

**Regulations governing studies  
at Wrocław University of Science  
and Technology**

Wrocław, 2021



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## § 1. General provisions

1. **Studies** at Wrocław University of Science and Technology (University, WUST) are run in accordance with the principles formulated in the Magna Carta of European Universities and the Bologna Process.
2. Wrocław University of Science and Technology participates in the European Credit Transfer System (ECTS) and promotes the mobility of students and lecturers.
3. In these Regulations, **a student** is defined as a person enrolled for studies at WUST (by registering a student on the official list), who started studying and acquired the student's rights at the moment of taking an oath with the content specified by the Statute of WUST.
4. **Admission to WUST** takes place by: the **recruitment, recognition of prior learning**, or as a result of **transfer from another domestic or foreign higher education institution**.
5. A person may be admitted to study at Wrocław University of Science and Technology provided that they have fulfilled the conditions laid down by the University in separate regulations.
6. Students of WUST voluntarily undertake the obligation to acquire knowledge, skills and social competences.
7. The Rector is the superior of all the students. The immediate superior of the faculty's students is the dean.
8. The exclusive representative of all the students is the **Student Government**.
9. Having passed the diploma examination, the student becomes **a graduate** of WUST.
10. At WUST the course-of-study documentation and the syllabus service is handled, among others, by means of an information system designed to provide services to students and to communicate with students electronically (hereinafter referred to as the ICT system). The ICT system supports in particular:
  - 1) credits and examinations, including the electronic student record book,
  - 2) adjudications and decisions relating to the student's syllabus,
  - 3) enrolments for courses/groups of courses,
  - 4) registrations for the semester.

11. In addition to the ICT system, students at WUST are offered an e-mail service, which is primarily used to circulate non-individualised information intended for students of WUST.

## **§ 2. Fields, levels, profiles and forms of study**

1. WUST provides higher education in a specific field, level, profile and form. Studies are run as first-level studies and second-level studies; the University may also provide **uniform master degree studies** in the fields of studies set by separate regulations.

The studies are run in the **form of**:

- 1) full-time studies,
- 2) part-time studies

in fields of study with a general academic or practical **profile**.

2. **The duration of full-time studies** amounts to respectively:

1) for first-level studies:

- a) licencjat (undergraduate studies) – 6 semesters,
- b) inżynier (engineering studies) – 7 or 8 semesters,

2) for second-level studies – 3 or 4 semesters,

3) for uniform master degree studies – 11 semesters.

In exceptional cases, with the permission of the Rector, full-time studies may take one semester longer.

3. **Part-time studies** last no shorter than the corresponding full-time studies and **they may take one semester longer** than the corresponding full-time studies referred to in item 2.

## **§ 3. Diplomas and professional degrees**

1. The graduate of WUST receives a **diploma of completion of studies** certifying the obtainment of higher education and a professional degree:
  - 1) licencjat or inżynier or inżynier architect in the case of first-level studies,
  - 2) magister or magister inżynier or magister inżynier architect – in the case of second-level studies or uniform master degree studies.

2. In the case of studies conducted jointly by WUST and other universities and academic institutions, including foreign ones, a diploma of completion of studies conducted jointly may be issued.

#### **§ 4. Organisation of the academic year**

1. **The academic year** lasts from 1 October until 30 September of the next year.
2. The Rector informs the Student Government and next issues, by 31 May, a detailed **academic calendar** for the next academic year. This calendar sets out the organisation of the academic year.
3. The academic year is divided into two **semesters** – the winter semester followed by the summer semester. The “accounting period” for the studies is one semester. Each semester comprises:
  - 1) **a period when organized classes are held,**
  - 2) **an examination session,** winter or summer, respectively,
  - 3) **an inter-semester break,** winter or summer, respectively.
4. The summer examination session ends not later than 15 July.
5. In each semester, organised classes at the University and tests connected with their crediting, subject to item 6, are held:
  - 1) in the case of full-time studies – for 15 weeks, from Monday to Friday,
  - 2) in the case of part-time studies – for a maximum of 30 days; as a principle, classes are held on Saturdays and Sundays.
6. In the final semester of the first-level full-time studies and, at the request of a dean and with the consent of the Rector, also of first-level part-time studies, if this is a winter semester, the first ten weeks of the semester are allocated for organized classes at the University. The remaining period of the semester is allocated for submitting the diploma dissertation, the examination session and the diploma examination, subject to § 25 item 7 and 8.
7. Field classes may also be held on Saturdays and Sundays. Student internships may also take place on Saturdays, Sundays or during inter-semester breaks.
8. The dean may grant consent to organise classes that are additionally requested by students, e.g. in connection with a retake of a course / group of courses. These classes

may be held on Saturdays, Sundays or during the summer inter-semester break. Detailed conditions for organising such classes shall be laid down by the dean.

9. The examination session at full-time studies lasts 13 working days and 2 or 3 Saturdays during the session; at part-time studies 16 consecutive days are allocated for the examination session.
10. By the end of the sixth week of the semester's organised classes, the dean, on the basis of examiners' proposals, issues a schedule of examination sessions for a given field, level, profile and form of study, taking into account the provisions of § 15 item 7.
11. The winter inter-semester break begins after the end of the winter examination session and lasts at least 4 working days.
12. Organised classes and consultations for students are held from 7.30 a.m. to 8.35 p.m.

## **§ 5. Rights of student at WUST**

1. A student is entitled to **the following student rights:**
  - 1) to acquire knowledge, skills and social competences and to develop their own interests, including to attend in classes (after prior enrolment in a given course/group of courses, in accordance with § 11 item 1 and § 12 item 6) and organisational activities at WUST, sitting exams, taking internships,
  - 2) to transfer and recognition of ECTS points,
  - 3) to pursue their studies according to an individual course of study,
  - 4) to excuse their absences during classes,
  - 5) to be granted leaves from courses and leaves from courses with a possibility to undergo a verification process of the learning outcomes specified in the program of study,
  - 6) to change the field of study,
  - 7) to be transferred to full-time studies or part-time studies,
  - 8) to take an examination before the examination board with the participation of an observer indicated by a student,
  - 9) to retake particular courses because of unsatisfactory learning achievements,
  - 10) to affiliate with student organisations and to take an active part in the social, cultural, sporting and scientific life of WUST,

- 11) to take part in the elections of academic authorities of the University,
- 12) to elect and to be elected to the University's collegial bodies and to the Student Government bodies (active and passive electoral right), as specified in separate regulations,
- 13) to material assistance - in accordance with the rules specified by separate regulations,
- 14) the right to the protection of their personal data, in particular data concerning their material status and received grades,
- 15) to inspect their graded works: short tests, laboratory reports, projects, final tests and examination papers, within the time limit specified by a person conducting a course,
- 16) to get training in the student's rights and duties, provided by the Student Government in cooperation with the Student Parliament of the Republic of Poland,
- 17) to discounts on the basis of separate regulations,
- 18) to have classes in classrooms ensuring appropriate learning conditions and the observance of health and safety regulations,

**and furthermore, the student may:**

- 19) receive awards and distinctions,
  - 20) apply for a student loan on terms specified in separate regulations,
  - 21) express their opinion in Student Opinion Survey System about classes organized at WUST.
2. During the period of leave (§ 18) or studying without being registered for the semester (§ 12), the student retains the student rights, the scope of which may be limited by separate regulations.
  3. The document which proves the possession of the rights to which the student is entitled is a valid **student ID card** which the student receives after they have taken an oath. The student ID is valid no longer than to the date of completion of their studies (subject to item 4), suspension of student's rights or being struck off the register of studies.
  4. The student rights expire on the date of completion of studies, suspension of student's rights or being struck off the register of studies provided that a graduate of the first-level studies retains the student rights until 31 October of the year in which they



completed the studies, excluding the right to benefits referred to in Art. 86 item 1 points 1-4 of the Act of 20 July, 2018 – *The Act on Higher Education and Science*.

## **§ 6. Duties of student at WUST**

1. A student is obliged to:

- 1) conduct themselves in accordance with the oath taken, the Regulations of Studies at WUST and the Code of Student Ethics,
- 2) observe the regulations in force at WUST and the academic tradition and customs,
- 3) respect the members of the academic community,
- 4) behave with dignity within WUST and outside its walls,
- 5) oppose any form of hate speech against another person,
- 6) respect the property of WUST,
- 7) defend WUST and its community members' reputation,

moreover, a student has the obligation to:

- 8) enrol on faculty and university-wide courses/groups of courses referred to in § 11 item 1, § 12 item 6, and perform the actions relating to the registration for the semester referred to in § 11,
- 9) take part in classes (in accordance with § 13), organizational classes (in accordance with the dean's decisions) and in the obligatory health & safety training,
- 10) get credits for courses/groups of courses, take examinations, take internships and meet other requirements stipulated in the program of study,
- 11) properly respond to any correspondence relating to the studies pursued at WUST,
- 12) pay tuition fees (§ 22) on pain of the consequences referred to in § 19 item 2 point 3,
- 13) settle, on time, all accounts with WUST, relating to all the obligations to the University incurred during studies, including,
  - a) return the borrowed books to the library,
  - b) return the rented equipment,

- 14) notify immediately the dean about the change of their personal data and correspondence address,
  - 15) properly protect and keep confidential the data necessary for logging on to information systems and services provided by WUST,
  - 16) protect personal data, comply with the rules laid down by the University concerning the handling of personal data, and refrain from using personal data provided by WUST contrary to their intended use or the purpose for which they were made available to the student.
2. The student of WUST who is to pursue studies in the semester after enrolment or after resumption of study, after a change in the faculty, field of study or form of study, or in the next semester (continuation of studies) and who:
- a) obtained the right to registration for a semester (§ 11 item 10), or
  - b) is not entitled to register for a semester, but is on leave and in order to make up for their program backlog, receives the dean's permission to study without registration for a semester (§ 12 item 3), or
  - c) is not entitled to registration for the subsequent semester, but is in one of the following situations referred to in § 12 item 4 and has the permission of the dean to study without registration for the semester in order to make up for differences in studies or to make up for any backlogs,
- is obliged to take up studies (in cases referred to in point a) and c) on pain of being struck off the list of students, pursuant to § 19 item 1 point 1 and item 3), including participation in classes and organisational activities pursuant to the rules laid down in these Regulations.
3. The student of a given faculty is obliged to familiarize themselves with the directives, orders and announcements posted on the faculty or the University website, on the websites of sections subordinate to Vice-Rector for Student Affairs and with information sent to the student's individual electronic mail address or via the ICT system.
4. For breaching the regulations in force at WUST or for conducting beneath the student's dignity the student bears responsibility before student disciplinary committees. The disciplinary penalty of expulsion from WUST constitutes a reason for the striking off the list of students pursuant to § 19 item 1 point 5.

