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I. GENERAL REGULATIONS

§ 1

1. Studies at Silesian University of Technology, referred to as the University in the further part of the Regulations, are conducted on the grounds of the regulations in force, specifically:
   1) The Act of 27 July 2005 – Higher Education Law (Journal of Laws of 2016, item 1842 with further amendments), later referred to as the act,
   2) The Statute of Silesian University of Technology, later referred to as the Statute,
   3) Studies Regulations, later referred to as the Regulations.

2. Studies at the University are conducted in accordance with the rules defined in the System of Education Quality adopted at Silesian University of Technology.

3. The Regulations determine the organization and course of the first and second-cycle studies, full-time and part-time (including studies conducted by means of distant-teaching methods and techniques) and rights and duties of students connected with them.

4. The following terms used in the Regulations refer to:
   1) student – a person studying at higher studies,
   2) full-time studies – a form of higher studies in which at least a half of the educational programme is realized in the form of educational classes requiring direct participation of academic teachers and students,
   3) part-time studies – a form of higher studies different from full-time studies (extramural, evening classes),
   4) multi-area studies – studies which include at least two study areas and which lead to awarding a diploma in at least one field of study offered at the University,
   5) ECTS points – points defined in the European system of accumulation and transfer of credit points as a measure of the student’s average workload necessary to achieve the assumed learning outcomes,
   6) educational programme – a document adopted for a given field of study, level and educational profile including:
      a) a description of the assumed learning outcomes,
      b) a study programme,
   7) a level of studies – first-cycle or second-cycle studies,
   8) a study programme – a description of the process of educational learning leading to achievement of the assumed learning outcomes, including specifically:
      a) a description of courses (classes modules) with allocated ECTS points and learning outcomes,
      b) a study schedule,
      c) methods of verification and evaluation of the assumed learning outcomes achieved by a student,
   9) a course – a set of classes under a common name, foreseen in the same semester of the study schedule and assessed by an overall grade with an allocated number of ECTS points,
   10) classes module – a course or a set of courses, as well as a placement, preparation of a diploma thesis etc. and classes which have an allocated number of ECTS points,
   11) learning outcomes – a scope of knowledge, skills and social competences achieved by a student during the process of educational learning,
   12) EKOS – the Electronic Catalogue of Student's Grades,
   13) a course tutor (responsible for a course) – an academic teacher authorised to enter information referring to the course into the documentation in the whole course of studies (credit documentation/EKOS),
   14) classes schedule – a timetable of classes adopted by the dean for a given semester in an academic year,
15) registration – the dean’s decision on enrolling the student for a successive period (semester) of study,
16) graduation from studies – passing a diploma examination with a positive result.
5. The provisions of Studies Regulations concerning dean, vice-dean, faculty board and faculty-level student self-government body shall also refer respectively to the head, deputy head, board and student self-government body of any institutional unit providing a degree programme other than a faculty.
6. The duration time of studies is defined by the study programmes for individual fields, levels, educational profiles and forms of study.
7. Full-time studies are free-of-charge except when a student:
   1) re-attends definite classes because of insufficient learning results,
   2) participates in classes not included in the study schedule, including classes supplementary to learning outcomes necessary to take up the second-cycle studies in a given field.
8. Part-time studies are chargeable studies in accordance with the rules defined by an act of the Senate and in the amount determined by the rector's directive.
9. The subject and amount of the fee for educational services are determined by the rector. The Senate of Silesian University of Technology defines rules of charging the fees, including the course and conditions of exemption therefrom.
10. Students from other universities completing a part of their educational programme at Silesian University of Technology are subject to the provisions of the Regulations as applicable.

§ 2
1. The rector is the superior of all students.
2. The rector has a general supervision over recruitment, educational process and the course of studies.

§ 3
1. The dean is a direct superior of students at a faculty.
2. The dean makes decisions connected with completing a course of studies if they are not in the competence of other bodies at the University.
3. The dean makes decisions in individual student cases, especially referring to:
   1) granting or refusing a leave,
   2) striking students off from the register,
   3) resuming studies after being struck off from the register,
   4) a change of a faculty, field, educational profile or form of study,
   5) admission from another university,
   6) transfer to another university.
4. The decisions mentioned in section 3 positions 1-6 shall be made in a written form and delivered effectively.
5. The decisions of the dean mentioned in section 3 may be appealed against to the rector, through the dean, within 14 days from the delivery of the decision.
6. The dean has a right, on the grounds of the rules of the act – The Code of Administrative Proceedings, to grant his powers to the vice-dean.

