



Ordinance No. 40/2021 of the  
Rector of Lodz University of Technology  
of 27 July 2021

on establishing the Regulations of the Own Scholarship Fund of Lodz University  
of Technology

*(Consolidated text as amended by Ordinance No. 36/2022, 12/2023, 43/2023 and 47/2024)*

Pursuant to Article 23(1) and (2)(2), Article 420(1) and (2) of the Act of 20 July 2018. - Law on Higher Education and Science (i.e. Journal of Laws of 2023, item 742, as amended)<sup>1)</sup> and § 14(1) and (2), § 26(7) of the Statute of Lodz University of Technology - Resolution No. 88/2019 of the Senate of Lodz University of Technology of 10 July 2019, I order as follows:

§ 1

I establish the Regulations of the Own Scholarship Fund of Lodz University of Technology, which is attached to this Ordinance.

§ 2

1. The Regulations referred to in § 1 enter into force on 27 July 2021.
2. Ordinance No. 59/2020 of the Rector of Lodz University of Technology of 6 November 2020 on establishing the Regulations of the Own Scholarship Fund of Lodz University of Technology are repealed.

§ 3

The Ordinance comes into force on 27 July 2021.

Prof. Krzysztof Józwik, Ph.D., D.Sc.  
Rector of Lodz University of Technology  
/signed with qualified digital signature/.

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<sup>1)</sup> Amendments to the unified text of the aforementioned Act were announced in the Journal of Laws of 2023, item 742, 1088, 1234, 1672, 1872 and 2005 and of 2024, item 124, 227 and 1089.

## Regulations of the Own Scholarship Fund of Lodz University of Technology

### Chapter 1 General provisions

#### § 1

1. The funds of the Lodz University of Technology's Own Scholarship Fund, hereinafter referred to as the "Fund", come from the following sources:
  - 1) the deduction to the costs of training and scientific activities, not more than 20% of the projected profit for the year, with the deduction being set at an appropriate proportion if the profit is less than projected, and the deduction being set at the projected amount if the profit is greater;
  - 2) from contributions by natural and legal persons earmarked for this Fund.
2. The Fund is used for:
  - 1) research scholarships for staff actively pursuing:
    - a) the title of professor, hereinafter referred to as the "Professor Scholarship",
    - b) a post-doctoral degree, hereinafter referred to as the "Post-Doctoral Scholarship",
    - c) a doctoral degree, hereinafter referred to as the "Doctoral Scholarship";
  - 2) research scholarships for doctoral candidates actively pursuing a doctoral degree, hereinafter referred to as "Doctoral Scholarships";
  - 3) scholarships for academic research performance for students of Lodz University of Technology actively aiming to obtain a Master of Engineering degree, master's degree, Bachelor of Science degree, bachelor's degree, hereinafter referred to as "Master Scholarship", "Engineering Scholarship" and "Bachelor Scholarship" respectively;
  - 4) scholarships funded for academic performance for students, if the founder, which is a natural or legal person, has specified the award conditions in accordance with § 8 when making a contribution to the Fund.
  - 5) scholarships for academic performance for students - participants in the E2TOP - Excellence in Engineering: Talents in Research with Opportunities Programme.

### Chapter 2 Research scholarships for staff and doctoral candidates and scholarship for academic performance for students

#### § 2

1. The Rector or the Vice-Rector designated by the Rector is the administrator of the Fund earmarked for scholarships.
2. The Rector or the Vice-Rector designated by the Rector announces a call for applications from candidates applying for a scholarship from this Fund, after the Rector of Lodz University of Technology has approved the material and financial plan of Lodz University of Technology, if the fund balance allows new scholarships to be awarded.
3. The annual scholarship amount for each category of scholarship recipients referred to in § 3 is determined by the Rector or the Vice-Rector designated by the Rector, after consultation with the Lodz University of Technology's Own Scholarship Fund Committee, hereinafter referred to as the "Committee", taking into account the Fund's resources.
4. The Own Scholarship Fund Committee of Lodz University of Technology is appointed by the Rector for the duration of its term of office. The Committee is composed of one representative from each of the scientific

disciplines in which the University is authorised to confer degrees and one representative of doctoral candidates and students. The Committee is chaired by the Rector or a Vice-Rector designated by the Rector.

5. Representatives of scientific disciplines are proposed by the respective Discipline Councils, the representative of doctoral candidates by the Doctoral Student Self-Government of Lodz University of Technology and the representative of students by the Student Self-Government of Lodz University of Technology.
6. The duration of membership of the Committee of the doctoral student representative and of the student representative is compatible with the term of office of the bodies of the respective self-governments.

