

RESOLUTION NO 42/2021
OF
THE SENATE OF THE UNIVERSITY OF SZCZECIN

of 29 April 2021.

on adopting the University of Szczecin Study Regulations

Pursuant to Article 28 (1) para. 2 of the Act of 20 July 2018. Law on Higher Education and Science (Journal of Laws 2021, item 478as amended), it is adopted as follows:

UNIVERSITY OF SZCZECIN STUDY REGULATIONS

CHAPTER I
GENERAL PROVISIONS

§ 1
[Regulations]

1. The provisions of the University of Szczecin Study Regulations, hereinafter referred to as the "Regulations", shall apply to full-time and part-time first-cycle, second-cycle and long-cycle studies conducted at the University of Szczecin, hereinafter referred to as the "University".
2. The University of Szczecin may offer joint studies with: another university, an institute of the Polish Academy of Sciences, a research institute, an international institute, a foreign university or a scientific institution according to the rules determined in a concluded agreement.
3. Matters relating to the course of study of students taking up studies under separate agreements shall be governed by the provisions and conditions laid down in those agreements.
4. In matters not covered by the Regulations, the study regulations of the partner universities are applicable depending on the place of study, according to the adopted programme.
5. Whenever the Regulations refer to the "Act", it shall mean the Act of 20 July 2018. Law on Higher Education and Science (Journal of Laws of 2021. item 478 as amended).
6. Whenever the Regulations refer to the "Dean's Office", they shall mean the Faculty Unit for Student Affairs.

§ 2. [Enrolment Procedure]

1. The conditions, procedure and date of commencement and termination of admission for studies as well as the manner of its conduct at the University are determined by the Senate of the University of Szczecin.
2. The Senate of the University of Szczecin determines the rules of admitting contest winners and finalists of central-level contests and may determine the rules of admitting contest winners of international and national contests.
3. Access to first-cycle studies or long-cycle studies shall be open to persons in possession of a high school leaving certificate [*A-level*] or any other document indicated in the legislation on higher education.
4. A person may be admitted to a second cycle studies if he/she holds a diploma.

§ 3.

[Admission to the University and acquisition of student rights].

1. Admission to the University takes place as a result of :
 - 1) enrolment procedure;
 - 2) confirmation of learning outcomes;
 - 3) transfer from another university or higher education institution abroad.
2. A person admitted to the University begins his/her studies and acquires the rights of a student of the University upon taking the oath.
3. The rights of a student of the University are also acquired on the date of transfer from another university or on the date of resumption of studies.
4. A person who has been punished with the disciplinary penalty of expulsion from the University may not be re-admitted to study until the penalty has been erased.
5. A person who has been punished with a disciplinary penalty may not be admitted to the University until the penalty has been erased.

§ 4.

[Student ID card, student's grade book, email account]

1. A student receives a student ID card.
2. The student ID card is a document certifying student status.
3. A student is entitled to hold and use a student ID card until the date of graduation, suspension of the student's rights or expulsion from the list of students, and in the case of graduates of first cycle studies, until 31 October of the year of graduation.
4. The student's achievements are recorded in the University's electronic system in the electronic student's grade book.
5. Each student is given an individual account on the University's domain, which is used to contact the University.

§ 5.
[Student Government]

1. Students at the University form a student government.
2. The elected student government bodies shall have the exclusive right to represent all students.
3. The student government promotes the student code of ethics it has developed.

§ 6.
[Adaptation of the educational process for people with special needs].

1. The University undertakes activities aimed at the organisation and proper realisation of the teaching process for people with disabilities and special needs, including the adaptation of the University's internal legal acts and conditions of studies to the type of disability.
2. Detailed ways of adapting and organising the teaching process in individual fields of study are specified in separate regulations of the University.
3. The organisational unit in the University that supports students with disabilities is the Unit for Students with Disabilities.

§ 7.
[University bodies deciding on student matters].

1. The Rector is the superior of the students.
2. The Rector supervises the education provided at the University.
3. In matters concerning studies and students, the Vice-Rector for Student Affairs acts on behalf of the Rector.
4. The immediate supervisor and guardian of students in the Faculty is the Vice-Dean for Student Affairs.
5. In matters not covered by these Regulations, decisions and decisions are made by the Vice-Dean for Student Affairs and the Vice-Rector for Student Affairs respectively.
6. In the event of the long-term absence of a Vice-Dean for Student Affairs, decisions and rulings concerning the matters referred to in para. 5 shall be taken by the Dean of the Faculty or a Vice-Dean appointed by the Dean of the Faculty after obtaining a positive opinion from student government.
7. In the event of a prolonged absence of the Vice-Rector for Student Affairs, decisions and decisions concerning the matters referred to in sections 3 and 5 shall be taken by the vice-rector indicated in a separate regulation after obtaining a positive opinion from the student government.

§ 8.
[Decisions and Rulings].

1. Individual student matters are dealt with by administrative decisions or rulings.
2. Administrative decisions shall be issued in cases:

- 1) expulsion from the list of students;
 - 2) admission to studies, change of form or field of study in the case of foreigners;
 - 3) refusal of admission by way of enrolment;
 - 4) refusal of admission by transfer from another higher education institution;
 - 5) refusal of admission as a result of confirmation of learning outcomes;
 - 6) resumption of studies;
 - 7) a fee waiver or reduction of the fee for educational services;
 - 8) suspension of student rights by the Rector in the cases referred to in Article 312, section 5, and Article 316, section 4 of the Law on Higher Education and Science;
 - 9) a diploma to be declared invalid.
3. The proceedings referred to in paragraph 2 shall be governed by the provisions of the Act of 14 June 1960 Code of Administrative Procedure, unless otherwise provided for in separate provisions.
 4. Individual student matters other than those mentioned in paragraph 2 shall be dealt with by adjudication.
 5. Rulings shall be given without delay, and in any event within thirty days of the date on which the application was lodged, except where otherwise provided in the Regulations.
 6. In matters settled by way of a decision, the body of first instance shall, within 7 days from the date of service of the summons, the party shall summon the party to remove formal defects in the application, under pain of leaving the application unprocessed.
 7. In the cases referred to in section 4, a student may submit an application in writing or via the electronic system of the University. In such case, the date of service shall be the date on which the student confirms that he/she has read the decision in the electronic system of the University.
 8. In cases referred to in paragraph 4, where an application is made in writing, the decision shall be notified to the student in writing against a receipt. In this case the date of delivery shall be the date on which the student receives the decision.
 9. In the event that the student does not become familiar with the decision posted in the University's electronic system within 7 days of its posting in the University's electronic system, it is permissible to send the decision in writing via the postal operator.
 10. In the situation referred to in sections 8 and 9, the decision shall be left in the case file with the effect of being delivered if the student has not collected it despite having been advised twice. The decision shall be deemed delivered 14 days after the date of the first notification.
 11. Decisions referred to in para. 2 pt. 1 and rulings referred to in para. 4 concerning the course of study for foreign students in the first instance are made by the Vice-Dean for Student Affairs acting under the authority of the Rector.

§ 9.
[Appeals]

1. A student may appeal against administrative decisions and rulings of the Vice-Dean for Student Affairs to the Vice-Rector for Student Affairs.

2. An appeal shall be lodged within 14 days of the date of the delivery of the administrative decision or ruling through the Vice-Dean for Student Affairs who issued the decision or a ruling appealed against.
3. If the Vice-Dean for Student Affairs decides that the appeal deserves to be upheld in its entirety, he or she may issue a new decision or ruling in which the appealed decision or ruling is reversed or modified. In this case, the Vice-Dean for Student Affairs shall not forward the appeal to the vice-rector for student affairs. The new decision or a ruling be appealed pursuant to the rules laid down in para. 2.
4. The Vice-Dean for Student Affairs shall forward the appeal together with the case files to the Vice-Rector for Student Affairs within seven days of the date on which he or she received the appeal, if he or she has not issued a new decision or ruling referred to in section 3 within that time limit.
5. The Vice-Rector for Student Affairs shall overrule the decision of the Vice-Dean for Student Affairs which is contrary to: the regulations on higher education, the Statutes, the resolution of the Senate, the by-laws or other internal regulations of the University or which violates an important interest of the University.
6. The Vice-Rector for Student Affairs shall overrule the ruling of the Vice-Dean for Student Affairs which is contrary to the Statutes, the resolution of the Senate of the University of Szczecin, the regulations or other internal rules of the University or which violates an important interest of the University.
7. Decisions of the Vice-Rector for Student Affairs concerning the matters referred to in §8 para. 2 may be appealed against to the Provincial Administrative Court pursuant to the rules laid down in separate legislation.
8. In cases not referred to in §8.2, the ruling of the Vice-Rector for Student Affairs shall be final and binding.

CHAPTER II ORGANISATION OF STUDIES

§ 10.

[Organization of an academic year]

1. An academic year runs from 1 October to 30 September and is divided into 2 semesters.
2. Classes last for 15 teaching weeks per semester.
3. The Rector, by means of a regulation, shall establish a detailed division of the academic year and particular semesters, in particular specifying the period allocated for classes and the period allocated for scheduled and re-sit examination session, and indicating the dates of holiday breaks and summer holidays. The draft regulation shall require an opinion from student government.
4. In special cases, the Rector will declare Rector's days or hours, while the Dean will declare Dean's hours free of classes. The decision to make up hours is made by the dean.
5. The dean of the faculty, in consultation with the student government, shall establish, within 15 teaching weeks per semester, a timetable of assemblies for part-time studies.

