

**REGULATIONS GOVERNING STUDIES
AT WROCLAW UNIVERSITY OF TECHNOLOGY**

Wroclaw, 2010

Regulations Governing Studies at Wrocław University of Technology

Wrocław University of Technology
Office for Educational Affairs
Wybrzeże Wyspiańskiego 27
50-370 Wrocław

Translation: Leonard Garczyński

Specialist Consultant: Hanna Helman

Edition:
Drukarnia Oficyny Wydawniczej Politechniki Wrocławskiej

CONTENTS

§ 1. GENERAL REGULATIONS	4
§ 2. LEVELS AND SYSTEMS OF STUDY	4
§ 3. DIPLOMAS AND PROFESSIONAL DEGREES	4
§ 4. ORGANIZATION OF STUDIES	5
§ 5. RIGHTS OF STUDENT AT WROCLAW UNIVERSITY OF TECHNOLOGY.....	5
§ 6. OBLIGATIONS OF STUDENT AT WROCLAW UNIVERSITY OF TECHNOLOGY	6
§ 7. SUBJECTS AND COURSES	7
§ 8. CURRICULUM	7
§ 9. CREDIT SYSTEM.....	8
§ 10. PLAN OF STUDY	9
§ 11. REGISTRATION FOR SEMESTER	9
§ 12. STUDYING WITHOUT REGISTRATION FOR SEMESTER	11
§ 13. TAKING COURSES.....	12
§ 14. CREDITING	12
§ 15. EXAMINATIONS	14
§ 16. EXAMINATION CONDUCTED BEFORE SPECIAL EXAMINATION BOARD	14
§ 17. RETAKING COURSES.....	15
§ 18. LEAVE.....	15
§ 19. STRIKING OFF, RESUMPTION OF STUDY.....	16
§ 20. TRANSFER FROM/TO UNIVERSITY, FACULTY AND MAIN FIELD, LEVEL AND SYSTEM OF STUDY	17
§ 21. STUDIES IN ADDITIONAL MAIN FIELD OF STUDY	17
§ 22. ENGINEERING PROJECT	18
§ 23. DIPLOMA DISSERTATION	19
§ 24. COMPLETION OF CURRICULUM.....	20
§ 25. DIPLOMA EXAMINATION.....	20
§ 26. GRADE FOR STUDIES	20
§ 27. COMPLETION OF STUDIES.....	22
§ 28. FINAL REGULATIONS	22
§ 29. TRANSITORY PROVISIONS	22

§ 1. GENERAL REGULATIONS

1. Courses of study governed by the present Regulations as well as PhD studies, postgraduate studies and in-service training courses subject to different regulations are run at Wrocław University of Technology.
2. Wrocław University of Technology belongs to the European Credit Transfer System (ECTS).
3. Entering Wrocław University of Technology, students voluntarily assume the duty of acquiring knowledge.
4. A person admitted to the University acquires the student's rights once he/she matriculates and takes an oath the content of which is specified by the Statute of Wrocław University of Technology.
5. Having passed the diploma examination, the student becomes a graduate of Wrocław University of Technology.
6. The superior of all the students is the Rector. The immediate superior of the faculty's students is the dean.
7. All the actions, adjudications and decisions undertaken towards the Department of Fundamental Studies students (enrolled in Wrocław University of Technology without choosing a faculty or a main field of study), and reserved by the Regulations Governing Studies at Wrocław University of Technology for the dean (towards the students at a given faculty), are undertaken by the Director of the Department of Fundamental Studies.
8. The representatives of all the students are the student government bodies.

§ 2. LEVELS AND SYSTEMS OF STUDY

1. At Wrocław University of Technology full-time and part-time studies are conducted.
2. The full-time studies are conducted as:
 - 1) first-level studies:

– licencjat (BSc) studies	6-8 semesters,
– inżynier (engineer) studies	7 or 8 semesters,
 - 2) second-level studies:

– magister (MSc) studies	3 or 4 semesters,
--------------------------	-------------------
 - 3) uniform magister (MSc) studies 9 or 10 semesters.
3. The part-time studies are conducted as the studies specified in item 2 pt. 1), 2) and 3); they may take 1 or 2 semesters longer than the corresponding full-time studies.
4. A person who has:
 - 1) a Maturity Certificate (secondary school diploma) – when applying for admission to the first-level studies or the uniform magister (MSc) studies, and satisfies the enrolment terms & conditions set out by the University,
 - 2) a master's degree, a BSc degree, an engineer's degree or equivalent – when applying for admission to the second-level studies, and satisfies the enrolment terms & conditions set out by the University,

may be permitted to pursue studies at Wrocław University of Technology.

§ 3. DIPLOMAS AND PROFESSIONAL DEGREES

1. The graduates of Wrocław University of Technology receive National Diplomas of Higher Education, certifying the obtainment of an appropriate professional degree:
 - 1) a diploma of completion of the first-level studies with the degree: Inżynier or Inżynier Architekt, or Licencjat;
 - 2) a diploma of completion of the second-level studies or the uniform magister (MSc) studies with the degree: Magister Inżynier or Magister Inżynier Architekt, or Magister.

2. In the case of studies conducted jointly by Wrocław University of Technology and other universities and academic institutions, including foreign ones, a diploma of completion of studies may be issued by one university indicated in the regulations concerning these studies, laid down on the basis of a concluded agreement. Information about the share of the other universities and academic institutions in carrying out the curriculum is included in a supplement to the diploma.

§ 4. ORGANIZATION OF STUDIES

1. The academic year begins on a date announced by the Rector of Wrocław University of Technology, but not earlier than 24 September and not later than 5 October, and lasts until the day preceding the day of commencement of the ensuing calendar year.
2. Courses of study are run in the semestral system. The semester is an “accounting period”. The semester covers the period over which classes are conducted, the examination session and the winter or summer semester break.
3. The Rector issues a detailed academic calendar for the given academic year.
4. Organized classes at the University in the given academic year start on the date specified by the Rector in the academic calendar. If classes start in September, the summer examination session ends not later than 30 June, but if classes start in October, not later than 15 July.

Classes for full-time study students and the progress and final tests connected with their crediting are held from Monday to Friday. Classes in the part-time system may also be held on Saturdays and Sundays. Field classes may also be held on Saturdays and/or Sundays. Student vocational training may also take place on Saturdays, Sundays or during the vacation.

5. Retake courses, organized on application from students, may be run on Saturdays, Sundays or during the semester break. Students may do such courses exclusively voluntarily.
6. In each semester the following amounts of time are allocated to organized classes at the University (with the reservation that the item 7 regulation applies):
 - a) in full-time and part-time studies in which classes are held from Monday to Friday – 15 weeks,
 - b) in part-time studies in which classes are in principle held on Saturdays and Sundays – no more than 30 days.
7. The first ten weeks of the semester are allocated to organized classes at the University in the last semester of the first-level full-time studies if this happens to be the winter semester. The remaining period of the semester is allocated for submitting the engineering project (§ 22) or the diploma dissertation (§ 23), if this is provided for in the curriculum and the plan of study, for the examination session and the diploma examination.
8. The examination session for the studies mentioned in item 6 pt. a) lasts 13 weekdays and 2 or 3 Saturdays during the session; for the studies mentioned in item 6 pt. b) 16 consecutive days are allocated to the examination session. The break between the winter semester and the summer semester begins when the winter examination session is over and lasts at least 4 days.
9. By the end of the given semester’s sixth week of classes the dean, on the basis of the examiners’ proposals, issues a timetable of end-of-semester examinations for the given main field of study, specialization and level and system of study.

