.