

MAIN INFORMATION

Exam session: 04.02.2025 – 14.02.2025

Retake exam session: 15.02.2025 – 21.02.2025

According with the Dean's decision the winter exam session (including retakes) in the academic year of 2024/25 as a principle will be held in stationary way.

Remote exams are only acceptable on the 1st year of all English programmes.

The teacher has to inform students about the remote form of exam, as well as send an e-mail with such information to Mr Tymoteusz Jędrysek until 20.12.2024.

The reference period on all programmes is one academic year.

The basis of passing a year of studies is passing all the subjects required during the time period or gaining 60 ECTS points.

The rules of passing the academic year of 2024/25 are based on the Rules and Regulations of the University of Wrocław.

PASSING THE CLASSES

1. Subjects that do not end with an exam must be passed before the exam session. In an exceptional case the Student may ask the Chair of the Institute responsible for the subject for a longer passing period. The decision of the Chair of the Institute will have to be preceded by the opinion of Professor leading a class.
2. All required payments need to be made in order to be able to get the grades.
3. Any Student that failed to get a grade from the class before the exam term loses the term. In an exceptional case the Student may ask the Chair of the Institute responsible for the subject for another exam term.
4. If a Student questions the validity of a received grade they have a right to appeal to the Chair of the Institute in the time period of 3 working days after receiving the grade. The decision made by the Chair of the Institute is final.
5. If the appeal is found to be justified, Chair of the Institute orders a commission review of student's results or passing a course before the Board. A commission review or passing before Board should take place no longer that 7 days after decision made by Chair of the Institute and no earlier than 3 days after informing the Student that the appeal is valid. The Board includes three members assigned by the Dean: the Head of the Board and two academic teachers. Professor leading the class may also be part of

commission, without the right to make any decisions. Based on a request the Student can point out one more Professor or a member of the Student Council.

6. A grade received from the Board overrides the first grade. The decision of the Board is final.

PASSING THE EXAMS

1. The main requirement of participating in an exam is passing all other forms of the subject established in the study programme and making all the required payments.
2. Student takes the exam accordingly with the exam schedule with the group they're listed in.
3. Student has a right to participate in the first exam term and the retake term from the subject.
4. In the case of not excusing the absence the Student doesn't get a grade and loses the exam term.
5. In case of excusing the absence the Student gains a right to one extra exam term in the duration of the exam session. The date is set by the Examiner. After the exam session is done, in exceptional cases, the Dean may allow the additional term of the exam no later than 10 days after the official date of the end of the exam session.
6. Student has a right to look into their exam paper in the time and place stated by the Examiner. The written exams are kept for one year after the date of the exam.
7. Student questioning the correctness of the exam can write a request for a board exam or commission review of results to the Dean regarding the issue no longer than 3 days after the result from exam were announced.
7. If the appeal is found to be justified, Dean orders a commission review of student's results or passing a course before the Board. The Board includes three members assigned by the Dean: the Head of the Board and two academic teachers. Professor leading the class may also be part of commission, without the right to make any decisions. Based on a request the Student can point out one more Professor or a member of the Student Council. A commission review or passing before Board should take place no longer than 7 days after decision made by the Dean and no earlier than 3 days after informing the Student that the appeal is valid. During the Board Exams the questions are drawn. The Board makes decision about the grade from exam, if the votes are tied, the final decision is made by the head of the Board. A grade received from the Board overrides the first grade. The decision of the Board is final.
8. An absence on the exam or not passing it is considered as not passing the subject in the academic year of 2024/25.

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Student has an obligation to check every grade in the USOSWeb with no undue delay.

Any remarks and objections from the Student should be noted directly to the Professor responsible for the subject no later than 3 days after the USOS protocols close. The Professor makes their decision no later than one day after the submission of the request.

Not making any remarks and objections is understood as accepting all the rules and consequences of the received grades / not received grades.