§ 5. RIGHTS OF STUDENT AT WROCLAW UNIVERSITY OF TECHNOLOGY

1. The student is entitled to the following student rights:
 - 1) the right to acquire knowledge and develop her/his interests, including to attend classes and organizational meetings at Wrocław University of Technology, to take examinations and to do training;
 - 2) the right to associate in university student organizations and to take an active part in the social, cultural, sporting and scientific life of Wrocław University of Technology;
 - 3) the right to elect academic authorities;
 - 4) the (active and passive) electoral right to the University’s collegial bodies and to the student government bodies;
 - 5) the right to health insurance, specified in separate regulations;

- 6) the right to material help in accordance with the principles formulated in separate regulations;
- 7) the right to her/his personal data protection, particularly data on material status and received grades;
- 8) the right to her/his own address in the University electronic mail system;
- 9) the right to inspect her/his graded works: tests, laboratory reports, projects, etc., and also her/his examination paper on the date specified by the teacher;

furthermore the student may:

- 10) receive awards and honourable mentions;
 - 11) apply for study leave;
 - 12) apply for a bank credit or loan on principles specified by separate regulations;
 - 13) make use of a 50% discount on city public transport fares and, on principles specified in separate regulations, discounts on public railway and bus transport fares.
2. During leave (§ 18), studying without having registered for the semester (§ 12) or during a period of extended deadline for submitting the diploma dissertation (§ 22) the student preserves the student rights, the scope of which may be limited by separate regulations.
 3. The scope of the rights to which the student is entitled in consequence of studying in an additional main field of study at Wrocław University of Technology (§ 21) may be limited by separate regulations.
 4. The document which proves the possession of the rights to which the student is entitled is a valid student ID card.

§ 6. OBLIGATIONS OF STUDENT AT WROCLAW UNIVERSITY OF TECHNOLOGY

1. Undertaking studies at Wrocław University of Technology, the student assumes obligations to:
 - 1) conduct herself/himself in accordance with the oath taken and with the Regulations,
 - 2) observe the rules of law in force at Wrocław University of Technology and the academic customs,
 - 3) respect the academic authorities,
 - 4) behave properly within Wrocław University of Technology and outside its walls,
 - 5) treat the property of Wrocław University of Technology with care,
 - 6) defend Wrocław University of Technology's good reputation,
 - 7) enrol in faculty and university-wide courses, mentioned in § 11 item 1 and perform the activities relating to the registration for the semester, mentioned in § 11,
 - 8) take part in classes in accordance with the Regulations (§ 14 items 6 and 13), in organizational activities in accordance with the Dean's decisions and in training courses (e.g. health and safety at work courses, library courses, etc.) in accordance with the proper course requirements,
 - 9) properly respond to any correspondence sent in connection with studies at Wrocław University of Technology,
 - 10) take examinations, do training and meet other requirements stipulated in the plan of study.
 - 11) settle all accounts with Wrocław University of Technology, relating to all the obligations (e.g. payments, returning books to the library, returning rented equipment) to the University incurred in the course of studies.
2. The student at Wrocław University of Technology who has gained the right to register for the next semester (§ 11 item 7) is obliged to continue her/his studies on principles specified in the Regulations or to notify the dean about her/his decision to interrupt or give up her/his studies.
3. The student is obliged to immediately notify the dean about a change of her/his surname, place of permanent residence and accommodation address.
4. The student is obliged to make prompt payments, specified in separate regulations, for Wrocław University of Technology.
5. The student of a given faculty is obliged to acquaint herself/himself with ordinances, orders and notices of the dean's office (posted on the dean's office noticeboard, among others) and information sent by the student electronic mail, and to properly respond to them.
6. For conduct beneath the student's dignity or for breaking the regulations in force at Wrocław University of Technology the student bears responsibility before disciplinary committees or before the student government's peer court.

§ 7. SUBJECTS AND COURSES

1. The particular subjects are taught within units called courses or groups of courses.
2. A course is understood to be teaching periods conducted within a single semester, in the form of: the lecture, classes, the seminar, laboratory classes, project classes, student vocational training, the engineering project or the diploma dissertation.
3. A group of courses is understood to be all or selected courses on a given subject, done within one and the same semester, for which the curriculum stipulates crediting on the basis of one grade (the grade for completion or the grade received in an examination) for the whole material, after an indicated course in this group. The indicated course is called the final course and the other courses are referred to as partial courses.
4. Courses or groups of courses may also be taught in foreign languages.
5. Courses or group of courses may be run in two equivalent modes: conventional and/or remote using distant education methods and techniques.
6. The remote (distance) education mode is understood as such a way of running a course (or a group of courses) that for most of its duration the teacher and the students are not in direct contact. The imparting of knowledge and the monitoring of the students' progress may take place through electronic media.
7. Before the beginning of each academic year Wrocław University of Technology publishes a catalogue of university-wide courses. Catalogues of the other courses offered to students are published as part of faculty syllabuses each year and posted on the Internet.

§ 8. CURRICULUM

1. Courses of study at Wrocław University of Technology are conducted in accordance with the plans of study and the curricula adopted, after the faculty organ of the Student Government has given its written opinion on them (no opinion received within 7 days is regarded as a positive opinion), by the faculty council for a given main field of study, specialization and level and system of study.
2. The curriculum for a given main field of study, specialization and level and system of study provides:
 - 1) a description of the main field of study;
 - 2) a list of the obligatory (nontechnical, foundation and main-field-of-study) courses with the allocated hours, the form of realization and the assigned number of ECTS points;
 - 3) a list of optional courses with the allocated hours, the form of realization and the assigned number of ECTS points, grouped into the following thematic blocks: main-field-of-study courses, specialization courses, liberal-managerial subjects, foreign languages, sports classes;
 - 4) the ECTS points thresholds for the particular thematic blocks, which the student has to reach in order to be issued with the proper diploma;
 - 5) a register of groups of courses credited on the basis of one grade (the grade for completion or the grade received in an examination) for the whole of the material covered by the courses, with the assigned number of ECTS points;
 - 6) a register of obligatory examinations;
 - 7) the time allotted for the course or courses: "engineering project"/"diploma dissertation", mentioned in § 22 / § 23, within which the student prepares a project/dissertation understood as a work, with the assigned number of ECTS points, provided such a course/courses are in the curriculum;
 - 8) the kind and duration of student vocational training periods with the assigned number of ECTS points;
 - 9) the scope of the diploma examination;
 - 10) the requirements concerning the dates of crediting given courses or all the courses within the particular thematic blocks.
3. The faculty council may distinguish courses or subjects in the curriculum, which the student may take on condition that he/she receives credit for the proper courses or the preceding subjects.
4. The faculty council may specify in the curricula to which semester inclusive the given courses or all the courses in the particular thematic groups have to be credited.

5. Credits are assigned to the particular courses and groups of courses in accordance with the principles specified in § 9.
6. The curriculum adopted by the faculty council should meet the teaching standards binding for the given main field of study and system of study, and the guidelines laid down by the Senate.
7. A curriculum or chosen courses (including the engineering project / diploma dissertation) or a diploma examination may be realized in a foreign language. The relevant decision is taken by the faculty council, indicating the language for the realization.
8. The student may study according to an individual curriculum or plan of study on principles specified by the faculty council. The principles should include: an application procedure, the scope of individualization, the role of the course-of-study counsellor or tutor and the way in which individual curricula and plans of study are approved.
9. The subject-matter content of courses is specified by the catalogues of courses and the syllabuses, mentioned in § 7 item 7.