§ 4
The dean takes action in order to ensure equal chances of completing an educational programme by a disabled student, taking into account a degree and type of disability as well as the uniqueness of a given field and major, through adapting classes to individual requirements by:
1) enabling a disabled student to use specialist equipment which guarantees his full
participation in the process of educational learning. A disabled student may borrow free
equipment aiding the learning process in the Office for the Disabled.
2) adjusting the form of examinations/credits to the needs resulting from the student's
disability type. The form of adjusting examinations/credits is proposed by the Rector's
Plenipotentiary for the Disabled after consultation with the dean.
3) enabling a disabled student to use during classes and examinations help from the third
party, i.e. a sign language translator and a disabled person's assistant. The support
is permitted by the Vice-Rector for Students and Education on the grounds of a student's
application with the approval of the Rector's Plenipotentiary for the Disabled.

§ 5
A student self-government body represents students and is entitled to voice its opinions on
students' matters.

II. TAKING UP STUDIES

§ 6
1. Rules and conditions of admission to the University are defined by the act and Senate's
resolution.
2. A person admitted to the University receives student's rights upon matriculation and
taking an oath.
3. A person admitted to the University in the course of confirming the learning outcomes
achieved outside the study system is obliged to submit an application for credits of the
acknowledged subjects to the dean. Detailed rules of confirming learning outcomes
achieved outside the study system are defined in a separate resolution of the Senate.
4. The dean establishes, with the approval of the person mentioned in section 3,
an individual study schedule and at the same time appoints a tutor.
5. Admission as a student to the University follows also on the day of transfer from another
university or at the moment of resumption of studies.
6. After matriculation a student receives a student identity card. The document is issued for a
charge. The amount of the charge is resolved in separate regulations.
7. An identity card is a document verifying a student's status. The validity of an identity card
is confirmed every semester in the dean's office.
8. A student who has lost a right to an identity card is obligated to return it to the University.
9. The conditions of payment for educational services are specified in a written contract
within 30 days from the date of classes commencement.

§ 7
1. Foreigners can be admitted to Silesian University of Technology on the grounds of the
rules defined in the act and executive provisions to the act.
2. Payment for educational services for foreign students is specified in separate regulations.
3. Education of foreigners may be realized according to the Individual Study Programmes
(ISP) assuring that the learning outcomes assumed for a given field are achieved. The
study rules according to the ISP are defined by the faculty board.

§ 8
1. A student has a right to study at the second field of study apart from his basic field
according to the rules specified in the act.
2. A student begins studies at the second field of study according to general recruitment rules
for the first year of this field of study.
§ 9
1. Students may transfer to another field of study within the faculty, to another faculty or from another university, including a foreign university, to Silesian University of Technology, after getting a consent from the dean of the admitting faculty if they fulfilled all obligations resulting from the regulations in force at the faculty or the university they are leaving.
2. Only students who completed at least the first study semester may apply for a transfer.
3. A transfer is possible before the beginning of a semester.
4. The dean may give a consent for a student's transfer from full-time studies to part-time studies and vice versa.
5. The dean of the admitting faculty makes a decision about giving credits for the transferred classes after reading the student's records of the course of completed studies and taking into account the learning outcomes achieved by the student up to that point.
6. The admitting unit gives a student such a number of ECTS points as is assigned to learning outcomes achieved as a result of completing suitable classes and placements in this unit.
7. The dean determines a scope, way and date of making up the backlog resulting from differences in educational programmes and decides at which semester a student shall begin his studies after a transfer.

§ 10
1. Re-admission of a person who did not complete the first semester of studies is regulated by general admission regulations.
2. A student who was struck off from the list of students after completing the first semester with the required number of ECTS points may apply for resuming the studies. The resumption of studies according to the regulations in force begins at the moment of making the decision by the dean. The dean determines conditions, date and way of making up the backlog resulting from differences in educational programmes of the student resuming his studies.
3. Resumption of studies follows according to general admission rules for the first year of studies after a period of more than five years from the date of striking a student off from the list of students to the date of the commencement of the term on which the studies are resumed.
4. It is allowed to resume the studies in a given field no more than 2 times. Another resumption of studies follows general admission regulations for the first year of studies.

§ 11
1. Highly talented school learners may participate in classes included in the study programme in accordance with their talents, after submitting a written application, with an approval of the faculty's dean, after obtaining a recommendation from the school principal and in the case of underage learners an agreement from learners' parents or legal guardians.
2. Learners mentioned in section 1, allowed to participate in classes:
   1) may use classrooms and university equipment as well as help from the University employees and organs; they may also participate in activities of a students' scientific association,
   2) are obliged to follow regulations and rules in force at the University,
   3) complete classes on the grounds of rules defined by the Regulations, which are recorded in the student's card of period achievements. The faculty board may determine an individual course of completing classes by learners.
3. In the case of admitting learners mentioned in section 1 to Silesian University of Technology, a course tutor may release a learner from the obligation of attending or
completing previously completed classes unless in the meantime there were changes in the learning outcomes achieved within their realization.

