

**Regulations for recruitment, organization, and participation  
in the POLCA 2.0 International Summer School in the 2026 edition  
under the Project**

**International Summer School - POLLutions in Coastal Areas 2.0**

**Chapter I. General information**

**§ 1**

1. The Regulations define the conditions of participation, recruitment, and organization, as well as the rights and obligations of participants in the Summer School conducted within the project "**International Summer School - Pollutions in Coastal Areas POLCA 2.0**".
2. The project is implemented within the SPINAKER Programme - International Intensive Programmes of Study run by the Polish National Agency for Academic Exchange (NAWA).
3. The programme is financed from the project no. FERS.01.05-IP.08-0436/23 "Support for the creation and implementation of international education programs" under the program of the National Agency for Academic Exchange - SPINAKER – Intensive International Education Programs under the European Social Development Fund 2021–2027 (ESDF)
4. „International Summer School - Pollutions in Coastal Areas POLCA 2.0" project is implemented from 1 June 2025 to 30 July 2026.
5. The main objective of the project is to increase the internationalization of the University of Gdańsk (UG) through the creation of an additional Intensive International Programme of Study (IIPS) carried out in a blended-learning form during the Summer School, which includes on-site classes and online module.
6. The project assumes the participation of 25 participants from foreign universities and 5 participants from Polish universities.
7. A specially appointed Recruitment Committee (RC) will be responsible for the recruitment process. The RC will consist of 3 people (UG teachers and the Administrative Coordinators of the project).
8. The Project Manager and the Administrative Coordinator will be responsible for the organization and implementation of the Summer School (the Organizer).
9. Participation in the project is free of charge.

**Chapter II. Recruitment of participants to the Summer School**

**§ 2**

1. Recruitment of candidates to participate in the Summer School will commence **on the 6 February 2026**. The recruitment process will last until the **27 February 2026**, but in the case of vacancies, it will be extended until all places have been filled.
2. Information about the International Summer School and detailed information about the ongoing recruitment will be posted on the International Summer School website [www.polca.ug.edu.pl](http://www.polca.ug.edu.pl), the website of the Faculty of Oceanography and Geography of the University of Gdańsk and will be sent to the foreign partners of UG.

**§ 3**

1. International and Polish students of the last 3 semesters of Bachelor's and Master's degree in Earth and Environmental Sciences or related are eligible to participate in the International Summer School<sup>1</sup>. Candidates must have a communicative knowledge of English in order to be able to actively participate in the Summer School which will be conducted in English. Required level of English - minimum B1 – Intermediate.
2. Persons specified in subsection 1 may participate in the activities of the International Summer School provided:
  - a) They have filled the UG Application Form ([UG Application Form: International Summer School - Pollution in Coastal Areas POLCA 2.0 – Wypełnij formularz](#))
  - b) they have sent to the Organiser ([polca@ug.edu.pl](mailto:polca@ug.edu.pl)) scans of the following documents:
    - Participant in Another Form of Education Registration Form ([Appendix No.1](#))
    - a letter of motivation;
    - a letter of recommendation from a researcher at the participant's home university,
    - certificate or any document confirming the level of English language proficiency,
    - a transcript of records for the 2024/2025 academic year in any grading system together with grading scale and
    - a student status confirmation for the current summer semester (including university's information, field of studies, program, year of studies, study mode, etc.)
  - c) the completed and signed originals of the documents listed in **§ 3 (2) (b)** should be sent to the address: POLCA 2.0 International Summer School, al. Marszałka Piłsudskiego 46, 81-378 Gdynia, Poland
  - d) they have filled an Application form in the NAWA system and sent the pdf of filled application form to the organizer (instructions how to register in NAWA system and fill the Application form are available here: [https://nawa.gov.pl/images/Spinaker/Spinaker-Nabor-2024/ENG\\_INSTRUCTION\\_FOR\\_FERS\\_PROJECT\\_PARTICIPANT\\_FORM\\_v1.pdf](https://nawa.gov.pl/images/Spinaker/Spinaker-Nabor-2024/ENG_INSTRUCTION_FOR_FERS_PROJECT_PARTICIPANT_FORM_v1.pdf))

#### § 4

1. Recruitment procedure will be conducted in the following order:
  - a) candidates who wish to participate in the recruitment process complete the UG application form, attaching scans of the documents required in **§3 (2) (b)**
  - b) on the basis of the documents submitted, the Organiser verifies whether the candidates meet the eligibility criteria and qualify them for participation in the Summer School;
  - c) participants qualified for participation in the Summer School will be notified of the results of the recruitment process by e-mail no later than **4 March 2026**;
  - d) candidates will have the right to appeal the decision of the committee to the Project Manager (within 3 days);
  - e) the final list of qualified participants will be announced on **10 March 2026**;
  - f) participants qualified for the Summer School shall be obliged to complete and send all documents (hard copies) listed in **§3 (2) (b)** to the Organiser by post as soon as possible, no later than within 2 weeks.
  - g) participants qualified for the Summer School are required to register in the NAWA system and complete the forms. An individual registration link will be sent to those who have been accepted to the Summer School by the Organiser.

