

**Order of the Dean
of 5 November 2025**

Re.: dates of diploma examinations in winter semester 2025/2026

Basing on the Statutes of Polish-Japanese Academy of Information Technology, § 33; I declare that the deadline for obtaining grades for the subjects PRO and SEM, as well as for the completion of diploma (thesis) for students in their final semester is **the last day** of classes in a given semester:

27 January 2026 - full-time studies, I and II degree;
18 January 2026 - part-time studies, cohort I;
25 January 2026 - part-time studies, cohort II;
1 February 2026 - part-time studies over the Internet, I and II degree.

The conditions for passing PRO and SEM subjects are specified in Order of Dean No. 2 of October 18, 2024.

Students who have not submitted the diploma work (thesis) by the set deadline will obtain a failing grade 2 in the above mentioned subjects.

The diploma work (thesis) needs to be submitted to:

1. on the above-mentioned dates - the thesis supervisor, who awards grades for the subjects PRO2/PRO3 and SEM3/SEM4 (depending on the form of studies);
2. no later than 3 days after the supervisor's acceptance - the library, in order to be checked by the Uniform Anti-plagiarism System - and the Dean's Office (Dziekanat) – only in the digital format.

Students who have submitted the thesis by the given deadline and completed the whole course of study can take the diploma examination until 28 February 2026.

In special circumstances the deadline for the submission of the thesis and obtaining grades for PRO2/PRO3 and SEM3/SEM4 can be extended, but not beyond **15 February 2026**.

Students wishing to extend the deadline for submitting their theses should submit a request for approval from their Supervisor to extend the deadline for submitting their theses. A template is available in the application system. NOTE: This template differs from the application for ITN approval for a given degree course.

In exceptional cases, the existing form (attached) can be used. The deadline for submitting applications is the last day of classes in the winter semester.

All students qualified for the diploma examination should read the procedure of preparing for the thesis defense and diploma examination and follow the rules and time limits set out in that procedure - <https://pja.edu.pl/en/dla-studenta/#obrony>

Students who fail to submit their thesis within the deadlines specified above will not be eligible for the diploma examination and, according to the Act on Higher Education and Science (art. 108 par. 1.) will be removed from the list of students at the end of the semester.

Students mentioned above can complete the diploma work according to the conditions outlined by the Dean only if they submit the request for deadline extension within the set time.

DZIEKAN
Dr Ałona Drabik
prof. PJATK

Warsaw, date

.....
Name and surname

.....
Student number, form of study

.....
group number

To the Dean of the Faculty of
Information Technology
Polish-Japanese Academy of
Information Technology
Dr Aldona Drabik, prof. PJAiT

REQUEST

I wish to apply for the extension of the deadline for submission of my diploma work (thesis) until
15 February 2026.

.....
Student's signature

To be completed by the Supervisor

I confirm that the thesis can be completed and submitted to the Dean's Office by **15 February 2026.**
I will provide the necessary assistance to the student in a given period.

The expected progress of the thesis as of the last day of semester %

The anticipated date of diploma examination

Supervisor

.....
Signature of Supervisor

DECISION

.....
Signature of Dean

I have become acquainted with the decision