

REGULATION OF THE DEAN

October 28, 2024

Regarding: Requirements for passing seminar classes in first-cycle and second-cycle studies.

Following the Regulation of Studies it is determined that:

§1

1. Grades from Proseminar and Seminars confirm the student's progress in preparing the diploma thesis in a given semester and mastering the material related to the speciality area.
2. Grades for the following courses:
Seminar 1 in first-cycle studies;
Proseminar and Seminar 1 in full-time second-cycle studies;
Proseminar, Seminar 1, and Seminar 2 in part-time second-cycle studies; are issued by the course instructor. (In the case of Seminar 1 and Seminar 2 after consultation with the Supervisor).
3. Grades for the Seminar in the final semester of the student's program, such as the Final Diploma Project Seminar in the first-cycle and second-cycle studies, are issued by the student's thesis supervisor. This grade can only be issued if the student has submitted the thesis and the thesis has received a positive result in the ISA (anti-plagiarism) verification system.
4. Grades must be submitted by the deadlines and according to the rules specified in a separate Dean's Regulation regarding deadlines for the defense of diploma theses and diploma exams and the Dean's Regulation regarding the organization of the examination session.
5. If a student has not passed the final Diploma Project Seminar, they may repeat it as part of individual consultations with the supervisor to complete the diploma thesis and take the diploma exam. This course can be repeated regardless of whether it is currently offered in a given semester (e.g., SEM2pd located in the program in the summer semester can be taken in an additional retake winter semester for the student). In this case, each time, the student must obtain the Dean's consent to take the course in the form of ITN and be entered on the student list by the Dean's Office.
6. A student who has graduated (has met all the requirements specified in the study program) except for passing the Final Diploma Project Seminar, may within a period not exceeding two years from the date of being removed from the student's list (due to failure to take the diploma examination within the prescribed period) apply for resumption of studies without the obligation to make up for program differences.

7. Reminder: Completing SEM2pd on a "no student rights" basis can only last for one semester. For these students, the following deadlines for the defense of diploma theses apply: October (after the summer semester, after submitting the diploma thesis by the end of September and being enrolled to the student list) and March (after the winter semester, after submitting the thesis by the end of February and being enrolled to the student list).

§2

The Regulation shall enter into force on the date of signature.

Dean of Faculty of Information Management
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DZIEKAN
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