

The project is co-financed by the European Union under the European Social Fund

## REGULATIONS

**for enrolment and participation in Task 4 entitled "Competence enhancement module - Program of support for students of the Jagiellonian University in the field of improving language, professional and IT competences, implemented as part of the Project entitled "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" ["ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego"], financing agreement no. POWR.03.05.00-00-Z309/17-00**

### § 1 Definitions

The following terms used in these Regulations shall mean:

**Project** - project entitled "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" ["ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego"] No. POWR.03.05.00-00-Z309/17-00;

**Task 4** - Competence enhancement module - Program of support for students of the Jagiellonian University in the field of improving language, professional and IT competences, implemented as part of the Project

**Project Beneficiary** - Jagiellonian University, ul. Gołębia 24, 31-007 Krakow, NIP [tax identification number] 675000-22-36, REGON [national business registry number] 000001270;

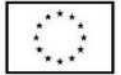
**Project Implementation Period** - January 1, 2018 - December 31, 2022;

**Academic Year** - the calendar period in which classes, examinations and credits provided for in the study plan and the education program are conducted. The academic year begins on October 1 of a given calendar year and lasts until September 30 of the following calendar year, and is divided into two semesters: summer and winter semester, on the dates specified in the order of the Rector of the Jagiellonian University on the organization of the academic year; it covers the summer semester of the academic year 2017/2018, academic years 2018/2019, 2019/2020, 2020/2021, 2021/2022, 2022/2023, the winter semester of the academic year 2023/2024;

**Form of Support** - activities provided for in the Project addressed to the Task 4 Participants, in particular specialist training, certified training, courses, workshops, study visits, additional practical tasks for students conducted in the form of projects aimed at improving students' competences in key areas for the country economy and development;

**UJ Student** - a person studying at higher education at the Jagiellonian University;

**Candidate** - A UJ Student of the last four semesters of first-cycle or second-cycle studies or uniform master's studies, with the status of an active student of the field of study provided for a given Form of Support, interested



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in participating in the Project, belonging to the target group in accordance with the application for Project co-financing;

**Participant of Task 4** - Candidate who received the Form of Support;

**Personal Data** - personal data within the meaning of Article 4 point 1 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and the repeal of Directive 95/46/EC (General Data Protection Regulation, hereinafter referred to as "GDPR"), i.e. information on an identified or identifiable natural person ("data subject"); an identifiable natural person is a person who can be directly or indirectly identified, in particular on the basis of an identifier such as name and surname, identification number, location data, internet identifier or one or more specific physical, physiological, genetic, mental factors, the economic, cultural or social identity of a natural person;

**Project Office** - Office of "ZintegruJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegruJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”] Project, at ul. Straszewskiego 25/2, 31-113 Krakow;

**Personal Data Processing** - processing within the meaning of Article 4 point 2 of GDPR, i.e.: an operation or a set of operations performed on personal data or sets of personal data in an automated or non-automated manner, such as collecting, recording, organizing, storing, adapting or modifying, downloading, viewing, using, disclosing through uploading, distributing or otherwise providing, adjusting or combining, limiting, deleting or destroying;

**Intermediate Body (IB)** - National Center for Research and Development, at ul. Nowogrodzka 47a, 00-695 Warsaw;

**UJ** - Jagiellonian University;

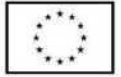
**University Study Support System (USOS)** - an integrated IT system used to support the course of higher, postgraduate and doctoral studies at the Jagiellonian University;

**USOSweb** - an internet application intended for students and employees of the Jagiellonian University conducting didactic classes, by means of which Candidates participate in enrolment and join the Form of Support.

## §2 General Provisions

1. These regulations define the rules of enrolment and participation in Task 4 conducted as part of the Project.

2. The Jagiellonian University is the Project Beneficiary and conducts within its framework, in particular, specialist training, certified training, courses, workshops, study visits, additional practical tasks for students in the form of projects aimed at



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improving students' competences in key areas for the economy and development of the country.

