

Umowa nr **KONF/SP/0177/2024/02**

Tytuł Projektu: „**Lublin International Medical Congress for Students and Young Doctors**”. Dofinansowano przez Ministra Nauki w ramach programu „Doskonała nauka II”

Statute of 11th Lublin International Medical Congress for Students and Young Doctors.

§1 General provisions

1. 11th Lublin International Medical Congress, hereinafter referred to as “The Conference” is an international conference which takes place from 27 to 29 March 2025 in Lublin.
2. The main organizer of the conference is the Students’ Scientific Society of the Medical University of Lublin, hereinafter referred to as “The Organizing Committee”.
3. The conference is targeted at students of medicine-related subjects, and young scientists who are carrying health sciences research.
4. The objective of the Conference is to expand students' knowledge and interests through the presentation of clinical cases and research findings, as well as to foster integration within the medical community. The presented research results and clinical cases must not infringe upon the rights of third parties.
Participants declare that they have obtained all necessary consents for the use of the research findings and clinical cases presented and that such use does not violate the rights of third parties or any legal regulations. In the event that their use at the Conference results in any damages, participants assume full responsibility for any harm caused.
5. The Conference consists of 3 components: lectures, workshops, and scientific sessions.
6. During scientific sessions, active participants will present results of own research projects, and case reports.
7. Workshops will be organized and held by employees or students of the Medical University of Lublin. The statute and schedule of workshops will be announced in a separate document. Workshops might be also run by the partners of The Conference



8. There are two types of participation in The Conference:

A) passive - where a participant can take part in lectures, scientific sessions as an auditor and workshop

B) active - where a participant can take part in lectures as an auditor, in scientific sessions as a presenter.

A particular type of participation must be determined during the registration process.

Active participants are entitled to:

- Admittance to all scientific sessions and lectures,
- Admittance to the Opening Ceremony and the Grand Prix Session,
- Admittance to workshops,
- Certificate of participation,
- Conference pack,
- Catering.

Passive participants are entitled to:

- Admittance to all scientific sessions and lectures,
- Admittance to the Opening Ceremony and the Grand Prix Session,
- Admittance to workshops,
- Certificate of participation

9. The Scientific Committee consists of acknowledged scientists from the Medical University of Lublin, cooperating with The Organizing Committee of 11th Lublin International Medical Congress. Due to possible unavailability of any commissioner, the Scientific Committee can be changed at any moment of The Conference. As a substitute, The Organizing Committee is entitled to institute any person, and such occurrence may happen in case of insufficient (to functional conduction of the conference) number of Scientific Committee commissioners.

10. "The Scientific Group" (referred to in further parts of the Statute) is represented by maximum of 5 students or postgraduate students. A supervisor can also be an author and must be included in the list of authors in such cases.

11. The conference fee is:

A) 70 PLN/16 Euro – active participation stationary,

B) 40 PLN/9 Euro – active participation on-line,



C) Passive participation is free of charge.

12. Payments are collected until 17 March 2025 by 23:59 (UTC+01:00). The bank transfer details are available on the website. Payment confirmation requires sending the transfer confirmation to the following email address:

lim.congress@365.uml.edu.pl

13. The official website of The Conference is: www.limc.umlub.pl

14. The official language of The Conference is an English language.

15. The official Conference e-mail is: lim.congress@365.uml.edu.pl

16. The conference organizers do not provide reimbursement for any expenses incurred by the participant.

§2 Programme of the Conference

1. A hybrid scientific part of The Conference consists of following scientific categories:

1. Basic Sciences and Experimental Medicine
 - a. Pharmacology
 - b. Genetics and Molecular Biology
 - c. Immunology
 - d. Microbiology
 - e. Cell Biology
2. Surgery:
 - a. General Surgery
 - b. Orthopaedics, Physical Therapy and Rehabilitation
 - c. Cardiac Surgery
 - d. Thoracic Surgery
3. Psychiatry, Psychology and Human Sciences in Medicine
4. Dentistry
5. Internal Medicine
 - a. Cardiology
 - b. Endocrinology and Diabetes
 - c. Gastroenterology
 - d. Hematology
 - e. Nephrology
 - f. Pulmonology
6. Neurology and Neurosurgery



7. Paediatrics and Neonatology
8. Radiology and Nuclear Medicine
9. Gynaecology and Obstetrics
10. Oncology
11. Medical Law
12. Public Health
13. PhD Session
14. Artificial intelligence in medicine
15. Grand Prix

2. The prerequisite of holding the sessions mentioned in §2 point 1 and 2 is the qualification of at least 10 papers submitted by at least 2 different science teams.