### § 3

Scholarships are available to apply for:

- 1) employees for whom TUL is the primary place of work, who obtained their post-doctoral degree in the period from 2 to 10 years before the year of the application, and are conducting advanced work on a research topic of priority for the University, contributing to the expansion of scientific and research achievements demonstrated in the application for the initiation of proceedings for the conferment of the title of professor;
- 2) employees for whom TUL is the primary place of work, who obtained their doctoral degree in the period from 2 to 7 years before the year of application, and are conducting advanced work on a research topic of priority for the University, contributing to the expansion of scientific and research achievements demonstrated in the application for the initiation of proceedings for the conferment of a post-doctoral degree;
- 3) employees for whom TUL is their primary place of work, and are conducting advanced work on a doctoral dissertation on a priority research topic for the University;
- 4) Doctoral candidates in their third or fourth year of training at the Interdisciplinary Doctoral School of Lodz University of Technology who are completing their dissertation thesis and have demonstrated an active contribution to the University's research work during their studies;
- 5) second-cycle students who participate in research on one of the University's priority research topics contributing significantly to the University's research output and will pursue their master's thesis at Lodz University of Technology;
- 6) first-cycle students who participate in research on one of the University's priority research topics contributing significantly to the University's research output and will pursue an engineering or bachelor's thesis at Lodz University of Technology.

The periods referred to in points 1-6 may be extended by a period corresponding to the duration of maternity leave, parental leave, paternity leave and parental leave as defined in the Act of 26 June 1974. - Labour Code. In such a case, documents certifying the existence of the above-mentioned circumstances must be provided when submitting the application.

### § 4

1. Candidates applying for a scholarship, mentioned in § 3, submit an application according to the template specified in Appendix 1 to the Regulations, together with the following attachments:
  - 1) an application form, according to the template in Appendix 2 to the Regulations, signed by the candidate and the head of the unit. In the case of candidates referred to in § 3 points 4-6, the head of the unit should be understood as the head of the unit in which the doctoral, master's, engineering or bachelor's thesis is pursued;
  - 2) curriculum vitae;
  - 3) information on previous scientific achievements according to the template:
    - a) candidates referred to in § 3 point 1 should follow the template set out in Appendix 3 to the Regulations,
    - b) candidates referred to in § 3 point 2 should follow the template set out in Appendix 4 to the Regulations,
    - c) candidates referred to in § 3 points 3 and 4 should follow the template set out in Appendix 5 to the Regulations,

- d) candidates referred to in § 3 points 5 and 6 should follow the template set out in Appendix 6 to the Regulations,
- 4) a description of the research project to be carried out during the scholarship.

2. Candidates mentioned in § 3 pt. 3-6 additionally submit an opinion of their academic supervisor, and candidates mentioned in § 3 pt. 2 submit an opinion of the head of the faculty organisational unit employing them (head of institute, head of department) or of the university-wide unit, whereas candidates listed in § 3 points 5-6 shall additionally enclose the weighted average of marks obtained in the academic year preceding the year of submitting the scholarship application, confirmed by the Dean's Office, and a certificate confirming the completion of the last semester.
3. Research projects submitted to the Fund must not overlap with projects financed by other public funds.
4. An application for a scholarship, addressed to the Rector or the Vice-Rector designated by the Rector, together with a set of signed documents and their identical electronic version (forwarded by e-mail to the Research Support Centre: [rncwn@adm.p.lodz.pl](mailto:rncwn@adm.p.lodz.pl)), is submitted by the candidate at a place and on dates announced by the Rector or the Vice-Rector designated by the Rector. The documents must be accompanied by a signed declaration, a specimen of which is set out in Appendix 6a to the Regulations.
5. An agreement on the realisation of a scholarship from the Fund, according to the template in Appendix 7 to the Regulations, is concluded with the person awarded a scholarship. On the part of Lodz University of Technology, the agreement is concluded by the Rector or a Vice-Rector designated by the Rector.
6. If a scholarship is awarded to a doctoral candidate or student, it is necessary to conclude a rights-sharing agreement with them on the results of the project.

