

Regulations
of the 2nd European Forum of Music Therapists
“Music Therapy in Rehumanisation of Contemporary Life”
Wrocław, 20-22 October 2022

§ 1. These regulations (hereinafter referred to as the “Regulations”) shall determine the conditions for participation in the 2nd European Forum of Music Therapists “Music Therapy in Rehumanisation of Contemporary Life” (hereinafter referred to as the “Forum”) organised by the Faculty of Music Therapy of the Karol Lipiński Academy of Music in Wrocław with its seat at pl. Jana Pawła II No. 2 (hereinafter referred to as the “Organiser”).

§ 2. The goal of the Forum is to extend the knowledge about music therapy, broaden the horizons of participants and share experiences and innovative techniques used in music therapy. The programme shall include a scientific part consisting of prelections in the form of lectures, announcements, reports, presentations and workshops as well as an artistic part in the form of concerts, shows and performances.

§ 3. The Organiser shall establish the programme of the Forum and shall reserve the right to change it, in particular change the time of prelections, as well as to change the formula of the Forum to an on-line event, change the date or cancel the Forum.

§ 4. The Forum shall take place on 20-22 October 2022 at the Karol Lipiński Academy of Music in Wrocław.

§ 5. Specialists in music therapy and related fields, e.g. psychology, pedagogics, rhythmic, composition, music theory, music education, as well as students and graduates of music therapy faculties and anyone interested in the subject matter of the Forum can participate in it.

§ 6. Substantive supervision of the Forum shall be the responsibility of dr hab. Paweł Cylulko (Chairperson of the Scientific Committee), whereas organisational supervision shall be the responsibility of dr Katarzyna Turek (Chairperson of the Organising Committee) and dr Klaudia Kukiełczyńska-Krawczyk (Secretary of the Organising Committee). The Forum shall include a scientific part consisting of prelections in the form of lectures, announcements, reports, presentations and workshops as well as an artistic part in the form of concerts, shows and performances.

§ 7. The Forum is a closed event in which only natural persons and adults can participate, after declaring participation and paying fees under the rules specified herein.

§ 8. Fees and costs connected with participation in the Forum shall be covered by participants or delegating institutions. For students, auditors and pedagogues of the Karol Lipiński Academy of Music in Wrocław as well as members of the Scientific Committee of the Forum the participation shall be cost-free.

§ 9. You can participate in the Forum as:

- 1) a speaker (active participation);
- 2) an auditor (passive participation).

§ 10. Active participation in the Forum shall include: participation in all Forum events, delivering a prelection lasting no more than 20 minutes, materials and, upon request, certificate of participation in the Forum as a speaker.

§ 11. Passive participation in the Forum shall include: participation in all Forum events as an auditor, materials and, upon request, certificate of participation in the Forum as an auditor.

§ 12. The participant shall be fully liable for any materials and information presented by them during the Forum. The participant shall ensure that any speeches and presentations made by them during the Forum do not violate the law and the rights or personal rights of third parties.

§ 13. The Organiser shall have the right to choose from the declared topics and qualify them for presentation in the form of a speech (or in other form) or to reject the proposed topic.

§ 14. The Organiser shall not be liable for speeches, opinions, actions or omission of auditors or speakers of the Forum.

§ 15. In order to obtain the status of participant in the Forum, it is necessary to:

- 1) declare participation through an electronic Application Form (along with signed participant declaration), available at the following website: www.amuz.wroc.pl. Complete Application Form along with payment confirmation must be sent to the following e-mail address: euroforumt2@amkl.edu.pl. Sample Application Form along with participant declaration constitute Annex 1 hereto;
- 2) in the case of active participation – obtain the Organiser's approval for the topic and abstract of the prepared prelection.

§ 16. Participation must be declared within the following time limits:

- 1) in the case of participation as a speaker – by **10 September 2022** (along with prelection title and abstract in Polish and English);
- 2) in the case of participation as an auditor (passive participation) – by **10 October 2022**.