3. The Organizing Committee reserve the right to change the number of categories depending on the number of submitted papers. Furthermore, The Organizing Committee reserve the right to combine sessions due to insufficient submission of papers.

4. Only Original Research, Case Report, series of Case Reports and Poster Session are accepted during a scientific part of the Conference which were not presented at any other congress or conference.

5. Detailed schedule of the Congress will be announced on the official website (www.limc.umlub.pl) of the Conference.

§ 3 Submission, registration conditions, and copyrights

1. The registration of passive participants will be possible via the registration form on www.limc.umlub.pl from 31th January until 13th March 2025 by 23:59 (UTC+01:00).

2. The registration of abstracts will be possible from 31th January by the day of 25th February 2025 by 23:59 (UTC+01:00).

3. The Organizing Committee reserve the right to change the dates of registrations.

4. Abstracts must be submitted in English via an abstract admission form available on the official website of The Conference.

5. Following the end of registration, submitted abstracts will be rated by the Scientific Committee within the prescribed period - from 25th February 2025 till 3th March 2025.

6. Authors will be notified about the results by The Organizing Committee by e-mail till 3th March 2025 by 23:59 (UTC+01:00).



7. Each participant can submit three of papers but the only papers with a positive recommendation of Scientific Committee will be presented.
8. The maximum number of authors of one paper is 5.
9. Authors of each paper are obliged to provide their affiliation and the supervisor.
10. Abstracts can consist of no more than 3500 signs (including spaces and punctuation marks). Phrases like introduction, the aim of the study, material etc. will count in the word limit.
11. Abstracts with more than 3500 signs will be rejected. Abstracts must include the names of the author, co-authors, and supervisor (which are not counted in word limit). Abstracts must not include pictures, photos, schemes etc.
12. The original paper consists of 5 parts:
 - A) Introduction
 - B) Aim of the study
 - C) Material and methods
 - D) Results
 - E) Conclusions
13. A case report consists of 3 parts:
 - A) Background
 - B) Case Report
 - C) Conclusions
14. A poster session consists of 5 parts (it is allowed for the poster to include original or review paper):
 - A) Introduction
 - B) Aim of the study
 - C) Material and methods
 - D) Results
 - E) Conclusions
15. Technical requirements for the poster:
 - A) Layout and Size:
 - Electronic posters should be single-sided.
 - Prepare your posters in 1920x1080px in pdf/png.
 - Maintain a horizontal orientation.
 - B) Content:
 - Include a maximum of 5 images or charts in your electronic poster.



- Utilize a font size of at least 8 for the main content.
- Ensure that the title is presented in a font size ranging from 24 to 40.

C) Restrictions:

- Do not include animations or video files in your electronic poster.

16. Any other type of abstracts will not be considered.

17. The Organizing Committee reserve the rights to transfer accepted work to another session than primarily chosen by the Participant.

18. The decision of The Scientific Committee about acceptance or rejection of work is final.

19. Abstracts, after receiving the license referred to in §3 point 19, will be published in the Book of Abstracts, which will be distributed by the Digital Library of the Medical University of Lublin, National Digital Library POLONA, as well as by any other platform chosen by the Medical University of Lublin, especially by the Repository of the Medical University of Lublin and the Repository of Polish Medical Platform.

20. Each author and co-author of the abstract is required to submit two copies of the license agreement (Annex No. 1 to these regulations). The template is available on the website: limc.umlub.pl and will be accessible at the Organizing Committee office until March 29, 2025.

To prevent incorrectly completed agreements, participants are requested to send a scanned copy of the completed agreements to lim.congress@365.uml.edu.pl by March 10, 2025, at 23:59 (UTC+01:00). Feedback regarding potential errors will be provided by March 17, 2025, at 23:59 (UTC+01:00).

21. A prerequisite for including the abstract in the Book of Abstracts is the submission of a properly signed rights transfer agreement to the Organizing Committee by March 29, 2025. The agreement may be submitted in person at the Organizing Committee office during the Conference or sent to the following address:

Students' Scientific Society
Medical University of Lublin
Aleje Raławickie 1
20-059 Lublin, POLAND

Failure to submit a properly signed agreement by any of the co-authors within the specified deadline will result in the removal of the abstract from publication in the Book of Abstracts.



