

REGULATIONS OF THE "Primus" SCHOLARSHIP PROGRAMME THE UNIVERSITY OF OPOLE FOUNDATION

I. General provisions

§1

The present Regulations of the Opole University Foundation Scholarship Programme (hereinafter referred to as the Regulations) lay down the rules and procedure for the award and payment of one-off scholarships to Opole University students and doctoral students.

§2

The awarding of a one-time scholarship by the Opole University Foundation is an individual distinction and constitutes a form of support for students and doctoral students who have achieved significant results in the activities listed in §5 of the Regulations.

§3

The announcement of the opening of the call for applications for the one-time Opole University Foundation scholarship for achievements in the academic year 2024/2025 is published on the website of the Opole University Foundation, i.e. <https://fundacjauo.pl/>.

II. Criteria for awarding a one-off scholarship

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Only the following may apply for a one-off scholarship under the Opole University Foundation Scholarship Programme:

1. full-time students from all faculties of the University of Opole:

- 1) first degree (first to second year of undergraduate studies and first to third year of engineering studies),
- 2) Second degree (first year of study),
- 3) uniform master's degree programmes (first to fourth year and first to fifth year in the case of studies in medicine and pharmacy),

and

2. doctoral students of the University of Opole until they have completed their training at the doctoral school,

who accompany their application with the required documents.

§5

1. Achievements that qualify students for a one-off scholarship are a weighted average grade obtained for the academic year to which the scholarship relates of no less than 4.5 and meeting at least one of the following criteria:

- 1) scientific activities including activity in the field of scientific publications, participation in research projects as well as sport and art;
- 2) activities in student organisations active at Opole University;
- 3) optional participation in internships or apprenticeships;
- 4) prizes and awards received in individual and team competitions;
- 5) cooperation established with the business community;
- 6) other achievements or activities that meet the criteria of scientific, artistic or professional development.

(2) Achievements that qualify doctoral students to receive a one-time scholarship shall be a weighted average grade obtained for the academic year to which the scholarship applies, not lower than 4.0 and meeting at least one of the following criteria:

- 1) scientific activities including activity in the field of scientific publications, participation in research projects as well as sport and art;
- 2) activities in student organisations active at Opole University;
- 3) prizes and awards received in individual and team competitions;
- 4) cooperation established with the business community;
- 5) other achievements or activities that meet the criteria of scientific, artistic or professional development.

(3) The committee shall evaluate the applications of students and doctoral students according to the following scoring:

- 1) scholarly activity including activity in the field of scientific publications, participation in research projects as well as sports and artistic projects - up to 10 points for each achievement;
- 2) Activity in student organisations active at Opole University - up to 10 points for each achievement;
- 3) Optional participation in placements or internships (for students) - up to 10 points per achievement - up to 10 points per achievement;
- 4) prizes and distinctions received in individual and team competitions - up to 10 points for each achievement;
- 5) Documented cooperation established with the business community - up to 10 points for each achievement;
- 6) other achievements or activities that meet the criteria for scientific, artistic or professional development - up to 10 points for each achievement.

4 The right to assign a number of points to a criterion is vested exclusively in the Chapter.

§6

A person who has received a one-time scholarship from the Opole University Foundation in previous editions is not entitled to reapply for the scholarship.

III. Amount of the one-off grant

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The amount of the one-off scholarship is PLN 5,000.00 (in words: five thousand zlotys) gross.

§8

The one-off grant is intended to cover costs related to scientific, research, sporting, artistic or professional development.

IV. Application for a one-off grant

§9

1. An application for a one-time scholarship from the Opole University Foundation should list the achievements of the student or doctoral student (hereinafter referred to as the Applicant).
2. Applications are submitted electronically, via the website: <https://fundacjauo.pl/stypendia/>.
3. The application should be accompanied by:
 - 1) cover letter,
 - 2) scans of documents confirming the applicant's achievements, as listed in the application,
 - 3) course of study/doctoral training card,in PDF format, headed by name and type of document, e.g. '*Jan Kowalski - certificates*'.
4. The applicant undertakes to accept the terms and conditions of the Regulations and to make the relevant declarations set out in generally applicable law.