3. The aim of Task 4 is to increase the competences of the Task 4 Participants, in particular language, professional and IT competences, through participation in the Form of Supports provided for in the Project.

4. The Form of Supports provided under Task 4 include the following programs:

- 1) Program for supporting the development of professional competences in the field of natural and exact sciences;
- 2) Program for supporting the development of professional competences in the field of medical sciences and health sciences;
- 3) Program for supporting the language competences of UJ Students;
- 4) Program to support the development of professional and IT competences in the field of social and human sciences.

5. A detailed list of Form of Supports provided for within a given program will be posted on the website [www.zintegruj.uj.edu.pl](http://www.zintegruj.uj.edu.pl).

6. Classes are conducted according to the agreed plan, participants will be provided with training materials if they are available.

7. The condition for participation in the Project is qualification in the enrolment process to the Form of Support implemented under Task 4. Detailed rules for enrolment and participation in the Project are set out in these Regulations for enrolment and participation in Task 4 entitled "Competence enhancement module - Program of support for students of the Jagiellonian University in the field of improving language, professional and IT competences, implemented as part of the Project entitled "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”], financing agreement no. POWR.03.05.00-00-Z309/17-00

8. Accession to a given Form of Support each time occurs by making a declaration of joining the Form of Support specified therein, constituting Appendix No. 4 to the Regulations. Particular declarations are marked with the numbers 4.1, 4.2., 4.3 and further. These Regulations apply to each Form of Support specified in the declarations made by the Task 4 Participant.

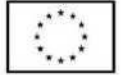
9. Participation in the Project is free of charge.

### **§3 Rules of recruiting Participants in Task 4**

1. Stages of recruiting Participants in Task 4:

#### **Stage 1 - formal:**

- a) Candidate joining the offered Form of Support via USOSweb by completing the enrolment form and making a declaration on the processing of personal data (the enrolment form template included in Appendix No. 1 to the Regulations; template



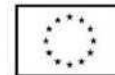
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declaration of the processing of personal data in the enrolment process - the information clause is attached as Appendix No. 1a to the Regulations);

- b) assessment of belonging of the interested person to a group of students who meet the Candidate's criteria (does not meet/meets);

**Stage 2 - content-related evaluation:**

- a) verification of the enrolment form consisting in the assessment of: information on the average grade from the last year of studies (max. 20 points; average 3.0 - 0 points, average 5.0 - 20 points, assuming that each 0.1 of the average value  $> 3.0 = 1$  point). In the case of recruiting a student of the first year of second-cycle studies, the average grade for the completed studies, which are the basis for admission to studies, is taken into account.
2. Candidates who meet the formal requirements and who will score the highest number of points, until the limit of places is reached, will be qualified for each Form of Support.
  3. Detailed rules for participation in a given Form of Support will be provided next to its description on the website [www.zintegruj.uj.edu.pl](http://www.zintegruj.uj.edu.pl).
  4. In the event that two Candidates obtain the same number of points, priority will be given to the Candidates studying respectively in the 3rd year of 1st cycle studies, 2nd year of 2nd cycle studies or the last two semesters of uniform Master's studies.
  5. Subject to the provisions of paragraph 4, if at least two Candidates receive the same number of points, the order of applications shall be decisive for admission. Lists of admitted Candidates will be created until the limit of places provided under a given Form of Support is reached.
  6. Recruitment documents will be assessed by a three-person Recruitment Committee appointed by the Project Manager.
  7. Candidates will be informed about the enrolment results within 7 days from the end of the enrolment process via the email address provided in the enrolment form. A candidate not qualified for the selected Form of Support may appeal against the position of the Recruitment Committee to the Project Manager within 7 days from the date of receipt of information on the results of the qualification, by delivering a written appeal to the Project Office.
  8. Candidates not qualified to participate in a given Form of Support will be entered on the reserve list in the order in accordance with the number of points received.
  9. In the event of significant interest in a given Form of Support, the Project Beneficiary will, if possible, organize additional training with the same program.
  10. The condition for joining the second and the next Form of Support will be the completion of the previously started Form of Support and determination of specific competency gaps.
  11. If the minimum number of Task 4 Participants is not qualified to participate in the Form of Support, the Project Beneficiary reserves the right to conduct additional enrolment under the same terms as the basic enrolment.



