



Fundusze Europejskie
dla Rozwoju Społecznego



Rzeczpospolita
Polska

Dofinansowane przez
Unię Europejską



REGULATIONS

SUMMER SCHOOL - Sustainable Building Materials and Technologies
Cracow, Poland 29 June - 10 July 2026
conducted as a part of the NAWA SPINAKER project
Intensive International Educational Programmes

§ 1

Eligible applicants

1. The target group includes students, PhD students (doctoral candidates) and academic staff from foreign universities, particularly those of technical faculties, including materials engineering, civil engineering and related fields such as environmental engineering, power engineering or chemical engineering.

§ 2

Terms of participation

1. Participants of the SUMMER SCHOOL – Sustainable Building Materials and Technologies (hereinafter referred to as the **Summer School**) are required to demonstrate English language proficiency at a minimum B2 level.
2. The Summer School is open to students, PhD students, and academic staff of foreign universities, holding a valid document confirming their status as a full-time or part-time student, PhD student, or full-time or part-time staff member.
3. Enrollment in the Summer School is completed by submitting the application form together with a document confirming the participant's status.
4. Participants are required to sign all documents necessary for the implementation of the NAWA SPINAKER Project.

§ 3

Eligible activities

1. Applicants participate in the project in order to improve their skills and acquire micro credentials confirming their competences in the field of 9 micro courses.
2. The recruitment process concerns the Summer School as part of the SPINAKER project - Intensive International Educational Programmes.
3. Summer school includes 60 hours delivered in hybrid form, covering 9 micro-courses:
[1] Geopolymers – 8 h (4 h lecture + 4 h lab)
[2] Use of VR/AR in construction – 8 h (4 h lecture + 4 h lab)

- [3] 3D printing of cements/concretes – 8 h (4 h lecture + 4 h lab)
- [4] Design of high-performance and ultra-high-performance concrete – 4 h (lecture)
- [5] Fibre-reinforced mineral materials – properties, applications, design – 8 h (4 h lecture + 4 h lab)
- [6] Self-compacting concrete – properties, applications, design – 8 h (4 h lecture + 4 h lab)
- [7] Fire behaviour testing of building materials – 4 h (lecture)
- [8] Non-destructive testing of cement and geopolymer concrete structures – 6 h (4 h lecture + 2 h lab)
- [9] Testing ageing processes in building materials – 6 h (4 h lecture + 2 h lab)

Classes will be delivered first week online (28 hours – lectures) and in person at Cracow University of Technology the second week (32 hours – lectures and labs). On-site verification of learning outcomes is also planned.

1. A micro-credential will be issued as proof of completing and validating each of the micro courses of the summer school and the acquisition of competencies.
2. A scholarship for the participant of the summer school for students/PhD students/staff is provided to cover the costs of daily allowances, accommodation, travel cost:

In person - 1 week - Cracow, Poland		Days
daily allowance student /per day	75.00 PLN	7
daily allowance PhD student/Staff/per day	125.00 PLN	7
accommodation lump sum / per night	300.00 PLN	7
travel lump sum (1 Group: Lithuania)	1 000.00 PLN	-
travel lump sum (2 Group: Latvia, Hungary, Ukraine)	1 500.00 PLN	-
travel lump sum (3 Group: Turkey, France)	2 000.00 PLN	-
travel lump sum (4 Group: Kazakhstan)	3 000.00 PLN	-
travel lump sum (6 Group: Mexico,Vietnam,Taiwan)	6 500.00 PLN	-

3. The scholarship is paid in full, in cash, upon personal appearance and presentation of a passport or ID (within 1–2 working days after arrival in Cracow, at a bank agency appointed by the organizer). **Failure to appear in person in Cracow during the second week of in-person classes will result in the scholarship not being paid.**

§ 4

Application evaluation process

1. Recruitment to the Summer School will be conducted based on submitted application forms, which will be formally assessed. The recruitment application form, start date and detailed information about the activities are announced on the project website (<https://i2.pk.edu.pl/> section – Projects)
2. It is anticipated that primary recruitment will be carried out, and if necessary, also additional recruitment.
3. Recruitment will be conducted based on point criteria, separately for a) students and b)PhD students/staff.
4. The primary criteria for candidates selection are:

- i) the applicant must confirm the status of a student/PhD student/staff, e.g. by submitting a scan of a valid student ID card, or a certificate issued by the relevant department/university, in the case of a document issued in a language other than English, it is necessary to attach a translation made by the participant (10 pkt),
 - ii) motivation letter for participation in summer school (10 pts)
 - iii) person with disabilities (5 pts.).
5. In the case of candidates receiving an equal number of points, the order in which they are submitted will be decisive.
6. The decision to qualify is made by the Qualification Committee composed of project manager (Izabela Hager) and faculty coordinators WIL Katarzyna Mróz, WIMIF Marek Nykiel.
7. The Organizer will inform all participants about the results of the recruitment procedure by e-mail as soon as the recruitment is completed.
8. The formal confirmation of participation in the Summer School will be the contract and project registration form, delivered to the participant by e-mail. After signing these documents, the participant will be required to send back scans, PDF files or photos (or documents with a valid electronic signature), and then provide the original documents during the first day of summer school classes at the Cracow University of Technology.
9. In the event of no reply or an incomplete set of submitted documents (list in Annex) by people recruited from the primary list within the required time, persons from the reserve list will be invited instead.
10. Participants who do not qualify for participation in the Summer School will be provided with the e-textbook: *"Microcourses in Building Materials Engineering: Sustainable Materials and Technologies"*.
11. The Qualification Committee's decision on granting participation in the programme is final and may not be appealed against.
12. Each applicant is obliged to read the content of these regulations. Sending the documents indicates accepting its terms.

§ 5

Organisation of the Summer School

1. The Summer School takes place according to the schedule announced on the website. Duration: 2 weeks (60 teaching hours, **first week remotely, second week in person** at Cracow University of Technology), **period - 29 June - 10 July 2026**.
2. The Summer School's didactic plan and curriculum are published in January 2025
3. Summer School classes are conducted in English.
4. The Summer School program will be implemented in the form of micro courses in hybrid mode.
5. The Summer School takes place at the Faculty of Materials Science and Physics and the Faculty of Civil Engineering of the Cracow University of Technology, Cracow Poland.
6. Accommodation costs, travel costs and daily allowances are provided according to § 3 point.

§ 6

Personal data protection

1. INFORMATION CLAUSE

CONTROLLER OF PERSONAL DATA



The administrator of your personal data is Tadeusza Kościuszki Krakow University of Technology with its seat in Krakow, ul. Warszawska 24, 31-155 Krakow, represented by the Rector of Krakow University of Technology.

The administrator can be contacted:

- by e-mail: izabela.hager@pk.edu.pl
- by telephone: +12 628 23 67
- by post to the adress of the administrator's registered office Katedra Inżynierii Materiałów Budowlanych, Politechnika Krakowska, Ul. Warszawska 24, 31-155 Kraków, POLAND

CONTACT IN MATTERS RELATING TO THE PROCESSING OF PERSONAL DATA


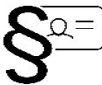



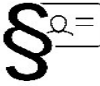
The Controller has appointed a Data Protection Officer (hereinafter: DPO) who can be contacted on matters related to the processing of personal data. Contact with the DPO is possible via:

- IOD's e-mail address: iodo@pk.edu.pl.
- By telephone: 12 628 31 15
- by post to the address of the administrator's registered office,
- in person at the administrator's office - in this case, we encourage you to contact us in advance by e-mail to arrange a convenient appointment.

PURPOSES AND LEGAL BASES FOR PROCESSING PERSONAL DATA

We process your personal data for the following purposes:

 Purpose of data processing	 Legal basis for data processing
Conclusion and performance of the contract	Article 6(1)(b) GDPR – conclusion of the contract (including taking steps to conclude it) and performance of the contract