§ 17. In the case of declaring active participation, prelection abstract must be included in the Application Form. The Organiser shall reserve the right to assess the abstracts, taking into account their substantive contribution in terms of the subject matter of the Forum. Only the prelections chosen by the Organiser shall be included in the programme of the Forum.

§ 18. The Organiser shall inform the persons declaring their will to participate as speakers about the approval for their participation by **15 September 2022**.

§ 19. The fee for participating in the Forum as a speaker shall amount to:

- 1) **PLN 400** – for participants from Poland (gross);
- 2) **EUR 80** – for participants from abroad (gross).

§ 20. The fee for participating in the Forum as an auditor shall amount to:

- 1) **PLN 200** – for participants from Poland (gross);
- 2) **EUR 40** – for participants from abroad (gross).

§ 21. Request to receive a VAT invoice for participating in the Forum must be indicated in the Application Form.

§ 22. The fee for participating in the Forum must be paid by transfer to the bank account of the Karol Lipiński Academy of Music in Wrocław. Speakers (active participants) shall make the payment by **20 September 2022**, whereas auditors (passive participants) by **10 October 2022**.

| | |
|---------------------------|---|
| Transfer details: | |
| Bank account No.: | 40 1090 2398 0000 0001 0205 0428 Santander Bank Polska S. A. |
| Transfer title: | Participant's full name, IIEFMT |
| Foreign transfer details: | |
| Account number / IBAN: | PL 40 1090 2398 0000 0001 0205 0428 |
| SWIFT: | WBKPPLPP |
| Transfer title: | Participant's full name, IIEFMT |

§ 23. The participant shall inform of their resignation from participating in the Forum by e-mail (euroforummt2@amkl.edu.pl) until 10 October 2022. If the participant resigns from participating in the Forum after this date, the fee for participation shall not be returned.

§ 24. The Organiser shall reserve the right to deny participation in the Forum to the participant if there is no information that the participant has paid the fee or if the participant fails to provide payment confirmation.

§ 25. Any questions concerning the organisation of or participation in the Forum must be sent to the following e-mail address: **euroforummt2@amkl.edu.pl**

§ 26. The person declaring their participation in the Forum as of the date of sending the Application Form:

- 1) declares that they have read the Regulations and undertakes to observe it; including observing the Organiser's organisational and technical instructions connected with their participation in the Forum;
- 2) undertakes to pay the fee;
- 3) gives their consent for providing services by electronic means pursuant to Article 2(4) of the Act on Providing Services by Electronic Means of 18 July 2022 (Journal of Laws of 2020, Item 344);
- 4) gives their consent for recording their image, including taking pictures during the Forum, and its repeated use, processing and copying through any medium for the Organiser's marketing and archiving purposes without the need to approve them each time;
- 5) gratuitously grants the Organiser the right to use the audio-visual recordings with their image as the participant of the Forum in the following fields of exploitation:
 - a) in terms of recording and copying – digital recording of sound and image, regardless of format and medium, including generating and providing sound and image on CD and/or DVD or other medium, only for non-commercial purposes;
 - b) in terms of distribution of the copies on which the image is recorded – distributing, lending for use or leasing the original or copies, only for non-commercial purposes;
- 6) in terms of dissemination of the recording in a manner different than specified in §26(5)(b) – public display and playing of the recording as well as making it available to the public in such

a way that members of the public may access it from a place and at a time individually chosen by them, including in the Internet, in particular at the Organiser's websites;

- 7) gives their consent for the processing of personal data by the Karol Lipiński Academy of Music in Wrocław to the extent specified herein and declares that they have been informed by the Karol Lipiński Academy of Music in Wrocław (with its seat at pl. Jana Pawła II No. 2, 50-043 Wrocław) as the data controller that due to the entry into force of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 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 (hereinafter referred to as the "General Data Protection Regulation"):
- a) the provision of data is voluntary, however refusing to provide them makes it impossible to participate in the Forum,
 - b) they have the right to access their data, rectify and erase them as well as restrict their processing, the right to data portability and the right to withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal;
 - c) they have the right to lodge a complaint with a supervisory authority (President of the Personal Data Protection Office at ul. Stawki 2, 00-193 Warsaw) if they consider that the processing of personal data infringes the General Data Protection Regulation.