§ 9. CREDIT SYSTEM

1. The credit system used by Wrocław University of Technology conforms to the ECTS (European Credit Transfer System) standard.
2. The number of credits assigned to courses or groups of courses by the faculty council reflects the Student's anticipated Total Workload (both the student's work during classes organised by Wrocław University of Technology and her/his homework) required to get credit for the given course or group of courses.
3. Credits are assigned to all the courses in the curriculum which are subject to grading.
4. The total number of ECTS points provided for by the plan of study and assigned to all the courses in each nominal semester of study, also to the student vocational training periods included in the plan of study, ranges from 27 to 33; and for the academic year it amounts to at least 60 points. In the case of part-time studies, if their duration is longer than that of the corresponding full-time studies, the total number of ECTS points provided for by the plan of part-time study is equal to the number of ECTS points provided for by the plan of the corresponding full-time study, and the number of ECTS points provided for by the plan of study for the semester and the academic year is appropriately reduced.
5. For studies commencing after 1 October 2007 the number of ECTS points required to complete the studies is:

1) for first-level students:	180-240,
2) for second-level students:	90-120,
3) for uniform magister (MSc) studies:	270-330.
6. In the case of the group courses specified in w § 7 item 3, credits are assigned to the whole group of courses. The credits assigned in this way are taken into account when registering the student for the given semester (§ 11 items 7 and 8).
7. The fact that the student has received credits is associated solely with the recognition that the student has completed the given course or group of courses and it has nothing to do with the received grade.
8. The number of credits assigned to a course, a group of courses or its part is an integer.
9. In order to standardize the credit measure for the educational standards contained in the curricula, mentioned in § 8 item 2, it is recommended to assign ECTS points to courses and group of courses in conformance with the following ECTS points allocation structure:

For studies commenced before October 1, 2007:

- | | |
|--|------------------------|
| 1) first-level studies: | |
| - inżynier (engineer) studies (7 or 8 semesters) | 210 or 240 ECTS points |
| a) foundation subjects | 36 ECTS points |
| b) nontechnical subjects | 18 ECTS points |

- licencjat (BSc.) studies (6, 7 or 8 semesters)	180, 210 or 240 ECTS points
a) foundation subjects	36 ECTS points
b) nontechnical subjects	18 ECTS points
2) second-level studies:	
- magister (MSc.) level (3 or 4 semesters)	90 or 120 ECTS points
a) foundation subjects	18 ECTS points
b) nontechnical subjects	12 ECTS points
3) uniform magister (MSc.) level (9 or 10 semesters)	270 or 300 ECTS points
a) foundation subjects	48 ECTS points
b) nontechnical subjects	28 ECTS points

For studies commencing with the academic year 2007/2008 the following minima hold good:

- general education subjects	15 ECTS points
- fundamental education subjects	33 ECTS points

10. The faculty councils which organize classes within the obligatory foundation subjects are obliged to present proposals of credits for the particular courses or groups of courses.

§ 10. PLAN OF STUDY

1. A plan of study for a given main field of study, specialization and level and system of study is adopted, after the faculty organ of the Student Government has given its written opinion on it (no opinion received within 7 days is regarded as a positive opinion), by the faculty council.
2. The plan of study includes:
 - 1) a set of obligatory and optional courses, in the semestral system, with the allocated hours, the mode of realization and the assigned number of ECTS points, with highlighted groups of courses and the partial and final courses they comprise and courses/groups of courses which are or may be run in the remote education mode;
 - 2) a set of examinations in the semestral system;
 - 3) the allowable deficit of ECTS points, specified in § 11 item 6, after each semester.
 - 4) the number of hours of the (average) Student's Total Workload, with their allocation to the semesters and with the number of hours of Teaching Periods Organized within the University, specified.
3. The dean issues, in a form accessible to students, among others, by posting on the dean's office noticeboard and on the faculty websites, the plan of study for the given main field of study, specialization and level and system of study. The plan enables the student to finish her/his studies on schedule and to meet all the curriculum and credit-system requirements. The plan of study is the basis for the semestral timetables issued by the dean.
4. For the whole studies the average number of hours of organized classes at the University in the semester should not exceed 24 hours weekly.
5. The student may study according to an individual plan of study and an individual curriculum, devised according to her/his interests, in compliance with the binding regulations.

§ 11. REGISTRATION FOR SEMESTER

1. Before the semester begins and in accordance with the enrolment schedule, by the deadline set by the dean the student must enrol, in accordance with the curriculum and the plan of study, on the faculty and university-wide courses which he undertakes to do in the given semester. Non-enrolment by the deadline is tantamount to giving up the studies. In justified cases, the dean may consent to extend the deadline for enrolling on the courses.

The dean may desist from fixing a course enrolment schedule for the given semester, system and level of study students, e.g. students beginning their studies in the first semester of studies. Then he/she does the enrolments *ex officio*.

After the enrolments (done by the student or *ex officio*), the student submits in the place and by the date specified by the dean (for the studies mentioned in § 4 item 6 pt. a) not later than by the 10th workday in the given semester, and for the studies mentioned in § 4 item 6 pt. b) within the first four weeks of the semester) the student's record book with the courses and group of courses specified by the student, including the retake courses, mentioned in § 17, which he/she undertakes to do in the given semester or on which he was enrolled *ex officio*. The student also specifies the number of course hours and points assigned to the particular courses or groups of courses, and the modes of their realization and highlights the partial and final courses for the groups of courses.

2. The courses and groups of courses, mentioned in item 1, specified by the student may be chosen from the courses and groups of courses organized by the mother faculty or, with the dean's consent, by another unit of Wrocław University of Technology or another university (including a foreign one), provided that they are included in the curriculum for the given main field of study, specialization and level and system of study or contained in the student's individual curriculum.
3. The number of credits assigned to the specified, in the mode described in items 1-2, courses and groups of courses must assure the student, when he/she gets credit for them, the right to registration for the next semester, mentioned in item 6.
4. If the student intends to do the chosen courses at another university, in which a credit system conforming to the European Credit Transfer System has been introduced, he/she takes into account the other university's relevant credits when submitting his/her student's record book to the dean's office in the mode described in item 1. If no credit system is used at the other university, the dean determines the number of credits for the courses done outside Wrocław University of Technology.
5. The student may, with the dean's consent and on principles specified in the Regulations, do additional courses or take additional examinations, from outside of her/his curriculum. The associated credits are not taken into account at registration for the semester (item 7) or in the evaluation of the student's realization of the curriculum (§ 23 item 1). The courses are taken into account as additional achievements in part B of the Diploma of Higher Education (supplement).
6. The student gains the right to registration for the next semester if the total number of credits, specified in item 8, is not smaller than the number determined from the formula:

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

where: n denotes the number of the preceding semester, dn – the allowable deficit of ECTS points after the n -th semester, specified in the plan of study (§ 10 item 2 pt. 3), and p_k – the sum of points for the courses and the groups of courses in the k -th semester of the student's plan of study.

In the final semester of his/her studies the student specifies courses (groups of courses) allowing him/her to complete his/her studies in the aforesaid semester.