III. RIGHTS AND DUTIES OF STUDENTS

§ 12
In addition to the rights stemming from the act, a student has the right to:
1) develop his or her interests in the areas of research, culture, tourism and sports, and use teaching facilities, equipment and other resources as well as receive support from the academic staff and bodies of the University,
2) voice his or her opinions on matters relevant to students and the University, directly or through students' representatives in the collective bodies of the University,
3) make complaints and proposals concerning studies and social issues.

§ 13
1. A student shall conduct himself or herself in accordance with the academic oath and the studies Regulations. In particular, a student shall:
   1) pursue his or her studies in accordance with the educational programme,
   2) observe the Student Ethical Code,
   3) uphold the interests of the University.
2. A student shall observe the internal regulations of the University.
3. A student shall immediately notify of the change of his or her surname, marital status or address as well as material conditions if they have influence on granting material assistance or its amount.

§ 14
1. Student's rights and duties expire on the day of completing the studies or being struck off from the students' list on the stipulation of section 2 of the paragraph.
2. An individual who completed the first-cycle studies retains student's rights until the 31<sup>st</sup> October of the year in which they completed the studies, except the right to material assistance.

IV. ORGANIZATION OF STUDIES

§ 15
1. Studies are realized on the basis of educational programmes including learning outcomes defined by the Senate and study programmes including study schedules established by the faculty board in accordance with the Senate's guidelines and after consultation with the faculty-level students self-government body.
2. Common principles of students mobility systems MOSTECH, ERASMUS+ are put into practice at all courses of full-time studies.
3. Educational classes can be conducted with application of distant-teaching methods and techniques.
4. The University provides a two-cycle system of education.
5. The University may also organize individual multi-area studies including at least two study areas and leading to obtaining a diploma in at least one field of study conducted at the University. A detailed course and stipulations of realizing education according to individual multi-area studies are defined by the Programme Board consisting of representatives of institutional units conducting the studies.
§ 16
1. An academic year commences on 1st October and lasts until 30th September of the following calendar year unless the rector issues a different regulation.
2. An academic year includes:
   1) a period of classes resulting from a study schedule, divided into two 15-week semesters – a winter semester and summer semester,
   2) class-free exam periods: a winter and summer ones and make-up exam periods,
   3) a practical placement and field work if included in the study schedule,
   4) winter, spring and summer vacations.
3. The winter semester ends on 28th February, the summer semester on 30th September.
4. Detailed organization of an academic year is established by the rector and announced publicly until 15th September of the year in which the academic year commences.
5. The rector, at the dean's proposal, may determine a different organization of an academic year for the diploma semester at the first-cycle studies.
6. Class-free days may be established by the rector, and class-free hours by the dean.

§ 17
Students are informed by the dean about the study programme, including study schedule at individual fields of study no later than a month before an academic year commences.

§ 18
1. The dean, before the beginning of a semester, publishes information on a noticeboard or on the faculty website or distant learning platform about classes schedule including an index of subjects ending with exams especially highlighting obligatory (rigorous) subjects in a given credit period, an index of educational classes and practical placements as well as other duties subjected to obtaining credits, including the surnames of courses tutors.
2. A course tutor is obliged to hand down to students at the first classes and on a noticeboard or the faculty website, no later than 14 days after the beginning of a semester:
   1) the subject card,
   2) information about requirements for obtaining the credit, including a method of current control over learning progress and other rules connected with completion of the process of educational learning adopted at the given faculty making it possible to obtain credits for subjects not resulting in examinations before the beginning of an exam session,
   3) a method of informing students about the obtained results of examinations and credits.
4. The course tutor enables a student a right to look into the papers verifying the student's progress during a semester.

§ 19
1. Lectures at the University are open.
2. A student shall participate in educational classes included in the study schedule and take an active part in them.
3. A student's attendance at lectures may be controlled. At other classes the attendance is obligatory.
4. A student is obliged to explain his absence at obligatory classes no later than at the next classes. The tutor determines a way and date of making up the backlog. The tutor shall inform the dean about unexplained absence (three absences in case of weekly classes, two absences in case of fortnight classes) of a student at obligatory classes and the dean shall take a stand on the matter.
5. The dean, after consultation with the course tutor, may excuse a student from participating in all or some classes. The dean, after consultation with the course tutor, determines the requirements for obtaining credits for educational classes in which the student will not
participate.

