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Košice, 14.04.2011

Dean's decision No. 2/2011

Statute of the Scientific Grant System of Pavol Jozef Šafárik University in Košice, Faculty of Medicine for students of day-form study, first, second, and combined first and second degree of university study at UPJŠ in Košice, Faculty of Medicine.

In accordance with the provisions of Article 59 and Article 64, Paragraph 1 of the Statute of Pavol Jozef Šafárik University in Košice, Faculty of Medicine, and pursuant to Act No. 131/2002 Coll. on Universities and on the amendment and supplementation of certain laws, as amended by subsequent regulations, hereby:

I issue the following **Statute of the Scientific Grant System for students** of full-time study, first, second, and combined first and second degree of university study at UPJŠ in Košice, Faculty of Medicine.

Article 1

The mission of the Student Grant System (hereinafter referred to as "SGS") is to guide students in full-time study towards independent preparation, creation, and implementation of their own scientific projects, with the aim of acquiring principles of grant competition and obtaining financial resources to support research activities within the SSA.

Article 2

1. A student in day-form study at UPJŠ LF (hereinafter referred to as the "Project Leader") who is in the first, second, third, fourth, or fifth year of study can apply for a grant.
2. A student can work on only one project within the Student Grant System (SGS) simultaneously.
3. The maximum amount of financial resources allocated for the entire project is 500 Euros, with a maximum of 100 Euros per project participant.
4. The duration of the project is twelve months.

5. The Project Leader submits the grant application according to the prescribed template (Annex No. 1) in three copies (original and two duplicates) addressed to the Department of Scientific-Research Activities at the Dean's Office of the Faculty of Medicine, no later than the deadline set by the Dean of the Faculty of Medicine. The date of submission of the grant application is determined by the date indicated on the stamp impression of the submission office of the Faculty of Medicine.
6. The supervisor of the Project Leader is responsible for achieving the project's objectives, efficient and economical use of financial resources, and the submission of the final report on the completion of the SGS project within the specified deadline. The Project Leader is obliged to submit the final report and financial statement of the project before completing or interrupting their studies.
7. The financial resources of the project can only be used to cover the costs of consumables required for experimental activities and expenses related to publication activities. The funds cannot be used for reimbursing participation in congresses and conferences.
8. The Project Leader must not submit a grant application identical to a grant that is currently being evaluated or already being implemented within the Internal Scientific Grant System of Pavol Jozef Šafárik University in Košice for young university teachers and researchers under 35 years of age and doctoral students in day-form study, or within any other grant system or grant agency.

Article 3

1. The "Commission of UPJŠ Faculty of Medicine for SGS" (hereinafter referred to as the "Commission") manages and ensures the Student Grant System in accordance with this statute and the internal regulations of the Commission.
2. The internal regulations of the Commission are approved by a two-thirds majority of the Commission and must be in line with this statute. The Dean of the faculty confirms the internal regulations of the Commission by his signature and also appoints and dismisses the members of the Commission. The Commission consists of a chairperson, vice-chairperson, five professors, and associate professors of the faculty who have achieved successful results in the academic environment within the last 10 years, and two representatives of the faculty's research staff. The chairperson of the Commission is the Vice-Dean for Scientific-Research Activities at UPJŠ Faculty of Medicine, and the vice-chairperson is the Vice-Dean for Grants and Structural Funds at UPJŠ Faculty of Medicine. The Dean of the faculty appoints other members of the Commission.
3. Membership in the Commission is non-transferable. The chairperson and vice-chairperson of the Commission may delegate their powers for specific meetings to a member of the Commission.

Article 4

1. The chairperson calls and presides over the meetings of the Commission.
2. Meetings of the Commission are not open to the public.
3. The Commission is considered quorate when more than half of its members are present.

4. A valid resolution requires the consent of the majority of the members present at the Commission meeting.
5. In the event of a tie vote, the chairperson's vote decides the outcome.

Article 5

1. The chairperson submits the grant applications to the Commission for consideration.
2. If a Commission member is the supervisor of students who apply for a grant, the application is discussed in the absence of the supervisor in the meeting room.
3. The Commission randomly selects two assessors for the project from five proposed experts employed at UPJŠ Faculty of Medicine with a PhD degree in the relevant or related field.
4. Each expert evaluates the application based on individual criteria [originality, scientific contribution, feasibility, and formal presentation of the project, and the applicant's previous results (Annex No. 2)], and submits their written opinion to the chairperson of the Commission within the specified deadline. Preparing an assessment for the grant application is an official duty of the faculty employee.
5. The Commission approves proposals for granting grants based on the number of votes and forwards them to the Dean for approval. In case of a tie vote, the chairperson's vote decides the outcome.
6. The Commission does not recommend granting a grant to applicants who have received any grant in previous years and have not submitted the final report and financial statement within the specified deadline, have not presented their results at the academic conference SSA, or their report was evaluated with the rating "did not fulfill the objectives".

Article 6

1. The Commission allocates the grant funds for projects for the respective academic year through an item in the faculty's budget, as approved by the Dean of the faculty.
2. UPJŠ Faculty of Medicine enters into an agreement with the student's supervisor regarding the grant allocation, specifying the amount of allocated financial resources and the purpose for which they can be used.
3. The supervisor is responsible for the appropriate use of the allocated financial resources, and they are accountable to the Dean of UPJŠ FM for their purposeful utilization. The decisions regarding their use cannot be made by any department within the FM.
4. The list of grants, including the names of supervisors and project leaders who have been allocated grants, project titles, and the amount of allocated financial resources, is published on the website of UPJŠ FM.

Article 7

1. The Project Leader submits a written report to the Dean regarding the project's progress, outcomes, and the utilization of the allocated funds within the specified deadline (Annex No. 3). The report includes copies of published outputs and a prepared PowerPoint presentation for the Student Scientific Conference.
2. The Commission evaluates the final reports submitted by the Project Leaders. It seeks expert opinions from among the employees of UPJŠ Faculty of Medicine who assessed the project proposals, taking their opinions into consideration during the project allocation process. The evaluation of the reports considers the achieved results, quality of outputs (especially publications, with verification of references to the SGS with its number), as well as the efficiency and appropriateness of the use of allocated financial resources. A prerequisite for a positive evaluation of the project is a presentation delivered at the Student Scientific Conference.
3. The achievement of project objectives after completion is assessed using the following grades:
 - a. Met objectives
 - b. Did not meet objectives
4. If the outcome of the project is a publication in a peer-reviewed journal, where the student is the first author and the project leader and co-authors are co-authors of the publication, the Dean of the faculty will award the "Laureate of Student Scientific Activity at UPJŠ Faculty of Medicine" decree, along with a financial reward.
5. The chairperson of the Commission informs the management of UPJŠ Faculty of Medicine about the results of the evaluation of the final reports.
6. This decision becomes valid and effective on the date of its signing by the Dean of UPJŠ Faculty of Medicine.

Košice, 14.04.2011

prof. MUDr. Leonard Siegfried, CSc.
Dean of Faculty