7. The Department of Fundamental Studies student gains the right to registration for the second semester of study if his/her deficit of ECTS points does not exceed the allowable deficit specified by the Council of the Department of Fundamental Studies as well as he/she satisfies the other conditions for registration for the second semester, set down by the Council.
8. Having reviewed the student's progress in the preceding semester, the dean determines the total number of credits (in the hitherto completed semesters) and the number of credits gained for the credited courses and group of courses in the particular thematic blocks and approves this semester's grades. If the total number of points is lower than the number of points calculated from the formula given in item 6, the dean pronounces that the student has made no good progress with her/his studies. Then the dean makes a decision on registering the student for the given semester.
9. The dean may register a student, pursuing studies within the given system of study at Wrocław University of Technology, exclusively for the next semester. This means that the student may be registered for a semester with the given number only once. The number of the semester from which the student will begin her/his studies in cases of: transfer from/to university (§ 20 item 4), after admission to an additional main field of study (§ 21 item 4) and transfer to another system of study at Wrocław University is determined by the dean.

10. In the case of realization of a part of the curriculum at a university with a study organization system different than the semestral one, the dean may register the student for two consecutive semesters.
11. The dean refuses to register a student for a semester if the student:
 - 1) because of no good progress with her/his studies has not gained the right of registration for the next semester, in accordance with the regulations in item 6;
 - 2) has not received credit for a course (group of courses) done for the fourth time or has not gained, in the mode described in § 17 item 1, the consent for the fourth retake of the course (group of courses), which is tantamount to no good progress with her/his studies;
 - 3) did not make, before the beginning of classes, the required payments for educational services.

The dean's decision concerning the refusal to register the student for the semester must be in writing.
12. After the second semester of his/her studies the Department of Fundamental Studies student, in compliance with the binding regulations, should apply for admittance to a faculty and a main field of study. The Director of the Department of Fundamental Education shall refuse to register the Department of Fundamental Studies student for the third semester of studies.
13. In individual, act-of-God cases, when the student has not gained the right to registration for the given semester (item 6) and the number of credits assigned to the specified courses and groups of courses (in the mode described in items 1-2) if they are credited assures the right to registration for the next semester, the dean may register the student for the semester.
14. Having filed an application to the dean's office within one week from the date of registration refusal, the student who was refused registration for the semester by the dean may be granted study leave (§ 18 item 1). This rule does not apply to students mentioned in § 18 item 9.
15. In exceptional cases, particularly in the case of disabled students, the dean on application from the student may change the courses and groups of courses specified in the student's record book (items 1-5), after he/she has registered the student for the semester.
16. The student bears sole responsibility for the correct performance of the actions following from items 1-4, which precede the dean's decision on registration for the semester.

§ 12. STUDYING WITHOUT REGISTRATION FOR SEMESTER

1. When the student:
 - 1) is on study leave and has no right to registration (§11 item 7) for the semester that follows the leave, the dean permits the student to do the chosen courses (groups of courses) without registration for the semester so that the student can catch up on her/his study.

Whereas when the student:

 - 2) begins her/his studies in an additional main field of study,
 - 3) transfers from/to a main field of study, faculty or university,
 - 4) resumes her/his study after she/he was struck off the register of students

and has no right to registration for the study commencement (resumption) semester, the dean may permit the student to do the chosen courses (groups of courses) without registering for the semester in order to level out the curriculum differences.
2. Studying without registration for the semester takes place on general principles, among others, the courses (groups of courses) being done are specified in the student's record book in conformance with the actions and deadlines described in § 11 items 1-4, with a note "studying without registration for the semester". In the case when the student obtains a consent to study without registering for the semester with realization of the chosen courses, he/she must perform the actions described in § 11 item 1 by the deadline set by the dean. Non-registration by the set deadline is tantamount to giving up the studies. In justified cases, the dean may grant a consent to extend the deadline for registering for the courses.
3. In the case of resumption of study by the student who was struck off the register of students after the final semester of study, he/she retakes the uncredited courses (groups of courses) in the mode described in item 2.

4. The dean may permit the student, in the mode described in item 2, to do additional courses chosen from the curriculum.
5. For records keeping purposes the student studying without registration for the semester is assigned to the semester preceding the next-registration semester or to the final semester of study when he/she was already registered for the latter semester.

§ 13. TAKING COURSES

1. A student registered for the semester or a student who has obtained the consent to study without registration for the semester has the right and duty to do all the courses which he/she has undertaken to do (§ 11 items 1-6).
2. The dean may refuse to admit the student to a given course if:
 - 1) the student does not satisfy the admission conditions for the given course, specified in the catalogue of courses (§ 7 item 4), mentioned in § 8 item 3;
 - 2) the number of students enrolled in the class is not consistent with the faculty council's or the Senate's decisions on the size of class for the given kind of classes;
 - 3) the student has already gained the number of credits required by the curriculum for the given thematic block of courses (§ 8 item 2 pts 2 and 3).
3. Wrocław University of Technology students may pursue some of their studies in other universities and students at other universities may pursue some of their studies in Wrocław University of Technology on conditions specified in the bilateral or multilateral agreements concluded by the universities.
4. In order to facilitate the choice of courses for students, the units of Wrocław University of Technology which offer courses conduct enrolment for the courses within the time and in the mode announced in advance through the dean's offices and websites. Enrolment for the courses within the university-wide subjects takes place at least two days before the commencement of the given semester's classes. Enrolment for the courses within the university-wide subjects takes place in a period preceding by at least two days the organized classes in the given semester.
5. The student enrolled in a course, regardless of the mode it is run in, has the duty to:
 - 1) fulfil the teacher's requirements set out in the description of the course, including the completion of the tasks set, getting acquainted with the literature on the subject, etc.
 - 2) systematically read the notices disseminated in ways accepted at the University, particularly via notice boards and electronic media, and properly respond to the notices,
 - 3) keep the educational materials made available to her/him, exclusively for her/his own use (not circulate them), if such a restriction was introduced.

§ 14. CREDITING

1. Each course or each group of courses ends with crediting in the form of a grade (the grade for completion or the grade received in an examination). If the curriculum provides for crediting a course or a group of courses on the basis of the grade received in an examination, the latter grade also constitutes recognition of the completion of the given course or the final course in the group of courses and it is entered once in the student's record book as the grade received in the examination. In the case of a student who has a doctor's certificate exempting him/her from physical education classes, he/she is obliged to do a lecture or seminar course in physical education, tourism or other, indicated in the catalogue of university-wide courses, instead of the PE classes. The classes substituting the PE classes are assigned the same number of hours and ECTS points as the physical education classes.
2. A course or a group of courses may be credited in Polish or in a foreign language.
3. A course or a group of courses may be credited in the remote mode, provided that conditions for carrying out crediting, including checking the identity of the students, in the place of crediting are guaranteed.
4. When crediting the final course in a given group of courses one should take into account the results of testing the student's knowledge or skills relating to the other courses in the group.

In order to ensure the confidentiality of grades, mentioned in § 5 item 1 pt. 7, in the case of their

posting on a noticeboard or on the Internet by the person teaching the class, the posted results of the current testing of the students' knowledge or skills (short tests, progress tests, final tests, etc) and of crediting a course or a group of courses, may contain only the student register numbers with the corresponding grades.

5. The following grades are used for crediting a course or a group of courses:

very good	5.0
good plus	4.5
good	4.0
satisfactory plus	3.5
satisfactory	3.0

The student who during the crediting of a course or a group of courses demonstrated knowledge or skills considerably exceeding the scope defined in the curriculum is awarded, to underscore this fact, grade:

excellent	5.5.
-----------	------

No grade (except for the courses which are not the final ones in a given group of courses or when the course is credited in the form of a grade received in an examination (item 1)) or grade:

unsatisfactory	2.0
----------------	-----

means that the student has failed to get credit for the course and in the case of the final course, for the given group of courses.

