Attachment no 3 to the Agreement

**Partial Report**

Submitted for Scholarships lasting over 15 months within 30 days after the end of the first year of Scholarship

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| **I. Information about the scholarship** |
| Application No |  |
| Title of the Scholarship |  |
| First name of the Beneficiary |  |
| Last name of the Beneficiary |  |
| Amount of funding granted  |  |
| Scholarship starting date  |  |
| Scholarship end date  |  |

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| **II. Activities carried out in the Host institution** |
| Description of activities carried out until the submission of the report; please refer to the activities and results as planned in the application. |
| Description and justification of changes in the scholarship: Where there have been any changes as compared with the agreement/application, please describe and justify them.  |
| Additional information and comments |

Attachments:

1. Opinion of the supervisor about the course of the Scholarship
2. Information on the results of the Scholarship (encl. articles, information on conference presentations, other).

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| **IV. Statements** |
| I hereby declare that the information included in the present report is consistent with the facts and regulations. |

**Final Report**

Submitted by all Beneficiaries within 30 days following the end of the Scholarship

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| **I. Information about the scholarship** |
| Application No |  |
| Title of the Scholarship |  |
| First name of the Beneficiary |  |
| Last name of the Beneficiary |  |
| Amount of funding granted  |  |
| Scholarship starting date  |  |
| Scholarship end date  |  |

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| **II. Activities carried out in the Host institution** |
| Description of activities carried out during the Scholarship period; please refer to the activities and results as planned in the application. |
| Results of the Beneficiary’s participation in the Programme- description of the implemented activities and the achieved results and goals in accordance with the approved application - impact of the Scholarship on the Beneficiary’s further work and career in science,- benefits for the Host institution,- contribution to developing the scientific discipline, - impact on further cooperation with the Host institution: planned research, research projects, scientific publications, etc. |
| Description and justification of changes in the scholarship: Where there have been any changes in the course of the Scholarship as compared with the agreement/application, please describe and justify them.  |
| A short summary of activities and their results in a dissemination-ready form to be published by the Polish National Agency for Academic Exchange. |
| Additional information and comments |

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| **III. Financial settlement of the Scholarship** |
| Description of all changes that have taken place in the course of the Scholarship affecting the amount of funding granted, particularly when:* the Scholarship period was shorter or different from what has been specified in the application,
* the visit of the Beneficiary’s spouse, underage children or assistant was cancelled, or when their stay was shorter than planned at the stage of submitting the proposal.

Description of expenses incurred with the training allowance in accordance with the program regulations. |
| Unused or incorrectly used funds are deducted from the balancing payment. If the amount of funds provided to the Beneficiary exceeds the amount of the balancing payment, the Beneficiary is obliged to return the difference to the Agency's bank account within 14 days from the date of the request for their return.The Scholarship reduction amount is: |

Attachments:

1. Opinion of the direct supervisor about the course of the Scholarship, the achieved results, along with confirmation of the dates of the Beneficiary’s stay at the Host institution, including the confirmation that the Beneficiary did not stay outside the Host institution for more than 10% of the duration of the entire stay.
2. Information on the results of the Scholarship (encl. articles, information on conference presentations).
3. Copies/scans of tickets or other documents confirming the visit of family members or the assistant and the duration of their stay.
4. Copies/scans of tickets and other documents confirming the participation in conferences and trainings.

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| **VI. Statements** |
| I hereby declare that the information included in the present report is consistent with the facts and regulations. |