#### § 5

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<sup>1</sup> Due to Russia's military aggression against Ukraine, NAWA decided to discontinue financing cooperation with institutions, scientists and students from the Russian Federation. As part of NAWA projects, financing of all participants, institutions from Russia and all activities with a partner institution from Russia was suspended.

1. The following admissions criteria shall be adopted:

- a) points for the level of English language proficiency confirmed by any document or certificate:
  - i. B1 Intermediate – 0 points
  - ii. B2 Upper- Intermediate – 1 point
  - iii. C1 Advanced and higher – 2 points
- b) points for the grade point average from the completed 2024/2025 academic year. The candidate is obliged to present a list of grades for the 2024/2025 academic year in any grading system. The grade point average will be converted by a specialist from Dean's Office from UG and presented as a percentage:
  - i. 60% -70% - 1 point
  - ii. 71% - 80% - 2 points
  - iii. 81% - 90% - 3 points
  - iv. 91% - 100% - 4 points
- c) points for the motivation letter:
  - i. weak motivation to participate in the program – 0 point
  - ii. average motivation to participate in the program – 1 point
  - iii. strong motivation to participate in the program – 2 points
- d) point for the letter of recommendation:
  - i. recommendations weakly justified – 0 points
  - ii. recommendations well justified – 1 point
- e) if two participants will have the same number of points, the order of applications will be decisive.
- f) the admissions criteria relate to the candidate's credibility and ability to fully participate in the summer school.

## § 6

1. Recruitment process will be carried out taking into account equal opportunities, including the principle of gender equality, age.
2. Recruitment will be carried out on the basis of the principle of non-discrimination, in an impartial manner, according to open and equal conditions for all candidates, taking into account the criteria of the project, based on the application documents, in accordance with the content of the application and the principle of equal opportunities, equal access to support regardless of gender, disability, etc. pursuant to:
  - i. "Guidelines on the implementation of the principle of equal opportunities and non-discrimination, including accessibility for people with disabilities and the principle of equal opportunities for women and men as part of EU funds for 2014-2020"
  - ii. "Accessibility Standards for Cohesion Policy 2014-2020"
  - iii. "Guidance on the principles of equal opportunities for women and men in EU funds for 2014-2020"
3. Throughout the period of recruitment, the Project Manager will monitor the recruitment process in order to maintain the principle of equal access and equal treatment of all those interested in the project.

## Chapter III. Rules of organisation of Summer School activities

## § 7

1. The following activities are to be organised within the Summer School:
  - a) MODULE I – „Introduction, theory, and integration” - three days (23 h) of intensive learning, integration, and preparation for practical classes, including 5 Lectures, Integration Workshops, and two Virtual Preparatory Training: 1 - Virtual tour of the research vessel Oceanograf; 2 - Health and safety onboard an Oceanograf research vessel (The virtual training 1 and 2 have been prepared using the innovative technology - Virtual Reality 360°)

- b) MODULE II – „Practical classes” - four days (33 h) of intensive practical tasks on the Oceanograf research vessel, in the field (shoreline and coastal rivers), and in the laboratory (UG Campus in Gdynia).
- c) MODULE III – A one-day (8 h) didactic trip to UG Marine Station Sealarium in Hel, familiarisation with research on anthropogenic degradation of the environment of Gdańsk Bay and Puck Bay, restoration of the grey seal population, and research on marine mammals found in the Polish part of the Baltic Sea
- d) MODULE IV – „Problem-based learning” - two days (13 h) of group work, developing results and conclusions, preparing presentations for the mini-conference.

2. During the Summer School each participant will receive support in the amount of 84 h (80 hours of classes will be organized with the participation of academic teachers from UG, trainers, and 4 hours of online virtual preparatory training. The activities will be organized in various forms - lectures, workshops, practical classes, group work, panel discussions, educational trips.
3. The Summer School will take place in the period: 04.05.2026 - 13.05.2026. Main venue: Piłsudskiego Avenue 46, Gdynia, Poland

#### Chapter IV. Rights and obligations of participants of the Summer School

##### § 8

1. Before the commencement of the Summer School, each participant shall receive the necessary information related to the organisation and course of events of the Summer School.
2. Participation in the classes is compulsory.
3. Participants are obliged to immediately inform the Organiser of any changes to personal data entered in the documents of participation in the Summer School.
4. Upon completion of the Summer School an evaluation will be conducted. Participants are obliged to fill 11 tests evaluating their knowledge as well as actively participate in Module II and Module IV during which their practical skills will be developed and assessed.
5. Upon completion of the Summer School the participant will receive a certificate of attendance with 4 ECTS points.
6. Participants of the POLCA 2.0 Summer School do not bear the cost of participation in the School. The project **provides foreign participants** (from foreign universities) with funding for their travel, accommodation expenses within the limits specified in the project budget:
  - i. Travel allowance of PLN 1,000 up to PLN 3,000 depending on the travel distance ([Appendix No. 2](#)):
  - ii. Accommodation for the period of stay in the Summer School - PLN 4,500.00

Payment of funds to cover travel and accommodation costs in Gdynia will be made by organizer on 4 May 2026.

