

**Regulations on the activity of the Students' Scientific Groups
of the Students' Scientific Society of the Jagiellonian University Medical College**

I. GENERAL REGULATIONS

1. **Students' Scientific Group** (hereinafter "SSG" or "**Scientific Group**") can only associate students of the **Jagiellonian University Medical College** (hereinafter "**JUMC**" or "**University**").
2. SSG can only run within the structures of the Chair, Department or Institute of the University. Within one JUCM organizational unit more than one Scientific Group with the same name or regarding the same subject cannot exist.
3. The name of every Scientific Group has to start with **SKN** in Polish and **SSG** in English. All Scientific Groups must have their names both in Polish and English.
4. SSG can use the logo of the University.
5. **Students' Scientific Society of the Jagiellonian University Medical College** (hereinafter "**SSS JUMC**") is tasked with SSGs' registration, supervision of their activity and processing and storage of their data.
6. Every SSG must have at least **three** members. The Scientific Group's activity is supervised by its **Tutor** who is appointed by the Head of the JUMC organizational unit within which SSG runs.
7. According to the decision of the Head of the JUMC organizational unit within which SSG runs, there can be more than **one** but no more than **three** Tutors of the given Scientific Group. The main Tutor has to be employed at the University, other Tutors are not obliged to be working at JUMC.
8. Tutors have to comply with the *Statute* and other SSS JUMC regulations, especially those concerning obligations of the Tutors.
9. From the members of the Scientific Group, its **Chairman** has to be selected in accordance with the internal regulations of the given SSG.

OBJECTIVES and OBLIGATIONS of STUDENTS' SCIENTIFIC GROUPS

10. **Objectives of the Students' Scientific Groups:**
 - objectives specified in the *Statute of SSS JUMC*, especially enabling its members to broaden their knowledge and abilities within the area of scientific interest of the SSG and of conducting scientific research;
 - presenting the results of the conducted research at the national and international students' and vocational conferences;
 - publishing the results of the conducted research in the scientific journals;
 - organizing events in the area of scientific interest of the SSG.
11. Members of the SSG, especially its Chairman, are obliged to fulfill the obligations of the Scientific Groups defined within the *Statute of SSS JUMC*.
12. **Membership fees** are collected in order to fund the activities of the SSGs'. The funds are distributed according to the decisions made by the Board of SSS JUCM in accordance with *Regulations on Funding Students' Scientific Groups* and *Regulations on Granty Studenckie Competition*.
13. In case of the already registered SSG, after the end of the given academic year SSG's Chairman is obliged to submit the report of the activities of the SSG during the given

academic year which is a requirement for the registration and activity of the SSG in the following academic year.

14. The Board of the SSS JUMC verifies information included in the reports, especially concerning the scientific achievements of the members of the given SSG.
15. In order for the already registered SSG to continue its activity in the following academic year, the SSG has to demonstrate a minimal number of the scientific achievements defined in the *Regulations on activity of SSGs' of SSS JUMC* and comply with the obligations of the Student Groups specified in the *Statute of SSS JUMC*.
16. For every achievement, such as a publication of the scientific paper or a conference presentation, SSG is granted with the following number of points: **5** points for every **publication** of the scientific paper co-authored by the member of the given SSG and **1** point for every **conference presentation** of the member of the given SSG. Additionally, a **doubled value of the IF factor** of the scientific journal in which the scientific paper has been published is added to the points received by the SSG for the publication of the scientific paper. Also for every **5** members of the given SSG who have presented their research during the conference or were the co-authors of the publication of the scientific paper, Students' Group is being granted additional **3** points.
17. In order for the already registered SSG to continue its activity in the following academic year, the SSG has to fulfill **both** of the following **obligations**:
 - receive at least **1** point for every **two** members of the SSG in the given academic year;
 - receive at least **3** points for every **Tutor** of the SSG in the given academic year.
18. SSG's achievements are being evaluated in the two-years term. Failure to comply with the specified obligations in the **two consecutive** academic years results in inability to register the SSG in the following academic year.
19. Achievements other than scientific will be evaluated on individual terms by the Board of SSS JUMC.
20. Achievements of the members of the given SSG are taken into account only if they were accomplished through works of the given SSG, with the exception of the achievements being a joint venture between different Scientific Groups. One publication of the scientific paper or one conference presentation can be counted for more than one SSG only if co-authors stated different Scientific Groups or organizational units of JUMC in the affiliation of the given scientific paper or conference presentation.