§ 11.
[Curriculum]

1. A student pursues studies within a field of study at a given cycle of study in a specific form, educational profile, as well as a specialisation, if a specialisation is included in the curriculum.
2. Students follow the curriculum of the academic year in which they began their studies. This rule shall not apply to a student who has been ordered to re-register for the same semester, who has been transferred from one field of study to another within the University or from another higher education institution, who is continuing his or her field of study after a leave of absence or has his or her studies resumed; in such cases, the curriculum applicable to the year in which the student is resumed or transferred shall apply.
3. The duration of full-time first-cycle (bachelor's) studies shall be at least 6 semesters, engineering studies shall be at least 7 semesters, second-cycle studies shall be from 3 to 5 semesters, and long-term studies shall be from 9 to 12 semesters.
4. The duration of part-time study shall be determined by the curriculum and may be longer than the corresponding full-time study.
5. The curriculum is published by the Dean of the Faculty for the information of students on the Faculty website before the start of enrolment.

§ 12.
[Timetable].

1. A detailed course timetable for full-time and part-time studies shall be established by the Dean of the Faculty after consultation with the competent body of student government. The timetable is published on the faculty notice board and on the faculty website no later than seven days before the beginning of classes in the semester to which it applies.
2. Changes to the timetable may be made by the Dean of the Faculty or a person authorised by the Dean after consultation with the competent student government body.
3. The timetable, together with the opinion of the student government, is forwarded by the dean of the faculty to the Vice-Rector for Educational Affairs.

§ 13.
[Classes conducted in a foreign language].

1. The curriculum offered in Polish may include subjects/courses instructed in a foreign language depending on students' interest and the capabilities of the University. These subjects may be elective ones.
2. The scope and conditions for conducting classes in a foreign language, verification of acquired learning outcomes, diploma examinations, and preparation of diploma dissertations are determined by the Dean of the Faculty after obtaining the opinion of the Faculty Teaching Board.

§ 14.
[ECTS credits]

1. The organisation and completion of studies at the University are based on the ECTS credit accumulation and transfer system.
2. The number of ECTS credits foreseen in the curriculum for a semester ranges from 28 to 32 and for an academic year from 60.
3. For part-time studies, if their duration is longer than that of the corresponding full-time studies, the number of ECTS credits per semester shall be correspondingly lower, while maintaining the same total number of ECTS credits for the whole course of studies as for full-time studies.

§ 15.
[Forms of teaching]

1. Lectures held at the University are open.
2. Other forms of teaching may be open with the permission of an instructor.
3. Lectures shall be given by persons who hold at least a doctoral degree.
4. The Dean of the Faculty, after obtaining an opinion from the Faculty Teaching Council, shall apply to the Rector to conclude a contract for the provision of lectures in respect of studies with a practical profile with a person who holds a master's degree and has documented professional experience gained outside the University, enabling proper realisation of classes within the curriculum.

§ 16.
[Registration for elective subjects/courses and specialization]

1. Registration for elective courses and specialization for second cycle studies is organized by 31 October or 31 March for studies starting from the summer semester and is done through the University's electronic system.
2. Registration for elective courses and specializations for first cycle studies and long-term studies students is organized in the semester preceding the academic year in which the classes are to be realized.
3. Registration for elective courses takes place according to the rules set by the Dean of the Faculty.
4. The deadlines and procedures for registering for courses and specialisations are set by the dean or vice-dean for student affairs, and are made public in the manner prescribed in the faculty and on the faculty website at least 14 days before registration begins.
5. After the first registration deadline, those elective courses that are not advisable to run due to the low number of registered students will be withdrawn from the offer.
6. A modified offer of elective courses is announced no later than 4 weeks before the beginning of classes. A student may not change a course after the semester has begun unless the Vice-Dean for Student Affairs decides otherwise.

7. The right to participate in classes may be limited by the conditions of the course sequence and by the size of the groups.
8. A decision to change the course/subject or specialization referred to in para. 1 shall be made by the Vice-Dean for Student Affairs after consultation with the Dean of the Faculty.

§ 17.
[Group division].

1. The rules for dividing students into groups for particular types of courses/classes are determined by the Rector by means of a decision.
2. Decisions on a student's change of group are made by the Vice-Dean for Student Affairs after consultation with the Dean of the Faculty.

§ 18.
[Year tutor and a tutor of a person with special needs].

1. The dean of the faculty, on his/her own initiative or at the request of a student government body, may appoint a year tutor.
2. The year tutor provides advice and assistance to students on all matters related to the organisation of their studies.
3. The detailed range of the tutor's duties is set by the dean of the faculty after consultation with the Faculty Teaching and Learning Council. The dean of the faculty is obliged to make the range of responsibilities of the tutor publicly available in the manner prescribed at the faculty and on the faculty website.
4. Upon the approval of the dean of the faculty, the Vice-Dean for Student Affairs may appoint a tutor at the request of a student with special needs. The task of the tutor is to identify and present to the Vice-Dean for Student Affairs the specific needs of the student with respect to the organisation and delivery of the educational process, including the adjustment of the conditions of studies to the type of disability.

§ 19.
[Tuition Fees]

Detailed rules for charging for educational services and the amount of such fees are determined by the Rector in a separate regulation.

§ 20.
[Distance learning methods and techniques].

1. If the specifics of education in a particular field of study so permit, a part of the learning outcomes covered by the curriculum may be achieved through courses/classes delivered using distance learning methods and techniques, with the use of infrastructure and software ensuring synchronous and asynchronous interaction between students and

instructors in accordance with the following asynchronous and asynchronous interaction between students and teaching staff, in accordance with the applicable in accordance with the regulations of higher education in force in this respect.

2. The provisions of the Regulations shall apply mutatis mutandis to the classes referred to in paragraph 1.

§ 21.

[Classes/courses conducted outside the curriculum].

1. Grades obtained from courses completed by a student outside the curriculum are not included in the average for the semester and year of study and in the average grade for the course of study.
2. The courses completed by a student, including those taken as part of courses outside the curriculum, are indicated in the Diploma Supplement.

§ 22.

[Individual Curriculum Plan]

1. The prerequisites entitling a student to apply for an individual curriculum plan, hereinafter referred to as "ICP", are in particular justified by the following:
 - 1) pregnancy;
 - 2) being a parent;
 - 3) raising a child by a student;
 - 4) caring for a sick member of the immediate family;
 - 5) having a severe or moderate disability certificate;
 - 6) studying in more than one field of study, with the possibility of being awarded a ICP in each of them;
 - 7) involvement in the work of scientific, social and artistic organisations, in order to obtain an ICP it is necessary to submit a certificate issued by an authorised body;
 - 8) activities in sports organisations or sports teams on presentation of a certificate issued by the sports association or the Academic Sports Association;
 - 9) undertaking gainful employment by a part-time student;
 - 10) outstanding academic achievement and a minimum grade point average of 4.0 for the previous semester.
2. The Vice-Dean for Student Affairs grants the student the right to an ICP at the student's request, submitted during the academic year.
3. The decision to award an ICP is a conditional decision and is enforceable once the student has provided written agreements with all instructors. The ICP cannot be granted earlier than the date of the student's application.
4. The manner of participation in classes and the forms of fulfilling student obligations are specified in an agreement concluded between a student and an instructor.
5. The agreement referred to in paragraph 4 shall be concluded in writing or electronically (with the consent of the course tutor/instructor) within two weeks of the date of delivery of the Dean for Student Affairs' decision.

6. The sample form of a written agreement with all the instructors on the granting of an individual study organisation shall be specified by the Rector in a separate regulation.
7. The student is obliged to submit the agreement referred to in para, referred to in para. 4.
8. The ICP cannot be used as a basis for extending the semester beyond the end of the make-up session.
9. If the reasons for which the student was granted a ICP cease to exist, the dean for The Vice-Dean for Student Affairs shall make an ex officio decision revoking consent.
10. In addition to the prerequisites for applying for a ICP as specified in para. 1, the Vice-Dean for Student Affairs may, in a justified case and at the individual request of a student, decide to grant a ICP. The provisions of para. 2-9 shall apply respectively.

§ 23.

[Individual Education Programme]

1. The prerequisites for a student to be entitled to an individual education programme, hereinafter referred to as "IEP", are:
 - 1) outstanding academic, sporting or artistic achievement;
 - 2) participating in an exchange programme organised by the University (national or international);
 - 3) the situation of a student with special needs due to a medical condition, after obtaining the opinion of the Head of the Faculty for Students with Disabilities.;
 - 4) the specifics of field of studies established at the University in the course of which the implementation of the curriculum requires an organisational change of the field of studies;
 - 5) participation in conducting scientific research in a project financed by foreign, international or national institutions such as NCN, NCBiR, NPRH, with the participation of funds from the European Union and EFTA budgets.
2. The Vice-Dean for Student Affairs grants a student the right to an IEP upon the student's application made during the academic year.
3. For a student who has been approved for an IEP, the dean, after consultation with the faculty teaching council, shall appoint a supervisor.
4. The Vice-Dean for Student Affairs approves the individual study plan prepared by the supervisor in agreement with the relevant faculty team and after consultation with the Faculty Teaching Board.
5. If the prerequisite for the award of an IEP is outstanding academic performance, the IEP may be awarded to the student no earlier than after the completion of the first year of first-cycle studies or the first year of long-term studies. The average grade in the year preceding the granting of the IEP must be at least 4.5.
6. In the case of second-cycle studies, a student may be awarded an IEP from the first semester of studies on the basis of the average grade (minimum 4.5), obtained in the course of the first-cycle studies or long-term studies or on the basis of participation in scientific research referred to in para. 1 pt. 5.

7. If the prerequisite for the award of an IEP is outstanding achievements in sports or outstanding artistic achievements, then an IEP may be awarded, irrespective of the cycle of study, but not before the completion of the first semester of study.
8. A student who does not adequately complete the IEP may, at the request of the tutor, be referred, on the basis of a decision issued by the Vice-Dean for Student Affairs, to continue his/her studies on a general basis.
9. A student may resign from the IEP. The student submits the resignation to the Vice- Dean for Student Affairs. The Vice- Dean for Student Affairs indicates the date from which the student continues his/her studies under the general rules.

