

REGULATIONS FOR STUDIES AT BIALYSTOK UNIVERSITY OF TECHNOLOGY

Appendix to Resolution No. 91/XVI/XVII/2026 of the Senate of
Bialystok University of Technology of 30 April 2026

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CHAPTER 1 - GENERAL PROVISIONS

§ 1

Principles of conducting studies at the university

1. Bialystok University of Technology, hereinafter also referred to as the “University”, provides full-time and part-time education in units conducting teaching activities (hereinafter referred to as “Faculties”) within a specified study programme or study programmes.
2. Studies may be provided as:
 - 1) first-cycle studies (engineering or Bachelor’s degree studies);
 - 2) second-cycle studies;
 - 3) long-cycle Master’s degree studies.
3. Studies may have:
 - 1) a practical profile, in which more than half of the ECTS credits are assigned to classes developing practical skills;
 - 2) a general academic profile, in which more than half of the ECTS credits are assigned to classes related to the research activity conducted at the University.
4. Full-time Bachelor’s degree studies last at least six semesters, while engineering studies last at least seven semesters.
5. Full-time second-cycle studies last from three to five semesters.
6. Full-time long-cycle Master’s degree studies last from nine to twelve semesters.
7. Part-time studies may take longer than corresponding full-time studies.
8. The duration of studies within a given study programme and at a given level is specified in the study curriculum.
9. The Regulations for Studies at Bialystok University of Technology, hereinafter referred to as the “Regulations”, apply to students and employees of the University, subject to subsection 10.
10. In the case of students studying under international agreements or agreements concluded by the University with foreign entities, the provisions of those agreements shall apply, subject to generally applicable laws. In matters not regulated therein, the Regulations shall apply accordingly.

§ 2

Admission to studies

1. The rules of admission to studies shall be adopted by the University Senate. A person who already holds student status on a given study programme at Bialystok University of Technology may not be admitted to the same programme.
2. A person admitted to studies acquires student rights upon taking the oath, the wording of which is specified in the University Statute.
3. The University issues a student ID card to each student.
4. The University provides each student with access to their academic record maintained electronically in the USOSweb system.
5. The Rector is the highest authority over students at the University, while the Dean is the authority over students at the Faculty.
6. The competent student self-government bodies are the sole representatives of the entire student body.
7. The representative of students in a given year of a study programme is the Year Representative, elected by the students of that year.

§ 3

Fees related to studies

1. The University may charge students fees in the cases specified in generally applicable provisions of law governing higher education. The amount of the fees charged to students shall be determined by the Rector after consulting the competent student self-government body. The Rector shall also determine the rules for charging fees and the procedure and conditions for exemption from their payment.
2. The University shall publish information on the fees and their amounts in the Public Information Bulletin (BIP) on its website.
3. Students are required to pay the fees referred to in subsection 1 by the applicable deadlines.

CHAPTER 2 – ORGANISATION OF STUDIES

§ 4

Academic year and schedule

1. The academic year begins on 1 October and ends on 30 September.
2. The Rector shall determine the schedule of classes for each academic year in consultation with the competent student self-government body. The schedule shall be announced by 31 May of the calendar year in which that academic year begins.
3. For studies with a practical profile, a different schedule may be established at the request of the Dean of the Faculty.

§ 5

Study curriculum and the conduct of classes

1. Studies are conducted in accordance with the study curricula established for individual study programmes, levels and profiles, following the procedure laid down in the Act of 20 July 2018 – Law on Higher Education and Science, hereinafter referred to as the “Act”, and in the University Statute.
2. The study curriculum shall be developed in accordance with the applicable provisions of the regulation on studies issued by the minister responsible for higher education and with the procedures for designing study curricula in force at the University.
3. The study curriculum shall be published on the University website no later than 14 days after its adoption and before the commencement of admissions for the relevant cycle of education. Class timetables shall be made available to students no later than 3 days before the commencement of classes.
4. Course coordinators shall publish in USOSweb, no later than within the first two weeks of the semester, course syllabuses, course completion requirements and assessment criteria consistent with the grading scale in force at the University.
5. Persons conducting classes (teachers) shall provide students with:
 - 1) at the first class of the semester – a detailed syllabus for the relevant form of classes, including the intended learning outcomes, course content, a list of recommended literature, course completion requirements and the rules for justifying absences from compulsory classes;
 - 2) no later than in the second week of classes – the dates and times of their office hours (consultations), published on the Faculty website.
6. Classes shall be conducted by teachers with teaching, research or artistic achievements and experience enabling them to conduct the classes properly. Lectures shall be delivered by teachers holding the title of professor or the DSc degree (doktor habilitowany). At the request of the Dean, the Rector may authorise teachers holding the academic degree of doktor (PhD) to deliver lectures.
7. In the case of courses intended to provide students with specialised practical knowledge, particularly as part of studies with a practical profile conducted in cooperation with business entities, the Rector may, at the request of the Dean, authorise persons employed in the socio-economic environment to deliver lectures, provided that they hold the professional title of magister (MA, MSc, etc.) and have significant professional experience gained outside the University in areas of professional or business activity relevant to the particular courses taught on a given study programme.
8. Classes may be conducted using distance learning methods and techniques, in accordance with generally applicable laws.
9. The Dean's Office maintains student records, keeps students' personal files and handles all matters related to the course of their studies. The Dean's Office is open to students on every working day and, in the case of part-time students, also on Saturdays when classes are held.

§ 6

Studies in a foreign language

1. The University may conduct studies in a foreign language on study programmes, at levels and with profiles for which it holds the required authorisation.

2. Faculties may conduct studies in a foreign language without separate authorisation, provided that the study curriculum is identical to the curriculum of the corresponding study programme conducted in Polish, as referred to in subsection 1. The rules for introducing such programmes shall be determined by the Rector.
3. Where education is conducted in a foreign language, classes, assessments and diploma examinations shall be conducted in that language, to the extent and under the conditions specified in the Regulations.