## § 5

1. The Professor Scholarship, the Post-Doctoral Scholarship and the Doctoral Scholarship may be paid for a maximum period of 12 months, as requested, in monthly instalments, with payment at the end of each calendar month.
2. The Master Scholarship may be paid for a maximum period of 9 months, in accordance with the application, in monthly instalments, with payment at the end of each calendar month. If the laureate undertakes education at the Interdisciplinary Doctoral School of Lodz University of Technology in the academic year immediately following the award of the master's degree and successfully settles the previously awarded scholarship, there is a possibility of extending the scholarship period by another 5 months.
3. The Engineering Scholarship and the Bachelor Scholarship may be paid for a maximum period of 5 months, as requested, in monthly instalments, with payment at the end of each calendar month. If the Laureate undertakes second-cycle studies at TUL in the next recruitment after obtaining the bachelor's/Bachelor of Science degree, continues his/her scientific activity and successfully settles the previously awarded scholarship there is a possibility to extend the scholarship period by another 4 months.
4. Upon submission for evaluation of the thesis/achievement/application forming the basis for the conferral of a professor's degree, a Master of Engineering/master's/Bachelor of Science/bachelor's degree for which the scholarship was awarded, before the expiry of the period for which it was awarded, the remainder of the scholarship is paid in a single payment.

## § 6

1. Candidates for the scholarships are selected by the Committee through a competition.
2. When examining applications, the Committee, having established that the formal requirements are met, assesses the candidate's academic achievements, the scientific value of the research project and the manner in which any previous agreements for a research scholarship/scholarship for academic performance from the Lodz University of Technology's Own Scholarship Fund have been fulfilled.
- 2a. A member of the Committee is obliged to inform the Chairperson of the Committee that they have submitted an application for an academic scholarship/scholarship for academic performance from the Own Scholarship Fund. The Chairperson of the Committee or the Vice-Chairperson of the Committee decides to exclude a member of the Committee from the application assessment procedure and voting on the category of the application submitted by them.
3. The decision to award a scholarship is taken by the Rector or the Vice-Rector designated by the Rector on the basis of a proposal from the Committee. The issued decision is final.

4. The Rector or the Vice-Rector designated by the Rector, in consultation with the Committee, determines each year the monthly scholarship rate for each of the scholarship categories referred to in § 3, taking into account the Fund's resources.

### § 6a

1. The Committee's deliberations may be held using technical devices allowing for remote communication with simultaneous direct transmission of images and sound.
2. The minutes of the Committee proceedings conducted by means of electronic communication shall be signed by the Chairperson of the Committee or the Vice-Chairperson of the Committee.
3. Voting by the Members of the Committee on matters related to recommendations for funding of applications may be conducted in the electronic circulation mode, e.g. via the WIKAMP platform.
4. The minutes of votes conducted by electronic circulation are signed by the Chairperson of the Committee or the Vice-Chairperson of the Committee.

### § 7

1. The purpose of the scholarship is to present for evaluation the work/achievement/application forming the basis for the conferral of a title of professor, a degree, a Master of Engineering/master's/Bachelor of Science/bachelor's degree for which it was awarded.
2. The scholarship holder sends, within 3 months of the end of the scholarship period, a report on the research carried out, together with a list of scientific achievements, to the Research Support Centre.
3. The scholarship holder immediately submits to the Research Support Centre information on: the application for the initiation of proceedings for the conferral of the title of professor/application for the initiation of proceedings for the conferral of a post-doctoral degree/ submission a doctoral dissertation/ submission a master's, engineering/ bachelor's thesis.
4. After the expiry of the following deadlines declared by the scholarship holder: the application for initiation of proceedings for the conferment of the title of professor/application for initiation of proceedings for the conferment of the degree of a post-doctoral degree/ submission a doctoral dissertation/ submission a master's, engineering/ bachelor's thesis, if these deadlines are not met, the scholarship holder is obliged to submit to the Rector or the Vice-Rector designated by the Rector a letter explaining the reasons for the delay or the inability to meet the obligations undertaken.

## Chapter 3 **Funded scholarships for students' academic performance**

### § 8

1. The Rector or the Vice-Rector designated by the Rector is the administrator of the Fund intended for funded scholarships for student performance.
2. The recipients of funded scholarships for student performance, the procedure for awarding and disbursement, and the documents required from candidates are defined in the scholarship regulations.
3. The regulations for the scholarship referred to in 2 shall be determined by the Rector together with the funder.
4. The conditions for the payment of the funded scholarship for students' academic performance are defined by an agreement between Lodz University of Technology and the scholarship holder.
5. The award of a scholarship may be terminated in the cases and according to the procedure provided for in the scholarship regulations and the agreement concluded with the scholarship holder.

