



**REGULATIONS**  
**8TH CONGRESS OF POLISH MEDIEVALISTS**

**§ 1.**

**General provisions**

1. The 8th Congress of Polish Medievalists, with its title of "Power - crown - territory", shall be held between 17<sup>th</sup> through 20<sup>th</sup> September in Gniezno.
2. The Organizers of the Congress are the Museum of the Origins of the Polish State in Gniezno and the Institute of European Culture in Gniezno of the Adam Mickiewicz University in Poznań, and the Co-Organizer – the Standing Committee of Polish Medievalists.
3. The representatives of the Organizers and the Co-Organizer of the Congress shall form the Organizing Committee and its Congress Office.
4. Substantive supervision over the Congress program is exercised by the Scientific Committee, appointed by the Organizers and the Co-Organizer of the Congress.
5. The official language of the Congress shall be Polish, but it will be possible to deliver a speech in English or a different Congress language.
6. All dates related to the organization of the Congress are included in the Schedule, attached to this document. Failure to meet the deadlines may result in the exclusion of a participant, section, paper, or poster from the Congress program.
7. The provisions of these Regulations shall apply to all participants of the Congress.
8. The Organizers and the Co-Organizer reserve the right to make changes to the Regulations and the program of the Congress, as well as the right to change the date of the Congress or to cancel it.
9. The Regulations of the Congress and its attachment are available on the Congress website – [www.mediewisci.org](http://www.mediewisci.org), which is administered by the Museum of the Origins of the Polish State in Gniezno.

**§ 2.**

**Congress participants**

1. Only people who have registered using the online form available on the Congress website and paid the registration fee shall be considered as participants of the Congress.
2. Only registered Congress participants and invited guests may participate in the thematic sections.
3. It is possible to participate as a Speaker in the Congress remotely using online messengers.
4. The plenary session deliberations on 17<sup>th</sup> September 2025 will be open.

### **§ 3.**

#### **Congress structure and organization of the proceedings**

1. The Congress includes:
  - 1) a plenary section,
  - 2) thematic sections,
  - 3) a poster section,
  - 4) discussion panels.
2. The plenary section will take place on the opening day of the Congress and is dedicated to the 1000<sup>th</sup> anniversary of the coronation of Bolesław the Brave. It shall feature speeches by speakers invited by the Organizers and the Co-Organizer.
3. Thematic sections consist of papers devoted to issues related to the title of the Congress. The sections are organized according to the following principles:
  - 1) Between 6 and 12 papers shall be presented in each section.
  - 2) The final number of sections depends on the arrangements made by of the Organizers and the Co-Organizer.
  - 3) Each section shall consist of 20-minute presentations and 10-minute discussions following each of them.
  - 4) Proposals for a section topic shall be submitted by at least two people, potential Section Coordinators, at least one of whom must be affiliated with an institution conducting Scientific activities, and at least one of whom must have an academic degree or title. Applications are made using the electronic form available on the Congress website. The decision to approve the topic of a section is made by the Organizers, in consultation with the Scientific Committee.
  - 5) After approving the topic of the section, the Organizers and the Coordinators organize the selection of papers for it. Paper proposals shall be submitted using the electronic form available on the Congress website. The decision to approve the paper shall be made by the Coordinators and the Organizers, in consultation with the Scientific Committee. The Organizers shall inform the potential Speaker about the acceptance of their paper.
  - 6) The final confirmation of the participation of a Speaker or a Coordinator in the section's deliberations shall be the registration via the electronic form available on the Congress website, and the payment of the registration fee.
  - 7) A Congress Participant may submit a maximum of two papers, of which they are the author or the co-author, within two different thematic sections.
  - 8) The Coordinators shall be responsible for an efficient course and moderation of the discussions during section meetings.
4. The poster section is intended for master's and doctoral students who wish to present their currently conducted or completed research in the field of master's thesis, their doctoral thesis, or other theses related to the title of the Congress. It shall be organized according to the following principles:

