



# LEGAL BULLETIN

## NICOLAUS COPERNICUS UNIVERSITY IN TORUŃ

**Year 2023; item 193**

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### **ANNOUNCEMENT No. 3**

**of the Rector of the Nicolaus Copernicus University in Toruń**

of 7 June 2023

**on the consolidated text of the Study Regulations  
of the Nicolaus Copernicus University in Toruń**

Pursuant to art. 2 of Resolution No. 12 of the NCU Senate of 28 March 2023 amending Resolution No. 39 of the NCU Senate of 30 April 2019 - Study Regulations of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin of 2023, item 96)

**it is announced as follows**

the Annex to this announcement contains the consolidated text of Resolution No. 39 of 30 April 2019 – Study Regulations of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin 2019, item 127), taking into account the amendment introduced by Resolution No. 101 of the NCU Senate of 25 June 2019 amending Resolution No. 39 of the NCU Senate of 30 April 2019 – Study Regulations of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin 2019, item 222), by Resolution No. 16 of the NCU Senate of 29 March 2022 amending Resolution No. 39 of the NCU Senate of 30 April 2019 – Study Regulations of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin 2022, item 100) and Resolution No. 12 of 28 March 2023 amending Resolution No. 39 of the NCU Senate of 30 April 2019 - Study Regulations of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin 2023, item 96).

**RECTOR**

**Prof. dr hab. Andrzej Sokala**

*Annex to Announcement No. 2 of the Rector of the Nicolaus Copernicus University in Toruń of 28 August 2019 on the consolidated text of the Study Regulations of the Nicolaus Copernicus University in Toruń*

## **RESOLUTION No. 39**

### **of the Senate of the Nicolaus Copernicus University in Toruń**

of 30 April 2019

### **Study Regulations of the Nicolaus Copernicus University in Toruń**

Pursuant to art. 28.1.2 and art. 75 of the Act of July 20, 2018 - the Law on Higher Education and Science (Journal of Laws 2018, item 1668, as amended) and art. 263 of the Act of 3 July 2018 - provisions implementing the Act – Law on Higher Education and Science (Journal of Laws 2018, item 1669, as amended)

the following **s h a l l b e a d o p t e d**:

#### **Chapter 1 General provisions**

##### Article 1

- 1) The Study Regulations of the Nicolaus Copernicus University in Toruń shall specify the organisation of degree programmes and the related rights and obligations of the student, including special rules for the pursuit of degree programmes by students enrolled in the Dual Career Program.
- 2) The provisions of the Regulations shall apply to first-cycle degree programmes, second-cycle degree programmes, and long-cycle master's degree programmes provided in a full-time or part-time mode at the University or delivered under an exchange programme by a partner higher education institution.
- 3) The provisions of the Regulations shall apply accordingly to students of other higher education institutions pursuing a part of their degree programme at the University unless separate regulations or provisions of the agreements to which the University is a party provide otherwise.

##### Article 2

The following terms in the Regulations shall have the following meanings:

1. the dean means the dean competent to issue internal legal acts in the form of a regulation or the dean for student affairs competent to issue individual acts on student matters referred to in art. 82.1;
2. the study plan means the time frame for implementing a study programme (curriculum), including in particular the names and codes of courses, their sequence in semesters, forms of delivering classes and number of hours, ECTS credits and the form of course completion;
3. the course schedule means the schedule of teaching classes in a given semester or academic year;
4. the Dual Career Program means studies under the Dual Career Program Student-Athlete referred to in Order No. 153 of the NCU Rector of 15 July 2020 - Regulations of the Dual Career Student-Athlete Program of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin item 268);
5. the study programme (curriculum) means the study programme (curriculum) referred to in the Regulation of the Minister of Science and Higher Education of 27 September 2018 on Studies (Journal of Laws 2018, item 1861);

6. the supervisor means an academic teacher under whose guidance a diploma thesis is written;
7. the regulations mean the Study Regulations of the Nicolaus Copernicus University in Toruń;
8. the University means the Nicolaus Copernicus University in Toruń;
9. the USOS means the University Study-Oriented System (an information system used to manage the course of study at the University);
10. the Law on Higher Education and Science means the Act of July 20, 2018 - the Law on Higher Education and Science (Journal of Laws 2018, item 1668 as amended).

#### Article 3

- 1) The course of studies, in particular the results obtained by students during their studies, shall be documented in an electronic form in the USOS system and student personal files.
- 2) The University shall provide students with access via the USOSweb to the documentation of the course of studies kept in an electronic form.
- 3) The University shall issue copies and print-outs of periodical student performance transcripts of records at the request of the person concerned.

#### Article 4

1. The University shall issue a student identity card to the student.
2. The forms of student identity cards and the rules for their issuance shall be governed by separate regulations.
3. *(repealed)*
4. *(repealed)*
5. *(repealed)*

#### Article 5

1. For first-year students, the dean, in agreement with the competent body of the student government, shall appoint a supervisor for this year chosen from among academic teachers.
2. The dean, at the request of the competent body of the student government or ex officio, may appoint supervisors for higher years of studies. Art.5.1 shall apply accordingly.
3. The scope of duties of the year supervisor shall be determined by the dean in agreement with the competent body of the student government.
4. At the request of the competent body of the student government, the dean shall dismiss the supervisor of the year referred to in art. 5.1 and art. 5.2. Upon dismissal of the supervisor of the first year of studies, the dean, pursuant to art. 5.1, shall immediately appoint a supervisor for that year.

## **Chapter 2** **Student's rights and obligations**

#### Article 6

1. A person enrolled in a degree programme shall commence their studies and acquire student's rights upon taking the oath the content of which is laid down in the statutes of the University.
  - 1a. A person admitted to a degree programme shall confirm the oath electronically in the USOS system within 7 days of the start of the academic year or the enrolment on the list of students if the enrolment takes place after the start of the academic year.
2. The student's rights and obligations shall expire on the date of graduation or deleting the student from the list of students.
3. A person who has completed the first-cycle degree programme shall retain the student's rights until 31 October of the year in which the degree programme is completed, excluding the right to a maintenance grant, a scholarship for the disabled, an allowance and the Rector's scholarship.

#### Article 7

The student shall have the right to:

- 1) obtain reliable and up-to-date knowledge;
- 2) develop their interests in science, culture, arts, sport, and tourism, and make use of the facilities and resources of the University for this purpose, as well as receive assistance from academic teachers and University bodies;
- 3) associate in student organisations;
- 4) participate in research, development and implementation works carried out at the University;
- 5) receive awards and distinctions;
- 6) benefit from the services offered by the University;
- 7) pursue a degree programme according to the individual organisation of studies;
- 8) transfer and have ECTS credits recognised;
- 9) change their field of study;
- 10) transfer to a full-time or part-time degree programme;
- 11) excuse their absence from classes;
- 12) take leave from classes and leave from studies with the possibility of proceeding to the verification of the acquired learning outcomes specified in the study programme (curriculum);
- 13) take an examination before a commission;
- 14) retake specific classes due to unsatisfactory learning outcomes;
- 15) express an opinion on the quality of education and the organisation of work at the University;
- 16) receive training on the subject of student's rights and obligations.