## § 7. Subjects, courses and groups of courses

1. The particular **subjects** are taught within units called **courses** or **groups of courses**. Each course and each group of courses ends in **a grade** (**credit grade** (§ 14) or **examination grade** (§ 15)).
2. A **course** is understood as consecutive teaching units conducted in a single semester, in the form of: **a lecture**, **a seminar**, laboratory classes, projects, internships or 'diploma dissertation'.
3. A **group of courses** is understood as all or selected courses on a given subject, pursued in one and the same semester, for which the program of study stipulates crediting on the basis of only one grade (the grade for completion the course (§14) or the grade received in an examination (§15)) awarded for the indicated course of this group. This course is called the **final course** and the other courses are referred to as **partial courses**.
4. Courses can be taken as **obligatory** or **optional**.
5. Courses or groups of courses may also be taught in foreign languages, in the range and on the conditions specified in the program of study (§ 9).

Teaching materials imparted to students for self-studying, lists of tasks, sets of questions etc. are prepared in **classes** the language the course/ a group of courses is run. To prepare papers, tasks to get a credit, and particularly diploma dissertation (§ 23) a student may have to relate to literature in a language different from the language a course / a group of courses is taught.

6. Courses or group of courses may be run in the following forms:
  - 1) conventional,
  - 2) remote – synchronous or asynchronous, using distance learning methods and techniques,
  - 3) mixed - meaning a form combining remote - synchronous and traditional modes of teaching.
7. The distance – synchronous – teaching is understood as running a course or a group of courses using methods and techniques of distance education with the direct participation of the course tutor, i.e. teaching through methods and techniques of remote real-time delivery of courses (and real-time communication) so that students can actively participate in the course. Remote delivery of the course / group of courses in synchronous form means the delivery of the course. The distance asynchronous

teaching is understood as running a course or a group of courses using methods and techniques of distance education without the direct participation of the course tutor.

8. In justified cases the final examinations and credit tests in particular courses may take place outside the University premises or outside its branch, with the use of information technology, ensuring control in the course of an examination and its registration, as well as communication of participants in real time. The rules for the verification of learning outcomes using electronic means of communication are laid down in separate regulations.
9. One month before the beginning of each academic year, WUST posts a catalogue of university-wide courses on the University's website.

### **§ 8. ECTS points**

1. To all courses and groups of courses included in the program of study (§ 9) for a given field, level, profile and form of study are assigned **ECTS credits**, i.e. points defined in the European Credit Accumulation and Transfer System.
2. The fact that a student has obtained ECTS points is associated solely with the recognition that the student has completed the given course or group of courses or has taken an examination in the given course or group of courses and it has nothing to do with the worth of received grade.
3. The number of ECTS points assigned to a course/group of courses by the program of study is a measure of the average student total workload, necessary to achieve learning outcomes, which includes both the student's work during classes organized by WUST, credits and examinations as well as their own individual work. One ECTS point corresponds to 25-30 hours of student workload.
4. The number of ECTS points assigned to a course/group of courses is an integer; in the case of transferring and recognizing classes credited at other universities, it is permitted to assign the number of ECTS points with an accuracy of 0.1.
5. In the case of the group of courses specified in § 7 item 3, ECTS points are assigned to the whole group of courses. The ECTS points assigned in this way are taken into account when registering the student for the given semester (§ 11).
6. A condition for the completion of studies and obtaining the diploma of completion of studies is the acquisition of learning outcomes and the number of ECTS points specified in the program of study.

## § 9. Program and plan of study

1. Higher education at WUST at the given field of study, level, and profile are run in accordance with a **program of study**, which specifies:
  - 1) learning outcomes,
  - 2) description of a process leading to achievement of learning outcomes,
  - 3) the number of ECTS points assigned to a course.
2. **The program of study** for the given field of study, level, profile and form of study is established by the University Senate. Establishing the program of study requires consultation with the Student Government under the procedure defined in the Statute of the University.
3. **The description of the process leading up to the achievement of learning outcomes** includes, among others:
  - 1) **blocks of classes** – courses/groups of courses or blocks of courses/groups of courses – with the assumed learning outcomes and the number of ECTS points, which the student is required to obtain in order to be awarded with a proper diploma (the limit of ECTS points for a block of classes),
  - 2) **a plan of study.**
4. The program of study may indicate courses/groups of courses which the student may take on condition that they receive a credit or take examinations for the appropriate preceding courses/groups of courses called prerequisites, subject to § 14 item 9.
5. The program of study may specify the number of the semester to which inclusive the given course/group of courses have to be credited (§ 11 item 14 point 3).
6. ECTS points are assigned to courses/groups of courses in accordance with the principles specified in § 8.
7. **The plan of study**, as an element of the program of study, specifies in particular the set of courses and examinations as well as the number of ECTS credits allowed per semester.
8. The plan of study enables the student to finish their studies on schedule and to meet all the requirements of the program of study and ECTS points system; it is the basis for drawing up the semester-based schedules issued by the dean.

9. The average number of hours of organized classes at the University throughout full-time studies, in the plan of study, and in a semester should not exceed 24 hours a week.
10. The program of study conducted in Polish may provide for courses to be taught in foreign languages, including examinations and final course tests. This applies only to courses offered as optional courses or courses conducted parallel to courses in Polish.
11. The program of study for a given field, level, profile and form of study is available in the Public Information Bulletin (BIP) on the University website within 14 days of its adoption. Permitted changes in the program of study, introduced during the course of education, are announced according to the regulations set out above, at least one month before the commencement of the semester to which they relate.
12. The student may study according to an **individual course of study**. It concerns especially students who study within the framework of international programs, students who have outstanding learning achievements, pregnant students or students who are parents, and students with disabilities. In the case of full-time studies, a pregnant student or a student who is a parent may not be refused permission to study according to an individual course of study until the completion of the studies.
13. The principles and conditions concerning the individualization for the students of the given faculty are specified by the Rector or a person entitled by the Rector. These principles and conditions should be announced on the faculty website at least one month before the commencement of the semester. With regards to the students with disabilities the range of individualization should take into consideration the needs stemming from their disability.

## **§ 10. Electronic student record book**

1. At WUST the student's course of study is documented, among others, in the form of an **electronic student record book**.
2. The electronic student record book, which the student can access via the ICT system, contains among other things: confirmations of their registrations for semesters, information about the leaves granted, the instances of striking the student off the register of students, resumptions, transfers from another university or a foreign university, changes of faculty, field, level, profile and form of study as well as lists of academic achievements, and above all lists of courses/groups of courses completed in particular semesters by the student, together with the credits and examination grades. On application of the student a certified printout of the periodic student achievement card is issued.

3. After a grade has been entered in the electronic student record book, within two working days from entering it, via the ICT system, the student may confirm the grade or make a complaint to the teacher. The teacher, within two working days from the date when the complaint is made, if need be, corrects the grade (see also § 14 item 14 and § 15 item 9) and the grade is confirmed and cannot be changed, subject to item 4. The dean may in justified cases extend the above time limits. Contentious issues are resolved by the dean.
4. In exceptional cases, upon justifiable request of the person running the course/final course of a group of courses, the dean after informing the student beforehand may permit the change of the confirmed grade (item 3), not later however than until the end of the semester, in which the course/ group of courses was done.

### **§ 11. Enrolment on courses, registration for semester**

1. Before each semester begins and **in accordance with the schedule of enrolment on courses/groups of courses, fixed by the dean** (faculty courses)/ **the Rector** (university-wide courses), **the student must enrol on courses/groups of courses in the ICT system** to groups selected from the schedule (§ 6 item 1 point 7), in accordance with the program and plan of study, which they undertake to do in the given semester. In justified cases, the dean may consent to extend the deadline for enrolling on the courses. Failure by a student to enrol on a course/ group of courses (subject to item 2) within the prescribed time limit means failure to take up classes (as provided for in the plan and program of study) and to participate in them, which is tantamount to **failure to take up studies** and results in a student being struck off the register of students, pursuant to § 19 item 1 point 1 and item 3 point 1a.
2. The dean may desist from fixing a schedule of enrolment on courses/groups of courses (referred to in item 1) for the students of the given semester, field, level, profile and form of study, e.g. students beginning their studies in the first semester of studies. In such a case the dean does the enrolment ex officio (administrative enrolment) before classes commence.
3. A student with a disability, a pregnant student and a student who is a parent have priority to enrol on courses referred to in items 1 and 2.
4. The student may get the permission, upon their request submitted in the dean's office, **for the transfer and recognition of the classes already credited, i.e. for the recognition of the hitherto academic achievements** against the program of study to be carried out, particularly in the case of change of faculty, field, profile and form of study, and also after admission pursuant to the procedure referred to in § 1 item 5 and

also after resumption of study (§ 19 item 6). The student's academic achievements are set out by assigning the ECTS points to the transferred/ recognized courses/ groups of courses. The student transferring courses credited at other faculties of the University, including the student's main faculty or another university, also abroad, is assigned for such courses the number of ECTS credits as is assigned to the courses/ groups of courses from their program of study. The recognition of the convergence of learning outcomes is a condition for the transfer of these classes. Every course/ group of courses for which all recognition of learning outcomes have been confirmed are recognized against the student's academic achievements ex officio (§ 21).