22. The Conference Participant undertakes to release the Organizer from any liability arising from claims of third parties regarding violation of any third-party rights, including personal rights, copyrights, related rights or industrial property rights, in connection with the use of these rights by The Organizing Committee if any of the Participant's statements turned out to be false. In the event of such claims, the Participant undertakes to satisfy the claim and release The Organizing Committee from any liability in this field. In case of that happening, and if The Organizing Committee would be obliged under the applicable law to pay any compensation in connection with the third-party claims referred to previously, the Participant shall immediately return The Organizing Committee the amount of money corresponding to these claims and bear all costs related thereto and expenses including costs of the legal representation.

23. The Participant of The Conference, at the moment of sending their abstract and work, states that they accept the statute of The Conference and the contest, and all the conditions of participation in The Conference.

§4 Principles and forms of presentations

1. The official language of the presentation is English.
2. The authors are obliged to prepare their presentation in .ppt or .pptx and .pdf file formats. Other file formats will not be accepted. Organizers do not bear any responsibility for malfunctioning of presentations created in different formats. All animations and sound files are attached by the authors at their own responsibility.
3. The presentations and digital posters should be sent to the Organizing Committee by an e-mail to the following address: lim.congress@365.uml.edu.pl, by 23th March 2025 (UTC +01:00). Participants are obliged to send emails with the name of their session in the title of each email.
4. The schedule of presentations in all sessions will be determined by the Organizing Committee.
5. The schedule of presentations is to be published on the official website of The Conference: limc.umlub.pl no later than 7 days before The Conference
6. Presentations will take place in the order given in the precise schedule.
7. During the conference, posters will be displayed on screens at a location designated by the Organizing Committee.
8. The work can be presented only by one author. Only the first author can present the work. All authors can participate in the discussion.



9. The oral presentation of the original research may last no longer than 7 minutes, the discussion no longer than 3 minutes.
10. The oral presentation of a case report may last no longer than 5 minutes, discussion no longer than 2 minutes.
11. The oral presentation of a poster may last no longer than 4 minutes, discussion no longer than 1 minutes
12. The Organizing Committee have the right to change the time devoted to presentations and discussions.
13. The Session Coordinator reserves the right to stop the presentation or discussion in the event of exceeding the time limit.
14. In case of exceeding the time by more than 5 minutes, the Coordinator is privileged to force finish the presentation – in this case, the discussion does not take place. (and the participant receives 0 points for discussion)
15. While presenting the scientific work eating, smoking, and chewing gum are prohibited.
16. Students of the Medical University of Lublin are permitted to present their work exclusively in an on-site format.
17. Registration on the official website of the Conference is tantamount to acceptance of recording the participants during the Conference.

§5 Jury, certificates and awards

1. Works from individual sessions will be evaluated by the Jury composed of persons from the Scientific Committee of the 11th Lublin International Medical Congress, who are not participants of the Conference.
- 2 The Grand Prix session includes the top 10 abstracts selected by the Scientific Committee from Original Research Sessions from the submissions.
The Grand Prix session will take place on the last day of The Conference, i.e., 29th March 2025. Positively reviewed papers have the right to be presented during the Congress and will take part in the competition.
3. The results of Jury's assessment are final and indisputable.
4. Assessments will include the following: the summary, relevance of the topic, the use of research in practice, diligence of presentation, language of presentation, time limit, discussion.
5. The jury will select the winners of each category - 1st, 2nd, 3rd place with the exclusion of the Grand Prix session, during which the jury will only award the



winner of the session. The jury also has the discretion to award a reduced number of prizes in each category.

6. During the Grand Prix Session, the jury will award the best original work with the Grand Prix Award title.

7. Jury reserves the right to award ex aequo place in each category.

8. Each winner will receive a certificate (via email and during the award ceremony).

9. The following prizes are awarded for taking the place in the Conference:

A) The Grand Prix Award – 2 000 PLN

B) First Place - a book or an in-kind prize

C) Second Place - a book or an in-kind prize

D) Third Place - a book or an in-kind prize

9. Winners of each category will be announced at the conclusion of each session, during the award ceremony, and during the on-line on the Facebook and Instagram fanpage of the Conference.

