

Funding of international scientific conferences/foreign didactic internships – rules

- Applications for funding international scientific conferences and/or foreign didactic internships under the "Integrated Program of the Lodz University of Technology - 2nd edition" in the third and subsequent years of education at the Interdisciplinary Doctoral School of the Lodz University of Technology can be submitted from **March 24, 2022**.
- The call for applications will be continued, until the funds allocated for this purpose are spent.
- In the first step, a complete application should be submitted, constituting **Attachment 1** to this communication, containing candidate's data, information about the place and date of the conference or internship, and the completed table III.1 - concerning the conference or table III.2 - concerning the internship. Documents should be submitted to the IDS TUL Office in a paper version, printed in colour.
- The application will be verified, and the PhD candidate will be informed by e-mail (to the address of the Lodz University of Technology domain) about the decision.
- **After receiving a positive decision**, in order to receive funding, PhD candidate must submit the relevant documents to the IDS TUL Office:

International scientific conference	Foreign didactic internship
<p>In order to receive funding for the conference, the following should be delivered to the IDS TUL Office:</p> <ul style="list-style-type: none"> • a pro-forma invoice/bill, on the basis of which the conference fee will be paid (conferences up to 1180 PLN are financed¹). The pro-forma invoice/bill should be issued to the Politechnika Łódzka, ul. Żeromskiego 116, 90-924 Łódź, NIP: 727-002-18-95 with the full name of the PhD candidate. • A document confirming the payment for travel made by the PhD candidate, i.e. airline tickets, train tickets. (journeys up to 660 PLN are financed)^{1, 2} <p>In addition, a PhD candidate receives a scholarship to cover the costs of accommodation related to the stay at a scientific conference in the amount of 1920 PLN.</p>	<p>A PhD candidate receives a scholarship to cover the costs of living and accommodation for the period of the didactic internship in the amount of 6445 PLN per month (trips for only 3 months are financed).</p> <p>In order to receive funding of travel costs, the following should be delivered to the IDS Office of TUL:</p> <ul style="list-style-type: none"> • Documents confirming the payment of travel costs made by the PhD candidate, i.e. airline tickets, train tickets. (journeys up to 1000 PLN are financed)² <p>In order to obtain funds for accident insurance for a PhD candidate undergoing a didactic internship, the document confirming the purchase of the accident insurance² must be delivered to the IDS TUL Office.</p>

¹ In justified cases, the amount may be higher

² Documents must be submitted **within 30 days of the end** of the conference / internship

International scientific conference	Foreign didactic internship
A certificate from the organizer confirming the participation in the conference (or a photocopy of the conference batch containing the name of the conference and the name and surname of the participant), conference abstract of the poster or an oral presentation, in the case of an oral presentation, a program of the conference indicating the time of the lecture. ²	Report on the foreign didactic internship (attachment 2) and a document confirming the internship from the host institution. ²

² Documents must be submitted **within 30 days of the end** of the conference / internship.

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