5. In the case of the course/group of courses, mentioned in item 4, recognized against the student's academic achievements in the field of study being pursued, and being, by the decision of the dean, a replacement for a course/group of courses in the student's program of study, if the student previously enrolled on this course/group of courses, the dean annuls this enrolment.
6. The student may enrol on courses/groups of courses chosen from the courses/groups of courses run by the parent faculty or, with the dean's permission, by another organizational unit of WUST or another university (including a foreign one), if they are included in the program of study, provided the terms and conditions mentioned in § 13 item 5 are met.
7. A course/group of courses for which the student has got credit and the ECTS points assigned to it are recognized against the student's program of study to be carried out and are taken into account at registration for the semester (item 10) only in the case when it is the course/group of courses from their program of study and remains within the limit of ECTS points for the given block of classes in this program (for PE classes – in the limit of hours)- § 9 item 3 point 1.
8. The number of ECTS points assigned to particular courses/groups of courses, on which the student enrolled during the given semester pursuant to the procedure described in item 1, 2 and 4, must ensure the student, assuming the student gets credit or takes exams in all courses/group of courses, the right to register (item 10) for the next administrative semester (except when the student in the current and the following semester is guaranteed, by the dean's decision, the status of "studying without registration for a semester") (§ 12)). Failure to meet this condition (incomplete enrolment in a semester) results in the refusal to register/study without registration for a semester (item 14 point 5). If, after the refusal to register for a semester, the student does not obtain a long-term leave with the right to study without registration for a semester (item 16), it means failure to take up classes (as provided for in the program and plan of study), to participate in them, which is tantamount to failure to



take up studies and results in a student being struck off the register of students, pursuant to § 19 item 1 point 1 and item 3 point 1b.

9. If a student intends to do the chosen courses/groups of courses at another university, in which there is a point system conforming to ECTS, then the values of the points are taken into account in the enrolment on the courses/groups of courses (item 1). If there is no ECTS system at the other university, the dean determines the number of points for the courses/groups of courses done outside WUST.
10. After the lapse of the period referred to in item 12 and after the number of  $S_n$  referred to in item 12 point 2 has been determined for a student, the student is provided with **the ECTS credit deficit** ( $d_n$ ) after semester  $n$ , according to the formula:

$$d_n = \sum_{k=1}^n p_k - S_n$$

where  $n$  – the number of the preceding semester,  $p_k$  - sum of ECTS credits assigned to courses and groups of courses of *the*  $k$ -th semester of the study plan of a given student (if  $d_n$  is negative or equals zero, the student is considered not to have a deficit of ECTS credits after semester  $n$ ).

A student gains **the right to register for the next semester** if they met conditions included in the program of study, subject to item 15, and if there is no deficit of ECTS credits after semester  $n$  or if their deficit  $d_n$  does not exceed the admissible deficit of ECTS credits specified in their plan of study after semester  $n$  (§ 9 item 7).

11. In the final semester of their studies the student is obliged to enroll on courses/groups of courses allowing them to complete their studies in the given semester. Failure to meet this condition (incomplete enrolment in a final semester) results in the refusal to register/study without registration for a semester. If, after the refusal to register for a semester, the student does not obtain a long-term leave with the right to study without registration for a semester (item 16), it means failure to take up classes (as provided for in the program and plan of study), to participate in them, which is tantamount to failure to take up studies and results in being struck off the register of students, pursuant to § 19 item 2 point 2 and item 4 point 1.
12. The dean after the lapse of the period for entering the grades from a given semester ( $n$ -th semester) into the electronic student record book (§ 14 item 14, § 15 item 9) and not later than by the end of the first week of the next semester:
  - 1) monitors the student's progress in learning,

- 2) determines the total number of ECTS credits obtained by the student in particular course blocks (number  $S_n$ ) from credited courses and groups of courses (from all semesters of their plan of study, also from semesters higher than  $n$ ), according to the principle specified in item 7. The number  $S_n$  is used to determine, according to the formula referred to in item 10, the deficit of ECTS credits ( $dn$ ) of a student after semester  $n$ . If the deficit of the student's ECTS credits after semester  $n$  exceeds the admissible deficit of ECTS credits specified in their plan of study after semester  $n$  (§ 9 item 7 point 3), it is confirmed **that no progress has been made**, and may be an indication for striking a student off the list of students, pursuant to § 19 item 2 point 2 and item 4 point 1, subject to items 15 and 16.

Then the dean decides about the student's registration for a given semester, which is recorded in the ICT system and in the electronic student record book. At the student's request, the actions can be performed appropriately earlier.

In exceptional cases (e.g. in the case of a student studying at the same time within the framework of an international program, in the case of joint diplomas, or students with disabilities), the dean may extend the time limit of the procedure, referred to in this item.

13. A student, pursuing studies in the given form, maybe registered exclusively for the next (administrative) semester. This means that the student may be registered for a semester with the given number only once, with the reservation to provisions § 20 item 5 and § 21. The dean in the cases mentioned above and in the event of a change of faculty or field of study may permit a student to study without registering for the semester so that the student can catch up on their program of study (§ 12, § 20).

**14. A student is not registered for a semester if:**

- 1) because of no progress with their studies has not gained the right to register for the next semester, as mentioned in item 10,
- 2) has not received credit for (has not taken the exam) in a course/group of courses done for at least the third time or has not gained, pursuant to the procedure described in § 17 item 1, the permission for the next retake of the course/group of courses, or after the resumption of studies has not received credit for (has not taken the exam) a course/group of courses done for the third time (§ 19 item 13), which is tantamount to making **no progress with studies** and may result in a student being struck off the list of students, pursuant to § 19 item 2 point 2 and item 4 point 4.
- 3) has not received credit for or has not taken the exam in a course/group of courses in the semester indicated in their program of study (§ 9 item 3), which is

tantamount to making **no progress with studies** and may result in a student being struck off the list of students, pursuant to § 19 item 2 point 2 and item 4 point 4,

- 4) has not made, within the binding time limits, the required payments for educational services,
  - 5) has not enrolled, within the time limit set by the dean, for courses/groups of courses (item 1 and § 12 item 6), so that requirements mentioned in item 8 and 11 and § 9 item 5 could be met.
15. In exceptional, force majeure cases, a student may be registered for the semester even if the student has not met the conditions required to register for a given semester (item 10) but they enrolled on the proper courses/ groups of courses, which if credited or if the examinations were taken, assure the right to register for the next semester.
  16. A student who was not registered for the semester (item 14) or did not obtain the right to studying without registration for a semester (§ 12), on application within one week from the date of dean's decision, may be granted study leave (§ 18 item 1). This rule does not apply to students mentioned in § 18 item 11.
  17. In exceptional cases particularly in the case of students with disabilities, the dean, on application from a student, may change the list of courses/groups of courses on which the student is enrolled (item 1, 2 and 6), after registering them for the semester.
  18. In justified cases, the dean/ Director of the department can permit a student to do a course/ group of courses outside their program of study or within their program of study but over ECTS credits limit (in the case of PE classes over the limit of hours) assigned in the program to the given education block, organized by the faculty/department. Then the student may enrol on this course/ group of courses if there is any vacancy, i.e. on the last day of enrolment. The final grades earned in such a course/group of courses are not taken into account when grades mentioned in § 26 item 1-3 are determined and obtained ECTS points are not recognized against the program of study (item 7). If a student has not received credit or has not taken the exam in the course/group of courses, every next retake is run in accordance with general principles (§ 17), subject to §14 item 16. Information about earning credit/taking the exam in such a course/ group of courses is included in a supplement to the diploma.
  19. A student bears sole responsibility for the correct performance of the actions following from item 1, which precede the dean's decision on registration for a semester.

