



# POLISH-JAPANESE ACADEMY OF INFORMATION TECHNOLOGY

*Faculty of New Media Arts*

## Dean's Order of November 5, 2024

### regarding the dates of diploma exams in the winter semester 2024/2025

Based on § 33 of the Statute of the Polish-Japanese Academy of Information Technology, it is established that the deadline for completing a diploma thesis and obtaining a grade for the subjects: Diploma Studio and/or Seminar for students of the last semester of studies is the last day of classes in a given semester, i.e.

January 29, 2025 - full-time, first and second cycle studies;

January 26, 2025 - part-time studies, stream I;

February 2, 2025 - part-time studies, stream II:

Students who have not submitted their thesis by that time receive a grade of 2 (fail.) for these subjects.

The diploma thesis should be submitted:

1. in the above-mentioned deadlines - to the main supervisor, who enters the grade for the subject PRD2D2/3D2, PRD2A/W, PRD2AM/W, DYA/DYW, PRN3/ PFBS3/ PKMG3/ PP3D3/ PGA3/ PARF3, ZPGA4/ZP3D4/ZPFA4/ZPM4/ZPGP4/ZPKA4/ZPDRA4/ZPM4/ZPPW4 (depending on the studies);
2. according to the procedure distributed separately by the secretariat of each program.

Students who submitted the diploma thesis by the above-mentioned deadline and completed the applicable study program may take the diploma exam until February 28, 2025.

In particularly justified cases, students may extend the deadline for submitting the thesis and passing the subjects of the diploma studio no later than February 15, 2025.

Students who wish to extend the deadline for submitting the thesis should submit an application containing: the consent of the supervisors (main, technical, theoretical) and the level of advancement of the thesis (min. 70%) by the end of the last day of classes in the winter semester. The application, together with the above-mentioned supervisors' consents, must be sent to the Vice-Dean or Dean of the course in the GAKKO electronic application system.

All students admitted to the defense should familiarize themselves with the applicable procedure for preparing for the diploma exam and follow its rules and deadlines set by the secretariats. Information on this subject can be found on the course website.

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At the same time, I would like to inform you that the defenses will take place on the following dates:

## **FULL-TIME STUDIES:**

Graphics (Polish path): February 19-21, 2025.

Graphics (English path): February 24-26, 2025.

Graphic Design and Multimedia Art: February 24-26, 2025.

Interior Design: 20-21. February 2025

## **PART-TIME STUDIES:**

Schedule: February 21-23, 2025

I would like to remind you that all students admitted to the defense should report to the secretariat of their field of study 2 weeks before the planned defense date in order to prepare the documents.

Students who have not submitted their thesis by the established deadlines will not be allowed to take the diploma exam in the winter session and, in accordance with the Law on Higher Education and Science (Art. 108, paragraph 1), will be removed from the list of students at the end of the semester.

These students may complete their diploma thesis on the terms specified by the Dean after they submit an application by the set deadline.