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12. Recruitment dates and other detailed information on enrolment are available on the following website [www.zintegruj.uj.edu.pl](http://www.zintegruj.uj.edu.pl).
13. Recruitment is conducted in accordance with the policy of equal opportunities for women and men under the EU funds for 2014-2020 and the principle of equal opportunities and non-discrimination, including accessibility for people with disabilities.
14. Accession to the first Form of Support and the change of the status of the Task 4 Participant occur when the Candidate reads and is accepts in USOSweb or when the Candidate submits signed documents at the Project Office:
  - a) declarations of reading and accepting these Regulations (the template of which is attached as Appendix No. 3 to the Regulations).
  - b) declarations of consent to the processing of personal data under the Project - by the Candidate (the template is in Appendix No. 2 to the Regulations).
  - c) declarations on joining the Form of Support (the template of which is attached as Appendix No. 4 to the Regulations).
15. Templates of enrolment documents are available on the Project website [www.zintegruj.uj.edu.pl](http://www.zintegruj.uj.edu.pl) and in the Project Office.
16. In the event that the Task 4 Participant resigns from participation in the Form of Support, the Candidate from the reserve list occupying the highest position on the list will be invited to join this Form of Support, with the proviso that at the time of joining, he/she meets all the requirements for participation in the Form of Support set out in these Regulations.

#### **§4 Rules for participation in Task 4**

1. The Participant of Task 4 is obliged to actively participate in a Form of Support. In order for the Task 4 Participant to obtain a credit, the Task 4 Participant is obliged to participate in at least 60% of the classes provided for a given Form of Support. The Task 4 Participant is obliged to report each absence from the classes to the Project Office and the person conducting the given Form of Support, including justifying the absence.
2. The Task 4 Participant is obliged to participate in the examination of the level of competence by means of pre / post tests of knowledge and skills, before and after the Form of Support provided thereto.
3. If a given Form of Support ends with an external examination and obtaining a certificate, the Task 4 Participant is obliged to take an examination confirming the acquired qualifications.
4. The Project Beneficiary, provides the of Task 4 Participants with training materials for a given Form of Support, if available.
5. The place and time of implementation of individual Form of Supports will be specified in the schedule available on the website [www.zintegruj.uj.edu.pl](http://www.zintegruj.uj.edu.pl)
6. Each Task 4 Participant, after completing the participation in a given Form of Support and completing the post-test of knowledge and acquired skills, will receive a certificate confirming participation. Project co-financed by the European Union under the European Social Fund in the Form of Support.



If a given Form of Support ends with an external examination and obtaining a certificate, the Task 4 Participant receives this certificate after receiving a positive mark on the external examination. The Task 4 Participant is obliged to take the exam confirming the acquired competences.

7. The Task 4 Participant is obliged to confirm attendance at the classes (in the case of stationary classes by signing the attendance list, in the case of remote classes by connecting with the teacher on the platform) and confirm the receipt of certificates.

8. The Task 4 Participant agrees to inform the University within 6 months of the end of education about taking up employment or continuing education at the 1st, 2nd and 3rd cycle studies by submitting an electronic statement according to the template constituting Appendix No. 5 to the Regulation or to participate in questionnaire surveys verifying his/her employment, self-employment or further education status. The Task 4 Participant agrees to attach to the aforementioned declaration, a copy of the employment/civil law contract certified to be true to the original, an excerpt from Central Register of Economic Activity or a certificate from the dean's office of a given faculty on undertaking further education.

