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ATTACHMENT

to the Silesian University of Technology
Senate Resolution no 59/2019
dated on 24th of June 2019



**Politechnika
Śląska**

REGULAMIN STUDIÓW

STUDIES REGULATIONS

GLIWICE 2019

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Chapter I

General provisions

§ 1

1. The present Regulations define the organization of studies at the Silesian University of Technology at all levels and profiles, and in all forms, as well as the student's rights and obligations related to these studies.
2. The provisions of the present Regulations apply to all students of the Silesian University of Technology and students of other universities, including foreign universities, implementing part of the study programme at the Silesian University of Technology.

§ 2

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 20 July 2018 – Higher Education Law (Journal of Laws of 2018, item 1668 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 terms used

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 ECTS points of the studies programme is realized in the form of educational classes requiring direct participation of academic teachers or other people conducted classes and students,
- 3) part-time studies - a form of higher studies in which less than a half of ECTS points of the studies programme is realized in the form of educational classes requiring direct participation of academic teachers or other people conducted classes and students,
- 4) 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; one ECTS point corresponds to 25-30 hours of student work including classes organized by the University and his/her individual work related to these classes.
- 5) level of studies- first-cycle studies, second-cycle studies and uniform master's studies,
- 6) a study programme – the programme referred to in article 67 of the Act,
- 7) a study schedule- the schedule for the implementation of the study programme in individual semesters and years of the education cycle,
- 8) a course – a set of classes under a common name, regardless of the form of their conduct, to which learning outcomes and programme are assigned to achieve these effects, as well as the number of ECTS points,
- 9) learning outcomes- effects referred to in article 67, section 1, point 1 of the Act,
- 10) ICT system- ICT system used by the University to support the course of studies,
- 11) rector's attorney- a person authorized by the rector, who is responsible for student affairs,

- 12) a course tutor (responsible for a course) – an academic teacher employed at the University or another person possessing the competence and experience to carry out the classes correctly, authorised to enter information referring to the course into the documentation in the whole course of studies (credit documentation/EKOS),
- 13) a subject card- a detailed description of the classes prepared by the teacher, containing in particular a description of the form of conducting classes, a description of how to determine the final grade in the subject, the manner and mode of completing the arrears, prerequisites and additional requirements, taking into account the sequencing of classes,
- 14) block system of classes- system of classes consisting of conducting classes and implementing the subject program in a semester within a period of not more than one month, ending with the form of credit provided for the subject,
- 15) classes schedule – the schedule of classes in the given semester of the academic year, approved by the rector’s attorney,
- 16) classes schedule – the schedule of classes in the given semester of the academic year, approved by the rector’s attorney,
- 17) registration- decision of the rector’s attorney to enrol the student for the next period (semester) of studies,
- 18) graduation from studies - obtaining the learning outcomes specified in the study programme, obtaining a positive assessment of Diploma thesis and passing the diploma exam with a positive result.

§ 4

1. The Silesian University of Technology conducts studies at the first and second level. The University may also conduct long-time master’s studies.
2. Studies at the Silesian University of Technology are conducted at practical and general profile.
3. The duration of the studies referred to section 2, determine the study programmes for individual fields of study and level adopted by the University Senate.

§ 5

1. Full time studies are free of charge except of sections 3 i 4.
2. Part-time studies are chargeable studies in accordance with the rules defined by the rector’s resolution.
3. Full time studies are chargeable if:
 - 1) a student repeats certain classes due to unsatisfactory results,
 - 2) student participates in classes not included in the study programme
 - 3) a foreign student undertakes education in foreign language studies
4. The University may charge fees for educational services specified in article 79 of the Act , no listed in section 3.
5. Subject and amount of fees for educational services, including fees for education, referred to in section 3 are determined by the Rector.
6. The terms and procedure for exempting students from fees for educational services are determined by the rector’s resolution.

§ 6

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. The rector makes decisions related to completing a course of studies if they are not in the competence of other bodies and entities at the University.

4. Apart from the cases specified in the Act and this Regulation, the regulations of the Code of Administrative Procedure shall not apply to the decisions of the rector or the rector's representative taken in individual student matters, subject to section 8.
5. The decision of the rector or the rector's attorney resolving an individual student case in accordance with the study undertaken does not require a written form. The student is informed about the content of the decision to the email address indicated by him.
6. The decision of the rector or the rector's attorney taken ex officio or resolving an individual student case contrary to the student's request is taken in the written form with the justification and delivered to the student at the e-mail address provided by him,
7. In the cases referred to in section 6, the student may request the rector to reconsider the case within 14 days from the date of delivery of the decision.
8. The rector may delegate part of the duties referred to in sections 2 and 3 to people holding managerial functions at the University, who are also responsible for student affairs. The range of delegated duties is determined by the rector's resolution.

§ 7

The rector's attorney undertakes actions aimed at ensuring equal chances for the implementation of the study programme by a disabled student, taking into account the degree and type of disability and the specificity of a given field of study, he adapts classes to his individual needs by:

- 1) enabling disabled students to use specialized equipment that guarantees their full participation in the education process. A disabled student has the possibility of borrowing equipment at the Office for Disabled People free of charge supporting the learning process,
- 2) adjusting the form of exams/credits to the needs characterized to the type of student disability. The form of adjusting exams/credits is proposed by the rector's attorney for disabled people in consultation with the rector's attorney,
- 3) enabling the disabled student the assistance of third parties during the classes and exams, i.e. a sign language interpreter and a teaching assistant; this support is granted by the rector's attorney at the student's request, approved by the rector's attorney for disabled people,
- 4) enabling disabled students to make, in consultation with the teacher, notes from the classes for their own needs with the use of technical measures appropriate for his disability, in particular with the use of sound or image recording devices.

