

Registration and completion of the participant form (step by step)

1. Please go to the following page:

<https://programs.nawa.gov.pl/applications/fers---projekt-nr-bpiwue2025100021-2025-2026/new>

2. Switch to the English version

NARODOWA AGENCJA
WYMIANY AKADEMICKIEJ





Zaloguj się

* pola wymagane

* Email

* Hasło

[Nie pamiętasz hasła?](#)

Zaloguj

Nie masz konta? [Zarejestruj się](#)

3. Create a NAWA account



Login

* fields are required

* Email

* Password

[Forgot password?](#)

Log in

Don't have an account? [Register new account](#)

4. Register

POLEISH NATIONAL AGENCY
FOR ACADEMIC EXCHANGE



Register

* fields are required

* First name

* Last name

* E-mail

* Password

Minimal requirements: · 8 characters · uppercase · lowercase · number · special character

* Repeat password

☐ * I accept the [regulations](#)

☐ * I confirm that I am familiar with the information obligation specified in the [regulations](#)

☐ I agree to receive the NAWA newsletter to the e-mail address provided by me in accordance with the [newsletter regulations](#)

Create account

Have an account? [Log in](#)

5. Then close the browser and click the link again:

<https://programs.nawa.gov.pl/applications/fers---projekt-nr-bpiwue2025100021-2025-2026/new>

6. Fill out the new application (sections no 1-7)

MENU

NAVVA POLISH NATIONAL AGENCY FOR ACADEMIC EXCHANGE

> New application

New application in Programme FERS - projekt nr BPI/WUE/2025/1/00021

New application

Fundusze Europejskie dla Rozwoju Społecznego

Rzeczpospolita Polska

Dofinansowane przez Unię Europejską

NAVVA
NARODOWA AGENCJA WYMIANY AKADEMICKIEJ

Instructions for the application

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User's guide to the on-line system

Go to the user's guide by clicking on the link

"Assign" and/or "Submit" are available on the form after first saving of the form.

Save draft

7. Fill out the section no. 2



Editing the application

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Polska**

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2. Details of the Polish entity you represent (the institution recruiting you for the project)

★ Purpose of submitting the form

☒ Submitting the participant form

☐ Correcting of the participant form

★ Category

☒ An institution from the POLON list

☐ Other

★ Name of the institution

Uniwersytet Śląski w Katowicach

★ NIP of the entity supported under the NAWA project (an institution applying to NAWA)

6340197134

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PDF

PDF with attachments

Save draft

Submit

8. Fill out the section no. 3



POLISH NATIONAL AGENCY
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Editing the application



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3. Participant declarations

★ I hereby declare my voluntary participation in the project on the terms presented to me by the institution applying to NAWA or the NAWA delegating entity.

☒ Yes

★ I have been informed about the obligation to take part in the survey evaluating the project results within 4 weeks after finishing my participation in the project.

☒ Yes

★ I belong to the following target group of the project.

☒ student

☐ PhD student

☐ staff

★ I declare that the data contained in this declaration is true, reliable and complete.

☒ Yes

★ I acknowledge that the information I provide may be verified for truthfulness.

☒ Yes

★ I undertake to immediately inform the institution I represent about any changes to the personal and contact details I have provided.

☒ Yes

★ INFORMATION CLAUSES OF THE GDPR

INFORMATION CLAUSE OF THE MANAGING AUTHORITY - MINISTER COMPETENT FOR REGIONAL DEVELOPMENT

9. Fill out the section no. 4

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4. Basic data of the project participant

★ Citizenship

☐ Polish citizenship

☒ No Polish citizenship – a citizen of an EU country

☐ No Polish or EU citizenship – a citizen of a non-EU country/stateless person

★ Participant type

☐ Individual

☒ An employee or representative of an institution/entity

★ Name of the institution

Uniwersytet Śląski w Katowicach

★ Name

Fill in the field correctly

★ Surname

Fill in the field correctly

★ Do you have a PESEL number?

☐ Yes

☒ No

★ Passport no.