§ 24.

[Confirmation of learning outcomes].

1. Detailed conditions and procedures as well as organisation of the process of confirmation of learning outcomes acquired in the process of learning outside the system of studies are specified in separate regulations of the University.
2. A student who has been admitted to the University as a result of the confirmation of learning outcomes for a particular field of study, cycle and profile of study may be granted a separate educational programme by the dean for student affairs.
3. For a student with a separate educational programme, the dean of the faculty appoints a research supervisor, according to the rules established by the dean of the faculty after consultation with the Faculty Teaching Council. The research supervisor sets the educational programme in accordance with the learning outcomes set out in the curriculum.
4. Separate course/classes groups may not be set up for students with a separate educational programmes as referred to in paragraph 2.

§ 25.

[Course of study documentation]

1. The records of the course of study are as follows:
 - 1) Student's grade book;
 - 2) student personal file folders;
 - 3) book of diplomas.
2. The course of study at the University is documented in:
 - 1) periodic performance charts prepared on the basis of data stored in the University's electronic system, which is a printout from the electronic system;
 - 2) the interim and final course records drawn up on the basis of the data stored in the electronic system, which is a printout of the system signed by the person who conducts an examination or completes a course/subject;
 - 3) reports of an exam conducted before an examination board and the reports of papers checked by examination board members, completed and signed by the boards members;

- 4) an electronic student's grade book which is a record of the student's course of study in the University's electronic system.
3. Students have the right to access their course of study documentation in electronic form by logging into the University's electronic system.
4. Detailed rules for keeping electronic records of the course of study are laid down by the Rector in a separate regulation.
5. In the case of field of studies offered in English, foreign students who do not speak Polish may receive documents related to the course of study in Polish and in English.

CHAPTER III STUDENT RIGHTS AND OBLIGATIONS

§ 26.

[Student Rights]

1. A student has in particular the right to:
 - 1) acquire knowledge in the chosen field of study, develop his/her scientific interests and to use the resources of the University for this purpose;
 - 2) be trained on student rights and responsibilities;
 - 3) participate in courses/classes not included in the curriculum of the chosen field of study under the conditions laid down in the Regulations;
 - 4) study, in accordance with the applicable regulations, in more than one field of study, including at different universities, including abroad;
 - 5) participate in research groups;
 - 6) join existing student organisations and set up new ones;
 - 7) elect representatives and stand for election to the student government bodies and to certain collegiate bodies of the University;
 - 8) submit proposals to the University authorities concerning curriculums, curricula and matters related to the learning process and social and living conditions;
 - 9) study in accordance with an individual curriculum plan and an individual education programme as specified in the Regulations;
 - 10) leave from classes under the conditions laid down in the Regulations;
 - 11) excuse absences from classes with the possibility of proceeding to a verification of the learning outcomes achieved as specified in the curriculum;
 - 12) change the form of study under the conditions laid down in the Regulations;
 - 13) receive scholarships and other forms of material support in accordance with separate rules;
 - 14) receive awards and distinctions for good results and achievements in the arts, science, sport and community and regional activities;
 - 15) take part in assemblies, demonstrations, protest actions and strikes in accordance with the provisions of the Act and the Statutes of the University, organised on the premises of the University;

- 16) express their opinions on classes and the instruction methods of academic staff in accordance with the procedure agreed between the student government and the Rector;
 - 17) participate in the creation and modification of curricula or their components according to the rules laid down in separate regulations of the University;
 - 18) participate in the evaluation of the learning process;
 - 19) submit applications and requests via accounts in the University's electronic system.
2. Students with a disability as determined by an appropriate document, depending on its type and degree, are entitled in particular to
- 1) be provided with specific conditions for participation in classes and individual forms and deadlines for their completion;
 - 2) participate under special conditions in individual education programme ;
 - 3) study facilities, such as individual curriculum plan ;
 - 4) have priority in enrolment in elective courses and in the selection of study groups;
 - 5) be provided with individual conditions for use of the libraries, as set out in their access regulations;
 - 6) be provided with an appropriate assistance in obtaining teaching materials and equipment necessary for studies;
 - 7) be able to use of learning aids during classes, such as recording devices;
 - 8) have the possibility of arranging individual consultations within of mandatory consultation hours at the Faculty.

§ 27.

[Student responsibilities/duties]

- 1) The student's duty is to act in accordance with the oath, the Regulations and other regulations in force at the Academy, as well as:
 - 1) to take care of the good name of the University and the dignity of the student;
 - 2) persevere in acquiring knowledge, skills and competencies as provided for in the curriculum;
 - 3) to attend obligatory classes, to obtain credit on time and to take examinations, as well as to fulfil all obligations included in the curriculum and the curriculum;
 - 4) to treat students, staff and University authorities with respect;
 - 5) to take care of the University's property and to use it in accordance with its intended purpose;
 - 6) to pay tuition fees on time, if such fees are specified by relevant regulations
 - 7) to familiarise themselves with resolutions, orders, decisions and rulings, as well as messages (news, information, etc.) of the bodies of the University and the faculty concerning the course of study, including those posted and sent via the electronic system of the University
 - 8) to keep under review the information and data concerning in particular personal data, the course of study, scholarships, and fees paid, published in the electronic system of the University, and if necessary, to submit appropriate requests in this respect to the Vice-Dean for Student Affairs

- 9) immediately, but not later than within 14 days of the occurrence of the circumstances, to notify the Dean's Office of changes in his or her surname, address, residence status in the territory of the Republic of Poland, as well as of changes in material conditions, provided that they affect the granting and amount of financial support and of other factual and legal circumstances that are relevant to the rights and duties of students at the University
- 10) to participate in the evaluation of the teaching process, in particular in the procedure of filling in questionnaires
- 11) to submit declarations and other documents required by the regulations concerning higher education
- 12) not to take any action that might lead to the authorship of a fragment or other elements of another person's work or research findings.

CHAPTER IV [REWARDS, DISTINCTIONS AND PENALTIES]

§ 28. [Awards].

1. A student who is distinguished by exceptionally good results in studies or sports and exemplary fulfilment of his/her duties, as well as demonstrating active work for the benefit of the University community and, at the same time, discipline and impeccable ethical attitude, may be given an award or a distinction in accordance with the rules laid down in separate regulations, in particular these are
 - 1) Rector's award;
 - 2) Dean's award;
 - 3) congratulatory letter from the Rector;
 - 4) congratulatory letter from the Dean.
2. Detailed rules for the Rector's award shall be laid down by the Rector in a separate regulation in consultation with the student government.
3. Detailed rules for the award of the Dean's award shall be laid down by the rector in a separate regulation in consultation with the dean and the faculty student government.
4. A request to award a congratulatory letter, as referred to in section 1, subsection 3, may be submitted to the Rector by the Dean of a faculty, an academic teacher employed at the University, a student organisation or the competent body of the student government.
5. A request for a congratulatory letter referred to in section 1, subsection 4 may be submitted to the Dean of a faculty by a vice-dean, an academic staff member employed at the University, a student organisation or the competent body of the student government.

§ 29.

[Disciplinary liability].

For an act that offends against the dignity of a student and a violation of the regulations in force at the University, a student shall be liable before a disciplinary committee under the rules laid down in the regulations on higher education and in the Statutes of the University.

**CHAPTER V
NATIONAL AND INTERNATIONAL MOBILITY**

§ 30.

[Completing a part of studies outside the University. National mobility].

1. With the approval of a Vice-Dean, a student may pursue part of his/her studies through national student exchange programmes.
2. Before going to another higher education institution, a student shall agree with the relevant coordinator the programme of studies and curriculum to be followed and the conditions for completing a semester or a year at the receiving institution in the form of a Programme of Studies Agreement.
3. The student is obliged to inform the relevant coordinator immediately of any changes to the Programme of Studies Agreement in order to obtain approval for the changes.
4. On the basis of the document confirming the successful completion of the courses/subjects together with the list of marks and the number of ECTS points achieved, the Vice-Dean for Student Affairs includes the student's period of study in the field of study at the home institution.
5. The Dean for Student Affairs, making the decision referred to in para. 4, may grant the student an Individual Education Programme according to the rules set forth in §23.
6. The trips referred to in paragraph 1 may not be carried out during a period of leave from classes, unless the terms of the programme provide otherwise.

§ 31.

[Completing a part of studies outside the University. International mobility].

1. A student has the right to participate in international student exchange programmes according to their rules.
2. Student mobility to the host university within the exchange programmes referred to in paragraph 1 may not take place during a period of leave from classes, unless the programme conditions provide otherwise.
3. A student completing a semester, year or other study plan offered as part of an exchange programme shall be credited with a period of studies completed outside his/her home institution on the basis of
 - 1) a Programme of Studies Agreement, which specifies the subjects/courses a student intends to study outside the home university, together with information on the ECTS points to be awarded for their completion. The agreement is concluded between the

home and the host universities and the student; the agreement is accepted by the coordinator for international exchange responsible for the field of study at the University and the relevant coordinator at the host university

2) a list of amendments to the Programme of Studies Agreement agreed and approved by the appropriate coordinator for international exchange at the University and by the appropriate coordinator at the host university;

3) a transcript of records obtained from the host higher education institution at the end of the exchange period, which shall include the modules, subjects/courses and classes attended by the student together with the number of ECTS credits awarded and the student's academic performance as expressed on the local grading scale.