§ 8

A representative of all the students authorized to express opinions on student matters is the competent student government body indicated in the Regulations of the student government of the Silesian University of Technology.

Chapter II

Taking up studies

§ 9

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. Taking an oath is confirmed by the student's own signature.
3. Admission as a student to the University also takes place on the day of transfer from another university.
4. A student may be enrolled only once on the list of students of the field of study, level and profile at which he/she has the status of student.

§ 10

1. Re-admission of a person who did not complete the first semester of studies is regulated by general admission regulations specified in the Act and resolutions of the Senate, referred to in § 9 section 1.
2. A person 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 decision about resuming the studies is taken by the rector's attorney.
3. The resumption of studies according to the regulations in force begins at the moment of making decision by the rector's attorney.
4. The resumption of studies only takes place in the field from which the person was removed from the list of students of the Silesian University of Technology. Resumption of studies is considered a continuation of the previous course of study.
5. From the right referred to in section 2 , may be used only once, subject to the regulations of section 6. A person who has used his/her right to resume studies may be re-admitted to the studies on the terms and conditions of admission to the first year of studies, as specified in the Statute and resolutions of the Senate, referred to in § 9 section 1.
6. If more than 5 years have passed from the date of the final decision about striking off from the list of students to the date of the beginning of the semester in which the resumption of studies takes place, re-admission shall take place on the terms and conditions of admission to the first year of study, as specified in the statute and resolutions of the Senate referred to in § 9 section 1.
7. The rector's attorney may refuse to resume studies if, due to a change in the study programme he finds that it is impossible to achieve all assumed learning outcomes or a field of study in which a given person has been removed from the list of students of the Silesian University of Technology is no longer conducted at the University , or for another justified reason.

§ 11

1. Student may transfer to another field of study within the University or from another University, including a foreign University, to the Silesian University of Technology, after getting a consent from the rector's attorney if she /he fulfilled all obligations resulting from the regulations of the university she/he is leaving.
2. The rector's attorney may give a consent for a student's transfer from full time studies to part-time studies and vice versa.
3. A student who has completed at least the first semester of study and obtained at least the result 4.00 from current course of studies may apply for transfer from part-time studies to full time studies.

§ 12

1. A student resuming studies according to the regulations referred to in § 10 and a student admitted to study according to the rules referred in § 11 may apply to the rector's attorney for recognition of previously completed classes.
2. The rector's attorney after checking the student's application referred to in section 1, decides whether to acknowledge previously completed classes after reading the student's documentation of the completed course of studies and taking into account the learning outcomes obtained so far by the student.
3. The student receives the number of ECTS points that is attributed to the learning outcomes obtained as a result of the relevant classes, including internships, specified in the study programme of the field where the student is applying for the recognition of previously completed classes.
4. The rector's attorney indicates from which semester the student will start studying as a result of the recognition of previously completed classes and determines the scope, manner and date of completing the arrears resulting from differences in study programmes.

5. The regulations referred to in sections 1-4 shall apply accordingly to people who were struck off from the list of students of other universities and people who have completed their studies and apply for recognition of previously completed classes.

§ 13

1. The Silesian University of Technology may confirm the learning outcomes obtained in the learning process outside the study system.
2. Learning outcomes are confirmed to the extent corresponding to the learning outcomes specified in the study program for the field, level and profile of study. Learning outcomes are not confirmed for study programs that take into account educational standards.
3. The organization of confirmation of learning outcomes, including the principles, conditions and procedure for confirming learning outcomes, the method of appointing and the mode of working of committees verifying learning outcomes shall be determined by the Senate.
4. The Senate defines the conditions of studies accepted by students admitted to studies as a result of confirmation of learning outcomes, including the principles of granting individual organization of studies and providing scientific care.

§ 14

1. After admission to the University, the student receives a student identity card. Student identity card confirms the status of student of the Silesian University of Technology. The validity of the student identity card is confirmed every semester in the appropriate administrative unit of the University
2. Students have the right to have an Identity Card until the day of graduation, suspension in student rights or until the day of final removal from the list of students. In the case of first-cycle graduates, the right to have an identity Card expires on October 31 of the year of graduation.
3. The student identity card is issued for a charge. The amount of the charge is determined in separate regulations.
4. A student who has lost a right to have an identity card is obligated to return it to the University.

§ 15

1. A student has a right to study at the other fields of study apart from his basic field of study.
2. A student begins studies at the second field of study at the University according to general admission rules for the first year of this field of study.

§ 16

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 rector's attorney, 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 applicable rules 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.
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.