9. The Task 4 Participant agrees to participate in the survey within at least 12 months from the end of education by submitting the required electronic questionnaires.

10. The Beneficiary agrees to:

- a) provide qualified staff conducting classes;
- b) provide premises to the extent necessary to conduct classes;
- c) issuing Project Participants certificates of participation in the Form of Support, with the proviso that the condition for obtaining the certificate is a minimum of 60% presence in the implemented Form of Support and completion of the required pre/post tests and questionnaires.

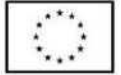
11. The Beneficiary is entitled to:

- a) cancellation of classes or changes in the schedule no later than 3 days before the scheduled date of classes, informing the Project Participants about it and, if possible, about a new date for the implementation of a given Form of Support.

#### **§5 Resignation by the Participant of Task 4 from participation in the Form of Support**

1. The Participant of Task No. 4 may resign from participation in the Form of Supports within the programs specified in § 2 paragraph 4 only in the following cases:

- a) documented improper performance of duties by the Project Beneficiary;
- b) random events preventing further participation of Task 4 Participant in the Form of Support.



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2. The Project Beneficiary may remove Task 4 Participant from the list of Task 4 Participants in the event that:
  - a) the information provided in the enrolment form is false;
  - b) Participant of Task 4 does not fulfill the obligations resulting from the Regulations or the declarations made;
  - c) The Task 4 Participant exceeds the limit of 40% of absences for a given Form of Support.
3. In the event of deletion of the Task 4 Participant from the list of Task 4 Participants by the University due to circumstances attributable to the Task 4 Participant, the Project Beneficiary has the right to demand reimbursement of costs related to the participation of the Task 4 Participant in the Project and compensation for damage suffered by the Project Beneficiary due to non-performance or improper performance of the grant agreement by the University.
4. If the Project Beneficiary requests from the Task 4 Participant the reimbursement of costs or compensation specified above, the Task 4 Participant shall return the required amount to the University to the bank account indicated in the request for reimbursement within 7 days from the date of receipt of the request.

## **§6 Personal Data Protection**

1. When submitting an application to participate in the Form of Support, the Candidate makes a declaration on the processing of personal data and accepts the relevant information clause (the template of which is attached as Appendix No. 1a).
2. The Task 4 Participant makes a declaration on the processing of personal data, receiving an appropriate information clause (the template of which is attached as Appendix No. 2).

## **§7 Final Provisions**

1. These regulations shall come into force on 01/09/2022.
2. The Project Beneficiary may amend these Regulations any time, if necessary, resulting from, among others, an amendment in the Project guidelines, changes in the law or a change in the manner of the Project implementation.
3. The Task 4 Participant will be notified by email about the amendment to the Regulations before the date of its validity, unless it is not possible, among others, due to the validity period of the amended Project guidelines, legal regulations.
4. In disputes that are not covered hereby, decisions shall be made by the Project Manager.

Appendixes:

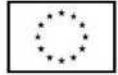
- a) Appendix No. 1 - Enrolment form - template



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- b) Appendix No. 1 - Declaration of the processing of personal data in the enrolment process - the information clause = template
- c) Appendix No. 2 - Declaration of the processing of personal data - information clause - template
- d) Appendix No. 3 - Declaration of reading the content and acceptance of these Regulations - template
- e) Appendix No. 4 - Declaration on joining the Form of Support - template
- f) Appendix No. 5 - Declaration on taking up employment, self-employment or further education





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## **Appendix No. 1a to the Regulations for enrolment and participation in Task 4**

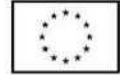
### **STATEMENT ON THE PROCESSING OF PERSONAL DATA - INFORMATION CLAUSE**

(information obligation implemented in connection with Article 13 and Article 14 of the Regulation of the European Parliament and of the Council (EU) 2016/679)

In connection with the submission of my application to participate in the Project entitled "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”] financing agreement no. POWR.03.05.00-00-Z309/17-00 I acknowledge that:

1. the Controller of my personal data is the minister responsible for regional development, acting as the Managing Authority for the Operational Programme Knowledge Education Development 2014-2020, with its registered office at ul. Wspólna 2/4, 00-926 Warsaw.
2. The processing of my personal data is lawful and meets the conditions referred to in Article 6 paragraph 1 item c) and Article 9 paragraph 2 item g) of the Regulation (EU) 2016/679 of the European Parliament and of the Council - personal data is necessary for the implementation of the Operational Programme Knowledge, Education and Development 2014-2020 (OP KED) under:
  - 1) with reference to the set of "Operational Program Knowledge Education Development":
    - a) Regulation (EU) No 1303/2013 of the European Parliament and of the Council of December 17, 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006, (OJ UE L 347 of 20/12/2013, p. 320, as amended),
    - b) Regulation (EU) No 1304/2013 of the European Parliament and of the Council of December 17, 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006 (OJ EU L 347 of 20/12/2013, p. 470, as amended),
    - c) Act of July 11, 2014 on the principles of implementing cohesion policy programs financed in the 2014-2020 financial perspective (Journal of Laws of 2017, item 1460, as amended);
  - 2) with reference to the set of "Central ICT system supporting the implementation of operational programmes":
    - a) Regulation (EU) No 1303/2013 of the European Parliament and of the Council of December 17, 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European

ZintegrUJ Project Office  
ul. Straszewskiego 25/2, 31-113 Krakow,  
Tel.: 12 663-39-35, email: zintegruj@uj.edu.pl, www.zintegruj.uj.edu.pl



- Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006,
- b) Regulation (EU) No 1304/2013 of the European Parliament and of the Council of December 17, 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006,
  - c) Act of July 11, 2014 on the principles of implementing cohesion policy programs financed in the 2014-2020 financial perspective (Journal of Laws of 2017, item 1460, as amended),
  - d) Commission Implementing Regulation (EU) No 1011/2014 of September 22, 2014 laying down detailed rules for the implementation of Regulation (EU) No 1303/2013 of the European Parliament and of the Council as regards templates for the transmission of certain information to the Commission and detailed rules for the exchange of information between beneficiaries and managing, certifying, audit and intermediate authorities (OJ UE L 286 of 30/09/2014, p. 1).
3. My personal data will be processed only for the purpose of implementing the project "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”] financing agreement no. POWR.03.05.00-00-Z309/17-00.", in particular confirming the eligibility of expenses, granting support, monitoring, evaluation, control, audit and reporting as well as information and promotion activities under the OP KED.
  4. My personal data has been entrusted to the processing of the Intermediate Body - National Center for Research and Development, ul. Nowogrodzka 47a, 00-695 Warsaw, Project Beneficiary - Jagiellonian University, ul. Gołębia 24, 31-007 Krakow, and entities that, at the request of the Beneficiary, participate in the implementation of the Project (name and address of the above-mentioned entities).

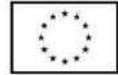
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My personal data may be transferred to entities conducting evaluation studies at the request of the Managing Authority, Intermediate Body or the Project Beneficiary. My personal data may also be entrusted to specialized companies that conduct, at the request of the Managing Authority, Intermediate Body and the Project Beneficiary, controls and audits under the OP KED.

5. Providing data is a necessary condition for participation in the Form of Support, and refusal to provide it is tantamount to the inability to participate in the Form of Support.
6. In order to confirm the eligibility of expenses in the Project, my personal data, such as name (s), PESEL [personal statistical number], surname, project number, commencement date of participation in the Form of Support, date of the end of participation in the Form of Support, insurance title code, amount of health insurance contribution, amount of accident insurance premium, it may be processed in the "Insurance Institution Personal Data Files", the controller of which is the minister responsible for regional development. The processing of my personal data is lawful and meets the conditions referred to in Article 6 paragraph 1 item c) and Article 9 paragraph 2 item g) of the Regulation (EU) 2016/679 of the European Parliament and of the Council - personal data is necessary for the implementation of the Operational Programme Knowledge, Education and Development 2014-2020 (OP KED) under<sup>1</sup>
  - 1) Regulation (EU) No 1303/2013 of the European Parliament and of the Council of December 17, 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006,

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<sup>1</sup> Processing of personal data in the Social Insurance Institution Personal Data Files applies to a situation where a project co-financing agreement was concluded with the Beneficiary by the Ministry of Family, Labor and Social Policy or the Province Labor Office.