§ 7

System of ECTS credits, transfer and recognition of ECTS credits

1. The organisation and completion of studies shall be based on the European Credit Transfer and Accumulation System (ECTS), in accordance with the rules set out in the Regulations.
2. ECTS credits are assigned to courses included in the study curriculum. One ECTS credit corresponds to 25–30 hours of student workload, including both classes organised by the University and the student's individual work related to those classes.
3. In order to obtain ECTS credits for a course, a student must successfully complete all its forms. The study curriculum may specify courses for which enrolment is conditional upon the prior completion of other courses (prerequisites).
4. The student may apply for:
 - 1) the transfer and recognition of ECTS credits previously obtained at Bialystok University of Technology or at another higher education institution, including a foreign institution;
 - 2) the recognition of activities other than those referred to in point 1, such as participation in summer or winter schools, research and implementation work, scientific camps, student scientific associations, educational programmes or additional courses.
5. Previously obtained ECTS credits and other activities may be recognised in place of credits assigned to courses, including student traineeships, included in the study curriculum, provided that the learning outcomes are found to be equivalent.
6. The student shall submit the documentation specified by the Dean within 30 days of the commencement of classes in the relevant semester.
7. The decision on the recognition of ECTS credits shall be made by the Dean after reviewing the documentation submitted by the student. In the decision, the Dean shall specify the courses to which the recognised ECTS credits are assigned and shall award a grade for those courses in accordance with the grading scale set out in § 17 subsection 1.
8. If an activity recognised for a student has not been assigned ECTS credits, the Dean of the receiving Faculty shall assign such credits in accordance with the rules set out in the applicable study curriculum.

§ 8

Recognition of learning outcomes, Individual Study Curriculum and Individual Organisation of Studies

1. Recognition of learning outcomes
 - 1) A person admitted to studies under the recognition of learning outcomes procedure shall, before the beginning of the academic year, submit an application to the Dean for the relevant courses to be recognised as completed on the basis of the learning outcomes recognised under that procedure. The procedure for the recognition of learning outcomes shall be determined by the University Senate.
 - 2) The recognition of courses under that procedure, or pursuant to § 7 subsection 4, authorises the Dean to determine an individual course of study, taking into account the recognised learning outcomes.
 - 3) A student for whom courses have been recognised as completed under the recognition of learning outcomes procedure or pursuant to § 7 subsection 4 may attend fewer classes than provided for in the study curriculum, in proportion to the learning outcomes recognised.
 - 4) Studies conducted in accordance with a study curriculum which takes account of recognised learning outcomes, or recognition pursuant to § 7 subsection 4, may result in a shorter duration of studies.

- 5) A student admitted to studies under this procedure shall be subject to the provisions of the Regulations.
2. Individual Study Curriculum (IPS)
 - 1) An outstanding student may apply for an Individual Study Curriculum (IPS).
 - 2) The IPS must meet the requirements arising from the learning outcomes specified for the study programme.
 - 3) A student who intends to pursue an IPS shall submit an application to the Dean.
 - 4) The Dean shall determine the detailed rules for studying under the IPS and appoint an academic supervisor. The Dean shall also determine the number of ECTS credits the student is required to obtain in a given semester, subject to § 16 subsections 11 and 12.
 - 5) At the end of the semester, the academic supervisor shall provide the Dean with information on the student's progress. If the student fails to achieve satisfactory results, the Dean shall withdraw permission for the student to continue studying under the IPS.
 - 6) Studies conducted under the IPS:
 - may not result in an extension of the duration of studies;
 - may result in a shorter duration of studies.
 - 7) A student following an IPS shall be subject to the provisions of the Regulations.
3. Individual Organisation of Studies (IOS)
 - 1) In justified circumstances which prevent a student from pursuing studies under the general rules, the student, for example a student actively involved in the student self-government or a student with special needs, may apply for an Individual Organisation of Studies (IOS).
 - 2) The IOS is a special mode of organising studies which enables the student to agree individual dates for attending classes, in consultation with the persons conducting them, or to follow an individual schedule for obtaining ECTS credits while completing the study curriculum.
 - 3) The IOS must meet the requirements arising from the learning outcomes specified for the study programme and should not result in an extension of the duration of studies.
 - 4) The detailed rules for following an IOS shall be determined by the Dean.
 - 5) At the request of a pregnant full-time student or a full-time student who is a parent, the Dean shall grant the student an IOS until the completion of studies.

§ 9

Student traineeships

1. The duration, rules and form of student traineeships shall be specified in the study curriculum.
2. The rules and procedure for completing student traineeships shall be determined by the Dean.
3. The Dean may recognise a student's professional activity, such as employment, an internship or voluntary work, as a student traineeship, provided that the activity enabled the student to achieve the learning outcomes specified for student traineeships in the study curriculum.
4. A student's professional activity recognised as a student traineeship must have been undertaken during the period of study.
5. A student's professional activity may be recognised as a student traineeship on the basis of an application submitted by the student before the commencement of the relevant student traineeship provided for in the study curriculum. The student shall attach to the application documentation including at least:
 - a description of the entity in which the professional activity was undertaken;
 - a description of the professional activity undertaken;
 - confirmation from the entity in which the professional activity was undertaken, including a description of the activity and its duration.

§ 10

Support for persons with special needs

1. The University shall take measures to ensure that persons with special needs are able to participate fully in:
 - 1) the admissions process;
 - 2) education;
 - 3) research activities.
2. The Rector shall determine the rules for applying and the scope of measures designed to ensure that

- persons with special needs are able to participate fully in the implementation of the study curriculum.
3. The form of support shall be granted by the Rector or an authorised person, upon the student's application and in consultation with the Rector's Representative for Persons with Disabilities.

§ 11

Teaching tutor

1. The Dean, in consultation with the competent student self-government body, shall appoint teaching tutors from among the teachers of the Faculty.
2. The duties of a teaching tutor shall include assisting students with matters referred to them, in particular:
 - 1) familiarising students with the structure of the University;
 - 2) informing students about their rights and obligations under the Regulations;
 - 3) informing students about the operation of the ECTS credit system at the University;
 - 4) advising students on the selection of elective courses or specialisations;
 - 5) informing students about the available appeal procedures;
 - 6) informing students about the psychological support available from a psychologist.

CHAPTER 3 – RIGHTS AND OBLIGATIONS OF STUDENTS

§ 12

Student rights

1. A student has the right to:
 - 1) express opinions to the University authorities on the teaching process and on matters important to students and the University;
 - 2) develop their academic and research interests;
 - 3) develop their cultural and sporting interests;
 - 4) join student organisations operating at the University;
 - 5) receive awards and distinctions;
 - 6) apply for student benefits under the rules specified in separate regulations;
 - 7) obtain health insurance in accordance with separate regulations.
2. A student commencing studies has the right to receive training on student rights and obligations. Such training shall be provided by the University student self-government in cooperation with the Students' Parliament of the Republic of Poland.
3. A student is entitled to a student ID card until the date of completion of studies or the date of removal from the register of students. Graduates of first-cycle studies retain this entitlement until 31 October of the year in which they completed their studies.

