



UNIWERSYTET
WARSZAWSKI



Wydział Nauk Politycznych
i Studiów Międzynarodowych
Uniwersytet Warszawski

Wydział Nauk Politycznych i Studiów Międzynarodowych

**Terms and Conditions of the Competition for the Best Student of the
Faculty of Political Science and International Studies at the University of
Warsaw**

§ 1.

1. In acknowledgement of the best students, and in support of their academic, organisational, artistic, and sports development, the Dean of the Faculty of Political Science and International Studies at the University of Warsaw hereby announces an annual Competition for the Dean's Award for the Best Student of the Faculty of Political Science and International Studies at the University of Warsaw, hereinafter referred to as the Competition.
2. The Competition is organised by the Faculty of Political Science and International Studies with its registered office in Warszawa, at ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa, hereinafter referred to as the Organiser.
3. The Competition is organised pursuant to the terms and conditions set forth herein, available at www.wnpism.uw.edu.pl, hereinafter referred to as the Terms and Conditions.

§ 2.

1. The Organiser holds the Competition in the following categories:
 - 1.1. Best First-Cycle Student of the University of Warsaw's Faculty of Political Science and International Studies (for Year 2 & 3 students and graduates who may take part in the competition in the year they completed their programme);
 - 1.2. Best Second-Cycle Student of the University of Warsaw's Faculty of Political Science and International Studies (for Year 2 students and graduates who may take part in the competition in the year they completed their programme).

2. The Competition is organised once a year. It is an open, one-stage competition.

3. Students of the Faculty of Political Science and International Studies at the University of Warsaw who in the past academic year were exceptionally active in scientific, organisational, artistic, or sporting efforts, may apply for the Competition.

§ 3.

1. The applications are assessed by the Competition Board, hereinafter referred to as the Board.

2. Board Members are appointed by the Dean of the Faculty of Political Science and International Studies at the University of Warsaw from among researchers and scholars employed at the unit where the Competition is organised.

3. The Board consists of:

- the Educational Unit Manager;

- the Dean's Representative for the Student Scientific Movement (secretary);

- five persons appointed by the Dean of the Faculty of Political Science and International Studies at the University of Warsaw from among researchers and scholars employed at the unit.

4. In its assessment, the Board takes into consideration various criteria concerning the entrants' scientific and organisational activities, as well as artistic and sports achievements, including, in particular:

4.1. the grade average, with the following number of points awarded for respective averages: 5.0 – 30 pts; 4.91-4.99 – 20 pts; 4.81-4.90 – 15 pts; 4.71-4.80 – 10 pts; 4.61-4.70 – 8 pts; 4.51-4.60 – 6 pts; 4.41-4.50 – 4 pts;

4.2. foreign language certificates issued by institutions which carry out state examinations and by foreign language schools at higher education

institutions (with the following number of points awarded for respective proficiency levels: A1 – 1 pts; A2 – 2 pts; B1 – 3 pts; B2 – 5 pts; C1 – 10 pts; C2 – 20 pts);

4.3. valid certificates dated for the academic year for which the award is given, attesting to the entrant's scientific achievements, participation in scientific events, scientific works published (papers, chapters in books, monographs), projects and research grants etc., and participation in international student exchange within the Erasmus+ programme, other exchange visits organised pursuant to bilateral agreements, or other inter-university exchange visits within the MOST programme, as well as participation in summer or winter schools:

- papers in scientific journals, monographs, and chapters in collective works – number of points is awarded in accordance with the valid list of the Ministry of Science and Education, multiplied threefold, whereas points for co-authored works are awarded proportionately to the students' percentage share in such works;
- participation as speaker with an accepted paper in an international scientific conference organised by a domestic or international scientific society – 20 pts;
- participation as speaker with an accepted paper in a domestic scientific conference organised by a higher education institution or scientific society – 10 pts;
- participation in an international research project – 50 pts;
- participation in a domestic research project – 30 pts;
- participation in the Erasmus+ programme or an exchange visit organised pursuant to a bilateral agreement – 10 pts;
- participation in an inter-university exchange visit within the MOST programme – 7 pts;
- participation in a summer or winter school – 5 pts;

4.4. valid certificates dated for the academic year for which the award is given, attesting to the entrant's organisational efforts in science clubs or student organisations, or assistance in organising a scientific conference, etc., with information concerning the nature of the entrant's participation and a description of responsibilities performed:

- membership in a student organisation – 2 pts;
- function within statutory bodies of a student organisation – 5 pts;
- assistance in organising a scientific conference – 5 pts;

4.5. valid certificates dated for the academic year for which the award is given, attesting to the entrant's artistic and sports achievements related to the entrant's representation of the University of Warsaw:

- participation in an art project or sporting event – 5 pts.

5. If the application lists the same achievement multiple times, the Board awards a one-off maximum number of points to be awarded for the given achievement.

6. If the entrant fails to present a document confirming a listed achievement, the Board awards zero points for that achievement.

7. Scientific and artistic achievements, as well as competitive sports results, which arise from the curriculum for the degree programme, including from internships, are not subject to the Board's assessment.

