



CRAC support for the visits of international guests

In the academic year 2021/2022 CRAC will support international seminars and lectures organised at University of Warsaw. Every visit of a guest from abroad with a lecture or seminar paper can be co-financed by the CRAC to the amount of 1500 PLN.

Rules:

- The guests should hold at least PhD or have equivalent academic achievements.
- The proposals of the visits can be submitted by faculty members and doctoral candidates from the UW, as well as student societies.
- The papers and lectures have to be open for the public and will be announced in the CRAC Newsletter and on the CRAC website.
- This financial support concerns visits of individual lecturers, not the visits of conferences' groups.
- Applications for the CRAC financial support have to be submitted on a dedicated form at least 2 months before the planned visit and sent to CRAC mailbox: crac@uw.edu.pl. The form contains first and second name of a guest, his or her affiliation, date and title of the lecture and name of the seminar which will host the paper, as well as the contact data of the host.
- The submissions are accepted or refused by the CRAC Chair within 3 weeks, after consultation with the CRAC Council.
- The eligible costs are the costs of transportation (train journeys are preferred, if possible) and accommodation.
- The tickets have to be bought by the travel agency that cooperates with the UW.
- Booking of the hotel and transport is done by the host. The host also fills the needed forms and documents necessary to the guest's arrival. The booking forms for tickets and accommodation, and the notification form for academic visitors are signed by the CRAC Chair.
- The financial services of the submissions are provided by the Faculty of History, and any invoices are signed by the CRAC Chair.
- The visits can be co-financed from other sources.
- The visits and procedures concerning the stays must meet relevant University's rules.