

REGULATION OF THE DEAN

June 14, 2023

Re.: 2022/2023 spring semester examination session and declaration of subject of choice for the 2023/2024 winter semester.

I. Spring session lasts:

Examination session	Resist session
3.07 – 7.07	4.09 – 8.09

II. PRINCIPLES FOR DECLARING SUBJECT OF CHOICE

Declaration of a student's subjects of choice are requests which may be declined. The final decision concerning student's classes in the new semester is made by the Dean.

1. Overdue/Outstanding (unpassed, failed) courses should be retaken in the nearest semester under the student's study mode provided the program permits such an opportunity (subject are in the current schedule). **Course from winter semester may be retaken only in next winter semester. Course from spring semester may be retaken only in next spring semester.** The only exception is foreign language which can be retaken excluding this rule.
2. Classes retaken are in Polish called ITN – the **Individual Form Mode** (to pass a course).
3. In order to be admitted to a non-regular exam (where first 2 regular exams were failed) student must retake the ITN lecture-related part of the subject failed.
4. **The deadline for the submission of the declaration of classes of choice in the winter semester 2023/2024 is the September 15, 2023.** If the application is submitted after the date, students are not guaranteed that the class of choice may be attended in the winter semester. Decisions to take the ITN submitted after the deadline will involve an additional fee.
5. Retaking subjects under a different study mode (on-line) is only allowed in case of language courses (with special agreement from the Foreign Languages Department).
6. Students are kindly requested to carefully consider the subjects that they declare for retake. The principles for resignation from the declared ITN are presented in the Regulation of the Rector, which stipulates that **where resignation is submitted within 3 weeks from the first day of a semester, the student must pay a resignation fee, and the grade obtained is not included in the records. After this date, the subject selected for retake is deemed as compulsory for the student in that semester, which entails the obligation to pay for it and to pass it.** Students who have failed to pass a subject and those who have failed to turn up for the final test will receive a failing (2) grade.
7. Students who have not applied for continuation of studies (after a leave, during studies in an ITN mode or in the case of not being promoted to the next year) by September 15, 2023 will be removed from the student register at the end of the 2022/2023 spring semester and will be unable to participate in classes in the new winter term (Art.108(3) of the Act on Higher Education).
8. The application of SEM2 under a "no student rights" can only last for 1 semester. For these students,

the following thesis defense dates apply: October (after the summer semester, after submitting the thesis by the end of September and enrolling the student) and March (after the winter semester, after submitting the thesis by the end of February and enrolling the student).

9. If the student wants **to continue studying after the semester in the "ITN only" mode, the student must submit a declaration for enrollment for the next semester.** The promotion of such students is not "automatic". After submitting the declaration by the Student, the decision regarding the conditions of enrollment for the next semester is made by the Dean.

10. **During the semester, the specialization or supervisor cannot be changed.** Applications for a change of specialization or supervisor must be submitted by September 15, 2023. We do not guarantee that all applications related to a change of specialization will be approved, it will depend on the number of students previously enrolled in this specialization. The application for a change of the supervisor must include the agreement of the current supervisor to resign from the supervisor's care and the agreement of the new supervisor to take over the supervisor's care.

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