



The "Open Łódź" project, co-financed by the European Union through the European Social Fund as part of the Knowledge, Education, Development Operational Program, carried out by the University of Łódź under the National Center for Research and Development competition no. POWR.03.01.00-IP.08-00-3MU/18, in accordance with agreement no. POWR.03.01.00-00-T155/18, dated 21 Feb 2019.

**Participation agreement no. .... /..... /2020**

**respecting the "Open Łódź" project**

concluded on ..... between:

The **University of Łódź**, Narutowicza 68, NIP: 724-000-32-43, represented by the **project director – Dr. Monika Kopytowska**, acting on the strength of the authorization dated 17 Dec 2018,

and

Mr./Ms. (name and surname) .....

resident of (address) .....

PESEL .....

email .....

telephone no .....

henceforth the Participant

collectively referred to as the Parties.

1. The present agreement shall be concluded under the "Open Łódź" project, co-financed by the European Union through the European Social Fund as part of the Knowledge, Education, Development Operational Program 2014-2020, Priority Axis 3: Higher education in the service of the economy and development; Action 3.1, Qualifications in higher education, under agreement no. POWR.03.01.00-00-T155/18 with the National Center for Research and Development, dated 21 Feb 2019, henceforth the Project. The Project runs **between 1 January 2019 and 30 June 2021** at the Faculty of Philology of the University of Łódź, Pomorska 171/173, 90-236 Łódź.

**I. Objective of the agreement**

**§1**

1. The objective of this Agreement is to deliver educational activities and meetings for the Project's participant. Educational activities are defined as support activities chosen by the Participant, which are referred to in art. 1, section 2 of the Agreement.
  - a) The support activity chosen by the Participant:  
training courses/educational courses for four target groups:  
Foreign nationals:
    - A course in intercultural competences in the context of the Polish culture (4 teaching hours)\*
    - A course in security and official matters (4 teaching hours)\*
    - Polish language, elementary (60 teaching hours)\*\*
    - Polish language, lower-intermediate (60 teaching hours) \*\*

Police officers:

- A course in communicating with individuals with a poor command of Polish (4 teaching hours)\*
- A course in intercultural competences (4 teaching hours)\*
- English language, elementary (60 teaching hours)\*\*
- English language, lower-intermediate (60 teaching hours)\*\*

City guards:

- A course in communicating with individuals with a poor command of Polish (4 teaching hours)\*
- A course in intercultural competences (4 teaching hours)\*
- English language, elementary (60 teaching hours)\*\*
- English language, lower-intermediate (60 teaching hours)\*\*

Administrative officers:

- A course in communicating with individuals with a poor command of Polish (4 teaching hours)\*
- A course in intercultural competences (4 teaching hours)\*
- English language, elementary (60 teaching hours)\*\*
- English language, lower-intermediate (60 teaching hours)\*\*

\* mandatory course

\*\* elective course

b) Semi-open study meetings (lectures, workshops, multicultural cinematography) will help extend the knowledge gained during the courses, as well as contribute to fostering interaction and, consequently, to sharing expertise and experience among all the project participants, including the academic circles and the local community.

2. The educational activities shall be delivered in accordance with provisions of the application for project financing.
3. The agreement shall be concluded for the duration of the support activity referred to in art. 1, section 2, i.e. from ..... to .....
4. Participation in the activities held under the Project is free of charge.
5. Actions listed in 7a can be implemented remotely - online.
- 6.

## II. Conditions of receiving support

### §2

1. Delivering the educational activities, the University shall undertake to:
  - a. provide proper facilities for holding courses (at the Faculty of Philology, Pomorska 171/173, 90-236 Łódź for courses at the Beneficiary's registered office, and at the Marek Edelman Center for Dialog, Wojska Polskiego 83, 91-755 Łódź for courses at the Partner's registered office)
  - b. provide competent tutors to run the courses;
  - c. provide the Participant with the courses' timetable by sending it to the email address indicated on the application form and by posting it on the project website: <http://otwartalodz.uni.lodz.pl>;
  - d. update the Participant on any changes to the timetable by sending relevant information to the email address indicated on the application form;
  - e. issue office materials to the Participant;
  - f. issue to the Participant a certificate of participation in the educational activities which are mentioned in art. 1, section 2 once they have concluded, on condition that the Participant has recorded the required attendance of min. 80%.

