

Annex 3 to the UL Rules of Study

Ref. ID	Applicability	Faculty Regulations
Faculty of Economics and Sociology (FES)		
§ 5(1)(b)	Rules for the implementation of the student's obligation to participate in particular forms/modes of classes	<ol style="list-style-type: none"> 1. Attendance of students is mandatory in practical classes, seminars, tutorials, foreign language courses, laboratory classes, training sessions (e.g. physical education classes), and field training exercises. The principles of attendance in course lectures shall be determined by the course leader by the first course class at the latest. 2. All course classes on the first year of study are mandatory to attend.
§ 5(1)(c)	Range and conditions for leading classes taught in a foreign language, for conducting knowledge and skills tests, diploma examinations, as well as for preparing Diploma Theses in a foreign language	The Institute Director shall have the discretion to permit delivery of Diploma Theses in foreign languages, having consulted the Department Manager upon the request of the Thesis Supervisor concerned, provided there will be foreign-language thesis reviewers available (this does not apply to the Diploma Theses delivered during the studies delivered in foreign languages). The abstract of a foreign-language thesis shall also be written in Polish.
§ 5(1)(d)	Length of grading period—either semesterly or yearly—used with uniform (direct) Master's degree programmes or extramural (weekend, evening) studies	The grading period of every study programme at UL Faculty of Economics and Sociology shall be one semester.
§ 5(1)(e)	Rules of acceptability and conditions for retaking the first semester or the first year of study	A student who has not completed the first semester of his/her studies shall be deleted from the register of students. A student who has not completed the second semester of his/her studies may apply to repeat that semester, however, the possibility of repeating the semester is granted only once, and the repetition of the semester involves a fee whose amount is specified in separate regulations.
§ 5(1)(f)	Maximum number of teaching hours and the maximum number of examinations per academic year	As specified in the study schedule.
§ 5(1)(g)	Student's minimum grade average of all courses taken to date of the current study pursuit for the eligibility of application for an individually arranged study schedule and curriculum (IPS)	4.5
§ 5(1)(h)	Criteria for acceptability and the procedure of processing the student's appeal from the decision on refusal to credit a course/course component	<ol style="list-style-type: none"> 1. A student who fails a course/course component has the right to appeal from the grade to the Faculty Dean in 7 days after publishing the results (as entered in the USOS). The request for appeal shall be served with a reasonable justification of the circumstances partial to a non-compliance in the crediting process. The credit before an examination board shall be proceeded with in ten days from the Dean's decision to proceed. The Dean may also elect to order a credit before an examination board on his/her initiative. 2. Each crediting before an examination board shall be held by a board with the following members: <ol style="list-style-type: none"> a. The board chairperson, being the Dean, or an academic teacher authorised by the Dean and having an academic title/degree of Doctor with habilitation;

		<p>b. Two specialists in the course subject to the crediting or a related course. An observing witness present during the crediting before an examination board can be an academic teacher who has credited the grade verified in this process. Other observing witnesses may include: a representative of the Students' Government and the tutor, and an individual identified by the student. The crediting can proceed without a representative of the Students' Government, the tutor, and/or an individual identified by the student.</p> <p>3. The result shall be decided by the majority of vote. The board's decision shall be final.</p> <p>4. The grade obtained in crediting before an examination board shall replace the grade the student has appealed from.</p>
§ 5(1)(i)	Mandatory format of diploma thesis, subject to Section § 52(2)	The diploma thesis format shall conform to the Rules of Study, Section § 52(2).
§ 5(1)(j)	Scope of examination requirements for the diploma examination	The scope of examination requirements is established separately for each study programme in the form of a question list approved by the consulting board relevant to the study programme or the institute of study, and by the Faculty Council.
§ 5(1)(k)	Procedure for conducting open diploma examinations	See the Rules of Study, Section § 58(6).
§ 5(2)(a)	Maximum number of semester/study year repetitions per study programme at the Faculty	Repetition, including repetition as a result of a resumption of the first semester of study shall not be permitted. The option to repeat, including repetition as a result of a resumption of the second semester, shall be granted only once. However, the third and subsequent semesters may be repeated, including resumption, twice. If a study programme (or specialisation as part of the study programme) is not continued in the next cycle, the student is not allowed to repeat the semester, including the resumption, in a given field of study (or specialisation). In such a case, the Faculty allows the student to continue his/her studies in a related field of study (or specialisation) at the Faculty. A decision in this matter is made by the Dean.
§ 5(2)(b)	Minimum number of ECTS credit points, or the minimum number of courses, allowing for a conditional promotion and registration for the following semester/study year	<p>A student can be granted a conditional promotion if the student fails no more than two courses. A student may take a conditional promotion for up to two courses at the same time, which shall be construed as having two uncredited courses officially to be completed and credited conditionally, the student shall not apply for another conditional promotion in the same semester; if the student has one uncredited course officially to be credited conditionally, the student may apply for another conditional promotion of just one more course; if the student has no uncredited course, he/she may apply for conditional promotion of two courses in the semester. Make-up hours and crediting of courses on conditional promotion shall be in strict conformity with the student's study schedule. The courses in a winter semester study schedule will be pursued in the next year, by the end of its winter semester, whereas the courses in a summer semester study schedule will be pursued in the next year, by the end of its summer semester.</p> <p>Provided the course teacher approves this, the courses on conditional promotion from the next-to-last study semester can be pursued in the last study semester.</p>

