

## REGULATIONS

**for recruitment and participation in the Project "International Academy of Music",  
No. BPI/SPI/2025/1/00028, implemented by the Grażyna and Kiejstut Bacewicz Academy of Music in  
Łódź under the programme "SPINAKER – Intensive International Educational Programmes – 2025  
Call for Proposals"**

### §1 Definitions

The terms used in these Regulations shall have the following meanings:

**IIEP** – (Intensive International Educational Programme) – one of the four educational programmes: Violin Intensive, Cello Intensive, Piano Intensive, and Vocal Intensive, implemented within the Project as a six-day intensive course (30 hours of teaching) conducted in English in two editions (2026 and 2027), resulting in a total of eight IIEPs;

**Candidate** – any person who takes part in the recruitment process for participation in the Project described in the Regulations;

**Recording** – an audio-video recording containing a programme of up to 30 minutes, consisting of two pieces in different styles, whereby the integrity of each piece must be preserved (no editing/tampering within a single piece is permitted);

**NAWA** – the Polish National Agency for Academic Exchange (Narodowa Agencja Wymiany Akademickiej);

**Project** – the project entitled "International Academy of Music", No. BPI/SPI/2025/1/00028, implemented by the Grażyna and Kiejstut Bacewicz Academy of Music in Łódź;

**Project Implementer or Academy** – the Grażyna and Kiejstut Bacewicz Academy of Music in Łódź, ul. Gdańska 32, 90-716 Łódź, NIP (Tax Identification Number): PL 724 000 51 76, REGON (National Business Registry Number): 000275725;

**Regulations** – these regulations for recruitment and participation in the project "Spinaker – International Academy of Music", No. BPI/SPI/2025/1/00028, implemented by the Grażyna and Kiejstut Bacewicz Academy of Music in Łódź under the programme "SPINAKER – Intensive International Educational Programmes – 2025 Call for Proposals";

**Allowance** – a monetary amount due to each Project Participant being student of a foreign higher music education institution or another eligible foreign higher education institution based on the *Beneficiary's Manual: Programmes for NAWA Institutions*, consisting of: reimbursement of travel costs in accordance with item 6.9.15 of the aforementioned Manual, a lump sum for maintenance and accommodation costs in the amount of PLN 300.00 for each day of stay (understood as 6 days of the course and 2 additional days for arrival and departure), and a scholarship in the amount of PLN 75.00 for each day of the course;

**Project Participant** – a student of a foreign higher music education institution or another eligible foreign higher education institution, as well as a student of the Academy at the first- or second-cycle degree (aged 18–32), qualified in the recruitment process, who has signed the Declaration of Participation in the Project and commenced participation in the project;

**Qualification Committee** – a committee appointed by the Rector of the Academy to conduct the recruitment process, in particular the evaluation of the Recordings.

## §2 General Provisions

1. The Academy is the beneficiary of the Project entitled "International Academy of Music", implemented under the Polish National Agency for Academic Exchange programme "SPINAKER–Intensive International Educational Programmes 2025". The Project involves the development and implementation of four intensive international educational programmes: Violin Intensive, Cello Intensive, Piano Intensive, and Vocal Intensive. Each IIEP will be conducted in a full-time, on-site format, with the participation of the Academy's teachers and renowned foreign experts. Each IIEP will be implemented as a six-day intensive course conducted in English. The workload of each programme will amount to 30 teaching hours, encompassing both individual and group classes. Each IIEP will take place on-site on the premises of the Academy, utilizing its teaching and practice rooms, as well as concert halls.
2. The subject of these Regulations is to determine the rules of recruitment and participation of the Project Participant in the Project.
3. The formal condition for participation in the Project is the submission, within the deadline specified in these Regulations, of a completed interactive form along with all required attachments, including a certificate of student status at a foreign university and a declaration of English language proficiency at a level of at least B2.
4. The Academy ensures the payment of the Allowance to the Project Participants.
5. The Implementer does not charge Project Participants any fees for participating in the Project.
6. Each IIEP will conclude with a final presentation, and each Project Participant will receive 6 ECTS credits.
7. Formal validation of the IIEP learning outcomes takes place on three levels:
  - single outcome: The result of each outcome is entered into an individual report card as: achieved/not achieved. The entry is dated and signed by two experts.
  - full set of outcomes: Two experts sign the final protocol, in which they confirm the achievement or non-achievement of the full set of learning outcomes.
  - micro-credential: A positive result constitutes the basis for issuing a digital micro-credential, ultimately in the Europass Digital Credentials format.