 Purpose of data processing	 Legal basis for data processing
Fulfillment of legal obligations	Article 6(1)(c) of the GDPR, Article 9(2)(g) GDPR (fulfilment of the legal obligation incumbent on the controller) in connection with the implementation of tasks related to the recruitment process, course delivery, settlement, reporting, monitoring, and auditing of the project pursuant to the Act of 28 April 2022 on the principles of implementing tasks financed from European funds in the 2021-2027 financial perspective, Act of 7 July 2017 on the National Agency for Academic Exchange, the processing of special data is necessary for reasons of important public interest, based on Union or Member State law, which is proportionate to the objective pursued, does not affect the essence of the right to data protection, and provides for appropriate and specific measures to protect the fundamental rights and interests of the data subject, with an obligation to maintain the confidentiality of such data by persons authorized to process them.
Documentation of proceedings and archiving	Article 6(1)(c) GDPR, Article 9(2)(j) GDPR (fulfilment of a legal obligation incumbent on the controller) in connection with the performance of the tasks set out in the Act of 14 July 1983 on the national archival resource and archives (Journal of Laws of 2020, item 164, as amended), processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes pursuant to Article 89(1), on the basis of Union or Member State law, which is proportionate to the aim pursued, respects the essence of the right to data protection and provides for suitable, specific measures to safeguard the fundamental rights and interests of the data subject.
Investigation or defence against possible claims	Article 6(1)(f) GDPR (legitimate interest - asserting claims, taking action of a debt collection nature)

RETENTION PERIOD OF PERSONAL DATA



We will process your personal data for the period necessary to achieve the purposes described above. Depending on the legal basis, this will include, in particular:

- the duration of the contract, including the period during which steps are taken to conclude the contract.

After the period indicated above, your personal data will be archived for the period for which we are required by law to retain your data or for the period necessary to establish, pursue, and defend legal claims, where applicable, and will then be deleted.

RECIPIENTS OF PERSONAL DATA



The recipients of your personal data are entities providing services based on an agreement concluded with the data controller for entrusting the processing of personal data, such as IT services (delivering or maintaining IT systems); legal services; advisory services; accounting services; postal and courier services, as well as entities and bodies authorized to receive data under the law. As part of the project implementation, the data are entrusted to separate Administrators, such as the Minister responsible for regional development, the National Centre for Research and Development, and the National Agency for Academic Exchange in connection with the project's financing from the European Funds.

RIGHTS IN RELATION TO THE PROCESSING OF PERSONAL DATA



You have the following rights in relation to the processing of your personal data:

- The right of access to the content of your data, the right to rectification of your data, the right to erasure of your data in cases provided for by law, the right to restrict the processing of your data, the right to object - where the processing of your data is based on a legitimate interest;
- if you consider that we are processing your data in a way that does not comply with the applicable legislation, you may also exercise your right to lodge a complaint with the President of the Data Protection Authority - before exercising this right, however, we suggest that you contact our DPO in order to clarify any doubts.



OBLIGATION TO PROVIDE DATA

The provision of data is voluntary, but necessary to participate in the project..

2. INFORMATION CLAUSE OF THE MANAGING INSTITUTION - MINISTER RESPONSIBLE FOR REGIONAL DEVELOPMENT

In order to fulfil the obligation imposed by Articles 13 and 14 of the GDPR[1], in connection with Article 88 of the Act on the principles of implementation of tasks financed from public funds European Union in the financial perspective 2021-2027[2], we would like to inform you about the principles of processing your personal data:

I. Administrator

A separate administrator of your data is the Minister responsible for regional development with its registered office at ul. Wspólna 2/4, 00-926 Warsaw.

II. Purpose of data processing

Personal data will be processed in connection with the implementation of FERS, in particular for the purposes of monitoring, reporting, communication, publication, evaluation, financial management, verification and audits and for the purpose of determining the eligibility of participants. Providing your data is voluntary, but necessary to achieve the above-mentioned purpose. Refusal to provide it will result in your inability to take appropriate action.

III. Basis for processing

We will process your personal data in connection with:

1. We are obliged to do so by law (Article 6 paragraph 1 letter c, Article 9 paragraph 2 letter g and Article 10 GDPR):
 - Regulation (EU) No 2021/1060 of the European Parliament and of the Council of 24 June 2021 laying down common provisions on European Regional Development Fund, European Social Fund Plus, Cohesion Fund, Fund for Just Transition and the European Maritime, Fisheries and Aquaculture Fund, as well as the financial provisions for these funds and for the needs of the Asylum, Migration and Integration Fund, the Internal Security Fund and the Support Instrument Financial Instrument for Border Management and Visa Policy,
 - Regulation (EU) 2021/1057 of the European Parliament and of the Council of 24 June 2021 establishing the European Social Fund Plus (ESF+) and repealing Regulation (EU) No 1296/2013 (OJ L 231, 30.06.2021, p. 21, as amended)
 - Act of 28 April 2022 on the principles of implementing tasks financed from European funds in the 2021 financial perspective 2027, in particular Articles 87-93,
 - Act of 14 June 1960 - Code of Administrative Procedure,
 - \Act of 27 August 2009 on public finances.