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- The basic certificate will be issued to the participant in Polish, in a paper form, the participant may ask for the English version, but this fact should be reported in advance.
  - The participant will receive two certificates - one for a foreign language and the other for intercultural competences
2. In accordance with the privacy policy and the data protection policy, the University shall not provide to the third parties any information concerning the Participant, unless the Participant agrees to it in writing or unless it is allowed under applicable law. Detailed information on the protection of personal data processed in the project is included in Attachment 1 to this contract.

### III. Rights and responsibilities

#### §3

1. The Participant shall undertake to:
- a. respect the provisions of this agreement, Participation Regulations, and other internal regulations of the University issued by competent entities;
  - b. complete and sign documents necessary for the realization of the project, including:
    - Declaration of Project Participant respecting consent to processing their personal data (attachment 1 to Project Regulations);
    - Personal data form (attachment 2 to Project Regulations);
    - Declaration respecting consent to using personal image (attachment 3 to Project Regulations);
    - Declaration of participation (attachment 4 to Project Regulations);
    - The present agreement, which specifies the terms of participation.
  - c. take part in a competence assessment program, which includes completing pre-tests and post-tests in order to evaluate natural skills and those acquired during the project (if required under the support activity selected);
  - d. sit final exams (if required under the support activity selected);
  - e. participate in the support activities selected in accordance with the timetable and the instructions of tutors, sign the attendance list, and record the attendance of at least 80% (48 teaching hours) under a given support activity however in:
    - at least one Polish language course (level A1 or B1) and training in intercultural competences, training in security and official matters (for foreigners)
    - at least one English language course (level A1 or B1) and a course on communication with people who do not know Polish poorly (police, municipal police and officials)
  - f. participate in monitoring and evaluation activities run by the University and other competent entities for the purposes of the project, both while receiving support under the project and after its conclusion;
  - g. provide the beneficiary, **within 4 weeks** of the day of concluding their participation in the project, with the data concerning their status on the job market, as well as the information with regard to a) their participation in an education or training course as well as b) acquiring qualifications or skills;
  - h. provide, **within 3 months** of concluding their participation in the project, the data concerning their status on the job market;
  - i. provide, upon the University's request and before the deadline it sets, **within 6 months** of completing the course, the data concerning their status on the job market;
  - j. keep the Project Office updated on any events which could potentially affect their continued participation by sending an email to [otwartalodz@uni.lodz.pl](mailto:otwartalodz@uni.lodz.pl) ;

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- k. immediately notify the Project Office of any changes to their personal data by sending an email to [otwartalodz@uni.lodz.pl](mailto:otwartalodz@uni.lodz.pl) or by traditional mail sent to Centrum Nauki UŁ, Uniwersytecka 3, 91-137 Łódź;
- l. respect the internal regulations, fire safety regulations, and health and safety procedures applying on the premises where the courses are held.
- m.

#### **IV. Termination of the agreement**

##### **§4**

1. The University may terminate the agreement with immediate effect should the Participant:
  - a. violate provisions of the present agreement, and in particular fail to comply with the provisions of art. 3;
  - b. make a false or incomplete declaration in order to receive support under the project;
  - c. violate the Participation Regulations, which shall result in disqualification from the project.
2. In the event of terminating the present agreement, the Participant shall be disqualified from applying for further support under the project.
3. The decision to disqualify the participant from the project shall result in the termination of the present agreement.

#### **V. Final provisions**

##### **§5**

1. The provisions of the present agreement shall be subject to Polish law.
2. To all matters not settled herein, provisions of the Civil Code, provisions of the agreement respecting the financing of the project, Regulations respecting studies, Regulations of Participation, and the Act on Higher education and science shall apply.
3. Where disputes arise in respect to the application of the present agreement, they shall be settled amicably, otherwise they shall be settled by the court having jurisdiction over the University's seat.
4. Any amendments to the present agreement shall be made in writing, under pain of nullity.
5. The agreement shall come into force after it has been signed by all Parties.

##### **§6**

1. The agreement is drawn up in duplicate in English, each Party taking one copy.
2. The following attachments are an integral part of the agreement:
  - a. Attachment 1 – Declaration of Project Participant;
  - b. Attachment 2 – Application personal details form;
  - c. Attachment 3 – Declaration respecting consent to use personal image;

.....  
PROJECT DIRECTOR

.....  
PARTICIPANT'S LEGIBLE SIGNATURE