

**Detailed rules for compiling ranking lists for the Rector's scholarship  
for students due to distinctive academic results  
at the Faculty of Law, Administration and Economics from the academic year 2019/2020**

Rules for awarding the Rector's scholarship for students at the University of Wrocław determines the Regulations of benefits for students of the University of Wrocław, hereinafter referred to as the Regulations. Pursuant to § 25 para. 3 of the Regulations the following detailed rules for the creation of ranking lists related to the Rector's scholarship for distinguishing academic results applicable at the Faculty of Law, Administration and Economics from the academic year 2019/2020:

1. The Rector's scholarship for outstanding academic results may be obtained by a student who:
  - a) unconditionally completed the previous year of studies in accordance with the "Regulations of studies at the University of Wrocław", by the last day of the examination session (correction) specified in the Rector's communication for a given academic year - the date of the last entry is decisive. In the case of an entry in the USOS system, the date resulting from placing the assessment in the system,
  - b) obtained the average grade for the previous year of studies, which classifies it on the ranking list covering no more than 7.5% of the best students in a given field of study at the Faculty,
  - c) was not re-registered for the year of study, for which he is applying for a Rector's scholarship (re-entry does not apply to the leave of absence referred to in the Regulations studies at the University of Wrocław).
  - d) submitted to the Material Support Department (room 2, building A WPAiE, Uniwersytecka st. 22/26) application for granting a scholarship according to the pattern set by the Rector after prior registration in the electronic form on page [www.usosweb.uni.wroc.pl](http://www.usosweb.uni.wroc.pl) by **5 October** or until **5 March** (in the case when studies in a given field start from the summer semester). If the day of October 5 or March 5 falls on a statutory day off work, this deadline shall be postponed to the nearest business day.
2. Ranking lists are prepared with division into each field of study, for full-time students and part-time students of every field of study, without division into first and second degree studies, without division into individual years of studies and without division into particular specialties or groups of specialties.
3. The average grade is the arithmetic average of all grades obtained from credits and exams from subjects included in the curriculum.
4. The average grade (calculated rounded to the second decimal number) is the arithmetic mean of all grades obtained from credits and examinations (including insufficient ones) settled in the previous year of studies.
5. The average marks also include grades from subjects included in the previous year of studies, which were not settled in previous years (passing the condition). The average grade does not include subjects included in the previous year of study, which are not included in the program of study for a given year (items included in the promotion) and the grade of the BA thesis and the Bachelor's exam grade are not included.
6. The minimum average grade in each field of study at the Faculty of Law, Administration and Economics can not be lower than **4.30**.
7. A graduate of the first-degree studies at another university, which in the given academic year began the second-cycle studies at the University of Wrocław, is placed on the same ranking list as a graduate

of first-cycle studies at the University of Wrocław, in accordance with the chosen field of study. For graduates of other universities, the arithmetic average of grades is calculated according to the same principles as for students who completed the previous year of studies at the University of Wrocław, with the proviso that when the grading scale at the university they completed is different than the scale of grades applicable at the University of Wrocław:

- at the rating scale with the highest mark of 5.50 - the average of grades from the last year of the first-cycle program is divided by a factor of 1.1,  
at the rating scale with the highest score of 6.00 - the average grade from the last year of the first-cycle program is divided by a factor of 1.2.

8. The rules set out in point 7 also apply to students who have obtained permission to transfer to the University of Wrocław from another university.
9. A graduate of the first-degree studies at another university, which in the given academic year began the second-cycle studies at the University of Wrocław together with the application, submit a document confirming the scale of grades applicable at the previous university and a certificate of the arithmetic average of the marks specified in point 4 and 5 of these rules.
10. Within 3 weeks from the beginning of the academic year or until 20 March (in the case when studies in a given field start from the summer semester) The associate dean for finance and evaluation creates and announces proposals for preliminary ranking lists,
  - a) proposals of preliminary ranking lists are created and published with division into particular fields of study and include no more than 7.5% of the best students in each field,
  - b) proposals of preliminary ranking lists, referred to in point 10, cover all students who have met the conditions set out in point 1 and who obtained the grade point average in accordance with 6,
  - c) proposals of preliminary ranking lists are announced by placing on the Faculty's website.
  - d) immediately after the announcement of preliminary ranking lists (no later than within 7 days from the date of announcement) students are required to check whether they have been put on the list and whether the average grade calculated for them is correct, and explain the discrepancies found in the Material Support Department (room 2, b. A WPAiE, Uniwersytecka st. 22/26).
11. List of students to whom the Vice-Rector for student affairs gave scholarships, it should be announced by **November 15** or by **April 10** at the latest (in the case when studies in a given field start from the summer semester).