IV. Method of obtaining data

We obtain data directly from the persons to whom it relates or from institutions and entities involved in the implementation of the Program, including: in particular from applicants, beneficiaries, partners.

V. Access to personal data

The administrator's employees and associates have access to your personal data. Furthermore, your personal data may be transferred to or shared:

1. entities to which we have commissioned tasks in FERS,
2. European Commission bodies, the minister responsible for public finances, the president of the social insurance institution,
3. entities that provide us with services related to the operation and development of ICT systems, as well as providing connectivity, e.g. IT solution providers and telecommunications operators.

VI. Data storage period

Personal data are stored for the period necessary to achieve the purposes specified in point II.

VII. Rights of data subjects

You have the following rights:

1. the right to access your data and receive a copy thereof (Article 15 of the GDPR),

2. the right to rectify your data (Article 16 of the GDPR),
3. the right to have your data deleted (Article 17 of the GDPR) - if the circumstances referred to in Article 17(3) of the GDPR do not occur,
4. the right to request the controller to restrict the processing of your data (Article 18 of the GDPR),
5. the right to transfer your data (Article 20 of the GDPR) - if the processing is based on a contract: for the purpose of concluding or implementing it (pursuant to Article 6(1)(b) of the GDPR), and in an automated manner,
6. the right to lodge a complaint with the supervisory authority, the President of the Personal Data Protection Office (Article 77 of the GDPR) - if the person considers that that the processing of his or her personal data violates the provisions of the GDPR or other national regulations governing the protection of personal data, in force in Poland.

VIII. Automated decision-making

Personal data will not be subject to automated decision-making, including profiling.

IX. Transfer of data to a third country

Your personal data will not be transferred to a third country.

X. Contact with the data controller and the Data Protection Officer

If you have any questions regarding the processing of personal data by the minister responsible for regional development, please contact us. contact the Data Protection Officer (DPO) as follows:

- by traditional mail (ul. Wspólna 2/4, 00-926 Warsaw),
- electronically (email address: IOD@mfipr.gov.pl).

3. INFORMATION CLAUSE OF THE INTERMEDIATE INSTITUTION - NATIONAL CENTRE FOR RESEARCH AND DEVELOPMENT

In accordance with Articles 13 and 14 of the Regulation of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to with the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter referred to as: "GDPR"), I inform you that:

1. The controller of your personal data is the National Centre for Research and Development (hereinafter referred to as the "NCBR") with its registered office in Warsaw. (00-801), Chmielna Street 69;
2. The Data Protection Officer (DPO) can be contacted at the following e-mail address: iod@ncbr.gov.pl and at the following address: the NCBR correspondence office indicated above with the note "Data Protection Inspector";
3. personal data are processed for the purpose of implementing a project carried out under the European Funds for Development Programme Social Fund 2021-2027 ("FERS"), in particular for the purpose of project evaluation and selection, conclusion of a funding agreement, supervision over project implementation, reporting, communication, publication, evaluation, financial management, verification and control, audit, evaluation of information and promotional activities, its acceptance, evaluation and financial settlement, for the purposes of determining the eligibility of participants and the possible establishment, pursuit or defence of claims;
4. personal data are processed for the purpose indicated above, i.e. processing is necessary to perform the task carried out in the public interest (Article 6, paragraph 1, letter e of the GDPR), and NCBR is authorized to process your data personal data pursuant to the Act of 30 April 2010 on the National Centre for Research and Development in connection with the implementation of specific NCBR's tasks there and on the basis of the Act of 28 April 2022 on the principles of implementing tasks financed from the funds European Union in the financial perspective 2021-2027, and in particular Chapter 18 of this Act (Article 6 paragraph 1 letter c of the GDPR);
5. personal data were obtained directly from you or from public registers or from institutions and entities involved in the implementation of the project, including in particular applicants, beneficiaries and partners;
6. NCBR processes your personal data included in the application for funding or provided as part of the implementation of tasks indicated in point 3 of the clause;
7. Providing personal data is necessary to achieve the above-mentioned purpose. Refusal to provide it is equivalent to inability to take appropriate action;
8. personal data will be processed for the period necessary to achieve the purpose specified in point 3), and then for the purpose archival for a period consistent with the NCBR office instructions and the Uniform Material List of Records;
9. the recipients of personal data will be public authorities and entities performing public tasks or acting on their behalf. commissioned by public authorities, to the extent and for the purposes specified in the law, as well as entities providing services necessary for the implementation of tasks by NCBR, in particular the entity supporting the implementation of tasks is NCBR+ sp. z o.
- o. Data these may also be transferred to IT partners, entities providing technical or organizational support, archiving and document destruction, postal, courier, payment and marketing services;
10. You have the following rights in relation to NCBR: request access to your personal data and their rectification, deletion, restriction of processing, and also to object to the processing of your personal data. regarding the exercise of rights, you can contact the data protection officer at the e-mail address provided in point 2 above;
11. You also have the right to lodge a complaint with the President of the Personal Data Protection Office;
12. personal data will not be subject to automated decision-making, including profiling;
13. Your personal data will not be transferred to a third country.