Chapter III

Rights and duties of student

§ 17

In addition to the rights stemming from the act, a student has the right to:

- 1) gaining knowledge in a chosen field of studies,
- 2) develop his or her interests in the areas of research, culture, tourism and sports, and use teaching facilities, equipment and other resources and library collection in accordance with applicable regulations as well as receive support from the academic staff and bodies of the University,
- 3) expressing his or her opinions on matters relevant to students and the University, directly or through students' representatives in the collective bodies of the University,
- 4) make complaints and proposals concerning studies and social issues,
- 5) participate in classes, pass subjects and take exams provided for in the study program on the principles set out therein,
- 6) participate in classes not included in the study program on the principles set out in § 5 i § 22,
- 7) submitting to the University bodies postulates concerning study programs through the appropriate bodies of student government
- 8) receiving prizes and awards on the principles set out in the Regulations and in separate provisions
- 9) associating in scientific associations and participating in scientific and developmental and implementation works realizing at the University,
- 10) receive benefits on the terms set out in separate regulations,
- 11) associating in student organizations on the principles set out in the Act and separate provisions,
- 12) respect the personal dignity and subjective treatment in all contacts with the authorities Universities, academic teachers and administrative staff.
- 13) participate in the survey assessment of classes organized at the University.

§ 18

1. A student shall conduct himself or herself in accordance with the academic oath and the studies Regulations.
2. In particular, a student is obliged to:
 - 1) pursue his or her studies in accordance with the study programme,
 - 2) abide the Student Ethical Code,
 - 3) uphold the interests and prestige of the University ,
 - 4) uphold the dignity of the student and the good name of the University and to maintain an appropriate ethical attitude,
 - 5) participate in didactic and organizational classes in accordance with the study program,
 - 6) follow the recommendations of the teaching Staff in the process of education and checking knowledge and skills,
 - 7) taking examinations, undergoing internships and meeting other requirements provided for in the study program
 - 8) compliance with the University's Statute, these Regulations, resolutions of the Senate and Rector's resolutions, as well as compliance with decisions and orders issued by the University's bodies,

- 9) payment of fees for educational services on time,
- 10) maintaining personal culture and good manners, in particular paying attention for the culture of expression and behaviour,
- 11) taking care of the University's property and withhold its destruction and devastation.

§ 19

The student bears material responsibility for damages caused to the University's property

§ 20

1. The student is obliged to notify immediately the rector's attorney about a change of name, correspondence address, e-mail address and contact telephone number, as well as other data required by the Silesian University of Technology on the basis of separate provisions.
2. In case of failure in notification about a change in the data referred in section 1 student meets the full legal consequences resulting from separate regulations.

§ 21

Student' rights and duties expire on the day of graduation or final removal from the list of students. A person who has completed first cycle studies shall retain student rights until 31st of October of the graduation year, excluding the right to benefits referred to in article 86 section 1 points 1-4 of the Act.

§ 22

1. A student may with the rector's attorney consent, participate in activities not included in the study program of the major being studied.
2. For classes not included in the study program, the student shall pay a fee in accordance with § 5 section 5 of the Regulations.
3. The right to participate in the classes referred to in section 1 may be limited by the conditions of the succession of modules and the number of student groups.
4. Student before the start of classes, submits to the relevant administrative unit of the University an application with a list of classes in which he intends to participate in the next semester.

§ 23

1. In case of a justified suspicion that a student has committed a criminal act consisting of:
 - 1) usurpation the authorship or misleading as to the authorship of all or part of someone else's work or artistic performance,
 - 2) disseminating, without providing the name or nickname of the author, someone else's work in the covered version or in the form of elaboration,
 - 3) disseminating, without providing the name or nickname of the author, someone else's artistic performance or public distortion of such work, artistic performance, phonogram, videogram or broadcast,
 - 4) violation of someone else's copyright or related rights in a manner other than that specified in points 1-3
 - 5) falsification of scientific research or its results or other scientific fraud, the rector immediately orders an investigation.
2. If as a result of explanatory proceedings the collected evidences confirm the act referred in section 1, the rector suspends the proceedings for granting a professional title until the disciplinary proceedings are completed.

3. The person conducting the subject or the promoter of the diploma thesis is obliged to notify immediately the rector's attorney of the occurrence of the circumstances referred to in section 1, the rector's attorney shall immediately forward the case to the rector.

Chapter IV

Organization of studies

§ 24

1. Studies at the Silesian University of Technology may be conducted in the form of full time and part-time studies.
2. The University conducts full time studies separately from part-time studies.
3. Studies at the Silesian University of Technology are conducted at the first-cycle and second-cycle level on the basis of study program.
4. Studies at the Silesian University of Technology may be conducted at the level of long-time Master's studies based on the study program.
5. The program of studies at a particular field, level and profile is determined by the Senate after consulting the student government.
6. Studies at the Silesian University of Technology last:
 - 1) for first cycle studies - at least 6 semesters,
 - 2) for second-cycle studies – from 3 to 5 semesters,
 - 3) for long-time Master's studies - from 9 to 12 semesters
7. Part-time studies at the Silesian University of Technology may last longer than full time studies.
8. Common principles of the MOSTECH, ERASMUS+ student mobility system apply to all full time fields of study.