8. Achievements arising from an employment relationship, civil law agreements, and other forms of engagement, are not subject to the Board's assessment.

9. Works submitted for publication or awaiting review, non-scientific publications, passive participation in conferences, workshops or seminars, other certificates of completion of various courses, workshops or training sessions, as well as sports

achievements at a level lower than national, are also not subject to the Board's assessment.

10. The Board's decisions are final and non-appealable.

§ 4.

1. Entrants are required to submit the following documents by 10 October 2021:

1.1. a duly completed application form which constitutes Appendix No. 1 hereto;

1.2. a statement of acceptance of these Terms and Conditions;

1.3. a certificate/statement concerning their grade average, confirmed by the Student Office;

1.4. foreign language certificate(s);

1.5. valid certificates dated for the academic year for which the award is given, attesting to all listed scientific achievements;

1.6. valid certificates dated for the academic year for which the award is given, attesting to their organisational efforts, with information concerning the nature of their participation and a description of responsibilities performed;

1.7. valid certificates dated for the academic year for which the award is given, attesting to their artistic and sports achievements, with information concerning the nature of their participation and the scale of event.

2. Entrants should submit their application before the competition deadline, with the note reading "Konkurs na Najlepszą Studentkę/Najlepszego Studenta WNPiSM" ("Competition for the Best Student of the Faculty of Political Science and International Studies"), to the Promotion and Communication Office of the Faculty of Political Science and International Studies (Collegium Politicum, Room No. 211). The required documents may also be sent electronically to najlepsiwnpism@uw.edu.pl.

3. Documents sent to the Organiser are not returned.

4. Documents which do not satisfy the criteria set forth in these Terms and Conditions are not admitted for the Board's assessment.

§ 5.

1.: Awards are given to:

1.1. the Best Second-Cycle Student;

1.2. the Best First-Cycle Student.

2. The Competition prize is:

2.1. for the Best First-Cycle Student of the Faculty of Political Science and International Studies at the University of Warsaw: PLN 10,000.00 (said: ten thousand zloty);

2.2. for the Best Second-Cycle Student of the Faculty of Political Science and International Studies at the University of Warsaw: PLN 10,000.00 (said: ten thousand zloty).

2.3. The Board may also grant two distinctions in each award category.

3. The Board may suggest that the prizes be divided differently, or decide not to award the prizes.

4. The Organiser will inform the Competition winners that they received the award by e-mail (to the address specified in Appendix No. 1), or by phone.

§ 6.

1. Competition results will be announced by 31 October 2021.

2. The prizes will be awarded on University Day.

3. The laureates (their first name and surname, and their degree programme), as well as the date of the award ceremony, will be publicly announced at the Faculty's website (www.wnpism.uw.edu.pl).

4. The Organiser reserves the right to publish the first name and surname of and information on Competition winners, and to feature these details in the Organiser's promotional materials, media, and website.

§ 7.

1. Entrants should read these Terms and Conditions before they enter the Competition.

2. Entrants are required to complete and send the personal data form and the application (Appendix No. 1 to these Terms and Conditions), which they should sign with their handwritten signature, together with a statement that they read and accept these Terms and Conditions.

3. The Organiser reserves the right to make amendments to these Terms and Conditions at any stage of the Competition as necessary, including amendments concerning the Competition's duration, whereas these amendments may not introduce solutions which are less favourable for the entrants than those specified in the original version hereof.

4. The Organiser reserves the right not to announce Competition winners, bring the Competition to an end, or cancel the Competition, due to justifiable reasons. The Organiser's decisions in this respect are final.

5. The Organiser is not responsible for problems related to being unable to contact the Competition winner.

6. The Organiser's decisions are final and non-appealable.

7. These Terms and Conditions are to be published in a downloadable and printable format at the Organiser's website, www.wnpism.uw.edu.pl.

8. All appendices hereto constitute an integral part hereof.

9. These Terms and Conditions come into force on the day they are published at www.wnpism.uw.edu.pl.

10. If you have any doubts or questions, or wish to receive more information on the Competition, please contact dr Agnieszka Bejma, the Dean's Representative for Student Scientific Movement at the Faculty of Political Science and International Studies, at a.bejma@uw.edu.pl

11. The personal data processing notice constitutes Appendix No. 2 hereto.

Appendices:

Appendix No. 1 – Personal data form – Entrant

Appendix No. 2 – Personal data processing notice

Appendix No. 1 – Personal data form – Entrant

to the Terms and Conditions of the Competition for the Dean's Award for the Best Student of the Faculty of Political Science and International Studies at the University of Warsaw

First name:	
Surname:	
Street name:	
Postal code:	
City:	
Phone number:	
E-mail address:	

The controller of your personal data is the Faculty of Political Science and International Studies at the University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa.

The data are processed for the competition to take place.

You are required to provide your personal data in order to participate in the Competition. Failure to do so renders participation impossible.

The data will be stored for the period required to settle the Competition, and for the period of limitation for potential entrants' claims.

