

STUDY REGULATIONS at the PK Krakow University of Technology

adopted by the Senate of PK KUT on 29 May 2019, as
amended on 22 April 2020, 27 May 2020, 28 April 2021, 26
April 2023, 24 April 2024 and 22 April 2026

In force from 1 October 2026.

CONSOLIDATED TEXT

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I. General Provisions

§ 1

General Provisions

1. These regulations apply to all students and academic teachers at the PK KUT as well as to other persons delivering teaching at PK KUT. Whenever these regulations refer to the duties of academic teachers, this also includes the duties of other persons delivering teaching.
2. The Rector of PK KUT is the superior of all students, whilst the Dean is the immediate superior of the students within the given faculty.
3. The student self-governing bodies are the sole representatives of the student body at PK KUT.

§ 2

Acceptance to a study programme

1. Acceptance to a study programme takes place through:
 - 1) admission by means of enrolment on the student register by the relevant admissions committee, or on the basis of a decision by the Rector of PK KUT or the Rector's Representative for Education, acting under the Rector's authorisation, issued following an appeal procedure;
 - 2) confirmation of learning outcomes by means of entry onto the register of students by the Dean, or on the basis of a decision by the Rector of PK KUT issued following a review of the case;
 - 3) transfer from another higher education institution by means of entry onto the register of students by the Dean of the receiving faculty, or on the basis of a decision by the Rector of PK KUT issued following a review of the case.
2. The Senate of PK KUT determines:
 - 1) conditions and procedure for admission to a study programme at PK KUT,
 - 2) the rules, conditions and procedure for the recognition of learning outcomes at PK KUT.
3. A student from another higher education institution may undertake part-time studies at PK KUT. A student from another higher education institution undertaking part-time studies at PK KUT is subject to the provisions of these regulations insofar as they relate to the studies they are undertaking.
4. A person removed from the PK KUT student register may apply to resume their studies by re-enrolling on the PK KUT student register, in accordance with the rules set out in §5.
5. A student may only be enrolled once at any given time on the student register for a particular field of study, level and profile – regardless of the mode of study.

§ 3

Conditions for students admitted to a study programme through the recognition of prior learning

1. An applicant seeking to be accepted to a study programme through the recognition of prior learning, who has had their prior learning recognised in accordance with the PK KUT Senate resolution referred to in § 2(2)(2), should submit a reasoned application, together with the relevant documentation, to the Dean's Office of the relevant PK KUT faculty no later than one month before the start of the semester. The order of acceptance to the study programme is determined by the outcome of the validation of learning outcomes. The Dean is obliged to enrol the student on the student register or to take an administrative decision refusing the student's acceptance to the study programme no later than two weeks before the start of the semester.
2. As a result of the validation of learning outcomes, a student may be awarded no more than 50 per cent of the ECTS credits allocated to the study programme for a specific field of study, level and profile.

3. Courses credited as a result of the recognition of learning outcomes are allocated to those semesters of study programme in which they occur in accordance with the study programme.
4. Students accepted for a study programme as a result of the recognition of learning outcomes may follow their applicable study programme in accordance with an individual organisation of studies (hereinafter referred to as IOS) on the terms set out in § 13.
5. The grade for the semester to which modules credited through the recognition of learning outcomes have been assigned is determined on the basis of the grades for courses completed in that semester and the grades for courses credited through the recognition of learning outcomes, once all courses included in the semester in accordance with the study programme have been passed.

§ 4

Transfers and changes during the course of study

1. A student may, with the consent of the Dean of the receiving faculty, transfer from another higher education institution to PK KUT, provided they have fulfilled all obligations under the regulations of the institution they are leaving, as confirmed by the authorities of that institution.
2. A student who has successfully completed at least the first semester of their study programme may apply for the transfer referred to in paragraph 1.
3. A student, with the consent of the Dean, may change:
 - 1) their field of study,
 - 2) their speciality,
 - 3) their mode of study,
 - 4) the language of instruction.The Dean shall lay down the rules governing changes to the field of study, speciality, mode of study and language of instruction; however, the necessary conditions for changing the field of study are: the student having successfully completed at least the first semester of the study programme in the field being left, and confirmation by the Dean of the faculty offering that field that the student has fulfilled all obligations arising from PK KUT regulations concerning the field being left.
4. The transfer and recognition of ECTS credits earned by the student shall take place in accordance with the provisions set out in § 14.
5. Students referred to in paragraphs 1–3 must make up the differences in the curriculum, as defined in § 20. The period for making up the differences in the curriculum should not exceed one year. The list of curriculum differences and the deadline for making up these differences shall be determined by the Dean.
6. A student applying for a transfer, as referred to in paragraph 1, should submit a reasoned application to the Dean's Office of the PK KUT faculty offering the relevant study programme, together with the necessary documentation detailing their academic history and learning outcomes achieved, no later than two weeks before the start of the semester. The Dean is obliged to enrol the student on the student register or to issue an administrative decision refusing the student's acceptance for a study programme within seven days of the student submitting a complete application together with the required documentation. In the case of a foreign student applying for a transfer as referred to in paragraph 1, the necessary documentation specified in paragraph 6 must be accompanied by a document confirming lawful residence in the territory of the Republic of Poland.
7. When changing a field of study or transferring to a field of study where the admission criterion, or one of the admission criteria, is passing an entrance examination or demonstrating possession of the knowledge, skills or social competences necessary to

study that field, the student is required to pass that examination or demonstrate possession of the required knowledge, skills or social competences.