6. The student gets credit on the basis of: final tests, progress tests, short tests, projects and other scholarly achievements during the semester and also on the basis of her/his attendance. In act-of-God cases, the person teaching the course should make it possible for the 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, the student may be asked by the person teaching the course to show her/his valid student ID card or student record book in order to be allowed to sit for them.
7. Getting credit for a course or a group of courses cannot be conditioned on getting credit for another course or a group of courses done in the given semester.
8. During the first class in the semester the person teaching the course specifies and communicates to the students the detailed conditions and deadlines for getting credit for the course or the group of courses. In the latter case, the teacher specifies the principle of determining the final grade within the group of courses. These principles should also be specified in the description of the course/group of courses for courses run in the conventional mode, as well as in the remote mode.
9. The student registered for the semester, also the student studying without registration for the semester, is obliged to get credit for all the courses and groups of courses by the date on which the semester's examination session commences and for the courses run during the summer semester break, by the date set by the dean.
10. The person teaching the course, in consultation with the students and with the dean's consent, may set an additional date for crediting the course completed in the semester, in a period up to the end of this semester's examination session. In a justified case, when within the first 7 days of the examination session the person teaching the course does not consent to set an additional date for crediting the course, the final decision concerning the setting of an additional date for crediting the course is taken by the dean on a written application by the student submitted not later than by the tenth day of the session.
11. In order to get credit for the "engineering project" / "diploma dissertation" course in the final semester of study the student has to get a pass grade from the diploma dissertation supervisor for the done "engineering project" / "diploma dissertation".
12. The courses and groups of courses which the student fails to get credit for have to be retaken by her/him. An uncredited optional course may be replaced by another one done in the retake mode in accordance with the curriculum and by the dean's consent.
13. For legitimate reasons the student, having obtained approval from the person teaching the course, may secure the dean's consent for doing a course or a group of courses in an agreed-on manner (e.g. without attending classes).

14. A disabled student has the right to credit courses in the individual mode, on principles other than the ones included in the course description and defined by the person teaching the course. The scope of course crediting individualization is defined by the dean.

§ 15. EXAMINATIONS

1. The examination is a form of testing the student's knowledge and it may cover the material of several courses belonging to a group of courses.
2. Examinations may be held in Polish or in a foreign language.
3. An examination may be held in the remote mode, provided that conditions for conducting the exam, including checking the identity of the students, in the place of examining are guaranteed.
4. In the case of a group of courses credited on the basis of the grade received in an examination, the grade is determined by the examiner, taking into account the results of testing the student's knowledge or skills relating to the other courses in the group.
5. Examinations are held during the examination session. The student, in consultation with the examiner and with the dean's consent, may take an examination before the set date. The student may be asked by the examiner to show her/his valid student ID card or student record book in order to be allowed to sit for the examination.
6. For legitimate, act-of-God reasons the student, having obtained approval from the examiner, may be permitted by the dean to sit an examination after the set date or the dean may give her/his consent for annulment of the course accepted for realization in the semester after which the examination takes place.
7. By the end of the given semester's fourth week of classes the examiner determines the form of the examination and the conditions for passing it and proposes examination dates. The dean sets the examination session timetable (§ 4 item 9). The student has the right to take the examination at least twice during the examination session, but the first two examination dates must be at least five days apart and in addition, the second examination can take place no earlier than three days after the announcement of the results of the examination taken on the first date. In the case of her/his absence on the given examination date, the student retains the right to use the next examination dates but only after her/his excuse has been accepted in the mode described in item 6. Contentious cases are settled by the dean. In act-of-God cases, the person teaching the course 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 grades specified in § 14 item 5 are used in examinations. No grade received in an examination means Grade unsatisfactory (2.0). In order to ensure the confidentiality of examination grades, mentioned in § 5 item 1 pt. 7, in the case of their posting on a noticeboard or on the Internet by the person teaching the class, the posted results may contain only the student register numbers with the corresponding grades.
9. The only excuse for absence from an examination may be an illness or a serious misfortune. The excuse is accepted by the examiner and contentious cases are settled by the dean.
10. For legitimate reasons the dean, on application from the student, may order an examination conducted before a special examination board (§ 16).

§ 16. EXAMINATION CONDUCTED BEFORE SPECIAL EXAMINATION BOARD

1. An examination conducted before a special examination board is ordered and organized by the dean on a written application from the student, submitted to the dean's office no later than on the second weekday after the date of the announcement of the examination results by the examiner.
2. The examination conducted before a special examination board is held within three weekdays from the filing of the application.
3. The special 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. The dean may invite a chosen student as an observer to take part in the examination conducted before a special examination board.

4. The grade received in the examination before the special examination board is entered in the student's record book and replaces the original grade.

§ 17. RETAKING COURSES

1. The second and third retake of a course or a group of courses is allowed on the general principles specified in the Regulations. In the case of a group of courses, the student retakes all the courses of this group for the second or third time (§ 14 item 1). The conditions for doing the course (group of courses) by the student for the fourth time are set out by the Rector. For the participation in the courses (groups of courses) retaken due to unsatisfactory results in study the student pays a fee the amount of which is set by the Rector.
2. The retake of an uncredited course or group of courses should take place in the nearest semester in which the course or the group of courses is offered. The participation in the retake courses mentioned in § 4 item 5 is voluntary. The principles for doing such courses are specified by the dean.
3. Courses and group of courses uncredited by the end of the final semester of study are retaken in the mode described in § 12.

§ 18. LEAVE

1. The student may be granted study leave from Wrocław University of Technology with the dean's consent. The following kinds of leave are distinguished:
 - 1) sick leave for health reasons or because of giving birth to a child,
 - 2) parental leave (looking after a child),
 - 3) dean's leave,
 - 4) vocational leave (granted for training periods or "double diploma" studies within international programs run in accordance with agreements concluded by Wrocław University of Technology with foreign universities, and in the case of training periods – also with foreign companies).
2. The student's application for sick leave or parental leave has to be in writing and it should be submitted immediately after the reason occurred.
3. The dean when granting sick leave or parental leave for the given semester may, on application from the student, annul the courses indicated by the student, which the latter undertook to do in the semester or was *ex officio* enrolled on, as mentioned in § 11 item 1.
4. The student's application for dean's leave for the given semester or the given semester and the semester which immediately follows it has to be in writing and it should be filed with the dean's office by the given semester's tenth weekday.
5. If the student who has gained the right to registration for the next semester is refused dean's leave, the dean fixes another date for submitting the student's record book for registration for the semester and instructs the student to perform the actions preceding registration for the semester which follow from § 11 items 1÷4.
6. In individual, legitimate, act-of-God cases, the dean may consider an application, mentioned in item 4, submitted after the deadline but no later than by the end of the given semester's fourth week of classes.
7. Having registered the student for a semester, the dean granting the student leave annuls the registration.
8. In the whole period of study, covering the years from the registration for the initial semester to graduation, the student may get in total no more than two semesters of dean's leave.
9. Dean's leave may not be granted to:
 - 1) a student after the first semester of study who has not gained the right to registration for the second semester (§ 11 item 6),
 - 2) a student who has not got credit for a course done for the fourth time or has not obtained consent, in the mode described in § 17 item 1, for the fourth retake of a course.
10. The student who has not gained the right to registration for the next semester (§ 11 item 7) and who is on dean's leave has a duty to complete the uncredited courses in the mode described in § 12.
11. The student's application for vocational leave has to be in writing and documents conforming to the

programs' requirements have to be attached. The total time of vocational leave in the whole period of study may not exceed 2 semesters.