10. The Grand Prize will be transferred to the winner's account. It amounts to PLN 2,000, with the possibility to exchange it into EURO at the average exchange rate of the National Bank of Poland on the day the prize is awarded to the winner.

11. The presenter receives a presentation certificate (one certificate per person for each of the submitted works). Certificates will be sent by email.

12. A condition for receiving the award is attendance at the award ceremony, which will take place on March 29, 2025. In case of inability to attend, the organizers accept authorizations for prize collection.

§6 Author's rights

1. The participant of The Conference, at the moment of registration:

A) declares the authorship of the submitted work and unlimited personal and property rights to the work, and that the work is not encumbered with the rights of third parties and does not infringe any third party copyrights mentioned in the Statute.

B) grants permission to the Organizing Committee to use the presentation (submitted as part of the Conference). The non-exclusive license (consent) is granted without time, quantity, or territorial limitations and applies to all known areas of use as of the registration date, in particular:



- a) in recording and multiplying the work - the production of copies of the work by a specific technique, including printing, reprographic, magnetic recording, and digital techniques;
 - b) in trading of the original or of copies on which the work was recorded - introduction to the market, lending or renting the original or copies;
 - c) in the dissemination of work - public performances, displaying, projecting, recreating as well as broadcasting and re-broadcasting along with the public sharing of work in a way which allows for access in any place and time by everyone;
- C) agrees for enforcement of copyrights dependent on the photography and its development, mainly creative recasting, remaking, and adaptation of the whole work or its fragments, multiple publishing in promotional materials associated with The Conference.

§7 Processing of Personal Data

1. The Administrator of Personal Data is the Medical University of Lublin, headquartered in Al. Raławickie 1, 20-059 Lublin.
2. Providing Personal Data is voluntary, nevertheless it is necessary in order to accomplish the objective, i.e. organizing The Conference.
3. The Medical University of Lublin as the Administrator of Personal Data informs that obtained personal data will be stored only in order to hold a competition and for statistical and archival purposes as well as for the determination and pursuit of the potential claims in connection with the legally justified interest of the Administrator of Personal Data. The basis for the Data processing is Article 6 Paragraph 1 of The Regulation of The European Parliament and the Council of the EU 2016/2017 of 27th April 2016, in the protection of natural persons in connection with processing of the Personal Data and the free flow of the Personal Data and the reverse of the Directive 94/46/WE (i.e. The General Data Protection Regulation/GDPR), that is the fact it is necessary to perform the agreement whose party the Participant is, and actions prior to its conclusion. Personal data may also be processed on the basis of Article 6 Paragraph 1 Point (a) of the GDPR, i.e. based on the consent of the data subject, consent may be withdrawn at any time, and its withdrawal does not affect the lawfulness of processing before its withdrawal.
4. The data will not be sold and shared with third parties, except for in cases provided by law, they will also not be forwarded to third countries and international organizations. They will be processed during The Conference period, as well as, to



archive documentation after The Conference, following the law and procedures of the University, and in case of any claims in the periods under the rules of the common law. The data subject has the right to access its data, to rectify it and, in the cases provided by law, to limit data processing, data transfer, it has the right to make a complaint to the supervisory authority. The data will not be used for any other purpose, no automated decisions will be made based on it, it will not be profiled.

5. The Administrator of Personal Data has appointed a person supervising the correctness of personal data processing who can be contacted at: iod@umlub.pl

§8 Final provisions

1. The Organizing Committee is responsible for resolving any disputes which are not regulated by this Statute.
2. Participation in 11th LIMC Conference constitutes an acceptance of this Statute.
3. By work registration for the Conference, participants accept the possibility for further inclusion of their works in promotional materials of 11th Lublin International Medical Congress.
4. Any questions or comments should be sent to the following address: lim.congress@365.uml.edu.pl or through the Students' Scientific Community of the Medical University of Lublin, via an e-mail: stn@umlub.pl.
5. The Organizing Committee reserves the right to change above regulations by the day of 26th March 2025.
6. An active participant, i.e. presenting the work during the conference, announces that he has read the content of Appendix 1 and Appendix 2 to the above statute, available on the conference website, accepts them and undertakes to send a signed agreement on the transfer of rights to the address of the Students' Scientific Society of the Medical University Lublin, i.e. Studenckie Towarzystwo Naukowe Uniwersytetu Medycznego w Lublinie Aleje Raławickie 1 20-059 Lublin POLAND, by the 29th of March 2025.