§ 27. The provided data shall be processed, among others, pursuant to applicable personal data protection rules and the General Data Protection Regulation.

§ 28. The controller informs that, due to the provision of services by electronic means through Google Meet, the data may be transferred outside the European Union.

§ 29. Contact details of the Organiser's Data Protection Officer:

The Karol Lipiński Academy of Music in Wrocław at pl. Jana Pawła II No. 2 (room 022), 50-043 Wrocław, e-mail address – iod@amkl.edu.pl, with the following note: "to the Data Protection Officer"

§ 30. Your personal data shall be stored for a period necessary to organise the Forum and carry out the activities related to its settlement. In the event of giving consent for sending the notification about the organisation of another Forum or about another event organised by the Organiser, personal data shall be stored until the withdrawal of the consent.

§ 31. The processing of personal data through Google Meet, an application for on-line communication, shall be governed by the Regulations of Google Meet (hereinafter referred to as the "Platform Regulations").

§ 32. Any materials provided to the Organiser and provided by the Organiser to the participants of the Forum and to which the participant has access under the Forum are subject to copyright protection, therefore they are intended only for the participant's personal use (hereinafter referred to as the "Materials").

§ 33. It is forbidden to copy the Materials, distribute them in any manner, lend them for use, display them and make them available in such a way that members of the public may access them from a place and at a time individually chosen by them as well as to use the Materials in any other manner contrary to the purpose or extent for which they have been made available.

§ 34. As of the moment of sending the Application Form, the participant shall grant the Organiser a non-exclusive licence (without territorial restrictions) to use the Materials provided to the Organiser in connection with their participation in the Forum. The licence shall include:

- 1) in terms of recording and copying – recording and copying the Materials using any technique, including printing technique, reprographic technique and digital technique, on any medium, including CDs and semiconductor media, as well as entering and sending the Materials to the ICT system memory;
- 2) in terms of dissemination – leasing, lending for use and distributing the medium on which the Materials have been recorded;
- 3) in terms of dissemination in a manner different than specified in §34(2) – making the Materials available in such a way that members of the public may access them from a place and at a time individually chosen by them, displaying, broadcasting and re-broadcasting the Materials, through both terrestrial and satellite signal, as well as streaming them (live and on demand).

§ 35. In order to participate in the Forum, it is necessary to meet the technical and equipment requirements specified in the Platform Regulations.

§ 36. The Organiser shall not be liable for:

- 1) telecommunication issues caused by the actions or omissions of third parties;
- 2) non-functional or defective software of third parties used by the participant, including infection with computer viruses,
- 3) improper configuration of the equipment used by the participant to participate in the Forum,
- 4) participant's defective computer equipment,
- 5) lack of and temporary disruption to Internet access on the participant's side,
- 6) participant's improper use of the application,
- 7) other circumstances preventing or hindering the participation in the Forum not attributable to the Organiser's actions or omissions.

§ 37. The Organiser shall reserve the right to introduce changes hereto. The changes hereto shall be announced each time at the website of the Karol Lipiński Academy of Music in Wrocław.

§ 38. The participant gives their consent for organising the Forum in an on-line form if the sanitary-epidemiological or legal situation prevents the organisation of the event in a stationary form. The Organiser guarantees to make every effort to reproduce the character of the stationary meeting as closely as possible.

