

ENHANCE Research Internship Programme Regulations

List of Terms:

1. **ENHANCE Research Internship Programme** – a research internship for Master students and PhD students/candidates financed under the programme Support for European University Alliances, no. FERS.01.05-IP.08-0219/23 – call 2024, project titled "Strengthening the Potential of Gdańsk University of Technology within the ENHANCE Alliance", no. BPI/WUE/2024/1/00020 financed by Polish National Agency for Academic Exchange (NAWA);
2. **Intern** – a Master student or PhD student/candidate who participates in the ENHANCE Research Internship Programme;
3. **Applicant** – a Master student or PhD student/candidate who seeks the ENHANCE Research Internship Programme;
4. **Internship Grant** – financial grant awarded to an Intern under the ENHANCE Research Internship Programme;
5. **Student** – a person who studies at a university during the application and throughout the duration of the ENHANCE Research Internship programme;
6. **PhD student/candidate** – a person pursuing a PhD degree in the doctoral school during the application and throughout the duration of the ENHANCE Research Internship Programme;
7. **Internship** - a set of research activities carried out at the host university within the ENHANCE Research Internship Programme agreed by the Applicant and supervisors/mentors of universities involved;
8. **Gdańsk Tech** – Gdańsk University of Technology
9. **Chalmers** – Chalmers Tekniska Högskola AB
10. **ETH Zurich** – Eidgenössische Technische Hochschule Zürich
11. **NTNU** – Norges Teknisk-Naturvitenskapelige Universitet
12. **POLIMI** – Politecnico di Milano
13. **RWTH Aachen** – Rheinisch-Westfälische Technische Hochschule Aachen
14. **TU Berlin** – Technische Universität Berlin
15. **TU Delft** – Technische Universiteit Delft



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16. **UPV** - Universitat Politècnica de València

17. **Internship Agreement** – agreement between Gdańsk University of Technology and the Intern.

18. **ENHANCE Research Internship Committee** – a group of experts appointed by Gdańsk University of Technology evaluating the internship applications and final reports of the Interns.

The ENHANCE Research Internship Programme, hereinafter referred to as the Internship Programme, pertains to Master students and PhD students/candidates. The objective of the Internship Programme is to acquire a set of knowledge, skills and competencies related to research-based education specified in the Internship proposal, hereinafter referred to as the learning outcomes. Upon completion of the Internship Programme, the Intern will receive a certificate confirming the acquired learning outcomes.

§ 1 General provisions

1.1 The Internship Programme offers cross-border three-month research stay opportunities within the ENHANCE Alliance member universities.

1.2 The following Internship Grants will be awarded under this program:

a) Four Internship Grants for Gdańsk Tech Master students conducting the Internship at one of the following universities: TU Berlin, ETH Zurich, TU Delft, Chalmers, NTNU, RWTH Aachen, PoliMi, and UPV;

b) Four Internship Grants for Master students of TU Berlin, ETH Zurich, TU Delft, Chalmers, NTNU, RWTH Aachen, PoliMi, and UPV conducting the Internship at Gdańsk Tech;

c) Four Internship Grants for Gdańsk Tech PhD students/candidates conducting the Internship at one of the following universities: TU Berlin, ETH Zurich, TU Delft, Chalmers, NTNU, RWTH Aachen, PoliMi, and UPV;

b) Four Internship Grants for PhD students/candidates of TU Berlin, ETH Zurich, TU Delft, Chalmers, NTNU, RWTH Aachen, PoliMi, and UPV conducting the Internship at Gdańsk Tech;

§ 2 Application process and financial provisions

2.1 The Internship is conducted under the supervision of a mentor/supervisor from the home university and a mentor/supervisor from the host university, hereinafter



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referred to as the Mentors. The Mentors support the Intern in the application process and approve the Internship proposal.

2.2 The Internship proposal has to be submitted via an online application form available on the Programme websites

<https://pg.edu.pl/en/enhance-office/students/enhance-research-internship> for Master students and <https://pg.edu.pl/en/enhance-office/phd-students/enhance-research-internship> for PhD students/candidates.

2.3 The Internship proposals of Master students and PhD students/candidates is evaluated by the ENHANCE Research Internship Committee for Master students or PhD students/candidates, respectively. The Internship Grants will be awarded based on the ranking lists published by these Committees.

2.4 The Internship Grants awarded to Interns conducting the Internship at Gdańsk Tech are listed in Table 1.

2.4 The Internship Grants awarded to Interns from Gdańsk Tech conducting the Internship at TU Berlin, ETH Zurich, TU Delft, Chalmers, NTNU, RWTH Aachen, PoliMi, and UPV are listed in Table 2.

