

**Qualification and Financial Rules**  
**for**  
**Integration and cultural workshops**  
**Project "Local University, global opportunity-**  
**University of Białystok on the road to internationalization"**  
**(Welcome to Poland Programme)**  
**1-3.03.2023 r.**  
**Warsaw Hotel, Augustow**

The workshops are dedicated to students, doctoral students and staff.

The aim of the integration and cultural workshops (hereinafter referred to as the training or workshops) is to train interpersonal skills, acquire communication competence and intercultural cooperation.

The classes will be conducted in English using activating methods: through exercises, co-presence and cooperation, participants will build awareness of their own strengths in relation to cultural diversity, learn communication rules and become sensitive to other cultures.

The workshop will also aim to help people moving from one culture to another to function psychologically and socially in such a way that in their new environment their level of functioning is similar to the level of performance they displayed in their home environment.

The lecturers will be qualified academics from the Faculty of Education, the Faculty of Philology and the Institute of Sociology.

1. All students, doctoral students and employees of the University of Białystok (hereinafter referred to as UwB), both Polish and foreign, may enroll.
2. Foreign students wishing to participate in the training may be full-time degree students or may be studying at UwB as part of student exchange programmes (e.g. Erasmus+).
3. The training will be delivered respecting the principles of equal opportunities for women and men and persons with disabilities through the following measures:
  - a) conducting the recruitment process in a non-discriminatory, open manner and in accordance with the equality policy,

- b) ensuring equal access for all eligible to participate in the training,
- c) adherence to the principle of equal opportunities by the staff delivering the training,
- d) the use of equal language in online publications or printed materials.

4 Recruitment process will be carried out from 06.02.2023 to 10.02.2023.

5. in order to participate in the recruitment, it is necessary to send the Application Form (Appendix 1), available at: <https://uwb.edu.pl/en/exchange-students/welcome-to-poland>, to the e-mail address: [dwmprojekty@uwb.edu.pl](mailto:dwmprojekty@uwb.edu.pl).

6. The Application Form should include information on the level of language skills, according to the EQF \* (communicative level of English required - minimum level B1).

7. The workshops will be carried out in 4 groups, with a maximum of 24 participants per group.

8. In order to maintain equal access to the training, it is planned to recruit 24 Polish students pursuing education at UwB, 24 foreign students pursuing education at UwB, 24 Polish employees of UwB and 24 foreign employees of UwB.

9. The admission to the training is determined by the order of applications, taking into account points. 5, 6 and 7.

10. If the number of the applicants is higher than the number of places available in the groups, reserve lists will be drawn up for each target group. Persons from the reserve lists will be allowed to participate in the training in case of resignation of another participant.

11. In the absence of a reserve list in a given target group or a lower than required number of recruited participants in a given target group, it is possible to qualify a participant from another target group.

12. If there are fewer applicants than there are places available in the target groups, an additional deadline for applications will be set.

13. When determining the list of persons admitted to participate in the training, the University of Białystok reserves the right to take into account the indicators adopted in the project to determine the number of female and male participants.

14. Students and employees will be notified by e-mail about qualification/non-qualification for the training.

15. in case of qualification for the training, the participant is obliged to fill in:

Annex No. 2: Declaration\_to\_participate\_in\_the\_project

Appendix 3: Declaration\_RODO\_POWER

Annex 4: Declaration\_RODO\_NAWA

16. A Participant who has been qualified for the workshops is obliged to participate in all activities of the training.

17. A Participant who has been qualified for a training may resign from participation in the training, without incurring any costs, no later than 7 days before the planned start date of the training. In the case of a later resignation, if the UwB does not find another person to fill the vacated place, the Participant will be obliged to cover the costs of the provided accommodation according to the costs incurred by the UwB.

18. The participant of the workshops will fill in on-line evaluation questionnaire prepared by National Agency for Academic Exchange (NAWA) concerning the conducted training and qualitative evaluation questionnaire of the training within 14 days from the end date of the training.

19. Each participant is obliged to complete the on-line NAWA evaluation questionnaire and the qualitative evaluation questionnaire of the training course after the completion of the training course.

20. Students and staff who fulfil the conditions of participation will receive a certificate confirming completion of the training.

21. The training will be held In Warsaw Hotel, 1 Zdrojowa St., 16-300 Augustow.

22. The workshops will be conducted in 4 thematic blocks, in 4 groups of 20 - 24 people, for a total of 40 hours (10 hours per group). The workshops will be complemented by integration activities. The thematic scope of the workshops is enclosed as Attachment No. 1 to these Rules.

23. Participants shall not bear costs of participation in the training.

24. The University of Bialystok will ensure coverage of travel, accommodation and food costs during the training. The costs will be covered by the project "Local University, global opportunity - University of Bialystok on the path to internationalization".

25. Participants will be accommodated in Warsaw Hotel in double and triple rooms for the entire duration of the training.

\* Common European Framework of Reference for Languages (CEFR) - classifies the level of knowledge of a foreign language in terms of speaking, listening, reading and writing skills.

Level Description A1 beginner Breakthrough (Beginning, Beginner, Level 1)

A speaker at this level understands and can use basic colloquial phrases and expressions concerning everyday life. Can introduce him/herself and others and formulate questions about personal life, e.g. where he/she lives, people he/she knows and things he/she owns. Can carry on a simple conversation, provided the interlocutor speaks slowly, clearly and is willing to help.

## A2 basic way stage (Elementary, Pre-intermediate, Level 2)

A speaker at this level can understand statements and frequently used expressions related to everyday life (e.g. basic information about the speaker and his/her family, shopping, environment, work). Can communicate in simple, routine communication situations requiring a simple and direct exchange of information on familiar and common topics. Can describe in simple terms aspects of his/her background, environment and matters in areas of immediate need.

## B1 intermediate Threshold (Lower intermediate, Intermediate, Level 3)

A speaker at this level can understand the main points of clear standard input on familiar matters and events occurring in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences, events, dreams, hopes and aspirations, briefly giving reasons or explanations for opinions and plans.

## B2 above Intermediate Vantage (Upper intermediate, Pre-advanced, Level 4)

A speaker at this level can understand the main ideas conveyed in complex texts on concrete and abstract topics, including technical discussions in his/her field of specialization. Can communicate with sufficient fluency and spontaneity to hold a normal conversation with a native speaker of the target language without creating tension in either party. Can produce clear oral and written communication on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.

## C1 advanced operational proficiency (Advanced, Level 5)

A speaker at this level can understand a wide range of demanding, longer texts, also recognizing implicit meaning. Can express him/herself fluently and spontaneously without much obvious searching for expressions. Can use language flexibly and effectively in social, educational and professional contexts. Can produce clear, well-structured, detailed text. Can express himself/herself on complex problems, using the rules of speech organization, connectors and indicators of text integration efficiently and appropriately.

## C2 Proficient Mastery (Proficient, Level 6)

A speaker at this level can easily understand practically everything he/she hears or reads. Can summarize information from other sources, written or spoken, coherently, reproducing the thesis and explanations contained. Can express him/herself very fluently, spontaneously and precisely, differentiating subtly between shades of meaning even in more complex speech.

Source:

[https://pl.wikipedia.org/wiki/Europejski\\_System\\_Opisu\\_Kszta%C5%82cenia\\_J%C4%99zykowe](https://pl.wikipedia.org/wiki/Europejski_System_Opisu_Kszta%C5%82cenia_J%C4%99zykowe)  
go quoted at: <https://tracktest.eu/english-levels-cefr/>