## Chapter 3a

## **Scholarships for academic performance for student participants in the E2TOP Programme**

### **§ 8a**

1. Candidates applying for the scholarship shall submit an application for the scholarship, according to the specimen in Appendix No. 8 to the Regulations, to the Centre for Teaching and Learning at TUL.
2. Lodz University of Technology Centre for Teaching and Learning forwards the application to the Programme Council for its opinion, and then forwards the approved application to the Committee for its own Scholarship Fund of Lodz University of Technology.
3. The Committee selects scholarship recipients on the basis of the opinion of the E2TOP Programme Council.
4. The decision to award a scholarship is made by the Rector or the Vice-Rector indicated by the Rector. The decision is final.
5. An agreement on the realisation of a scholarship from the Fund, according to the specimen in Appendix no. 7 to the Regulations, is concluded with the person awarded a scholarship. On the part of Lodz University of Technology, the agreement is concluded by the Rector or the Vice-Rector indicated by the Rector.
6. If a scholarship is awarded, it is necessary to conclude an agreement with the student on the distribution of rights to the results obtained under the E2TOP Programme.
7. The scholarship is paid monthly, for 10 months of the period of participation in a given edition of the Programme, excluding the months of August and September.
8. The annual amount of the scholarship is determined by the Rector or the Vice-Rector appointed by the Rector, after consulting the Committee, taking into account the Fund's resources.
9. The scholarship holder shall, within 1 month of the end of the scholarship payment period, submit to the E2TOP Programme Programme Board a final report on the implementation of the established programme of studies and the course of study referred to in the Regulations of the E2TOP Programme.
10. If the scholarship holder loses their status of participation in the E2TOP Programme, the scholarship shall be paid up to the month in which the scholarship holder lost their status.

## **Chapter 4**

### **Final provisions**

### **§ 9**

1. The Rector or the Vice-Rector designated by the Rector, after consulting the Committee, may decide to revoke the scholarship.
2. A decision to revoke a scholarship means that payment of the remaining part of the scholarship is stopped and is effective from the beginning of the month following its issuance. In particular, the scholarship may be revoked if the scholarship holder:
  - 1) infringes TUL's intellectual property rights;
  - 2) fails to fulfil the obligations incumbent upon them under the employment relationship resulting from the Study Regulations of Lodz University of Technology, the Regulations of the Interdisciplinary Doctoral School of Lodz University of Technology or the Regulations of the E2TOP Programme - Excellence in Engineering: Talents in Research with Opportunities Programme;
  - 3) damages the good name of Lodz University of Technology;
  - 4) undertakes competitive activities against Lodz University of Technology.

§ 10

1. A scholarship from the Fund is awarded independently of other scholarships and benefits.
2. In matters not regulated in the Regulations, the provisions of the law and determinations of the competent bodies of Lodz University of Technology apply.

Lodz, on.....

[candidate's details]

Rector  
of Lodz University of Technology

.....  
place

### **Application**

for a research scholarship/scholarship for academic performance<sup>\*)</sup> from the Own Scholarship Fund of  
Lodz University of Technology

I am

a student in the ..... year of study of the first-/second<sup>\*)</sup> cycle in the field of study .....<sup>\*)</sup>

a doctoral candidate in the ..... year of the Interdisciplinary Doctoral School of Lodz University of Technology<sup>\*)</sup>

a Lodz University of Technology employee<sup>\*)</sup>

studying/employed at Department/Institute .....

at the Faculty/university-wide unit.....<sup>\*)</sup>

I am preparing a bachelor's/engineering/master's thesis/doctoral/post-doctoral dissertation/monograph<sup>\*)</sup>

about: ..... or

I am researching a topic: .....<sup>\*)</sup>

Deadline for submission of bachelor's/engineering/master's thesis/doctoral dissertation<sup>\*)</sup> .....

Deadline for requesting initiation of proceedings for the conferment of the title of professor/initiation of  
proceedings for the conferment of a post-doctoral degree<sup>\*)</sup> .....

I kindly request you to consider my application for a scholarship from the Own Scholarship Fund of Lodz  
University of Technology in the year ..... . I motivate my request with my significant academic achievements to  
date, which I present in detail in the attached documents. I declare that I have familiarised myself with the  
Regulations of the Own Scholarship Fund of Lodz University of Technology and agree with its provisions.

.....  
[legible signature]

#### Attachments:

1. Application form (following the template in Appendix 2)
2. Curriculum vitae
3. Information on scientific achievements (according to the templates set out in Appendices 3 to 6 respectively)
4. Description of the research project
5. Opinion of the scientific supervisor<sup>\*)</sup>

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<sup>\*)</sup> Delete as appropriate.