2.5 The Internship Grants will be paid in PLN after the conclusion of the Internship Agreement.

2.6 Applicants may submit more than one proposal, however, only one Internship Grant can be awarded to each Applicant.

Table.1 Internship Grants awarded to Interns conducting the Internship at Gdańsk Tech.

	Master student	PhD student/candidate
Home university	Internship Grant in PLN	Internship Grant in PLN
Chalmers	35 250,00 zł	39 750,00 zł
ETH Zurich	35 750,00 zł	40 250,00 zł
NTNU	35 750,00 zł	40 250,00 zł
POLIMI	35 750,00 zł	40 250,00 zł
RWTH Aachen	35 250,00 zł	39 750,00 zł
TU Berlin	35 250,00 zł	39 750,00 zł
TU Delft	35 750,00 zł	40 250,00 zł
UPV	36 750,00 zł	41 250,00 zł



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Table 2. The Internship Grants awarded to Interns from Gdańsk Tech conducting the Internship at TU Berlin, ETH Zurich, TU Delft, Chalmers, NTNU, RWTH Aachen, PoliMi, and UPV.

	Master student	PhD student/candidate
Host university	Internship Grant in PLN	Internship Grant in PLN
Chalmers	53 250,00 zł	57 750,00 zł
ETH Zurich	53 750,00 zł	58 250,00 zł
NTNU	53 750,00 zł	58 250,00 zł
POLIMI	44 750,00 zł	49 250,00 zł
RWTH Aachen	44 250,00 zł	48 750,00 zł
TU Berlin	44 250,00 zł	48 750,00 zł
TU Delft	44 750,00 zł	49 250,00 zł
UPV	45 750,00 zł	50 250,00 zł

§ 3 Application and evaluation timeline

- 3.1 The Internship Programme application period will be 1 August 2025 to 30 September 2025.
- 3.2 The Committees shall complete the application evaluation process and publish the preliminary ranking lists on the Programme websites by 31 October 2025.
- 3.3 Applicants will have the right to appeal against the results within 7 days of the ranking list announcement date. Appeals must be submitted electronically through the same platform as the application and will be reviewed by the proper Committee.
- 3.4 Within 2 weeks from the appeal deadline, the Committees will publish the final ranking list and award the Internship Grants to the top four Applicants in each beneficiary group.
- 3.5 Successful applicants will have two weeks to accept the Internship Grant and sign the Internship Agreement or reject the Internship Grant.
- 3.6 In the event of from the rejection of the Internship Grant by the successful Applicants, the next candidates from the ranking list shall be offered the Internship Grant.



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3.7 The Internship Programme will be realised between 1 December 2025 and 31 August 2026.

§ 4 Evaluation criteria

4.1 The Internship proposal will be evaluated based on the following criteria:

- a) Research topic justification (max 10 pts)
- b) The research goals/hypothesis (max 20 pts)
- c) Methodological framework (max 20 pts)
- d) Potential research impact (max 20 pts)
- e) Internship learning outcomes (max 10 pts)
- e) Mentor selection justification (max 20 pts)

4.2. The list of the members of the Committees will be published on the Internship Programme websites.

§ 5 Reporting

5.1 The Intern has to submit a post-stay evaluation report prepared in accordance with the final report template within two weeks from the end date of the Internship. The post-stay evaluation report template is set out in the Appendix 2 and available on the Internship Programme websites.

5.2 The final report will be evaluated by the ENHANCE Research Internship Committee for Master students or PhD students/candidates.

5.3 Upon positive evaluation of the final report, a certificate confirming the acquired learning outcomes will be issued by Gdańsk Tech. The certificate template is set out in the Appendix 3 and available on the Internship Programme websites.

§ 6 Internship termination

6.1 Under the following circumstances

- a) negative final report evaluation;
- b) unjustified interruption or shortening of the Internship period;
- c) loss of the student or PhD student/candidate status during the Internship Programme;
- d) lack of the right for the legal stay in the host university country during Internship Programme;
- e) other circumstances constituting a breach of the regulations of the Internship Programme and/or host university's regulations



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the Internship Programme will be discontinued, i.e. the Internship Agreement will be terminated and return of the Internship Grant will be required under the terms of the Internship Agreement.