§ 20
1. Timetables for examination periods shall be established by the dean after consultation with a student self-governing body and should be announced to students no later than 14 days before the beginning of the period.
2. A course tutor shall determine 3 dates of examinations in an examination period timetable after consultation with the group's prefect.
3. A student shall take an exam on the date determined by the course tutor. The student has to be entered into EKOS.
4. The dean may agree to one additional date of examination.

§ 21
1. After receiving the dean's consent a student may study optional subjects, also at other universities, apart from the basic field, provided that all obligations connected with the course of studies at the basic field are fulfilled by him.
2. A fee shall be contributed by a student for classes not included in the study schedule, including classes complementary to the learning outcomes necessary to take up second-cycle studies in a given field in accordance with § 1, section 9 of the Regulations.
3. The right to attend the classes mentioned in section 1 may be restricted by the requirements concerning the sequence of the classes modules and the size of student groups.
4. Before the beginning of classes, by the date determined by the dean, a student shall submit in the dean's office a declaration with the list of courses he intends to study additionally in the next semester study.

§ 22
1. At selected fields or majors all educational classes and knowledge or skills tests as well as diploma exams are conducted in a foreign language.
2. The educational programme of studies conducted in Polish must contain certain courses conducted in a foreign language.
3. The detailed scope and conditions of conducting educational classes, methods of verification and evaluation of achieving the assumed learning outcomes as well as preparing diploma theses in a foreign language are defined in the study programme.

§ 23
1. The duration time of obligatory student practical placements is laid down in educational programmes.
2. Student practical placement completion is one of the conditions of obtaining credits for the semester. The student practical placement programme and the method of its completion are laid down in the educational programme. ECTS points are allocated to a student's practical placement. Unless the faculty board decides differently, a student shall obtain no grade for the student practical placement, only the 'zal' entry, which is not included in calculation of the average grade.
3. The placement supervisor, after consultation with the dean, may award a student with the credit for the placement on the grounds of a relevant job certificate, student's participation in a scientific and research camp or in another case if the required learning outcomes have been achieved.
4. A student may be allowed to complete the student practical placement at a different time than the one determined by the dean in the study schedule unless it clashes with other classes included in the study schedule.
5. A detailed manner and course of completing student practical placements are defined
in the rector's relevant directive.

§ 24
1. There is a possibility of individual organization of studies (IOS) for a student who specifically:
   1) raises a child,
   2) is disabled,
   3) studies at another field of study.
2. The dean may give a student a consent for IOS in other cases than those mentioned in section 1.
3. A student following IOS completes courses and study semesters within time limits set by the dean in the decision on granting IOS.
4. Following IOS cannot result in extension of the time limit of studies' completion.

§ 25
1. Taking into consideration specific interests and talents of students, Silesian University of Technology enables them to choose contents, methods and forms of study on an individual basis. Studies completed according to an individual study programme (ISP) among others mean broadening the scope of knowledge within the studied major and participating in scientific and research, development and implementation works.
2. A student may study in accordance with the ISP on the basis of the rules determined by the faculty board.
3. A request to follow ISP may be submitted by a student who has successfully completed the first year of the first-cycle studies or the first semester of the second-cycle studies and has obtained the average grade above 4.00 – the faculty board may raise the required average grade. In exceptionally justified cases the dean may authorise ISP earlier.
4. ISP may be granted to a student who stays at the University within the international exchange programme e.g. ERASMUS+.
5. ISP shall be approved by the dean, taking into consideration the student's study progress, interests and talents.
6. While granting the right to ISP the dean chooses a scientific supervisor from academic teachers employed at least at the position of assistant professor, with a PhD degree (in Polish: adiunkt) taking into account the student's proposition.
7. The dean monitors ISP implementation in accordance with the same procedure as used to monitor the progress of other students.
8. ISP may lead to shortening the study period but it cannot cause its extension.
9. The dean, after consulting the scientific supervisor, may withdraw the consent for implementing ISP if the student does not realize the range of tasks defined in the rules mentioned in section 2.
10. ISP may be realized as a part of individual multi-area studies. Provisions of sections 1-9 shall apply respectively.

§ 26
The dean on his own initiative or at a request of the faculty student self-governing body may appoint tutors for students groups. The tutor shall advise and help students with all matters connected with study completion.

§ 27
If there are several majors within the field of study, a student shall determine a priority admission list for individual majors on the basis of criteria and on the date set by the dean. The dean shall decide about the admission to a given major.
V. AWARDING COURSE AND SEMESTER CREDITS

§ 28
1. A course tutor is responsible for conducting an exam.
2. The dean may authorise in exceptional cases a person teaching related subjects to conduct an exam.

