



## **Jagiellonian University PhD Teaching Programme – Program szkoleniowy dla doktorantów (trans.: Jagiellonian University PhD Teaching Programme – Training Programme for PhD Students)**

carried out as part of Zadanie 2. Działania podnoszące kompetencje lub kwalifikacje doktorantów UJ (trans.: Task 2. Activities to Enhance Competencies or Qualifications of Doctoral Students at JU)

within the project Teaching-Engagement-Development (TED): nauczyciele akademicy i doktoranci wobec wyzwań przyszłości (trans.: Teaching-Engagement-Development (TED): Academic Teachers and PhD Students Facing the Challenges of the Future) FERS.01.05-IP.08-0150/23-00

implemented within the framework of European Funds for Social Development 2021-2027, co-financed by the European Social Fund Plus.

### **RECRUITMENT RULES FOR THE PROGRAMME**

1. The recruitment for participation in the Programme will take place four times during the realisation of the Project:
  - a. First recruitment for the 2024/2025 academic year.
  - b. Second recruitment for the 2025/2026 academic year.
  - c. Third recruitment for the 2026/2027 academic year.
  - d. Fourth recruitment for the 2027/2028 academic year.

Each academic year, 30 people will be recruited.

2. If the minimum number of Participants for the training is not reached, the Beneficiary reserves the right to conduct additional recruitment under the same rules as the initial recruitment.
3. The announcement of recruitment to the Programme by posting information on the Project Office website and through mailing lists sent to doctoral students of the JU Doctoral Schools.
4. The recruitment of Participants for Task 2 of the Project includes the following stages:
  - a. Candidates will electronically register for the support offered by the Beneficiary *via* Portal Rekrutacyjny ZintegrUJ (trans.: the ZintegrUJ Recruitment Portal) by completing the Recruitment Form a template is provided in Appendix 1 to the Regulations; a link to [Portal Rekrutacyjny ZintegrUJ](https://portal.rekrutacyjny.zintegruj.uj.edu.pl) (trans.: the ZintegrUJ Recruitment Portal) can be found at <https://ted.zintegruj.uj.edu.pl>) under the [Recruitment](#) tab.
  - b. Assessment of whether the interested person belongs to the group meeting the Candidate criteria (meets/does not meet).
  - c. qualification for participation in the Programme is determined by the number of points obtained.



5. Applications for participation in the Programme submitted after the deadline will not be considered in the qualification process. Incomplete applications must be supplemented by the Candidate within the time specified in the call. If the application is not supplemented within the specified time, it will not be considered in the qualification process). The formal verification of received applications is carried out by Project Office staff.
6. Candidates will be informed about the recruitment results within 14 days of the completion of the recruitment process *via* the email address provided in the Recruitment Form.
7. A candidate not qualified for the selected form of support may appeal the Recruitment Committee's decision to the Project Manager within 7 days of receiving the qualification results by submitting a written appeal to the Project Office.
8. Recruitment dates and other detailed information about the recruitment process will be available on the website <https://ted.zintegruj.uj.edu.pl>, under the [Recruitment](#) tab
9. Recruitment is conducted in compliance with the principles of equal opportunities and non-discrimination, including accessibility for people with disabilities, in accordance with Wytyczne w zakresie realizacji zasady równości szans w ramach Funduszy Europejskich na lata 2021-2027 (trans.: Guidelines for Implementing Equality Principles within EU Funds for 2021-2027).
10. Joining the Programme and changing the status from Candidate to Programme Participant may take place no earlier than after the Candidate has completed and signed the following documents:
  - a. Recruitment Form.
  - b. Declaration of Participation in the Programme.
  - c. Competency Assessment
11. The following documents must be attached to the recruitment form *via* the Portal Rekrutacyjny ZintegruJ (trans.: the ZintegruJ Recruitment Portal) in the Attachments tab:
  - a. A certificate confirming the conduct of teaching activities in Polish.
  - b. A certificate confirming the conduct of teaching activities in English.
  - c. The supervisor's opinion on the doctoral student's aptitude for conducting education in English.
12. Templates of recruitment documents are available on the Project's website <https://ted.zintegruj.uj.edu.pl> and at the Project Office.
13. In the event of a Participant's resignation from the Programme, a Candidate from the reserve list, occupying the highest position on the list, will be invited to participate in the Programme, provided that at the time of joining the Programme, they still meet all the Programme participation requirements specified in the Regulations.



## RECRUITMENT RULES FOR OBLIGATORY TRAINING

1. Recruitment for obligatory training will only be available to Programme Participants *via* Portal Rekrutacyjny ZintegrUJ (trans.: the ZintegrUJ Recruitment Portal). Programme Participants will be able to enroll in training aimed at enhance their didactic, digital, green transition, entrepreneurship and commercialization of research results, and other substantive competencies.
2. In the event of not reaching the minimum number of Participants for training, the Beneficiary reserves the right to conduct additional recruitment under the same rules as during the primary recruitment.
3. Announcement regarding obligatory training recruitment will be made by posting information on the Project Office website and through mailing lists sent to Programme Participants.
4. The recruitment of Programme Participants for obligatory training includes the following stages:
  - a. Programme Participants will electronically register for the support offered by the Beneficiary via Portal Rekrutacyjny ZintegrUJ (trans.: the ZintegrUJ Recruitment Portal) by completing the Recruitment Form a template is provided in Appendix 1 to the Regulations; a link to [Portal Rekrutacyjny ZintegrUJ](https://ted.zintegruj.uj.edu.pl) (trans.: the ZintegrUJ Recruitment Portal) can be found at <https://ted.zintegruj.uj.edu.pl> under the [Recruitment](#) tab.
  - b. Assessment of whether the interested person belongs to the group meeting the Candidate criteria (meets/does not meet).
  - c. The qualification for participation in the training is determined by the order of applications.
5. Applications for participation in obligatory training submitted after the deadline will not be considered in the qualification process. The formal verification of received applications is carried out by Project Office staff.
6. Programme Participants will be informed about the recruitment results within 7 days of the completion of the recruitment process via the email address provided in the Recruitment Form.
7. A Programme Participant not qualified for the selected form of support may appeal the Recruitment Committee's decision to the Project Manager within 7 days of receiving the qualification results by submitting a written appeal to the Project Office.
8. Recruitment dates and other detailed information about the recruitment process will be available on the website <https://ted.zintegruj.uj.edu.pl>, under the [Recruitment](#) tab.
9. Recruitment is conducted in compliance with the Wytyczne w zakresie realizacji zasady równości szans w ramach Funduszy Europejskich na lata 2021-2027 (trans.: Guidelines for Implementing Equality Principles within EU Funds for 2021-2027).
10. Enrollment in obligatory training occurs upon completion and signing of the Recruitment Form by the Programme Participant.
11. Templates of recruitment documents are available on the Project's website <https://ted.zintegruj.uj.edu.pl> and at the Project Office.



## Teaching Engagement Development

Nauczyciele akademicy i doktoranci wobec wyzwań przyszłości

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12. In the event of a Participant's resignation from the obligatory training, a Programme Participant from the reserve list, occupying the highest position on the list, will be invited to participate in the training, provided that at the time of joining the training, they still meet all the Programme participation requirements specified in the Regulations.

This recruitment rules have been prepared in two language versions: Polish and English. In the event of differences between the language versions, the Polish text shall prevail.



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