§ 13

Transfers and mobility

1. With the consent of the Dean, a student may:
 - 1) transfer from full-time studies to part-time studies;
 - 2) transfer from part-time studies to full-time studies;
 - 3) change their study programme at the University:
 - a) no later than 14 days after the beginning of the semester in the case of full-time studies, and no later than the second teaching session of the semester in the case of part-time studies; the consent of the Dean of the receiving Faculty is required, and the Dean shall determine the procedure and deadlines for making up any curriculum differences;
 - b) a student in the first semester of studies may transfer to another study programme, provided that they meet the admission requirements for that programme and places are available;
 - 4) study abroad under an international programme or at another Polish higher education institution under an inter-university exchange programme and have that period of study recognised by their home Faculty. In such cases, the Faculty shall prepare an individual study curriculum for the semester, covering a number of ECTS credits corresponding to the number assigned to that semester in the study curriculum. All successfully completed courses included in the individual study curriculum shall be recognised by the home Faculty. During their studies, both at the home

Faculty and during the exchange, the student must achieve all the learning outcomes specified in the study curriculum.

2. A student of a foreign higher education institution may study at Bialystok University of Technology under international and inter-university agreements and programmes, with the possibility of passing the courses specified in those agreements.
3. A student of another Polish higher education institution may study at Bialystok University of Technology under inter-university agreements.

§ 14

Transfers from another higher education institution

1. A student may transfer to Bialystok University of Technology from another higher education institution, including a foreign institution.
 - 1) A transfer during the first semester of studies is possible provided that the student meets the admission requirements applicable to the relevant study programme and places are available.
 - 2) The transfer shall take place with the consent of the Dean of the receiving Faculty by entering the student in the register of students.
 - 3) In the case of foreign students, the decision shall be made by the Rector after obtaining the opinion of the Dean of the receiving Faculty.
 - 4) A student applying for a transfer must meet the requirements specified by the receiving Faculty.
 - 5) Transfer proceedings shall be initiated upon the student's application. Refusal of admission by transfer shall take the form of an administrative decision.
2. At the request of a student transferring from another higher education institution, including a foreign institution, the student's previous academic achievements shall be transferred to the receiving Faculty. The decision on the transfer of academic achievements shall be made by the Dean of the receiving Faculty on the basis of the documentation concerning the course of studies completed at the other institution submitted by the student, including the course syllabuses for the courses completed by the student.
3. In justified cases, the decision to transfer a student from a foreign higher education institution under rules other than those specified in subsections 1 and 2 shall be made by the Rector on the basis of separate regulations in force at the University.
4. Courses completed at another unit may be transferred provided that the learning outcomes achieved are found to correspond to the learning outcomes assigned to the courses and traineeships specified in the study curriculum.
5. The Dean of the receiving Faculty shall determine the number of semesters to be recognised and the deadlines for making up any curriculum differences.
6. A student admitted to Bialystok University of Technology from another higher education institution shall:
 - 1) take the oath;
 - 2) be entitled to a student ID card.
7. Documents confirming the course of studies at the institution from which the student is transferring shall, upon the written request of the Dean, be forwarded to Bialystok University of Technology and retained in the student's records.
8. A student of Bialystok University of Technology may transfer to another higher education institution. At the request of the receiving institution, the Dean of the student's home Faculty shall forward the documents relating to the course of the student's studies. The student shall cease to have student status at Bialystok University of Technology upon being entered in the register of students of the receiving institution.
9. A student may participate in a double degree programme in accordance with an agreement concluded between the University and a partner institution.
10. A student in the final year of second-cycle studies may undertake an internship preparing them to take up the duties of an academic teacher and may receive an internship grant under the rules determined by the Rector.

§15

Student obligations

1. A student is obliged in particular to:
 - 1) act in accordance with the wording of the oath, the Regulations, the Code of Ethics for Students of Białystok University of Technology and the regulations in force at the University;
 - 2) attend tutorials, laboratory classes, project classes, field classes, specialist workshops, seminars, foreign language classes, physical education classes and student traineeships:
 - the person conducting the classes shall determine the method for making up missed classes;
 - an unjustified absence exceeding one-fifth of the total number of hours of a given form of classes shall constitute grounds for failing that form of classes;
 - 3) meet the deadlines for course assessments and examinations and fulfil other obligations arising from the study curriculum;
 - 4) respect copyright when using teaching materials;
 - 5) hold a valid medical certificate confirming that there are no contraindications to participating in classes during which the student may be exposed to factors that are harmful, burdensome or hazardous to health;
 - failure to hold a valid certificate precludes participation in classes;
 - such absence shall be treated as unjustified;
 - 6) immediately notify the Dean's Office of any change of their first name or surname, correspondence address or telephone number, in order to ensure proper communication in matters relating to the course of their studies;
 - 7) use their account in the student.pb.edu.pl domain as the official means of electronic communication in matters relating to education and internal University correspondence, except for matters governed by the Act of 14 June 1960 – the Code of Administrative Procedure;
 - 8) settle all outstanding matters with the University units whose services they have used before leaving the University.
2. At the request of persons with special needs, the obligations referred to in subsection 1 may be fulfilled with due regard to their individual needs.