The costs of the field trip and the trip to the Sealarium in Hel will be covered by the Organiser. Lunch or any food or drink will not be provided during trips.

7. If any expenses exceed the limits in the budget, e.g. flight tickets, the participant is required to cover the excess costs. The participant will be informed in advance about the necessity to pay the additional costs.

#### Chapter V. Competences acquired, criteria for assessing and methods of verifying learning outcomes

##### § 9

1. Competences acquired by participants are as follows:

### Knowledge

1. Student understands and correctly describes the basic physical, biological, chemical and geological phenomena, and natural processes taking place in aquatic environment with a particular focus on marine environment.
2. Student knows the importance of basic techniques, research methods and tools used to monitor, describe and interpret phenomena and processes occurring in the aquatic environment.
3. Student is able to describe basic concepts related to the functioning of coastal areas in the Baltic Sea.
4. Student recognizes potential threats to aquatic environment resulting from the development of civilization, in particular from intense human impact in the coastal areas of the seas.

### Skills

1. Student is able to plan research and measurements individually and in teams, both in the field and in a laboratory, using appropriately selected measuring and analytical techniques, adequate to the research problem.
2. Student is able to analytically and synthetically elaborate research and analysis results, and on their basis, draw correct conclusions.
3. Student is able to work individually and cooperate in laboratory and field groups, performing various functions and performing various tasks in them.
4. Student is aware of the risks and threats associated with working as an oceanographer in the laboratory, at sea and on land, apply the principles of safety at work.

### Social competence

1. Student is able to effectively organize their own work, be self-critical and draw conclusions based on self-analysis, comply with the principles of professional ethics.
2. Student is able to solve cognitive and practical problems in the field of marine science taking into account the acquired knowledge.
3. Students is able to consciously and reliably assess the impact of human activities on the marine environment.

Competences refer to level 6 of the European Qualifications Framework.

### § 10

1. Criteria for assessing student's performance
  - i) knowledge of the topics discussed in Module I and Module II at a level of at least 60%
  - ii) preparation in a group and delivery of a factually correct presentation related to the subject matter of the Summer School (more details in [Appendix No. 3](#)).

### § 11

1. Methods of verifying learning outcomes are online tests and assessment of presentation prepared during problem-based learning module.

### § 12

1. Withdrawal from the project is allowed only in justified cases.
2. Withdrawal from the project may result from health reasons or force majeure. These reasons cannot be known at the time of starting the participation in the project.
3. In case of withdrawal from the project, participants are obliged to submit a written statement with reasons for withdrawal.
4. Unauthorized withdrawal from participation in the project before the end is connected with financial consequences in the form of reimbursement of costs borne in connection with his/her participation in the project so far. An exception to the above rule is a situation in which a participant selected in the recruitment

process withdraws from participation in the project before commencing his/her participation in the first form of support.

## Chapter VI. Final provisions

### § 13

1. Should the number of applications exceed the number of planned places in the Summer School, a reserve list will be created.
2. In the case of less applications than assumed, the Organiser will conduct additional recruitment immediately after the first recruitment until places are available.
3. Information on the additional recruitment will be posted on the Summer School website [www.polca.ug.edu.pl](http://www.polca.ug.edu.pl) and sent by e-mail to universities abroad.
4. In organizational matters requiring individual contact with candidates or project participants, the Summer School Organiser will contact them mainly via e-mail at addresses provided by candidates in the application form.
5. The Regulations for recruitment, organization, participation in the Summer School in force are available at the Summer School website [www.polca.ug.edu.pl](http://www.polca.ug.edu.pl).
6. Any doubts arising from the application of these Regulations and issues not regulated herein will be resolved individually by the Project Manager.
7. The Organiser reserves the right to introduce changes to these Regulations for important reasons resulting e.g. from changes in generally applicable law, and information about these changes is published by the Organiser at the Summer School website [www.polca.ug.edu.pl](http://www.polca.ug.edu.pl).
8. The Summer School may be canceled without giving any reason and information about this cancelation will be published by the Organiser at the Summer School website [www.polca.ug.edu.pl](http://www.polca.ug.edu.pl).
9. The Regulations become effective upon signature.

#### Appendices:

Appendix No. 1 Participant in Another Form of Education Registration Form – [podlinkować formularz word do edycji](#)

Appendix No. 2. Travel allowance for foreign students in PLN

Appendix No. 3. Rules for completing the course