<b>APPLICATION FORM FOR THE OWN SCHOLARSHIP FUND OF LODZ UNIVERSITY OF TECHNOLOGY FOR THE YEAR .....</b>	
Name	
Surname	
Age (date of birth)	
Professional title/degree	
Correspondence address	
Telephone number, email address	
Bank account number (to which the scholarship is to be paid)	
Organisational unit, faculty, discipline	
The period for which the scholarship is to be awarded	
Information on previous research scholarships/scholarships for academic performance from the Own Scholarship Fund of Lodz University of Technology	
Brief description of the research programme (purpose and significance of the project; max. 3 sentences).	

.....  
*date, signature of the candidate*

.....  
*signature of the head of unit*

**INFORMATION ON SCIENTIFIC ACHIEVEMENTS  
AFTER OBTAINING THE POST-DOCTORAL DEGREE**

.....  
*Name and surname of the candidate*

.....  
*Organisational unit, faculty, discipline*

I. Information on the post-doctoral dissertation or achievement forming the basis for the conferral of the post-doctoral degree.	
Title:	
Unit conducting the proceedings:	
Date of award of the post-doctoral degree:	

II. List of the most important national or foreign scientific achievements <b>after obtaining the post-doctoral degree</b> , as referred to in the applicable law (Article 227(1)(1) of the Act of 20 July 2018. - Law on Higher Education and Science (i.e. Journal of Laws of 2022, item 574, as amended), monographs, articles published in journals, papers published in peer-reviewed materials of international conferences.		
Authors, title, name of the journal or publisher, year, number, pages, current IF; if the achievement is a co-authored work, additionally specify the contribution of the candidate, where the definition of the candidate's contribution should be precise enough to allow an accurate assessment of his/her contribution to each paper, e.g. originator of the research hypothesis, originator of the research, performance of the specific research, performance of the specific experiments, performance of the analysis of the results, preparation of the manuscript of the article, and others.	Current ministerial score <sup>1</sup>	Number of citations according to Scopus (without self-citation)
II.1.		
II.2.		
II.3.		
II.4.		
II.5.		

III. Information about:
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<sup>1</sup> In accordance with the ministerial list of scientific journals and peer-reviewed proceedings of international conferences or the ministerial list of publishing houses publishing peer-reviewed scientific monographs in force on the date of the competition announcement.

1. participation in the work of research teams carrying out projects financed through national or foreign competitions; state the name of the research financing institution, project number, title, years of implementation and the role played (manager/contractor):
III.1.1.
III.1.2.
2. completed internships in scientific institutions, including abroad; indicate the duration of the internship (from ... to ...), the name of the financing institution and the name of the institution/university where the internship took place:
III.2.1.
III.2.2.
3. conducting scientific research or development work in universities or scientific institutions, including foreign ones; specify the name of the institution/university with which the research was conducted, specify the period and results of research cooperation:
III.3.1.
III.3.2.
4. reviews in proceedings for the award of a doctoral or post-doctoral degree:
III.4.1.
III.4.2.

IV. List of other scientific or artistic achievements <b>after the award of the post-doctoral degree</b> , not listed under II.		
Authors, title, name of journal or publisher, year, number, pages, current IF;	Current ministerial score <sup>2</sup>	Number of citations according to Scopus (without self-citation)
IV.1.		
IV.2.		
IV.3.		

V. Patents and Protective Rights. <sup>3</sup>	
Authors and name of the invention	Awarding institution

<sup>2</sup> In accordance with the ministerial list of scientific journals and peer-reviewed proceedings of international conferences or the ministerial list of publishing houses publishing peer-reviewed scientific monographs in force on the date of the competition announcement.

<sup>3</sup> Submitted through the TUL Section of Patent Attorneys.

VI. List of achievements in teaching, organising and popularising science or the arts, including supervision of doctoral candidates.

VII. Information on awards and prizes.

VIII. Scientometric information.

VIII.1. Total number of LC citations of all publications to date without self-citation (LC according to Scopus database).

VIII.2. Hirsch index H (H according to Scopus database).

IX. Other achievements.

.....  
[signature of the candidate]

## **INFORMATION ON SCIENTIFIC ACHIEVEMENTS AFTER OBTAINING THE DOCTORAL DEGREE**

.....

*Name and surname of the candidate*

.....