4. A student shall be obliged to inform the relevant coordinator without delay of any changes in the curriculum at the host university in comparison with the content of the agreement referred to in section 3, point 1, in order to obtain the approval of the changes.
5. A student applying for an extension of the period of mobility at the host university is obliged, in accordance with the rules of the programme, to obtain the consent of the International Exchange Coordinator of the University appropriate to the field of study and the Vice Dean for Student Affairs.
6. The relevant coordinator confirms the completed courses and examinations in the electronic transcript on the basis of the transcript of records issued by the host university.
7. In matters concerning credits, ECTS credit deficits, conditional registration and possible completions, and the completion of a semester, the decision is made by the Vice Dean for Student Affairs.
8. Other conditions and procedures for the provision of the studies referred to in section 1 shall be regulated by agreements and internal regulations of the University.
9. When assessing international exchange students, it is acceptable to use the grading distribution table for a given academic year, introduced by a separate regulation of the Rector.

§ 32.

[Course Recognition Mode]

1. A student transferring to the University from another home or foreign higher education institution shall have his/her achievements (including grades) recognised by the Vice-Dean for Student Affairs in consultation with the appropriate co-ordinator insofar as they correspond to the learning outcomes required for the individual fields of study at the University.
2. Learning outcomes achieved in other higher education institutions are allocated ECTS credits corresponding to the credits allocated to the learning outcomes at the University.
3. The substantive assessment of the student within the scope referred to in para. 1-2 shall be made by the Vice Dean for Student Affairs.

CHAPTER VI
[EXAMINATIONS AND CREDITS]

§ 33.

[Classes/Courses Attendance]

1. A course tutor is obliged to provide the following information specified in the syllabus during the first classes:
 - 1) the rules for taking didactic classes;
 - 2) conditions for excusing and making up for absences from classes
 - 3) conditions and procedures for taking and passing examinations
 - 4) consultation hours adapted to the form of study.
2. The student is obliged to attend all forms of classes other than lectures.
3. Failure to participate in classes may not constitute grounds for a student's resignation from studies.
4. Non-participation in courses without resignation from studies cannot be the basis of a student's claim against the University for a proportional refund of study fees.
5. The student's absence from classes is excused by a tutor/instructor based on documents presented by a student.
6. If a student presents documents that are questionable to a tutor, the Vice-Dean for Student Affairs decides whether the absence can be excused.
7. The method and form of making up for missed classes is determined by a tutor of these classes.
8. When taking an examination or a credit course, a student must present his/her student ID card when required by the person conducting an examination or credit course.

§ 34.

[Internship completion]

1. The student is obliged during the study period to undertake an internship if curriculum provides for it.
2. The internship which is obligatory in the curriculum is credited with ECTS points. Failure to complete the internship shall be considered equivalent to failure to complete the course.
3. The internship is not assessed/credited unless otherwise stipulated in the curriculum.
4. The place and duration of the internship shall be entered in the electronic student's grade book in the space provided for entries relating to the internship. The entry in the electronic student's grade book shall be made by the internship supervisor.
5. The rules for the conduct and completion of internship shall be laid down in the internship rules established jointly by the faculty team and the Dean of the Faculty, after consultation with the teaching staff of the Faculty.
6. In the case of a student's dismissal from an internship due to a violation of the regulations of the workplace, such a student loses the right to be awarded the credit for the internship until the Vice-Dean for Student Affairs makes a decision on the matter.

7. The credit awarding for the internship or part of it may be based on professional or social work if the learning outcomes achieved in it correspond to those required in the curriculum. Such credit is tantamount to releasing the student from the obligation to complete the internship. The decision in this matter shall be taken by the Vice Dean for Student Affairs.

§ 35.

[Additional courses/subjects]

Prior to the commencement of classes, a student has the opportunity to register for additional courses/classes outside the curriculum in the time and form specified by the Vice-Dean for Student Affairs.

§ 36.

[Course/subject crediting]

1. A course/subject which, according to the curriculum, does not end with an examination, shall be completed with a graded credit in each form of classes in which the course is taken.
2. The course/subject completion referred to in para. 1 and the re-sit credit test taken in a subject/course to get a credit must be organised before the examination session, with the obligation to inform a student. The student must be informed of the date of the test 14 days before it is due to take place.
3. The student shall be informed of a credit test date in a manner adopted by the faculty.
4. In the case of a course not leading to a grade, paragraph 1 shall apply accordingly.
5. Crediting a course/subject not leading to an examination shall be awarded by the instructor responsible for those classes.
6. Crediting a course/subject, with the exception of physical education and classes of an informative nature (e.g. library training, health and safety training) included in the curriculum, is to be garded.
7. Students are required to obtain, before the start of the examination session, credit for each form of classes in the subjects they are to complete in a given semester.
8. A student who participated in research work, courses, trainings or other forms of education may be exempted from part or all of the course work for the subject for which he or she has achieved the learning outcomes in the above-mentioned forms of education. In such a case, the student may be given credit for the subject on the basis of the recognition of the learning outcomes achieved. A decision in this respect shall be made by the Vice-Dean for Student Affairs after obtaining a written opinion from the relevant course coordinator.
9. Exemption from foreign language classes is decided by the Vice Dean for Student Affairs based on the opinion of the relevant teacher.
10. Grades and credits obtained by students are entered by the instructor responsible for a given form of classes into an electronic report and sent to the electronic student's grade book in the University's electronic system handling matters of the course of study.

§ 37.

[Taking a Subject/Course Examination]

1. A prerequisite for taking an examination is the prior completion of compulsory classes in that subject (e.g. exercises), before the examination or re-sit session begins.
2. An examination is a test of the level of the learning outcomes achieved by a student as specified in the curriculum. An examination may be conducted in an oral or written form or using both forms.
3. AN examiner is the person teaching the course. In justified cases, the Vice-Dean for Student Affairs may authorise another specialist to conduct an examination.
4. The examination grade may be a component of the course grade, according to the curriculum.
5. At the request of the student government body or on its own initiative, the Vice-Dean for Student Affairs may delegate a student representative, year tutor or other person to the examination as an observer.
6. Students with disabilities may apply to have forms and dates of examinations adapted to their reasonable needs. The procedure and scope of such adaptations are set out in separate regulations posted on the Disability Department website.
7. Grades obtained by students from examinations are entered by an examiner on an ongoing basis in the electronic reports and sent to the electronic student's grade book in the University's electronic system handling matters of the course of study.

§ 38.

[Lack of Student's Own Work].

1. If, during an examination or credit test, a teacher conducting an examination or a credit test establishes that the student's work is not his or her own or that unauthorised materials are used, the examination or credit test shall be deemed to have been failed and the grade "fail" shall be entered.
2. In the situation referred to in paragraph 1, the provision of § 29 of the Regulations may be applied accordingly.

§ 39.

[Organization of examination session]

1. The detailed organisation of the examination session shall be established by the Dean no later than one month before the beginning of the examination session, after consultation with examiners and consultation with the student government body.
2. The number of examinations included in the curriculum may not exceed 8 during an academic year, and 5 during one examination session. The number of examinations does not include examinations resulting from conditional registration, i.e. from repeated courses, the right to take one additional examination free of charge or to obtain a graded credit, as well as examinations resulting from differences in curricula.

3. The timetable of sessions for full-time studies includes at least one day of break between successive examinations. A student may take only one examination during one day. These rules do not apply to examinations arranged individually by a student with examiners or to examinations resulting from conditional registration, i.e. from repeated courses, the right to take one additional examination/credit free of charge and examinations resulting from differences in curricula.
4. In particularly justified cases, upon the request of a student, an examiner may conduct an examination before the examination session in which the examination should take place in accordance with the curriculum. The examiner informs the Vice-Dean for Student Affairs of the date of the earlier examination and requests that early access to the examination reports be allowed in the University's electronic system.

§ 40.

[Absence from exams or credit tests].

1. Students who have not taken examinations, failed to obtain a graded credit or failed to obtain a credit without grade who fails to take an examination, obtain course graded credit or a course credit without grade within the specified time limit, retains the right to take the examination, obtain course graded credit or a course credit without grade within the time limit set by the examiner (the person conducting the course) or the Dean for Student Affairs, provided the absence has been justified by the Dean for Student Affairs.
2. Within 3 days of the cessation of the reason for the absence, the student must submit a request to the Dean's Office to excuse the absence.
3. Students who fail to re-sit an examination, obtain a graded credit or credit without grade in accordance with the conditions laid down by the Vice-Dean for Student Affairs within one month of the date of their first examination, graded credit or credit without grade test shall be given the grade "fail".
4. In the event of difficulties on the part of a faculty in meeting the one-month deadline referred to in para. 3, during the summer break, the Vice-Dean for Student Affairs decides to set the date for the examination, graded credit or credit without grade test in the re-sit session as the first date for taking the examination, graded credit or credit without grade test.
5. Failure to provide the required excuse for absence from the examination, graded credit or credit without grade test will result in the examiner (the person conducting the assessment) or, in justified cases, the Vice-Dean for Student Affairs entering the grade "fail" in the student's electronic grade book.
6. In the case of repeated absences from examinations, graded credit or credit without grade tests justified by a student's health condition, the Vice-Dean for Student Affairs has the right to refer the student to a medical board in order to verify his or her fitness to continue studying.

§ 41.

[Resit exam, resit graded credit test, resit credit without grade test].

1. A student is entitled to take one resit credit test and one resit examination for each form of classes in case of receiving a "fail" grade.
2. Re-assessment of practical classes and other forms of classes within the subject/course shall take place before the examination session.
3. The resit graded credit test and re-sit examinations shall take place during the re-sit session.
4. Setting a different date for a resit examination, resit graded credit test, or resit credit without grade test than that specified in para. 2 and 3 requires a student's consent and agreement with the Vice Dean for Student Affairs.