§ 29
1. A credit for the course shall be granted and entered into EKOS by the course tutor or an authorised person. The name of the course tutor is entered into EKOS. In case of transferring student's achievements from other fields or faculties at other universities, the entry may be done by the dean or an authorised person.
2. For each course one final grade is established. Positive final grades shall be entered into EKOS. In case of not completing the course no final grade is entered.
3. A student participating in scientific or implementation research may be exempted from some course classes if participating in the research ensures the achievement of the learning outcomes described in the educational programme. The decision is made by the course tutor at the beginning of the semester.

§ 30
1. A student may have an access to his exam paper within 7 days after the exam results were announced.
2. Student's absence during examinations may be excused by the course tutor or the dean. If a student explains his absence, an additional exam date shall be determined by the course tutor after consultation with the dean.
3. Unexplained absence at an exam shall result in the loss of the date.

§ 31
1. The following grading scheme and its equivalent credits in ECTS system are used at the University:

   - very good 5.0 A
   - good plus 4.5 B
   - good 4.0 C
   - satisfactory plus 3.5 D
   - satisfactory 3.0 E
   - fail 2.0 F

2. The ECTS grading scheme is used while transferring the credits.
3. The grade for the whole course of studies is the 'weighted average' rounded off to two decimal places, according to the following formula:

   \[
   \text{the grade for the whole course of studies} = \frac{\sum (\text{final grade} \times \text{points})}{\sum \text{points}},
   \]

   taking into account all final grades entered into EKOS.

§ 32
1. ECTS points are granted for:
   1) completing classes and placements included in the study programme, however the number of ECTS points is not related to the obtained grade and they are granted only if a student has fulfilled the requirements connected with achieving the assumed
learning outcomes,
2) preparing and submitting the diploma thesis or preparation for the diploma exam in accordance with the study programme.

2. The number of points assigned to individual courses is determined on the basis of a principle that one ECTS point is equal to learning outcomes whose achieving requires from a student 25-30 work-hours on average, however the student's number of work-hours includes classes organized by the University in accordance with the study schedule as well as his individual work.

3. The faculty board may determine in the study programme which courses are obligatory to complete in a given credit period.

§ 33
1. The credit period for a study term is a semester assuming that at each semester of full-time studies the number of points is no less than 30.
2. If the duration of part-time studies is longer than the duration of relevant full-time studies the following applies:
   1) the overall number of points determined by the study schedule of part-time studies equals the number of points determined by the full-time study schedule,
   2) the number of ECTS points determined by the study schedule in a semester and an academic year of part-time studies may be reduced respectively.

§ 34
1. Obtaining a credit for a semester is confirmed by the dean's entry into a student's card of period achievements generated from EKOS.
2. A student is allowed to have an access to abstracts from all electronic cards of student’s period achievements from the current course of studies.
3. The registration for the following semester shall follow when:
   1) a student obtains at least 80% of ECTS points from courses determined by the study schedule in each of the previous semesters except point 2,
   2) for the first semester of the first-cycle studies a student obtains at least 70% of ECTS points from courses determined by the study schedule for this semester,
   3) a student completes educational classes, placements and other obligations determined by the study schedule with a delay no longer than 1 year in relation to the study schedule; moreover, making up the backlog should be in accordance with the study schedule of the given field.

§ 35
1. A student who does not meet the requirements of registration for the next semester shall be transferred to a semester which results from the number of obtained ECTS points or shall be struck off from the list of students by the dean.
2. The dean strikes a student off from the list of students in the case of:
   1) failure to take up studies, i.e. when a student submits a written declaration about resigning from studies, does not take an oath or is not present at obligatory classes within 30 days from the beginning of classes, or in case mentioned in § 37 section 12.
   2) resigning from studies at the student's written request,
   3) failure to submit the diploma thesis or take the diploma examination in the specified time period,
   4) punishment with the disciplinary penalty of expulsion from the University.
3. The dean may strike a student off from the list of students in the case of:
   1) confirmed lack of progress in learning, i.e. when the dean after analysing the student's course of studies records states that the degree of completion of the study programme excludes a possibility of obtaining a credit for the semester and the student has already
exercised the right to repeat a semester or classes,
2) failure to obtain credits for a semester in the specified time period,
3) failure to make due payments for studies within 14 days from the date of being delivered a request to pay the fee,
4) failure to sign 'Contract on payment stipulations for full-time/part-time studies' within 30 days from the date of commencement of the classes,
5) failure to submit in a specified time period a certificate about no medical contraindications to studying in a given field of study.
4. The dean may give a consent to a student repeating a given semester to participate in selected classes of the following semester, including obtaining credits and taking examinations, but the student is obliged to obtain credits for those courses.