★ Gender – as stated on one's ID

☐ Female

☐ Male

☐ Other

★ Age

★ Education

Please select:

Fill in the field correctly

PDF

PDF with attachments

Save draft

Submit

10. Fill out the section no. 5

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5. Participant's contact details

★ Country

Please select: ▾

★ Town or city

★ Zip code

★ Phone number

★ E-mail address

kacper.skalmierski@us.edu.pl

Your form contains the following errors

11. Fill out the section no. 6

Editing the application

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6. Support details

★ Starting date of participation in the project

2026-07-06



★ Status of the person on the labour market at the time of joining the project

- ☐ A professionally inactive person
- ☐ An employed person

a professionally inactive person - a person who does not currently create labour resources (i.e. is neither employed nor unemployed). The following people are considered professionally inactive:

1. full-time students, unless they are already employed (also part-time), then they should be listed as employed;
2. children and adolescents up to 18 years of age, those receiving education, unless they meet the conditions under which they can be classified as unemployed or employed;
3. doctoral students who are not employed at a university, other institution or enterprise. If a doctoral student performs professional duties for which they receive remuneration or run a business, they should be treated as an employed person. If a doctoral student is registered as unemployed, they should be included in the unemployment rate;

an employed person – person:

1. aged 15 to 89 who: performs work for which they receive remuneration, from which they derive profits or family benefits;
2. being employed or having their own business, but temporarily not working (due to e.g. an illness, a leave, labour dispute or education or training) or
3. producing agricultural goods, the main part of which is intended for sale or barter.

The following are also considered employed people:

1. self-employed persons, i.e. running a business or activity referred to in Art. 5 of the Act of March 6, 2018 - Law on Entrepreneurs (Journal of Laws of 2023, item 221, as amended), an agricultural farm or professional practice, provided that one of the following conditions is met:
 1. a person works in their business, professional practice or farm to obtain an income, even if the business does not make a profit;
 2. a person devotes time to running a business or activity referred to in Art. 5 of the Act of March 6, 2018 - Law on Entrepreneurs, Professional Practice or Agricultural Farming, even if no sales or services have been made and nothing has been produced (for example: a farmer performing work to maintain their farm; an architect spending time waiting for clients in their office; a fisherman repairing their boat or fishing nets in order to continue working; people attending conferences, conventions or seminars);
 3. a person is establishing a business, farm or professional practice; it includes purchasing or installing equipment and ordering goods in preparation for launching the business. A family member who helps as unpaid is considered to be employed if the work they do contributes directly to a business, farm or professional practice owned or operated by a related member of the same household;
2. a family member assisting a self-employed person free of charge and is considered a "self-employed person";
3. people on maternity/parental leave referred to in the Act of June 26, 1974 - Labour Code (Journal of Laws of 2023, item 1465), unless they are already registered as unemployed (then the status of unemployed takes precedence);
4. students who are employed or run a business;
5. people directed to subsidized employment

PDF

PDF with attachments

Save draft

Submit

12. Download the application form to the PDF file

Edit application draft in Programme FERS - projekt nr BPI/WUE/2024/1/00021

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Additional information

E.g. special needs, information on attachments requiring delegating entity

+

Additional attachments

Maximum number of files: 3. Format: PDF. Maximum size: 10 MB

Drag file here or [select file.](#)

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★ For statistical purposes used to plan support forms of support, the institution providing support (NAWA) obtains anonymized data about the participant's support at the time of joining the project. You are invited to participate in the survey.

☐ I'm participating in the survey

☐ I am not participating in the survey

Fill in the field correctly

PDF

PDF with attachments

Save draft

Submit

13. Submit the application form

Edit application draft in Programme FERS - projekt nr BPI/WUE/2024/1/00021



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Additional information

E.g. special needs, information on attachments required by the delegating entity



Additional attachments

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☐ I'm participating in the survey

☐ I am not participating in the survey

Fill in the field correctly

PDF

PDF with attachments

Save draft

Submit

14. Once again download the application form (PDF file)
without DRAFT version

15. send the PDF file to: transform4europe@us.edu.pl

16. Thank you!