§ 25

1. The University may also organize individual inter-field studies in at least 4 disciplines, covering at least two fields and leading to a diploma in more than one field of study at the University.
2. The detailed mode and conditions of implementing education in studies referred to in section 1, is determined the Senate,

Chapter V

Organization of classes

§ 26

1. The academic year lasts from 1st of October to 30th of September is divided into 2 semesters: winter semester and summer semester.
2. The academic year consists of:
 - 1) two 15-week periods of classes resulting from the study programme, respectively in the winter semester and summer semester,
 - 2) exam sessions free from classes - winter and summer, and retake sessions,
 - 3) apprenticeship, if provided for in the study programme,
 - 4) winter, spring and summer holidays
3. The end of the winter semester takes place on 28th of February of each calendar year, and the summer semester on 30th of September of each calendar year.
4. The detailed organization of the academic year shall be established by the Rector's resolution and made public by 15th of September of the calendar year in which the academic year begins.
5. At the Rector's attorney request, the rector may specify a different organization of the academic year for students taking classes in the last semester of first degree studies.

6. The rector may establish additional days off from classes in the academic year.
7. The rector's attorney may establish free hours from classes in the academic year.
8. The number of days and hours referred to in sections 6 and 7 may not affect the realization of study program and study plan in a given field.

§ 27

1. Classes at the University are conducted in the form of: lectures, laboratory classes, exercises, seminar, conservatory, practice, project classes, foreign language classes and field classes.
2. Classes at the University are conducted as part of a subject that may provide more than one form of class.
3. Classes at the University can be conducted using distance learning methods and technique. The manner of conducting the classes using distance learning methods and techniques is regulated by separate provisions.
4. The Rector, in consultation with the student government, may introduce a block system of classes for specific subjects conducted as part of the field of study.

§ 28

Study programs at individual fields of study are available in the Public Information Bulletin on the University's website.

§ 29

If there are specialities within the field of study, the student, on the basis of criteria and within the time limit specified by the rector's attorney, determines the priority list of admission to individual specialities. The rector's attorney decides about admission to a given speciality.

§ 30

1. The person who conducts the course is obliged to present the course card to students and provide information about:
 - 1) conditions of obtaining credit for the subject,
 - 2) the method of monitoring the progress in learning,
 - 3) the rules for implementation of the education process, ensuring the possibility of passing subjects that do not end with an exam before the start of the examination session.
2. The information referred to in section 1 are introduced to the ICT System and available to students throughout the entire duration of the classes.
3. The person conducting the subject provides the student with the opportunity to view the work verifying the student's progress during the semester.

§ 31

1. Lectures at the Silesian University of Technology are open.
2. The student's participation in the forms of classes other than the lecture is obligatory.
3. The student shall be obliged to justify his absence from the classes referred to in section 2, no later than in the next classes.
4. In case of illness or other random event, the student justifies his absence on the first class after returning to the University
5. The decision on justifying the student's absence from classes is taken by the teacher, taking into account the possibility of compensating the arrears by the student.

6. A student whose absence from classes was caused by the duties carried out at that time arising from his duties as a representative of the student government in the University committees and bodies, is justified by his absence from these classes.
7. The person conducting the classes is obliged to notify the rector's attorney about the unjustified absence of the student from classes in the following situations:
 - 1) the student has missed classes at least 3 times and has not justified their absence- if the classes take place weekly.
 - 2) The student has missed classes at least twice and has not justified his/her absence- if the classes take place every two weeks.
8. The rector's attorney in consultation with the person conducting the subject decides whether a student in the situation described in section 7 may be admitted to pass classes.
9. A student who was not present in classes in the block system of classes, has no right to repeat these classes.
10. In the case referred to in section 9, a student may be admitted to pass classes in term appointed by the lecturer, but no later than before the end of the winter or summer session.

§ 32

1. The rector's attorney, upon a justified student's request, with the opinion of the teacher conducted the subject, may release the student in whole or in part from the obligation of taking part in classes.
2. In the decision of realising the student from obligation to take part in the classes the rector's attorney in consultation with the person teaching the subject specifies the terms and date of passing these classes.

§ 33

1. The study program of specific fields may predict conducting studies in foreign language:
 - 1) all or selected forms of conducting classes,
 - 2) testing knowledge,
 - 3) testing skills,
 - 4) diploma examinations.
2. The study program conducted in Polish may predict the obligation to carry out part of the classes in foreign language.
3. The detailed scope and conditions of conducting classes, methods of verification and assessment of learning outcomes and preparation of diploma theses in a foreign language are specified in the study programme for a given field of study.

§ 34

1. Unless the study program provides otherwise, a student is obliged to complete apprenticeships.
2. The dimension, principles and form of apprenticeships and number of ECTS points that a student must obtain under these apprenticeships are specified in the study programme.
3. At the justified request of the student, the apprenticeships tutor, in consultation with the rector's attorney, may approved the student's apprenticeship referred to in section 1, without being obligated to do it.
4. The basis of the student's application referred to in section 3, are in particular related to the subject of the apprenticeship:
 - 1) employment certificates confirming employment in a given position,
 - 2) certificates issued by the employer containing a description of the professional activities done.
 - 3) written scope of duties issued by the employer,

- 4) description of the employee's periodic assessment,
- 5) student's participation in a research camp if his or her subject relates with the subject of the apprenticeship.
5. By releasing the student from the obligation to complete the apprenticeship, the rector's attorney states that the learning outcomes attributed to the apprenticeship in the study program have been achieved.
6. At the student's request, the rector's attorney may set a different date of apprenticeships than provided in the study plan. The date of apprenticeship cannot collide with the dates of classes specified in the study plan.
7. The detailed manner and procedure of completing student apprenticeships are specified in separate regulations.

