

ORDINANCE NO. 99/2023

OF THE RECTOR OF THE UNIVERSITY OF SZCZECIN

of 7 July 2023

on the adoption of the Rules & Regulations of awarding the Rector's scholarship
to students of the University of Szczecin
in the academic year 2023/2024

Pursuant to Item 23.4 of Ordinance No. 98/2023 of the Rector of the University of Szczecin of 7 July 2023 on the adoption of the Rules & Regulations of awarding benefits to students and doctoral students of the University of Szczecin in the academic year 2023/2024, in connection with Article 95 Item 2 of the Law on Higher Education and Science Act of 20 July 2018 (*Uniform text*: Journal of Law of 2023, Item 742, as amended), in agreement with the Student Government of the University of Szczecin, it is ordered as follows:

**RULES & REGULATIONS
OF AWARDING THE RECTOR'S SCHOLARSHIP
TO STUDENTS OF THE UNIVERSITY OF SZCZECIN
IN THE ACADEMIC YEAR 2023/2024**

**Chapter I
General provisions**

§ 1.

1. The eligibility for the Rector's student scholarship, hereinafter referred to as "the Scholarship", is granted to all students, however only after the completion of the first year of study, subject to the provisions of Item 2 and 5.
2. The Scholarship shall be awarded to a students admitted to the first year of study in the year of submission of the school-of-secondary-education-leaving exam (*Matura* exam) who is:
 - 1) a laureate of an international Olympiad or a laureate or a finalist of a central-level Olympiad, referred to in the provisions of the Educational System Act of 7 September 1991 (*Uniform text*: Journal of Law from 2022, Item 2230), hereinafter referred to as the "Educational System Act";
 - 2) a medallist of at least a national championship competition in one of the of sport categories specified in the provisions of the Act on Sport of 25 June 2010 (*Uniform text*: Journal of Law from 2022, Item 1599, as amended), hereinafter referred to as the "Act on Sport".
3. The Scholarship may be awarded to a student who:

- 1) obtained in the previous academic year (year of study) outstanding results in academic, scientific or artistic achievements, or sporting achievements in competition at least on the national level;
- and
- 2) obtained credit in the previous academic year (year of study) from all the courses anticipated in the applicable programme of study, taking into account any decisions concerning a particular students individually, as well as has been fully registered for the following year of study.
4. The provision of Item 3.2 shall not apply if a lack of course credit is caused by the University of Szczecin, hereinafter referred to as “the University” or if a student received permission to obtain course credit at a later date on the basis of a decision of the Deputy Dean for Student Affairs.
 5. The Scholarship is also available to students of the first year of the second-cycle programme of study, in which case achievements obtained in the final year of the first-cycle programme of study or the final semester of 3.5-year programme of study shall be taken into account.
 6. When a student completes the final year of the first-cycle studies during a period of time exceeding one academic year, his or her achievements accomplished during this period of time shall not accrue. The point-based score shall incorporate scientific, artistic, and sporting achievements from the last completed academic year, whereas the grade point average (GPA) used as the basis for qualification for the Scholarship shall be calculated on the basis of grades and ECTS points obtained during the last year of study (or the final semester of study for 3.5-year study), incorporated in the curriculum and the programme of study adopted for a given field of study and a given year of study.
 7. In case of students admitted to the second-cycle programme of study during the year of completion of their first-cycle programme of study, achievements accomplished between the completion of the first-cycle programme of study and the commencement of the second-cycle programme of study shall also be taken into account in the point-based score.
 8. The grade point average (GPA) adopted at the University is a weighted average of final course grades obtained from the previous academic year (year of study) in accordance with the programme of study for a given field of study and course grades resulting from individual decisions concerning the student obtained from the previous academic year (year of study), including from courses not included in the programme of study. The weighted average shall be a value rounded up to three decimal places.
 9. Gradeless course credit with *Zal* annotation and no numerical value shall not be included in the grade point average (GPA).
 10. A student who has completed the first-cycle programme of study elsewhere shall be required to submit alongside the scholarship application a confirmation issued by the relevant higher education institution in which he or she completed the first-cycle programme of study with the following information:
 - 1) The weighted average of all final grades obtained in the final year of first-cycle programme of study rounded to three decimal places for a 3-year programme of study or the grade point average (GPA) obtained in the final semester of study rounded up to three decimal places for a 3.5-year programme of study;
 - 2) The date of graduation;

