

**Regulation of the Dean**  
**January 15, 2024**

t.e.: concerning the principles for promotion of **FULL-TIME STUDY** to the summer semester, academic year 2023/2024

In accordance with § 33 sec. 2 the Statute of the Polish-Japanese Academy of Information Technology, the following is ordered:

**§ 1.**

1. Promotion will be granted to students having secured a pass (*zaliczenie*) on all the courses (*ćwiczenia*) and all the examinations in the previous sessions.
2. A **conditional promotion** may be granted to students who have failed to secure a pass on courses studied in previous semesters, provided the number of the outstanding subjects does not exceed a certain number, as listed below.
3. According to the Rules of Study, **outstanding (unpassed, failed) courses should be retaken** in the nearest semester under the student's usual study mode or online, provided the online programme affords such an opportunity.
4. **Students who have not been promoted** must retake the entire year of the programme (under the ITN, Individual Study Mode). In such a case, the student should apply for the permission to continue the studies. Terms of enrolment in the next semester are determined by the Dean. The student may propose his/her own list of subjects for retake; however, this need not be a necessary condition for enrolment.
5. Students who do not receive promotion and do not apply for the continuation of the program will be removed from the student register at the end of the 2023/2024 winter semester.
6. **Students who do not pass the diploma examination until February 29, 2024** will be removed from the student register at the end of the 2023/2024 winter semester (Art. 108.1, item 3 Law on Higher Education and Science).
7. Terms of declaration of subjects for retake will be described in the Dean's order on "Declaration of subjects of choice for the 2023/2024 summer semester".
8. Declarations of subjects for retake, ITN applications, applications for change of specialization should be submitted by **February 18, 2024**.
9. Applications should only be submitted electronically via the [gakko.pja.edu.pl](http://gakko.pja.edu.pl) system. Applications submitted in a different form, i.e. on paper or sent by e-mail, will not be considered.

**§ 2.**

The following principles of conditional promotion apply:

The principles for promotion **FIRST-CYCLE (UNDERGRADUATE) PROGRAMMES** for semester 2 - passed **at least 3 subjects** from the 1st semester;

**for semester 4** – no more than 6 outstanding (unpassed, failed) subjects in total, including

- max 4 in the following: PPJ, WDZ, WSI, MAD, RBD, GUI, PJC, SOP, ASD, SBD, SYC, UTP, SKJ;

**for semester 6** – no more than 6 outstanding subjects in total, including

- max 4 in the following: PPJ, WDZ, WSI, MAD, RBD, GUI, PJC, SOP, ASD, SBD, SYC, UTP, SKJ, PPY, PRI, MUL, GRK, BYT, ZPR, elective courses, specialization-specific courses.

§ 3.

The principles for promotion *SECOND-CYCLE (GRADUATE) PROGRAMMES*

**for semester 2** (3-semester programme)/**for semesters 2 and 3** (4-semester programme)

- no more than 3 outstanding (unpassed, failed) courses in total;

**for semester 3** (3-semester programme)/**for semester 4** (4 semester programme)

- no more than 2 outstanding courses in total.

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