*Organisational unit, faculty, discipline*

### I. Information on the doctoral dissertation.

Title:	
Unit conducting the proceedings:	
Supervisor:	
Date of award of doctoral degree:	

### II. Planned title of the scientific achievement constituting the basis for the application for the award of the post-doctoral degree: .....

### III. List of scientific or artistic achievements **constituting the basis for the post-doctoral application under preparation**, constituting a significant contribution to the development of the discipline, as referred to in the applicable law (Article 219(1)(2) of the Act of 20 July 2018. - Law on Higher Education and Science (i.e. Journal of Laws of 2022, item 574, as amended), monographs, articles published in journals, papers published in peer-reviewed materials of international conferences.

Authors, title, name of the journal or publisher, year, number, pages, current IF; if the achievement is a co-authored work, additionally specify the contribution of the candidate, where the definition of the candidate's contribution should be precise enough to allow an accurate assessment of his/her contribution to each paper, e.g. originator of the research hypothesis, originator of the research, performance of the specific research, performance of the specific experiments, performance of the analysis of the results, preparation of the manuscript of the article, and others.	Current ministerial score <sup>1</sup>	Number of citations according to Scopus (without self-citation)
III.1.		
III.2.		
III.3.		

<sup>1</sup> In accordance with the ministerial list of scientific journals and peer-reviewed proceedings of international conferences or the ministerial list of publishing houses publishing peer-reviewed scientific monographs in force on the date of the competition announcement.

IV. Information about:
1. research or artistic activity carried out in more than one university, research institution or cultural institution, in particular abroad; specify the type of activity, its duration, the name of the sponsoring institution and the name of the institution/university where the activity took place:
IV.1.1.
IV.1.2.
2. participation in the work of research teams carrying out projects financed through national or foreign competitions; state the name of the research financing institution, project number, title, years of implementation and the role played (manager/contractor):
IV.2.1.
IV.2.2.

V. List of other scientific or artistic achievements after the award of the doctoral degree, not listed under III.		
Authors, title, name of journal or publisher, year, number, pages, current IF;	Current ministerial score <sup>2</sup>	Number of citations according to Scopus (without self-citation)
V.1.		
V.2.		
V.3.		
V.4.		

VI. Patents and Protective Rights. <sup>3</sup>	
Authors and name of the invention	Awarding institution

VII. List of achievements in teaching, organising and popularising science or the arts, including supervision of doctoral candidates as an assistant supervisor.

VIII. Information on awards and prizes.

<sup>2</sup> In accordance with the ministerial list of scientific journals and peer-reviewed proceedings of international conferences or the ministerial list of publishing houses publishing peer-reviewed scientific monographs in force on the date of the competition announcement.

<sup>3</sup> Submitted through the TUL Section of Patent Attorneys.

IX. Scientometric information.

- IX.1. Total number of LC citations of all publications to date without self-citation (LC according to Scopus database).
- IX.2. Hirsch index H (H according to Scopus database).

X. Other achievements.

.....  
[signature of the candidate]

## INFORMATION ON RECORDED SCIENTIFIC ACHIEVEMENTS TO DATE

.....  
*Name and surname of the candidate*

.....  
*Organisational unit, faculty, discipline*

### I. Information on the doctoral dissertation under development.

Topic:	
Supervisor (date of supervisor appointment):	
Date of obtaining the master's degree:	

### II. List of scientific publications (monographs, chapters in monographs, articles published in journals, papers published in peer-reviewed conference proceedings).

Authors, title, name of the journal or publisher, year, number, pages, DOI/ISBN; in the case of a publication being a co-authored work, the contribution of the applicant should additionally be specified, but the definition of the individual contribution of the applicant should be precise enough to enable an accurate assessment of their contribution to each paper, e.g. originator of the research hypothesis, originator of the research, performance of the specific research, performance of the specific experiments, performance of the analysis of the results, preparation of the manuscript of the article, and others.	Current ministerial score <sup>1</sup>	Number of citations according to Scopus (without self-citation)
II.1.		
II.2.		
II.3.		
Total number of citations according to Scopus database:		Hirsch index:

### III. Patents and Protective Rights.<sup>2</sup>

Authors and name of the invention	Awarding institution	Percentage share

<sup>1</sup> In accordance with the ministerial list of scientific journals and peer-reviewed proceedings of international conferences or the ministerial list of publishing houses publishing peer-reviewed scientific monographs in force on the date of the competition announcement.

<sup>2</sup> Submitted through the TUL Section of Patent Attorneys.