- 3) The grading scale adopted at the relevant school of higher education.
11. A student referred to in Item 10 above who is unable to provide a confirmation of the final grade-point average with the application of the weighted average for the final year or semester of study shall, in order to determine the grade point average in accordance with the principles specified in Item 6, must provide a list of all course along with all final grades and corresponding ECTS points certified by an employee of the relevant higher education institution or the graduation diploma along with the supplement.
 12. In case of submission of the scholarship application by a student or a graduate of another higher education institution with a weighted average calculated according to the 2-5.5 or 2-6 scale, the grade point average (GPA) shall be converted into the 2-5 scale in accordance with Appendix 1 hereto.
 13. If the scholarship application is submitted by a graduate of a higher education institution which does not apply the ECTS credit system in the programme of study, grade point average (GPA) shall be calculated using the arithmetic mean rounded up to three decimal places.
 14. If a student pursues studies as a result of confirmation of learning outcomes in accordance with the Rules & Regulations of Study at the University, final grades obtained from courses completed following the enrolment at the University shall be taken into account in the calculation of the grade point average (GPA). Grades from courses for which the credit was given as part of the confirmation of learning outcomes shall not be taken into account.
 15. In the event that a student has been instructed to take a leave of absence, he or she shall have the right to collect the Scholarship throughout the duration of the leave.
 16. After returning from a leave of absence, a student may apply for the Scholarship on the basis of credits earned in at least one of the four categories listed in § 4, Item 1 herein obtained in the previous academic year or the year of study preceding the awarding of a leave of absence, subject to § 6, Item 1-3 hereof. The condition for applying for the Scholarship is enrolment for the following academic year.
 17. All cases not regulated by provisions hereof shall be determined by the authority reviewing the application.
 18. Upon resumption of studies, in accordance with the Rules & Regulations of Study in force on the date of resumption, a student shall have the right to apply for the Scholarship, subject to Item 3 and § 6 Item 1-3 hereof.
 19. A student commencing studies during the spring semester shall be subject to regulations and scholarship rates in force on the day of the issuance of the relevant decision.
 20. A student pursuing multiple fields of study at the same time may receive the Scholarship on the basis of a scholarship application submitted at a single higher education institution only for a single field of study indicated by him or her.
 21. Appendix 2 and 3 hereto contain the lists of the fields of study offered by the University.

§ 2.

1. The basis for the award of the Scholarship is the placement of a student on the ranking list of the respective field of study.
2. In agreement with the Student Government, it has been decided that in academic year 2023/2024 the Scholarship may be awarded to no more than 9% of the total number of

students of a given field of study offered by the University. The number of students eligible to receive the Scholarship shall be determined based on data regarding students of a given field of study current as at 31 October 2023, and in the case of fields of study for which the enrolment began in the spring semester – as at 31 March 2024.

3. The Scholarship Commission may award the Scholarship to a greater number of students than the limit specified in Item 2, however, taking into account § 23, Item 1 of Ordinance No. 98/2023 of the Rector of the University of Szczecin of 7 July 2023 on the adoption of the Rules & Regulations of awarding benefits to students and doctoral students of the University of Szczecin in the academic year 2023/2024, if the original decision is amended or the application is submitted past the deadline.
4. In the event that the number of students ranked in the lowest point range of the ranking list is greater than the percentage threshold referred to in either Item 2 or 3 due to an equal number of points determining the order of in the ranking, the order of placement in the ranking is then determined based on the obtained grade point average (GPA).
5. In the event that, despite the application of the rule set out in Item 4, the percentage threshold set out in Item 2 or 3 still remains exceeded due to students obtaining the same number of points, the ranking list shall be reduced by excluding the group students who obtained the same number of points causing the point threshold to be exceeded.

§ 3.

1. A student, having completed the registration process via his/her account in the scholarship application processing system, submit the scholarship application along with the complete set of required documentation to the Scholarship Commission before the deadline specified in § 6, Item 2 of No. 98/2023 of the Rector of the University of Szczecin of 7 July 2023 on the adoption of the Rules & Regulations of awarding benefits to students and doctoral students of the University of Szczecin in the academic year 2023/2024. The signed application along with attachments is submitted by a student via the scholarship application processing system.
2. A students with special needs who is unable to submit the scholarship application via the scholarship application processing system must immediately notify the Scholarship Commission agree on the alternative method of submission of the scholarship application.
3. Decisions on the award of the Scholarships shall be made in the first instance by the Scholarship Commission.

Chapter II

The achievement score system

§ 4.