12. Studying after study leave from the University proceeds in conformance with the binding curriculum. If curricular differences exist between the curriculum previously realized by the student and the current curriculum, the dean determines: the student's hitherto academic achievements, the curricular differences and the deadline for levelling them out.
13. The period of leave is recorded in the student's record book.
14. The dean's decision concerning granting or not granting leave must be in writing.

§ 19. STRIKING OFF, RESUMPTION OF STUDY

1. From the register of students the dean strikes off the student who:
 - 1) did not take up studies (after matriculation, understood as placing on file, did not take the oath and consequently, on the strength of the regulation § 1 item 4, did not acquire the student rights);
 - 2) gave up his/her studies (submitted a written statement saying that he/she gives up his/her studies or did not enrol on courses (§ 11 item 1 or § 12 item 2));
 - 3) did not submit the engineering project / diploma dissertation by the deadline (in the mode described in § 22 / § 23);
 - 4) did not take, in the mode described in § 25, the diploma examination;
 - 5) received the disciplinary punishment of expulsion from Wrocław University of Technology;The dean may strike off a student from the register of students in the case when the student:
 - 6) has made no required progress with his/her studies (as mentioned in § 11 item 8, § 11 item 11 pt. 2, § 24 item 1);
 - 7) did not pay on time the fees related to doing studies (for part-time studies, retake courses, etc.);
 - 8) did not show by the deadline of the end of the first semester of studies a certificate stating the equivalence of his/her education to the proper Polish secondary school final examination certificate or the higher education completion diploma (applies to foreign students).
2. The dean's decision on striking the student off the register of students takes effect in form of a written administrative decision containing factual and legal justification, and the student has to be effectively served with it. The student may appeal (through the dean) against the dean's decision concerning this matter to the Rector within fourteen days from the receipt of the decision.
3. In order to complete the curriculum, the person struck off the given faculty's register of students may, with the dean's consent, resume her/his study at the same faculty and in the same main field, level and system of study after at least one full semester during which the student was not registered for the semester and did not study in the mode described in § 12. The dean may lay down additional conditions (e.g. examinations) preceding the resumption of study.
4. Studying after the resumption of study proceeds in accordance with the curriculum in force. In the case of differences between the curriculum previously realized by the student and the one binding after the resumption of study, the dean determines: the student's hitherto academic achievement, the differences between the curricula and the date by which they are to be levelled out.
5. Studying after the resumption of study by a student who has no right to registration for the next semester (§ 11 item 7) or who was struck off the register of studies after the final semester of study, proceeds in the mode specified in § 12 item 2.
6. The dean may refuse readmission to study at the faculty if the student's previous academic record at the faculty does not guarantee that he/she will complete the studies by the deadline that follows from the plan of study or when:
 - 1) 10 years in the case of the uniform magister (MSc) studies,
 - 2) 8 years in the case of the first-level studies,
 - 3) 4 years in the case of the second-level studieshave elapsed since the commencement of the studies by the student.
7. The uncredited courses and groups of courses which the student had undertaken to do before he/she was struck off the register of students are recognized, after the resumption of study, as to be done in the

retake mode and the course or group of courses previously retaken, as another retake. The fees for the retakes are determined by the Rector.

8. The courses mentioned in item 7 may be retaken three times at the most while the other ones may be retaken on the general principles adopted in the Regulations.
9. The dean's decision concerning the resumption of studies by a student struck off the register takes effect in the form of a written administrative decision containing factual and legal justification, and the student has to be effectively served with it.

§ 20. TRANSFER FROM/TO UNIVERSITY, FACULTY AND MAIN FIELD, LEVEL AND SYSTEM OF STUDY

1. The student may transfer from another university, including a foreign one, with the consent, expressed in the form of a decision, of a dean at Wrocław University of Technology, if he/she has fulfilled all the obligations arising from the regulations of the university he/she is leaving.
2. The choice of a faculty and a main field of study by the Department of Fundamental Studies students (enrolled in Wrocław University of Technology without choosing a faculty and a main field of study) after the 1st year of their study takes place in the transfer mode, in compliance with the principles of the Regulations and after the requirements specified and approved by the Vice-Rector for Educational Affairs have been fulfilled.
3. Transfer from/to university, faculty and main field or level of study takes place during semester breaks on a written application from the student, filed to the admitting dean's faculty; in the case of transfer from/to university or faculty, also with the knowledge of the dean of the faculty he/she is leaving. In the application the student enumerates the already credited courses and groups of courses from the curriculum of the main field of study in which he/she intends to study.
4. The dean giving his consent, mentioned in item 1, specifies the date of admission and the semester from which the student will commence her/his studies and determines: the student's hitherto academic achievement, the differences between the curricula and the dates by which they have to be levelled out, as well as the number of credits within the particular thematic blocks on the basis of the student's properly documented academic achievement.
5. Studying after a transfer from/to university, faculty and main field, level or system of study by a student who has no right to registration for the next semester (§ 11 item 7) proceeds in the mode defined in § 12 item 2.
6. The dean's decision concerning transfer from/to the University or a system of study takes effect in the form of a written administrative decision containing factual and legal justification, and the student has to be effectively served with it.

§ 21. STUDIES IN ADDITIONAL MAIN FIELD OF STUDY

1. The student may study in more than one main field of study, including in the Department of Fundamental Studies. In the case when the student commences his/her studies in another main field of study in the enrolment mode, then one of the main fields of study must be designated as principal and the others as additional (second, third, ...) main fields of study. Once the student takes up studies in an additional main field of study, he/she is obliged to immediately indicate, in the form of a written application filed to all the deans of the faculties running the main fields of study, the principal main field of study. The student may also study other subjects, including at different universities.
2. Courses in an additional main field of study are taken with the knowledge of the dean of the faculty which runs the principal main field of study, on a written application from the student filed to the dean of the faculty which runs the given field of study. In the application the student is obliged to indicate, in the additional main field of study curriculum, the courses and groups of courses for which he/she has got credit in the principal main field of study.
3. The faculty council specifies the semester of study for which the first registration for the semester in the additional main field of study of the given faculty and main field, level and system of study at Wrocław University of Technology may be granted.
4. The admittance of the student to an additional main field of study in other mode than the enrolment

mode takes place with the dean's consent. The dean sets the date of admission and the semester from which the student will commence the studies and determines: the academic achievement, the differences between the curricula and the deadline by which they are to be levelled out, as well as the number of ECTS points within the particular thematic blocks on the basis of the student's properly documented hitherto academic achievement. The student receives a student's record book.

5. Studying, after admission to an additional main field of study at Wrocław University of Technology, by the student who has no right to registration for the semester of study specified by the faculty council on the basis of the item 3 regulation (§ 11 item 7), proceeds in the mode specified in § 12 item 2.
6. After completion of the principal main field of study the student studying in an additional main field(s) of study is obliged to apply to the dean of the chosen by her/him additional main field of study for a change of the hitherto form of studies to studies in the principal main field of study. The student notifies all the deans of the other additional main fields of study about this fact. Changing the form of studies, the dean orders the student to be issued with a student ID card.
7. The dean's decision concerning admission to an additional main field of study has to be in writing.