§ 35

The rector's attorney, on his own initiative or at the request of the appropriate student government body may appoint tutors of students years or groups. The tutor provides advice and assistance to students in all matters related with realization of studies.

Chapter VI

Individual organization of studies

§ 36

A student may use an individual organization of studies (IOS) at the University consisting in establishing an individual timetable for the student classes or study plan.

§ 37

1. At the student's request, the rector's attorney may agree to IOS.
2. In particular, the following students may apply to study under IOS:
 - 1) pregnant student or student who is a parent,
 - 2) student with a disability,
 - 3) student studying on the second or subsequent field of study
 - 4) Student who is a representative of the student government in the collegial bodies of the University.
3. A pregnant student or a parent student cannot be refused consent to IOS until graduation- in case of full time studies.
4. When deciding to grant IOS, the rector's attorney determines the student's deadlines for passing subjects and individual semesters of study.
5. Awarding an IOS may not lead to an extension of the date of student's graduation.

§ 38

1. A student may apply for admission to the mentoring program of the Silesian University of Technology, hereinafter referred to as the mentoring program.
2. Participation in the mentoring program involves, in particular, taking the student under the individual care of a mentor who is an academic teacher of the University, and providing the student with support in the form of participation in activities prepared by the University, aimed at acquiring additional competences by the student and developing his or her scientific potential.
3. A student participating in the mentoring program is awarded IOS. The rector's attorney sets the deadlines for completing subjects and individual semesters in agreement with the student participating in the mentoring program and student's mentor.
4. Participation of a student in a mentoring program may lead to shortening of the study period, subject to the minimum duration of study specified in the regulations of the Act.

5. Student's participation in the mentoring program cannot lead to the extension of the deadline for student's graduation.
6. The conditions and procedure for Admission to the mentoring program, as well as the rules of student participation program in this program are determined in separate provisions.

Chapter VII

Awarding courses and semester credits

§ 39

1. Each subject in studies ends with a credit or an exam, unless the programme of studies provides otherwise.
2. The rules of passing the subject are defined by the person who conducts the subject and announces to students no later than at the first class. The provisions referred to in § 30 section shall apply accordingly.
3. A student taking an exam or credits obliged - if asked- to present a document confirming his identity.

§ 40

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

1) bardzo dobry / very good	5,0	A
2) dobry plus good plus	4,5	B
3) dobry good	4,0	C
4) dostateczny plus satisfactory plus	3,5	D
5) dostateczny satisfactory	3,0	E
6) niedostateczny 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:

$$\text{The final grade from studies} = \frac{\sum (\text{final grade} \times \text{points})}{\sum \text{points}}$$

taking into account all final grades entered into EKOS

4. The provisions referred to in section 3 shall also apply accordingly to the assessment of the course of part of studies, in particular the year of study.

§ 41

1. The person conducting the subject, in consultation with the student group leader, sets 3 exams dates in the examination session, including one exam date in the retake session, subject to section 2.
At the written request of the student group leader, the rector's attorney may, in justified cases, agree to conduct the third exam date before the retake session.

2. If the subject is conducted in a block system of classes, the person conducting the classes, in consultation with the student group leader, sets 3 exam dates, including:
 - 1) one date no later than 14 days from the end of classes in this block,
 - 2) one no later than on the last day before the retake session,
 - 3) one date during the retake session.
3. The dates of the examinations referred to in section 1, are forwarded by the person who conducts the subject to the rector's attorney no later than two months after the start of classes, and the exams schedule referred to in section 2- no later than two weeks before the end of the classes in this block.
4. Rector's attorney, after consulting the student government body, sets the session schedule, taking into consideration the rule that no more than one exam falls on one day of the session. The session schedule shall be available to students no later than 14 days before the start of the examination session.
5. It is allowed to conduct an exam in the so called "zero date", which may take place before the examination session. Zero exam is not included in the number of exam dates referred to in section 1.
6. In particular justified cases, the rector's attorney may agree to one additional exam date in the retake session.
7. The student takes the exam on dates set by the person conducted the subject. The student must be registered in the ICT System.
8. If the condition for taking the exam in a subject is passing different form of class, a student is entitled to take the exam only after completing this form of class.

§ 42

1. A course tutor is responsible for conducting an exam.
2. The rector's attorney may authorise in exceptional cases a person teaching related subjects to conduct an exam.

§ 43

1. Completion of the subject and entry into the ICT System is made by the person conducting the subject or a person authorized by him.
2. In case of that the previously completed student's classes are accepted, the rector's attorney or a person chosen by him may make an entry into the ICT System
3. One final grade is determined for each subject. Positive final grades are entered into the ICT System. In case of failure to complete the course, the final grade shall not be entered.

§ 44

1. The person conducting the subject is obliged to inform the student about the result of the credit within 7 days and the result of the exam within 3 days from the date of their conduct, however no later than 24 hours before the start of the next set date of the exam.
2. The student has the right for the insight to his final passing or examination work within 7 days from the day on which the results respectively of the final passing or exam are announced.