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IV. Information on participation in the work of research teams carrying out projects financed through national or foreign competitions.		
Specify name of research funding body, project number, title	Years of participation	Role performed (manager/contractor)

V. Other achievements. <sup>3</sup>		
1.		
2.		
3.		
4.		
5.		

.....  
[signature of the candidate]

<sup>3</sup> Achievements related to scientific activities excluding conference presentations; maximum of five.

## INFORMATION ON RECORDED ACADEMIC ACHIEVEMENTS AND ACTIVITIES

.....  
*Name and surname of the candidate*

.....  
*Organisational unit, faculty, discipline*

### I. Information about the emerging master's/engineering/bachelor's thesis <sup>1</sup>.

Topic:	
Work supervisor:	
The weighted average of the grades obtained in the academic year preceding the year of application for the scholarship and a certificate of completion of the last semester:	
Signature of an authorised employee of the Dean's Office:	

### II. List of scientific publications (monographs, chapters in monographs, articles published in journals, papers published in peer-reviewed conference proceedings)

Authors, title, name of the journal or publisher, year, number, pages, DOI/ISBN; in the case of a publication being a co-authored work, the contribution of the applicant should additionally be specified, but the definition of the individual contribution of the applicant should be precise enough to enable an accurate assessment of their contribution to each paper, e.g. originator of the research hypothesis, originator of the research, performance of the specific research, performance of the specific experiments, performance of the analysis of the results, preparation of the manuscript of the article, and others.	Current ministerial score <sup>2</sup>	Number of citations according to Scopus (without self-citation)
II.1.		
II.2.		
Total number of citations according to Scopus database:	Hirsch index:	

<sup>1</sup> Delete as appropriate.

<sup>2</sup> In accordance with the ministerial list of scientific journals and peer-reviewed proceedings of international conferences or the ministerial list of publishing houses publishing peer-reviewed scientific monographs in force on the date of the competition announcement.

III. Patents and Protective Rights. <sup>1</sup>		
Authors and name of the invention	Awarding institution	Percentage share

IV. Information on participation in the work of research teams carrying out projects financed through national or foreign competitions.		
Specify name of research funding body, project number, title	Years of participation	Role performed (manager/contractor)

V. Other achievements. <sup>2</sup>				
1.				
2.				
3.				
4.				
5.				

VI. Activity in scientific circles of Lodz University of Technology.		
Name of the scientific circle and project undertaken	Years of participation	Role/short description of responsibilities

.....  
[signature of the candidate]

<sup>1</sup> Submitted through the TUL Section of Patent Attorneys.

<sup>2</sup> Achievements related to scientific activities excluding conference presentations; maximum of five.

Lodz, on .....

.....  
(name and surname)

## DECLARATION

**I declare that all the documents required, as specified in the Competition Announcement of .....\*):**

- an application for a scientific scholarship with appendices (according to the specimen in Appendix 1 to the Regulations),
- application form (according to the specimen in Appendix 2 to the Regulations), signed by the applicant and the head of the unit),
- curriculum vitae,
- information on hitherto scientific achievements (according to the specimens given in Appendices 3-6 to the Rules of Procedure respectively),
- description of the research project to be carried out during the scholarship,
- opinion of the scientific supervisor or head of the unit - in accordance with the provisions of the aforementioned Regulations.

**have been accurately completed and signed by me. At the same time, I declare that I take full responsibility for any deficiencies in the documentation that may result in a decision on refusal to grant the scholarship.**

I also declare that the submitted electronic version of the application, i.e. the file named .....pdf\*\*) is identical to the paper version of the application submitted to the Research Support Centre.

.....  
(signature of the person applying for the scholarship)

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<sup>\*)</sup> enter the date of the announcement of the current edition of the competition for scientific scholarships from the Own Scholarship Fund

<sup>\*\*) enter file name</sup>

<sup>\*\*\*) delete as appropriate</sup>

### **Agreement**

for the implementation of the scholarship/scholarship for learning achievements/funded scholarship for learning achievements for students/scholarship for learning achievements for students - participants of the Programme E<sup>2</sup>TOP\*) from the Own Scholarship Fund of Lodz University of Technology

concluded on ..... in Lodz

between

Lodz University of Technology seated at 116 Żeromskiego Street, 90-924 Lodz, represented by .....  
....., hereinafter referred to as Lodz University of Technology  
and Mr./Ms.