§ 22. ENGINEERING PROJECT

1. The curriculum and the plan of first-level engineer studies may stipulate an "engineering project" course which the student takes at the end of his/her studies. The scope of this course corresponds to the main field and specialization of study (if specializations are run). Within the "engineering project" course the student prepares an "engineering project" understood as a work. The "engineering project" is allowed to be carried out by more than one student, on principles laid down by the dean, with the share of each of the students in the work specified.
2. The engineering project as a work constitutes: a project, a model, a computer program, a device, etc., supplemented with synthetic documentation in the written form, in accordance with the fixed subject, being an integral part of the engineering project.
3. The student prepares the engineering project documentation in Polish or in a foreign language.
4. The completed engineering project is subject to copyright.
5. Before the commencement of an "engineering project" course, and in justified cases also in the course of its realization, the council of the faculty running the given main field of study approves titles (in Polish and English) for the engineering projects. In the case of an engineering project realized in a foreign language, the dean approves the language in which the project is to be realized.
6. The student chooses an engineering project subject, and thereby the supervisor who conducts the "engineering project" course. The engineering project may be supervised by only one person. The subject and the supervisor of the engineering project must be fixed prior to performing the actions mentioned in § 11 items 1-4, i.e. before registering for the semester in which the "engineering project" course is to be done.
7. The student or the person teaching the "engineering project" course may file an application with the dean for the specification or correction of the subject of the engineering project being done, and also file an application for a change of the engineering project realization language or a change of the supervisor, but no later than two weeks after the commencement of the final semester of study.
8. The person teaching the "engineering project" course may refuse to admit a student to the latter course. Contentious cases are settled by the dean.
9. The "engineering project" course in the final semester of studies is credited by the supervisor after the student has submitted the completed engineering project understood as a work, in the mode described in item 10 and before the fixed diploma examination date. The grades specified in § 14 item 5 are used for grading the engineering project. The number of credits assigned to the engineering project is specified in the curriculum (§ 8 item 2 pt. 7) and in the plan of study (§ 10 item 2 pt. 1).
10. The student submits the engineering project awarded a pass grade by the supervisor to the dean's office in accordance with a schedule fixed by the dean, mentioned in § 4 item 7. With the dean's consent the student may submit his/her engineering project ahead of the schedule.
11. The supervisor and a reviewer appointed by the dean from the academic staff specialising in the given

field independently give an opinion on the engineering project and grade the latter. In the case of different pass grades, the final grade for the engineering project is determined by the dean. In the case of different grades, when one of the grades is unsatisfactory, the dean appoints an additional reviewer from the academic teachers holding the title of professor or the degree of habilitated doctor, and considering all the reviews, he/she determines the final grade.

12. The dean may extend the engineering project submission deadline for the student who has not submitted her/his diploma by the deadline set in the schedule fixed by the dean (item 10), on written application from the student with an opinion given by the supervisor of the engineering project, maximum up to 31 May when the student's final semester of study is the winter semester or up to 30 September when the student finishes her/his studies in the summer semester.
13. In the case of the retake of the "engineering project" course, the dean may require the project subject to be reapproved in the mode described in item 5.

§ 23. DIPLOMA DISSERTATION

1. The "diploma dissertation" is an engineer, BSc or MA dissertation course (courses) whose scope conforms with the main field of study, the specialization and the level of study. Within this course (courses) the student prepares a diploma dissertation understood as a work. The diploma dissertation, understood as a work, is allowed to be carried out by more than one student, on principles laid down by the dean, with the share of each of the students in the work specified.
2. The diploma dissertation as a work constitutes a monographic study in writing consistent with the specified subject, which may be supplemented with models, graphic designs, prototypes, constructions, technological specimens, computer programs, etc., being an integral part of the diploma dissertation.
3. The student prepares the monographic part of the diploma dissertation in Polish, unless special regulations specify it otherwise.
4. The completed diploma dissertation is subject to copyright.
5. Before the commencement of a "diploma dissertation" course, and in justified cases also during its realization, the council of the faculty which runs the given main field of study approves titles (in Polish and English) for the diploma dissertations. In the case of a diploma dissertation in a foreign language, the dean approves the language in which the diploma dissertation is to be realized.
6. The student chooses a diploma dissertation subject, and thereby the supervisor who conducts the "diploma dissertation" course. The supervisor of one diploma dissertation may be only one person. The subject and the supervisor of the diploma dissertation must be fixed prior to performing the actions mentioned in § 11 items 1-5, i.e. before registering for the semester in which the first "diploma dissertation" course is to be realized.
7. The student or the person teaching the "diploma dissertation" course may file an application with the dean for the specification or correction of the subject of the diploma dissertation being done, an application for a change of the diploma dissertation realization language and an application for a change of the supervisor, but no later than two weeks after the commencement of the final semester of study.
8. The person conducting the "diploma dissertation" course may refuse to admit a student to the latter course. Contentious cases are settled by the dean.
9. The final, provided for in the curriculum, "diploma dissertation" course is credited by the supervisor after the student has submitted the completed diploma dissertation understood as a work, in the mode described in item 10 and before the fixed diploma examination date. The grades specified in § 14 item 5 are used for grading the diploma dissertation. The number of credits assigned to the diploma dissertation is specified in the curriculum (§ 8 item 2 pt. 6) and in the plan of study (§ 10 item 2 pt. 1).
10. The student submits the diploma dissertation awarded a pass grade by the supervisor, to the dean's office in accordance with a schedule fixed by the dean. With the dean's consent the student may submit his/her diploma dissertation ahead of the schedule.
11. The supervisor and a reviewer appointed by the dean from the academic staff specialising in the given field independently give an opinion on the diploma dissertation and grade the latter. In the case of different pass grades, the final grade for the diploma dissertation is determined by the dean or the

examination board conducting the diploma examination, authorized by her/him. In the case of different grades, when one of the grades is unsatisfactory, the dean appoints an additional reviewer from the academic teachers holding the title of professor or the degree of habilitated doctor, and considering all the reviews, he/she determines the final grade.

12. The dean may extend the diploma dissertation submission deadline for the student who has not submitted her/his diploma by the deadline set in the schedule fixed by the dean (item 10), on written application from the student with an opinion given by the supervisor of the diploma dissertation, maximum up to 31 May when the student's final semester of study is the winter semester or up to 30 September when the student finishes her/his studies in the summer semester.
13. In the case of the retake of the "diploma dissertation" course(s), the dean may require the subject of the diploma dissertation to be reapproved in the mode described in item 5.

§ 24. COMPLETION OF CURRICULUM

1. For each main field of study, specialization and level and system of study it is assumed that the student has completed the curriculum if he/she has fulfilled all, except for the diploma examination, the curriculum requirements (§ 8), in particular, if he/she has met the requirements as to the number of credits, also in the particular thematic blocks of subjects, set by the faculty council in the mode described in § 8 item 2. Non-completion of the curriculum in the final semester of study by the deadline specified in the Regulations is tantamount to no good progress with studies.
2. The date of the last credit or examination assuring that the student satisfies the condition specified in item 1 is assumed as the curriculum completion date.
3. The student may complete the curriculum in a shorter time than the nominal durations of the studies, specified in § 2 item 1.

§ 25. DIPLOMA EXAMINATION

1. Upon completion of the curriculum by the student, the dean organizes the diploma examination taken before a diploma examination board. The diploma examination may be held in Polish or in a foreign language, which is decided by the dean on application from the student, after consultation with the dissertation supervisor.
2. The diploma examination is conducted on a date set by the dean, but no later than within six weeks from the date of gaining the last credit specified in the curriculum, including crediting the "engineering project" / "diploma dissertation" course, after the submission of the engineering project / diploma dissertation, understood as a work, in the mode described in respectively § 22 item 10 / § 23 item 10, when the curriculum provides for the realization of the engineering project / diploma dissertation.
3. In a given calendar year, the diploma examination, mentioned in item 2, may be held by 30 June when the student's final semester of study is the winter semester or by 31 October when the student finishes her/his studies in the summer semester.
4. The diploma examination consists of diploma dissertation presentation and examination of the student's knowledge within the scope specified in the curriculum, mentioned in § 8 item 2 pt. 8. The grades specified in § 14 item 5 are used in the diploma examination.
5. If the student does not report for the diploma examination or if he/she receives the failing grade in the exam, the dean sets another date for the diploma examination, but not sooner than a month and no later than three months from the date of the previous examination.
6. The student has the right to take the diploma examination three times.
7. For the purpose of retaking the diploma examination, the dean gives her/his consent to resumption of study, starting from the date set for the diploma examination, by the person previously stricken off the register of students on the strength of § 19 item 1 pt. 4 who is to sit for this examination.

