Regulations of the 15th edition of the European Young Engineers Conference (EYEC)

§1
General regulations

1. The scientific conference is organised under the name "European Young Engineers Conference" (hereinafter: "EYEC" or "Conference").
2. These regulations (hereinafter: "Regulations") define the principles, scope, and conditions of participation, the duration of the Conference, and the method of communicating the Conference and its conditions.
3. The Organizer of the Conference is the Scientific Club of Chemical and Process Engineering "Venturi" of Warsaw University of Technology (hereinafter: "Organizer") located at the Faculty of Chemical and Process Engineering of Warsaw University of Technology located in Warsaw (Poland), Ludwika Waryńskiego 1 and the company AG Event Agnieszka Jackowska located in Warsaw (Poland), Palestyńska 2.
4. The main objective of the Conference is to popularise science among students from all over Poland and Europe and to exchange experiences between participants about their scientific research.
5. The Conference will be held from 12 April 2027 to 14 April 2027 (hereinafter: "Conference Time").
6. The Conference will be held stationary at the Faculty of Chemical and Process Engineering, Warsaw University of Technology (Ludwika Waryńskiego 1, Warsaw, Poland).
7. The Organiser reserves the right to make changes to the programme and the Conference Regulations and undertakes to publish up-to-date information on the Conference website.
8. The Organiser reserves the right to change the Conference mode from stationary to online in the event of an epidemiological situation or other random events.
9. The rules of these Regulations are an integral part of the Conference Participation Application and apply to all Participants.
10. All information related to the Conference will be made publicly available by the Organizer on the website: https://www.eyec.ichip.pw.edu.pl/, the fanpage of the Conference: https://www.facebook.com/EYEC.WUT and LinkedIn profile: https://www.linkedin.com/company/eyec-knichip (hereinafter: „Conference Profiles").

§2
Participation Conditions

1. The participant of the Conference may be an adult natural person having the status of a student or PhD student.
2. Coordinators and the other members of the Conference Organising Committee may participate in the Conference if they fulfil the other conditions included in the Regulations.

3. Three types of participation in the Conference are available:
   - Free listener: The participant is required to pay a registration fee. This type of participation in the Conference does not require the submission of an abstract or paper.
   - Poster presenter: The participant is required to pay the registration fee and submit an abstract on his/her scientific work to be presented during the poster session. The participant may also submit a scientific paper or monograph article.
   - Plenary session presenter: The participant is required to pay the registration fee and submit an abstract on his/her scientific work to be presented during the plenary session. The participant may also submit a scientific article or a monographic article.
4. In order to participate, it is necessary to register via the registration form provided by the Organiser on the Conference Profiles from 28 September 2026.
5. The participant of the Conference is obliged to read and accept the Regulations through the registration form available on the Conference Profiles.
6. The Participant must sign a declaration of consent to the processing of personal data by the Organiser. Processing will only take place for registration purposes based on data protection regulations.
7. Participation is required to pay the registration fee as specified on the Conference Profiles by 18 January 2027.
8. The conference fee is fixed and independent of the type of participation.
9. The conference fee depends on the date of registration:
   - Participants registered until 26 October 2026: 750 PLN (175 EUR).
   - Participants registered after 26 October 2026: 930 PLN (215 EUR).

   The default payment currency is the Polish Zloty at the request of the participant the invoice can be issued in Euro.

10. Each Participant may give one or two presentations. The following combinations are possible:
    - one presentation in the plenary session,
    - one presentation in the plenary session and one presentation in the poster session,
    - one presentation in the poster session,
    - two presentations in the poster session.
11. One plenary presentation or poster may be presented by only one Participant
12. The Participant must receive approval of the submitted abstract (applies to both plenary and poster presentations), which will be notified by 14 December 2026.