§ 36
1. A student has a right to lodge an appeal to the dean within 3 days from finishing the classes or the date of announcement of credits results in the case of objections to the course of granting credits or impartiality of assessment and the dean may order a reassessment of the student's results by a board.
2. A student raising objections to the course of an examination or impartiality of assessment has a right to submit a request to the dean for reassessment before a board within 7 days from the date of announcement of the examination results. The dean decides about the reassessment by a board.
3. In justified cases the dean may stipulate reassessment by a board on his or her own initiative.
4. Reassessment of the achieved results by a board, which is a basis for assessing classes which end with granting a credit or an examination, or the reassessment examination should take place within 7 days from the date of submitting the request with a stipulation that the reassessment examination form is in accordance with the examination form determined by the course tutor on the first class (§ 18 section 3 point 2).
5. The composition of the board who conducts the reassessment of the achieved results or an examination is determined by the dean and includes: the dean or an academic teacher authorised by the dean as the chairman, the academic teacher who granted the questioned grade, a specialist in the subject of the exam.
6. At the student's request the board mentioned in section 5 may include a person appointed by the student as an observer.
7. The grade achieved in the course of reassessment of the student's results or examination by a board replaces the questioned grade.

§ 37
1. The dean may grant a student a leave, including:
   1) a health leave,
   2) compassionate leave (a semester-leave or a year-leave),
   3) for making up the backlog:
      a) a short-term leave up to two weeks,
      b) a long-term semester or year leave.
2. A student shall submit a written application for being granted a leave immediately after the occurrence of the reason justifying the leave.
3. A health leave may be granted by the dean on the basis of a certificate from an academic medical board who shall determine the period of the student's inability to perform his or her duties.
4. The dean may grant a compassionate leave in the case of important and proved random circumstances which prevent the student from participating in classes for a longer time.
5. The time period of the leave shall be not included in the prescribed duration of studies.
6. The leave period shall extend the time limit for studies completion except the leave defined in section 1 point 3) subsection a).
7. Granting a long-term leave for making up the backlog is possible after completing the first semester of studies.
8. The dean may grant a short-term leave in exceptional cases.
9. In the whole course of studies, from the first semester entry to the moment of obtaining the higher education diploma or being struck off from the students list, a student may get altogether no more than two semesters to make up the backlog.
10. After the end of the leave a student studies according to the current educational programme.
11. A student who comes back after a leave may be obliged by the dean to compensate for programme differences resulting from the changes which occurred in the educational programme during the leave duration.
12. Failure to sign up for the next semester of studies after returning from a leave in the time period of 7 days from the day of classes beginning in the given semester is considered as a failure to take up studies and forms a basis to strike the student off from the list of students.
13. During the duration of a leave of absence a student shall retain student rights with restrictions determined by the regulations on material assistance.
14. During the duration of a leave of absence a student may be granted a consent by the dean to complete some courses in advance on condition that the student shall obtain credits from those courses.

VI. DIPLOMA THESIS

§ 38

1. The term diploma thesis shall refer to a bachelor's thesis, an engineering project or a master's thesis.
2. The first-cycle studies end with preparation and obtaining a credit for the bachelor's thesis or an engineering project at the last study semester as well as a final examination.
3. The second-cycle studies end with preparation of a master's thesis and a diploma examination.
4. A student may prepare the diploma thesis mentioned in section 1 in a foreign language:
   1) in the case of completing all classes in this language,
   2) at his own request, after the dean's agreement.
5. At the first-cycle studies a bachelor's thesis or an engineering project should be completed in accordance with the rules defined by the faculty board. The faculty board determines specifically: the scope of the bachelor's thesis or engineering project, the course and deadline of assigning topics, a way of assessing and reviewing as well as the form of the thesis.
6. At the first-cycle studies a bachelor's thesis/engineering project is assessed by the academic teacher supervising the thesis and one reviewer.
7. At the second-cycle studies:
   1) the topics of diploma theses are approved by the head of the relevant organizational unit, who is authorised by the dean,
   2) a student completes the diploma thesis under the supervision of the academic teacher with an academic degree of doctor, habilitatus doctor or professor (in Polish: doktor, doktor habilitowany, profesor),
   3) a student may complete the diploma thesis under the supervision of an academic teacher, in collaboration with another specialist, especially from outside the University,
4) the thesis supervisor proposes the grade for the thesis; in case of a positive grade, the thesis is sent to a reviewer appointed by the dean or a person authorised by him; at least one of them should have an academic degree of habilitatus doctor or professor (in Polish: doktor habilitowany lub profesor),
5) in the case of negative assessment of the diploma thesis by the reviewer, the dean shall appoint another reviewer for the thesis. The grade is an arithmetic average of the reviewers' grades, moreover the thesis is assessed positively if the average grade is not lower than 3.00.

