

Regulation of the Dean
January 16, 2025

t.e.: concerning the principles for promotion of ***PART-TIME STUDY PROGRAMME***
OVER THE INTERNET to the summer semester, academic year 2024/2025

In accordance with § 33 sec. 2 of 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 from the second year of studies). 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. In the event of failure to pass the first year of first-cycle studies (no promotion to the second year of studies), there is a one-time possibility of repeating this year according to the annex, i.e. completing and paying for only the failed subjects, in accordance with the Dean's Order of June 8, 2022 regarding repeating the first year of first-cycle studies.
6. 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 2024/2025 winter semester.
7. **Students who do not pass the diploma examination until February 28, 2025** will be removed from the student register at the end of the 2024/2025 winter semester (Art. 108.1, item 3 Law on Higher Education and Science).
8. Terms of declaration of subjects for retake will be described in the Dean's order on "Declaration of subjects of choice for the 2024/2025 summer semester".
9. Declarations of subjects for retake, ITN applications, applications for change of specialization should be submitted by **February 16, 2025**.
10. Applications should only be submitted electronically via the 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 principles for promotion **FIRST-CYCLE (UNDERGRADUATE) and SECOND-CYCLE (GRADUATE) PROGRAMMES:**

- Conditional promotion - **max 3** outstanding courses from the entire programme.

DZIEKAN
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