1. The order of placement in the ranking shall be determined by the number of points awarded to a student in four categories:
 - 1) outstanding academic performance;
 - 2) scientific achievements;

- 3) artistic achievements;
 - 4) sporting achievements.
2. The placement in the ranking shall be available to students who obtained at least one point in one of the four categories referred to in Item 1.
 3. Within the four categories specified in Item 1 no more than the following number of points may be awarded:
 - 1) outstanding academic performance – 1 000 points;
 - 2) scientific achievements – 100 points;
 - 3) artistic achievements – 100 points;
 - 4) sporting achievements – 100 points.
 4. The number of points determining the order of placement on the ranking list (L) shall be rounded to two decimal places and calculated according to the following formula:

$$L = \frac{1}{4} \left(\frac{1}{10} L_o + L_n + L_a + L_s \right)$$

where the meaning of the individual symbols is as follows:

- L** – number of ranking points of a student,
- L_o** – number of points for outstanding academic performance, i.e. grade point average,
- L_n** – number of points for scientific achievements,
- L_a** – number of points for artistic achievements,
- L_s** – number of points for sporting achievements.

5. The Scholarship shall be awarded on the basis of the number of ranking points (L) taking into account § 2 hereof.
6. The ranking point ranges and the Scholarship rates within each range shall be established by a separate regulation of the Rector in agreement with the Student Government.

§ 5.

1. Outstanding academic performance shall be defined as a grade point average (GPA) not lower than 4.001 on the grading scale of 2 to 5. Grade point average (GPA) shall be rounded up to three decimal places. There shall be no scores applied to grade point average (GPA) of below 4.001.
2. Points for a high grade point average shall be applied from a grade point average of 4.001 to 5.000. One thousand points shall be awarded for a grade point average of 5.000 and one point for a grade point average of 4.001, respectively, meaning that one thousandth equals one point.

§ 6.

1. Outstanding academic, scientific, artistic or sporting achievements on the basis of which a student was awarded the Scholarship in previous years may not constitute grounds for receiving the Scholarship again. Neither the field of study nor the higher education

institution at which a student accomplished the achievements shall be taken into consideration when awarding the Scholarship.

2. A student may not reapply for the Scholarship for the period for which the Scholarship was already awarded, including in another field of study or another higher education institution.
3. In the case referred to in Item 1-2, the Scholarship may be awarded for the months representing the difference between the number of months for which the Scholarship has been paid out and the number of months for which, in accordance with the Act on Higher Education and Science, the Scholarship may be awarded in a given academic year.
4. The achievements and the activities constituting the basis for the Rector's Award for Outstanding Students may not constitute the basis for award of the Scholarship.
5. The achievements and the activities forming the basis for award of the Scholarship may not constitute the basis for award of the Rector's Award for Outstanding Students.

§ 7.

1. Academic achievements shall mean scientific and popular-science works published in the previous academic year (year of study). In case of multiple publications of the same work, the publication with the highest score must be shown as the only one to be taken into account. Points for achievements shall be awarded as specified in the following table:

Symbol	Type of publication	Score
n1	Scientific monograph	100
n2	Article in a scientific monograph	70
n3	Scientific article in a peer-reviewed publication	40
n4	A scientific article in a non-peer-reviewed publication (a certificate confirming that the publication is a scientific article issued by an academic teacher from the University of Szczecin competent in the given field of science, or, if a student completed the previous year of study at another higher education institution – by an academic teacher from the former higher education institution competent in the given field of science (<i>20 points</i>))	20
n5	Conceptual editing of a book, a scientific journal	20
n6	Independent translation of a monograph, a book, an article, a film, etc.	20
n7	Other works of scientific nature published in the previous academic year (year of study), e.g. a report, a review, an introduction, historical studies, etc. (a certificate confirming that the publication is of a scientific nature issued by an academic teacher at the University of Szczecin competent in the given field of science, or, if the student completed the previous year of study at another higher education institution – by an academic teacher from the previous higher education institution competent in the given field of science) (<i>5 points</i>)	5

The scholarship application must be accompanied by a photocopy of the page containing information about the author, the title and the type of publication, and the exact date and the place of publication.