		Failure to pass a course on conditional terms results in repetition of the semester in which the conditional promotion was taken.
§ 5(2)(c)	Officially binding sequence of courses	None.
§ 5(2)(d)	Compulsory courses, whose credits are obligatory for registration for the following semester/study year, regardless of the total number of ECTS credit points received by a student	None.
§ 5(2)(e)	Separate, from the one stipulated in Section § 23 of the present Rules, set of rules for transferring students from full-time (standard, daytime) to extramural (evening, weekend) studies, or vice versa, applicable to the entire Faculty, or particular fields of study	The minimum grade average of a student to become eligible for application for an extramural-to-full-time transfer shall be 4.76.
§ 5(2)(f)	Conversion factor for ECTS credit points applied at specific fields of study and specialties, if the exchange of students on an international or national level fail to guarantee an equivalence in students' achievements	For the students who pursue a period of study at partnering universities under Erasmus, NAWA, MOST and other mobility programmes, the criterion of eligibility for crediting the period of study (a semester or a year) is the number of credited ECTS points which shall be equal to or higher than the number of ECTS points achievable in the same semester/year according to the study schedule prevailing in the study programme of the student. If the student, due to the factors beyond his/her reasonable control, scores insufficient ECTS points at a foreign or domestic university, the Dean has the authority to credit the semester/year of the student according to the study results achieved by the student abroad. Otherwise, the student could be granted a conditional promotion of the semester/year. The Dean will require the student to score the ECTS points in the next semester/academic year. This principle shall not apply to the students in the last semester. Whenever doubts arise as to the crediting of and promotion from a semester/study year, the clarification is at the discretion of the Dean.
§ 5(2)(g)	Possibility to apply for an individually arranged study schedule and curriculum (IPS) starting from the first semester of second-cycle studies	The student shall score the grade average of 4.5 or higher from the first-cycle studies, and the Dean must approve the application on a case-by-case basis.
§ 5(2)(h)	Separate set of rules, from the one stipulated in Section § 38(7) and 38(8) of the hereby Rules, for recognising a as a part of the student's upcoming pursuit of studies	A student required to repeat a semester has the right to complete up to two courses in the study schedule for the next semester, whereas the following courses cannot be promoted from so: <ul style="list-style-type: none"> - Courses to be conditionally completed and credited – optional courses – seminars; - Courses in speciality and optional modules. Failure to complete and credit a course for promotion will require a conditional completion of the course, and thus a student who has one uncredited conditional course completion may apply to pursue one course in promotion, whereas a student who has two uncredited conditional courses completions cannot apply for completing them in promotion.

§ 5(2)(i)	Separate set of rules, from the one stipulated in Section § 38(9) of the hereby Rules, for receiving credits and sitting examinations	None.
§ 5(2)(j)	Additional, to the ones stipulated in Section § 52, designations for a thesis, or provide examples of written output that meet the guidelines for a Diploma Thesis	None.
§ 5(2)(k)	Prolonging the period, stipulated in Section § 54(5), entitling the student to exemption from taking complementary examinations and courses that would make up for differences in study curricula and/or study schedules	None.
§ 5(2)(l)	Form of Bachelor's/Master's diploma examination different from the one stipulated in Section § 56(6)	None.