§ 5

Resumption of studies

1. A person who has been removed from the PK KUT student register and who has successfully completed at least the first semester of their study programme is entitled to apply to resume their study programme.
2. An application to resume the study programme must be submitted no later than three weeks before the start of the semester. The Dean shall decide on the matter within fourteen days of the date on which the application is submitted. In their decision, the Dean shall specify the semester from which the study programme is to be resumed.
3. Resumption of the study programme is permitted provided that, in the academic year from which resumption is to take place, PK KUT offers courses in the relevant field of study, level and speciality.
- 3a. A person removed from the PK KUT student register who has obtained the Dean's consent to resume their studies shall commence their studies and acquire student rights upon taking the oath.
4. A student who resumes their studies is subject to the current study programme. Any differences in the curriculum shall be determined by the Dean.
5. A student who has resumed their study programme is not required to retake courses for which they have already achieved a pass, provided that the learning outcomes defined for those courses have not changed. The Dean decides on the recognition of credits for courses completed prior to the interruption of study.
6. If the break in a study programme lasted longer than three years, resuming the study programme is conditional upon passing a reinstatement examination, the scope and date of which are determined by the Dean.
7. The Dean may refuse to allow a person to resume a study programme if they have already been removed from the register of students twice for the field of study, level and speciality to which the resumption request relates.

§ 6

Forms, levels and profiles of study

1. A study programme at PK KUT is offered in the following formats:
 - 1) full-time studies, in which at least half of the ECTS credits covered by the study programme are obtained through classes involving the direct participation of students and academic teachers or other teaching staff;
 - 2) part-time studies, as specified in a resolution of the PK KUT Senate, under which fewer than half of the ECTS credits covered by the study programme may be obtained through classes involving the direct participation of academic teachers or other teaching staff and students, whilst enabling students to achieve the same learning outcomes as in full-time studies; conducted in separate groups and according to a separate timetable from a full-time study programme, and delivered on a fee-paying basis. The number of teaching hours in part-time studies conducted with the direct participation of academic teachers or other teaching staff shall constitute no less than 60 per cent of the number of teaching hours in the corresponding full-time studies.
2. A study programme is offered at the following levels:
 - 1) first-cycle studies;
 - 2) second-cycle studies.

3. A study programme is offered in the following profiles:
 - 1) general academic, in which more than half of the ECTS credits are allocated to courses related to the university's research activities;
 - 2) practical, in which more than half of the ECTS credits are allocated to courses developing practical skills.
4. A study programme may be taught in Polish or in a foreign language. The language of instruction is specified in the curriculum.

§ 7

Professional titles

1. Upon passing their diploma examination, a student becomes a graduate of PK KUT and, depending on the qualifications obtained and the field of study completed, is awarded the following professional titles:
 - 1) Bachelor's degree;
 - 2) Engineer;
 - 3) Architectural Engineer;
 - 4) Master of Landscape Architecture;
 - 5) Master's degree;
 - 6) Master of Engineering;
 - 7) Master of Engineering in Architecture;
 - 8) Master of Engineering in Landscape Architecture.
2. The professional titles referred to in paragraph 1, points 4 and 8, are awarded to those who were accepted for the 2018/19 academic year or in previous years.

II. Students' rights and obligations

§ 8

Students' rights

1. A person accepted as a student commences their studies and acquires student rights upon taking the oath.
2. A student at PK KUT is entitled to:
 - 1) acquire knowledge, skills and social competences, develop their own interests, and, for this purpose, make use of teaching facilities, equipment and resources at PK KUT, as well as assistance from PK KUT staff;
 - 2) attend classes within the ECTS credit limit specified in the curriculum and, upon payment, attend additional classes not included in the curriculum;
 - 3) actively participate in the social, cultural and sporting life of PK KUT;
 - 4) join university student organisations, in particular research societies, and participate in research projects carried out at PK KUT;
 - 5) awards and honours for academic achievement, granted in accordance with the relevant regulations;
 - 6) evaluate academic teachers delivering teaching in accordance with the rules set out in separate regulations;
 - 7) participate in elections to student self-government bodies and to the single-member and collegial bodies of PK KUT;
 - 8) have an influence on the overall activities of PK KUT through student self-governing bodies;
 - 9) apply for benefits in accordance with the applicable regulations;
 - 10) the protection of personal data;
 - 11) psychological and educational support in accordance with the rules set out in separate regulations;
 - 12) fair treatment, as well as appropriate education regarding psychosocial risks;