2. Academic achievements shall be also understood as active participation in conferences, scientific sessions, competitions, and scientific contests in the previous academic year (year of study). If the same paper is presented at multiple conferences or sessions, the conference or session with the highest score should be shown as the only one to be considered. Points for achievements shall be awarded as specified in the following table:

Symbol	Type of achievement	Score
n8	Paper presented in person at an international conference or a scientific session abroad	100
n9	Paper presented in person during an international conference or a scientific session in Poland	60
n10	Paper presented in person during a national conference or a scientific session	30
n11	Paper presented in person during a local conference or a scientific session	10
n12	Scientific poster presented in person during an international conference or a scientific session	15
n13	Scientific poster presented in person during a nationwide conference or a scientific session	10
n14	Scientific poster presented in person during a local conference or a scientific session	5
n15	Winning a point-scoring place (from 1st to 5th) individually or in a group in a competition or an international scientific contest	60
n16	Winning a point-scoring place (from 1st to 3rd) individually or in a group in competitions, nationwide scientific contests	30
n17	Winning a high-scoring place (from I to III) individually or in a group in a competition or a local science competition locally	10

The application must be accompanied by the official agenda or a published report from the conference or a scientific session or a certificate from the organiser, which will include the following details: name of the applicant, the date, the place of the conference, the session, the organising body, the theme of the conference, the session and the form and the title of the presentation. Otherwise, a certificate from the organiser or a diploma attesting to a scoring position in academic competitions and contests must be submitted together with the above-mentioned data.

3. Academic achievements shall also be understood as: obtaining a research grant, participation in a research programme, involvement in the "ERASMUS+" programme or the "MOST" student and doctoral student mobility programme. obtaining a certificate confirming the knowledge of foreign languages and active work in a scientific circle at the University, if the

above took place in the previous academic year (year of study). Points for achievements shall be awarded as specified in the following table:

Symbol	Type of scientific activity (documentation confirming the achievements)	Score
n18	Obtaining a research grant (a confirmation certified by the institution awarding the grant, indicating the title, the grant number, the date obtained, and the applicant's name)	100
n19	Conceptual participation in a team research project carried out in cooperation with a scientific and research unit (a certificate from the head of the research program including the following information: name of the applicant, name of the research program, duration of participation in the project and a detailed description of the work performed by the applicant as part of the research project)	60
n20	Participation in "ERASMUS+" programme (certificate issued by the Dean's Office confirming completion of the programme).	50
n21	Participation in MOST student and doctoral student mobility programme (certificate issued by the Dean's Office confirming completion of the programme)	30
n22	Obtaining a certificate confirming at least C1 level of a foreign language (certificate, which must contain name of the applicant and date when the certificate was obtained)	20
n23	Active work in a scientific circle of the University of Szczecin (a certificate issued by the supervisor of the scientific circle, confirmed by an employee of the University responsible for the administration of scientific circles of the University of Szczecin, which must include a detailed description of the work related to the area of the scientific work of the circle, in which the applicant actively participated. <i>After the scientific circle supervisor issues the certificate, it must be sent to one of the e-mail addresses: zyta.jedrzejczak@usz.edu.pl, karolina.gibka@usz.edu.pl</i>)	5

4. Academic achievements listed in Item 1 to 3, which were the basis for credit from a course included in the programme of studies shall not be included in the score.
5. Points shall not be awarded for publications from the previous academic year (year of study), books or articles that have not been published in print, and in the case of online publication, books or articles that have not been made available in the electronic format.
6. In case of an academic achievement: participation in "ERASMUS+" programme (n20) and MOST student and doctoral student mobility programme (n21), scores shall be awarded for each semester.
7. In case of an academic achievement: for participation in "ERASMUS+" programme (n20), points shall not be awarded for student's placement within the abovementioned programme.

8. In case of a scientific achievement: active work in a scientific circle of the University (n23), scores will be awarded for active membership within a single scientific circle of the University.

§ 8.

1. Artistic achievements are understood as achievements in the following arts: photography, visual arts, literature, theatre (recitation), music, dance in the previous academic year (year of study). Points for artistic achievements shall be awarded as specified in the following table:

Symbol	Type of artistic activity	Score
a1	Securing one of the top placements (1st to 9th) in a World Competition or a European Championship.	100
a2	Securing one of the top placements (1st to 6th) in a National Championship.	70
a3	Securing one of the top placements (1st to 3rd) in international competitions, reviews, festivals, exhibitions, and cups.	70
a4	Securing one of the top placements (1st to 3rd) in national competitions, reviews, festivals, exhibitions, and cups.	50
a5	Securing one of the top placements (1st to 3rd) in local competitions, reviews, festivals, exhibitions, and cups.	10
a6	Coach, instructor, choreographer of place winners (1st to 3rd) in international competitions.	25
a7	Coach, instructor, choreographer of place winners (1st to 3rd) in national competitions.	20
a8	Publication of a volume of poetry and other works of fiction (published by a publishing house) (scores shall be awarded for the entire publication – if the student is the author of the entire publication).	20
a9	Publication of a volume of poems and other works of fiction (published by a publishing house) (scores shall be awarded for individual poems or articles – maximum 20 points).	5
a10	Publication, dissemination of artistic achievements of high prestige and at least a nationwide range (certificate from the organizer of the event confirming at least the nationwide nature of the achievement). In case of multiple publications and dissemination of the same achievement, scores shall be awarded only once.	20