II. MEMBERSHIP IN THE SCIENTIFIC GROUPS

1. Being an **SSG** member equals being a **SSS JUMC** member.
2. There is no limit to the number of SSGs' of which one person can be a member, but it is advised to be a member of no more than **three** Scientific Groups.
3. SSG with its Tutor decides upon internal regulations on obtaining membership of the given Scientific Group. SSS JUMC reserves a right to make changes in those regulations if they interfere with the *Statute of SSS JUMC* or other SSS JUMC regulations.
4. SSG's contact details and description of its activity will be announced according to the schedule of the registration to the Scientific Groups provided by the SSS JUMC.
5. One can apply for a membership in the SSG if shows interest in the area of the scientific research of the SSG, identifies with its objectives and is eager to fulfill them and receives good grades.
6. One becomes a member of the given SSG only after receiving consent from the Chairman of the Scientific Group, and is entitled to pay the membership fee and to register in the

USOSweb system according to the schedule of the registration to the Scientific Groups provided by the SSS JUMC.

7. All members of the SSG are entitled to pay the membership fee of **30** PLN during the given academic year which allows them to be a member of **three** different Scientific Groups. Additional fee of **30** PLN is required if one is a member of **more than three** SSGs' (and subsequent payments are mandatory in case of being a member of more than six, nine SSGs' etc.).
8. Chairman and Tutor of the given SSG are obliged to verify the unanimity of the submitted list of members of the Students' Group to the SSS JUMC with the list of registered members of the SSG in the USOSweb system.
9. Chairman and Tutor of the given SSG are obliged to register the SSG to the SSS JUMC, to supervise the process of members' registration to the SSG, to submit reports of the activity of the SSG to the SSS JUMC and to represent the SSG before the SSS JUMC. In case of new Scientific Groups or those without the Chairman, the registration process can be conducted by the Tutor of the given SSG, but the Chairman has to be selected as soon as possible and the Board of SSS JUMC has to be informed about the results of the selection process.

III. **REGISTRATION TO THE STUDENTS' SCIENTIFIC SOCIETY OF THE JAGIELLONIAN UNIVERSITY MEDICAL COLLEGE**

1. Both **the SSG** and **members of the SSG** must **register** to the SSS JUMC.
2. The activity of the SSG is possible only on the condition of **successful registration** of the given SSG to the SSS JUMC.
3. The registration of the SSG is made possible only in the time frame established by the SSS JUMC in the schedule of the registration to the Scientific Groups.
4. There are **two** types of registration of the SSG to the SSS JUMC:
 - registration of the **already registered** SSG in the previous academic year;
 - registration of the **newly established** SSG.
5. The Scientific Group, which runs within the given organizational unit of the JUMC, with the same name or the same Tutor or with the same area of scientific interest as the SSG which ran within the given organizational unit of the JUMC in the previous academic year cannot be recognized as the newly established SSG.
6. The registration process is conducted in accordance with the Resolution of the Board of the SSS JUMC provided on the SSS JUMC official website. In case of any amendments made to the already adopted Resolution, the updated version of the Resolution has to be provided on the SSS JUMC official website until 25th of September of the calendar year in which the registration process will be conducted.
7. Registration documents must be factually correct - documents which are incomplete, with mistakes or false or expired information will be rejected which may lead to the SSG not being able to complete the registration process.
8. The registration of the **SSG** is made possible only in the time frame established by the SSS JUMC in the schedule of the registration to the Scientific Groups. The Board of SSS JUMC reserves the right to extend the established time frame. The registration of the SSG after the established time frame is not possible.
9. It is only possible to become a **member of the SSG** outside of the established time frame of the registration to the Scientific Groups by providing to the Board of the SSS JUMC the permission to join the SSG signed **both** by the Chairman and the Tutor of the given SSG and paying the membership fee (if necessary).

IV. FINAL REGULATIONS

1. Registration forms and other documents regarding the registration process are provided on the SSS JUMC official website.
2. SSS JUMC issues certificates of active membership in the SSG and chairmanship of the SSG only upon gaining credit in the USOSweb system.
3. Submitting the registration form or assuming the role of the Tutor of the SSG equals accepting the aforementioned regulations and the *Statute of SSS JUMC*.
4. All issues not included in the aforementioned regulations are to be resolved by the Board of the SSS JUMC.
5. Regulations enter into force when adopted by the Board of the SSS JUMC.