CHAPTER 4 – COMPLETION OF A SEMESTER

§ 16

Rules for completing a semester

1. The academic year is divided into two semesters. The assessment period is a semester.
2. The rules for registration for subsequent semesters are based on the ECTS credit accumulation and transfer system.
3. The procedure for completing a semester shall be determined by the Dean on the basis of the applicable study curriculum and the academic year schedule.
4. The Dean shall announce the examination dates at least 21 days before the beginning of the exam session.
5. The basis for completing a course and obtaining the relevant ECTS credits is the achievement of all the intended learning outcomes specified in the course syllabus.
6. The teacher shall provide students with access to their assessed work from the date on which the results are published in USOSweb and shall retain such work for at least two subsequent semesters. A student has the right to inspect all their written work throughout the semester, irrespective of the form of classes.
7. The nominal number of ECTS credits assigned in the study plan to the courses in each semester is 30, subject to § 8 subsection 2 point 4, subsection 3 point 2 and arrangements arising from international agreements. In the final semester of studies with a practical profile, more than 30 ECTS credits may be assigned in order to account for a student traineeship.
8. The conditions for completing a semester and obtaining full registration for the subsequent semester are:
 - obtaining passing grades in all examinations and course assessments provided for in the study curriculum;

- obtaining 30 ECTS credits, subject to § 8 subsection 2 point 4, subsection 3 point 2 and international agreements.
9. A student who obtains at least 20 ECTS credits in a semester is eligible for registration for the subsequent semester with an ECTS credit debt, subject to § 8 subsection 2 point 4, subsection 3 point 2 and international agreements.
 10. A student who has completed a semester in accordance with subsection 8 and has no ECTS credit debt from previous semesters may, with the consent of the Dean, take courses from higher semesters in order to pursue an individual learning pathway. Such courses become compulsory for the student, and if they are not completed successfully, the student shall be required to pay for taking them again.
 11. The conditions for completing first-cycle studies and obtaining a first-cycle diploma are:
 - achieving the learning outcomes specified in the study curriculum;
 - obtaining at least 180 ECTS credits in the case of studies lasting six semesters, at least 210 ECTS credits in the case of studies lasting seven semesters, and at least 240 ECTS credits in the case of studies lasting eight semesters;
 - obtaining a positive grade for the diploma thesis, where required by the study curriculum;
 - passing the diploma examination.
 12. The conditions for completing second-cycle studies and obtaining a second-cycle diploma are:
 - achieving the learning outcomes specified in the study curriculum;
 - obtaining at least 90 ECTS credits in the case of studies lasting three semesters, at least 120 ECTS credits in the case of studies lasting four semesters, and 150 ECTS credits in the case of studies lasting five semesters;
 - obtaining a positive grade for the diploma thesis;
 - passing the diploma examination.
 13. The conditions for completing long-cycle Master's studies and obtaining a long-cycle Master's diploma are:
 - achieving the learning outcomes specified in the study curriculum, to which at least 300 ECTS credits are assigned in the case of studies lasting nine or ten semesters, and at least 360 ECTS credits in the case of studies lasting eleven or twelve semesters;
 - obtaining a positive grade for the diploma thesis;
 - passing the diploma examination.
 14. A student's achievements shall be documented in the student's periodic achievement record and in the examination/course assessment report.

§ 17

Grades, registration and removal from the register of students

1. The following grading scale shall apply to course assessments and examinations for all courses provided for in the study curriculum:

very good	– 5.0
good plus	– 4.5
good	– 4.0
satisfactory plus	– 3.5
satisfactory	– 3.0
fail	– 2.0

Courses ending with a pass/fail assessment, recorded as 'zal.'/'nzal.', shall constitute an exception.
2. The average grade for a given period of study, e.g. a semester, an academic year or the entire period of study, shall be calculated as a weighted average, with the ECTS credit values used as weights and Fail grades taken into account, in accordance with the rules specified in § 28 subsection 7 and § 29 subsection 7.
3. The Dean shall register a student for the subsequent semester, either fully or with an ECTS credit debt, after the student has met the following conditions:
 - 1) obtained the required number of ECTS credits;
 - 2) paid the fees due for educational services, where applicable.

4. In respect of a student who has successfully completed only some of the courses in a semester, the Dean shall issue a decision on:
 - 1) registration for the subsequent semester with an ECTS credit debt – after the student has obtained at least 20 ECTS credits for the courses included in the study curriculum for that semester;
 - 2) referral to repeat a semester:
 - the second or a subsequent semester of first-cycle studies,
 - any semester of second-cycle studies,
 upon an application submitted by the student no later than three days after the end of the retake exam session, where the student has failed to obtain 20 ECTS credits for the courses provided for in the study curriculum for that semester:
 - a) when repeating a semester, the student shall follow the study curriculum applicable to the repeated semester;
 - b) when granting permission to repeat a semester, the Dean shall determine the curriculum differences and the deadlines for making them up;
 - c) failure to submit an application for a referral to repeat a semester:
 - the second or a subsequent semester of first-cycle studies,
 - any semester of second-cycle studies,
 shall be equivalent to failure to complete the semester within the required deadline.
 - 3) removal from the register of students where a student in the first semester of first-cycle studies has failed to obtain at least 20 ECTS credits.
5. The Dean may permit a student repeating a semester to attend and successfully complete selected courses from a higher semester, excluding courses from the final semester. Such courses shall become compulsory for the student. If the student fails to complete them successfully, attending them again shall require the payment of a fee.
6. A student who repeats courses due to having failed to complete them successfully, while also being registered for a higher semester, shall be required to pay fees for the repeated courses.
7. The Dean shall remove a student from the register of students in the event of:
 - 1) failure to commence studies – where a person admitted to studies:
 - a) failure to take the oath and/or submit the Declaration of Familiarisation with the Rules for Charging and the Amount of Fees and the Conditions and Procedure for Exemption from Fees at Bialystok University of Technology within 14 days of the commencement of classes;
 - b) failure to submit, before the commencement of classes in the relevant semester:
 - a certificate confirming the lack of contraindications to undertaking studies during which the student is exposed to harmful factors,
 - a medical certificate confirming their ability to continue studies – in the case of returning from health leave;
 - c) has failed to report the commencement of studies within the registration period for the relevant semester after the end of leave granted by the Dean or special circumstance leave;
 - 2) withdrawal from studies;
 - 3) failure to submit a diploma thesis or take a diploma examination within the specified time limit;
 - 4) imposition of the disciplinary penalty of expulsion from the University.
8. The Dean may remove a student from the register of students in the event of:
 - 1) a finding of non-participation in compulsory classes – where the student's unjustified absence from the compulsory classes specified in the study curriculum for the relevant semester exceeds two-fifths of the total number of hours of all classes, on the basis of written information provided by the teachers conducting the classes;
 - 2) a finding of insufficient academic progress – a further failure to successfully complete a course which the student has already repeated twice, in the earliest possible semester indicated by the Dean;
 - 3) failure to complete a semester within a specified time limit;
 - 4) failure to pay the fees related to studies.

9. A student who withdraws from studies shall notify the Dean. On that basis, the Dean shall issue a decision to remove the student from the register of students.