§ 45

1. The person who conducts the subject or the rector's attorney may justify the student's absence from the exam within 7 days from the date on which the reasons for the absence have ceased to exist.
2. The decision of the excuse for absence from the exam is taken after examining the student's application.

3. In case of justified absence from the exam, the student has the right to an additional examination date. The additional date of the exam is set by the person conducting the subject in consultation with the rector's attorney.
4. In case of unjustified absence at the exam or in case of a refusal to justify an absence at the exam, the student loses the exam date.

§ 46

1. The student has the right to raise objections to the rector's attorney regarding the course of the credit or to be impartial when issuing the grade within 7 days from the end of the class or the announcement of the results of the credit.
2. The student has the right to raise objections to the rector's attorney regarding the course of the exam or to be impartial when issuing the grade within 3 days from the date of announcement of the results of the exam.
3. The rector's attorney after examining the student's objections referred to in sections 1 and 2, may order a commission check of the student's results or conducting a commission examination.
4. In justified cases, the rector's attorney on his own initiative may order a commission examination.
5. The commission verification of the results obtained, which are the basis for the assessment of classes ending with a credit or an exam, or a commission examination should take place within 7 days from the date of raising objections, according to the rule that the form of the examination is the same as specified by the person conducted subject at the first class referred to in § 30 section 1.
6. The commission verification of the results obtained or the commission examination is carried out by a commission appointed by the rector's attorney, which consists of: the rector's attorney or an academic teacher appointed by him as the chairman of the commission, the person conducted classes which issued the questioned grade, and a specialist in the subject of the exam.
7. At the student's request, in the committee referred to in section 6 take part as an observer another student of the Silesian University of Technology indicated by the student standing in front of the commission.
8. The grade obtained as a result of the commission checking of the student's results or the commission examination replaces the questioned grade and is final.

§ 47

1. The credit period for studies at the Silesian University of Technology is a semester. Completion of the semester is confirmed by the rector's attorney by entering into the card of the student's periodic achievements generated from the ICT system. The student's periodic achievement card may be kept in electronic form.
2. The student has the right for the insight to all periodic student achievement card from the current course of study.

§ 48

1. The student is required to pass the semester at the latest by the last day of the retake session in a given semester.
2. If the student has an additional exam date out of the exam session and a retake exam or commission examination, the deadline for passing the semester shall be extended to the day on which the additional examination date or commission examination takes place.

§ 49

The registration for the next semester is possible on following conditions:

- 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 arrears should be in accordance with the study schedule of the given field.

§ 50

1. A student who does not meet the requirements of registration for the next semester referred to in § 49 shall be transferred to a semester which results from the number of obtained ECTS points.
2. Referral to the semester resulting from the number of ECTS credits is possible only once. If the conditions referred to in § 49 are not met again, in the next semester a student may be strike off from the list of students.

§ 51

ECTS points are granted for:

- 1) completing classes and apprenticeships 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 person conducting the subject or the rector's attorney may award ECTS points for student's work in the scientific activity conducted at the University, if they find within this activity the student has achieved the learning outcomes assigned to the classes.
3. The study programme may determine in the study programme which courses are obligatory to complete in a given credit period.

Chapter VIII

Diploma Thesis

§ 52

1. The diploma thesis is a student's own work of a scientific or practical issue or technical achievement, presenting the student's general knowledge and skills related to studies at a given field, level, profile as well as the ability to analyse, conclude, synthesizes and solve problems on his own. The Diploma Thesis is in particular: bachelor's thesis, an engineering project or a master's thesis.
2. The first-cycle studies and with preparation and obtaining a credit for the bachelor's thesis or an engineering project or diploma examination.
3. The second-cycle studies and with preparation of a master's thesis and a diploma examination.
4. Student may prepare the diploma thesis mentioned in section 1 in a Foreign language in case of completing all classes in this language or after the rector's attorney approval.

§ 53

1. At the first-cycle studies a bachelor's thesis or an engineering project should be completed in accordance with the rules defined by rector's resolution.
2. The rector in the resolution referred to in section 1 after consultation with the student government, specifies in particular: the scope of the bachelor's thesis or an engineering project, the mode of assigning with the date of issue of topics, the method of evaluation and review, and the form of work.
3. At the first-cycle studies a bachelor's thesis or engineering project is assessed by the academic teacher supervising the thesis and one reviewer.

§ 54

The diploma thesis on second-cycle and long-cycle studies should be made in accordance with the following rules:

- 1) the subjects of diploma theses are approved by the head of the relevant organizational unit,
- 2) student is working on diploma thesis under the guidance of an academic teacher with at least a doctoral degree,
- 3) student may also work on diploma thesis under the guidance of an academic teacher referred to in point 2 and in cooperation with another specialist, in particular from outside the University
- 4) the work is assessed by a promoter; in the case of positive assessment, the work is directed to the reviewer appointed by the rector's attorney or a person appointed by him; at least one of the work evaluators should have the title or degree of a doctor DSc, for assessment of diploma thesis the grade scale referred to in § 40 section 1 is used.
- 5) In case of the negative assessment of the diploma thesis by the reviewer, the rector's attorney appoints another reviewer of the thesis. The grade is the arithmetic average of the reviewers' ratings, and the thesis is rated positive by the reviewers when the average is not less than 3.00.