- 13) represent students in collegial student self-government bodies or to hold the office of a single-member student self-government body in accordance with the rules set out in separate regulations.
3. In addition to the rights listed in paragraph 2, a student with special needs is entitled to the rights set out in paragraphs 5–11, namely to receive the support necessary during the course of their studies.
4. *repealed*
5. PK KUT ensures equal opportunities in access to a first- and second-cycle study programme for students with special needs.
6. PK KUT provides organisational and educational support tailored to students' individual needs.
7. Those involved in the educational process are obliged to take steps to create conditions enabling students to participate fully in the educational process, taking into account the student's specific needs, including the type and degree of disability and the specific nature of the studies.
8. The University ensures that students have appropriate conditions for attending and passing courses, tailored to their specific needs, including the nature and degree of their disability, by, amongst other things:
- 1) enabling students to apply for the University's support in obtaining the teaching materials necessary for their studies;
 - 2) adapting the teaching process by enabling the student to request:
 - a) classes delivered using distance-learning methods and techniques, either synchronously or asynchronously;
 - b) access to teaching materials prepared with the student's individual needs in mind;
 - c) recording, for personal use only, the material discussed in classes by means of audio or video recording or taking photographs, provided that the teaching materials made available by the lecturer do not ensure the student access to the course content;
 - d) the use of assistive technologies and technical facilities;
 - e) the participation of a sign language interpreter and a PK KUT teaching assistant in classes, lectures and examinations;
 - f) a change to the method of assessment and the conduct of an examination, including an extension of its duration;
 - 3) the opportunity to apply for credit for a foreign language course at another higher education institution in situations justified by the nature of the disability;
9. A student may apply for their special needs to be taken into account before the start of the semester or immediately after the circumstances arise. The student submits a documented application to the Dean.
10. The Dean, in collaboration with the PK KUT Accessibility Centre, verifies the reported needs and may draw up an individual support plan for the student. The Dean may request the Head of the PK KUT Accessibility Centre to provide organisational and educational support tailored to the student's individual needs.
11. The PK KUT Accessibility Centre provides comprehensive support and facilities for students with special needs in accordance with the regulations in force at PK KUT.

§ 9

Students' obligations

A PK KUT student is obligated to:

- 1) act in accordance with the oath taken and the study regulations;
- 2) look after the best interests of PK KUT;
- 3) adhere to ethical principles;
- 4) conduct themselves with integrity throughout the study programme, in particular by completing coursework, project work and examinations independently, and by upholding the principles of academic integrity;
- 5) attend teaching and organisational sessions in accordance with PK KUT's internal regulations, including compulsory training sessions specified in separate regulations;
- 6) take examinations, undertake internships and fulfil other requirements set out in the curriculum;
- 7) comply with PK KUT's internal regulations and to familiarise themselves with the information published on the PK KUT website, on the websites of the faculties and in the system used to manage the course of the study programme at PK KUT (Virtual Dean's Office);
- 8) use an email address in the student.pk.edu.pl domain when communicating electronically with PK KUT;
- 9) compensate for any material damage caused through the student's fault to PK KUT's property;
- 10) pay fees relating to their studies on time;
- 11) notify PK KUT without delay of any change to their first name, surname or address, and, in the case of foreign nationals, also of any change to the document confirming their legal residence in the Republic of Poland;
- 12) notify the Dean of the faculty in writing without delay of their withdrawal from their study programme.

§ 10

Expiry of a student's rights and obligations

A student's rights and obligations expire on the date of graduation or removal from the register of students; however, a person who has completed a first-cycle study programme retains their student rights until 31 October of the year in which they completed that study programme, with the exception of the right to benefits awarded from PK KUT's scholarship fund.

III. Organisation of studies

§ 11

Organisation of the academic year

1. The academic year begins on 1 October and ends on 30 September of the following calendar year, and consists of two semesters – the winter and summer semesters.
2. The assessment period for students at PK KUT is the semester.
3. Each semester of study comprises teaching activities specified in the curriculum, examination periods, internships or other activities provided for in the curriculum, as well as holidays and occasional breaks.
4. The organisation of the academic year is determined by the Rector of PK KUT after consulting the relevant student representative body and is announced at least five months before it begins, subject to paragraph 5.
5. The organisation of the final semester of the study programme shall be determined by the Dean after consulting the relevant student representative body and shall be announced at least four months before it begins. In the notice concerning the organisation of the final semester of the studies, the Dean specifies, in particular, the dates of: examination sessions, the submission of diploma theses and diploma examinations, subject to the proviso that the condition for completing the study programme within the scheduled timeframe is met if the student passes the diploma examination before the end of the final semester of the studies. The end date of the

semester is specified in the Rector's order on the organisation of the academic year.

6. In justified and unforeseeable circumstances, the Rector may, during the academic year, designate hours or days free from teaching for students across the entire PK KUT or a faculty.