§ 42.

[Examinations, graded credit and credit without grade tests taken by remote mode].

1. All examinations and graded credit tests may be conducted at the University in the remote mode, using distance learning methods and techniques, with the use of infrastructure and software ensuring synchronous and asynchronous interaction between students and the persons conducting graded credit tests and examinations in accordance with the curriculum.
2. The rules and procedures for conducting examinations and graded credit tests conducted at the University remotely using distance education methods and techniques in a given semester or academic year are laid down by the Rector in a separate regulation in agreement with the Student Government.

§ 43.

[Viewing an exam papers or credit test results]

1. A student has the right to view his/her examination paper and credit test results.
2. An examiner or the person conducting the assessment shall set a date for inspection of the examination paper on the day on which the examination or graded credit test is conducted, taking into account paragraph 3.
3. The period referred to in paragraph 2 shall not be longer than 7 days from the date of publication of the results.

§ 44.

[Examination taken before examination boards, credit test taken before examination boards , checking examination papers by an examination board]

1. After each examination, graded credit test or credit without grade test, a student may request to the Vice-Dean for Student Affairs for an examination to be taken before examination board or checking examination paper or credit test by an examination board members.

2. The request referred to in para. 1 is submitted by a student within 5 days of the date on which they have exercised their right to view their work. The request may be based only on a justified objection to the correctness of the form or conduct of the examination, graded credit test or credit without grade test, or a justified objection to the grade obtained.
3. The board assessing an examination paper during checking an examination paper by board consists of:
 - 1) the Vice-Dean for Student Affairs or the Dean, or an academic staff member with at least a doctoral degree, appointed by the Dean or the Vice-Dean for Student Affairs - as chairperson;
 - 2) two specialists who did not conduct the examination or graded credit test in the subject area covered by the examination or graded credit test or a related subject
 - 3) a representative of the student government - as an observer.
4. A board examination of an examination paper, or taking a graded credit test before an examination boards or taking an examination before an examination board should take place within a period of 3 to 14 days from the date of delivery of the decision on the acceptance of the request.
5. A credit test or examination taken before an examination board shall be held before an examination board consisting of:
 - 1) the Vice-Dean for Student Affairs or the Dean, or an academic staff member with at least a doctoral degree appointed by the Dean or the Vice-Dean for Student Affairs - as chairperson;
 - 2) two specialists who did not conduct the disputed examination or graded credit test in the subject area covered by the examination or graded credit test or a related subject;
 - 3) a representative of the student government as an observer.
6. Checking the examination paper by the board or examination taken before an examination board may be held if a member of the board who was acting as an observer is not present.
7. Decisions shall be taken by a simple majority of votes in the presence of at least half the members of the board, in the event of a tie the chair of the examination board shall have the deciding vote.
8. Students taking a graded credit test or examination before an examination board will answer 3 questions drawn from a set of questions prepared in advance. These sets should be prepared by two specialists participating in the graded credit test or examination .
9. At the student's request, a graded credit test or examination paper to be checked by a board, a graded credit test or an examination taken before an examination board may be taken in the presence of an academic staff member of the University designated by the student.
10. If a student's appeal against the examination paper checked by the board, examination taken before the board or graded credit test taken before an examination board is upheld, the student shall receive the grade determined by the board. This grade replaces the contested grade.
11. In the case of a student who receives a "fail" grade from a graded credit test or examination taken before an examination board, or as a result of checking a graded credit test or examination paper by the board, the Vice-Dean for Student Affairs shall make a decision based on the provisions of §53 or §54 of the Regulations.

12. Report shall be drawn up of the examination taken before an examination board, the graded credit test taken before an examination board or the checking an examination paper be the board and signed by all members of the board.

§ 45.

[Storage of examination papers/graded credit tests]

1. Written graded credit test and examinations results are kept for one year from the date of the graded credit test or examination.
2. Detailed rules for the storage of examination papers or graded credit tests results shall be laid down by the Dean of the Faculty.

§ 46.

[ECTS credits allocated to the subject/course].

Completion of a course/subject, i.e. obtaining a positive grade, entitles a student to the number of ECTS credits allocated to the course/subject in the curriculum.

§ 47.

[Grading scale/scheme]

1. The following grades are used for examinations and graded credits:
 - 1) very good (bdb) - 5.0
 - 2) better than good (db plus) - 4.5
 - 3) good (db) - 4.0
 - 4) better than satisfactory (dst plus) - 3.5
 - 5) satisfactory (dst) - 3.0
 - 6) fail (ndst) - 2.0.
2. If a course/subject is not completed with a grade, notes are used:
 - 1) credit – zal.
 - 2) credit not awarded – niezal.
3. A "fail " grade (ndst, 2.0) or the note "niezal." shall mean failure of the course.
4. The rules for calculating the course grade are defined in the course curriculum under the heading: form and conditions of course completion.
5. A single final grade is awarded for the whole course/subject regardless of the associated classes and learning activities and the ways in which learning outcomes are assessed.

§ 48.

[Examination and credit test results]

1. Results of examinations or credit tests are announced to students via the University's electronic system.
2. Subject to paragraph 3, the results of examinations shall be announced by the end of the examination session at the latest.

3. In the case of examinations held on the last three days of a session, results may be announced within three days of the end of the examination session.

§ 49.

[Entering grades in the University's electronic system]

1. Grades are entered into the electronic student's grade book in the University's electronic system no later than three days after the end of the examination session, as defined by the Rector in a separate regulation on the organisation of the year.
2. An instructor is obliged to enter the results of credit test and examinations into the University electronic system on an ongoing basis. Within the deadlines set by the Vice-Rector for Education, an instructor is obliged to submit the signed report to the Dean's Office.
3. The course/subject coordinator, as the person awarding a credit for a course/subject, enters the final grade into the electronic report and sends it to the student's electronic grade book.
4. Component grades for all forms of classes within the course shall be entered in the electronic report and sent to the student's electronic grade book by the course instructor.
5. If a course consists of only one form of classes, the instructor may also be the course coordinator.
6. The student's Periodic Achievement Sheet is printed from the University's electronic system, after the end of the resit session, on the basis of the grades entered in the reports of component and final grades.
7. The periodic achievement sheet is signed by the Dean of Students and then placed in the student's personal file by the staff of the Dean's Office.

§ 50.

[Discrepancy in grades visible in electronic system with actually achieved grades]

1. If, in the opinion of a student, a grade entered in the electronic grade book differs from the grade actually obtained (read or posted on the website), the student may report the discrepancy to the instructor responsible for the course/subject, examination or graded credit test within 7 days of learning the grade in the University's electronic system. If it is difficult to report the discrepancy to an examiner or the course instructor, the student reports the discrepancy to the Dean of Student Affairs.
2. If an discrepancy is found, the person entering the grade or credit into the University's electronic system verifies it and changes the grade actually obtained by a student in the University's electronic system.

§ 51.

[Grade point average per semester]

1. The grade for a subject/course is assigned a weighting equal to the number of points allocated to the subject.

2. A fail grade is assigned a point weight of zero.
3. The grade point average for a semester is the weighted average of grades from all courses taken in that semester (rounded to three decimal places):

$$\text{average grade for the semester} = \frac{\Sigma (\text{course grade} \times \text{ECTS credits points assigned to this course})}{\Sigma (\text{ECTS credits allocated to the to courses in a semester})}$$

4. A credit without grade with a "zal" note that has no numerical equivalent is not included in the calculation of the average grade.
5. In the case of the Dean of Students' Affairs' decision concerning conditional registration for the next semester, the student's grade point average is calculated on the basis of the grades the student had obtained as at the date of conditional registration.

CHAPTER VII

RULES FOR REGISTRATION AND COMPLETION OF THE SEMESTER

§ 52.

[Semester].

1. Credit is given for subsequent semesters of study in accordance with the curriculum.
2. The prerequisites for crediting the following semester are as follows:
 - 1) obtaining credit for all courses obligatory for a student in a given semester resulting from the curriculum;
 - 2) obtaining, since the beginning of studies, a total number of credits in accordance with the curriculum, taking into account the admissible ECTS credit deficit.
3. Credit for the summer semester additionally requires proof of compulsory prophylactic exams in field of studies where this is required.
4. Credit for a semester of study for students taking part in studies abroad may, with the approval of the relevant vice-rector, be determined according to individual deadlines agreed with the vice-dean for student affairs.

§ 53.

[Full and conditional registration for a semester]

1. Registration for the following semester is based on the ECTS credit system.
2. Students may obtain registration for the following semester either as full registration or as conditional registration.
3. Full registration is granted to students who have been awarded credits for all courses and obtained the number of credits specified in the curriculum.
4. Conditional registration is granted to a student who has not exceeded the acceptable point deficit in the course of studies so far and has fulfilled all the obligations specified by the

decisions of the dean for student affairs. In the case of conditional registration a student follows the curriculum assigned to the academic year in which the student began his/her studies.