#### Article 8

The student may apply for:

1. the pursuit of a part of a degree programme at another domestic or foreign higher education institution;
2. the approval to participate in activities not included in the study programme (curriculum) or study plan;
3. the right to study under an individual mode of pursuing courses;
4. student financial support pursuant to the rules laid down in separate regulations;
5. student accommodation, as well as the accommodation for their spouse or child in the University hall of residence;
6. transfer to another university.

#### Article 9

The student is obliged to:

1. act in accordance with the oath and the regulations in force at the University;
2. respect the property of the University;
3. participate in teaching classes, organisational activities, and work placement in accordance with the regulations;
4. demonstrate proper conduct during classes appropriate to the place where they are held;
5. enrol in classes via the USOS system within set time limits;
6. pass examinations in due time, complete work placement, and fulfil other obligations specified in the study programme (curriculum);
7. pay tuition fees within specified time limits if such fees are required under separate regulations;
8. notify the dean without delay and in writing of their resignation from a degree programme;
9. notify without delay the dean's office of any change in personal data relevant to the course of study, including in particular name, surname, address, and of the event of the destruction or loss of a student ID card;
10. verify data in the USOS system and collect decisions issued by the University authorities via the account referred to in art. 9.11 and report without delay to the dean's office any errors in the documentation of the course of study;
11. have an account on a university server and use it in contacts via electronic means in organisational and educational matters;

12. comply with the rules on the use of the computer network in place at the University.

#### Article 10

Students with disabilities shall enjoy special solutions laid down in the regulations in order to equalize their opportunities while ensuring that the expected learning outcomes are achieved.

#### Article 11

A student shall be subject to disciplinary liability for violating the regulations in place at the University or at another higher education institution or institution at which they pursue a part of their degree programme, including a work placement, and for an act that offends the dignity of the student in accordance with the rules laid down in separate regulations.

### **Chapter 3 Organisation of the academic year**

#### Article 12

1. The academic year starts on 1 October and lasts until 30 September of the following calendar year. The academic year shall be divided into two semesters – the winter semester and the summer semester.
2. The framework organisation of the academic year, including the dates of the start and the end of classes, examination sessions and time off from classes, shall be determined by the Rector and announced no later than 4 months before the start of the academic year. In particularly justified cases, the Rector, at the request of the dean and after consultation with the competent body of the student government, may give consent for credit assessments and examinations to be held on a continuous basis in a given field of study.

#### Article 13

1. Course schedules for full-time and part-time degree programmes, as well as dates of sessions for part-time degree programmes shall be specified by the units providing degree programmes.
2. The deans shall approve and publish course schedules and dates of meetings referred to in art. 13.1 in the USOS system or on the faculty website no later than 10 days before the start of the semester.
3. Changes to the schedules and dates of meetings may only be made after the approval of the dean.
4. The dean shall inform the students and course instructors without undue delay of the changes referred to in art. 13.3 in the USOS system or on the faculty website respectively.
5. The dean shall, without undue delay, inform students and course instructors of the changes referred to in art. 13.3 in the USOS system or on the faculty website.

#### Article 14

The Rector may, in particularly justified cases, provide for additional hours or days off from classes during the academic year.

### **Chapter 4 Conditions and mode for participating in courses, work placements, and crediting the semester/year**

#### Article 15

- 1) The credit period specified in the study programme (curriculum) shall be a semester or an academic year.
- 2) If the credit period is an academic year, the time limit for obtaining credits for classes, work placement, and passing all examinations included in the study plan shall be 20 September.
- 3) If the credit period is a semester, the time limit for obtaining credits for classes, work placement, and passing all exams included in the study plan shall be 28 February in the winter semester and 20 September in the summer semester respectively.
- 4) Provisions of art. 15.2 and art. 15.3 shall not apply in the case referred to in art. 70.1.

#### Article 16

1. Polish is the basic language of instruction at the University.
2. Teaching classes at the University and tests of knowledge and skills may be conducted in a foreign language:
  - a with the scope and under the conditions arising out of the study programme (curriculum);
  - b as an offer of general university courses taken by students as elective courses.
1. The University may provide degree programmes or specialties (majors) in a foreign language in addition to the courses referred to in art. 16. 2.
2. A course syllabus or a specialty (major) programme may provide for the requirement to confirm a student's language competences.
3. The provision of art. 16.4 shall not apply to foreign language courses in the fields related to language education and foreign language courses.

#### Article 17

- 1) The following positive grades shall be awarded at the University: very good, good plus, good, satisfactory plus, satisfactory, as well as a negative grade - fail.
- 2) The following numerical values are assigned to the grades referred to in art. 17.1:
  - a. very good – 5
  - b. good plus – 4.5
  - c. good – 4
  - d. satisfactory plus – 3.5
  - e. satisfactory – 3
  - f. fail – 2
- 3) Grades obtained in another higher education institution shall be converted in accordance with the rules specified by the Rector.

#### Article 18

1. In order to successfully complete a semester or a year of a degree programme, it is necessary to obtain credits for classes, and work placement, pass all examinations and obtain the required number of ECTS credits specified in the study plan or the Individual Study Plan.
2. In the case of a student pursuing a degree programme under agreements or exchange programmes, the submission of a list of obtained credits or a confirmation of the successful completion of work placement shall be an additional requirement for successfully completing a semester or a year of a degree programme.
3. The successful completion of a course shall be confirmed by an entry in the course credit report in the USOS system.

#### Article 19

- 1) ECTS credits shall be the measure of the average student workload necessary to achieve learning outcomes.
- 2) (*repealed*)
- 3) The ECTS credit is equivalent to 25-30 hours of student workload including courses provided by the University and the student's individual work related to these courses.
- 4) The number of hours of student work includes participation in various forms of courses organised by the University with the participation of academic teachers (contact hours), work placement, and time devoted to student's individual work, i.e. preparation for classes, the performance of tasks that can be carried out outside the University (e.g. projects), preparation for tests and examinations.
- 5) The student's total workload for each course is included in the course syllabus.
- 6) The student shall obtain ECTS credits allocated to a course, class or group of classes if they meet all the requirements specified in the study programme (curriculum) and achieve learning outcomes established for that course, class, or group of classes regardless of the grade they obtained.

#### Article 20

1. The study programme (curriculum) shall specify the courses in which attendance is obligatory and the method of obtaining credits.
2. The study programme (curriculum) may specify sequential classes, understood as courses in which attendance and crediting are conditional upon the completion of other courses specified in the study programme (curriculum).
3. Attendance in lectures, which end with an examination, is not subject to control unless the dean decides otherwise after consultation with the dean's council.

#### Article 21

1. A part of the learning outcomes covered by a study programme (curriculum) may be achieved in courses that are delivered using distance learning methods and techniques (using infrastructure and software that ensure synchronous and asynchronous interaction between students and instructors).
2. The Rector shall specify the rules for conducting the courses referred to in art. 21.1.

