

**Regulations of the recruitment competition  
"Scholarships for international candidates"  
for persons undertaking studies at  
SWPS University of Social Sciences and Humanities  
in the academic year 2022/2023**

**[General provisions]**

**§ 1**

1. The regulations of the "Scholarships for international candidates" competition for persons undertaking studies at SWPS University of Social Sciences and Humanities in the academic year 2022/2023 (hereinafter: "**Regulations**") define the rules for conducting the "Scholarships for international candidates" competition (hereinafter referred to as the "**Competition**") in the recruitment procedure for studies in the academic year 2022/2023.
2. The competition is organized by SWPS University of Social Sciences and Humanities with its seat in Warsaw (03-815) at ul. Chodakowska 19/31 (hereinafter referred to as: "**SWPS University**" or "**Organizer**").
3. The aim of the Competition is to select the winners who will write the best essay and submit documents in accordance with the criteria set out in § 5.
4. The organizer will finance the prizes for the winners, on the terms set out in the Regulations

**[Competition participants]**

**§ 2**

1. The competition is open to candidates who want to undertake first-cycle or second-cycle studies, in the full-time form, in the field of Psychology (studies in English), Management and Leadership (studies in English), Philology (English) and Philology (English with an additional extended language) or Design (studies in English), without Polish citizenship, holding one of the following documents:
  - 1) a secondary school-leaving certificate or a secondary school-leaving certificate and a certificate of the results of the school-leaving examination in individual subjects referred to in the provisions on the education system obtained in the course of school-leaving examination
  - 2) a secondary school-leaving certificate obtained in the course of a secondary school-leaving examination
  - 3) IB (International Baccawinner) diploma, issued by the International Baccalaureat Organization in Geneva, recognized as equivalent to the secondary school-leaving examination certificate pursuant to Art. 93

paragraph 1 point 2 of the Act of 7 September 1991 on the education system;

- 4) EB (European Baccawinner) diploma, issued by the European Schools in accordance with the Convention on the Statute of the European Schools, drawn up in Luxembourg on June 21, 1994, recognized as equivalent to the secondary school-leaving examination certificate in accordance with Art. 93 paragraph 1 point 3 of the Act of 7 September 1991 on the education system
  - 5) a certificate or other document issued abroad by a school or educational institution recognized by the state in whose territory or in whose education system it operates recognized as confirming in the Republic of Poland the right to apply for admission to higher education or recognized - on the basis of the provisions on recognition of certificates - for an equivalent secondary school-leaving examination certificate issued in the Republic of Poland;
  - 6) "matura" – the joint name of the documents specified in items 1-5 above.
- (hereinafter referred to as "**Participants**")
2. The condition for granting the award is the total fulfillment by the Participant of the following conditions:
    - 1) decision on admission to studies in the field specified in paragraph 1 becomes final;
    - 2) taking the oath.

#### **[Conditions for participation in the Competition]**

##### **§ 3**

1. The condition for participation in the Competition is sending an essay and documents confirming additional social, cultural, sports or academic activity (in particular diplomas, certificates). The terms of the essay are set out in § 5. The participant is obliged to submit a correctly completed application form, which is an attachment to the Regulations, which includes the acceptance of the Regulations.
2. Applications may be submitted by July 15, 2022 via the recruitment form.
3. Applications submitted after the deadline will not be admitted to the Competition.
4. As part of the Competition, each Participant may submit only one application.

#### **[Rules for selecting the winners of the competition]**

##### **§ 4**

1. All correctly submitted applications in accordance with **§ 3 paragraphs 1 and 2** will be assessed by the Competition Committee (hereinafter referred to as the

- "Committee"). The Rector shall constitute the Commission and appoint its members by way of a decree.
2. From among the applications, the Committee will select a total of 10 best applications of candidates applying for first-cycle and second-cycle studies, subject to paragraph 3 and §2 paragraph 1 and in accordance with the principles set out in § 5 of the Regulations.
  3. The decision of the Committee is final and may not be appealed against.
  4. Members of the Committee may participate in meetings and make decisions by means of electronic communication.
  5. The results of the Competition will be announced by July 29, 2022.
  6. The winners will be informed about the results of the Competition via e-mail. The results, in the form of the winners' names and surnames, will also be published on the website [www.swps.pl/english](http://www.swps.pl/english).
  7. In a situation where, despite winning the Competition, the winner decides not to receive the prize, the Organizer is entitled to select the next winner.