- 2) Regulation (EU) No 1304/2013 of the European Parliament and of the Council of December 17, 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006,
- 3) Act of July 11, 2014 on the principles of implementing cohesion policy programs financed in the 2014-2020 financial perspective (Journal of Laws of 2017, item 1460, as amended),
- 4) Act of October 13, 1998 on the social insurance system (Journal of Laws of 2017, item 1778, as amended).

My personal data has been entrusted to the processing of the Intermediate Body - National Center for Research and Development, ul. Nowogrodzka 47a, 00-695 Warsaw, Project Beneficiary - Jagiellonian University, ul. Gołębia 24, 31-007 Krakow, and entities that, at the request of the Beneficiary, participate in the implementation of the Project (name and address of the above-mentioned entities). -----

My personal data may be transferred to entities conducting evaluation studies at the request of the Managing Authority, Intermediate Body or the Beneficiary. My personal data may also be entrusted to specialized companies that conduct, at the request of the Managing Authority, Intermediate Body and the Beneficiary, controls and audits under the OP KED.

7. My personal data will not be transferred to a third country or an international organization.
8. My personal data will not be subject to automated decision making.
9. My personal data will be stored until the Operational Programme Knowledge Education Development 2014 -2020 is settled and the archiving of the documentation is completed.
10. I can contact the Data Protection Officer by sending a message to the email address: [iod@miir.gov.pl](mailto:iod@miir.gov.pl) or email address [iod@uj.edu.pl](mailto:iod@uj.edu.pl)
11. I have the right to lodge a complaint with the supervisory authority, which is the President of the Personal Data Protection Office.
12. I have the right to access my data and rectify, delete or limit its processing.

*PLACE AND DATE      LEGIBLE SIGNATURE OF THE PROJECT PARTICIPANT<sup>† ‡</sup>*

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<sup>†</sup> In the case of a declaration of participation of a minor, the declaration should be signed by the minor's legal guardian.

## Appendix No. 2 to the Regulations for enrolment and participation in Task 4

### PROJECT PARTICIPANT DECLARATION

(information obligation implemented in connection with Article 13 and Article 14 of the Regulation of the European Parliament and of the Council (EU) 2016/679)

In connection with joining the project entitled "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”] financing agreement no. POWR.03.05.00-00-Z309/17-00 I acknowledge that:

1. the Controller of my personal data is the minister responsible for regional development, acting as the Managing Authority for the Operational Programme Knowledge Education Development 2014-2020, with its registered office at ul. Wspólna 2/4, 00-926 Warsaw.
2. The processing of my personal data is lawful and meets the conditions referred to in Article 6 paragraph 1 item c) and Article 9 paragraph 2 item g) of the Regulation (EU) 2016/679 of the European Parliament and of the Council - personal data is necessary for the implementation of the Operational Programme Knowledge, Education and Development 2014-2020 (OP KED) under:
  - 1) with reference to the set of "Operational Program Knowledge Education Development":
    - a) Regulation (EU) No 1303/2013 of the European Parliament and of the Council of December 17, 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006, (OJ UE L 347 of 20/12/2013, p. 320, as amended),
    - b) Regulation (EU) No 1304/2013 of the European Parliament and of the Council of December 17, 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006 (OJ EU L 347 of 20/12/2013, p. 470, as amended),
    - c) Act of July 11, 2014 on the principles of implementing cohesion policy programs financed in the 2014-2020 financial perspective (Journal of Laws of 2017, item 1460, as amended);
  - 2) with reference to the set of "Central ICT system supporting the implementation of operational programmes":
    - a) Regulation (EU) No 1303/2013 of the European Parliament and of the Council of December 17, 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006,