§ 18

Course assessments

1. The following shall be subject to course assessment: tutorials, laboratory classes, project classes and field classes, specialist workshops, seminars, foreign language classes, physical education classes, student traineeships, as well as lectures where the study curriculum does not provide for an examination.
2. Course assessment shall be conducted during the classes held in the semester, on the basis of verification of the learning outcomes achieved:
 - a) courses ending with a course assessment, as well as reassessments for such courses, shall be completed before the beginning of the exam session; lectures ending with a course assessment shall constitute an exception;
 - b) the teacher shall provide at least one opportunity to retake assessments for which partial grades are awarded;
 - c) in justified cases, the Dean may, at the request of the student or the person conducting the course, extend the deadline for completing the course assessment.
3. Course assessments shall be carried out by the teachers conducting the courses or, in exceptional cases, by other teachers authorised by the Dean.
4. If, during or in connection with the verification of learning outcomes, the teacher responsible for the course finds that the student has used unauthorised materials, the student shall receive a Fail grade for that course assessment, and the teacher shall submit a written notification concerning the matter to the Rector for the purpose of initiating explanatory proceedings.
5. At the student's request, the Dean may order a course assessment before an examination board.
6. A reasoned application containing a detailed justification shall be submitted no later than three days after the date on which the course assessment results are announced in USOSweb.
7. Before conducting the course assessment, the teacher shall have the right to verify the student's identity on the basis of an identity document.

§ 19

Examinations

1. An examination shall be conducted by the teacher delivering the lecture or teaching the foreign language course or, in exceptional circumstances, by a teacher appointed by the Dean.
2. The teacher may conduct an examination before the exam session, on an early examination date, commonly referred to as the 'zero' examination date:
 - the criteria for admission to the 'zero' examination shall be determined by the teacher responsible for the course;
 - a Fail grade obtained in an examination taken on the 'zero' examination date shall not be recorded.
3. A student has the right to take one retake examination for each course they have failed.
4. A student who fails to attend an examination on the date referred to in § 16 subsection 4 and does not justify their absence within three working days of the examination date shall lose that examination opportunity. An unjustified absence from an examination shall be equivalent to failure to take the examination and shall result in a Fail grade being recorded.
5. If, during or in connection with the verification of learning outcomes, the teacher responsible for the course finds that the student has used unauthorised materials, the student shall receive a Fail grade, and the teacher shall submit a written notification concerning the matter to the Rector for the purpose of initiating explanatory proceedings.
6. At the student's request, the Dean may order an examination before an examination board. A reasoned application shall be submitted no later than three days after the date on which the examination results are announced in USOSweb.
7. Before the examination, the teacher shall have the right to verify the student's identity on the basis of an identity document.

§ 20

Examination or course assessment before an examination board

1. An examination or course assessment before an examination board shall be held within seven days of the date on which the application is submitted, unless, for organisational reasons, the Dean sets another earliest possible date.
2. The composition of the examination board shall be determined by the Dean:
 - 1) Chair – the Dean;
 - 2) two examiners – specialists in the course covered by the examination or in a related course.At the student's request, a person designated by the student may attend the examination before an examination board as an observer. The student has the right to request that the teacher who conducted the previous examination/course assessment not serve as an examiner.
3. An examination before an examination board shall be conducted in written, written and oral, or oral form, or may consist in the examination board reviewing and assessing the examination papers.
4. A course assessment before an examination board shall be conducted in written, written and oral, or oral form, or may consist in the examination board reviewing and assessing written work, the student's project or other work forming the basis for passing the relevant form of classes.
5. The result of the examination or course assessment before an examination board shall be entered in the report by the Chair of the examination board. The result shall be final.

CHAPTER 5 - RESUMPTION OF STUDIES

§ 21

Rules for resuming studies

1. A student removed from the register of students of Białystok University of Technology may apply to resume studies. Where the student was removed from the register of students due to failure to pay fees for educational services, studies may be resumed only after all outstanding amounts, together with interest, have been paid.
2. A person removed from the register of students during the first year of first-cycle studies or long-cycle Master's studies, or during the first semester of second-cycle studies, may be readmitted to studies only in accordance with the admission rules in force at the University.
3. Studies shall be resumed under the study curriculum applicable to the relevant study programme at the time of resumption.
4. The decision on whether studies may be resumed shall be made by the Dean, subject to subsection 9. The Dean shall determine:
 - 1) the number of ECTS credits to be taken into account;
 - 2) the semester for which the student is to be registered;
 - 3) the curriculum differences on the basis of the study curriculum applicable in the academic year in which studies are resumed.
5. A person expelled from the University as a disciplinary penalty may not resume studies until three years have elapsed from the date on which the ruling became final, unless the penalty has been expunged in accordance with the procedure specified in the Act.
6. A student who has been removed from the register of students has the right to resume studies within two years of the date of the most recent removal from the register of students of the study programme on which they studied. In the case of persons referred to in subsection 5, this right may be exercised within two years of the expiry of the period specified therein.
7. Studies may be resumed no more than twice.
8. The amount of fees payable by a student resuming studies and the procedure for their payment shall be governed by separate regulations.
9. The decision on the resumption of studies by a foreign national shall be made by the Rector, on the basis of the applicable provisions of law, after the Dean has issued an opinion on the application to resume studies.

CHAPTER 6 - LEAVE OF ABSENCE

§ 22

Types of leave of absence and the rules for granting them

1. A student may, upon an application submitted to the Dean, be granted leave from classes in

the form of:

- 1) Dean's leave;
 - 2) health leave;
 - 3) special circumstance leave.
2. During a period of leave, a student may, with the consent of the Dean and under the conditions determined by the Dean, participate in the verification of the learning outcomes achieved, as specified in the study curriculum.
 3. Dean's leave may be granted for a maximum of two semesters at any one time, upon a reasoned application submitted by the student no later than 30 days after the commencement of the semester:
 - 1) leave may be granted after the student has been registered for at least the second semester of first-cycle studies or for any semester of second-cycle studies;
 - 2) the total duration of such leave over the entire period of study may not exceed two years.
 4. Health leave shall be granted solely on the basis of an application submitted together with a medical certificate confirming a long-term illness which prevents the student from attending classes for an extended period:
 - 1) the application shall be submitted immediately after medical contraindications to attending classes have been identified, but no later than 14 days from the date on which the medical certificate was issued;
 - 2) the duration of the leave shall be determined by the Dean;
 - 3) leave shall not be granted retrospectively;
 - 4) after the end of the leave, before resuming studies, the student shall submit to the Dean's Office a medical certificate confirming their ability to continue studies; failure to submit the certificate shall result in removal from the register of students in accordance with § 17 subsection 7 point 1 letter b.
 5. Special circumstance leave shall be granted by the Dean:
 - 1) to a pregnant student – for a period ending on the date on which the child is born; where the leave ends during a semester, it may be extended until the end of that semester;
 - 2) to a student who is a parent – for a period of up to one year, upon an application submitted no later than one year from the date on which the child is born; where the leave ends during a semester, it may be extended until the end of that semester;
 - 3) in emergency situations – upon an application submitted within 14 days of the occurrence of the circumstances justifying the application; leave shall not be granted retrospectively or during the exam session.
 6. During a period of leave, the student shall retain student rights.
 7. In exceptional cases, the Dean may permit a student on Dean's leave or special circumstance leave to successfully complete certain courses.
 8. The period of leave should ensure continuity of studies, which means that it must end at the beginning of the semester for which the student has been registered.
 9. After the end of Dean's leave or special circumstance leave, and before the commencement of classes, the student shall notify the Dean's Office that they are resuming studies. Failure to provide such notification shall result in removal from the register of students in accordance with § 17 subsection 7 point 1 letter c.
 10. Upon returning from leave, the student shall follow the study curriculum applicable to the year group in the semester for which they have been registered. Where curriculum differences arise, the Dean shall determine those differences and set the deadlines for making them up.

CHAPTER 7 - AWARDS AND DISTINCTIONS

§ 23

Types of awards and distinctions

1. Outstanding students may be granted:
 - 1) Rector's awards;

- 2) awards funded by state and local government institutions, scientific societies, social organisations and private foundations;
 - 3) Faculty awards;
 - 4) other distinctions.
2. The Dean may award a graduate a distinction for their diploma thesis on the basis of a reasoned application from the diploma examination board, entered in the examination report. The form of the distinction shall be determined by the Dean.
 3. Awards and distinctions received by a student shall be recorded in the Diploma Supplement, and decisions on their award shall be retained in the student's records.

CHAPTER 8 - DISCIPLINARY LIABILITY

§ 24

Disciplinary penalties

1. A student shall be subject to disciplinary liability for violating the regulations in force at the University and for committing an act which offends the dignity of a student.
2. The following disciplinary penalties may be imposed:
 - an admonition;
 - a reprimand;
 - a reprimand with warning;
 - suspension of certain student rights for a period of up to one year;
 - expulsion from the University; where the disciplinary penalty of expulsion from the University is imposed, the Dean shall remove the student from the register of students.
3. For a minor disciplinary offence, the Rector may, without referring the case to the University disciplinary committee for students, impose the penalty of admonition on the student after first hearing the accused student or their defence counsel.

CHAPTER 9 - DIPLOMA THESIS

§ 25

Rules for the preparation and assessment of a diploma thesis

1. A student of second-cycle studies or long-cycle Master's studies, or of first-cycle studies where provided for in the study curriculum, shall prepare and submit a diploma thesis.
2. A diploma thesis is an independent study of a specific scientific, artistic or practical issue, or a technical or artistic accomplishment, demonstrating the student's general knowledge and skills related to studies in a given study programme, at a given level and profile, as well as their ability to analyse and draw conclusions independently.
3. A diploma thesis shall be prepared by the student under the supervision of a teacher holding at least a doktor degree (PhD) or a person from outside the University who holds a doktor degree (PhD) and has at least five years of experience in the relevant profession.
4. A diploma thesis may be prepared by a team of students, including students from different Faculties, provided that the parts prepared independently by each student can be identified and that the amount and substantive value of each student's work can be determined on that basis.
5. The diploma thesis topic should be assigned to the student no later than one semester before the planned completion date of studies.
6. Detailed matters concerning the process leading to the award of a degree shall be governed by the rules of procedure for the preparation and defence of diploma theses, promulgated by an Ordinance of the Rector.
7. A diploma thesis shall be assessed by the diploma thesis supervisor and a reviewer. The reviewer may be:
 - 1) a teacher with the title of professor or the academic degree of doktor habilitowany (DSc);
 - 2) with the consent of the Dean, a teacher holding a doktor degree (PhD) or a teacher employed at a foreign research institution who has a recognised record of academic achievement.

8. Diploma thesis reviews shall be publicly available, except where the subject matter of the diploma thesis is covered by legally protected confidentiality.
9. The grading scale specified in § 17 subsection 1 shall apply to the assessment of diploma theses.
10. Where the reviewer awards a Fail grade, the Dean shall set a new deadline for the submission of a revised thesis. The revised thesis shall be reassessed by the diploma thesis supervisor and the reviewer. A second Fail grade awarded by the reviewer shall result in the student's removal from the register of students for failure to submit the diploma thesis.
11. In justified cases, the Dean may appoint an additional reviewer.
12. The final grade for the diploma thesis shall be the average of the grades awarded by the diploma thesis supervisor and the reviewer, rounded to two decimal places. Where two reviewers have been appointed, the average of the grades awarded by both reviewers shall be calculated. The final grade shall be determined as follows:

Arithmetic mean of the grades awarded for the diploma thesis	Final diploma thesis grade
between 3.0 and 3.25	3.0 (satisfactory)
between 3.26 and 3.75	3.5 (satisfactory plus)
between 3.76 and 4.25	4.0 (good)
between 4.26 and 4.5	4.5 (good plus)
Above 4.51	5.0 (very good)

13. Before the diploma examination, the University shall check written diploma theses using the Unified Anti-Plagiarism System (Jednolity System Antyplagiatowy).