§ 55

A person conducting the thesis and the promoter are obliged to check the written diploma theses before the diploma exam using the Uniform Anti-plagiarism System referred to in article 352 section 1 of the Act.

§ 56

1. A second-cycle and long-cycle master's student shall submit his diploma thesis in written and electronic form no later than on 5th of March or 10th of September at studies ending respectively in the winter or summer semester.
2. The rector's attorney, at the request of the promoter or at the request of a student of second-cycle studies or long-cycle studies, may, in justified cases, postpone the date of submitting the diploma thesis, however no longer than by 2 months in relation to the dates specified in section 1.
3. In case of a prolonged absence of the teacher or the promoter, which could affect the delay in submitting the diploma thesis by the student, the rector's attorney is obliged to appoint a person taking over the duties of the supervisor or the promoter.

Chapter IX

Diploma Examination

§ 57

1. A first-cycle student admitted to the diploma examination is required to:
 - 1) meeting all requirements provided for in the study programme,
 - 2) submitting before the planned diploma examination documents necessary for issuing the diploma specified in the rector's resolution,
 - 3) submitting a declaration attached to these Regulations,
 - 4) If the thesis is a written thesis - positive verification of the submitted thesis using the Uniform Anti-plagiarism System referred to in article 351 section 1 of the Act.
2. The condition for admission of a student to the diploma examination at second-cycle and long-cycle studies is the fulfilment of the conditions referred to in section 1 points 1-4 and obtaining a positive grade from the diploma thesis according to scale referred to in § 40 section 1.

§ 58

1. The diploma examination takes place in front of a commission appointed by the rector's attorney, which consists of at least three academic teachers, including the rector's attorney or a person

appointed by him, as chairman of the commission. At least one member of the committee should have the title or degree of Doctor DSc.

2. The examination board at second-cycle and long-cycle studies consists of apart from the people mentioned in section 1 also of promoter and reviewer (s).

§ 59

1. The diploma examination at the first-cycle studies takes place within the period not longer than 3 weeks from the date of passing the last semester by the student.
2. The diploma examination in a second-cycle studies and long-cycle master's studies shall take place no later than on 30th of September or on 31st of March for a second-cycle studies or long-cycle studies ending in the summer or winter semester respectively, and in the cases specified in § 56 section 2, no later than on 30th of November or 31st of May.

§ 60

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 or promoter, after consultation with the student, the rector's attorney may agree to conduct the diploma examination in a foreign language in which the diploma thesis was written.
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 and long-cycle master studies at the diploma examination should also:
 - 1) present the main points of the diploma thesis,
 - 2) present the knowledge in issues of the fields related to the subject of the diploma thesis.
5. The rector may define other rules of conducting a diploma examination ensuring the verification of learning outcomes achieved by the student. The resolution of the rector 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 scale mentioned in § 40 section 1. The results of the diploma examination are determined by the commission without the participation of the graduate.

§ 61

1. At a written request of the student or the thesis promoter, submitted no later than 4 weeks before the obligatory date of submitting the thesis, the rector's attorney may give his consent to conduct an open diploma examination.
2. At least a week before the date of the planned examination the rector's attorney 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 commission without participation of the graduate or the outsiders.

§ 62

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 rector's attorney 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 rector's attorney shall decide to strike the student off the list of students.

§ 63

The condition of graduation and obtaining a diploma is:

- 1) achieving learning outcomes specified in the study programme, which has been assigned at least:
 - a) 180 ECTS credits points - in the case of first-cycle studies,
 - b) 90 ECTS credits points- in the case of second-cycle studies,
 - c) 300 ECTS credits points - in the case of long-cycle Master's studies,
- 2) passing the diploma exam with a grade of at least „3,00”, which is the arithmetic average of all graded responses from the diploma examination - in second- cycle and long-cycle Master's studies- grades from submitting the diploma thesis- provided that all grades from responses during the diploma examination, and in the second-cycle and long-cycle master's cycle also the grade from reporting the diploma thesis are positive grades,
- 3) positive assessment of the diploma thesis- in the case of second-cycle studies and long-cycle Master's studies

§ 64

1. 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 §40 section3,
 - 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.
2. 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 1 point 1, 0.25 of the grade for the engineering project, and at the Bachelor studies - the bachelor's thesis, mentioned in section 1 point 2 and 0.25 of the grade for the diploma examination mentioned in section 1 point 3.

§ 65

1. 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 §40 section3
 - 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 promoter and reviewer(s),
 - 3) the grade for the diploma examination
 - 4) the final numerical result achieved by a student at the second-cycle and long-cycle master studies shall be rounded off to two decimal points and shall be the sum of 0.5 of the grade mentioned in section 1 point 1, 0.25 of the grade for the diploma thesis mentioned in section 1 point 2 and 0.25 of the grade for the diploma examination mentioned in section 1 point 3.

§ 66

1. 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)

2. The graduate shall receive a higher education diploma with two copies and the diploma supplement, including at the graduate's request – a copy in a foreign language.

§ 67

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 4,80 ,
 - 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 § 56 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.