## **§ 12. Studying without registration for semester**

1. Studies without registration for a semester are conducted on general terms and conditions in accordance with the procedures and time limits described in § 11, with the indication in the electronic student record book “Studies without registration for a semester”.
2. A student who stays on study leave with a possibility of verifying achieved recognition of learning outcomes specified in the given program of study (§ 18 item 12) has the right to study without registration for a semester.
3. In the case when a student applies for study leave (§ 18) and their lack of ECTS credits does not guarantee the right to register for the semester following the leave, the dean, by granting the leave, may oblige them to complete the courses/groups of courses indicated (to make up for the program backlog) during the leave, pursuant to the procedure of studying without registration for a semester (item 1).
4. In the event a student:
  - 1) was transferred from a different university or foreign university, changes a faculty, field, profile or form of study,
  - 2) resumes their study,
  - 3) returns from leave during which they studied without registering for the semester,and has no right to register for the semester, the dean may permit the student to study without registration for the semester and do the chosen courses/groups of courses in order to level out the program differences or to catch up on their study. In the case of the student mentioned in item 1-3, who has the right to be registered for a semester, but who has no possibility to complete the program of study in the remaining semesters of the plan of study because of the fact that courses must be done in a sequence (e.g. in order to meet prerequisites (§ 9 item 4)), the dean may permit a student to study without registration for a semester. The number of semesters without registration for a semester is set by the dean.
5. In the case when a student stays on an internship in a given semester within the framework of international studies, the dean may permit the student to study without registration for the semester.
6. In the case when a student has obtained a permission to study without registering for the semester to do the chosen courses (pursuant to the procedure referred to in item 4), they must enrol on courses/ groups of courses within the time limit described in § 11 item 1. In justified cases, the dean may grant permission to extend the deadline

for enrolment on the courses/groups of courses. Failure to enrol according to the mode specified above means failure to take up classes (as provided for in the program and plan of study) and to participate in them, which is tantamount **to failure to take up studies** and results in a student being struck off the register of students, pursuant to § 19 item 1 point 1 and item 3 point 1a.

7. In the case of resumption of study by the student who was struck off the register of students after the final semester of study, they retake the uncredited courses/groups of courses pursuant to the procedure described in item 4.
8. For record-keeping purposes the student who studies without registration for the semester is assigned to the last administrative semester for which they were registered.

### **§ 13. Participation in courses**

1. A student registered for the semester or a student who has obtained the permission to study without registering for a semester has the right and duty to do all the courses/groups of courses on which they enrolled. In particular, the student is obliged to participate in organised classes (§ 6 item 1 point 9), observing the principle referred to in item 8. If it is found that the student has not participated in at least three obligatory courses (item 9) it may be tantamount **to** being struck off the register of students, pursuant to § 19 item 2 point 1. The non-participation in obligatory courses is confirmed after receiving written information from the teacher.
2. If a student enrolled in any given semester on courses/ groups of courses (pursuant to the procedure described in § 11 item 1, § 11 item 2 or in § 12 item 6) and meeting the requirements referred to in § 11 item 8 or in § 11 item 11, fails to take up the classes (as provided for in the program and plan of study) and attend them in the first three weeks of the semester (for full-time students) or in the first two meetings in a given semester (for part-time students) then it is tantamount **to failure to take up studies** and results in a student being struck off the register of students, pursuant to § 19 item 1 point 1d.
3. The dean **refuses** to admit a student to the given course/group of courses in case the student does not meet conditions (prerequisites) for the given course/group of courses mentioned in the program of study (§ 9 item 4).
4. The dean **may refuse** to admit a student to a given course/group of courses if:
  - 1) the number of students enrolled on a class is not consistent with decisions on the minimum size of class for the given kind of classes,

- 2) the student has already gained the number of ECTS points required for the given education block, referred to in § 9 item 3 point 1 (in the case of PE courses has gained the required number of hours),
- 3) the student has not completed the compulsory training in health and safety. Refusal of admission may apply in particular to laboratory classes, classes in workshops or classes in specialist laboratories (§ 6 item 1 point 9).
5. WUST students may pursue some of their studies at other universities and students of other universities may pursue some of their studies at WUST on terms and conditions specified in the bilateral or multilateral agreements concluded by the universities.
6. A student enrolled on a course/group of courses, regardless of the mode it is run in, has the duty to:
  - 1) fulfil teachers' requirements set out in the description of the course/group of courses or the subject card specified by the course tutor during the first classes in a given semester according to § 14 item 10,
  - 2) systematically read the notices circulated in the ways accepted at the University via electronic media (University and faculty websites, the ICT system, the individual student electronic mail) and respond to the notices properly,
  - 3) keep the educational materials made available to them, exclusively for their own use (not circulate them), unless otherwise decided.
7. The student with a disability has the right to attend a course/group of courses in a different way than the other students, if this is necessary because of their special needs. The scope of individualization is determined by the person conducting the course/final course in the group of courses on application from the student. Disputes are resolved by the dean.
8. In justified cases, with the prior approval of the course tutor, a student may obtain the permission of the dean/director of a department to complete a course/group of courses in an agreed manner (e.g. without taking classes).
9. All classes, including lectures, organised at the University (ZZU) for first semester full-time students at the first-level are obligatory. The classes are also obligatory (concerns all student at the University) if the student has used the absence limit acceptable for crediting a course/group of courses, referred to in § 14 item 8.
10. Short-term absences from classes, caused by objective reasons, unavoidable and unpredictable, including short periods of illness or fortuitous events are excused

directly by the teacher after the student provides evidence to substantiate the reason for absence.

11. A student is obliged to catch up with the backlog caused by the short-term absences, taking into account teacher's suggestions.

## § 14. Credits

1. **Completion of** a course/group of courses is a form of checking knowledge, skills or social competences. It ends with a completion grade (item 8), taking into account the principles referred to in § 7 item 3.
2. The student having a doctor's certificate excusing them from sporting classes has the duty to do a lecture or seminar course in physical education, tourism or other – indicated in the catalogue of courses – instead of the sporting classes. The replacement classes are assigned the same number of hours and ECTS points as the sporting classes.
3. A course/group of courses are credited in the same language in which, in accordance with the program of study, the course /group of courses was conducted. The right to depart from this rule, on application of the student and with the consent of the teacher, is granted by the dean.
4. A course or a group of courses may be credited in the remote mode, provided that conditions for carrying out crediting, in accordance with separate regulations, in the place of crediting are guaranteed.
5. When crediting the final course in a given group of courses (§ 7 item 3), one should take into account the results of testing the student's knowledge, skills or social competence relating to the other courses in this group.
6. The University ensures the **confidentiality of the grades obtained to its** students, pursuant to § 5 item 1 point 14.
7. The following **grading scale** is used for crediting courses/groups of courses (also for examinations, pursuant to § 15 item 8 and § 25 item 2):

Table 1. Grading scale

<b>Descriptive grade</b>	<b>Grade</b>
excellent	5,5
very good	5,0
good plus	4,5

Descriptive grade	Grade
good	4,0
satisfactory plus	3,5
satisfactory	3,0
unsatisfactory (this grade means failure to complete a course/ group of courses)	2,0

Grade “excellent”- (5.5) is awarded to a student who, when participating in a course/group of courses demonstrated knowledge or skills considerably exceeding the scope defined in the program of education.

8. **A student gets credit on the basis of the results** of final tests, progress tests, short tests, projects and other scholarly achievements during the semester. The person conducting the classes informs the student about the results of the knowledge and skills tests, and in the case of final tests or projects, no later than three days before the next final test/project submission date. The **student’s absences** from organized classes referred to in § 13 item 8 or exceeding the limit set within the crediting conditions (item 10), may constitute the grounds for not crediting the course/ group of courses. In special cases, a person conducting the course should make it possible for a student to credit the course on another date than the fixed one (including in the examination session). In the case of final tests, progress tests and short tests a student may be asked by the person conducting the course to show their valid student ID card.
9. Getting credit for a course/group of courses cannot be conditioned on getting credit for another course/group of courses done in the given semester.
10. During the first class in the semester a person conducting the course/final course in a group of courses specifies and communicates to students the **detailed conditions and time limits** for getting credit for the course/group of courses, including the rules of attending classes organised at the University. Detailed conditions for getting credit are to correspond to those from the subject card. Moreover, the course tutor determines how students will be informed about their grades (partial courses results), i.e. via the ICT system or the individual student electronic mail.
11. A student registered for the semester, also a student studying without registering for the semester, is obliged to get credit for all the courses/groups of courses (except for item 15) by the date on which the semester’s examination session commences according to the academic calendar, while the courses run during the summer inter-semester break, by the date set by the dean.



12. The person conducting the course, in consultation with the students and with the dean's permission, may set an additional date for crediting the course/ group of courses completed in the semester, in a period up to the end of this semester's examination session. The course (group of courses) credited in this period is regarded as credited on time. In a justified case, when within the first 7 days of the examination session the person conducting the course does not consent to set an additional date for crediting the course/ group of courses, the final decision concerning the setting of an additional date for crediting the course/ group of courses is taken by the dean on application from the student, submitted not later than by the tenth day of the session.
13. The student of the last semester of the first-level studies, pursuing their studies according to the academic calendar, mentioned in § 4 item 6 (a 10-week calendar), doing a course/ group of courses for students who pursue their studies according to the academic calendar mentioned in § 4 item 5 (a 15-week calendar) the dean may permit the student to get credit for the course/group of courses in a 15-week calendar mode.
14. The person conducting the given course/final course in a group of courses gives a course completion grade and enters it to the ICT system, and thus in the electronic student record book, not later than within two working days after the deadline for crediting (items 11 and 12) and giving the student possibility to have access to their marked tests beforehand (§ 5 item 1 point 15). The teacher is obliged to respond to complaints within the time limit mentioned in § 10 item 3.
15. The rules for completing the last course "diploma dissertation" are specified in § 23 items 19 and 20.
16. The courses/groups of courses for which students fail to get credit on time have to be retaken. An uncredited course/group of courses may be replaced by the same course/group of courses done in a different (conventional or remote) mode. An uncredited optional course/group of courses may be replaced by another one from the same block of classes, done in the retake mode in accordance with the requirements of program of study and with the dean's consent.
17. In justified cases, the student, having obtained approval from the person conducting the course, may obtain the dean's consent for doing a course/group of courses in an agreed-on manner (e.g. without attending classes).
18. The student with a disability has the right to get credit for classes in the individual mode. The scope of individualization of course/group of courses crediting is defined by the teacher on application from the student. Disputes are settled by the dean/director of a department.