#### Article 22

- 1) The duration, rules, and forms of work placement shall be specified in the study programme (curriculum).
- 2) Learning outcomes and ECTS credits are assigned to work placement.
- 3) Credits for work placement shall be given by the work placement coordinator designated by the dean on the basis of the conditions and criteria specified in the study programme (curriculum).
- 4) At the request of the student, the work placement coordinator may give credits towards work placement for activities that enable the student to achieve learning outcomes specified for work placement in the study programme (curriculum) and are performed in particular as part of employment, internship, volunteer work or business activity.
- 5) Regulations for doing and crediting work placement shall be determined by the Rector.

#### Article 23

1. The requirements for obtaining credits for courses and assessment criteria shall be specified by the instructor in consultation with the course coordinator and announced at the first meeting. These shall be consistent with the rules for crediting courses specified in the course syllabus.
2. The requirements referred to art. 23.1 may include partial or total credit for courses based on the student's participation in research projects if participation in those projects enables the achievement of learning outcomes specified for those courses in the study programme (curriculum).
3. The course instructor may, in justified cases, exempt students from attending a course in which attendance is obligatory and shall at the same time specify the requirements, method, and date of crediting the course in order to guarantee the achievement of learning outcomes specified for the course in the study programme (curriculum).

#### Article 24

- 1) In justified cases the student has the right to be absent from classes in which attendance is obligatory but only in the number of hours allowed to achieve learning outcomes provided for in the study programme (curriculum).
- 2) The number of excused absences referred to in art. 24.1 shall be specified by the course instructor and communicated to students in accordance with art. 23.
- 3) The reasons justifying absences from obligatory classes include in particular:
  1. other research or educational duties related to pursuing a degree programme at the University;
  2. activity in the University's bodies or the student government, including the work of commissions operating at the University and institutions representing higher education and science communities;
  3. activity in the University's sports sections and clubs, in particular participation in sports competitions organised by Polish and international academic sports organisations (AZS, EUSA, FISU), as well as participation in the representation of sports clubs of the University in competitions, leagues and tournaments;
  4. student's illness or health condition which prevents them from attending classes;

5. fulfilling care responsibilities towards members of the family;
  6. traffic problems if they are a direct cause of the absence;
  7. participation in a protest or strike as referred to in Article 106 of the Act on Higher Education and Science.
1. Immediately after the reason for the absence ceases to exist, but no later than in the first obligatory meeting which the student attends after the reason for the absence ceases to exist, the student shall be obliged to excuse the absence by presenting to the course instructor a medical certificate of temporary inability to attend the class or by providing other important reasons excusing the absence.
  2. The time limit and the manner in which the student will make up for the outstanding material caused by their absence from obligatory classes shall be determined by the class instructor during the first class attended by the student after the reason for the absence has ceased to exist.

#### Article 25

- i. A student whose behaviour poses a threat to the life or health of class participants, or who, by their behaviour, hinders participation in the class or conduct of the class, may be removed from the class.
- ii. In the case referred to in art. 25.1, the student's absence from classes may be considered by the instructor as unexcused.
- iii. The instructor shall immediately inform the dean and the course coordinator about the removal of the student from the class.

#### Article 26

*(repealed)*

#### Article 27

1. The student who, due to their health condition confirmed by a certificate issued by the medical commission referred to in art. 55.3, may not participate in physical education classes shall be referred by that commission to take classes that are conducted in a different form.
2. At the request of the student who actively participates in sports club classes, the director of the University Sports Center or the head of the Collegium Medicum Center for Physical Education and Sport respectively, may exempt the student from the obligation to participate in physical education classes and credit these classes on the basis of the achieved sports results subject to the opinion of the coach of a relevant section.

#### Article 28

1. A student who has demonstrated a very good command of a foreign language in a placement test qualifying for enrolment in a foreign language course may take the final examination without the obligation to attend classes.
2. A student who holds one of the language certificates or another document confirming their language competences in the scope relevant to the field of study may be exempted from participating in an obligatory foreign language course and from sitting an examination in that language.
3. The Rector shall specify the detailed rules for the exemption from examination and attendance in a foreign language course.

#### Article 29

1. At the request of the student submitted within 14 days from the commencement of the year or semester, the dean may credit the courses specified in the study plan, including general university courses, on the basis of the courses the student completed at the University or another higher education institution, including foreign universities.
2. The dean shall decide on crediting the courses upon reviewing the course documentation submitted by the student, including the student's periodic performance record and course syllabi.
3. When deciding whether to credit a course, the dean shall take into account learning outcomes achieved at the University or another higher education institution as a result of completing the courses



corresponding to the courses specified in the study programme (curriculum) of the field of study which the student is pursuing. The convergence of learning outcomes is a prerequisite for crediting courses.

4. The student shall be allocated as many ECTS credits as are allocated to the learning outcomes of relevant courses at the University.
5. The student is assigned a grade they obtained for completing the course provided by another unit. The grade is calculated on the basis of the grading scale in place at the University.

#### Article 30

1. Examination dates shall be set by the examiner and approved by the dean.
2. Examination dates approved by the Dean shall be announced to students by the instructors in the manner customary at the faculty at least 14 days before the end of classes in a relevant semester or year.
3. In cases specified in art. 20.1, sitting an examination in a relevant course shall be subject to obtaining a credit for that course.

#### Article 31

1. At the request of the student who did not take the exam on the scheduled date, the dean, in consultation with the examiner, shall set an additional date for the exam on the condition that the student proves that their failure to take the examination was through no fault of theirs.
2. A request for setting an additional date shall be submitted within 7 days of the date on which the cause of the failure to fulfil the obligation ceases to exist.
3. Provisions of art. 15.2 and art. 15.3 may not be violated when setting the date.
4. In the event the student has not taken the examination on the date referred to in art. 31.1 or in the event an additional date has not been set, the student shall lose the examination date.

#### Article 32

*(repealed)*

#### Article 33

At the request of the student pursuing a degree programme under the Dual Career Program submitted no later than 14 days before the scheduled date of the examination or credit assessment, the dean may decide to change the format of the examination or credit assessment subject to the opinion of the tutor referred to in art. 42.3.

#### Article 34

- 1) In the event a lecture provided within the same course ends with an examination and is delivered by more than one academic teacher, the student, at their discretion, shall sit the examination before one of the teachers provided that it is possible for organisational reasons.
- 2) In particularly justified cases the dean may permit the examination to be taken before another academic teacher representing the same scientific discipline.

#### Article 35

1. In the event the student obtains an unsatisfactory grade in an examination, they shall be entitled to take one resit examination.
2. Resit examinations shall take place on the dates specified in art. 15.2 and art. 15.3.
3. The date of the resit examination may be set on a date falling no earlier than 5 days after the date of announcing the result of the examination taken on the first date.
4. In the event of losing the date referred to in art. 31.4, art. 35.1 shall apply accordingly.
5. If the format specified in the course syllabus for crediting the course ending with a graded credit assessment so permits, provisions of art. 35.1 shall apply accordingly.
6. Art.35.5 shall not apply if the reason for failure to receive credit is the student's absence from classes for which one of the conditions for crediting the course is attendance.