Chapter X Leave from classes

§ 68

1. A student may be granted leave at the University:
 - 1) healthy,
 - 2) random, subject to § 69,
 - 3) to make up the arrears in learning.
2. The leave referred to in section 1 points 2 and 3 may be granted to students per semester or year, not earlier than after completing the first semester.
3. Leave, referred to in section 1, is granted by the rector's attorney upon the student's written request.
4. Student should submit a written application for leave immediately after the reason justifying the application for leave.
5. The rector's attorney may grant healthy leave on the basis of the opinion of the academic medical commission specifying the period of inability to fulfil the student's duties, issued not later than before the beginning of the semester from which the students applies for leave.
6. Random leave, the rector's attorney may grant in case of important and documented random circumstances, other than student's arrears in learning, which for a long time prevent the student from taking part in classes.
7. A leave to make up academic arrears may be granted to a student in total not more than two semesters in the entire course of study.
8. Healthy leave and random leave may be granted to a student in total not more than four semesters in the entire course of study, subject to § 69.
9. The period of leave is not included in the planned period of study.
10. Failure to submit a student to enrol in a semester after returning from leave within 14 days from the date of beginning of classes in this semester shall be deemed not to take up studies and shall constitute the basis for striking off from the list of students.
11. After the leave, the student studies according to the current study programme.
12. Student who returns from leave may be obliged by the actor's attorney to make up the programme arrears resulting from changes in the study programme during leave.
13. During the leave, the student retains the rights of the student with restrictions specified in the provisions about material help.

14. During the leave of classes the student may, with the consent of the rector's attorney, take credits and examinations in subjects within the time limits set in accordance with § 41 section 1.
15. A student who is on leave may be granted by the rector's attorney permission to pass certain subjects in advance, provided that the student is required to obtain credit for these subjects.

§ 69

1. A pregnant student and a student who is a parent cannot be refused permission to leave referred to in § 68 section 1 point 2.
2. The leave referred to in section 1 is granted upon a written request: 1) a pregnant student for a period not longer than until the day the child was born, 2) a student who is a parent for up to 1 year.
3. A student who is a parent submits application referred to in section 2, within 1 year of the child's birth.
4. If the end of the leave referred to in section 2, is during semester, the leave may be extended until the end of this semester at the student's request.
5. For the leave referred to in section 1, the provisions of § 68 sections 9-15 shall apply accordingly.
6. For the leave referred to in section 1, the provisions of § 68 section 8 are not valid.

Chapter XI

Strike the students off the list

§ 70

1. The rector's attorney strikes the student off the list of students in case:
 - 1) not taking up the studies,
 - 2) resignation from the studies at the student's written request ,
 - 3) failure to submit a diploma thesis or diploma exam within the deadline,
 - 4) disciplinary penalty of expulsion from the University.
2. The rector's attorney may also strike a student off the list of students in the case of:
 - 1) confirmation of the lack of participation in compulsory classes,
 - 2) stating no progress in learning,
 - 3) failure to obtain credit for a semester within a specified period,
 - 4) failure to pay fees related to the course of studies within 14 days from the date of delivering to the student request for payment,
 - 5) failure to submit within the required deadline a certificate of absence of health contraindications to study in a given field of study.
3. By not taking up the studies referred to in section 1 point 1, shall mean the lack of submission of the oath within 30 days from the date of beginning of classes or unjustified absence from obligatory classes within 30 days from the date of their beginning in a given academic year.
4. By resigning from studies referred to in section 1 point 1, it is understood that a student submits a self-signed application in which he or she wishes to resign from studies at the University or to withdraw from studies.
5. By stating no progress in learning referred to in section 2 point 2, it is understood that the rector's attorney after analysing the documentation of the student's course of studies states that the degree of implementation of the study programme excludes the possibility of completing the semester, and the student has already used the right to repeat the semester or classes.
6. Striking the students off the list takes place by administrative decision.
7. To the decision referred to in section 6, the provisions of the Code of Administrative Procedure shall apply.

Chapter XII

Prizes and distinctions

§ 71

1. Students and graduates who distinguish with excellent educational results, exemplary fulfilment of their duties and social activities as well as outstanding scientific or other achievements may be awarded with prizes and distinctions by:
 - 1) the board of the Silesian University of Technology,
 - 2) the rector,
 - 3) the Senate,
 - 4) the rector's attorney
2. One of the form of distinguishing the best graduates is awarding the 'OMNIUM STUDIOSORUM OPTIMO' medal.
3. The criteria and rules for awarding prizes and distinctions are specified in separate regulations.
4. Prizes and distinctions are entered into the diploma supplement.

Chapter XIII

Disciplinary Liability of students

§ 72

1. Student is subject to disciplinary liability for violation of the applicable provisions at the University and for an act violating the dignity of a student.
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.

Chapter XIV

Final provisions

§ 73

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

§ 74

1. The Regulations are valid from the 1st of October 2019.
2. Students who started their studies before the entry into force of these Regulations study according to the existing programs until the end of the study period provided for in the study programme.
3. Completing the winter and summer semesters of the 2018/2019 academic year takes place according to the current rules.
4. Student applications initiating individual student affairs submitted before the entry into force of these Regulations are considered on the basis of the existing rules, subject to the provisions of the Act.
5. These Regulations apply to studies governed by educational standards, taking into account the provisions resulting from separate regulation.

....., date

.....

(name and surname of a student)

.....

(album number)

.....

(field of study)

.....

(level, profile and form of studies)

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