

## BioOpen – 11th International Doctoral Students' Conference in Life Sciences

### REGULATIONS

#### **BioOpen – 11th International Doctoral Students' Conference in Life Sciences**

#### **I. GENERAL PROVISIONS**

1. The organizer of the 11th International Conference for Doctoral Students of Life Sciences BioOpen (hereinafter referred to as the "Conference") is the University of Łódź - Faculty of Biology and Environmental Protection, based in Łódź, Pomorska Street 141/143, 90-236 Łódź, represented by the Organizing Committee comprised of doctoral students and employees of the Faculty of Biology and Environmental Protection (hereinafter referred to as the "Organizer").
2. The Conference will be conducted on May 14-15, 2026, in a full-time, in-person format at the Faculty of Biology and Environmental Protection (Łódź, Pomorska Street 141/143, 90-236 Łódź). The official language of the Conference shall be English.
3. By submitting an application to the Organizer, the Participant accepts these Terms and Conditions (hereinafter referred to as the "Regulations").
4. The participant is required to comply with these Regulations, adhere to social rules, and follow all organizational and technical instructions provided by the Organizer.
5. The Organizer reserves the right to modify the Regulations, alter the date of the Conference, or cancel the event entirely.
6. In the event of cancellation, the Organizer undertakes to notify registered Participants *via* email at least seven (7) days prior to the scheduled start of the Conference.

#### **II. EVENT RULES AND REGISTRATION**

1. Participants in the Conference are required to comply with all rules of participation outlined herein.
2. The Conference is open to participants, in particular Master's students, PhD candidates in biology, life sciences, medicine, chemistry, and related disciplines, as well as early-career scientists who obtained their doctorate within the last year.
3. The number of active participants is limited to 130, allocated on a first-come, first-served basis.

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4. Each thematic session shall accommodate up to approximately 30 active participants, including around 5 oral presentations and 25 poster presentations. If the participant limit of a session is not reached, unused slots may be reallocated to other sessions.
5. Registration for the Conference will open on January 19, 2026, and close on February 28, 2026, at 23:59. Online registration may be extended at the discretion of the Organizer. The Organizer reserves the right to refuse registration once the Participant limit has been reached.
6. The detailed Conference Program shall be published by May 1, 2026. The Organizer reserves the right to amend the Program thereafter, including on the day of the event, and may alter the timetable or order of presentations as necessary.
7. Participation in the Conference requires fulfilment of the following conditions:
  - a) Completion of online registration *via* the designated form;
  - b) Payment of the applicable registration fee;
  - c) Receipt of a confirmation email from the Organizer within 48 hours of registration. In the absence of such confirmation, Participants are advised to contact the Organizer at [bioopen@uni.lodz.pl](mailto:bioopen@uni.lodz.pl).
8. Participants must provide accurate and verifiable personal data during the registration process.
9. Participation categories are as follows:
  - a) *Active Participant* – a registered individual meeting the requirements in Point 7, entitled to present submitted work as an oral or poster presentation, receive a certificate of presentation and participation, and attend all events included in the Program;
  - b) *Passive Participant* – a registered individual meeting the requirements in Point 7, entitled to receive a certificate of attendance and participate in all Program events. Co-authors of submitted papers who do not present their work qualify as Passive Participants.
10. The Conference sessions include the following thematic areas:
  - a) Microbiology, Immunology and Biotechnology;
  - b) Molecular and Medical Biology;
  - c) Biomedical Engineering and Molecular Medicine;
  - d) Ecology and Environmental Biology.

Participants shall indicate their preferred session during registration. The Organizer reserves the right, with the Participant's consent, to assign the submission to an alternative session if necessary.

11. In cases of collaborative work, only one author is permitted to present the submitted work at the Conference.
12. Each Active Participant is permitted to present a maximum of one work.
13. Co-authorship in multiple works is allowed.
14. Submissions of both original research and review papers are permitted. However, review papers will only be considered by the Scientific Committees if presentation slots remain unfilled after accommodating original research submissions.

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15. Active participants selected for oral presentations must prepare a multimedia presentation limited to 12 minutes, followed by a 3-minute discussion.
16. Active participants selected for poster presentations must prepare a poster in A0 format (840x1180 mm), portrait orientation.
17. The Participant agrees to submit their multimedia presentation in PDF format to the Organizer by May 8, 2026, for display during their scheduled presentation. The Organizer guarantees that submitted materials will not be distributed, published, or otherwise used without the Participant's consent.
18. During the Conference, Participants shall present during their allocated time and may engage in moderated discussions. Questions to Speakers may only be posed upon recognition by the moderator.
19. Participants are solely responsible for the content and legality of their presented materials, ensuring that no third-party rights are infringed.
20. Presentations will be evaluated by the Scientific Committee based on presentation quality, content value, adherence to time limits, discussion quality, and knowledge demonstrated by the Participant. The best oral and poster presentations from each session will receive awards, and honorable mentions may be granted for exceptional contributions. Prizes will be determined by the sponsors.
21. The Scientific Committee shall comprise staff members of the University of Łódź and doctoral students leading the respective thematic sessions.
22. The Organizer reserves the right to modify the Conference format, including transitioning to an online event. Participants will be promptly informed *via* email of any such changes.