8. The dean is obliged to check written diploma theses before the diploma examination using antiplagiarist programmes in cooperation with the Polish repository of diploma theses.

§ 39
1. A student at the second-cycle studies is obliged to submit a diploma thesis in written and electronic forms no later than until 5th March or 10th September on degree programmes ending in winter or summer semesters respectively.
2. At a request of the thesis supervisor or the student of the second-cycle studies, the dean may, in justified cases, extend the deadline for submitting the diploma thesis, but only for a maximum period of 2 months from the deadlines determined by section 1.
3. In the case of longer absence of the thesis supervisor which could result in extending the deadline for the submission of the student's thesis, the head of the organizational unit is obliged to appoint a person taking over the obligation of supervising the thesis.

§ 40
1. Provisions of § 35 shall apply to a student at the second-cycle studies who failed to submit the diploma thesis by the specified deadline and did not meet all the requirements determined by the study programme.
2. A student at the second-cycle studies who has been struck off from the list of students only because of the failure to submit the diploma thesis by the prescribed deadline may resume the studies at the diploma semester in order to submit the diploma thesis and take the diploma examination after meeting the requirements defined by the dean within five years after being struck off. The resumption of studies follows according to the rules in force at the moment of the dean's decision. The dean determines the conditions, date and manner of making up the backlog resulting from the differences in educational programmes of the student resuming the studies.

VII. DIPLOMA EXAMINATION

§ 41
1. A student admitted to the diploma examination is required to:
   1) have fulfilled the requirements laid down in the study programme and obtain the number of ECTS points resulting from the educational programme,
   2) have submitted documents necessary to issue the diploma before the planned diploma examination (the type of required documents is determined in separate regulations),
   3) have submitted a declaration which is an annex to these Regulations,
   4) have submitted a diploma thesis at the second-cycle studies,
   5) obtain at least the 'satisfactory' grade for the diploma thesis at the second-cycle studies.
2. The diploma examination shall be taken before a board appointed by the dean, composed of at least three academic teachers, including the dean or a person appointed by the dean as the chairperson of the board. At least one member of the board should have an academic degree of habilitatus doctor or professor (in Polish: doktor habilitowany lub
At the second-cycle studies the board also consists of:

- thesis supervisor,
- reviewer(s).

3. The diploma examination should take place within the period of 3 weeks from the date of semester completion at the first-cycle studies.

4. The diploma examination at the second-cycle studies should take place not later than to the 30th September or 31st March of the last year at the second-cycle studies ending respectively in the summer or winter semesters and in the case mentioned in § 39 section 2 not later than to 30th November or 31st May of the last year at the second-cycle studies ending respectively in the summer or winter semesters.

§ 42
1. The diploma examination is either an oral or a written examination. The diploma examination verifies learning outcomes achieved by a student during the studies.

2. At the request of the thesis supervisor, after consultation with the student, the dean may authorise the conduct of the diploma examination in a foreign language in which the diploma thesis was written except § 22 section 1.

3. A student should present at the diploma examination knowledge, skills and social competences defined for the field of his studies.

4. A student at the second-cycle studies at the diploma examination should also:
   1) present the main points of the diploma thesis,
   2) show the knowledge in issues of the fields related to the subject of the diploma thesis.

5. The faculty board may define other rules of conducting a diploma examination ensuring the verification of learning outcomes achieved by the student. The resolution of the faculty board on this matter shall be announced each time at the beginning of an academic year.

6. The results of the diploma examination are determined by means of the grading scheme mentioned in § 31.

§ 43
1. At a written request of the student or the thesis supervisor, submitted no later than 4 weeks before the obligatory date of submitting the thesis, the dean may give his consent to conduct an open diploma examination.

2. At least a week before the date of the planned examination the dean announces the information about the open examination with the graduate's name and surname, the topic of the thesis, date and place of conducting the examination on the faculty notice board as well as the faculty website and he creates conditions necessary to conduct the examination.

3. The outsiders may participate in an open diploma examination as observers.

4. The grade for the diploma examination shall be determined by the board without participation of the graduate or the outsiders.

§ 44
1. If a student has failed the diploma examination or has failed to take the diploma examination for a justifiable reason on the fixed date, the dean shall set another date as the final one. The second examination may take place not earlier than after 2 weeks and not later than 12 weeks from the date of the first examination.

