



UNIwersytet Medyczny IM. PIASTÓW ŚLĄSKICH WE WROCŁAWIU

PLACEMENT: rules of recruitment

§ 1

Recruitment of the students is done by the Board.

§ 2

Conditions of the participation in the programme are as follows:

- 1) completing 1 year of studies,
- 2) minimum average grade of entire period of studies: **3,0**,
- 3) knowledge of the language of instruction of receiving institution (or excellent knowledge of English),
- 4) period of placement is from 2 to 12 months in case of long-term mobility or from 5 to 30 physical study with obligatory virtual component in terms of short-term mobility,
- 5) the same student may participate in the ERASMUS+ programme a few times providing:
 - a) it is maximum 12 months per each cycle of studies,
 - b) it is maximum 24 months per one-cycle of studies;*In the Erasmus programme each student may benefit from the programme a few times up to 12 months per each cycle of studies and up to 24 months per one-cycle of studies. It is called „outgoing capital”. Prior experience under LLP-Erasmus counts as well.*
- 6) in case of recent graduates the student must be selected at the last year of studies,
- 7) in case of recent graduates - the duration of a traineeship by recent graduates counts towards the 12 months maximum of the cycle during which they apply for the traineeship.
- 8) in case of recent graduates – the place of a traineeship must be found by the student.

§ 3

1. A student should submit the following documents when applying:
 - 1) application on-line,
 - 2) appropriate certificates with regards to extra criterias of recruitment mentioned in § 5, point 3.
 - 3) students with fewer opportunities attach a certificate of granting a social scholarship in the academic year in which the recruitment takes place or a certificate of disability.
2. Application on-line should be submitted **until 30 November each year**.

§ 4

1. The base of recruitment of the student is the amount of points awarded for:
 - 1) average grade of entire period of studies prior to departure (sent to the International Relations Office by the Deans Office),
 - 2) language exam taken during the period of recruitment (in case of Germany, Austria - German, in case of France – French, in case of other countries – English; carried out by the Department of Languages),
 - 3) in special cases it is possible to go to Germany, Austria and France and pass an exam of English providing a host side accepts this (student must obtain a written acceptance),
 - 4) students who go to the country where the language of instruction is their mother tongue do not have to pass a language exam and get 5,
 - 5) grade of the language exam might be the same as the one obtained during a previous recruitment
 - 6) certified documents of criterias of recruitment mentioned in § 5, point 3.
2. On the basis of submitted documents mentioned in § 3, point 1 the International Relations Office (Erasmus Office) prepares the list of applicants willing to take a traineeship abroad according to the awarded points.
3. In case of the same number of points awarded the order is made by average grade of entire period of studies prior to departure.

§ 5

The following rules apply to calculation of points:

- 1) average grade of entire period of studies

Avarage grade	Points
3,00 – 3,50	6
3,51 – 3,75	7
3,76 – 4,00	8
4,01 – 4,25	9
4,26 – 4,50	10
4,51 – 4,75	11
4,76 – 5,00	12
5,01 – 5,25	13
5,26 and above	14

2) points awarded in language exam

Language exam – grade	Points
bardzo dobry (5)	4
ponad dobry (4,5)	3
dobry (4)	2
dość dobry (3,5)	1

3) extra criterias of selection:

- a) active participation in Students' Science Associations – minimum 1 year (no matter how many associations a student is a member of) – 1 point,
- b) research works presented in conferences of Students' Science Associations or published in handouts of that conferences (no matter how many research works were presented or published) – 1 point,
- c) research works presented or published in conferences or published in scientific journals (no matter how many research works were presented or published) – 1 point,
- d) awards given to a student during the studies – Ministry, Rector's (except for Rector's scholarship) or University awards (no matter how many) or – 1 point,
- e) foreign interships (excluding Erasmus+ placement, foreign vocational courses or workshops (no matter how many) – 1 point,
- f) work for student's life (confirmed by the organisation and university authorities) – 1 point.
- g) work for the Erasmus+ programme at the home university.

§ 6

1. Financial conditions during a student's stay abroad cover:

- a. grant of the Erasmus+ programme: a way of payment of the grant is agreed between parts in the contract,
- b. refund of costs of language course (excluding English, French, and German) which takes place before the studies at partner universities start. The amount is agreed each year,
- c. financing resulting from the use of an ecological means of transport (green travel) paid in accordance with separate established rules.

§ 7

Timetable of recruitment of students

- 1) submitting application on-line and additional documents – **until 30 October**
- 2) language examination – **until 15 December**
- 3) interview with a relevant board of recruitment – **until 15 January**
- 4) announcement of the result of the recruitment – **until 20 January**
- 5) organisational meeting with the accepted students – **until 25 January**
- 6) submitting documents to be sent to host organisations – **until 10 February**