Everyone may exercise their right of access, right to rectification, right to erasure, right to restriction of processing, and right to data portability. Everyone may exercise their right to lodge a complaint with a supervisory authority, right to object to processing of personal data concerning him or her, and right to withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal.

Everyone may exercise their right to object to processing of personal data concerning him or her on the grounds of the controller's legitimate interests, and right to object to processing of personal data concerning him or her for marketing purposes.

I declare that I have read and accept the Terms and Conditions of the Competition for the Best Student of the Faculty of Political Science and International Studies at the University of Warsaw. I declare that I satisfy the conditions set forth for the entrants.

Date

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Signature

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Application
**for the Dean's Award for the Best Student of the Faculty of Political Science and International
Studies at the University of Warsaw**

First name and surname:

Degree programme and mode of study:

Cycle:

1. Grade average for the study cycle:

2. Knowledge of foreign languages:

- English;
- German;
- French;
- Russian;
- Spanish;
- Italian;
- other:

3. List of scientific achievements:

- scientific publications (please provide full bibliographic details and state the number of points awarded in line with the list of the Ministry of Science and Education):

- a) scientific article;
- b) monograph;
- c) chapter in a collective work

- participation as speaker with an accepted paper in scientific conferences (paper title, conference name, date and place of conference)

- a) international
- b) domestic

- participation in research projects (title, financing institution)

a) international

b) domestic

- Other achievements:

- participation in the Erasmus+ programme or exchange visit arising from a bilateral agreement

- participation in an inter-university exchange visit within the MOST programme

- participation in a summer or winter school

- other:

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4. List of organisational achievements

- **membership in a student organisation** (name of organisation, date of admission);

- **function within statutory bodies of a student organisation** (name of organisation, date of admission, function title, and scope of responsibilities);

- **assistance in organising a scientific conference** (conference title, name of organiser, date of event, scope of responsibilities);

- **organisation of a scientific conference or seminar on the part of a student organisation or science club of which the applicant is a member** (event title, organiser designation, date of event, scope of responsibilities);

- other:

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Signature of the applicant

Appendix No. 2 – Personal data protection notice

Personal data processing notice

Data controller

The controller of your personal data being processed is Uniwersytet Warszawski (the University of Warsaw), ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa.

You may contact the controller:

- by post to: Uniwersytet Warszawski, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa (please specify the organisational unit to which correspondence is addressed);
- by phone at: 22 55 20 000.

Data Protection Officer (DPO)

The controller has appointed a Data Protection Officer, which you may contact by e-mail at iod@adm.uw.edu.pl.

You may contact the DPO in all matters pertaining to the processing of your personal data on the part of the University of Warsaw, and to the enjoyment of your rights related to personal data processing.

The DPO is not responsible for handling other matters, such as providing information on the terms and conditions of the competition, or receiving competition applications, etc.

Purposes of and legal grounds for the processing

Your personal data will be processed:

1. pursuant to Article 6(1)(e) GDPR¹ in conjunction with Article 6(1)(c) GDPR:
 - for the participation in the Competition for the Best Student of the Faculty of Political Science and International Studies;
 - for the online publication of the winner's details;
2. pursuant to Article 6(1)(c) GDPR:
 - for financial settlements in accordance with tax and accounting provisions.
3. pursuant to Article 6(1)(f) GDPR:
 - for the establishment, exercise or defence of legal claims.

Period of retention

Your personal data will be processed for the period necessary for the achievement of objectives of that processing:

- 1) for the period required for the competition to take place, and prizes to be awarded;
- 2) for the period arising from tax and accounting provisions;
- 3) for the period necessary for the establishment, exercise or defence of legal claims.

The data will be subsequently archived.

Data recipients

¹ 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 (General Data Protection Regulation).

Article 6(1)(c) GDPR – processing is necessary for compliance with a legal obligation;

Article 6(1)(e) GDPR – processing is necessary for the performance of a task carried out in the public interest;

Article 6(1)(f) GDPR – processing is necessary for the establishment, exercise or defence of legal claims.

Your data will be accessible to authorised employees and associates of the University of Warsaw who are obliged to process your personal data in connection with the performance of their professional responsibilities.

Data recipients may also include entities with which the controller entrusts the performance of specific responsibilities which involve necessary personal data processing.

Furthermore, your personal data may be made available to entities authorised by virtue of legal provisions.

Personal data of competition winners will be published online.

Transmission of data outside the European Economic Area

Your personal data may also be processed by the vendor of G Suite for Education – Google (with which we concluded a data processing agreement) – in its data processing centres².

Data processing rights

We ensure that you are able to exercise all your rights pursuant to the provisions of the GDPR, i.e., to exercise:

- the right of access and to obtain a copy of your data;
- the right to rectification;
- the right to restriction of processing;
- the right to erasure (subject to Article 17(3) GDPR);
- lodge a complaint with the President of the Personal Data Protection Office, should you find your personal data to be processed in breach of provisions on personal data protection.

The obligation to provide data and consequences of failure to do so

² <https://www.google.com/about/datacenters/inside/locations/index.html>

You are required to provide your personal data in order to take part in the competition. If you fail to provide your personal data, your participation in the competition will be hindered or rendered impossible.