- 1) The section shall contain a maximum of twenty posters.
  - 2) Only one topic can be submitted to the poster section. Applications are made using the electronic form available on the Congress website. The decision to accept a topic into the section is made by the Organizers after consulting the Scientific Committee.
  - 3) After qualifying for the poster section, the participant shall create materials for the presentation, in accordance with the Organizers' guidelines, posted on the Congress website. Only materials consistent with the Organizers' guidelines shall be accepted for the poster section.
  - 4) The final confirmation of the participation as a Speaker in the section's deliberations is the registration via the electronic form available on the Congress website and the payment of the registration fee.
  - 5) Posters presenting individual topics will be made available by the Organizers on the Congress website and printed by the Organizers and presented at the exhibition at the Congress venue.
5. Discussion panels comprise an exchange of views in the form of a discussion between the Speakers and the audience on current topics related to the issues of the Middle Ages. They are organised on the following principles:
- 1) The panel includes 3 to 6 presentations, lasting a total of 90 minutes, as well as an hour-long discussion between the Speakers and other Participants, moderated by the panel coordinators.
  - 2) Proposals for panel topics, together with topics of papers and Speakers, are submitted by two persons: potential panel coordinators, at least one of whom must be affiliated with an institution conducting Scientific activities and must hold an academic degree or title.
  - 3) Applications are submitted via an electronic form available on the Congress website. The decision on approval of the panel is made by the Organizers after consulting the Scientific Committee.
  - 4) The final confirmation of participation as a Speaker and Coordinator is the registration via the electronic form available on the Congress website and the payment of the registration fee.
  - 5) The final number of panels is decided by the Organizers and the Co-Organizer.
6. All activities related to the organization of the sections shall be carried out on the dates indicated by the Organizers in the Congress Schedule.

#### **§ 4.**

##### **Accompanying events**

1. As part of the Congress, accompanying events are organized exclusively for Congress participants.
2. The condition for participation in the accompanying events shall be the declaration of participation made using the electronic application form available on the Congress website and the payment of the appropriate fee.

## **§ 5.**

### **Registration and participant fees**

1. Registration for the Congress is made by completing and submitting the electronic registration form available on the Congress website, and by paying the mandatory registration fee plus any additional fees – via a transfer onto an account indicated by the Organizers.
2. The registration fee covers the costs of stay between the 17<sup>th</sup> and 20<sup>th</sup> of September 2025, according to the options and prices available in the application form.
3. Additional fees include participation in selected accompanying events, according to the options and prices available in the registration form.
4. The fee for active participants taking part in the proceedings online is PLN 50. It includes organizational costs.
5. The Organizers shall issue an invoice in an electronic form within 7 days from the date of receipt of the registration fee to the indicated account.
6. Students, including doctoral candidates, are entitled to a 50% discount on the registration fee.
7. Registration and conference fees must be made by the dates indicated in the Schedule available on the Congress website.
8. Speakers of the plenary section of the Congress on 17<sup>th</sup> of September 2025, members of the Scientific Committee and other persons invited by the Organizers and the Co-Organizer are exempt from paying the Congress fee and accommodation costs.

## **§ 6.**

### **Cancellation or changes**

1. Congress participants may resign from participating in the Congress or accompanying events by reporting this fact using the e-mail address of the Congress, no later than 15<sup>th</sup> August 2025.
2. In the event of a resignation from participation in the Congress or accompanying events, in accordance with section 1, the Organizers shall refund 100% of the registration fee and/or the additional fees.
3. In the event of a resignation from participation in the Congress or accompanying events after the date specified in section 1 or a no-show of a participant at the Congress, the Organizers shall not refund the registration fee and/or additional fees.

## **§ 7.**

### **Congress rescheduling or cancellation**

1. In the event of a cancellation of the Congress, the Organizers shall undertake to notify the registered participants of this fact no later than 15<sup>th</sup> August 2025 and shall refund the registration fees.
2. In the event of a change in the date of the Congress, the Organizers shall undertake to notify the registered participants of this fact no later than 30 days before the new date, and to refund the

registration fees to those registered participants who resign from participating in the Congress due to the rescheduling.