- b) Regulation (EU) No 1304/2013 of the European Parliament and of the Council of December 17, 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006,
  - c) Act of July 11, 2014 on the principles of implementing cohesion policy programs financed in the 2014-2020 financial perspective (Journal of Laws of 2017, item 1460, as amended),
  - d) Commission Implementing Regulation (EU) No 1011/2014 of September 22, 2014 laying down detailed rules for the implementation of Regulation (EU) No 1303/2013 of the European Parliament and of the Council as regards templates for the transmission of certain information to the Commission and detailed rules for the exchange of information between beneficiaries and managing, certifying, audit and intermediate authorities (OJ UE L 286 of 30/09/2014, p. 1).
3. My personal data will be processed only for the purpose of implementing the project "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”] financing agreement no. POWR.03.05.00-00-Z309/17-00.", in particular confirming the eligibility of expenses, granting support, monitoring, evaluation, control, audit and reporting as well as information and promotion activities under the OP KED.
  4. My personal data has been entrusted for processing to an Intermediate Body - National Center for Research and Development, ul. Nowogrodzka 47a, 00-695 Warsaw, the beneficiary implementing the project - Jagiellonian University, ul. Gołębia 24, 31-007 Krakow, and entities that, at the request of the beneficiary, participate in the implementation of the project - (name and address of the above-mentioned entities).

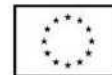
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My personal data may be transferred to entities conducting evaluation studies at the request of the Managing Authority, Intermediate Body or the beneficiary. My personal data may also be entrusted to specialized companies that conduct, at the request of the Managing Authority, Intermediate Body and the beneficiary, controls and audits under the OP KED.

5. Providing data is a necessary condition for obtaining support, and refusal to provide it is tantamount to the with the inability to provide support under the project
6. Within 4 weeks after the end of participation in the project, I will provide the beneficiary with data on my status on the labor market and information on participation in education or training, as well as obtaining qualifications or acquiring competences.
7. Within three months after the end of my participation in the project, I will provide data on my status on the labor market.
8. In order to confirm the eligibility of expenses in the project, my personal data, such as name (s), PESEL [personal statistical number], surname, project number, commencement date of participation in the project, date of the end of participation in the project, insurance title code, amount of health insurance contribution, amount of accident insurance premium, it may be processed in the "Insurance Institution Personal Data Files", the controller of which is the minister responsible for regional development. The processing of my personal data is lawful and meets the conditions referred to in Article 6 paragraph 1 item c) and Article 9 paragraph 2 item g) of the Regulation (EU) 2016/679 of the European Parliament and of the Council - personal data is necessary for the implementation of the Operational Programme Knowledge, Education and Development 2014-2020 (OP KED) under<sup>IV</sup>:

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<sup>IV</sup> Processing of personal data in the Social Insurance Institution Personal Data Files applies to a situation where a project co-financing agreement was concluded with the Beneficiary by the Ministry of Family, Labor and Social Policy or the Province Labor Office.



- 1) Regulation (EU) No 1303/2013 of the European Parliament and of the Council of December 17, 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006,
- 2) Regulation (EU) No 1304/2013 of the European Parliament and of the Council of December 17, 2013 on the European Social Fund and repealing Council Regulation (EC) No 1081/2006,
- 3) Act of July 11, 2014 on the principles of implementing cohesion policy programs financed in the 2014-2020 financial perspective (Journal of Laws of 2017, item 1460, as amended),
- 4) Act of October 13, 1998 on the social insurance system (Journal of Laws of 2017, item 1778, as amended).

