



Fundusze Europejskie
dla Rozwoju Społecznego



Rzeczpospolita
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Unię Europejską



RULES FOR RECRUITMENT AND PARTICIPATION IN THE PROJECT IMPLEMENTED BY THE POZNAN UNIVERSITY OF TECHNOLOGY AS PART OF THE WERSE PROGRAMME – SUPPORT FOR EUROPEAN UNIVERSITIES, CO-FINANCED BY FERS

Grant agreement No.: **BPI/WUE/2024/1/00016**

Task: Implementation of modern courses leading to micro-credentials

§1. Definitions

1. **Project** – the project entitled "Cooperation and education within the EUNICE alliance" implemented by Poznan University of Technology (PUT) for all EUNICE partner universities, hereinafter referred to as Partners in the application, as part of the National Agency for Academic Exchange programme: Support for European Universities. Grant agreement number: BPI/WUE/2024/1/00016/U/0001
2. **Candidate** – a student of one of the EUNICE consortium universities applying for the right to participate in the Project and complete online courses.
3. **Project participant** – Candidate(s) qualified for the Project and meeting all formal and substantive requirements.
4. **Coordinator** – coordinator of the Eunice Consortium, Poznan University of Technology.
5. **Online courses**: free online courses offered as part of the project: *Fundamentals of machine learning and its practical application, Ecological aspects of energy storage: a Review of Different Technologies, Integrated Design for Modern Additive Manufacturing, Innovative methods of Design and Fabrication of Prosthetic Devices, Cybersecurity*, conducted on the Moodle platform.
6. **Application form** – an electronic form available at <https://eunice-university.eu/courses/> to be completed by the candidate, which serves as the basis for enrolment in the course.
7. **Needs survey** – a survey collecting information needed to support people with special needs
8. **Ex-ante survey** – a form to be completed by the Project Participant before the start of the course, enabling the Evaluation Committee to assess the acquisition of competences.
9. **Ex-post survey** – a form completed by the Project Participant after the end of the course, enabling the assessment of the acquisition of competences listed in §7(1) of these regulations.

§2. Scope and subject matter of support offered under the project

1. The project offers support in the form of participation in online courses leading to the improvement of competences:
 - a. **Fundamentals of machine learning and its practical application,**
 - b. **Ecological aspects of energy storage: a review of different technologies,**



- c. Integrated Design for Modern Additive Manufacturing,**
- d. Innovative Methods of Design and Fabrication of Prosthetic Devices,**
- e. Cybersecurity.**

2. As proof of completion of the course, a document will be issued containing information on the learning outcomes achieved, relating to the competences acquired in the form of a microcredential, certificates of participation in the course.

§3. Target group and eligibility criteria for Project participants

1. Project participants may be students of EUNICE partner universities who have active student status at the time of applying for the course and are interested in developing their knowledge and acquiring new competences in the subject area of the selected course.
2. Project participants must be active students of a partner university throughout the duration of the course and after completing the formalities related to participation in the course.
3. The number of places available on each course is specified in the Study Guide for that course and ranges from 20 to 120 spots, depending on the course. The Study Guide for each course is available on the course registration page.
4. Participants are selected with respect for equal opportunities and non-discrimination, including accessibility for people with special needs, as well as taking into account the principles of equal opportunities for women and men, counteracting all forms of discrimination.

§4. Qualification of Project Participants and rules for granting support within the project

1. Recruitment is conducted centrally, within the EUNICE consortium, and the recruitment dates are displayed in the tab for each individual course on the website: eunice-university.eu/courses/
2. Participants will be qualified to participate in the courses in accordance with the specific rules for each course, which are presented on the website of each course in the "Pre-requisites" tab, and in the order of applications. The order is determined by the date and time of receipt of the complete application form by the organiser (via the online form).
3. If the number of applications exceeds the number of places available, the main list will be closed once the limit is reached, and the remaining applications will be placed on a reserve list. The order on the reserve list will be determined by the date and time of receipt of the completed application form by the organiser.
4. The qualification process for Project Participants takes place independently for each course.



5. Support in the project is provided in the form of free online training, completed with a document certifying the acquisition of competences in the form of a micro-credential and a certificate.
6. Qualification for participation in the course does not automatically mean that a micro-credential or certificate will be awarded. In order to obtain a micro-credential, participants must actively participate in the course and fulfil all the requirements set by the course instructor.
7. Participants are required to:
 - a. complete the course in full
 - b. complete the online forms required by NAWA
 - c. take part in an ex-ante survey (before the start of the course)
 - d. complete the ex-post survey (within 14 days after the end of the course)

Failure to meet these requirements or exceed the specified deadline will result in removal from the list of participants. The vacant place may be awarded to the first candidate from the reserve list.

§5. Assessment of competences acquired as a result of support

1. The competences acquired by the Project Participants as a result of the course will be assessed by an evaluation committee in accordance with the established standard of requirements expressed in terms of expected learning outcomes, divided into three categories:
 - a. **Knowledge:** The participant has deepened their knowledge of the course subject matter.
 - b. **Skills:** The participant has developed skills in the use of modern technologies, linguistic skills and the ability to work in an international team.
 - c. **Social competences/attitudes:** The participant has strengthened their ability to work effectively in an international team and developed attitudes of intercultural openness and responsibility for the joint implementation of tasks.
2. The assessment of the acquired competences will be carried out by an evaluation committee on the basis of:
 - a. Analysis of ex-ante and ex-post surveys.

Criteria for assessing learning outcomes after completing the course:
a. Increase in the number of points for answers given in the ex-post survey in relation to the ex-ante survey.

§6. Processing of personal data

1. The administrator of the personal data of Candidates, solely for the purposes of recruitment to the Project, is the Poznan University of Technology, with its registered office at Pl. Marii Skłodowskiej-Curie 5, 60-965 Poznań, e-mail: biuro.rektora@put.poznan.pl, telephone: +48 61 665 36 39.
2. Information on the processing of personal data by Poznan University of Technology on the basis of the provisions of Regulation (EU) 2016/679 of the European Parliament



and of the Council (EU) 2016/679 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 (hereinafter referred to as "GDPR") is available at: <https://put.poznan.pl/ochrona-danych-osobowych>.

3. Additionally, after qualifying to participate in the Project, the Participant will be required to provide their personal data using the personal data form and after reading the information clauses regarding the processing of personal data for the purposes of the Project, which constitute Appendices 3, 4 and 5 to the Regulations. Providing data is voluntary but necessary for the implementation of the Project. Refusal to provide such data will result in the inability to receive support.

§7. Final provisions

1. The Regulations shall enter into force on the date of announcement of individual courses and shall remain in force until the completion of the Project.
2. Poznan University of Technology reserves the right to amend the Regulations depending on the conditions of the Project implementation.
3. By joining the Project, the Participant declares that they have read and agree to comply with the provisions of these Regulations.
4. The appendices to these Regulations form an integral part thereof.
5. Appendices to the Regulations:
 - a. Appendix 1: Needs survey
 - b. Appendix 2: Declaration of participation in the Project
 - c. Appendix 3: Project Participant personal data form
 - d. Appendix 4: Project Participant's statement confirming that they have read and understood the rules for the processing of personal data
 - e. Appendix 5: Project Participant's consent to the processing of personal data and image