Appendices:

Appendix 1

1. **ENHANCE Research Internship Programme** application form for PhD students/candidates:

1. Full name
2. Home university
3. Your home University supervisor(s)/mentor(s) full name
4. Scientific discipline and faculty/department
5. Year of your PhD studies
6. Proposed doctoral dissertation topic
7. Host institution [university and faculty/department]
8. Timeframe of your stay at the host institution [indicate start and end dates]
9. Research project topic (or general theme) to be pursued at the host institution
10. Research proposal [please adhere to word limits]



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<ul style="list-style-type: none"> • Research Topic justification [max 200 words] • Research goals/ hypothesis [list in bullets, be specific, max 200 words] • Methodological framework [max 200 words] • Potential research impact [max 200 words] • Internship learning outcomes [max 200 words] •
11. Mentor/supervisor at the host institution
<ul style="list-style-type: none"> • Full name • Research expertise [provide up to 5] • Bibliometric parameters (WoS/ Scopus only) • Up to 10 of the most important publications during the last 5 years • Up to 5 of the most important research projects during the last 5 years • ORCID
12. Justification of the choice of the Mentor at the host institution [max 200 words]
13. List up to 5 of your most significant research achievements ¹ [maximum 500 words total]
a) b) c) d) e)
14. Do you require any accommodations (e.g., physical, educational, or organizational) to be able to participate in the internship fully? <i>* E.g., a wheelchair ramp, elevator access, or any other accessibility accommodations?</i>
<input type="checkbox"/> No <input type="checkbox"/> Yes, please describe: <input type="checkbox"/> I prefer not to say



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15. Home university approval
16. Host university approval
17. I agree to the processing of my data for the purposes related to my application and participation in the ENHANCE Research Internship Programme.

¹This does not necessarily refer to publications. Please also note that publications issued by the following publishers will not be considered: BioMed Central, Copernicus Publications, Dove Medical Press, Frontiers, Hindawi, MDPI, Open Library of Humanities, PLOS, International Business Information Management Association, European Research Studies Journal.

1. ENHANCE Research Internship Programme application form for Master students:

1. Full name
2. Your home university supervisor(s)/mentors full name
3. Scientific discipline and faculty at Gdańsk University of Technology
4. Year of your Master studies
5. Proposed Master's thesis topic (if already known)
6. Host institution [university and faculty/department]
7. Timeframe of your stay at the host institution [indicate start and end dates]
8. Research project topic (or general theme) to be pursued at the host institution



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<p>9. Research proposal [please adhere to word limits]</p> <ul style="list-style-type: none"> • Research Topic justification [max 200 words] • Research goals/ hypothesis [list in bullets, be specific, max 200 words] • Methodological framework [max 200 words] • Potential research impact [max 200 words] • Internship learning outcomes [max 200 words]
<p>10. Mentor/supervisor at the host institution</p> <ul style="list-style-type: none"> • Full name • Research expertise [provide up to 5] • Bibliometric parameters (WoS/ Scopus only) • Up to 10 of the most important publications during the last 5 years • Up to 5 of the most important research projects during the last 5 years • ORCID
<p>11. Justification of the choice of the Mentor at the host institution [max 200 words]</p>
<p>12. List up to 5 of your most significant research achievements¹ [maximum 500 words total]</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>d)</p> <p>e)</p>
<p>13. Do you require any accommodations (e.g., physical, educational, or organizational) to be able to participate in the internship fully?</p> <p>* E.g., a wheelchair ramp, elevator access, or any other accessibility accommodations?</p>



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<input type="checkbox"/> No <input type="checkbox"/> Yes, please describe: <div style="margin-left: 40px;"><input type="checkbox"/> I prefer not to say</div>
14. Home university approval
15. Host university approval
16. I agree to the processing of my data for the purposes related to my application and participation in the ENHANCE Research Internship Programme.

¹This does not necessarily refer to publications. Please also note that publications issued by the following publishers will not be considered: BioMed Central, Copernicus Publications, Dove Medical Press, Frontiers, Hindawi, MDPI, Open Library of Humanities, PLOS, International Business Information Management Association, European Research Studies Journal.

Appendix 2

ENHANCE Research Internship Programme post-stay evaluation report [PhD students/candidates]

Describe all tasks you have completed during your stay at host institution with respect to research goals specified in the Internship proposal [max. 300 words]
How has the stay at the host institution advanced your research? [max. 200 words]
Describe new knowledge/skills/competencies/experience you have acquired during your stay at the host institution [max. 200 words]
Planned publications and/or potential impact resulting from your Internship [max. 200 words]



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