My personal data has been entrusted for processing to an Intermediate Body - National Center for Research and Development, ul. Nowogrodzka 47a, 00-695 Warsaw, the beneficiary implementing the project - Jagiellonian University, ul. Gołębia 24, 31-007 Krakow, and entities that, at the request of the beneficiary, participate in the implementation of the project - ----- (name and address of the above-mentioned entities). My personal data may be transferred to entities conducting evaluation studies at the request of the Managing Authority, Intermediate Body or the beneficiary. My personal data may also be entrusted to specialized companies that conduct, at the request of the Managing Authority, Intermediate Body and the beneficiary, controls and audits under the OP KED.

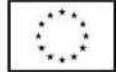
9. My personal data will not be transferred to a third country or an international organization.
10. My personal data will not be subject to automated decision making.
11. My personal data will be stored until the Operational Programme Knowledge Education Development 2014 -2020 is settled and the archiving of the documentation is completed.
12. I can contact the Data Protection Officer by sending a message to the email address: [iod@miir.gov.pl](mailto:iod@miir.gov.pl) or email address [iod@uj.edu.pl](mailto:iod@uj.edu.pl)
13. I have the right to lodge a complaint with the supervisory authority, which is the President of the Personal Data Protection Office.
14. I have the right to access my data and rectify, delete or limit its processing.

*PLACE AND DATE*

*LEGIBLE SIGNATURE OF THE PROJECT PARTICIPANT\*\* \*\**

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\*\* In the case of a declaration of participation of a minor, the declaration should be signed by the minor's legal guardian.



The project is co-financed by the European Union under the European Social Fund

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### **Appendix No. 3 to the Regulations for enrolment and participation in Task 4**

#### **Declaration of reading the content and acceptance of the Regulations for enrolment and participation in Task 4 entitled**

**"Competence enhancement module - Program of support for students of the Jagiellonian University in the field of improving language, professional and IT competences, implemented as part of the Project entitled "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”], financing agreement no. POWR.03.05.00-00-Z309/17-00**

I, the undersigned, declare that I have read the Regulations for enrolment and participation in Task 4 entitled.....

"Competence enhancement module - Program of support for students of the Jagiellonian University in the field of improving language, professional and IT competences, implemented as part of the Project entitled "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”], financing agreement no. POWR.03.05.00-00-Z309/17-00 and participation in the Form of Support, I accept its provisions and agree to comply with them.

.....  
(place, date)

.....  
(Participant's signature)



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**Appendix No. 4 to the Regulations for  
participation in Task 4**

**Declaration on joining the Form of Support**

in the project

*“ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development” [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”] financing agreement no. POWR.03.05.00-00-Z309/17-00.*

I, the undersigned, declare that I am joining the Form of Support entitled:

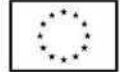
.....

under Task 4 implemented under the Project. At the same time, I declare that the data contained in the Enrolment form has not changed.

(place, date)

(Participant's  
signature)





The project is co-financed by the European Union under the European Social Fund

**Appendix No. 5 to the Regulations for participation in Task 4**

**Project Participant's declaration on taking up employment, self-employment or further education after the end of participation in the project "ZintegrUJ – A Comprehensive Programme of Jagiellonian University Development" [„ZintegrUJ – Kompleksowy Program Rozwoju Uniwersytetu Jagiellońskiego”] financing agreement no. POWR.03.05.00-00-Z309/17-00\***

I the undersigned .....  
declare that within 6 months of completing my education, I started:

**further education**

University name: .....

Field of study:.....

Mode of study:.....

Commencement date .....

**self-employment**

Company name: .....

NIP [tax identification number]: .....

Date of commencement of business activity .....

**employment (employment contract / civil law contract)**

Name of the employer/principal .....

Position.....

Contract form (employment contract / mandate contract / specific task contract / other).....

Date of the contract conclusion.....

The period for which the contract was concluded .....

Working time (applies to an employment contract) .....

(place, date)

(Participant's  
signature)

\*The declaration is completed electronically