2. If a student has failed the diploma examination on the second date, the dean shall decide to strike the student off from the list of students.
1. Graduation shall take place after passing the diploma examination with the minimum grade '3.00', which is the arithmetic average of all assessed answers at the diploma examination and at the second-cycle studies of the grade of presenting the diploma thesis.

2. The basis for calculating the result for the first-cycle studies is:
   1) the grade for the whole course of studies calculated according to the provisions in § 31 section 3,
   2) the grade for the engineering project, and at the Bachelor studies the bachelor's thesis, which is an arithmetic average rounded off to two decimal points from the grades given by the academic teacher supervising the engineering project or the bachelor's thesis and by one reviewer,
   3) the grade for the diploma examination.

3. The final numerical result obtained by a student at the first-cycle studies shall be rounded off to two decimal points and shall be the sum of 0.5 of the grade mentioned in section 2 point 1, 0.25 of the grade for the engineering project, and at the Bachelor studies the bachelor's thesis, mentioned in section 2 point 2 and 0.25 of the grade for the diploma examination mentioned in section 2 point 3.

4. The basis for calculating the result for the second-cycle studies is:
   1) the grade for the whole course of studies calculated according to the provisions in § 31 section 3,
   2) the grade for the master's thesis which is an arithmetic average rounded off to two decimal points from the grades given by the thesis supervisor and reviewer(s),
   3) the grade for the diploma examination.

5. The final numerical result achieved by a student at the second-cycle studies shall be rounded off to two decimal points and shall be the sum of 0.5 of the grade mentioned in section 4 point 1, 0.25 of the grade for the diploma thesis mentioned in section 4 point 2 and 0.25 of the grade for the diploma examination mentioned in section 4 point 3.

6. The final grade shall be entered into the higher education diploma according to the following rule:
   1) up to 3.36 – satisfactory (3)
   2) between 3.36 and 3.80 – satisfactory plus (3.5)
   3) between 3.80 and 4.20 – good (4)
   4) between 4.20 and 4.60 – good plus (4.5)
   5) above 4.60 – very good (5)

7. The graduate shall receive a higher education diploma with two copies and the diploma supplement.

§ 46

1. The diploma 'with distinction' may be received by graduates who:
   1) completed their studies within the period determined by the study schedule,
   2) obtained the grade for the whole course of studies no lower than 4.8,
   3) obtained from the diploma thesis and the diploma examination grades 'very good' (the average 5.0)

2. Students completing their diploma theses abroad, who in the course of § 39 section 2 are granted a consent to extend the deadline for submission of the thesis, retain their right to receive the diploma 'with distinction'.

3. A diploma 'with distinction' is awarded by the rector upon the proposal of the faculty board.

VIII. PRIZES AND DISTINCTIONS
§ 47
1. Students and graduates who distinguish themselves with excellent educational results, impeccable fulfillment of their duties and social activities as well as outstanding scientific or other achievements may be awarded with prizes and distinctions by:
   1) the Senate or rector,
   2) the faculty board or dean,
   3) institutions, scientific associations, social organizations, etc.
2. One of the form of distinguishing the best graduates is awarding the 'OMNIUM STUDIOSORUM OPTIMO' medal.
3. The criteria and rules for awarding distinctions and prizes are laid down in separate regulations.

§ 48
1. One of the distinctions is awarding a student with a higher education diploma 'with distinction'. The conditions of receiving such a diploma are defined in § 46.
2. Prizes and distinctions are entered into the diploma supplement.

IX. LIABILITY OF STUDENTS

§ 49
1. A student shall be answerable to the Disciplinary Committee or the Student Disciplinary Panel of Student Self-Government Body for conduct demeaning the dignity of the student and for any breach of the regulations in force at the University.
2. Disciplinary penalties include:
   1) caution,
   2) reprimand,
   3) reprimand with a warning,
   4) suspension of certain student rights for a period of up to one year,
   5) expulsion from the University.

X. FINAL REGULATIONS

§ 50
The rector is the appeal authority in all matters referring to the order and course of studies not determined by the articles of these Regulations.
DECLARATION

Aware of the liability I declare that the submitted master's thesis/engineering project/bachelor's thesis* titled:
............................................................................................................................................................................
............................................................................................................................................................................
has been written on my own.

Hereby I declare that the thesis mentioned above:
– does not violate copy rights following from the Act of 4 February 1994 on copyrights and related rights (Journal of Laws of the year 2016, item 666 with further amendments) as well as individual property protected by the Civil Law and does not contain data and information obtained by me unlawfully,
– has not previously been a basis of any other official procedure connected with awarding higher education diplomas or professional titles,
– does not include extracts copied from other sources without clear marking and relating to the reference source,
– submitted in an electronic form is identical with the thesis in a written form.

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(student signature)

*to underline the appropriate