

CRAC support for the visits of international guests

In the academic year 2022/2023 CRAC gives its financial support for the international seminars which are organised at University of Warsaw, without omitting forms of the meetings that we have learned during the pandemic. Every visit of the guest from abroad who delivers the lecture or paper at a regular seminar can be co-financed by the CRAC with the amount of 2000 PLN for European guests and 3000 PLN for guests from outside of Europe.

Rules:

- The guests should hold at least PhD or equivalent academic achievements.
- The proposals of the visits can be submitted by academics and doctoral candidates from the UW, as well as students' science clubs.
- 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.
- It is required to apply for the CRAC financial support at least 2 months before planned arrival. The submissions should be delivered on the dedicated form 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 a seminar under which the paper will be delivered, as well as the data of a person who is responsible for invitation of the guest.
- The submissions are accepted or refused by the Chair of the CRAC in time of 3 weeks, after consulting with the CRAC Council.
- The financing support can be spent only for the costs of transportation (train journeys are preferred, if possible) and accommodation.
- The purchases of the tickets have to be done by travel agency that cooperate with the UW.
- Booking of the hotel and transport is done by the host of the guest (person who invite). The host also fills the needed form and documents necessary to the guest's arrival. The forms for the booking of ticket and accommodation, and the form of the guest's notification 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 the other sources at the same time.



- The visits and procedures concerning the stays must meet all the University's rules.