§ 12

Organisation of classes

1. A study programme is offered within a specific field of study, level and speciality. The curriculum may specify the specialities offered within a given field of study.
2. A speciality consists of a set of specialist courses offered as part of the curriculum for a given field of study, aimed at focusing the student's knowledge whilst maintaining the learning outcomes established for that field. Students may choose a speciality in accordance with the rules laid down by the dean.
3. The study programme is conducted in accordance with the curriculum specified by the higher education institution for each field of study, level and profile. The curriculum for those fields of study for which the minister responsible for higher education has set educational standards takes these standards into account.
4. The curriculum for a specific field of study, level and profile includes a description of the intended learning outcomes, a description of the process leading to the achievement of these learning outcomes, and the number of ECTS credits assigned to each course.
5. The curriculum is made available to students at least three months before the start of the study cycle by publishing it on the university's website.
6. At PK KUT, the following forms of classes are offered as part of first- and second-cycle studies: lectures, practical classes, laboratories, computer laboratories, projects, seminars and internships.
7. The following types of classes are compulsory for students: tutorials, laboratories, computer laboratories, projects, seminars and internships, subject to the provisions of § 12a.
- 7a. Students are required to be familiar with the syllabus content of all forms of classes referred to in paragraph 6.
8. The person responsible for the course is an academic teacher appointed by the head of the organisational unit at PK KUT. The person responsible for the course:
 - 1) coordinates and agrees with the academic teachers delivering the classes the scope of all classes forming part of the course;
 - 2) sets out the rules for assessing learning outcomes and the method for awarding formative and summative marks;
 - 3) oversees the accuracy and timeliness of the entry of marks into the records maintained in the electronic system;
 - 4) *repealed*
 - 5) is responsible for updating the course description annually in the university's electronic system.
9. The academic teacher teaching the course provides a detailed description of the course during the first class, taking into account the provisions of the course description, including: information on learning outcomes, the course syllabus, a reading list, conditions for attending classes and justifying absences, including the number of permitted absences, the conditions for obtaining a pass and taking an examination, the method of informing students of their pass or examination results, the dates of consultation hours, and the procedure for inspecting graded course assignments and examination papers, subject to the proviso that a student has the right to inspect the paper on which the pass or examination is based within fourteen days of the date on which

students are notified of the results of the course assignment or examination, but no later than the day before the next scheduled date for the examination or course assignment.

10. The academic teacher teaching the class conducts consultation sessions, which involve providing students with explanations, information and guidance regarding issues raised by students and relating to the course content or the conduct of the classes.
11. The detailed class schedule for the semester is approved by the Dean and made available to students at least one week before the start of the semester.
12. The number of courses covered by examinations in a single semester may not exceed four.
13. The Dean is responsible for dividing students into study groups. The rules for determining the size of study groups in relation to different forms of teaching are laid down by the Rector of PK KUT.
14. Teaching sessions for each of the forms of studies listed in § 6(1) are organised according to a separate timetable and conducted in separate study groups.
15. The rules governing the selection of students for specialities and courses to be chosen during the studies are laid down by the Dean after consulting the relevant student representative body. Where the number of students applying for a given speciality exceeds the number of places available, admission to that speciality will be determined by the student's position on a ranking list drawn up in accordance with the rules laid down by the Dean.
16. The Dean of the faculty may appoint academic teachers to act as year tutors and student group tutors. The Dean shall establish the roles of year representative and student group representative within the faculty.
17. *repealed*
18. *repealed*

§12a Internships

1. The duration, rules and format of the internship are set out in the curriculum.
2. The procedures for organising, carrying out and crediting the internship are set out in separate regulations.
3. Upon a documented request from a student, the internship supervisor at the relevant faculty of PK KUT may recognise the activities carried out by the student – in particular as part of employment, a work placement, voluntary work or a research project, provided that these have enabled the student to achieve the learning outcomes specified in the curriculum for the internship, and provided that they were carried out during the student's studies in the specified field, level and profile.
4. The basis for a student's application, as referred to in paragraph 3, may include, in particular:
 - 1) certificates confirming employment in a specific post;
 - 2) certificates issued by the employer containing a description of the professional duties performed;
 - 3) a written job description issued by the employer;
 - 4) a description of the employee's periodic appraisal;
 - 5) certificates confirming the completion of an internship or voluntary work issued by an authorised body, containing a description of the activities carried out;
 - 6) a certificate issued by the research project manager containing a description of the activities carried out.
5. The student submits the application referred to in paragraph 3 no later than seven days before the deadline for completing the semester in which, in accordance with the

curriculum, the internship takes place. The deadline for the completion of the semester is specified in the Rector's Order on the organisation of the academic year, referred to in § 11(4), or in the Dean's notice on the organisation of the final semester of the studies, referred to in § 11(5). The internship supervisor at the relevant faculty of PK KUT considers the application within seven days of the date on which the complete application is submitted.

§ 13

Individual organisation of studies (IOS)

1. PK KUT offers students the opportunity to study under the IOS programme.
2. The IOS programme involves following the standard curriculum according to a special timetable or pursuing an individual curriculum.
3. The decision to grant an IOS to a student is made by the Dean, subject to the proviso that permission to participate in studies according to the IOS for a specific field of study, level and profile cannot be refused until the student has completed their studies:
 - 1) in the case of a pregnant student or a student who is a parent – for full-time studies;
 - 2) in the case of a student who has been accepted for studies as a result of the recognition of prior learning.
4. The goals of studies under an IOS are as follows:
 - 1) to maintain the learning outcomes defined for a given field of study, level and profile, as well as the number of ECTS credits specified in the curriculum, whilst tailoring the course of study to the student's individual aptitudes and interests;
 - 2) to recognise previously acquired learning outcomes;
 - 3) to adapt the study plan and/or timetable to the student's individual needs and capabilities.
5. Studies carried out under the IOS may not take longer than those carried out under the standard study programme.
6. A student applying for an IOS must submit an application to the Dean no later than two weeks before the start of the semester; however, the persons referred to in paragraph 3(1) and students applying for an IOS due to an unforeseen circumstance or illness must submit their application immediately after the occurrence of the reason justifying the application for an IOS.
7. The Dean shall appoint an academic supervisor for a student who excels academically or who is studying selected semesters at another higher education institution under a signed agreement, and who has been awarded an IOS.