### III. RULES FOR SENDING ABSTRACTS

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1. **The abstract must be attached in the designated section of the registration form by February 28, 2026, at 23:59.** The Organizer reserves the right to extend the deadline. Abstract files must be named as follows: *Name\_Poster\_Session Title* or *Name\_Oral\_Session Title*. For example: *John Smith\_Poster\_Microbiology and Biotechnology*.
2. Abstracts must adhere to the format specified by the Organizer.
3. Abstracts must be written in English.
4. Each Active Participant may submit only one abstract.
5. Each abstract will be reviewed by the Scientific Committee presiding over the respective thematic session. The Committee reserves the right to reject submissions that raise substantive concerns.
6. The organizer reserves the right to change the preferred presentation format (oral or poster).
7. The Scientific Committee will evaluate all submitted abstracts by 15 March 2026. Participants will be notified *via* email, sent to the address provided during registration, no

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later than this date, of the confirmation of registration and acceptance for active participation in the Conference.

8. Full registration as an Active Participant is contingent upon receipt of an email from the Organizer confirming the acceptance or rejection of the abstract.
9. If no notification is received by March 15, 2026, Participants must contact the Organizing Committee at [bioopen@uni.lodz.pl](mailto:bioopen@uni.lodz.pl) for clarification.
10. The Scientific Committee may suggest changes to the abstract. The participant should implement these changes within **three working days** of receiving the notification by email. Failure to do so may result in the Committee making editorial adjustments or rejecting the abstract.
11. The Organizers reserve the right to reject abstracts that do not comply with the specified rules, whose subject matter significantly deviates from the thematic scope of the Conference, or which do not meet the basic standards of substantive and scientific correctness; Participants will be informed of such decisions no later than **March 15, 2026**.
12. The Scientific Committee will notify participants, no later than **15 April 2026**, *via* email sent to the address provided during registration, whether their submission has been accepted for an oral presentation. The Scientific Committees decide on the allocation of oral presentations among participants who have declared this form of presentation, based on the evaluation of abstracts and their thematic alignment with the profile of the Conference. In the event that an oral presentation is not assigned, the submission will be allocated to a poster session.
13. All accepted abstracts will be published electronically in the *Book of Abstracts*.
14. The Organizer reserves the right not to include an abstract in the *Book of Abstracts* if it is submitted after the deadline or does not comply with the prescribed format.

#### **IV. Funding**

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1. Funding is available through the “We are UNIC!” project for Participants affiliated with institutions that are members of the UNIC alliance. The funding amount is 2000 PLN and is designated to cover travel expenses (accommodation costs are not included).
2. Eligibility criteria for funding are as follows:
  - a) Active participation in the Conference, such as through an oral or poster presentation;
  - b) Status as a Master's degree student, PhD candidate, or early-career researcher in biological, natural, medical, chemical, or related fields, with affiliation to a UNIC Alliance member institution;
  - c) Submission of a Curriculum Vitae (Appendix 1 of the Terms and Conditions) by February 28, 2026, *via* email to [bioopen@uni.lodz.pl](mailto:bioopen@uni.lodz.pl);
3. Selected Participants from UNIC-affiliated institutions will also be exempt from the Conference registration fee.

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4. The Organizing Committee reserves the right to allocate funding based on internal evaluation criteria. The number of available grants is limited.
5. The evaluation process for funding applications will consider the following factors:
  - a) Quality of the submitted abstract;
  - b) Relevance of the topic to the Conference's thematic areas;
  - c) Level of scientific activity demonstrated by the applicant.
6. **The documents must be submitted by February 28, 2026.**
7. Decisions regarding the allocation of funding are final and not subject to appeal.

## V. FEES

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1. Participation in the Conference is subject to a fee.
2. The participation fee is 400 PLN, which applies to both active and passive participants and covers: organizational costs, Conference materials, access to all scientific sessions, lunches, coffee breaks and the gala dinner.  
Students and doctoral candidates of the University of Lodz are entitled to a **25%** discount on the registration fee, provided that a valid student or doctoral ID is presented. A scan of the document must be sent to the email address: **bioopen@uni.lodz.pl** by March 22, 2026.
3. Please be advised that any changes to the form or format of the Conference will not affect the participation fee, which will remain fixed regardless of the event format.
4. The fee must be paid to the designated bank account by March 22, 2026, but not earlier than January 1, 2026.  
The bank account details are as follows:
  - a) Account number: **76 1240 3028 1111 0011 6248 5281**
  - b) Transfer title: Name, Affiliation of Your University
5. In order to receive an invoice:
  - a) **Participants from institutions other than the University of Lodz** – after paying the Conference fee, include your university affiliation in the transfer title and contact the Organizer by email to request an invoice;
  - b) **Participants from the University of Lodz** – Payment *via* personal accounts is not required. Please contact the Organizer to indicate the University unit responsible for the payment. Internal arrangements for payment will be facilitated.
6. Cancellation of participation after the registration deadline does not entitle the Participant to a refund of the conference fee.

