**Specific rules of participation in events organised within Welcome to Poland project – „International Centre of Wrocław University of Science and Technology – University open to new cultures (CoolWroTech)".**

The aim of this project is the improvement of the quality of service for foreign students, doctoral students, teaching and research staff, as well as the facilitation of the integration of foreign students with the academic and local community and their adaptation in Wrocław.

The project is implemented by Wrocław University of Science and Technology, hereinafter called the Organiser from 01.06.2021 to 31.05.2023.

Within the project, the following forms of support for students will be implemented:

1. 48 cultural and socialising events for students:
* integration trips to cultural institutions in Wrocław (20 groups x 25 people),
* A freshman academy (groups x 30 people, a series of 6 meetings of 2 hours each),
* City tour (20 groups x 25 people x 3 h)
* City game (10 groups x 10 people x 3 h).
1. Workshops in Polish and English for students of Wrocław University of Science and Technology:
* Cultural differences – workshop for foreign and Polish students (10 groups x 16 people x 6 h),
* „Know your rights” – online workshop (6 groups x 30 people x 6 h),
* Anti-discrimination online workshop for foreign students (6 groups x 30 people),
* „Plan your career” – workshop for foreign students (8 groups x 15 people).
1. Wrocław of many Cultures:
* Video workshop and competition,
* A photo competition for foreign students with an exhibition on the campus and in the city (2 competitions).
1. A formal condition for accepting the Candidate’s participation in the forms of support planned within the Project is belonging to one of the target groups of individual training courses, workshops or events.
2. A condition for participation in forms of support carried out within the Project, after meeting the requirement specified in section 2, is filling and submitting required documents in the International Relations Office, i.e.:

- recruitment form,

- GDPR statement,

- additional participant’s agreement.

4. The deadlines of recruitment will be published on Project’s website, sent via e-mail and via the WUST newsletter. The recruitment process includes the following steps:

* Completing online application form,
* Informing the Candidates whether they have been qualified to the Project (via e-mail),
* Completing and submitting the application documents by Candidates,
* Verification of the documents.
1. The order in which the application have been submitted and properly completed application documentation decide about the acceptance to the Project.
2. The Organizer reserves the right to select event participants from among people who have sent the applications.
3. In case of simultaneous recruitment for more than one form of support, the deciding factors are the order of preferred forms of support (whether it’s been the Candidate’s first choice) and the order in which the applications have been submitted.
4. If more than the assumed number of Candidates apply to the Project, a waiting list will be prepared.
5. Submitting recruitment documents for the project is tantamount to consenting to the use of the support Participant’s image by the Wrocław University of Technology.
6. A detailed schedule and the calendar of trainings/events will be published in advance on Project’s website as well as sent via e-mail and via the WUST newsletter.
7. Participants are obliged to follow general health&safety regulations as well as current Covid-19 regulations.
8. In case of support provided at different times, qualifying Candidates to a specific group organised within the set timeframe will depend on the individual preferences of Candidates, determined via e-mail.
9. In case of Candidate’s resignation from participating in one of the forms of support, the first person from the reserve list will be invited to participate in the Project. The resigning participant is obliged to submit a written statement disclosing the reason for the resignation.
10. A participant who has registered but will not take part in one of the forms of support implemented within the Project without informing IRO about their absence will be excluded from subsequent recruitments in case of applying for other activities. The exception are those who justify their absence.
11. Each Participant may take advantage of more than one form of support in the event that the Candidates, who have not participated in the support so far, fail to fill the limit of places.
12. There is a possibility of introducing new or modifying the above-mentioned trainings/workshops/events (subject matter, number of hours) in case of justified needs and obtaining the consent of the Intermediate Body.
13. Training/event Participant is obliged to confirm his/her attendance with a handwritten signature on the attendance list
14. In case of online events, a screen shot with the participant list will be taken.
15. Participants are obliged to participate in events they have been qualified for.
16. For events with entrance tickets, Participants may be asked by WUST employee to show the Student ID card which entitles to purchase a student reduced ticket.
17. Training/event Participant is obliged to fill in evaluation questionnaires during the Project and after its completion.