§ 14

Transfer and recognition of ECTS credits

1. The transfer and recognition of ECTS credits earned by a student during their studies is intended to enable the student to continue their education at the organisational unit of the university where they are currently studying or to which they are transferring.
2. ECTS credits earned at a university other than PK KUT, including those earned abroad, are counted towards the student's ECTS credits at PK KUT.
3. A student transferring ECTS credits in connection with commencing a study programme at a chosen faculty of PK KUT under the transfer scheme shall receive, at the receiving unit, the number of ECTS credits assigned to the learning outcomes achieved through the completion of the relevant classes and internships at that unit.
4. A prerequisite for the transfer and recognition of ECTS credits obtained by a student is the confirmation that the learning outcomes achieved by the student correspond to the learning outcomes defined in the curriculum for the specific field of study.

5. A student applying for the transfer and recognition of ECTS credits shall submit an application to the Dean of the faculty, together with documentation detailing their study programme, no later than two weeks before the start of the semester.
6. The decision on the transfer and recognition of ECTS credits is made by the Dean.

§ 15

Enrolment in courses not included in the study programme

1. A student is entitled to attend courses not included in the curriculum of their chosen field of study, subject to payment of a fee. The rules governing the collection of fees are laid down by the Rector of PK KUT.
2. A student may attend courses not included in the curriculum with the consent of the Dean of the PK KUT faculty at which they are taught.
3. *repealed*
4. Classes not included in the curriculum which a student undertakes at PK KUT are recorded in the university's system for managing the course of study at PK KUT, but the results obtained from these classes are not taken into account when determining the term grade.
5. A student does not retake classes not included in the curriculum for which they have received a fail grade.

IV. Completion of a period of study

§ 16

Credit system

1. Full-time and part-time studies are governed by a credit system designed to measure students' academic achievement in accordance with the European Credit Transfer and Accumulation System (ECTS).
2. Rules of the credit system:
 - 1) credits are allocated to all assessed modules and student internships, subject to point 2;
 - 2) no credits are allocated to physical education classes, unless required by the educational standards included in the curriculum;
 - 3) credits are allocated to courses, not to individual types of classes;
 - 4) the number of credits allocated reflects the time a student must spend at the university and on independent study in order to pass a course;
 - 5) a student must achieve the intended learning outcomes, confirmed by passing the course, in order to be awarded credits;
 - 6) the number of credits allocated to individual courses is specified in the curriculum;
 - 7) the total number of credits allocated to all courses in each semester of full-time study programme is 30, subject to point 9;
 - 8) the total number of credits allocated to all courses in each semester of part-time studies may be less than 30; however, the total number of credits for part-time studies must be equal to the total number of credits for full-time studies for the same field of study, level and speciality. The Dean determines the number of credits allocated to individual semesters in part-time studies;
 - 9) in the case of studies carried out under international agreements, the total number of credits allocated to all courses in each semester of full-time studies may differ from 30, provided that the total number of ECTS credits required to complete these studies complies with the requirements of the relevant field of study, level and profile.

3. In order to complete their studies and obtain a degree, students are required to attain the number of ECTS credits specified in the curriculum and to meet the requirements set out in § 36(2).

§ 17 Grading scale

1. The following grading scale is used at PK KUT:

verbal grade	abbreviation	numerical grade	ECTS notation
very good	vgd (bdb)	5.0	A
more than good	mtg (pdb)	4.5	B
good	gd (db)	4.0	C
rather good	rgd (ddb)	3.5	D
satisfactory	Sts (dst)	3.0	E
unsatisfactory	Usts (nd)	2.0	F

2. Fail grades (usts) are recorded only in the course assessment record. Pass grades (vgd, agd, gd, rgd, sts) are recorded in the course assessment record and in the student's periodic achievement record. The course completion record and the student's periodic achievement record are maintained using the electronic system for managing the academic process at PK KUT.
3. The grade for each semester of the study programme, conducted under the ECTS system, is a weighted average calculated as follows:

$$\text{semester grade} = \frac{\sum (\text{grade} \times \text{number of credits})}{n}$$

where n denotes the number of credits allocated to all courses in a given semester for a particular mode of study, in accordance with § 16(2)(7)–(9).

4. The semester grade is calculated to three decimal places and is then reported to two decimal places, rounded up if the digit in the third decimal place is 5 or greater.
5. Fail grades are not taken into account when calculating the semester grade.
6. The semester grade is calculated only for semesters in which the student has passed.

