

TERMS OF PARTICIPATION IN COURSES AND OBTAINING ECTS

extracts from "Regulations of study" - Annex to Resolution No. 32/2010 of the Senate dated April 30, 2010 and Erasmus LLP regulations.

Organization of the academic year

The academic year includes:

- a period of teaching is divided into two semesters: winter and spring, each lasting 15 weeks;
- two exam sessions with a total duration not shorter than 6 weeks;

Rector announces detailed rules for the organization of the academic year at the University, including start dates, end of the semester and exam sessions.

Rector may establish in the academic year, additional days or hours free from classes.

Dean in appropriate cases may establish additional hours free from classes.

Knowledge of language

The university website shows a list of courses available for Erasmus students.

For these courses the **command of English at least level B2 – CEFR is required**. Please respect this requirement.

If the student selects the course taught only in Polish language (without support in English), the command of Polish is required at **level B2**.

Attendance/Presence at courses

Student is required to **confirm his/her enrolment in the course (as agreed in the Learning Agreement prior to arrival)**. **This should be done during the first lesson or by email send to the teacher during the first week of the semester.**

Student has the right to resign from the course and/or to choose another course only within the first month after the semester starts. This decision has to be reported to the teacher and the faculty coordinator as soon as it be taken.

Course changes must be entered into the university's enrollment system (the second part of the Learning Agreement) Signed (by student) document must be delivered to the faculty coordinator before the end of the first month of the semester.

If student **fails to do it**, the course will be indicated in the Transcript of Records as **“not accomplished”**.

Student's **attendance is obligatory** in the following:

- auditorium, laboratory and clinical exercises,
- classes,
- seminars,
- clinical internships,
- practicals
- field studies.

The attendance is checked by the teacher. During the first meeting a lecturer informs the students on the limit of lessons that they are allowed to skip without showing a certificate from the doctor, hospital, police etc.

In exceptional cases verbal excuses can be accepted by the teacher.

The student is required to **explain the reason for the absence** from classes **no later** than within **two weeks' time**.

At the first lecture the teacher explains to the students his/her own rules of giving the credits at the end of the semester.

Credits and Grades

Students must obtain grades from all exercises before the end of the session. This is a condition to be admitted to the exam.

If the student gets a fail grade at the exam, he/she is entitled to resit the exam. The second date depends on consultation between the teacher and the student, but must take place in the period covering the exam session.

If there is no excuse for the absence of the student from the exam within 7 days from the date of the exam, the student loses the right to resist the exam.

Description of the institutional grading system

ECTS Grade	% of successful students normally achieving the grade	Definition	Local grade
A	10	EXCELLENT – outstanding performance with only minor errors	5.0
B	25	VERY GOOD – above the average standard but with some errors	4.5
C	30	GOOD – generally sound work with a number of notable errors	4.0
D	25	SATISFACTORY – fair but with significant shortcomings	3.5
E	10	SUFFICIENT – performance meets the minimum criteria	3.0
FX	-	FAIL – some more work required before the credit can be awarded	2.0
F	-	FAIL – considerable further work is required	2.0

Evaluation of all examinations and credits is recorded in the “Transcript of Records” that each Erasmus student receives from the Erasmus Institutional coordinator after each semester or after the whole year.