All types of achievements must be documented by a valid certificate or a diploma, which must include information on the applicant, the organising entity, the date, the place, and the nature of the achievement.

2. Points shall not be awarded for artistic achievements listed in Item 1 which constituted the basis for credit for a course included in the programme of studies.

§ 9.

1. High sporting achievements are understood as achievements accomplished in the previous academic year (year of study). Points for sporting achievements shall be awarded as specified in the following table:

Symbol	Type of sports activity	Score
s1	Participation in Olympic Games, Paralympic Games or Deaflympic Games	100
s2	Participation in the Universiade	100
s3	Securing one of the top placements (1st to 5th) at a non-Olympic sporting event (World Games)	90
s4	Securing one of the top placements (1st to 10th) in World Championships	90
s5	Securing one of the top placements (1st to 10th) at World Academic Championships	85
s6	Securing one of the top placements (1st to 10th) in European Championships	80
s7	Securing one of the top placements (1st to 10th) at European Academic Championships	75
s8	Securing one of the top placements (1st to 6th) in Polish Championships	70
s9	Securing one of the scoring placements (1st to 8th) in Polish Integrative Championships (IMP) of The University Sports Association of Poland (AZS)	70
s10	Securing one of the top placements (1st to 8th) in the Polish Academic Championships Finals or a place (1st to 6th) in the university type in the Polish Academic Championships Finals	70
s11	Securing one of the top placements (1st to 3rd) in an international competition	70
s12	Securing one of the top placements (1st to 3rd) in a national competition	50
s13	Securing one of the top placements (1st to 8th) in semi-finals of the Polish Academic Championships	50
s14	Coach, instructor of place winners (1st to 3rd) in international competitions	25
s15	Coach, instructor of place winners (1st to 3rd) in national competitions	20

All sporting achievement must be documented by a valid certificate or a diploma, which must include information on the applicant, the date, and the nature of the achievement confirmed by the Polish Sports Association, a sports association with the national range active in the

academic environment or by a competent national organisation dealing with sports, including sports of people with disabilities.

2. Points shall not be awarded for sporting achievements listed in Item 1 which constituted the basis for credit for a course included in the programme of studies..

Chapter III
The achievement score system for students
of the first-year of the first-cycle or long-cycle programme of study

§ 10.

1. The scholarship is awarded to a student admitted to the first year of study in the year in which the final school-leaving examination is taken, who is:
 - 1) A laureate of an international Olympiad or a laureate or finalist of a central-level Olympiad referred to in the provisions of the Educational System Act;
 - 2) a medallist in at least a competition for the title of Polish Champion in one of the sports specified in the provisions of the Sports Act.
2. The number of ranking points shall be determined by the number of points awarded within the category of:

Symbol	Type of achievement	Score
O1	Laureate of an international Olympiad	100
O2	Laureate of a central-level Olympiad	80
O3	Finalist of a central-level Olympiad	60
O4	Medallist of at least the Polish Sports Champion competition	100

All types of achievements must be documented by an appropriate certificate or a diploma, which must include the following information: identification of the applicant, the organising entity, the date, the place, and the nature of the achievement. In case of sporting achievements, a certificate or a diploma must be certified by the Polish Sports Association, a sports association with the national range active in the academic environment or by a competent national organisation dealing with sports, including sports of people with disabilities.

3. The number of ranking points (L) shall be rounded up to two decimal places and calculated according to the following formula:

$$L = \sum O$$

where the meaning of the individual symbols shall be as follows:

- L** – the number of ranking points awarded to the student,
O – the number of points awarded for the achievement.

4. A student of the first year of the first-cycle programme of study and the uniform Master's degree programme of study shall be subject to the remaining provisions hereof.

Chapter IV
Final provisions

§ 11.

The Ordinance shall enter into force on the date of its signing with effect for the academic year 2023/2024.