#### Article 36

1. At the request of the student submitted within 3 days from the date of the announcement of the result of the examination in which the student raises:
  - 1) substantiated objections to the impartiality of the examiner, or
  - 2) the occurrence of circumstances indicating that the examination was conducted improperly,
 the dean may order an examination to be taken before a commission; the examination shall take place within the shortest possible time from the date of submitting the request.
2. The examination referred to in art. 36.1 shall be conducted by a commission appointed by the dean. The examiner in the commission shall be the second specialist in the subject in which the examination was ordered, and if that is not possible, a specialist in a related discipline. At the request of the student, a representative of the student government named by the student shall take part in the examination as an observer. The examiner who conducted the exam may not be a member of the commission.
3. If the request is for an examination conducted in written form, the dean may limit the scope of work of the commission to the procedure of re-checking the examination paper.
4. The grade for the examination taken before the commission shall replace the previous result of the examination.

#### Article 37

1. A student who has not obtained credit for a course that does not end with an examination shall have the right to request the head of the organisational unit providing the course, submitted within 7 days of the date of the announcement of the result, to verify whether they have met the requirements for obtaining a credit.
2. The final decision on crediting the course shall be made by the head of the organisational unit or a commission appointed by the head of an organisational unit.

#### Article 38

1. The student shall be informed about examination results and obtained credits via the USOS system.
2. Grades for courses that do not end with an examination and grades for examinations are entered into the USOS system no later than February 28 in the winter semester and September 20 in the summer semester.
3. Grades for courses in which a credit is required for sitting the examination are entered into the USOS system no later than 3 days before the scheduled date of the examination.
4. Grades for courses for which a credit is required to sit an examination shall be entered into the USOS system by the class instructor no later than 3 days before the examination date.
5. Grades for written examinations are entered into the USOS system by examiners promptly after the examination and assessment of papers, but no later than within 14 days of the examination date.
6. Grades for oral examinations are communicated to students by examiners immediately after the end of the exam and are entered into the USOS system no later than 3 days from the date of the exam.
7. The student is obliged to:
  - a. report to the examiner, within 7 days from the date of announcement of the examination results, any discrepancies between the grade announced orally and the grade entered in the USOS system;
  - b. report without delay to the dean's office any errors in the documentation of their course of study.

#### Article 39

1. A student who has not completed a semester or a year shall be issued with a decision on:
  - 1) conditional enrolment in a higher semester or a year of study, or
  - 2) permission to repeat a semester or a year of a degree programme, or
  - 3) being removed from the list of students.
2. Decisions referred to in art. 39.1.1 and art. 39.1.2 shall be issued by the dean at the student's request submitted within 7 days of the expiry of the time limit for the completion of a semester or a year.
3. In the event of the student's failure to submit a request within the time limit referred to in art. 39.2, the Rector shall issue a decision on removing the student from the list of students.

4. A relevant year of a degree programme may be repeated no more than twice. The first year of a degree programme may be repeated only once.
- 4a. The total number of repeated years of study in an educational cycle may not be more than the period of study provided for in the study programme (curriculum).
5. A student who is conditionally enrolled in a higher semester or year of a degree programme shall sit examinations and obtain credits for outstanding courses within the time limit set by the dean. The provision of art. 35.1 shall apply accordingly.
6. In the event of failure to comply with the obligation referred to in art. 39.5, provisions of art. 39.1.2 or art. 39.1.3 shall apply accordingly.
7. The dean, having obtained an opinion from the competent body of the student government, may establish detailed rules for the conditional enrolment of a student in a higher semester or year of a degree programme, including in particular the maximum number of courses the student may take under conditional enrolment.

#### Article 40

A student who repeats a year or semester of study shall not be obliged to obtain credits for courses and sit examinations in courses for which they have already obtained positive grades unless the study programme (curriculum) has been revised.

### **Chapter 5** **Specific modes of pursuing a degree programme and courses**

#### Article 41

- a) A student may apply for an individual mode of pursuing courses under:
  - a) Individual Study Plan, or
  - b) Individual Organisation of Studies
- b) A decision on an individual mode of study shall be made by the dean at the request of the student.
- c) In the case of a student pursuing a degree programme under the Dual Career Program, the Dean shall decide on the award of the Individual Study Plan immediately after the Director of the University Sports Center has submitted the decision on admitting the student to the Program.

#### Article 42

1. The student pursuing the Individual Study Plan shall be provided with individual selection of content and forms of education along with educational and scientific guidance.
2. Individual selection of content and forms of education consists in:
  1. broadening the scope of knowledge within the field of study or specialty (major);
  2. combining two or more specialties (majors);
  3. participating in research works;
  4. changing the study plan in connection with pursuing a part of a degree programme or work placement at another university or in another institution, including a foreign one;
  5. changing the study plan in connection with being admitted to the university as a result of validating learning outcomes, taking into account learning outcomes and learning standards specified for the field of study, if any;
  6. in the case of students studying under the Dual Career Program - changing the study plan to allow for the continuation and development of sports career, taking into account the learning outcomes set for a given field of study, including in particular the extension of the study period.
3. The dean shall appoint a tutor in order to provide educational and scientific guidance.
4. The dean, after consultation with the dean's council, shall define the criteria for the award and the rules for studying under the Individual Study Plan.

#### Article 43

1. A student who becomes pregnant or a student who is a parent shall have the right to study under the Individual Organisation of Studies until the completion of a degree programme.
2. The dean may give consent, in the form of a decision, to the pursuit of a degree programme under the Individual Organisation of Studies, in particular for the student who:
  1. pursues more than one field of study;
  2. fulfils care responsibilities towards members of the family;
  3. is disabled;
  4. pursues a degree programme under the Dual Career Program.
1. Individual Organisation of Studies shall not exempt the student from the obligation to complete courses provided for in the study plan.
2. Subject to art. 43.1, the Individual Organisation of Studies shall be awarded for a period not exceeding one academic year.
3. Having obtained the dean's consent to study under the Individual Organisation of Studies, the student is obliged to arrange with course instructors individual rules for taking and crediting courses that ensure the achievement of the established learning outcomes within 14 days after the decision, referred to in art. 43.2, has been served. Subject to organisational possibilities, the student may request individual arrangements, including in particular:
  1. the method of achieving learning outcomes assumed for a relevant course, in particular, the choice of a course group or the pursuit of learning outcomes with partial or total exemption from the attendance in contact classes;
  2. the date and method of verifying learning outcomes provided that the date does not fall behind the schedule that has been adopted for a relevant field of study.
1. The student shall submit to the dean the rules agreed with the course instructor for the completion and crediting of a course without delay but no later than within 14 days of the expiry of the time limit referred to in art. 43.5.
2. The dean shall revoke the decision on granting the consent to study under the Individual Organisation of Studies in the event of:
  1. cessation of the circumstances giving rise to the consent;
  2. student's failure to comply with the obligation referred to in art. 43.6.
- 7a. Where a student has arranged to take and credit only part of a course, they shall pursue the remaining courses in accordance with the general rules.
  1. In the case of students pursuing the Double Career Program, individual rules of pursuing courses and acquiring credits for classes shall be arranged with the class instructor and in consultation with the student's tutor referred to in art. 42.3. The provisions of art. 37 shall apply accordingly.
  2. The organisation and implementation of the educational process under the Individual Organisation of Studies of a student with disabilities shall be adapted to the type of disability.