APPLICATION FORM
 2nd European Forum of Music Therapists
 “Music Therapy in Rehumanisation of Contemporary Life”

| | | | | |
|---|-----------------------------------|--------------------------|------------------------------------|--------------------------|
| Full name | | | | |
| Town/city | | | | |
| Higher education institution or delegating entity | | | | |
| Faculty and specialisation | | | | |
| Telephone number | | E-mail address | | |
| Participation as | Speaker (active participation) | <input type="checkbox"/> | Auditor (passive participation) | <input type="checkbox"/> |
| Form of the speaker's prelection | lecture | <input type="checkbox"/> | workshop | <input type="checkbox"/> |
| | presentation | <input type="checkbox"/> | other | <input type="checkbox"/> |
| Prelection topic | | | | |
| Prelection abstract (in Polish and English) | | | | |
| Possible questions to the Organiser | | | | |
| VAT invoice YES/NO* Purchaser data *-delete as appropriate | Tax Identification Number (NIP) | | | |

**DECLARATIONS OF THE PARTICIPANT
of the 2nd European Forum of Music Therapists
“Music Therapy in Rehumanisation of Contemporary Life”**

I declare that I have read the Regulations of the Forum and I accept them and undertake to observe them.

I declare that:

- 1) I give my consent for recording my image, including taking pictures during the Forum, its repeated use, processing and copying through any medium for the Organiser’s marketing and archiving purposes without the need to approve them each time;
- 2) I give my consent for providing services by electronic means pursuant to Article 2(4) of the Act on Providing Services by Electronic Means of 18 July 2022 (Journal of Laws of 2020, Item 344);
- 3) I gratuitously grant the Organiser the right to use the audio-visual recordings with my image as the participant during the Forum in the following fields of exploitation:
 - a) in terms of recording and copying – digital recording of sound and image, generating and providing sound and image on CD and/or DVD or other medium, only for non-commercial purposes,
 - b) in terms of distribution of the copies on which the image is recorded – distributing, lending for use or leasing the original or copies, only for non-commercial purposes,
 - c) in terms of dissemination of the recording of the image in a manner different than specified in b) – to broadcast, re-broadcast as well as play the image and make it publicly available at the Organiser's selected websites.

I give my consent for the processing of my personal data by the Organiser of the Conference pursuant to the Personal Data Protection Act of 10 May 2018 (Journal of Laws of 2018, Item 1000) and the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 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 (OJ L 119, p. 1, as amended) necessary for the participation in the Conference, and I declare that I have been informed that:

- 1) the controller of personal data included in the Application Form is the Karol Lipiński Academy of Music in Wrocław at pl. Jana Pawła II No. 2, 50-043;
- 2) the above-mentioned data shall be processed only for the purposes connected with the organisation of the Conference and shall not be made available to other entities;
- 3) the provision of data is voluntary, however refusing to provide them makes it impossible to participate in the Forum;
- 4) the provided data shall be processed, among others, pursuant to applicable personal data protection rules and the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 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 (OJ L 119, p. 1, as amended),
- 5) I have the right to access my data, rectify and erase them as well as restrict their processing, the right to data portability and the right to withdraw consent at any time, without affecting the lawfulness of processing based on consent before its withdrawal,
- 6) contact to the Data Protection Officer at the Academy, e-mail address: iod@amkl.edu.pl or in writing: pl. Jana Pawła II No. 2 (room 022), 50-043 Wrocław,

- 7) personal data shall be stored for a period necessary to organise the Forum and carry out the activities related to its settlement, i.e. until 31 December 2022. In the event of giving consent for sending the notification about the organisation of the Forum or other events, personal data shall be stored until the withdrawal of the consent,
- 8) I have the right to lodge a complaint with the President of the Personal Data Protection Office (ul. Stawki 2, 00-193 Warsaw) if I consider that the processing of personal data infringes the General Data Protection Regulation.

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Place, date *Legible signature*

I give/do not give* my consent for sending to my e-mail address the information about another conferences, courses and other events organised by the Karol Lipiński Academy of Music in Wrocław, pl. Jana Pawła II No. 2, 50-043 Wrocław.

.....

Place, date *Legible signature*

**delete as appropriate*

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Place, date *Legible signature*

**delete as appropriate*