19. The way and mode in which student internship is to be taken and credited are specified by the program of study.
20. In the case of a student not working independently during the examination of knowledge, skills, and social competence the examiner may refer the matter, via the dean, to the disciplinary student committee.
21. The course tutor must keep credit assignments for at least one year after the end of the semester in which the course was taken.

## **§ 15. Examinations**

1. **The examination** is a form of testing students' knowledge and skills. Examinations are graded. During the first classes in a semester, the person conducting the course/the final course in a group of courses defines and informs the student about **conditions for admission to an examination** (including the permitted number of absences) and **conditions for taking an examination** in a course/group of courses, including the rules for attending classes organised at the University. It also defines the way in which the grades are to be communicated (the results of partial courses in a group of courses).
2. Examinations are conducted in the same language in which, according to the program of study, the course/group of courses was taught. The right to depart from this rule, on application from the student and with the examiner's consent, is granted by the dean.
3. An examination may be held in the remote mode, provided that conditions for conducting the examination in this mode, in accordance with separate regulations, in the place of examining are guaranteed.
4. In the case of a group of courses credited on the basis of the examination grade, the grade is determined by the examiner, taking into account the results of testing the student's knowledge, skills or social competence relating to all the courses in this group.
5. Examinations are held during the examination session. A student, at their discretion, in consultation with an examiner and with the dean's consent, may take an examination before the set date.
6. In justified force majeure cases, the dean, with the examiner's knowledge, may permit the student to sit for an examination after the set date. In such cases, the dean may also give her/his consent for annulment of the course/ group of courses ending with an examination and accepted for realization in the given semester (postponing it to the next semester).

7. By the end of the given semester's fourth week of classes the **examiner determines the form and mode of the examination** (written, oral, electronic or mixed) **and proposes examination dates**. The dean sets the examination session schedule (§ 4 item 10). A student has the right to take the examination twice during the examination session, and the second examination date must be set at least five days apart and not earlier than three days after the announcement of the results of the examination taken on the first date. In the case of their absence from the examination on the given date, the student retains the right to this examination date, but only after their promptly submitted excuse note has been accepted in the mode described in item 10. Contentious cases are settled by the dean. In the case when the date of the examination has been restored, the examiner must make it possible for the student to take the examination on the closest possible date, but not earlier than on the next day after the student has been informed. If the student agrees, the examination may take place on the day when the student has been informed. In force majeure cases, the examiner should make it possible for the student to take the examination on another date than the fixed one (including before the examination session).
8. The grading scale specified in § 14 item 7 is used in examinations. The student who has not taken examination on any of the dates or was not allowed to take the examination (item 4) receives grade "unsatisfactory" – 2.0.
9. The examiner gives a grade in the examination (in the case of a group of courses, also determines the final grade), informs the student and make it possible for the student, on the application from the student, to get an access to their examination paper. Next, within three working days after the date on which the examination was held and not later than on the second working day after the examination session has ended, the examiner enters it in the ICT system, and thus in the electronic student record book. The examiner has a duty to respond to complaints within the time limit mentioned in § 10 item 3.
10. The excuse for the absence from the examination may be solely sickness or force majeure. The excuse is accepted by the examiner, and contentious issues are resolved by the dean.
11. Students with disabilities have the right to take an examination in the individual mode, depending on the needs stemming from the disability. The form (written, oral, electronic, mixed) of the examination and its duration may be subject to individualization. The scope of individualisation of the examination is determined by the examiner on application from the student. Disputes are resolved by the dean.

12. A student may sit for an examination provided they show their valid student ID card if the examiner demands it.
13. In exceptional, justified cases, on application from students or a teacher to the Rector (via the dean), the Rector may take the decision and to annul the examination and make it be reconducted.
14. In justified cases, on application from the student, the dean may order an examination conducted before an examination board (§ 16).
15. In the case of a student not working independently during the examination, the examiner may refer the matter, via the Rector to the disciplinary student committee.
16. The examiner must keep the examination papers for at least one year after the end of the semester in which the course was taken.

### **§ 16. Examination before examination board**

1. The student may submit, not later than on the third working day after the date on which the examination results were announced by the examiner, an application for an **examination before the examination board**. In the application the student contests the received grade because of the way, conditions, range or form in which the examination was conducted. The dean, after consulting the examiner, if need be, orders and organizes the examination before the examination board within no more than three working days from the submission of the application by the student.
2. The dean also on their own initiative may order an examination before the examination board for selected or all the examinees in a special case and when there are justified doubts as to whether the examination was properly conducted.
3. **The examination board** consists of three persons: the dean or the deputy dean, who chairs the board, and two university teachers, being specialists in the field of knowledge or the skills covered by the examination, appointed by the dean. A student has the right to appoint an additional person who as an observer will take part in the examination. The previous examiner may take part in the examination before the board, solely as an observer.
4. The examination before the examination board is conducted in the written, oral or mixed form, regardless of the form of the previously held examination. The form is decided by the chairman, who passes the information to the student not later than one working day before the date of the examination is set.

5. In the case of an excused absence from the examination before the examination board, a student retains the right to this examination date, similarly as it is in the mode described in § 15 item 7.
6. The grade received in the examination before the examination board is immediately entered in the electronic student record book and replaces the originally entered grade, also in the case when the grade has not changed.
7. The minutes from the examination before the board examination is kept in the student's file for at least one year after the end of the semester in which the course was taken.

### **§ 17. Retaking courses**

1. The second and third realization of a course/group of courses is allowed on the general principles specified in these Regulations. In the case of a failure to receive a grade or to take the examination in a group of courses, a student does all the courses in this group for the second or third time (§ 14 item 1), subject to § 9 item 5. In exceptional cases the Rector or a person entitled by the Rector may give the consent – on application from the student submitted within the time limit set by dean's schedule and not later than in a semester break – to the fourth or the next realization of a course/group of courses.
2. In the case of a failure to receive a grade or to take the examination in a course/ group of courses, the next retake of an uncredited course/group of courses should take place in the nearest semester in which the course/group of courses is offered. The terms and conditions of payment for the retake of the course/group of courses are specified by separate regulations. The participation in the retake courses mentioned in § 4 item 8 is voluntary.
3. A retake of courses/group of courses uncredited by the end of the final semester of study, in particular the retake of the last course "diploma dissertation", is done either during the study leave granted or after the resumption of study in accordance with the rules laid down in § 19 items 6-8; in each of the cases in the study mode without registration for the semester (§ 12).

### **§ 18. Leave**

1. The student has the right to **study leave** from the classes at WUST. The following kinds of leave are distinguished:
  - 1) **sick leave** (for health reasons),

- 2) **for a pregnant student,**
- 3) **for a student who is a parent,**
- 4) **dean's leave,**
- 5) **vocational leave** (granted for internships within international programs run in accordance with agreements concluded by WUST with foreign companies and universities).

The dean decides on this issue on application from the student.

- 2. The student's application for sick leave should be submitted immediately after the reason occurred, but no later than the end of the organised courses in a given semester.
- 3. A pregnant student is granted leave for a period up to the day of childbirth. If the leave finishes during a semester, it may be, on the application from a student, prolonged until the end of semester.
- 4. The application for parental leave should be submitted within 1 year from the day on which the child was born. The student is granted the leave for a period up to 1 year but if the leave finishes during a semester it may be on the application from a student, prolonged until the end of semester.
- 5. A student who applies for the leave mentioned in items 1-3 should submit a medical certificate or the birth certificate, respectively.
- 6. The dean cannot refuse to give a pregnant student or a parent student his permission for the leave mentioned in item 1 points 2 and 3.
- 7. The student's application for dean's leave **for a given semester or both the given semester and the semester which immediately follows** should be submitted before the commencement of a winter semester or not later than to the third working day of a summer semester, subject to item 9 and § 11 item 16.
- 8. If the student who has gained the right to register for the next semester (§ 11 item 10), is refused dean's leave, the dean sets another date for carrying out the actions preceding registration for the semester (enrolment on courses/groups of courses – § 11 item 1).
- 9. In individual, justified force majeure cases, the dean may consider the application for dean's leave, submitted after the deadline, mentioned in item 7, but not later than by the end of the given semester's second week of classes.

10. In the whole period of study, covering the years from the first registration for the semester to obtaining the diploma of completion of studies, **the student may be granted in total no more than two semesters of dean's leave.**
11. Dean's leave may not be granted to a student who:
- 1) after the first semester of study has not gained the right to register for the second semester (§ 11 item 10),
  - 2) has failed to get credit (to take an examination) in a course/group of courses done for at least the third time or has not obtained permission, in the mode described in § 17 item 1, for the next retake of a course/ group of courses,
  - 3) after resuming studies, failed to get credit or take an examination in a course/group of courses done for the third time (§ 19 item 13).
12. A student may apply for study leave with the possibility of verification of the recognition of learning outcomes included in the program of study, by studying without registration for the semester (§ 12 item 2). In the case of sick leave, the student should enclose a doctor's opinion together with the application form that there are no contraindications to do courses.
13. A student who has not gained the right to register for the next semester (§ 11 item 14 point 1) and who is on dean's leave has the duty to do the unaccomplished courses in the mode described in § 12 item 3.
14. The student's application for vocational leave needs to be submitted together with the documents conforming to the international programs' requirements. **The total time of vocational leave in the whole period of study may not exceed 2 semesters.**
15. The dean, granting a student study leave, may on application from the student annul courses/groups of courses indicated by the student, which the student selected to do in a semester or was enrolled on ex officio as referred to in § 11 items 1 and 2.
16. Studying after study leave from the University proceeds in conformance with the program of study in force for the year of study in the semester in which the student continues their studies. If program differences exist between the program of study previously realized by a student and the program of study imposed on the student after the change, the dean, as part of the transfer and recognition of credited classes, determines the student's hitherto academic achievements, the program differences and the mode and deadline for levelling them out, subject to the principle set out in § 11 item 4.