## §3 Project Participants

1. A Project Participant may be a student of a foreign higher music education institution as well as a student of the Academy at the first- or second-cycle degree level (aged 18–32), qualified in the recruitment process, who has submitted a declaration of participation in the project and other documents and statements referred to in these Regulations.
2. The planned participation in the project is 80 Project Participants, who will take part in the Project on-site at the venue of the Project implementation, i.e., in Łódź, including no more than 25% of students from the Project Implementer and no less than 75% of students from foreign higher music education institutions.

## §4 Recruitment Process of Project Participants

### 1. General Provisions:

- 1.1. Recruitment will be conducted in compliance with the guidelines for the implementation of the principles of equal access, transparency, and impartiality.
- 1.2. In the first instance, the Project Implementer will perform a formal verification of the Candidate's compliance with the formal criteria for participation in the Project.
- 1.3. With regard to Candidates who successfully pass the formal verification, the Qualification Committee will perform a substantive evaluation of the applications, consisting of assessing the artistic value of the Recordings.
- 1.4. The order of Candidates on the ranking list will be determined by their final numerical score of the substantive verification, established on the basis of the evaluation of the Recording presented by the Candidate according to a scale of 0–100 points.

### 2. Course of the Qualification Procedure:

- 2.1. Before the expiry of the set deadline, the Candidate sends an interactive form filled out on the website [International Academy of Music](#) along with the attachments, which include:
  - a) a scan of a certificate confirming student status at a foreign higher music education institution, indicating the expected date of graduation;
  - b) the Recording – in the form of a link directing to the Recording on any internet platform, e.g., YouTube.
- 2.2. By sending the completed form along with the attachments, the Candidate unconditionally undertakes to participate in the selected IIEP, provided that they are qualified for it.
- 2.3. When evaluating the candidates, the Qualification Committee awards points in the evaluation card based on the analysis and assessment of the artistic value of the submitted Recordings. The final numerical result of the qualification procedure is an integer ranging from 0 to 100.
- 2.4. Based on the evaluation performed, the Qualification Committee qualifies Candidates for a given IIEP and draws up a reserve list from among the candidates not qualified for individual IIEPs.
- 2.5. The Project Implementer will inform the Candidates of the results of the recruitment process via email.
- 2.6. If the number of Candidates qualified for individual IIEPs is lower than the number of places available within those IIEPs, the Project Implementer may conduct supplementary recruitment.

### 3. Procedure after Qualification and before the Commencement of the IIEP:

- 3.1. The qualified Candidate is obliged to register in the NAWA system, and then completes a dedicated form and submits it in the system before the commencement of the IIEP. After submitting the form, the Candidate forwards the generated PDF file to the Project Implementer via email to the address: **spinaker@amuz.lodz.pl**.
- 3.2. The qualified Candidate is obliged to arrive in Łódź and register at the headquarters of the Project Implementer no later than on the day of the commencement of the IIEP.

3.3. The Project Participant covers the cost of arrival from their own funds, and on the day of registration at the headquarters of the Project Implementer, the qualified Candidate will receive an Allowance in the amount of 90% of the due sum.

3.4. The remaining part of the Allowance is paid as a lump sum at the earliest possible date after the completion of the IIEP implementation.

3.5. Irrespective of the circumstances, a qualified Candidate who fails to appear within the specified deadline, i.e., on the day of commencement of the selected IIEP, shall be stripped of their Project Participant status and the Allowance. The Project Implementer is also entitled to inform the Candidate's home institution of the fact of their non-attendance and lack of participation in the IIEP.

#### 4. Recruitment Schedule for the 2026 Edition:

4.1. Application submission for the IIEP, including the submission of Recordings and formal documents (as referred to in item 2.1) – until 24 July 2026.

4.2. Formal and substantive evaluation of applications – until 28 July 2026.

4.3. Sending information on recruitment results to Candidates – until 31 July 2026.

4.4. Eventual supplementary recruitment – until 16 August 2026.

4.5. Sending information on supplementary recruitment results to Candidates – until 19 August 2026.

### **§5 Final Provisions**

1. The Regulations for Participation in the Project shall enter into force on July 1., 2026.
2. The Project Implementer may amend these Regulations for Participation in the Project, including, in particular, in the case of necessity resulting from a change in the Project guidelines, a change in legal regulations, or a change in the conditions of Project implementation.
3. In matters not regulated by these Regulations, decisions shall be made by the Rector of the Project Implementer.

#### Appendices:

- Template of the Application Form