5. Permissible deficit in points cannot exceed 15 ECTS points from the courses that the student was obliged to complete in accordance with the curriculum in a given semester, with the proviso that on the day of registration for the following semester, the total deficit in ECTS points from all courses that the student has not yet completed in the course of study cannot exceed 30 ECTS points in the course of study so far may not exceed 30 ECTS credits. The deficit amount is controlled after each semester.
6. Points assigned to courses constituting programme differences after resuming studies, after returning from a leave of absence and after transferring from another field of study or another university are not included in the credit deficit.
7. Credit deficits do not include credit points allocated to courses which have not been completed due to failure to complete courses as decided by the Dean for Student Affairs. The Vice-Dean for Student Affairs shall set a deadline for the completion of such courses.
8. The Vice-Dean for Student Affairs registers the student for the next semester of study.
9. A student's completion of the semester is confirmed by the Vice-Dean for Student Affairs on the student's periodic achievement sheet, which is drawn up and printed on the basis of grades and points in the electronic grade book.
10. A student who has been granted conditional registration shall complete all courses included in the curriculum of the semester for which he/she is registered, as well as any failed courses from previous semesters assigned by the Vice-Dean for Student Affairs to be taken in that semester.
11. In relation to a student who is subject to conditional registration for the following semester, the Dean of Students may make a decision about:
 - 1) taking one additional examination or graded credit test free of charge in the following semester in the event of successful completion of compulsory classes in that subject/course;
 - 2) repeating a subject/course in case of not obtaining a credit for obligatory forms of classes in this subject;
 - 3) repeating a subject in the case of not obtaining a credit for a single additional examination or a graded credit test free of charge.
12. The Dean for Student Affairs, when issuing the decision referred to in para. 11, points 2 and 3, may agree with the course tutor a different date for the repetition of the subject than that indicated in the curriculum.
13. Repeating the same course is a one-time entitlement. When repeating an annual course, a student is obliged to repeat only the form of courses from a given semester for which he/she has accumulated a deficit of ECTS credits.
14. A student pays a fee for the repetition of a subject pursuant to separate regulations. In case of failing a repeated subject, § 54 of the Regulations applies accordingly.

§ 54.

[Re-registering for the same semester].

1. In the case of a student who has not met the conditions of full or conditional registration, the Vice-Dean for Student Affairs may re-register for the same semester or expel a student from the list of students.
2. Re-registration for the same semester means that a student is registered for the last semester he/she pursued in the course of study.
3. A student who has a re-registration for the same semester does not have to obtain credit and take examinations for previously credited courses. In the case of curricular changes concerning learning outcomes, the decision to recognise courses already credited as equivalent is taken by the Vice-Dean for Student Affairs after consulting the faculty team.
4. In the case of re-registration for the same semester, the provisions set out in § 53, paragraphs 11-13 shall apply.
5. A student may obtain re-registration for the same semester once during the course of study.

§ 55.

[Expulsion from the list of students]

1. The Vice-Dean for Student Affairs expels a student from the list of students in the case of:
 - 1) not taking up studies;
 - 2) resignation from studies;
 - 3) failure to submit the diploma thesis or the diploma examination on time;
 - 4) being punished with the disciplinary penalty of expulsion from the University.
2. The Vice-Dean for Student Affairs may expel a student from the list in case of :
 - 1) failure to attend compulsory classes;
 - 2) lack of progress in learning;
 - 3) failure to complete a semester or a year within the specified time limit;
 - 4) failure to pay tuition fees.
3. Not taking up studies is understood as:
 - 1) unexcused failure to take the oath within 21 days of the start of the semester;
 - 2) failure by the student to notify the Dean's Office of his/her return from leave within seven days.
4. Resignation requires a written statement from the student indicating that he/she is resigning from the studies. The date of resignation from the studies is the date indicated by the student or the date of delivery of the statement of resignation to the University . The date of loss of the status of student is the date of delivery of the decision on expulsion from the list of students.
5. Lack of progress in learning can be identified when the extent to which a student has completed the curriculum precludes the achievement of the intended learning outcomes, in particular when a student gets a fail grade twice in the same subject.

CHAPTER VIII
[RESUMPTION OF STUDIES, TRANSFERS AND CHANGES OF A FIELD OF STUDY]

§ 56.

[Resumption of studies]

1. Re-entry into the first year of studies of a person who has been expelled from the first semester of study takes place according to the general rules of enrolment at the University.
2. The resumption of studies may take place within the same form on the basis of the curriculum of the same field of study in force on the date of the resumption of studies, provided that the student has completed the first semester of studies after an interruption lasting no longer than:
 - 1) 3 years from the date of expulsion from the list of students in the case of first-cycle studies or long-term studies;
 - 2) 2 years from the date of expulsion from the list of students - for second cycle studies.
3. The resumption of studies referred to in paragraph 2 may take place twice in the course of study.
4. When issuing a decision on the resumption of studies, the Dean for Student Affairs, after consultation with the faculty team, may oblige the student to make up curriculum differences resulting from the curriculum, based on the learning outcomes achieved by the student.
5. Due to significant programme differences, taking into account the learning outcomes obtained by the student, the Vice-Dean for Student Affairs may decide that the student may resume his/her studies in a semester or a year lower than the semester or the year that was not completed before the student was expelled from the list of students.
6. The provisions of § 52 (2), § 53 and § 54 shall apply accordingly to the resumption of studies.
7. Resumption of studies takes place at the beginning of the nearest semester after the date of application or from the semester in which classes are conducted.
8. With the consent of the Dean for Student Affairs, it is possible to resume studies with a change of thesis supervisor.
9. The resumption of studies is possible in the event that there is a field of study at the University which is the subject of the application for resumption.
10. The studies of a foreign student shall be resumed by a decision of the Vice-Rector for Student Affairs after consultation with the Vice-Dean for Student Affairs of the respective faculty. The provisions of para. 1-9 are applied accordingly.

§ 57.

[Transfer within the University]

1. After completing the first semester, a student may apply for a transfer:
 - 1) from part-time to full-time studies in the same field of study or specialisation under the conditions laid down by the Vice Dean for Student Affairs;

- 2) from part-time to full-time studies in another field of study or specialisation under the conditions set by the Vice-Dean for Student Affairs of the host faculty;
 - 3) from a full-time degree programme to a full-time studies in another field of study or specialisation of the same faculty under conditions set by the Vice-Dean for Student Affairs, or of another faculty under conditions set by the Vice-Dean for Student Affairs of the host faculty.
2. A student may apply for a transfer at any time:
 - 1) from full-time study to part-time studies within the same field of study or specialisation under the conditions laid down by the Vice-Dean for Student Affairs;
 - 2) from full-time study to part-time studies in another field of study or specialisation within the same faculty under the conditions laid down by the Vice-Dean for Student Affairs, or another faculty under the conditions laid down by the Vice-Dean for Student Affairs of the host faculty;
 - 3) from a part-time studies to a part-time degree programme in another field of study or specialisation of the same faculty under the conditions laid down by the Vice-Dean for Student Affairs, or of another faculty under the conditions laid down by the Vice-Dean for Student Affairs of the receiving faculty.
 3. Possible curriculum differences resulting from the curriculum, taking into account the learning outcomes achieved by the student, as well as the procedure and deadline for their realisation are determined by the relevant Vice-Dean for Student Affairs after consultation with the faculty team.
 4. With respect to foreign students, the decision concerning the transfer referred to in para. 1 and 2 shall be made by the Vice-Rector for Student Affairs, who shall at the same time specify curriculum differences indicated by the Vice-Dean for Student Affairs and the faculty team.
 5. The provisions of § 61 shall apply accordingly.

§ 58.

[University transfer]

1. A student may be transferred to the University of Szczecin from another university, including foreign universities, for the same or a different field of study, if they have fulfilled all the obligations resulting from the regulations in force at the university they are leaving, but not earlier than after completing the first semester of their studies.
2. Entry into the list of students is made by the Vice-Dean for Student Affairs, specifying from which semester the student is admitted to the field of study and at the same time making the credit for the stages of study from another higher education institution, as well as determining, by means of a decision, curriculum differences after consultation with the faculty team, with the exception of para. 3.
3. In the case of a foreign student, the Vice-Dean for Student Affairs issues an administrative decision, specifying at the same time from which semester the student is admitted to the field of studies, awarding credit for the stages of his/her studies at another higher education institution and indicating curriculum differences specified by the Vice-Dean for Student Affairs and the faculty team.

4. A transfer shall be refused by administrative decision.
5. In the situation specified in para. 1 and para. 3, a student is obliged to submit an application with a justification, a student grade book with certified credit for at least the first semester of studies and a certificate confirming the fulfilment of obligations towards the institution which the student is leaving.
6. The provisions of § 32 and § 61 shall apply accordingly.

§ 59.

[Transfer to another university]

1. Students may apply for transfer to another higher education institution, including a foreign institution, with the consent of the Vice-Dean for Student Affairs of the relevant faculty and the Vice Rector for Student Affairs, as appropriate, after obtaining prior approval from the host institution.
2. In the situation referred to in para. 1, a student is obliged to fulfil his/her obligations to the University. The fulfilment of the obligations shall be confirmed by the respective Vice-Dean for Student Affairs or Vice Dean for Student Affairs.
3. A request for transfer to another higher education institution shall be submitted to the Vice-Dean for Student Affairs of the faculty concerned or to the Vice-Rector for Student Affairs, as appropriate, one month before the planned commencement of study at the other institution.
4. Loss of student status at the home institution shall take place on the day preceding the date of commencement of education in another institution.

§ 60.

[Studying at another university under an agreement]

1. A student pursuing studies at a foreign or home higher education institution accepting a student within the scope of an agreement concluded with the University (concerning the exchange of students or running a joint field of study), after returning from the exchange takes up studies in the next semester or year in the field of study in which they are studying or in a related field.
2. The student referred to in para. 1 is credited by the Vice -Dean for Student Affairs with a semester or semesters at the University once he or she has fulfilled the condition set forth in para. 5. In the case of a change in the subjects listed in the agreement, the student is required to submit an addendum to the agreement to the University within one month of the beginning of the semester.
3. ECTS credits obtained outside the University are recognised by the Vice-Dean for Student Affairs in place of the credits and subjects included in the curriculum for the fields of study for which they are specified, in case of convergence of the learning outcomes of these subjects and internships at both universities.
4. The conditions for crediting courses shall be regulated by an agreement in such a way as to minimise curriculum differences between the programmes of the two universities.