17. The dean's decision concerning the leave and its duration is recorded in the electronic index.

### **§ 19. Striking off, resumption of study**

1. **The Rector** or a person entitled by the Rector **strikes a student off the register of students** if the student:
  - 1) **has not taken up studies;**
  - 2) **has given up studies**, when the student submitted a written statement on giving up their studies;
  - 3) **failed to submit the diploma dissertation on time**, in the mode described in § 23;
  - 4) **failed to take the diploma examination**, in the mode described in § 25 item 8 or in § 25 item 9;
  - 5) **was given the disciplinary penalty** of expulsion from WUST (§ 6 item 4).
2. **The Rector** or a person entitled by the Rector **may strike off a student from the register of students** if the student:
  - 1) **has not participated in the obligatory classes** (§ 13 item 1),
  - 2) **has made no progress** with their studies,
  - 3) **failed to pay on time tuition fees** (referred to in § 22 and § 6 item 1 point 12).
3. **Failure to take up studies** is understood as:
  - 1) failure to attend classes (provided for in the program and plan of study) and to participate in these classes, in accordance with these Regulations:
    - a) in the absence of enrolment on a course/groups of courses (§ 11 item 1 or § 12 item 6),
    - b) in the case of incomplete enrolment on courses/groups of courses (§ 11 item 8),
    - c) in the case of incomplete enrolment on courses/groups of courses in the final semester of study (§ 11 item 11),
    - d) after enrolment on courses/groups of courses in a situation referred to in § 13 item 2;
  - 2) failure to take the oath.



4. **Lack of progress with the studies** is understood as:
- 1) exceeding the permissible deficit of ECTS points (§ 11 item 12),
  - 2) failing to get credit (take an examination) in a course/group of courses in the at least third realization and to get permission in the mode described in § 17 item 1 for the next realization of a course/ group of courses (§ 11 item 14 point 2),
  - 3) failing to get credit (take an examination) in a course/group of courses in the third realization after the resumption of study (item 11),
  - 4) failing to get credit (take an examination) in a course/group of courses by the indicated semester (§ 11 item 14 point 3),
  - 5) failing to complete the program of study in the final semester of study (§ 24 item 2);
5. The procedure on striking the student off the register of students is initiated immediately after any reasons have appeared. The decision to strike off a student from the list of students is governed by the provisions of the Code of Administrative Proceedings.
6. Subject to § 25 item 9, in order to complete the program of study, a person struck off the register of students after the second or higher semester of study may apply for the resumption of their study at the same faculty, field, level, profile and form of study. To this end, after at least one full semester the person submits, in accordance with the schedule established by the dean and not later than in the inter-semester break immediately preceding the semester of the resumption of their studies, a written application for the resumption of study to the Rector via the dean, who may lay down additional conditions (e.g. control examinations) preceding the resumption of study.
7. The resumption of study procedure is conducted by the Rector or a person entitled by the Rector. The resumption of study takes place by registering a student on the register of students, the refusal of the resumption of study takes effect in the form of an administrative decision.
8. **Studying after the resumption of studies**, subject to § 25 item 9, proceeds in accordance with the program of study in force for the year of study in the semester in which the student resumes study. In the case of differences between the program of study previously realized by a student and the one being in force after the resumption of study, as part of the transfer and recognition of credited classes, the student's hitherto academic achievements, the program differences and the date by which they

are to be levelled out are determined taking into account the rule laid down in § 11 item 4.

9. Studying after the resumption of studies, subject to § 25 item 9, by a student who has no right to register for the next semester (§ 11 item 10) or who was struck off the register of students after the final semester of study, proceeds in the mode specified in § 12.
10. The person previously struck off the register of students, subject to § 25 item 9, may be refused the possibility of the resumption of study if:
  - 1) the previous course of study in a given field of study, level, profile and form of study does not guarantee their completion in the time limit resulting from the plan of study,
  - 2) since the commencement of the studies in a given field of study, level, profile and form of study,
    - a) 8 years have passed in the case of the first-level studies,
    - b) 4 years have passed in the case of the second-level studies,
11. The person previously struck off the register of students, subject to § 25 item 9, is refused the possibility of the resumption of study if:
  - 1) since the end of the semester in which the student was struck off the register of students till the beginning of the requested semester more than four semesters have passed,
  - 2) the person resumed the study in a given field of study, level, profile and form at least twice,
  - 3) studies are no longer carried out in the given field, level, profile and form or in the related field of study,
  - 4) the person during their studies was not registered for the second semester.
12. The uncredited courses/groups of courses which a student had undertaken to do before they were struck off the register of students are recognized, after the resumption of study, as to be done in the retake mode and the course/group of courses previously retaken, as following retake.
13. The courses mentioned in item 10 may be retaken three times at the most after the resumption of study, whereas the other ones may be retaken on general principles adopted in these Regulations. Failure to get credit or take an examination in

a course/group of courses taken up for the third time will be considered as the **lack of progress in learning** and may result in a student being struck off the register of students, in accordance with item 2 point 2 and item 4 point 3.

14. The dean, after striking the student off the register of students (items 1-2), may write the student off all courses in which the student has not received a credit / a grade from the examination.
15. In the event of the death of a student, the dean enters an appropriate note in the documentation of the course of study and in the electronic student database on the basis of a copy of the death certificate.

## **§ 20. Transfer from another higher education institution. Change of faculty, field, profile and form of study**

1. The student may **transfer from another university or a foreign university** to WUST with the permission of the Rector or a person entitled by the Rector and with the knowledge of the higher education institution the student is leaving. The admission process takes place during inter-semester breaks by registering the student on the register of students, the refusal of the admission takes effect in the form of an administrative decision.
2. The dean of the admitting faculty decides about **the change from/to faculty, field, profile or form of study** (within WUST). The decision must be entered to the student electronic record book. The transfer proceeds on application from a student during inter-semester breaks, in accordance with the schedule laid down by the dean, not earlier than after the first semester of study has been completed. The application is addressed to the dean of the admitting faculty, and in the case of the faculty transfer also with the knowledge of the dean of the faculty the student is leaving.
3. A student may be transferred, in accordance with the mode referred to in item 2, to a field in which there are harmful, arduous or hazardous factors to health, provided that they submit a certificate (a medical certificate stating that there are no contraindications to studying in a given field of study) from an occupational physician.
4. Studying after the transfer from another university or a foreign university (item 1), or a change of faculty, field, profile and form of study transfer (item 2), proceeds in accordance with the program of study from among those in force for a given field, level, profile and form of study which enables the student to complete their studies in a timely manner. In the application, referred to in items 1 or 2, the student enumerates

the hitherto credited courses for transfer and recognition in the program of study for the field of study in which they intend to study.

5. During the procedure for transfer from another university or a foreign university, and change of faculty, field, profile and form of study the student's hitherto academic achievements are determined as well as the program differences and the dates by which they have to be levelled out, and the number of ECTS points (the number of hours in the case of PE classes) within the particular blocks of classes on the basis of the student's properly documented academic achievements. When transferring and recognising credited courses, the rules referred to in § 11 item 4 are applied. Next the semester from which the student will begin their studies is determined (§ 11 item 13) and to this semester the courses/ groups of courses recognised as the student's academic achievement are added in the electronic student record book. The student may be allowed to study without registering for the semester (§ 12) so that the student can catch up on the program differences.

## **§ 21. Studies after recognition of prior learning**

1. The dean recognizes towards the academic achievements of a student admitted to WUST, in the procedure by recognition of prior learning, all the courses/groups of courses for which the learning outcomes have been confirmed, preserving the course grade and the number of ECTS points, however with no more than 50% of ECTS points assigned to the given program of study at the particular field, level, profile and form of study.
2. The dean determines, for the student mentioned in item 1, the number of the semester the student begins their study from and enters in the electronic student record book the courses/group of courses recognized in the procedure for the recognition of prior learning to the student's academic achievements for this semester (item 1).
3. The dean after the accomplishment of actions mentioned in items 1 and 2, determines the individual course of study (§ 9 item 11). The studies may take shorter period of time than nominal time of studies determined by the plan of study for the given field, level, profile and form of study.

## **§ 22. Payment for educational services**

1. WUST charges **tuition fees for educational services**, related to:
  - 1) the education of part-time students,

- 2) the retake of certain courses/groups of courses because of unsatisfactory progress with studies,

furthermore, the University may charge fees for:

- 3) conducting studies in a foreign language,
- 4) conducting classes not covered by the plan of study,
- 5) conducting full-time studies for foreigners in the Polish language.

The amount of tuition fees and the time limits for paying are governed by separate regulations. Non-payment of tuition fees within the specified time limits and amount may be tantamount to being struck off the register of students, pursuant to § 19 item 2 point 3.

2. WUST charges fees for issuing documents which are specified by separate regulations, and for the use of dormitories and student refectories.