§ 26. GRADE FOR STUDIES

1. In order to determine the final grade, mentioned in item 3, the average grade from the student's whole academic record is calculated as a weighted average of all the pass grades received in examinations and as credit for the completion of the courses and groups of courses, detailed in the

student's record book and provided for in the curriculum, from the formula given below and rounded off to two decimal places:

$$\text{Average grade} = \frac{\Sigma(\text{grade} \times \text{credits})}{\Sigma \text{credits}}$$

Grades for the courses, groups of courses and additional examinations, mentioned in § 11 item 6, are not taken into account.

2. For material help and other purposes, the average grade from the student's academic record is also calculated for a selected period (e.g. one semester, two semesters, etc.). Then the principle mentioned in item 1 is applied, taking into account all the grades for the examinations and all the grades received as credit for the completion of the courses and the groups of courses, detailed in the student's record book (including unsatisfactory grades), as well as the missing unsatisfactory grades mentioned in § 14 item 5. In the case when the student takes an examination before a special examination board, only the grade for this examination is taken into account. Unsatisfactory grades in the formula (item 1) are weighted with the number of credits for the given course and the sum of credits (the formula denominator) contains the credits corresponding to each grade included in the calculations.
3. The final grade for the studies is a weighted average of the grades:
 - 1) for the studies whose curriculum includes a "diploma dissertation" course:
 - a. the average grade from the student's whole academic record, mentioned in item 1, with a weight of 0.6;
 - b. the grade for the diploma dissertation, determined in accordance with § 23 items 9 and 11, with a weight 0.2;
 - c. the grade received in the diploma examination, with a weight 0.2.
 - 2) for the studies whose curriculum includes an "engineering project" course:
 - a. the average grade from the student's whole academic record, mentioned in item 1, with a weight of 0.6;
 - b. the grade received in the engineering project, determined in accordance with § 22 items 9 and 11, with a weight of 0.1;
 - c. the grade received in the diploma examination, with a weight of 0.3.
 - 3) for the studies whose curriculum does not include the "diploma dissertation" course of the "engineering project" course:
 - a. the average grade from the student's whole academic record, mentioned in item 1, with a weight of 0.75;
 - b. the grade received in the diploma examination, with a weight of 0.25.

The final grade for the studies (rounded off to two decimal places) is awarded by the dean or by the chairman of the diploma examination board, authorized by the dean.

4. The grade for the studies, entered in the studies completion diploma, rounded off to two decimal places, is determined according to this principle:

the final grade for the studies	the grade for the studies, entered in the diploma
up to 3.19	satisfactory
3.20 – 3.69	satisfactory plus
3.70 – 4.09	good
4.10 – 4.53	good plus
4.54 – 5.50	very good

5. In the case of a student who has simultaneously satisfied all the conditions listed below:
 - a) the average grade from the student's whole academic record is not lower than 4.65,
 - b) his/her engineering project / diploma dissertation (if this is provided for in the curriculum) has been graded at least very good,
 - c) he/she has passed the diploma examination with at least grade very good,
 - d) at least one of the grades mentioned in pt. b) or c) is grade excellent,

Grade *excellent* is entered in his/her diploma.

§ 27. COMPLETION OF STUDIES

1. Completion of the studies by the student takes place immediately after the student has passed the diploma examination, on the day of passing the examination.
2. Upon completion of the studies the student's rights, mentioned in § 5 item 1, expire. The graduate is obliged to return her/his student ID card, or submit a document testifying to its loss, to the dean's office.
3. Wrocław University of Technology Diplomas are awarded to the graduates who have completed the curriculum and passed the diploma examination.

§ 28. FINAL REGULATIONS

The student may lodge (through the dean) an appeal against the dean's decision, in the form of an administrative decision, with the Rector in the following matters:

1. resumption of studies after having been stricken of the register of students,
2. a change of the University or the system of study.

§ 29. TRANSITORY PROVISIONS

1. In the case of a student who commenced his/her studies at Wrocław University of Technology before October 1, 2000, the dean decides about assigning ECTS points to the particular courses for which the student got credits outside the point system.
2. With reference to the students exempted from the credit system in accordance with item 1, in the Regulations:
 - 1) § 8 item 2 pt. 3 hereby is worded as follows:
"the hour limits for the elective courses in the particular thematic blocks, which the student has to get credit for in order to be issued with an appropriate diploma";
 - 2) in § 23 item 1, the second sentence which begins with:
"In particular, if he/she has met..."
is hereby deleted;
 - 3) § 25 item 1 hereby is worded as follows:
"The average grade from the student's academic record is determined as the arithmetic average of the separately calculated arithmetic averages of all the grades received in examinations and all the grades received as credit for the completion of the courses";
 - 4) in place of § 11 items 4, 5, 7, 8 and 12 the following wording is introduced:
"The dean reviews the student's progress in study in the preceding semester and approves the semester's grades. Then he/she makes a decision on the registration of the student for a given semester";
 - 5) in place of § 11 item 11 pt. 2 the following wording is introduced:
"did not make the required progress in study in the preceding semester";
 - 6) in place of § 11 item 11 pt. 3 the following wording is introduced:
"has specified courses (§ 11 item 1) whose total number of hours is below the required minimum";
 - 7) in § 18 item 10 the wording:
"... who has not gained the right to registration for the next semester (§ 11 item 7)..."
is replaced by the following wording:
"...who, because of the lack of the required progress in study, has been refused registration for the semester by the dean...";
- and
- 8) whenever in the Regulations a number of hours of courses and the credits assigned to the latter are mentioned, only the wording relating to the number of hours applies.
3. § 6 item 1 pt. 8 hereby is worded as follows:

- for students who commenced or resumed their studies in the academic year 2004/2005 or later:
“properly respond to any correspondence, relating to studies at Wrocław University of Technology, sent by means of electronic media”,
 - for students who commenced their studies before 1 October 2005:
“properly respond to any correspondence, relating to studies at Wrocław University of Technology, sent in a conventional way and, once the university e-mail accounts are activated, by means of electronic media”.
4. Students who commenced their studies at Wrocław University of Technology before October 1, 2007, in particular within uniform magister (MSc) studies, and for various reasons do not complete them in the nominal time, specified by the plan of study, can carry them out according to an individual plan of study and curriculum, through, among others, the following courses:
- retake courses,
 - equivalent (substitute) courses with the same or similar number of hours and ECTS points,
 - organized for the hitherto studies or the first- or second-level studies.

Decisions in this regard are taken by the dean.

5. Ambiguous, doubtful cases or ones which do not directly follow from the provisions of the Regulations are subject to the dean's rulings.

The amendments to the Regulations, agreed on with the voting body of the Wrocław University of Technology Student Government (the letter of 14.04.2010), were approved by the Senate at its meeting on 25.03.2010. The final text of the Regulations was passed by the Senate of Wrocław University of Technology on 25.03.2010.

The Regulations come into force on 1 October 2010.