#### Article 43a

1. A student with disabilities may, within the framework of the Individual Organisation of Studies, apply for a change in the rules of participation in classes and in the mode of taking examinations and crediting a course.
2. The dean, at the request of a student with disabilities for consent to study under the Individual Organisation of Studies, shall decide on the change in the rules of their participation in classes consisting, in particular, in:
  1. including third parties acting as, among others, sign language interpreters, transcribers, and laboratory assistants;
  2. enabling the use of technical devices, including video and sound recording devices;
  3. preparing teaching materials in an alternative form of recording indicated in the request;
  4. changing the form of checking knowledge during classes;
  5. changing the form in which classes are delivered, i.e. delivering classes on an individual basis;
  6. changing the place where classes are held.

3. At the request of the student referred to in art. 43(a)1, submitted no later than 14 days before the scheduled date of an examination or course credit assessment, the dean may decide to change the mode of an examination or course credit assessment, in particular by:
  1. extending the duration of the examination or course credit assessment;
  2. including in the examination or course credit assessment third parties assigned by the unit responsible for students with disabilities, acting, among others, as sign language interpreters, transcribers, readers;
  3. enabling the use of technical devices, including computers, Braille displays, and sound-enabling devices;
  4. preparing an examination or teaching materials in an alternative form indicated in the request;
  5. changing the form of an examination or course credit assessment from written to oral and vice versa;
  6. conducting an examination or course credit assessment in an individual mode;
  7. changing the venue of an examination or course credit assessment.
1. If a student's disability prevents them from taking examinations and crediting courses during examination sessions, the dean may, at the request of the student referred to in 43(a)1, set other dates for taking examinations or crediting courses but no later than the date referred to in art.15.2.
1. Decisions referred to in 43(a)2-4 shall be issued by the dean after consultation with the University organisational unit responsible for students with disabilities. The dean shall inform the examiner or instructor of the said decision.

#### Article 44

1. In justified cases and in particular in the case of students with high academic achievements, the dean may permit the student to participate in selected classes assigned to higher semesters or years of study that subsequently follow.
2. Pursuing the courses referred to in art. 44.1 shall not result in shortening the period of study provided for in the study programme (curriculum).
3. The dean, by means of an order and after consultation with the competent body of the student government, may specify rules for the participation of students in individual fields of study in the courses referred to in art. 44.1.

### **Chapter 6** **Extra-curricular courses and selection of specialty (major)**

#### Article 45

1. The dean may approve the student's participation in courses not included in the study programme (curriculum) if organisational reasons allow.
- 1a. If the courses referred to in art. 45.1 are delivered at another faculty, an approval for participation in such courses shall be made by the dean with the agreement of the dean of the faculty at which the courses are provided.
  1. The University shall charge fees for the courses referred to in art. 45.1 in accordance with the rules specified in the regulations referred to in art. 65.
  2. The student may participate in two additional general university courses not included in the study programme in each academic year without the approval of the dean, as referred to in art. 45.1.
  3. The courses referred to in art. 45.3 do not constitute courses extending the student's study programme (curriculum), the results obtained in these classes are not included in the grade point averages, however, at the request of the student, they shall be included in the supplement to the diploma of completing a degree programme.

#### Article 46

1. The student shall choose one specialty within a time limit set by the dean in the event there are several specialties (majors) offered in a field of study.

2. If organisational reasons do not allow all interested parties to be admitted to a given specialty (major), the dean shall determine the rules of recruitment, taking into account in particular, the student's abilities and interests along with the previous study results.
3. The student may pursue two specialties (majors) with the approval of the dean.
4. By giving the approval referred to in art. 46.3, the dean shall make a decision to award the student with the Individual Study Plan covering two specialties (majors). The provision of art. 42.3 shall apply accordingly.

### **Chapter 7**

#### **Pursuing part of a degree programme at another higher education institution, including a foreign institution**

##### Article 47

1. Upon the dean's approval and the award of the Individual Study Plan, the student may pursue part of their degree programme at another higher education institution, including a foreign institution, under the rules specified in agreements or student exchange programmes.
2. The dean shall approve the Individual Study Plan to be pursued at another university and specify conditions, dates, and the mode in which the student shall make up for the outstanding differences in the study programme (curriculum).
3. Credits obtained under the Individual Study Plan and the results achieved in another institution shall have equal value to credits and results acquired at the University.
4. The dean shall approve credits for courses pursued at another higher education institution towards the study programme (curriculum) pursued by the student at the University under the rules referred to in art. 29.
5. At the justified request of the student who pursues part of their degree programme in a foreign higher education institution, the dean may set a date other than that specified in art. 15 for obtaining credits for courses, work placement, and passing examinations covered by the Individual Study Plan.

### **Chapter 8**

#### **Changing university, field of study or mode of study**

##### Article 48

1. A student pursuing education at another higher education institution, including a foreign institution, may apply for admission to the University by way of transfer if they have fulfilled all the requirements resulting from the regulations in place in the institution from which they intend to move.
2. In the event the student is admitted to the University by transfer, the dean shall specify the following in the decision:
  1. the semester or year of a degree programme in which the student shall be enrolled;
  2. the learning outcomes and ECTS credits obtained by the student which may be counted towards the study programme (curriculum) at the University;
  3. courses to be made up for due to the differences in the study programme (curriculum) and the time limit for their completion.
4. The decision to admit a foreigner by way of transfer shall be taken by the Rector at the request of the student and subject to the opinion of the dean of the faculty providing a degree programme. The provisions of art. 48.2 shall apply accordingly.
5. *(repealed)*
6. *(repealed)*

##### Article 49

1. A student of the University may apply for a change of the field of study.
2. Such a change of the field of study shall be possible from the commencement of the new academic year.

3. A decision to change the field of study shall be taken by the dean of the receiving faculty upon submission by the student of a certificate from the relevant dean confirming that the student has fulfilled all their duties in the field of study from which they are transferring. The dean shall specify in the decision the year of a degree programme in which the student is to be enrolled and the time limit for making up for any outstanding courses resulting from differences in learning outcomes, study programme (curriculum), and study plans.
4. The dean may subject the decision referred to in art. 49.3 to verification of the student's knowledge and aptitude required for the field of study.
5. The decision shall be sent by the dean of the receiving faculty to the dean of the faculty in which the student has previously studied.