§ 18

Completion of courses

1. A course covered by an examination is passed on the basis of successful completion of all forms of teaching delivered as part of that course and passing the examination; however, the lecture component may be assessed as part of the examination.
2. A course not covered by an examination is passed on the basis of successful completion of all forms of teaching delivered as part of that course. A student is entitled to take the assessment for each form of teaching conducted as part of a course not covered by an examination, regardless of the result of the assessments for the other forms of teaching conducted as part of that course.
3. Assessment of all forms of teaching is based on the evaluation of learning outcomes through tests, ongoing assessments, projects, presentations, etc., as well as attendance at compulsory classes.
4. Assessment of individual forms of teaching is carried out by the lecturers responsible for those classes.
5. Assessment of the forms of teaching comprising a course should be completed before the start of the examination period. During the examination session or resit examination session, a resit date may be arranged for these course components.
6. A student raising objections regarding the correctness of the assessment has the right, within one week of the results being announced, to lodge an appeal with the Dean via the immediate supervisor of the lecturer responsible for the assessment. The Dean, together with the immediate supervisor of the lecturer responsible for the assessment, shall make a final decision on the matter.
7. Assessment for the course is carried out by the academic teacher teaching the course. In exceptional cases, the assessment may be carried out by the academic teacher responsible for the course, the Dean or another academic teacher designated by the Dean.
8. If the academic teacher conducting the assessment finds that the student's work was not completed independently, in particular where the student has used unauthorised materials, devices, methods or means, the student shall receive a fail grade for that assessment.
9. Formal confirmation of successful completion of a course is the entry of a pass grade, as referred to in § 17(2), into the course assessment record and the approval of that record in the electronic system used to manage the course of study at PK KUT by the authorised person referred to in paragraph 7. These procedures must be carried out no later than within two working days after the end of the examination session and within one working day after the end of the resit session.
10. The course completion record should note the date on which the course was passed, not the date on which the record was completed.

§ 19

Examinations

1. For courses that end with an examination, two examination dates are organised: the main examination date during the examination session and the resit date during the resit session, subject to § 22(3).
2. The dates of written and oral examinations are agreed between the academic teacher teaching the course and the students. In the absence of such arrangements, the dates are set by the academic teacher. Students must be notified of the examination date no later than seven days before the start of the session.
3. The academic teacher teaching the course has the right to announce an examination date known as the 'zero date'. The examination on the zero date (the "zero" sitting) takes place before the main examination. The zero sitting is not counted towards the number of sitting opportunities to which a student is entitled in accordance with paragraph 1. The rules governing admission to the 'zero' sitting and the conduct of the examination are determined by the academic teacher teaching the course.
4. Students who have obtained a pass in accordance with § 18(1) are eligible to take the examination for the course in question.
5. All examinations, including resits, must be completed by the deadline specified in the examination session timetable, as set out in the Rector's order on the organisation of the academic year. This does not apply to the examination dates referred to in paragraph 10.
6. The examination is conducted by the academic teacher teaching the course. In unforeseen circumstances, this person may be replaced by another academic teacher authorised by the academic teacher responsible for the course or by the Dean.
7. If the academic teacher conducting the examination finds that a student has not completed the work independently, in particular by using unauthorised materials, devices, methods or means, the student shall receive a fail grade for that examination.
8. *repealed*
9. A student's unjustified absence from an examination on the scheduled date results in the loss of the right to one sitting of that course, but does not constitute grounds for awarding a fail grade.
10. If it is deemed that the student's absence from the examination was justified, the student is entitled to an additional examination date.
11. Justification for absence from the examination should be submitted to the course lecturer immediately – no later than seven days after the date of the examination.
12. If a student achieves a fail grade in the exam taken on the first sitting, or fails to take the exam on the first sitting without a valid reason, they are entitled to one resit.
13. A student who raises objections regarding the proper conduct of an examination is entitled to submit a reasoned request to the Dean, within seven days of the announcement of the results, for a final resit examination conducted before an examination board to be held.
14. The Dean shall decide whether to hold a final resit examination conducted before an examination board if he or she considers the request referred to in paragraph 13 to be justified. The Dean may also order a final resit examination conducted before an examination board on his or her own initiative. The examiner is also entitled to request a final resit examination conducted before an examination board.
15. The final resit examination conducted before an examination board should take place within fourteen days of the date on which the request was submitted.
16. The format of the final resit examination conducted before an examination board shall be

determined by the Dean, who shall notify the student and the examination board no later than seven days before the date of the examination.

17. The members of the examination board, appointed by the Dean, shall be made up of:
 - 1) the Dean or Vice-Dean as chair;
 - 2) an academic teacher representing the same or a related course as the examiner;
 - 3) an academic teacher who conducted the previous examination as a member of the board.
18. At the student's request, submitted in accordance with the procedure set out in paragraph 13, an observer designated by the student may attend the board examination.
19. A fail in the final resit examination conducted before an examination board requires the student to retake the course.
20. The chair of the examination board is authorised to record in the minutes the grade obtained by the student as a result of the final resit examination conducted before an examination board.

§ 20

Completion of differences in curriculum

1. Differences in curriculum are courses included in the curriculum that lead to learning outcomes which the student has not yet achieved during their previous studies at the relevant level and profile.
2. The Dean may designate differences in curriculum in the following cases:
 - 1) where a student continues their studies following a transfer;
 - 2) where a student resumes their studies;
 - 3) where a student commences studies after a leave of absence;
 - 4) where a student repeats a semester in which the curriculum has changed;
 - 5) where a student changes the mode of study.
3. Courses undertaken as differences in curriculum are allocated to those semesters of study in which they occur in accordance with the curriculum.
4. The grade for the semester to which differences in curriculum have been allocated is determined after the completion of such differences, based on the grades for courses completed in that semester and the grades for the courses constituting the differences in curriculum. The semester grade is determined in accordance with § 17(3) and (4).
5. ECTS credits assigned to differences in curriculum not passed on time are counted towards the credit backlog for the semester in which these differences were being completed.
6. Failure to pass the differences in curriculum results in the semester not being passed, in accordance with the same rules as for other courses.
7. Differences in curriculum on part-time studies are undertaken on a fee-paying basis.
8. Differences in curriculum not passed within the prescribed time limit must be retaken on a fee-paying basis.