§ 26

Submission of the diploma thesis

1. A student who has successfully completed all course assessments and passed all examinations, thereby obtaining the number of ECTS credits required by the study curriculum, shall submit the diploma thesis, where required by the study curriculum, electronically through the Archive of Diploma Theses (APD) system. The diploma thesis shall be deemed to have been submitted once it has been approved by the diploma thesis supervisor and forwarded for review in the APD system.
2. Where the diploma thesis includes a design or practical component, the student shall submit that component in accordance with the rules adopted by the Faculty.
3. The student shall submit the diploma thesis by the following deadlines:
 - 1) by the end of the winter semester of the relevant academic year – where the studies end in the winter semester;
 - 2) by 30 September – where the studies end in the summer semester.
3. Where a student is applying for admission to second-cycle studies, the diploma thesis shall be submitted sufficiently early to allow all stages of the degree completion process to be completed before the admission procedure, namely: obtaining the grades awarded by the diploma thesis supervisor and the reviewer, completing the anti-plagiarism procedure for the diploma thesis, and passing the diploma examination.
4. In the event of unforeseen circumstances, the Dean may extend the deadline for submitting the diploma thesis on the basis of the student's request containing the diploma thesis supervisor's opinion.
5. A change of diploma thesis supervisor during the final three months before the planned completion of studies may constitute grounds for extending the deadline for submitting the diploma thesis, under the rules determined by the Dean.
6. Failure to submit the diploma thesis within the set deadline shall result in removal from the register of students.
7. No Fail grade shall be awarded for failure to submit the diploma thesis within the set deadline.

CHAPTER 10 – DIPLOMA EXAMINATION

§ 27

Organisation of the diploma examination

1. A student may be admitted to the diploma examination provided that they have successfully completed all courses and student traineeships and passed all examinations required by the study curriculum or the Individual Study Curriculum, and have received a passing grade for the diploma thesis, where the thesis is required by the study curriculum.
2. The decision to admit a student to the diploma examination shall be made by the Dean.
3. The diploma examination may be open upon a request submitted to the Dean by the student or the diploma thesis supervisor, subject to the student's written consent.
4. In the case of a student against whom explanatory or disciplinary proceedings have been initiated, the Dean may, at the request of the disciplinary officer for students, postpone the diploma examination date referred to in § 28 subsection 3 or § 29 subsection 2 until the explanatory or disciplinary proceedings have been finally concluded.
5. The diploma examination grade shall be determined in accordance with the rules applicable to the relevant form of the examination, as specified in § 28 subsection 6 and § 29 subsection 7.
6. If a student receives a Fail grade in the diploma examination, the Dean shall set one further examination date, which shall be final. The examination should be held within 30 days of the first examination, taking into account the academic year schedule.
7. Failure to take the diploma examination on the second examination date shall result in removal from the register of students.

§ 28

Diploma examination and final result of studies for study curricula requiring a diploma thesis

1. The diploma examination shall be held before a diploma examination board appointed by the Dean and composed of:
 - 1) the Chair of the Board, who may be the Dean or, when authorised by the Dean, a teacher holding the title of professor or the academic degree of doktor habilitowany (DSc);
 - 2) the diploma thesis supervisor;
 - 3) the diploma thesis reviewer.The Board may also include at least one additional member representing the graduate's specialisation or study programme. This may be a teacher or another person, including someone from outside the University.
2. Where, as a result of an unforeseen event constituting a long-term impediment, the diploma thesis supervisor and/or reviewer is unable to participate in the work of the Board referred to in subsection 1, the Dean shall appoint to the Board a teacher holding at least a doktor degree (PhD) and having appropriate knowledge of the subject matter of the diploma thesis.
3. The diploma examination shall be held on a date set by the Dean in consultation with the diploma thesis supervisor, within 30 days of the thesis being approved by the supervisor in the APD system, taking into account the academic year schedule. In the event of unforeseen circumstances, the Dean may postpone the diploma examination date. The student shall be informed of the diploma examination date and the composition of the Board through the APD system.
4. The diploma examination shall be oral and shall comprise:
 - 1) a presentation of the diploma thesis;
 - 2) the student's defence of the diploma thesis;
 - 3) the student's answers to at least three questions from the Board, intended to verify selected learning outcomes specified for the relevant study programme.
5. The grading scale specified in § 17 subsection 1 shall apply when assessing the presentation of the diploma thesis, the student's defence of the thesis and the student's answers to the questions.
6. The diploma examination grade shall be determined on the basis of the arithmetic mean of all grades obtained for the presentation, the defence of the diploma thesis and the answer to each question,

rounded to two decimal places, in accordance with the following table:

Arithmetic mean of grades	Diploma examination grade
Below 3.0	2.0 (fail)
between 3.0 and 3.25	3.0 (satisfactory)
between 3.26 and 3.75	3.5 (satisfactory plus)
between 3.76 and 4.25	4.0 (good)
between 4.26 and 4.5	4.5 (good plus)
Above 4.51	5.0 (very good)

The student may receive no more than one Fail grade for their answers to the questions. If the student receives more than one Fail grade for their answers, they shall receive a Fail grade in the diploma examination.

7. The final result of studies shall be calculated on the basis of:

A – the grade point average for the course of studies, rounded to two decimal places and calculated using the following formula:

$$\text{Grade Point Average} = \frac{\sum (\text{course grade} \times \text{ECTS credits})}{\sum \text{ECTS credits}}$$

The course grade for a course assigned ECTS credits shall be the arithmetic mean of all grades obtained for its individual forms of classes, rounded to two decimal places.

B – the arithmetic mean of the grades awarded for the diploma thesis by the diploma thesis supervisor and the reviewer, rounded to two decimal places;

C – the arithmetic mean of the grades obtained in the diploma examination, rounded to two decimal places.

8. The calculated grade constituting the basis for determining the final result of studies shall be calculated using the following formula:

$$\text{Grade} = 0.6 \times \mathbf{A} + 0.2 \times \mathbf{B} + 0.2 \times \mathbf{C}$$

9. The final result of studies shall be entered in the diploma in accordance with the following rules:

Final result of studies	Calculated grade determined using the formula in subsection 8
3.0 (satisfactory)	up to 3.25
3.5 (satisfactory plus)	between 3.26 and 3.75
4.0 (good)	between 3.76 and 4.25
4.5 (good plus)	between 4.26 and 4.50
5.0 (very good)	between 4.51 and 5.00

10. The final result of studies determined in accordance with subsection 9 may be raised by the examination board by half a grade, provided that the student has obtained a very good grade for the diploma thesis (awarded by the diploma thesis supervisor and the reviewer) and an arithmetic mean of 5.0 for the grades obtained in the diploma examination.
11. The Dean may, at the request of the diploma examination board, award an excellent result (5.5) to a student who has met the following conditions:
- 1) achieved a grade point average of at least 4.70 over the entire course of studies;
 - 2) received a very good grade for the diploma thesis and an arithmetic mean of 5.0 for the diploma examination;
 - 3) has not been subject to a disciplinary penalty imposed by the disciplinary committee.