#### Article 50

1. A student of the University may not be transferred from another university nor may they change a field of study in the event:
  1. the student has failed to complete the first year of a degree programme subject to art. 50.2;
  2. the student is suspended from students' rights;
  3. a disciplinary action has been pending against the student.
2. In the event a semester is a credit period in both fields of study, in particularly justified cases the student may be transferred from another university and change the field of study after the first semester has been completed.
3. (*repealed*)

#### Article 51

1. A student of the University may apply for a change of the mode of study from full-time to part-time or vice versa.
2. The dean shall decide on changing the form of study.
3. The dean, after consultation with the dean's council, shall specify the rules for changing the mode of study in a relevant field of study

#### Article 52

1. In justified cases, and in particular, taking into account:
  1. organisational considerations (e.g. availability of places in teaching groups, the sequence of courses resulting from the study programme (curriculum),
  2. results of studying to date,
 the Rector or the dean respectively may refuse the admission or the change referred to in art. 48, art. 49 and art. 50.
3. Either the Rector or the dean, as applicable, may refuse admission or changes referred to in art. 48, art. 49 and art. 51 if the applicant for admission or changes does not meet the recruitment criteria for admission to a particular field of study applicable to the recruitment for the year for which they are to be admitted.

### **Chapter 9 Student leaves from courses**

#### Article 53

1. The student may apply for the following types of leaves from courses:
  1. sick leave;
  2. parental leave;
  3. special leave;
  4. sports leave.
5. The student shall retain the student's rights during the period of leave.

6. Sick leave may be granted to the student due to illness, medical treatment or rehabilitation that prevents or seriously impedes the continuation of studies. Sick leave shall be granted for the duration of illness, medical treatment or rehabilitation. In the event the end of the leave falls during a semester, the leave may be extended until the end of that semester.
7. Parental leave may be granted to the student who:
  1. is pregnant - up to the date of the childbirth;
  2. is a parent - up to 1 year.
3. In the event the end of the leave falls during a semester, the leave may be extended until the end of that semester.
4. Special leave may be granted to the student who pursues a degree programme in another field at the University or in another higher education institution to fulfil care responsibilities towards members of the family or for other important reasons.
5. Sports leave may be granted to the student who pursues a degree programme under the Double Career Program, in particular in order to enable the student to participate in preparations for championships for the period until the end of the preparation cycle. In the event the end of the leave falls during a semester, the leave may be extended until the end of that semester.

#### Article 54

1. The request for leave shall be submitted by the student to the competent dean and should contain a justification and documents confirming the said.
2. The request should be submitted by the student immediately after the circumstances justifying the grant of leave have occurred.
3. The request for parental leave may be submitted by a student who is a parent within 1 year from the date of the childbirth.
4. The request for sports leave shall include a positive opinion of the Director of the University Sports Centre.

#### Article 55

1. Leave shall be granted by the dean, who shall specify in their decision the date of its completion.
2. The student pursuing more than one field of study shall be granted sick leave by the dean responsible for the primary field of study, who shall promptly notify the deans responsible for other fields of study of the grant of leave. Sick leave shall cover all fields of study.
3. Sick leave shall be granted by the dean upon reviewing the decision of a medical commission appointed by the Rector.
4. The Rector shall determine the procedures and operating rules of the commission referred to in art. 55.3.

#### Article 56

1. The student is obliged to apply for entry into the relevant year of a degree programme within 7 days of the end of the leave.
2. The student who returns from sick leave shall be obliged, before taking up classes, to present to the dean a decision issued by the medical commission referred to in art. 55.3 on the student's ability to continue their degree programme in a relevant field of study.
3. In the event the student is not able to continue their degree programme, they should re-apply for sick leave.
4. A student who does not become fit to continue studying and does not re-apply for sick leave shall be removed from the list of students by the Rector.

#### Article 57

1. Sick, special or sports leaves may be granted in the form of:
  1. short-term leave - for a period of up to one month;
  2. long-term leave - for a period of one or two semesters.
3. Granting a short-term leave shall not release the student from the obligation to complete a semester or a year of a degree programme within the specified time limit.



4. Granting a long-term leave shall result in an extension of the date of completion of a degree programme.
5. The student pursuing a long-cycle degree programme may be granted special long-term leave not more than twice whereas the student pursuing the first- or second-cycle degree programme may be granted special leave not more than once.

#### Article 58

1. Upon the dean's approval, the student may participate in classes specified in the decision on granting leave and take final course credit assessment and examinations during the leave.
2. In the case of sick leave, the approval referred to in art. 58.1 requires a positive opinion of the commission referred to in art. 55.3.
3. In the case of parental leave, the approval referred to in art. 58.1 may be given subject to a positive opinion of the commission referred to in art. 55.3 or a medical certificate confirming the ability to attend classes.

### **Chapter 10 Removing students from the list**

#### Article 59

1. The Rector shall remove the student from the list of students in the event of:
  1. not taking up a course of studies;
  2. resigning from a course of studies;
  3. imposing a disciplinary penalty of expulsion from the University;
  4. failing to submit the diploma thesis within the time limit specified in art. 69.1 or art. 70.1;
  5. failing a diploma examination held on the second date or unjustified failure to take such an examination.
6. Failure to take up a course of studies shall be declared by the Rector in the event of:
  1. failure of a person admitted to a degree program to take the oath within 7 days of the commencement of the academic year or to be entered in the list of students if admission occurred after the commencement of the academic year;
  2. failure to submit, within the time limit specified in art. 56.1, a request to be enrolled in the next year of a degree programme following the end of leave.
3. Resignation from the course of studies shall require a statement from the student in writing.
4. The term "resignation from the course of studies" shall also mean the transfer of the student, at their request, to another higher education institution.
5. Failure to submit the thesis on time shall also be understood as a violation of the obligation referred to in art. 72.2.

#### Article 60

1. The Rector may remove the student from the list of students in the event of:
  1. failure to attend obligatory classes;
  2. lack of progress in studies;
  3. failure to obtain semester or year credits within the time limits specified in art. 15.2 and art. 15.3 respectively;
  4. failure to pay tuition fees within the time limit specified in the regulations referred to in art. 65.
5. Failure to participate in obligatory classes or the lack of progress in studies shall be declared by the Rector after the analysis of the individual performance of the student.

#### Article 61

Removing the student from the list of students shall be made by an administrative decision.

### **Chapter 11 Resumption of courses of study**

#### Article 62

1. A person who has been removed from the list of students of the second or higher year may be re-admitted to a degree programme excluding the recruitment procedure provided that a degree programme in a relevant field, level and profile is still provided by the University and 3 years have not yet elapsed from the date of removal from the list of students.
- 1a. Re-admission to degree programmes referred to in art. 62.1 may be made only once.
2. Admission to degree programmes referred to in art. 62.1 shall be possible from the commencement of an academic year or semester.
3. A person who pursued a degree programme in a part-time mode before being removed from the list of students may apply for re-admission into a full-time degree programme only where the relevant programme is no longer provided at the University in a part-time mode.