## **§ 8.**

### **Archiving the Congress**

1. The course of the plenary section and all thematic sections shall be recorded using image and sound recording devices and shall be made available on the Congress website.
2. Application for participation is tantamount to consent to the publication of one's image, the content of one's speech or voice in the discussion, recorded during the Congress - in accordance with Art. 81. of the Act of February 4<sup>th</sup>, 1994, on Copyright and Related Rights, and a consent to use and make them available on the Internet and in informational and promotional materials of the Congress and Organizers, in compliance with applicable regulations and without additional remuneration.
3. The consent to the use of the image and statements may be withdrawn at any time - after sending appropriate information to the following address: kongres@muzeumgniezno.pl, provided that the withdrawal of consent does not cover information and promotional materials already published before the date of such a withdrawal.

## **§ 9.**

### **Personal data protection**

1. In accordance with Regulation 2016/679 of the European Parliament and of the Council of the European Union of April 27<sup>th</sup>, 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 - EU Official Journal L 119 (hereinafter GDPR) the Museum of the Origins of the Polish State in Gniezno, which is the administrator of personal data of registered Congress participants on behalf of the Organizers, shall ensure compliance with the standards of protection and proper handling of personal data specified in these regulations.
2. Personal data of registered Congress participants shall be processed for the purposes of organization and conducting the Congress, including to create a list of participants, conduct correspondence, and to promote the Congress.
3. By registering, the registered participant voluntarily consents to the processing of their personal data for the purposes of organizing and conducting the Congress, including creating a list of participants, as well as consents to receiving correspondence regarding the Congress and individual events within the Congress for which the participant has registered themselves. Providing personal data is voluntary, but necessary to participate in the Congress.
4. A registered participant of the Congress may withdraw the consent expressed in this way at any time by sending a message using the following address: kongres@muzemgniezno.pl, which does not affect the lawfulness of the processing carried out before such a withdrawal but is tantamount

to deleting them from the list of Congress participants, which means that it shall become impossible to participate as a registered participant.

5. The data shall be processed only for the duration of the Congress and will be deleted after that time. Registered participants of the Congress shall have the right to submit a complaint to the Office for Personal Data Protection, as well as to use legal protection before a competent court if their personal data is processed incorrectly.
6. The Organizers shall appoint a Data Protection Inspector who can be contacted by phone - no. 61 426 46 41 ext. 204 - or e-mail: [iod@muzeumgniezno.pl](mailto:iod@muzeumgniezno.pl), or in person at the headquarters of the Museum of the Origins of the Polish State in Gniezno, after a prior telephone arrangement of the meeting date.
7. The Organizers shall use all technical and organizational measures possible and indicated by the law to protect the personal data of registered Congress participants, to prevent unauthorized persons from obtaining and modifying the data provided during registration.

#### **§ 10.**

#### **Final provisions**

1. Any disputes that may arise from participation in the Congress shall be resolved by the court competent for the registered office of the Organizers, unless the provisions of generally applicable law shall provide otherwise.
2. In matters of security at locations where the Congress or additional events take place, the regulations of the institutions managing these places shall apply.
3. In matters not regulated by these Regulations and applicable provisions at the Museum of the Origins of the Polish State in Gniezno and at the University of Adam Mickiewicz in Poznań, the provisions of the Polish Civil Code shall apply.
4. The Organizers are not responsible for the items of all Congress participants that may be lost, damaged or stolen during the Congress.
5. Participants shall bear the full financial responsibility for any damage they cause, both on the premises of the facilities where any activities related to the Congress are carried out, as well as in their accommodation.
6. The Organizers shall have the right to change the provisions of these Regulations. The changes enter into force 3 days after they will have been published on the Congress website.

Gniezno, 2<sup>nd</sup> of December 2024



MUZEUM  
POCZĄTKÓW  
PAŃSTWA  
POLSKIEGO  
W GNIEZNE



INSTYTUCJA KULTURY  
SAMORZĄDU  
WOJEWÓDZTWA  
WIELKOPOLSKIEGO



Instytut  
Kultury  
Europejskiej