§ 29

Diploma examination and final result of studies for study curricula not requiring a diploma thesis

1. Within 14 days of obtaining passing grades in all required course assessments and the number of ECTS credits specified in the study curriculum, the student shall submit an application to the Dean for admission to the diploma examination.
2. The diploma examination shall be held no later than 30 days from the date on which the student submits the application for admission to the diploma examination.
3. If the student fails to submit the application for admission to the diploma examination under the conditions and within the time limits specified in subsections 1 and 2, the Dean may set the diploma examination date on their own initiative.
4. The organisational and technical arrangements for the diploma examination shall be determined by the Dean and announced seven days before the planned examination date.
5. The diploma examination shall include verification of the learning outcomes specified for the relevant study programme, level and profile of studies, in accordance with the rules determined by the Dean.
6. The verification of learning outcomes shall be conducted before a board appointed by the Dean and composed of:
 - 1) the Chair of the Board, who may be the Dean or, when authorised by the Dean, a teacher holding the title of professor or the academic degree of doktor habilitowany (DSc);
 - 2) at least two teachers with at least a doktor degree (PhD), representing the graduate's specialisation or study programme.
7. The diploma examination grade shall be determined on the basis of the arithmetic mean of the grades awarded for the answers to each of the questions, rounded to two decimal places, in accordance with the following table:

Arithmetic mean of grades	Diploma examination grade
Below 3.0	2.0 (fail)
between 3.0 and 3.25	3.0 (satisfactory)
between 3.26 and 3.75	3.5 (satisfactory plus)
between 3.76 and 4.25	4.0 (good)
between 4.26 and 4.5	4.5 (good plus)
Above 4.51	5.0 (very good)

The student may receive no more than one Fail grade for their answers to the questions. If the student receives more than one Fail grade for their answers, they shall receive a Fail grade in the diploma examination.

8. The result of studies under a study curriculum which does not require a diploma thesis shall be calculated on the basis of:

A – the grade point average for the course of studies, rounded to two decimal places and calculated using the following formula:

$$\text{Grade Point Average} = \frac{\sum (\text{course grade} \times \text{ECTS credits})}{\sum \text{ECTS credits}}$$

The course grade for a course assigned ECTS credits shall be the arithmetic mean of all grades obtained for its individual forms of classes, rounded to two decimal places.

B - the arithmetic mean of the grades obtained during the verification of learning outcomes, rounded to two decimal places.

9. The calculated grade constituting the basis for determining the final result of studies shall be calculated using the following formula:

$$\text{Grade} = 0.8 \times \mathbf{A} + 0.2 \times \mathbf{B}$$

10. The final result of studies shall be entered in the diploma in accordance with the following rules:

Final result of studies	Calculated grade determined using the formula in subsection 9
3.0 (satisfactory)	up to 3.25
3.5 (satisfactory plus)	between 3.26 and 3.75
4.0 (good)	between 3.76 and 4.25
4.5 (good plus)	between 4.26 and 4.50
5.0 (very good)	between 4.51 and 5.00

12. The Dean may, at the request of the diploma examination board, award an excellent result (5.5) to a student who has met the following conditions:

- 1) achieved a grade point average of at least 4.70 over the entire course of studies;
- 2) achieved an arithmetic mean of 5.0 for the grades obtained in the diploma examination;
- 3) has not been subject to a disciplinary penalty imposed by the disciplinary committee.

CHAPTER 11 - COMPLETION OF STUDIES

§ 30

Diploma and completion of studies

1. The date of completion of studies shall be the date on which the diploma examination is passed.
2. A graduate shall receive a degree diploma confirming the completion of studies in a specific study programme and profile. The type of professional title awarded to graduates shall be determined by separate regulations.
3. The University shall monitor the professional careers of its graduates in order to adapt its study programmes and study curricula to the needs of the labour market. Graduate careers shall be monitored by means of surveys. A survey may be conducted provided that the graduate has signed a declaration of participation in the survey.

CHAPTER 12 – FINAL PROVISIONS

§ 31

Appeal procedure and administrative decisions

1. The decisions referred to in § 14 subsection 1 point 3 shall be made by the Rector, while the decisions referred to in § 17 subsection 4 point 3, subsection 7, subsection 8 and subsection 9, § 24 subsection 2, § 26 subsection 6 and § 27 subsection 7 shall be made by the Dean or their deputy, acting under the authority of the Rector, subject to the following:
 - 1) the provisions of the Act of 14 June 1960 – the Code of Administrative Procedure and the provisions governing the challenging of decisions before an administrative court shall apply to such decisions, unless separate regulations provide otherwise;
 - 2) a request for reconsideration of the case may be submitted to the Rector against such decisions;
 - 3) a request to the Rector for reconsideration of the case shall be submitted in writing within 14 days of the date of service, through the person authorised to issue the decision at first instance, at the University's registered office, in the form of an electronic document sent to the University's electronic service address, or by posting it at a Polish post office of the designated operator within the meaning of the Act of 23 November 2012 – Postal Law, or at a post office of an operator providing universal postal services in another Member State of the European Union, the Swiss Confederation or a Member State of the European Free Trade Association (EFTA).
2. Decisions not listed in subsection 1, issued in individual student matters under the Regulations, shall be made by the Dean or their deputy, subject to the following:
 - 1) the provisions of the Act of 14 June 1960 – the Code of Administrative Procedure and the provisions governing the challenging of decisions before an administrative court shall not apply to such decisions;
 - 2) an appeal against such decisions may be lodged with the Rector;
 - 3) an appeal to the Rector shall be submitted in writing, through the Dean or their deputy who issued

the decision, within 14 days of the date of service of the decision.

3. Applications in individual student matters which do not require the application of the provisions of the Act of 14 June 1960 – the Code of Administrative Procedure or the provisions governing the challenging of decisions before an administrative court shall be submitted by students electronically through USOSweb.

§ 32

Entry into Force

1. The Regulations shall enter into force on the first day of the 2026/2027 academic year.
2. Decisions concerning the completion of the summer semester of the 2025/2026 academic year shall be governed by the provisions previously in force.