### **§ 23. Diploma dissertation**

1. All the programs of study for second-level study run at WUST include completing a diploma dissertation, the program of study for first-level study may include a diploma dissertation.
2. **“Diploma dissertation”** is in principle a course to be completed in the last semester of study or two courses to be completed in the two last consecutive semesters of student’s study whose scope conforms to the field, level and profile of study. As part of this course/courses a student prepares a diploma dissertation understood as a work.
3. With the permission and on principles laid down by the dean, the diploma dissertation, understood as a work, is allowed to be carried out by two students and in special justified cases by no more than four students. In the diploma dissertation understood as a work prepared as mentioned hereinbefore, must be indicated each student’s contribution to a work (e.g. chapters, proposed solutions, parts of a project, etc.).
4. **The diploma dissertation understood as a work** is an independent study of the given scientific or practical issue or a technical achievement, presenting general knowledge and skills of a student, related to studying at the given field of study, level and profile, as well as skills in independent analysing and drawing conclusions. It constitutes a study in writing, which may be supplemented with models, graphic designs, prototypes, constructions, technological specimens, computer programs or computer

systems, etc. The diploma dissertation may have a form of an issued paper written by the student himself/herself, project work including project and the design of a computer program or computer system, and construction or technological work.

5. A student prepares the written part of the diploma dissertation in the same language in which in accordance with the program of study the “diploma dissertation” course was conducted. The right to depart from this rule, on application of the student and with the consent of the supervisor, is granted by the dean. The diploma dissertation prepared in a language different than the one specified in the program of study, should include a summary written in a language consistent with the program of study.
6. The completed **diploma dissertation is subject to copyright**.
7. The program commission of the field of study run at the given faculty, before the commencement of the “diploma dissertation” course (item 2), and in justified cases also during its realization, approves, at the request of the dean, titles of diploma dissertations submitted in both Polish and English as well as the supervisors of the dissertations.
8. A student chooses a diploma dissertation subject, and thereby the supervisor running the “diploma dissertation” course. A diploma dissertation may be taught by only one supervisor. The subject and the supervisor of the diploma dissertation must be selected prior to performing the actions mentioned in § 11 item 1 or § 12 item 6, i.e. before enrolling in courses/group of courses.
9. A student or a person teaching the “diploma dissertation” course may, in its initial stage, apply to the dean for the specification or revision of the subject of the diploma dissertation and also for a change of the supervisor. In exceptional circumstances, the change of the supervisor may take place later, retaining the existing subject of the diploma dissertation. In such cases the dean seeks the opinion from the previous and proposed supervisor.
10. In justified cases a person teaching the “diploma dissertation” course may refuse to admit a student to the „diploma dissertation” course.
11. **Submission of the diploma dissertation by the student** (item 12) is preceded by the activities performed by the student in the portal with the anti-plagiarism system, following the mode and within the time limits set by the schedule of activities of the diploma process specified by the dean. These activities are specified in separate regulations governing verification process of diploma dissertations by the anti-plagiarism system (item 13).

12. The student shall submit **their diploma dissertation, understood as a work**, within time limits and mode consistent with the dean's schedule (item 11). The submission of a diploma dissertation is understood as the submission of a complete set of documents:

- 1) **the printed diploma dissertation**,
- 2) **files with the diploma dissertation and its attachments** (on an electronic data carrier),
- 3) **a statement of compliance, printed and signed by the student**, between the printed diploma dissertation (point 1) and the texts saved on the electronic data carrier (point 2) and also the version entered into the anti-plagiarism system, as well as the statement that the submitted diploma dissertation is entirely their own work,
- 4) **a declaration signed by all the students who are co-authors of the diploma dissertation, specifying their participation in the work** as referred to in point 3 (applicable to the joint work on the diploma dissertation).

The date of submitting the diploma dissertation is given in the statement specified in point 3. The diploma dissertation, by mutual agreement between the student and the supervisor, and with the consent of the dean, may be submitted before the date specified in the dean's schedule (item 11). Failure to submit their diploma dissertation in the time frame, subject to item 17, is tantamount to being struck off the register of students, pursuant to § 19 item 1 point 3.

13. The Supervisor immediately sends the student's diploma dissertation for analysis in the anti-plagiarism system and, after receiving the reports (general and detailed), on the basis of the analysis decides if the diploma dissertation is the result of student's own work and has the characteristics of original work.

14. If a supervisor or a reviewer states that a diploma dissertation is not the result of student's own work, the dean shall notify the Rector, providing the collected documentation, including a detailed report of the anti-plagiarism analysis to bring the matter before the disciplinary committee for students. In such a case, the dean does not set the date for the diploma examination until the final decision of the committee has been made.

15. **The diploma dissertation, understood as a work, is reviewed and assessed** in writing, independently by **the supervisor** and **the reviewer** (item 18) following the mode and within time limits set by the schedule of activities of the diploma process (item 11), subject to item 22. The reviewer immediately informs the supervisor of the

diploma dissertation about the grade. In order to grade the diploma dissertation, the grading scale specified in § 14 item 7 is used. The rules for crediting the last “diploma dissertation” course are specified in items 19 and 20. The supervisor’s opinion and the reviews of the diploma dissertation are public.

16. In the case of different positive grades for the diploma dissertation (item 15), the final grade for the diploma dissertation, understood as a work, is determined by the dean. This grade is entered in the protocol of the student’s diploma examination.
17. In the event of different grades (given by the supervisor and the reviewer) of the diploma dissertation (item 15), if one of the grades is unsatisfactory (2.0), the supervisor immediately informs the dean who appoints an additional reviewer from among academic staff holding the academic title of professor or the academic degree of associate professor (doktor habilitowany) and, taking into consideration the supervisor’s opinion and all the reviews, determines the final grade and informs the supervisor about it. If the final grade is positive, it is entered in the protocol of the student’s diploma examination.
18. **A reviewer** of the diploma dissertation is appointed by the dean from among research-teaching or teaching staff (the dean may take into consideration the supervisor’s suggestion when deciding on the reviewer). The dean specifies the review form and – in the schedule (item 11) – sets the deadline and the mode of submission of the diploma dissertation to be reviewed, the time for preparing the review, a draft of a review form, and also the mode and the deadline for submitting the review (item 21).
19. **The final course “diploma dissertation”, stipulated in the program of study, is credited** by the person conducting the course (the supervisor) after the student has submitted the completed diploma dissertation in accordance with item 12. The supervisor, after having received the information about the reviewer’s grade (item 15) enters the grade into the electronic student record book, provided that both grades are positive, even if they are different. If one of the grades for the diploma dissertation (either supervisor’s or reviewer’s) is unsatisfactory (2.0) the entry in the electronic student record book is suspended. The supervisor enters the grade immediately after the dean has determined the final grade for the diploma dissertation, in accordance with the procedure described in item 17.
20. **The supervisor of the diploma dissertation is obliged to give unsatisfactory grade (2.0) for the final course “diploma dissertation” in each of the following cases:**
  - 1) the student fails to submit the diploma dissertation to the supervisor, within the time limit and in the mode referred to in item 12,



- 2) the student's diploma dissertation has been recognised as not being the result of student's own work (item 14),
- 3) both grades (supervisor's and reviewer's) for the diploma dissertation (item 15) are unsatisfactory (2.0),
- 4) the final grade for the diploma dissertation, determined by the dean in accordance with the mode described in item 17, is unsatisfactory (2.0).

21. Documentation of the diploma process:

- 1) a printed diploma dissertation (item 12 point 1),
- 2) other documents referred to in item 12 points 2-3 and 4, if applicable,
- 3) anti-plagiarism control general report (item 13),
- 4) the supervisor's opinion (with the grade) (item 15),

must be forwarded to the dean's office in accordance with the procedure and time limit laid down by the dean in the schedule (item 11). The reviewer, having immediately provided the supervisor with the information about the grade, submits the opinion (with the grade) in accordance with the same mode.

Other documents necessary for the diploma process are submitted by the student following the mode and time limits set by the dean in accordance with the schedule (item 11).

22. The dean may, on application from a student endorsed by the supervisor of the diploma dissertation and submitted within the time limit set by the dean for diploma dissertation submission in the schedule (item 11), extend the deadline for submission of the diploma dissertation (item 12) and for crediting the "diploma dissertation" provided that the new deadline must allow the deadlines for conducting diploma examinations, referred to in § 25 item 7 and 8, to be met.

23. In the case of the retake of the "diploma dissertation" course in the following academic year, the subject of the diploma dissertation needs to be approved again in the mode described in item 7. In the other cases of retaking the "diploma dissertation" course the mode described in item 8 applies.

## **§ 24. Completion of program of study**

1. A credited course/group of courses and the ECTS points assigned to it are recognized against the program of study to be carried out solely in the case described in § 11 item 7.

2. For each field, level, profile and form of study it is assumed that a student **has completed the program of study** if they have fulfilled all, except for the diploma examination, requirements of the program of study (§ 9), in particular, if they have met the requirements regarding the number of ECTS points (in the case of PE classes the required number of hours), also in the particular blocks of classes, set in their program of study. Non-completion of the program of study in the final semester of study by the deadline set in these Regulations, if the student does not take the allowed study leave (§ 18) with the status of unregistered student for the semester (in order to make up for their backlog), or the semester of study allowed and granted by the dean to be done without registration for the semester, e.g. after the resumption of studies (§ 12, § 19 item 7), is tantamount to **no progress with studies** and being struck off the register of students, pursuant to § 19 item 2 point 2 and item 4 point 5.
3. The date of the last credit or examination assuring that a student satisfies the conditions mentioned in item 2 is assumed as the date of completion of the program of study.
4. A student may complete the program of study in a shorter time than the nominal duration of the studies, mentioned in § 2 items 2-3.