§3
Registration

1. Registration of Participants takes place via the registration form available on the Conference Profiles.
2. The registration process requires the fulfilment of the registration form.
3. The registration process will take place from 28 September 2026 to 30 November 2026.
4. The Organiser reserves the right to extend or shorten the registration time.
5. If a Participant requires written confirmation of his/her registration for the Conference, he/she should address such a request to the Conference e-mail address: eyec.ichip@rkn.pw.edu.pl

§4
Conference fee

1. All payment information will be available on the Conference Profiles.
2. Non-payment of the Conference Fee by 18 January 2027 is equivalent to resignation from the Conference.
3. In case of resignation of the Participant from the Conference by 18 January 2027, the Conference fee is fully refunded at 100%. In case of resignation after 18 January 2027, the conference fee is not refunded.
4. In case of a change of the Conference mode from stationary to online, each Participant will be refunded 60% of the Conference fee payment.
5. A Participant's failure to submit an article/abstract with corrections sent by the editors or submission after the deadlines specified by the Organiser is equivalent to resignation from participation in the Conference, and the Conference fee will not be refunded.
6. Payment for conference must be made by bank transfer to the account number given on the Conference website.
7. The Participant is responsible for the bank charges related to the conference fee.
8. An upfront invoice will be issued immediately, but no later than on the 15th day of the following month after the payment is registered in the bank account.
9. The final invoice will be issued on the day of the Conference at the earliest, but no later than on the 15th day of the following month after the Conference.
10. The Participant authorises the Organiser to issue an invoice. The invoice will be sent as a PDF file and sent to the e-mail address indicated in the application form.
11. At the Participant's request, the Conference invoice may be issued in EUR.

§5
Conference Time

1. Online registration is required to participate in the Conference.
2. The Organisers do not provide any accommodation during the Conference. However, the Organisers can help to find accommodation at the Participant's request.
3. The Organisers will provide each Participant with a complete set of conference materials and catering during the event.
4. The Organisers are required to make the Conference schedule available on the Conference Profiles by 26 March 2027.
5. Participants are fully responsible for any damage caused by them in the Conference area.

§6
Publication rights and papers

1. Each Participant has the opportunity to publish the results of his/her scientific work in an EYEC Monograph. This Monograph may contain three types of publications:
   - Monograph articles: preferable to be published in EYEC Monograph. Minimum 20,000 characters with spaces or equivalent in images, presenting original research work,
   - Scientific articles: research articles, a concise form of publication. Minimum 10,000 characters with spaces or equivalent in images,

- Abstract: mandatory form of publication for all participants, being a short summary of the completed research.

2. Guidelines for authors and templates for each type of paper are available on the Conference website.
3. The Organiser reserves the right to publish and record materials related to the Conference and make them available to third parties, including publication in the EYEC Monograph on the Conference website.
4. During the plenary sessions, participants have 10 min to deliver their presentation and 5 min to answer questions from the Scientific Committee and the audience.
5. During poster sessions, participants have 5 min to deliver their poster presentation and 5 min to answer questions from the Scientific Committee and the audience.

§7
Certificate of participation

1. The Organiser shall issue a Certificate of participation (hereinafter: "Certificate") to each Participant who has fulfilled the following conditions:
   - participated in the Conference (all types of participation),
   - made all the presentations he/she declared in the registration form.
2. The Certificate can only be received after all the Participant's presentations have been completed.
3. In case of absence of the Participant at the Conference, the Certificate is not issued.
4. The Certificate may be given to the Participant in paper form or in electronic form (as a PDF file) depending on the choice the Participant makes in the registration form.
   a. A paper certificate will be issued at the registration desk during the Conference.
   b. An electronic certificate will be sent by e-mail to the address indicated in the application form up to 2 weeks after the end of the Conference.