## VI. CANCELLATION OF PARTICIPATION IN THE CONFERENCE

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1. Participants may cancel their participation in the Conference by sending a written notification to **bioopen@uni.lodz.pl** no later than April 15, 2026.

## VII. IMAGE

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1. By participating in the Conference, active Participants agree to the processing of their personal data by the University of Łódź, located at 68 Narutowicza Street, 90-136 Łódź. This includes recording and publishing, free of charge, their image and statements made during the Conference. The Participant's name and surname may also accompany such materials, which may be published on the University's website and social media platforms for promotional, educational, and science popularization purposes.
2. Participants of the Conference grant to the University of Łódź a non-exclusive and royalty-free license to use their statements recorded during the Conference, including labelling the statements with their name and surname, in the following ways:
  - a) Recording and Reproduction – creation and reproduction of recordings using all available techniques, including but not limited to magnetic, light-sensitive, audiovisual, digital, optical, and computer techniques, regardless of format, medium, size, or technology;
  - b) Dissemination – public display, reproduction, including making the materials accessible online or through other ICT, multimedia, and computer networks, particularly on the University's website.

In granting this license, Participants warrant that their contributions do not infringe on the rights of any third party and that no additional authorization is required for their use as described.

## VIII. PROTECTION OF PERSONAL DATA

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In accordance with Article 13(1) and (2) of Regulation (EU) 2016/679 of the European Parliament and of the Council of April 27, 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), hereinafter referred to as the "GDPR Regulation"), we inform Participants of the following:

1. The administrator of the personal data of Conference Participants is the University of Łódź, located at 68 Narutowicza Street, 90-136 Łódź.
2. For inquiries related to personal data, Participants may contact the Data Protection Officer *via*:
  - a) Mailing Address: University of Łódź, with the note: Data Protection Officer of the University of Łódź.

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b) Email: [iod@uni.lodz.pl](mailto:iod@uni.lodz.pl).

3. Personal data, including: email address, affiliation will be processed for the following purposes:

- registration and attendance at the 11th International Doctoral Students' Conference BioOpen (14-15.05.2026), organized by the Organizing Committee - Faculty of Biology and Environmental Protection, UL;
- communication with Participants regarding Conference matters, including issuing certificates of participation;
- documenting the event through photographs, audio, and video recordings, which may be used for:
  - archiving the event as part of the University of Łódź's activities,
  - promoting educational, scientific or cultural initiatives by the University,
  - publication in social media, on the University's website and in promotional materials related to educational and scientific activities,
  - reporting to event partners and sponsors,
  - creating reports and informational materials for participants and the academic community.
- compliance with legal obligations;
- providing information about future conferences and events, subject to the Participant's consent.

4. The legal basis for processing personal data includes:

- article 6(1)(e) of the GDPR Regulation in connection with Articles 2 and 11 of the Law of 20 July 2018 on Polish law on Higher Education and Science (it is necessary for the performance of a task carried out in the public interest or in the exercise of authority entrusted to the controller in connection with the mission of the higher education and science system with regard to education, scientific activities, the formation of citizenship, as well as participation in social development and the creation of an economy based on innovation);
- article 6(1)(f) of the GDPR Regulation – participants' personal data is processed on the basis of the legitimate interest of the controller, which is the realization of activities related to the organization, promotion and documentation of the event, including recording the course of the Conference and publishing its results for archiving and promotional purposes. Data processing also supports building the image of the University of Łódź as an institution supporting the development of science, education and social activities;
- article 6(1)(b) of the GDPR Regulation (necessary for the performance of a contract to which the data subject is party or to take steps at the request of the data subject prior to entering into a contract);
- article 6(1)(c) of the GDPR Regulation (in connection with the requirements of the legislation and internal acts of the LA);



- e) article 6(1)(a) of the GDPR Regulation on the basis of your consent to the processing of your personal data (in the case of consent to use your image or to receive information about future conferences and events).
- 5. Participants may withdraw consent for data processing at any time without affecting the lawfulness of prior processing.
- 6. Personal data may be shared with authorized Conference organizers and entities based on legal agreements with the University of Lodz.
- 7. Personal data will be retained for as long as necessary to fulfil the purposes outlined in Point 3. Data may also be retained to comply with financial and accounting records requirements or to establish and pursue claims, if applicable. If processing is based on consent, data will be stored until the consent is withdrawn.
- 8. Participants have the right to:
  - a) access their data;
  - b) rectify inaccuracies in their data;
  - c) request erasure, restriction of processing, and data portability, where applicable;
  - d) object to data processing;
  - e) lodge a complaint with the supervisory authority, which is the President of the Office for the Protection of Personal Data, in Warsaw (Stawki Street 2).
- 9. Provision of personal data is voluntary but necessary for participation in the Conference.

## IX. FINAL PROVISIONS

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- 1. Any disputes arising from participation in the Conference shall be resolved by the court having jurisdiction over the Organizer's registered office.
- 2. Matters not covered by these Rules shall be governed by the applicable laws of Poland.
- 3. These regulations take effect upon publication.



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