## **§ 25. Diploma examination**

1. **The diploma examination** taken before the examination board is organized by the dean and the date of the examination is determined when the student completed the program of study (§ 24) and was awarded a positive grade for the diploma dissertation (§ 23 items 15-17), in the case when the diploma dissertation is included in their program of study. The **diploma examination board** is appointed by the dean. The board is composed of at least three persons. The chairperson of the commission, appointed by the dean, may only be an academic teacher employed as “professor” or “university professor.”

**The range of the diploma examination** and the language in which it is conducted are specified in the program of study. Parts of the examination (item 2) are set by the dean for the given field, level, profile and form of study, not later than by the end of the fourth week of the last semester. The right to change the examination language on application of the student is granted, after consulting the supervisor, by the dean.

2. **The diploma examination consists of the examination of the student’s knowledge and skills. It may also consist of a diploma dissertation presentation.** The grading scale specified in § 14 item 7 is used for the diploma examination.

3. A student takes the diploma examination before the diploma examination board without participation of any third parties, subject to items 4 and 5.
4. A student or a diploma dissertation supervisor (with the student's consent) may submit to the dean's office, not later than 5 days before the date of the examination, an application for an **open diploma examination** to be conducted.
5. The participants in the open diploma examination, who are not members of the diploma examination board, cannot ask the student any questions, express their opinions or take part in the proceedings of the board in the closed part, i.e. the examination grading part.
6. A student has the right to **retake the diploma examination** in the case of not taking it on the first examination date or the loss of the first examination date (item 8). In the case of unexcused non-appearance for the diploma examination the student loses the given date. The dean decides whether the excuse, submitted immediately, should be accepted.
7. The diploma examination, excluding the cases the student retakes the examination (item 8) and takes the examination after the resumption of studies in order to take this examination (item 9), is conducted on the date set by the dean; however,
  - 1) for first-level students for whom the final semester of studies is the winter semester, carrying out their studies according to the ten-week academic calendar (§ 4 item 6), the diploma examination is conducted in the period from the first day after their winter examination session (and not earlier than 2 January) and not later than by **10 February of the academic year in which the student completed the program of study**,
  - 2) for students for whom the final semester of studies is the winter semester, carrying out their studies according to the fifteen-week academic calendar (§ 4 item 5), the diploma examination is conducted in the period from the first day after their winter examination session (not earlier than 2 January), not later than by **25 March of the academic year in which the student completed the program of study**,
  - 3) for students who complete their studies in the summer semester – the diploma examination is conducted in the period from the first day after their summer examination session and no later than by **20 September; in August, as a rule, diploma examinations are not conducted**.

The student may submit to the dean's office an application for conducting the diploma examination on an earlier date. When this examination, in the case of the first-level student, is taken in November or December, it means that the student loses the

student rights on the day of passing the examination, and thus on the day of completing studies (§ 5 item 4).

8. If a student fails to attend the diploma examination or if they receive the 'unsatisfactory' grade in this exam on the first date, the dean sets another date for the diploma examination. Then the examination is conducted **not earlier than after 6 calendar days and not later than two months from the date of the first examination**, with reservation that:
  - 1) for first-level students for whom the last semester of studies is the winter semester, carrying out their studies according to the academic calendar mentioned in § 4 item 6 (the 10-week calendar) – **by 1 March at the latest**,
  - 2) for students for whom the last semester of studies is the winter semester, carrying out their studies according to the academic calendar mentioned in § 4 item 5 (the 15-week calendar) – **by 5 April at the latest**,
  - 3) for students who complete their studies in the summer semester, **till the end of the academic year**; however, **diploma examinations are not conducted in August**.

**If a student does not take diploma examination** on neither of the fixed dates mentioned in items 7-8, is tantamount to being struck off the register of students, pursuant to § 19 item 1 point 4.

9. For the purpose of taking the diploma examination by a person previously struck off the register of students, mentioned in item 8, the Rector or the person entitled by the Rector may give the permission to resume studies on the day fixed for the examination (one fixed date), and for the purpose of keeping records, the person is given the number of the semester when the last registration for semester took place (the student, however, is not registered for the semester and is not allowed to study without registering for semester).

The examination date is set in writing and the person who sets the date is not limited by provisions of items 7 and 8, with reservation that the date of the diploma examination in this case may be set at the earliest two months after the previous examination date. The diploma examination is not, as a rule, conducted in August.

If a student does not take the diploma examination on the fixed date, they are forthwith struck off the register of students again (§ 19 item 1 point 4).

The student may take the diploma examination after the resumption of study in order to take the diploma examination at the most twice.

## § 26. Grades for studies, final result for studies

1. In order to determine the final grade, mentioned in item 3, the **grade point average (GPA) from the student's whole academic record** is calculated. It is an ECTS points weighted average of all the positive grades received in examinations and credits for the completion of the courses/groups of courses, detailed in the electronic student record book, provided for in the student's program of study, and only those of them which have been recognized against the program of study, i.e. the courses/groups of courses mentioned in § 11 item 7. The average is calculated from the formula given below (rounded off to the third decimal place):

$$\text{GPA from the student's whole academic record} = \frac{\sum (\text{grade} \times \text{ECTS points})}{\sum \text{ECTS points}}$$

Credited courses/groups of courses from outside of the student's program of study, and also courses from their program of study, done in the given semester, but above the binding limit for the given education block, are not taken into account in this average. In the case when the student took an examination before the examination board, only the grade from this examination is taken into account.

2. The **grade point average from the student's academic record for the particular period** (e.g. for one semester, two semesters, etc.) is also calculated. Then the principles specified in item 1 are applied, taking into account **all** the grades received in examinations and as credit for the completion of courses/groups of courses in the given period of studies detailed in the electronic student record book, **including 'unsatisfactory' grades**. In the case when the student took an examination before the examination board, only the grade from this examination is taken into account.
3. The **final grade for the studies** is a weighted average of the grades (rounded off to the third decimal places) received during studies:
  - 1) in the case when the program of study includes the diploma dissertation:
    - a) the average grade the student's whole academic record referred to in item 1, with a weight of 0.6;
    - b) the grade for the diploma dissertation, understood as a work, determined pursuant to § 23 items 15, 16 and 17 with a weight of 0.2;
    - c) the grade for the diploma examination (§ 25 item 2), with a weight of 0.2.
  - 2) in the case when the program of study does not include the diploma dissertation:
    - a) the average grade the student's whole academic record referred to in item 1, with a weight of 0.8;

b) the grade for the diploma examination (§ 25 item 2), with a weight of 0.2.

The final grade for a course of study are determined by the dean or the chairperson of the examination board.

4. The **final result for studies** (entered in the completion diploma) is determined according to this principle:

*Table 2. Final result for studies*

<b>Final grade for studies</b>	<b>Final result for studies</b>
Up to 3,199	dostateczny (satisfactory)
from 3,200 to 3,699	dostateczny plus (satisfactory plus)
from 3,700 to 4,099	dobry (good)
from 4,100 to 4,539	dobry plus (good plus)
from 4,540 to 5,5	bardzo dobry (very good)

5. For a student who has simultaneously met all the conditions listed below:
- 1) in the case when the program of study includes the diploma dissertation:
    - a) the average grade from the student's whole academic record (item 1) is not lower than 4.650;
    - b) their diploma dissertation understood as a work has been graded at least as "bardzo dobry" (very good);
    - c) they have passed the diploma examination with a grade at least "bardzo dobry" (very good);
    - d) at least one of the grades mentioned in section b) and section c) is grade "celujący" (excellent);
  - 2) in the case when the program of study does not include the diploma dissertation:
    - a) the average grade from the student's whole academic record (item 1) is not lower than 4.650;
    - b) they have passed the diploma examination with a grade at least "celujący" (excellent);

the final result for the studies is determined as “celujący” (excellent).

### **§ 27. Completion of studies**

1. **Completion of studies** by a student takes place immediately after the student has passed their diploma examination. The date of completion of studies is the date of taking the diploma examination. This person becomes a graduate of WUST (§ 3 item 1).
2. Diplomas of completion of studies at WUST are awarded to graduates who completed the program of study and passed the diploma examination.

### **§ 28. Students with special needs**

1. The University ensures proper conditions for students with special needs to participate in the educational process.
2. Students referred to in item 1 may, in matters not covered by these Regulations, apply for adaptation of the organisation and delivery of the educational process, including the conditions for the completion of studies, to their needs. Detailed conditions for adapting the educational process to the needs of students referred to in item 1 shall be laid down in separate regulations of the University.

### **§ 29. Final provisions**

1. Regarding students who started their studies before the academic year 2021/2022 in the university branches, if the dean is mentioned in these Regulations, it is equivalent to the director of the branch.
2. Administrative decisions in the cases governed by these Regulations shall be made by the Rector or a person entitled by the Rector. A student may appeal against these administrative decisions within fourteen days of receiving the decision.
3. The dean takes decisions and steps other than the administrative ones. If the student does not agree with the dean’s decisions, they may submit a written complaint to the Rector. The decision taken by the Rector is final.
4. Whenever these regulations refer to an application from a student, a written application, including one submitted to the dean’s office, an application sent via the ICT system, or one sent from the student electronic mail to the address of the dean’s office are equally acceptable, unless other regulations stipulate otherwise.

5. In the case of joint degree programs with another university, including a foreign university, exceptions to the provisions of these Regulations are permissible upon the consent of the Rector, if these exceptions result from the provisions of a cooperation agreement specifying the rules for the implementation of such programs.
6. Ambiguous or doubtful cases and ones which do not directly follow the provisions of these Regulations are to be settled by the Rector. The Rector's decision is final.
7. These Regulations governing studies at WUST enter into force on 1 October 2021.