§8
Scientific Commission and Awards

1. During the Conference, Participants are evaluated in plenary and poster sessions by the Scientific Commission nominated by the Organiser.
2. The Scientific Commission shall be composed of academics with at least a PhD degree and may include retired academics and outstanding specialists in the field – practitioners.
3. The organisation of the work of the Scientific Commission may be assisted by the Organisers whose tasks include:
   - organisational cooperation with the members of the Scientific Commission,
   - collecting evaluation documentation of the session proceedings,
   - technical support of the sessions.
4. At the Closing Ceremony of the Conference, prizes are awarded in the categories:
   - plenary presentation,
   - poster presentation

5. Evaluation criteria and grading scale for plenary presentation:

Evaluation criteria	Percent of grade
Overall impression	20%
Scientific value	20%
Presentation's clarity (graphics etc.)	20%
Fluency of presentation	20%
Discussion	20%

6. Evaluation criteria and grading scale for poster presentation:

Evaluation criteria	Percent of grade
Overall impression	25%
Scientific value	25%
Poster's clarity (graphics, etc.)	25%
Discussion	25%

7. The final score of a Participant is the arithmetic average of the grades obtained from the individual members of the Scientific Commission.
8. There are prizes and a trophy for the first three places in each category.
9. Organizers are allowed to participate in the Conference as regular participants. They may submit their work and be evaluated by the Scientific Commission under the same criteria as other participants. However, organizers are not eligible to receive any awards or prizes, regardless of their evaluation results.
10. The Organiser reserves the right not to award a prize in each category without giving a reason.
11. In the case of no more than 15 submissions in a category, the Organiser reserves the right to award prizes for only the first two places in a category.
12. In the case of no more than 10 submissions in a category, the Organiser reserves the right to award prizes for only the first place in a category.

§9
Permissions

1. Participants presenting their works during the Conference consent to the Organizers publishing their abstracts and articles in the form of an electronic conference monograph. Consent is granted on behalf of all co-authors of the abstract and article. The conference monograph will be published on the Conference site in Open Access under the terms of CC BY Creative Commons License.
2. The Participant consents knowingly and voluntarily to the processing of personal image data by the Organizer for marketing and promotional purposes, including the publication of the image and making it available on the Conference Profiles.
3. The Participant hereby waives all claims (existing and future), including for remuneration, against the Organiser for the use of their image/voice/speech for the purposes specified in these Regulations.

§10
Personal data protection

1. The Administrator of personal data is the Scientific Club of Chemical and Process Engineering "Venturi" of the Warsaw University of Technology and the company AG Event Agnieszka Jackowska located in Warsaw (Poland), Palestyńska 2.
2. The data will be processed in order to carry out the Conference, including the registration process via the Conference website, for marketing purposes and for the purposes resulting from the legitimate interests pursued by the Administrator.
3. The Participant's name may be given to other Participants of the Conference in the detailed schedules of the Conference made accessible by e-mail and on the Conference profiles. The names of the winners in the given categories will be posted on the Conference Profiles.
4. Provision of personal data by the Participant is voluntary, but necessary to participate in the Conference.
5. All data is protected in accordance with the law, using up-to-date security measures.
6. Participants' personal data will be stored until the end of the Conference or until consent is withdrawn (in respect of the processing of personal data for marketing purposes).
7. Participant's personal data will not be made available to other entities, with the exception of entities authorised by law.
8. Participants' data will not be processed in an automated manner and will not be subject to profiling.

§11
Final provisions

1. The Participant declares that he/she has read these Regulations and accepts their provisions.
2. These Regulations are available throughout the Conference on the Conference website.
3. The Organiser shall not be responsible for the cancellation of the Conference or any obstacles during the Conference beyond their control. These obstacles may be caused by:
   - Failure or the need to fix unforeseen faults on the Conference Profiles,
   - the influence of third parties interfering with the Conference Profiles or the conduct of the Conference,
   - Any activities carried out by Conference partners and sponsors,
   - Participant's absence at the Conference,
   - Limitations related to the epidemiological situation in the country where the Conference is to be held.
4. The Organiser reserves the right to suspend, discontinue, extend, or cancel the Conference upon prior notification to Participants.
5. Binding interpretation of the Regulations shall be made by the Organiser. Any issues not regulated by these Regulations, in particular those related to the cancellation of the Conference, shall be decided by the Organiser.
6. In matters relating to the Conference, Participants may direct their enquiries to the following address: eyec.ichip@rkn.pw.edu.pl

7. In matters not regulated by these Regulations, the provisions of the Polish Civil Code shall apply.
8. These Regulations enter into force on the date of publication.