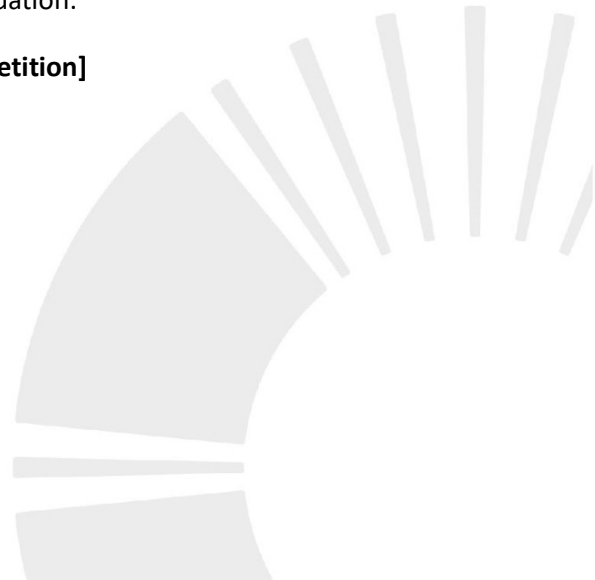
#### **[Criteria for the evaluation of applications]**

##### **§ 5**

1. Applications will be assessed by the Commission on the following criteria according to the point scale below:
  - 1) evaluation of the essay: "All our dreams can come true, if we have the courage to pursue them - Walt Disney. Describe your biggest dreams and how would this scholarship help you to pursue them. " - from 0 to 45 points, minimum - 20 points.
  - 2) involvement in cultural, social and sports activities and motivation to study at the SWPS University - from 0 to 45 points, minimum - 20 points,
  - 3) grade in English at the secondary school-leaving exam (matura) (in the case of recruitment for first-cycle studies) or grade in the diploma of graduation (in the case of recruitment for second-cycle studies) - from 0 to 10 points, minimum - 5 points.
2. Formal requirements of the essay: font Calibri 11, double line spacing, margins 2.5 cm. Maximum number of characters: 1800 characters. The maximum number of points that can be obtained is 100.
3. If the application does not meet the requirements specified in the Regulations, it will not be subject to further substantive evaluation.

#### **[Prizes in the Competition]**

##### **§ 6**



1. The prize for the winners in the Competition is a cash prize equal to the annual tuition fee in the annual system, paid in one instalment for the field of study chosen by the winner, subject to § 2 paragraph 1 in the full-time form only for the first year of study.
2. The organizer reserves the right to fund additional prizes and distinctions.
3. The award expires, and the winner is not entitled to receive it in the event of:
  - 1) loss of the student status of the SWPS University or receipt of a leave consent;
  - 2) issuing a decision granting consent to change the field of study, or the form, or level of studies”
4. The prize may be deducted from the tuition fee.
5. The prize is subject to taxation in accordance with the provisions of the tax law.
6. Up to the value of each prize referred to in paragraph 1, an additional cash prize will be added in the amount corresponding to the flat-rate personal income tax for winning the Competition in the amount of 11.11% of the value of the prize. The Winner agrees that the amount of the additional cash prize is not payable to him, but is intended by the Organizer to pay the tax due for winning the Competition.
7. The organizer, prior to the payment of the prize, will calculate and pay to the competent tax office the flat-rate personal income tax due for winning the Competition. The Winner is obliged to provide the Organizer with all data necessary for the Organizer to fulfil the obligations of the payer.

**[Final Provisions]**

**§ 7**

1. The Organizer has the right not to award a prize if no application meets the requirements set out in these Regulations.
2. The decision to award the prize is signed by the Chairman of the Committee.
3. The organizer does not return submitted applications.
4. Any doubts and information regarding the organization of the Competition should be directed to the Organizer (e-mail address: [admissions@swps.edu.pl](mailto:admissions@swps.edu.pl)).
5. The Regulations are available at the Organiser's address: [ww.swps.pl/english](http://ww.swps.pl/english).
6. Information about the Competition contained in any promotional and advertising materials is only of an auxiliary nature. The provisions of these Regulations are binding information.
7. The General Director shall make decisions in all matters not covered by the Regulations.

*Attachment:*

*- Application form*



*attachment to  
Regulations of the recruitment competition  
"Scholarships for international candidates"  
for persons undertaking studies at SWPS University of Social Sciences and Humanities  
in the academic year 2022/2023*

**Application form  
- Recruitment competition  
"Scholarships for international candidates"  
for persons undertaking studies at  
SWPS University of Social Sciences and Humanities  
in the academic year 2022/2023**

First name and last name:

.....

Address:

.....

Telephone number:

.....

