

ORDER NO. 71/2021

**of the Rector
of Gdansk University of Physical Education and Sport**

of 22 April 2021

on the scientific internship at Gdansk University of Physical Education and Sport

Pursuant to art. 11 sec. 2 and art. 25 sec. 3 of the Statute of Gdansk University of Physical Education and Sport of 19 June 2019 (uniform text constituting Annex 1 to the resolution of the GUPES Senate No. 119 of 17 December 2020)

the following is ordered:

§ 1

This order determines the rules for admitting candidates and completing the scientific internship at Gdansk University of Physical Education and Sport hereinafter referred to as "GUPES".

§ 2

1. The purpose of the scientific internship is to enable a scientist who is not an employee of GUPES to conduct research in GUPES laboratories and with the use of other GUPES facilities.
2. A person who
 - 1) intends to conduct scientific research at GUPES,
 - 2) holds a doctoral degree, and in the case of academic degrees obtained abroad - a degree equivalent to the Polish doctoral degree or recognised through nostrificationmay be accepted for the scientific internship.

§ 3

1. A person applying for a scientific internship at GUPES, hereinafter referred to as the "candidate", is obliged to submit an application to the Rector of GUPES, a model of which is given in Annex 1 to this order.
2. The candidate shall enclose with the application:
 - 1) curriculum vitae,
 - 2) a copy of the doctoral diploma and in the case of a diploma obtained abroad – additional documents confirming the recognition of the diploma and academic degree in Poland,
 - 3) description of the scientific research conducted by the candidate after obtaining the doctoral degree (up to 3,000 characters with spaces),
 - 4) a list of all the candidate's publications, detailing three publications that the candidate considers the most important in his or her scientific achievements,
 - 5) description of the research plan or other activities which are to be conducted during the scientific internship at GUPES (up to 5,000 characters with spaces),
 - 6) The statement of an academic teacher employed at GUPES, who holds the degree of *doktor habilitowany* or the title of professor, expressing consent to provide mentorship to the candidate during the scientific internship at GUPES, hereinafter referred to as the "research supervisor".
3. The application and the attachments referred to in sec. 2, prepared in Polish or English language, shall be submitted to the Office of the Deputy-Rector for Science.
4. Applications which are incomplete or do not meet the formal requirements shall not be considered.

§ 4

1. The application examination procedure includes:
 - 1) formal assessment of the application,
 - 2) content assessment of the application.
2. The basic criteria for the content assessment of the application:
 - 1) the candidate's research achievements,
 - 2) the research plan presented by the candidate to be conducted at GUPES.
3. The content assessment of the application is performed successively by:

- 1) the Rector's Science Commission, in consultation with the research supervisor and the head of the department to whom the research supervisor is responsible,
- 2) Deputy-Rector for Science.
4. The decision to accept a candidate for the internship shall be taken by the Rector based on the opinions issued by the Rector's Science Committee and the Deputy-Rector for Science.
5. The Rector's decision to accept a candidate for the scientific internship includes:
 - 1) the candidate's name and surname,
 - 2) duration of the internship,
 - 3) the start date of the internship,
 - 4) the research supervisor's name and surname.
6. The Rector's decision is final and is not subject to appeal.

§ 5

1. The scientific internship shall last from 6 to 12 months.
2. Under justified circumstances, the internship may be extended by a maximum of 3 months upon a motivated written request of the intern, further supported by the research supervisor.
3. Undertaking a scientific internship shall not result in an employment relationship between the intern and GUPES.
4. The intern shall not be entitled to any remuneration for performing duties related to the internship.

§ 6

The intern is obliged to:

- 1) conduct research and perform other activities during the internship in accordance with the plan attached to the application for admission to the scientific internship,
- 2) comply with the work regulations at GUPES, health and safety regulations and other regulations related to scientific research carried out at GUPES as well as other activities included in the plan attached to the application for admission to a scientific internship,
- 3) include information about the research at GUPES in the form of official affiliation in all publications containing the results of research carried out during the scientific internship at GUPES,

- 4) after completion of the internship, prepare a report on the research and other activities performed, hereinafter referred to as the "report".

§ 7

1. The intern shall submit the report to the Office of the Deputy-Rector for Science within 30 days after the completion of the internship.
2. Within the period referred to in sec. 1, the research supervisor shall submit an opinion on the effects of the scientific internship to the Office of the Deputy-Rector for Science.
3. The course of the scientific internship shall be assessed by the Rector's Science Commission, hereinafter referred to as "RSC".
4. The RSC shall evaluate the scientific internship based on the report and the opinion of the research supervisor. The RSC may request the intern or the research supervisor to complete the report or the opinion and to provide additional information on the scientific internship.
5. If a positive opinion of the RSC is issued, the Rector or a person authorised by the Rector issues a certificate confirming completion of the internship.
6. A specimen of the certificate referred to in sec. 5 is given in Annex 2 to this order.

§ 8

1. The costs of the scientific internship shall be borne by the intern.
2. The costs of the scientific internship include in particular:
 - 1) costs of accommodation and maintenance of the intern during the stay at GUPES,
 - 2) travel costs,
 - 3) settling-in allowance, (intended, inter alia, to take out insurance covering the costs of treatment for the duration of stay abroad in the case of interns from outside Poland),
 - 4) all costs related to the intern's implementation of scientific research at GUPES,
 - 5) costs of scientific publications, if the intern is the sole author of them or if no employee of GUPES included in the number N group is the co-author of the publication,

- 6) costs of the intern's participation in conferences or other research trips during the internship.
3. Upon the written request of the intern, the Rector, in consultation with the Deputy-Rector for Student Affairs, may grant permission for the accommodation of the intern at the Dormitory at GUPES. The costs of the accommodation, which are determined by the Rector, shall be borne by the intern.

§ 9

The Rector may repeal the decision on admission to the scientific internship if the intern fails to fulfil the obligations stipulated in § 6 and fails to comply with the principles of scientific integrity or takes actions which are prejudicial to the reputation of GUPES.

§ 10

The Resolution shall enter into force as of the day of issue

prof. dr hab. Paweł Ciężczyk
RECTOR

Place / Date

APPLICATION
FOR ADMISSION TO THE SCIENTIFIC INTERNSHIP
at Gdansk University of Physical Education and Sport

CANDIDATE DATA:

1.
(first name and surname)
2.
(address of residence / PESEL No. / ID number or other identity confirming document with a photo)
3.
(name and the address of the employer)

CONTENT OF THE APPLICATION:

I apply for admission to the scientific internship at Gdansk University of Physical Education and Sport for the period of..... months, starting on.....

REASONS FOR APPLICATION:

.....
.....
.....
.....
.....

ATTACHMENTS:

- | | |
|----------|----------|
| 1) | 4) |
| 2) | 5) |
| 3) | 6) |

.....
(Applicant's signature)



Gdansk, date

SCIENTIFIC INTERNSHIP CERTIFICATE

Pursuant to the Order No. 71/2021 of the Rector of Gdansk University of Physical Education and Sport of 22 April 2021 on scientific internships at Gdansk University of Physical Education and Sport

this is to certify that Mr./Ms.
completed a scientific internship at Gdansk University of Physical Education and Sport from to

In the course of the scientific internship the research was conducted in the field

of:

.....

.....

During the internship the Intern was supervised by

.....
Date and signature