5. In the event that the curriculum at the host foreign or home higher education institution does not include courses to be completed by the student in accordance with the curriculum of a given field of study, the Vice-Dean for Student Affairs shall award the student a credit for the semester or year of study and shall define the IEP, stipulating that the student must complete those courses in the subsequent semester or year.
6. If a student does not complete the curriculum included in the agreement and does not obtain the required number of ECTS credits, the Vice-Dean for Student Affairs may refuse to grant credit for the semester during which the student stayed at the host university.
7. In deciding whether to refuse credit for a semester, the Vice-Dean for Student Affairs shall do so in accordance with §53 and §54 of the Regulations.

§ 61.

[Mode of transferring credited courses at the University]

The Vice Dean for Student Affairs, after consultation with the faculty team, recognises already credited courses and the resulting grades and ECTS credits in cases:

- 1) re-registration for a semester of study at the University;
- 2) change of field of study within the faculties of the University;
- 3) resumption of studies at the University;
- 4) taking up studies after leave from the University;
- 5) undertaking additional studies in another field of study at the University;
- 6) crediting for subjects in another field of study at the University.

CHAPTER IX LEAVE FROM WORK

§ 62.

[Health leave]

1. A student may be granted sick leave on the basis of a medical board's decision that leave on grounds of health is necessary for the period specified in that decision.
2. If a student applies for health leave in the absence of the certificate referred to in para. 1, the Vice-Dean for Student Affairs may refer the student to a medical board to examine his/her fitness to continue his/her studies.
3. The sample form of the referral to the medical board examination is specified by the Rector in a separate regulation.
4. A health leave may be granted by the Vice-Dean for Student Affairs if a student has submitted medical documentation which clearly shows the justification for granting it.
5. Health leave may be granted at any time during the academic year.
6. A decision on the date and conditions of a student's return from health leave is made by the Vice-Dean for Student Affairs.

§ 63.

[Long-term and short-term special leave].

1. A student may be granted special leave from classes as either long-term special leave or short-term special leave.
2. Long-term special leave is granted by the Vice-Dean for Student Affairs for either a semester or two semesters, as requested by the student.
3. Short-term special leave may be granted by the Vice-Dean for Student Affairs for a period shorter than one semester.
4. Special leave from classes is granted to a pregnant student for the period up to the day of childbirth. If the childbirth occurs during the semester, the leave is extended until the end of the semester.
5. Special leave from classes is granted to students who are parents for a period of up to one year (the application may be submitted within one year of the child's birth). If the end of the leave would fall during a semester, the leave is extended until the end of the semester.
6. A student may be granted special leave from classes with the consent of the Vice-Dean for Student Affairs in the event of special circumstances, including:
 - 1) adoption of a child;
 - 2) need to care for the child;
 - 3) undertaking national or international studies organised by the university;
 - 4) in other cases duly justified by a student.
7. Part-time students may also be granted special leave from classes if they are expatriated abroad, temporarily assigned to work outside their place of residence or due to other work-related circumstances that temporarily make it impossible to continue their studies.
8. During special leave from classes, the student retains student rights under the Regulations, with the exception of rights under separate regulations.
9. During special leave from classes, the student may, with the consent of the Vice-Dean for Student Affairs, attend some classes and take some credit tests and examinations.
10. The granting of long-term leave and dean's leave extends the duration of studies by the duration of the leave.
11. Students are required to confirm their return to study at the faculty dean's office within seven days of returning from long-term special leave or health leave.
12. A short-term leave does not relieve a student from the obligation to obtain credit on time and to pass examinations in the subjects included in the curriculum of that semester.
13. Short-term leave may be granted at any time during the academic year.
14. A student in first- or second-cycle studies may be granted long-term leave only once during the course of study in a given field of study, and a student in long-cycle studies may be granted leave twice during the course of study in a given field of study, unless the reason for applying for leave is parenthood or pregnancy of the student.

§ 64.
[Dean's leave]

A student who: has returned from a long-term special leave of absence, has been granted the right to repeat a subject, re-registers for the same semester with the need for a break in studies, is directed to the so-called dean's leave pending the completion of a subject or semester.

§ 65.
[Time limits for granting leave].

1. Special leave, either long-term or short-term, may not be granted earlier than the date of application.
2. Health leave may be granted within the period laid down in the certificate issued by the medical committee.
3. Dean's leave shall be granted to the student by the Vice-Dean for Student Affairs ex officio.

CHAPTER X
THESIS

§ 66.
[Thesis]

1. Second-cycle and long-cycle studies shall end with the submission of a diploma thesis and a diploma examination. First-cycle studies shall end with a diploma examination and may end with a diploma thesis provided that the curriculum provides for the writing of a diploma thesis.
2. The diploma thesis is an independent development of a scientific, artistic or practical problem or a technical or artistic achievement, presenting the student's general knowledge and skills related to the given field of study, cycle and profile, as well as the ability to analyse independently and draw conclusions.
3. The diploma thesis must meet the formal and content-related criteria appropriate for a given field of study, cycle and profile of education, set by the Dean of the Faculty, in the form generally accepted at the Faculty, after consultation with the Faculty Teaching Board, and be submitted in print and electronic form.
4. The diploma thesis is subject to obligatory checking by the supervisor using the Uniform Anti-Plagiarism System.
5. After passing the diploma examination, the diploma thesis shall be entered immediately into the repository of written diploma theses in the Pol-on system by an employee of the Dean's Office or another person appointed by the Dean of the Faculty.
6. Topics for theses in first-cycle studies, second-cycle studies and long-cycle studies should be established and approved by the Faculty's teaching board no later than six months before the statutory date of study completion.

7. A decision to change the topic of the diploma thesis is made by the Vice-Dean for Student Affairs after the change has been approved by the Faculty Teaching Board.
8. The topic and scope of the diploma thesis should be consistent with the learning outcomes for a given field and cycle of study. While establishing the topic of the diploma paper, the student's scientific interests and research areas of the organisational unit shall be taken into consideration.
9. A student may write his/her diploma thesis in a foreign language on conditions determined by the Faculty Teaching Board.
10. In the case of an experimental diploma thesis and one involving research in the field, the head of the organisational unit in which such a diploma thesis is carried out may designate, in agreement with the supervisor chosen from among the staff of the unit. The tasks of the supervisor shall include assistance in the performance of the experimental part of the diploma thesis, solving technical problems and supervision of the student's safety.

§ 67.

[Thesis submission deadline]

1. The student should submit the diploma thesis approved by the Supervisor to the Dean's Office by the date agreed with the Supervisor, not later than by the end of the resit examination session of the last semester of studies.
2. If the student fails to submit the diploma thesis by the deadline referred to in para. 1, the Vice-Dean for Student Affairs shall, at the student's request, take a decision to repeat the diploma seminar of the last semester of study in the following semester. In the absence of an application, the Vice-Dean for Student Affairs shall take a decision to expel a student from the list of students for failure to submit the diploma thesis.
3. A student who has been expelled from the list of students for the reason set out in para. 2 may resume studies within a year of the date of expelling a student from the list of students with the repetition of the last semester of the diploma seminar, without the obligation to make up curriculum differences.
4. The resumption of studies pursuant to the procedure set forth in para. 3 is possible only once in the course of study and shall be counted towards the number of resumptions referred to in the Regulations. The subsequent resumption of studies shall follow the rules and procedure for the resumption of studies as laid down in § 56.

§ 68.

[Thesis Supervisor and Reviewer].

1. The diploma thesis shall be prepared under the direction of an academic staff member holding at least a doctoral degree.
2. In the event of a supervisor's prolonged absence causing a delay, unfavourable to the student, in the submission of the diploma thesis, the Vice-Dean for Student Affairs is obliged to appoint an academic teacher who will take on the duty of supervising the diploma thesis.

3. The student has the right to choose a supervisor under whose supervision he/she wishes to complete the diploma thesis, according to the rules adopted by the Dean of the Faculty after consulting the Faculty Teaching Board. These rules are made public.
4. The choice referred to in paragraph 3 must be made no later than the date of commencement of the diploma seminar, in accordance with the curriculum for the field of study in question.
5. The student with the consent of the Vice-Dean for Student Affairs may apply for a change of the supervisor in the period preceding the determination of the topic of the diploma thesis pursuant to § 66 item 6, provided that the target seminar group has not reached the maximum group limit provided for by the University regulations. The change in the later period is only possible with the consent of both the existing and the newly chosen supervisor.
6. Diploma thesis assessment is conducted independently by a supervisor and a reviewer. The final grade for the diploma thesis is determined by the diploma examination board.
7. The reviewer may be an academic teacher who holds at least a doctoral degree. The reviewer shall be appointed by the Vice-Dean for Student Affairs in consultation with with the Dean of the Faculty.
8. If the supervisor of the diploma thesis is an academic teacher with the academic degree of doctor, the review shall be conducted by a professor or *doktor habilitowany [Ph.D.]*, unless the Dean of the Faculty determines a different procedure for first –cycle studies.
9. Diploma thesis assessments are made in writing and filed in the student's personal file.
10. A student has the right, not earlier than 3 days before the diploma examination, to read the grades and reviews of the diploma thesis. Reviews of the diploma paper are public, with the exception of a review of a thesis, the subject of which is covered by a legally protected secret.
11. In the event of a single negative assessment of the diploma thesis, the Vice-Dean for Student Affairs will decide about admission to the diploma examination and may consult a second reviewer.

CHAPTER XI DIPLOMA EXAM

§ 69.