§ 21

Completion of semesters

1. The condition for passing a semester in full-time and part-time studies is to obtain the required number of ECTS credits and to meet the formal requirements.
2. Where a semester is passed by the deadline specified in the Rector's order on the organisation of the academic year, the date of passing the semester is the last day of the resit examination period.

3. If a semester is passed after the deadline specified in the Rector's order on the organisation of the academic year, the date of passing the semester is the date on which the student obtains a pass grade for the last of the courses taken in that semester.

§ 22

Enrolment for the next semester of study

1. Full enrolment for the next semester on full-time and part-time studies is subject to fulfilment of the requirements set out in § 21(1).
2. Where the credit backlog from the previous semester is less than or equal to 12 ECTS credits, and the total credit backlog is less than or equal to 18 ECTS credits, the student shall be enrolled for the next semester with a credit backlog, subject to § 23(1). Where the number of missing credits exceeds the number of ECTS credits referred to above, the Dean shall decide on the student's enrolment for the next semester of study with a credit backlog.
3. Within one month of the date on which the student is enrolled with a credit debt, the student is entitled to one attempt at passing each of the failed classes included in the failed course, with the proviso that this entitlement does not apply to a student who has not met the attendance requirement for the classes referred to in § 12(7), and to take the examinations for the failed courses once.
4. Failure to pass a course with a credit debt in accordance with the rules set out in paragraph 3 results in the need to retake it and, consequently, also in the inability to attend and pass those courses which continue in the following semester of study or for which the failed course served as a prerequisite. The list of course sequences forming the basis for courses taught in the following semester is determined by the Dean.
5. Any outstanding credit deficits should be made up within one year of the date of enrolment with a credit backlog. If the credit deficits are not made up within one year, the Dean may require the student to repeat the first failed semester.
6. The fee for repeating a failed course is calculated on the basis of information provided by the course lecturer, who specifies the course components that the student has failed and which must be repeated.
7. Students may progress to subsequent semesters of study once their credit backlog has been resolved.

§ 23

Repeating a semester of study

1. The Dean may decide to require a student to repeat the semester if:
 - 1) the student's outstanding credits exceed the permitted credit backlog;
 - 2) the student has not resolved the credit backlog within the specified time limit;
 - 3) the student is resuming their studies in the same semester they were studying in prior to being removed from the register of students;
 - 4) the student has failed a course which is continued in the following semester or forms the basis for a course to be studied in the following semester;
 - 5) the student has failed a course leading to the preparation of their diploma thesis.
2. In the event of repeating a semester, the student is obliged to pay the relevant fee associated with repeating specific classes due to unsatisfactory academic performance. The rules governing the collection of fees are laid down by the Rector of PK KUT.
3. A student may repeat any semester except the first. A semester may be repeated no more than twice.
4. A student repeating a semester does not attend classes again for courses in which they have already achieved a pass, provided that the learning outcomes defined for those courses have not changed, and does not retake the assessments for those courses. The

decision in this matter is taken by the Dean. Pass grades for courses passed in the repeated semester, which the Dean has not specified as requiring re-assessment, are transferred to the academic record for the repeated semester.

5. Whilst awaiting the repeat semester, the student retains their student rights.
6. With the Dean's consent, the student may attend classes in a higher semester of the same level of study and apply for credit for them under the advancement procedure. Courses based on courses that have not been passed, and which the student is awaiting the opportunity to retake, cannot be credited under the advancement procedure. The results of credits obtained are recorded in the course credit record in accordance with the rules set out in these regulations. Failure to pass courses undertaken under this procedure requires them to be retaken at the student's own expense. The rules governing the collection of fees are laid down by the Rector of PK KUT.
7. A student who has had to repeat a semester will not complete their studies on schedule.

V. Removals and leave of absence

§ 24

Removals

1. The Dean shall remove a student from the register of students in the following cases:
 - 1) failure to commence studies;
 - 2) withdrawal from studies;
 - 3) failure to submit a diploma thesis or take a diploma examination by the deadline;
 - 4) imposition of the disciplinary sanction of expulsion from the university.
2. The Dean shall determine that a student has not commenced their studies if a person admitted to the University fails to take the oath referred to in § 8(1) within seven days of the start of the semester specified in the Rector's Order on the organisation of the academic year.
3. A student withdrawing from their studies is obligated to notify the Dean of this fact. Withdrawal from studies must be made in writing.
4. The Dean may remove a student from the register of students in the event of:
 - 1) a finding of non-attendance at compulsory classes;
 - 2) a finding of lack of academic progress;
 - 3) failure to pass the semester or academic year by the deadline specified in the Rector's order on the organisation of the academic year or, in the case of students in their final semester, by the deadline specified in the Dean's notice;
 - 4) failure to pay the fees associated with their studies.
5. A finding of non-attendance at compulsory classes is made by the Dean on the basis of information provided by the academic teacher teaching the course regarding the student's unexcused absence from compulsory classes, taking into account the requirements set out in the course description.
6. A determination of lack of academic progress is made by the Dean of the faculty on the basis of the student's academic record. A lack of academic progress is determined when the student's progress in the curriculum precludes the possibility of passing the semester, unless the student is entitled to repeat the semester or to enrol with a credit backlog.
7. Removal from the register of students takes place by way of an administrative decision issued by the Dean, acting on the authority of the Rector of PK KUT.