4. Information clause of the National Agency for Academic Exchange regarding the processing of personal data of participants in projects financed by European Funds for Social Development 2021-2027 (FERS)

Administrator

National Agency for Academic Exchange (Agency) Polna Street 40, 00-635 Warsaw

Purpose and legal basis data processing

The Agency processes your personal data on the basis of Article 6 paragraph 1 letter c and e of the GDPR³, as well as on the basis of Article 9(2)(g) and (h) of the GDPR in conjunction with Article 6(1)(c) and (e) of the GDPR for the purpose of:

- 1) performing a public task in the field of internationalization of higher education and science entrusted to the Agency, i.e. the task specified in Article 2 of the Act of 7 July 2017 year on the National Agency for Academic Exchange;
- 2) the Agency's fulfillment of legal obligations related to the implementation of the contract for project financing, including statistical and related obligations with monitoring, reporting, communication, publication, evaluation, financial management, verification and auditing of projects and for the purpose of determining participant eligibility;

Categories of processed data

The Agency may process the following categories of your data:

- 1) identification data, indicated in Article 87 paragraph 2 point 1 of the Implementation Act⁴, including: name, name, address, e-mail address, telephone number, fax number, PESEL, REGON, education, internet identifiers;
- 2) data related to the scope of your participation in the project, indicated in Article 87 paragraph 2 point 2 of the Implementation Act, including: remuneration, form and period of engagement in the project;
- 3) Your details as they appear on the documents confirming your eligibility expenses, indicated in Article 87, paragraph 2, point 3 of the Implementation Act, including the account number banking, professional experience;
- 4) data indicated in Article 87, paragraph 3 of the Implementation Act regarding racial origin or ethnic or health-related data referred to in Article 9 of the GDPR;) data regarding the image of persons participating in the implementation of the Program or taking part in participation in events related to it - on the basis of voluntarily expressed consent separate consent.
- 5) Data processing period

Your personal data will be processed by the Agency until the purpose of processing ceases to exist. or for a period resulting from the archival category of documents in which the data is included, specified in the implementing provisions to the Act of 14 July 1983 on national archival resources and archives.

Sharing/Entrusting data

While maintaining all security guarantees, your Agency may provide you with data to entities authorized to receive them under the law, including in particular on the basis of the Implementation Act, or transfer it to entities processing it on behalf of the Agency on the basis of an appropriate data processing agreement.

Transfer of data to countries third

Your data will not be transferred to a third country or international organization. In case there is a need to transfer data to a third country, the Agency will ensure appropriate safeguards for the transfer of such data and effective legal remedies, and in in particular the standard contractual clauses adopted by the European Commission and will inform Madam/Sir about this fact.

Making decisions based on exclusively on automated processing of personal data, including profiling

It doesn't happen.

Data requirement/source data

The Agency obtains data directly from the persons concerned or from institutions and entities involved in the implementation of FERS projects, including in particular applicants and beneficiaries and partners. Refusal to provide data means that the application will be left without consideration or inability of a specific person to participate in the implementation of the Program.

Rights of the data subject

You can submit a request to us for access to your personal data, rectification of data, transfer of data and limitation of the processing of personal data - on the terms specified in GDPR. You can also file a complaint with the President of the Personal Data Protection Office if you consider You believe that the processing of your personal data by the Agency violates the law.

Contact to the security officer data at the Agency odo@nawa.gov.pl

The Regulations come into force on 21/12/2025