V. Procedure for awarding one-off scholarships

§10

1. Submitted applications are subject to formal verification by the Opole University Foundation.
2. The Opole University Foundation reserves the right to check the data provided by the Applicant in the application for plausibility.
3. The extent of the achievement recorded in the document confirming the achievement in question is not binding on the Chapter. The Chapter determines the extent of the event.

§11

1. Applications that do not meet the formal requirements shall be rejected, except as provided in paragraphs 2 - 4 of this paragraph.
2. If formal deficiencies are identified, the Opole University Foundation returns the application with a request to supplement the deficiencies of the submitted application to the e-mail address of the Applicant indicated in the application.
3. The applicant shall be obliged to remedy the deficiencies within a maximum period of 7 days from the date of receipt of the reminder.
4. If the deficiencies are not remedied or the time limit for remediation expires, the application shall be rejected.

§12

Applications that meet the formal requirements or whose formal deficiencies have been corrected are forwarded to the Opole University Foundation Chapter, which carries out a substantive assessment of the application.

§13

The Chapter is made up of:

- 1) Rector of the University of Opole or the person designated by him;
- 2) The President of the Opole University Foundation Board or a person designated by him/her as Chairman;
- 3) Representative of the Opole University Foundation Board
- 4) Four representatives of the Patrons of the "Primus" Scholarship Programme of the Opole University Foundation.

§14

1. The members of the Chapter shall act in accordance with the principles of objectivity in their consideration of applications.
2. The Chapter evaluates the merits of the applications according to the merit evaluation sheet.
3. The number of points for each criterion will be awarded according to the extent of scientific achievement: international, national and local, and other factors affecting the rank of the achievement.
4. In the event of an equal number of points obtained by the Applicants, the award will be decided by the Chapter in an open vote. In the event of a tie, the decision is made by the Chapter Chairman.

5. The Chapter takes its decision by a simple majority in the presence of at least half of the Chapter members.

§15

1. The decision of the Chapter to qualify an application for or to refuse a one-time scholarship from the Opole University Foundation is final and cannot be appealed. The decision is not a decision within the meaning of administrative law.
2. The Chapter reserves the right to reject an application if the applications do not meet a sufficient level of commitment to the activities listed in the criteria of §5 of the Regulations.

§16

1. Minutes of the Chapter meeting shall be drawn up and signed by all Chapter members present at the meeting.
2. The minutes of the meeting shall be accompanied by a list of persons whose applications have been qualified for the award of a one-off scholarship from the Opole University Foundation, as well as a list of persons whose applications have been qualified for the refusal of the said scholarship.

§17

One-time scholarships of the Opole University Foundation are awarded by the Opole University Foundation Board with the approval of the Opole University Foundation Council on the basis of a list of persons qualified to be awarded a one-time scholarship by the Opole University Foundation.

§18

The Council's decision to award the scholarship is final and cannot be appealed.

VI. Payment of the scholarship

§19

1. The condition for the payment of the one-time scholarship is having the status of a student or doctoral student of the University of Opole and signing a scholarship agreement.
2. Payment of the scholarship will be made in the form of a one-off cash payment.

3. The amount of the scholarship awarded may be reduced by an advance income tax payment to be made on behalf of the scholarship holder by the Opole University Foundation in accordance with the provisions of the Personal Income Tax Act and its implementing regulations.
4. The scholarship will be transferred to the bank account indicated by the scholarship recipient and specified in the scholarship agreement.
5. Payment of the scholarship will be made within 30 days of the conclusion of the scholarship agreement with the scholarship recipient.

§20

The Foundation reserves the right to publish the names of the scholarship holders of a given edition, their photos and information about their academic achievements on the Opole University Foundation website and other information media in order to promote the idea of supporting the development of Opole University students and doctoral students, and requires the Applicants to agree to the publication of their image.