Email address:

.....

**The essay:**

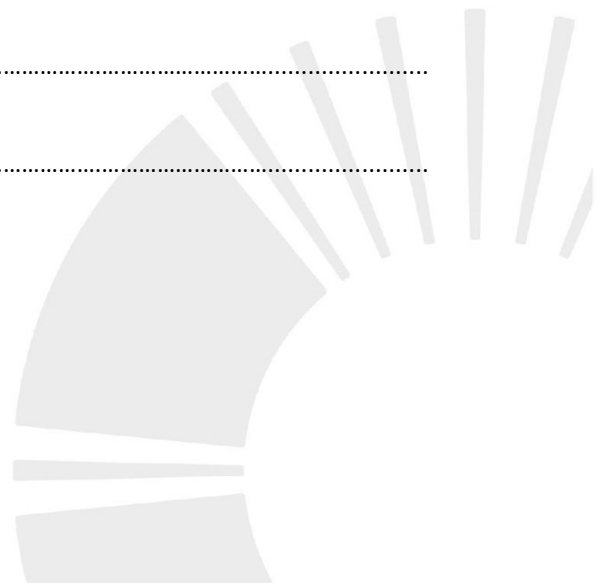
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**SWPS  
University**

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*(place and date)*

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*(legible signature)*



### Declaration

I declare that I have read the Regulations of the recruitment competition "Scholarships for international candidates" for persons undertaking studies at SWPS University of Social Sciences and Humanities in the academic year 2022/2023, I accept its content and undertake to abide by the provisions contained therein.

.....  
*(place and date, signature of the Participant)*

### Information on the processing of personal data

#### Identity of the data controller and contact details

- The controller of the Participants' personal data is SWPS University of Social Sciences and Humanities (SWPS University) with its seat in Warsaw, address: ul. Chodakowska 19/31, 03-815 Warsaw.
- The controller can be contacted by e-mail: [admissions@swps.edu.pl](mailto:admissions@swps.edu.pl) or in writing to the address of the University's registered office with the annotation "Scholarships for international candidates".

#### Data protection officer

- The administrator has appointed a data protection officer (hereinafter: "DPO"), who can be contacted by e-mail [iod@swps.edu.pl](mailto:iod@swps.edu.pl) or in writing to the address of the administrator's seat with the note "DPO". You can contact the DPO in all matters relating to the processing of your personal data and the exercise of data processing rights.

#### Purposes and period of processing

- Personal data will be processed for the purpose of:
  - a) conducting the Recruitment Competition "Scholarships for international candidates" in accordance with the provisions of its regulations; the legal basis for processing is the legitimate interest of the SWPS University (Article 6 (1) (f) of the General Data Protection Regulation [hereinafter: "GDPR"]). The legitimate interest of the SWPS University is to conduct a competition in accordance with the provisions of its regulations;

- b) with regard to the winner's personal data - in order to fulfil the obligations arising from the provisions of the tax law; the legal basis for processing is (Article 6 (1) (c) of the GDPR);
  - c) defence against possible claims; the legal basis for the processing is the legitimate interest of the SWPS University (Article 6 (1) (f) hereinafter: "GDPR"). The legitimate interest of the SWPS University is defence against possible claims.
- Your personal data will be processed until the end of the calendar year 2022. After this time, the data may be processed only for the purpose of fulfilling the obligations resulting from legal provisions.

#### Who will process your data

- Your personal data will be processed by employees and associates of the SWPS University involved in the competition.
- The personal data of the winners may be disseminated to the extent and in the manner specified in the regulations. Therefore, an unlimited group of people will be able to get to know them more closely.
- Your data may be transferred to entities providing services to the SWPS University, in particular entities providing IT services (including those offering tools from the *GSuite for Education* package), services for storing and destroying documentation, or courier or postal services.

#### Your rights

- You have the right to request: access to data, rectification, deletion or limitation of their processing, their transfer, as well as the right to object to the processing of data for reasons related to your particular situation for purposes related to the legitimate interest of the administrator.
- If the data processing is based on your consent, you have the right to withdraw it at any time. Withdrawal of consent does not affect the lawfulness of the processing which was carried out on the basis of consent before its withdrawal.
- You have the right to lodge a complaint with the supervisory body dealing with the protection of personal data (in Poland: to the President of the Personal Data Protection Office).

#### Additional information

- Providing your personal data is voluntary, but it is a statutory condition for participation in the competition. The possible consequences of not providing data include the inability to participate in the competition.





- The administrator will not make automated decisions, including profiling, based on your personal data.

