

**Regulation of recruitment of doctoral students to the mentoring program
within the Project "UMCS Doctoral Schools-Your Success in Globalized World of Science".**

§ 1

[General provisions]

1. The Regulations set the conditions and procedure for the recruitment of doctoral students to the mentoring program under the Project "UMCS Doctoral Schools-Your Success in Globalized World of Science", hereinafter referred to as the Regulations.
2. The Regulations are established based on the Project Grant Agreement No. BPI/STE/2021/1/00006/U/00001, signed between the Maria Curie-Skłodowska University, hereinafter referred to as the Beneficiary, and the National Agency for Academic Exchange, based in Warsaw, hereinafter referred to as the Agency.
3. Participation in the mentoring program is funded by the National Agency for Academic Exchange under the STER-Internationalization of Doctoral Schools Program.
4. The project is implemented from 07.01.2022 to 31.12.2024.
5. Address of the Project Office - Doctoral Schools of the UMCS, 18 Weteranow Street, 20-038 Lublin.
6. The support to which the Project Participants will be subjected is implemented within the framework of Task 4 Mentoring Program for the Best Doctoral Students.

§ 2

[Conditions of participation in the program]

1. The target group consists of doctoral students of Doctoral Schools conducting research in a foreign language (hereinafter: project participant), 3 doctoral students from each School per edition.
2. Conducting research in a foreign language means to prepare a dissertation in a foreign language or to prepare an article in a foreign language or to participate in a foreign research project.
3. The purpose of the program is to support the best doctoral students of UMCS who will present the most innovative/original and promising research project.
4. The program particularly intends to:
 - 1) support the internationalization of research projects of UMCS doctoral students;
 - 2) popularize the results of research conducted by UMCS doctoral students;
 - 3) involve foreign research supervisors in the education process at UMCS doctoral schools;
 - 4) support in commercialization of the results of research conducted by UMCS doctoral students;
 - 5) provide specialized care in the field of career planning for UMCS doctoral students.

5. In order to participate in the Program, it is necessary to submit a set of recruitment documents referred to in § 3, sections 4 and 14.

§ 3

[Recruitment procedure]

1. Recruitment will be conducted in accordance with the principle of equal opportunities and non-discrimination, including accessibility for people with disabilities and the principle of equal opportunities for women and men.
2. Recruitment is open and is conducted in two editions on the following dates:
 - 1) 1st edition - scheduled for February-June 2023. - 3 doctoral students.
 - 2) 2nd edition - scheduled November 2023. - March 2024. - 3 doctoral students.
3. Candidates declare their willingness to participate in the Program by completing and signing a mentoring application form including a statement that they have read the Regulations.
4. The application form should be filled out legibly, then signed and delivered to the Project Office by the specified deadline.
5. The application form for the Program is available in the Project Office and on the Project website - <https://www.umcs.pl/pl/szkoly-doktorskie,16879.htm>.
6. A Committee will be established for the recruitment process, which will include the Directors of the Doctoral Schools.
7. The recruitment procedure includes:
 - 1) We will analyze the submitted mentoring applications and verify the formal criteria, i.e., the timing and completeness of the submitted applications and research in a foreign language.
 - 2) Evaluation of substantive criteria:
 - a) the average grade obtained in the subjects (credits and exams) specified in the study program in the semester preceding the submission of applications for mentoring - a maximum of 20 points:

average	points
< 4	0
4,0-4,10	2
4,11-4,20	4
4,21-4,30	6
4,31-4,40	8
4,41-4,50	10
4,51-4,60	12
4,61-4,70	14
4,71-4,80	16
4,80-4,90	18
4,91-5,00	20

- b) substantive justification of innovation in the research project - a maximum of 80 points, in particular: the impact of the achieved results on the development of the scientific discipline – 20 points, The innovation/originality of the research carried out in relation to the current state of knowledge in the discipline – 30 points, justification of the need for mentoring in order to achieve the indicated goals in the mentoring program– 30 points.
8. Doctoral student indicates in the application in which form (onsite or remote) he/she prefers to participate in the Program, but the final decision belongs to the Committee.
 9. Priority will be given to doctoral students eligible for the Program according to the proportion: one Ph.D. student from each of the UMCS Doctoral Schools in each edition, a total of two Ph.D. students from each of the three UMCS Doctoral Schools. In case of insufficient number of PhD students applying from each of the UMCS Doctoral Schools, other interested students from other UMCS Doctoral Schools may be qualified to participate in the program.
 10. The Committee creates a ranking list and a reserve list of candidates for participation in the mentoring program.
 11. Doctoral student will be notified about the results of the recruitment by e-mail.
 12. In case of qualifying a Doctoral Student for the Program, the supervisor should determine the minimum substantive criteria required from a potential Mentor for a research project.
 13. Participants in the Program and thus to the Project are required to sign the following documents immediately and submit them to the Project Office:
 - 1) Participant's statement regarding personal data.
 - 2) Additional consent of the participant for data processing.
 14. Failure to submit the above documents is treated as resignation from the participation in the Project.
 15. In the case of resignation or accident, the doctoral student from the reserve list with the highest number of points is qualified to participate in the mentoring program.
 16. In the case of a smaller number of applicants than intended in each edition, the Beneficiary will conduct a supplementary recruitment.
 17. A project participant may only take part in one recruitment edition of the Project.

§ 4

[Organization of the program]

1. The program includes 15 hours of individual support for each of the three doctoral students in each edition.
2. The program offers two forms of participant's attendance in the mentoring program depending on the needs of the doctoral student:
 - 1) Onsite support by three mentors, the support lasts for a period of two weeks and includes 15 hours of individual support for the doctoral student.
 - 2) Remote support by three mentors and includes 15 hours of individual support for the doctoral student.
3. The form of the mentoring program for the doctoral student will be determined during each recruitment.

§ 5
[Final provisions]

1. The Regulations come into force on January 25, 2023 and shall remain in force until the end of the Project.
2. The Beneficiary reserves the right to amend the Regulations. The current Regulations will be available on the Project website.
3. The Project Participant confirms in writing that has read the Rules and Regulations and respects its terms.
4. The Regulations are available on the Project website and in the Project Office.