[Conditions for admission to the diploma examination]

1. In order to be admitted to the diploma examination for the first-cycle studies where the curriculum does not provide for writing a diploma thesis, it is necessary to obtain the number of points resulting from the curriculum and to fulfil the other curriculum requirements.
2. In order to be admitted to the diploma examination for first-cycle studies where the curriculum provides for the writing of a diploma thesis, second-cycle studies or long-cycle studies, it is necessary to:

- 1) obtain the number of credits resulting from the curriculum and meeting the other curriculum requirements;
- 2) obtain at least a "Satisfactory" grade from the thesis supervisor and at least one reviewer;
- 3) check the diploma thesis in the Single Anti-Plagiarism System and submit a statement by a student according to the sample form in force at the University that the diploma thesis was made independently.

§ 70.

[Single Anyplagiarism System]

1. After checking the thesis in the Single Anti-Plagiarism System, a supervisor analyses the report for any unauthorised borrowings and manipulation.
2. A student has the right to inspect/view the detailed report obtained from the Single Anti-Plagiarism System.
3. If, as a result of the report's analysis, the diploma thesis is deemed beyond doubt, the Supervisor signs a "Report of control of originality of the thesis". Signing this report allows a student to take the diploma exam.
4. If, as a result of the analysis of the report, the diploma thesis is recognised by the Supervisor as requiring additional assessment due to the presence of inadmissible borrowing, the Supervisor prepares an opinion on the basis of the report in its full version. Supervisor's opinion should be given within seven days from the date of checking the diploma thesis in the Single Anti-Plagiarism System:
 - 1) if the supervisor's opinion indicates that the diploma thesis does not contain any inadmissible borrowings, such a thesis is considered to be free of any doubts and the student is admitted to the diploma examination;
 - 2) if the supervisor's opinion indicates that the thesis does not contain any indications of plagiarism on the part of its author, but an excessive number of quotations indicates a low degree of independence, the student is not admitted to the diploma examination; the student, after consulting the supervisor, improves the thesis, which then goes through the whole anti-plagiarism procedure again.
5. If the Supervisor's opinion indicates that the diploma thesis shows indications of plagiarism or is not dependable, the student is not allowed to take the diploma examination. The Vice-Dean for Student Affairs informs the Rector of the situation that has occurred.

§ 71.

[Diploma exam]

1. A diploma examination takes place before an examination board appointed by the Dean of the Faculty and chaired by the Vice Dean for Student Affairs or a professor or *doktor habilitowany* [Ph.D.] at the Faculty. The board also includes the thesis supervisor and thesis reviewer.

2. In the event of a long-term or permanent absence of the thesis supervisor or reviewer, the Vice-Dean for Student Affairs may appoint another specialist in the discipline related to the topic of the thesis to be a member of the board.
3. At the written request of the student submitted to the Dean of the Faculty, a representative of the student government may participate in the diploma examination without the right to vote.
4. The diploma examination for first-cycle study, when the curriculum does not provide for the writing of a diploma thesis, is taken before a board appointed by the Dean and chaired by the Vice-Dean for Student Affairs or a professor or *doktor habilitowany* at the University. The board also includes two other specialists in the discipline related to the diploma examination.
5. The diploma examination should take place within a month of the diploma thesis being submitted to the Dean's Office of the Faculty.
6. The diploma examination for first-cycle studies, where the curriculum does not provide for writing a diploma thesis, should take place within a month of the student fulfilling the requirements laid down in § 69ust.1.
7. At the request of the student justified by his/her participation in the second-cycle studies, the Vice-Dean for Student Affairs may schedule the diploma examination within a period of two weeks, calculated from the date the student receives the final course credit for the courses/subjects prescribed in the examination session. This provision is not applicable when credit is obtained only in the re-sit session.
8. Diploma examination constitutes a test of the student's mastering of knowledge in the scope of the curriculum, basics of research methods in the discipline related to the topic of the diploma thesis and knowledge of the problems of the diploma thesis against a background of the scientific discipline under which the thesis has been written. The provisions of section 3 apply accordingly.
9. The diploma examination is oral. In justified cases, it may be in written form.
10. At the student's request, the Vice-Dean for Student Affairs grants permission for an open diploma examination.
11. Report of the diploma examination shall be drawn up and signed by the chair and the members of the examination board.
12. The board decides on the result of the diploma examination by a majority vote.
13. In the event of a discrepancy in assessment, the chair decides on the outcome of the diploma examination.
14. Detailed rules for the conduct of the diploma examination are laid down by the Dean of the Faculty after consultation with the Faculty Teaching Board and the Student Government.

§ 72.

[Diploma Re-examination]

1. If a student receives a "fail" grade from the diploma examination or does not take it on the set date due to an unexcused absence, which is tantamount to receiving a "fail" grade, the Vice-Dean for Student Affairs shall set a second date for the diploma examination.

2. The repeated diploma examination may not take place earlier than one month and not later than three months after the date of the first diploma examination.
3. In the event of receiving a "fail" grade from the diploma examination on the second date or failing to take the diploma examination on the second date due to an unexcused absence, which is tantamount to receiving a "fail" grade, the student is expelled from the list of students, retaining the right to take the examination once a year from the date of the expulsion.
4. The date of the final diploma examination is set by the Vice-Dean for Student Affairs and is also the date of resumption of studies.
5. Resumption of studies pursuant to paragraph 4 shall not be counted towards the number of other resumptions referred to in the Regulations.

§ 73.

[Diploma exam by remote mode].

1. It is possible to conduct the diploma examination and the repeated diploma examination remotely, using distance learning methods and techniques, with the use of infrastructure and software ensuring synchronous interaction between the students and the persons conducting the examination.
2. The rules for conducting examinations referred to in para. 1 shall be laid down by the rector in a separate regulation in consultation with the student government.

CHAPTER XII

MODE OF COMPLETION OF STUDIES

§ 74.

[Graduation/Completion of Studies]

1. Graduation occurs after passing the diploma examination with a grade of at least "satisfactory".
2. The diploma examination grade is calculated on the basis of the arithmetic mean of the grades obtained from the answers to all examination questions, rounded up to a full or half grade in accordance with the grading scale/scheme used at the University. If the arithmetic mean is below 3.000, the number of positive grades obtained from answers to individual examination questions is taken into account. If a student receives positive grades from 2/3 of all questions, the diploma examination grade is increased to a positive grade.
3. The diploma and the diploma supplement shall be drawn up in accordance with the legislation in force.
4. The date of study completion shall be the date on which the diploma examination is taken. A person who has completed a first-cycle studies shall retain student rights until 31 October of the year in which the programme is completed, with the exception of entitlement to benefits.

§ 75.

[Overall classification of the qualification/final grade]

1. The overall classification of the qualification [*final grade*] after submitting the diploma thesis and the diploma examination is the sum of:

- 1) 5/10 of the weighted average grade (rounded to three decimal places) of the course of study determined by the formula:

The average grade for the course of study is a weighted average; the grade for a given course/subject is assigned a weight equal to the number of credits allocated to that course;

$$\text{grade point average} = \frac{\Sigma (\text{pass marks} \times \text{ECTS credits})}{\Sigma (\text{ECTS credits})}$$

The grade for a course is given as a single grade for the whole course, regardless of the related forms of classes and ways of verifying learning outcomes;

- 2) 3/10 of the arithmetic mean of the grades for the diploma thesis awarded by the supervisor and reviewer, in the case of second-cycle studies and long-cycle studies, and in the case of first-cycle studies where this is provided for in the curriculum, rounded up to three decimal places;
- 3) 2/10 of the arithmetic mean of the answers to the questions in the diploma examination, rounded to three decimal places.

2. The overall classification of the qualification after the diploma examination is the sum of:

- 1) 1/2 the weighted average (rounded to three decimal places) of the course of study determined by the formula:

The average grade for the course of study is a weighted average; the grade for a given course/subject is assigned a weight equal to the number of credits allocated to that course;

$$\text{grade point average} = \frac{\Sigma (\text{pass marks} \times \text{ECTS credits})}{\Sigma (\text{ECTS credits})}$$

The grade for a course is given as a single grade for the whole course, regardless of the related forms of classes and ways of verifying learning outcomes;

- 2) 1/2 the arithmetic mean of the grades obtained in response to the examination questions, rounded to three decimal places.

3. The graduation diploma and the supplement shall indicate the result of the studies, rounded up to the grade according to the rule:

- 1) up to 3.259 - satisfactory (3.0);
- 2) 3,260-3,759 – better than satisfactory (3.5);
- 3) 3.760-4.259 - good (4.0);
- 4) 4.260-04.509- better than good (4.5);
- 5) 4.510-05.0 -very good (5.0).

4. The overall classification of the qualification [*final grade*] is written in words only in the diploma and the supplement, while in other certificates the graduation result is given as a numerical value.

CHAPTER XIII FINAL PROVISIONS

§ 76.

[Transitional provisions].

1. To proceedings initiated on the basis of the Study Regulations of the University of Szczecin, annexed to the resolution No. 95/2019 of the Senate of the University of Szczecin of 27 June 2019 on the adoption of the Study Regulations of the University of Szczecin, the previous provisions shall apply until both instances of administrative proceedings have been exhausted in the case.
2. The rights acquired on the basis of decisions and rulings of the bodies of the University made before the date of entry into force of this Resolution shall remain in force.
3. Internal legal acts binding at the University, issued by the competent bodies of the University on the basis of the University of Szczecin Study Regulations, annexed to Resolution No. 95/2019 of the Senate of the University of Szczecin of 27 June 2019 on the adoption of the University of Szczecin Study Regulations, shall remain in force until such time as legal acts are issued on the basis of these Regulations.

§ 77.

[Entry into force].

1. At the end of the academic year 2020/2021, the Resolution No. 95/2019 of the Senate of the University of Szczecin of 27 June 2019 on the adoption of the Study Regulations at the University of Szczecin shall be repealed.
2. The Resolution comes into force at the beginning of the academic year 2021/2022.