#### Article 63

1. In the event of re-admission to a degree programme referred to in art. 62, the dean shall specify the following by way of a decision:
  1. the semester or year of study in which the student shall be enrolled;
  2. learning outcomes and ECTS credits obtained by the student which may be credited towards the study programme (curriculum) in place at the time of resuming the degree programme;
  3. courses to be completed as a result of differences in the study programme (curriculum) and changes in learning outcomes including the time limits for their completion.
4. Re-admission to a degree programme shall not be permitted in the case of disciplinary expulsions from the University unless the penalty of expulsion from the University has been erased in accordance with the provisions of the Act on Higher Education and Science.

### **Chapter 12** **Awards and distinctions**

#### Article 64

1. Graduates and students may be awarded the following titles:
  1. the best graduate of the University;
  2. the best student of the University;
  3. the best student-athlete of the University;
  4. the best graduate of the faculty;
  5. the best student of the faculty.
6. Students or teams of students may be awarded other distinctions for research, educational, organisational, artistic or sporting achievements.
7. The Rector, and for faculty students, also the competent dean, may, after consultation with the competent body of the student government, establish awards or distinctions other than those specified in art. 64.1.
8. The rules and procedure for the award of the titles and distinctions referred to in art. 64.1 and art. 64.2 are specified in Annex 1 to the Regulations.

### **Chapter 13** **Fees for studies**

#### § 65

The rules for charging fees for educational services and other fees referred to in art. 79 of the Act on Higher Education and Science along with the procedure and conditions for the exemption from such fees shall be specified in separate regulations.

### **Chapter 14**

## Diploma thesis

### Article 66

1. The diploma thesis shall be written under the guidance of a supervisor and shall be an independent elaboration of a scientific, artistic or practical issue or a technical or artistic creation evidencing the student's general knowledge and skills related to a degree programme pursued at a relevant faculty, level, and profile. It shall also reflect the student's ability to analyse and reason independently.
- 1a. The thesis at the Faculty of Fine Arts may be composed of equal parts prepared under the guidance of the thesis supervisor and advisor(s), who are responsible for the preparation of individual parts of the thesis.
2. In the second-cycle and long-cycle degree programmes, the diploma thesis shall be written under the guidance of a supervisor who holds at least the academic degree of *doktor*.
3. The student shall be entitled to choose a supervisor if organisational reasons allow.
4. At the justified request of the student and after consultation with the supervisor carrying out the supervisory duties so far, the dean may agree to change the supervisor.
5. By way of an order and after consultation with the dean's council, the dean may specify additional criteria to be met by academic staff appointed to perform the function of a supervisor, involving, in particular, a degree, practical educational experience in teaching and others.

### Article 67

1. The subject of the diploma thesis shall be specified by the supervisor in consultation with the student.
2. By way of an order and after consultation with the dean's council, the dean may lay down the rules for specifying and approving subjects of diploma theses.

### Article 68

1. At the request of the student, approved by the supervisor, the dean may give permission to prepare the diploma thesis and conduct the diploma exam in a foreign language.
2. The permission referred to in art. 68.1 shall not be required for the thesis and diploma examination in a foreign language in the case of language studies and fields of study conducted in a foreign language.

### Article 69

1. The student is obliged to submit the diploma thesis by the date agreed upon with the supervisor, but no later than 10 days before the end of the last semester of a degree programme. Submitting the diploma thesis shall be understood as the acceptance of the thesis by the supervisor and submission of the application for initiation of the degree awarding procedure.
2. Submitting the diploma thesis shall be the requirement for crediting the diploma seminar or other courses during which the diploma thesis is prepared.

### Article 70

1. At the request of the student who has credited the courses included in the study programme (curriculum), except those referred to in art. 69.2, submitted no later than 10 days before the end of the last semester of the degree programme, the dean may extend the time limit for submitting the diploma thesis by no more than two months.
2. Extending the time limit for submitting the diploma thesis shall extend the time limit for the completion of a degree programme until the date of the diploma examination.
3. In the event of the supervisor's absence which might result in the delay in submitting the diploma thesis, the dean shall designate a person to take over the supervisor's duties. The provisions of art. 70.1 shall apply accordingly.

### Article 71

The student who has not submitted their diploma thesis within the time limit specified in art. 69.1 or art. 70.1 shall be removed from the list of students by the Rector.

#### Article 72

1. Upon submitting the application referred to in art. 69.1, the dean shall initiate the procedure for the completion of a degree program and the award of a professional title.
2. The student is obliged to upload the diploma thesis to the Archive of Diploma Theses within the time limit agreed with the supervisor.
3. The written diploma thesis shall be checked by the supervisor before the diploma examination using the Uniform Anti-plagiarism System.

#### Article 73

1. The supervisor and the reviewer appointed by the dean shall draft a written review and evaluate the thesis.
- 1a. In the case of the thesis referred to in art. 66.1(a), reviewers may be appointed to review and evaluate each part of the thesis.
2. The review of the diploma thesis shall be a person holding at least the academic degree of *doktor* in the case of the second-cycle and long-cycle degree programmes.
3. Reviews of diploma theses shall be made public and available for viewing in the Archive of Diploma Theses.
4. The grading scale specified in art.17.2 shall apply to the evaluation of the diploma thesis.
5. If the supervisor and the reviewer(s) evaluated the diploma thesis with different grades, the grade of the diploma thesis shall be the arithmetic average of their grades. When determining the grade of the diploma thesis, art. 81.4 shall apply accordingly.

#### Article 74

1. In the event the reviewer of the thesis evaluates the work with a failing grade, the dean shall appoint an additional reviewer.
2. After the diploma thesis has been evaluated by an additional reviewer, the dean shall decide on admitting the student to the diploma examination. In the event the additional reviewer has evaluated the thesis with a failing grade, it may not be the basis for completing a degree programme.
3. For the student who has not been admitted to the diploma examination due to a failing grade for the diploma thesis, the competent body shall issue a decision on:
  1. granting consent to repeat a year and enter into courses referred to in art. 69.2, or
  2. removing the student from the list of students.
3. The decision on granting consent to repeat a year shall be issued by the dean at the student's request submitted within 14 days of the publication of the review referred to in art. 74.2 in the Archive of Diploma Theses.
4. The decision to remove the student from the list of students shall be issued by the Rector in the event the student does not submit a request to repeat the year within the time limit specified in art. 74.4.

### **Chapter 15** **Diploma examination**

#### Article 75

A student may be admitted to the diploma examination if they have obtained credits for their courses, passed examinations and completed obligatory work placement provided for in the study programme, as well as obtained positive evaluation of their diploma thesis if the study programme (curriculum) provides for the preparation of a diploma thesis.

#### Article 76

1. The diploma examination shall be held before a commission appointed by the dean. The commission shall consist of at least three persons.
2. The commission shall be chaired by the dean or vice-dean or by an academic teacher appointed by the dean who holds at least the academic degree of *doktor*.