.....  
a student of Lodz University of Technology, holding student identity card no. .....  
residing in .....\*)

a doctoral candidate at the Interdisciplinary Doctoral School of Lodz University of Technology, holding doctoral student card no. ....  
residing in .....\*)

an employee of Lodz University of Technology employed at the .....  
.....  
.....  
.....  
in the position of .....\*)

hereinafter referred to as the Scholarship Holder.

#### § 1

The agreement concerns the implementation of a scholarship awarded by Lodz University of Technology for the benefit of the Scholarship Holder of the Lodz University of Technology's Own Scholarship Fund.

#### § 2

Based on the Rector's decision of ....., the Scholarship Holder has been awarded a scholarship in the total amount of ..... PLN for the period from ..... to ....., which will be paid in ..... equal monthly instalments of ..... PLN each instalment, at the end of each calendar month.

#### § 3

The scholarship will be paid by bank transfer to the account of the Scholarship Holder indicated in the application form submitted by the Scholarship Holder.

#### § 4

1. Lodz University of Technology will:

- 1) make regular payments of the scholarship instalments in accordance with the decision referred to in § 2 to the Scholarship Holder's account referred to in § 3;
- 2) make available to the Scholarship Holder the equipment and laboratory facilities at its disposal, insofar as this commitment does not impose an undue burden on its units and disorganise their work;
- 3) provide substantive and instructional assistance provided by the Scholarship Holder's supervisor as part of his/her official duties.

#### § 5

1. Above all, the Scholarship Holder undertakes to make every effort to achieve the objective referred to in § 7 of the Regulations of the Own Scholarship Fund of Lodz University of Technology.

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\*) Delete as appropriate.

2. The Scholarship Holder further undertakes:
  - 1) not to infringe TUL's intellectual property rights;
  - 2) not to damage the good name of TUL;
  - 3) not to undertake activities in competition with TUL;
  - 4) to comply with his/her obligations resulting from employment/being a student/doctoral candidate at the Interdisciplinary Doctoral School of Lodz University of Technology/ a participant in the E2TOP Programme \*);
  - 5) to comply with the health and safety and fire regulations in force on TUL premises;
  - 6) to follow the guidance and recommendations of their supervisor during the period covered by the scholarship (not applicable to Scholarship Holders working towards a professorship);
  - 7) to carry out the research programme declared in the application and, in the event of a change to the research plan, to agree it with the research supervisor (does not apply to Scholarship Holders working towards a professorship).

§ 6\*)

[for students who are not employees of TUL]

In order to regulate the mutual obligations of the Parties concerning the intellectual property created as a result of the implementation of the scholarship, an agreement will be signed between them on the principles of sharing the intellectual property rights created during the cooperation, in accordance with § 4 section 6 or § 8a section 6 of the Regulations of the Own Scholarship Fund of Lodz University of Technology

§ 7

The parties will endeavour to resolve amicably any disputes arising between them. If no amicable solution proves possible, the common court of law having jurisdiction over the seat of Lodz University of Technology will be competent to deal with disputes arising from the execution of this agreement.

§ 8

The Agreement is drawn up in two identical copies, one for each of the Parties.

.....  
SCHOLARSHIP HOLDER

.....  
LODZ UNIVERSITY OF TECHNOLOGY

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\*) Delete as appropriate.

Lodz, on .....

.....  
[candidate data]

Rector  
of Lodz University of Technology

**Application**  
for a scholarship for a participant of the E<sup>2</sup>TOP Programme  
from the Own Scholarship Fund of Lodz University of Technology

I am

A student of .... year, first-cycle studies, in the field of study: .....  
at (faculty name).....

I have been granted the status of participant in the E2TOP Programme for the period:  
..... for the implementation of the research  
topic: .....

I kindly ask you to consider my application for a scholarship from the Own Scholarship Fund of Lodz  
University of Technology in the period of .....

I declare that if I am awarded a scholarship, the scholarship amounts are to be transferred to my bank account  
no.: .....

I declare that I have familiarised myself with the Regulations of the Own Scholarship Fund of Lodz University  
of Technology and the Regulations of the E<sup>2</sup>TOP Programme and I agree with their provisions.

.....

[legible signature]

Opinion of the E<sup>2</sup>TOP Programme Board

1. I confirm/do not confirm\*) that the student: ..... was granted  
the status of E<sup>2</sup>TOP Programme participant in the period from ..... to .....
2. I give a positive/negative\*) opinion on the student's application for an E<sup>2</sup>TOP Programme participant  
scholarship.

Comments:

Chair  
E<sup>2</sup>TOP Programme Board

Lodz, on .....

[legible signature]