3. The dean, after consultation with the dean's council and by way of an order, may specify additional criteria to be met by the chair of the commission.
4. If the study programme (curriculum) provides for the preparation of a diploma thesis, the committee shall consist of the thesis supervisor and the reviewer(s) and, in the case of these referred to in art. 66(1a), also the advisor(s).
5. The dean may appoint other persons to the commission in justified cases, in particular in the absence of the supervisor or the reviewer.

#### Article 77

1. The diploma examination shall be conducted in an oral form.
2. The date of the diploma examination shall be determined by the dean.
3. The diploma examination should take place not later than one month after the date it has been submitted where the study programme (curriculum) provides for one.
4. At the request of a student who, due to health reasons or a disability, cannot take the diploma examination according to general rules, submitted no later than 14 days before the date set for the examination, the dean shall decide on changing the mode of taking the examination consisting in particular in:
  1. including third parties assigned by the unit competent for students with disabilities in the examination, acting among others as sign language interpreters, transcribers, readers;
  2. enabling the use of technical devices, including computers, Braille displays, and sound-enabling devices;
  3. changing the venue of the examination.
4. The dean shall issue the decision referred to in art. 77.4 after consultation with the University organisational unit responsible for students with disabilities and shall inform the chair of the committee referred to in art. 76 of its contents.
5. In particularly justified cases resulting from the subject and specificity of the diploma thesis, the diploma examination may, at the request of the student, be conducted outside the seat of the University. Art. 77.4 shall apply accordingly for the consideration of the request.

#### Article 78

1. The dean shall set a second examination date as the final date in the event the student obtains a failing grade in the diploma examination or in the event of an unjustified failure to take the examination.
2. In the event of obtaining a failing grade in the diploma examination on the second date or an unexcused non-attendance at the examination, the Rector shall remove the student from the list of students.

### **Chapter 16 Completion of a degree programme**

#### Article 79

1. A degree programme in a specific field, profile, and level of education shall be deemed completed once the student has achieved learning outcomes and obtained ECTS credits specified in the study programme (curriculum) along with passing the diploma examination.
2. Medical and veterinary degree programmes shall be deemed completed once the student has achieved learning outcomes and obtained ECTS credits specified in the study programme (curriculum).
3. Completion of a degree programme and obtaining a qualification shall be confirmed by a diploma.
4. The mode and procedure for the completion of degree programmes and the award of a degree shall be specified by the Rector.

#### Article 80

1. The date of completing a degree programme shall be the date of passing the diploma examination.
2. In the case of medical and veterinary studies, the date of completing the degree programme shall be the date of passing the last examination required under the study programme (curriculum).
3. In the case of pharmacy and physiotherapy studies, the date of completing the degree programme shall be the date of completing the last work placement required under the study programme (curriculum).

#### Article 81

1. The diploma of completing a degree programme shall state the result achieved on the completion of the degree programme.
2. The basis for the calculation of the completion of a degree programme shall be the following:
  1. the arithmetic mean of all the grades in examinations and credits included in the study programme (curriculum) or the Individual Study Plan;
  2. the assessment of the diploma thesis where the study programme (curriculum) provides for a diploma thesis;
  3. diploma examination grade where the study programme (curriculum) provides for a diploma examination.
4. The final result acquired in the fields of study that finish with:
  1. the diploma thesis and the diploma examination is the sum of:
    1. 0.6 of the average mean referred to in art. 81.2.1,
    2. 0.2 of the diploma thesis assessment,
    3. 0.2 of the diploma examination grade;
  4. the diploma thesis and the diploma examination in the fields of arts and conservation provided at the Faculty of Fine Arts is the sum of:
    1. 0.4 of the average mean referred to in art. 81.2.1,
    2. 0.4 of the diploma thesis assessment,
    3. 0.2 of the diploma examination grade;
  4. the diploma examination is the sum of:
    1. 0.75 of the average mean referred to in art. 81.2.1,
    2. 0.25 of the diploma examination grade;
    3. acquiring credits for all courses and passing all examinations provided for in the study plan is the average mean referred to in art. 81.2.1.
4. The diploma of completing a degree programme shall state the result achieved on the completion of the degree programme in accordance with the following rule:
  1. up to 3.49 – satisfactory,
  2. from 3.50 to 3.83 – satisfactory plus,
  3. from 3.84 to 4.16 – good,
  4. from 4.17 to 4.50 – good plus,
  5. above 4.50 – very good.
6. The arithmetic mean referred to in art. 81.2.1 and the results achieved on the completion of a degree programme calculated under art. 81.3 shall be settled with the accuracy of 0.001 and rounded to 0.01. The rule applied provides that if the last figure is lower than 5, it shall be omitted and if it is above 4 then 0.01 shall be added.

### **Chapter 17** **Transitional and Final Provisions**

#### Article 82

1. Decisions of the dean to which provisions of the Act of 14 June 1960 Code of Administrative Procedure (Journal of Laws 2018, item 2096) do not apply may be appealed against to the rector. The appeal shall be lodged via the competent dean within 14 days of the date of serving the decision on the student.
2. The decisions referred to in art. 82.1 shall be deemed served by sending a copy of the decision to the student's account referred to in art. 9.11, by personal collection at the dean's office, or by sending it via a postal operator providing services to the University.

#### Article 82a

1. If the the Regulations provide for the adoption of a position (approval, opinion) by the competent body of the student government, the Rector or the dean respectively, when submitting the matter shall set not less than 14 days for that body to adopt such a position.

2. If the competent body of the student government fails to take a position within the time limit specified in art. 82(a)1, the decision shall be deemed to have been adopted by that body in the wording submitted by the Rector or the dean respectively.

#### Article 83

The years of a degree programme referred to in art. 39.4 shall include the years of study in which the student studied under the resolution referred to in art. 85.1.

#### Article 84

1. The Rector may authorise the competent vice-dean for student affairs to make an entry in the list of students referred to in art. 48.1 and art. 62, and to issue administrative decisions in the first instance referred to in art. 39.3, art. 48.3, art. 56.4, art. 59.1, art. 59.2, art. 60, art. 71, art. 74.3.2 and art. 78.2.
2. Decisions referred to in art. 84.1 shall be subject to an application for reconsideration.

#### Article 84a

When calculating the results of the course of study of students who commenced their degree programme before 1 October 2023, art. 81.2.1, which reads as follows: the arithmetic mean of all positive grades from examinations and course credits included in the study programme (curriculum) or Individual Study Plan, shall apply.

#### Article 85

1. Resolution No. 57 of the Senate of the Nicolaus Copernicus University in Toruń of 28 April 2015, the Study Regulations of the Nicolaus Copernicus University in Toruń (NCU Legal Bulletin 2015, item 114, as amended) is hereby repealed
2. Provisions implementing the resolution referred to in art. 85.1 issued and in force prior to the entry into force of this resolution shall remain in force until the date of entry into force of the implementing provisions issued on the basis of this resolution.

#### Article 86

The resolution comes into force on 1 October 2019.

**President of the Senate**

**prof. dr hab. Andrzej Tretyn**  
**R e c t o r**