§ 25

Leave of absence from classes

1. A student may be granted a leave of absence from classes or a leave of absence from classes with the option to undergo verification of their learning outcomes:
 - 1) sick leave;
 - 2) leave due to unforeseen circumstances;
 - 3) circumstantial leave;
 - 4) unspecified leave;
 - 5) special leave;
 - 6) parental leave.
2. A leave of absence from classes with the option to undergo verification of learning outcomes allows a student to sit assessments and examinations without having to attend classes.
3. A student may be granted sick leave on the basis of a certificate from an authorised medical committee or relevant documentation confirming illness.
4. A student may be granted a leave of absence due to unforeseen circumstances where significant unforeseen events prevent the student from attending classes for an extended period.
5. A student may be granted a special leave of absence in connection with participation in trips organised by sports associations or, with the Dean's consent, the completion of an internship or work placement during the academic year. Having successfully completed the semesters to date, a student may also be granted a special leave of absence for individual studies at another higher education institution, for studies in a field of study other than their main field of study, or for undertaking, at their own expense, courses not included in the curriculum.
6. A student who has successfully completed the first year of a first-cycle study programme or the first semester of a second-cycle study programme may be granted an unconditional leave of absence (without stating a reason). This leave of absence may be granted once during the course of study, after successfully completing the semesters to date. An unconditional leave of absence may last for no more than two semesters.
7. A student may be granted special leave for the duration of military service.
8. Parental leave may be granted to a pregnant student or a student who is a parent. A pregnant student or a student who is a parent cannot be refused parental leave.
9. A student should submit a duly documented application to the Dean for a leave of absence immediately upon the occurrence of the reason justifying the application for such leave. A leave of absence from classes should not cover the period preceding the submission of the application, except in cases of force majeure, documented illness or the birth of a child. A student declaring an intention to take an assessment of learning outcomes during or after the leave must indicate this in their application.
10. A student who is a parent shall submit an application for the leave referred to in paragraph 1(6) within one year of the child's date of birth.
11. The leave referred to in paragraph 1(6) shall be granted to:
 - 1) a pregnant student – for a period up to the date of the child's birth,
 - 2) a student who is a parent – for a period of up to one year,provided that if the end of the leave falls during a semester, the leave may be extended until the end of that semester.
12. During the leave, the student retains their student rights.
13. The granting of leave accordingly alters the scheduled date of graduation.

VI. Diploma thesis

§ 26

General Provisions

1. A student in their final semester of studies is required to write a diploma thesis as part of the course leading to the preparation of the thesis, and to upload the thesis to the Academic Thesis Archiving System operated by PK KUT (hereinafter referred to as ASAP PK KUT).
2. A student completing a first-cycle study programme writes a Bachelor's degree or Engineering degree thesis. A student completing a second-cycle study programme must write a master's degree thesis.
3. A diploma thesis is an independent study of a scientific, artistic or practical topic, or a technical or artistic project, demonstrating the student's general knowledge and skills relating to their field of study, level and speciality, as well as their ability to analyse and draw conclusions independently.
4. In first-cycle studies, the diploma thesis may take the form of a study of an engineering topic.
5. The diploma thesis may, in particular, take the form of a written paper, a published article, a project, including the design and implementation of a computer programme or system, or a construction, technological or artistic project.
6. Diploma theses are carried out within the organisational units of the student's home faculty.
7. With the dean's consent, the diploma thesis may be carried out at another faculty of PK KUT, at other higher education institutions, or at institutions providing appropriate supervision and conditions for its completion.
8. With the dean's consent, the diploma thesis may be written in a foreign language. Students are required to attach a summary in Polish to any thesis written in a foreign language.
9. The diploma thesis is checked prior to the assessment of the course leading to its preparation, using the PK KUT's ASAP system and the Unified Anti-Plagiarism System.
10. Immediately after the diploma examination, the diploma thesis is uploaded to the repository of written diploma theses. The procedure for uploading the thesis to the repository is determined by the Rector of PK KUT.

§ 27

Supervision of a diploma thesis

1. The student undertakes their diploma thesis in the field of study under the supervision of a supervisor.
2. The supervisor and reviewer of a diploma thesis may be a person holding at least a doctoral degree. In the case of first-cycle studies, the supervisor and reviewer of the diploma thesis may also be a specialist with a professional title who has at least five years' professional experience.
3. Where the supervisor of the diploma thesis is a specialist as referred to in paragraph 2 or a person not employed at PK KUT, the reviewer of the thesis should be an academic teacher employed at PK KUT in the post of professor, university professor or assistant professor holding a postdoctoral degree.
4. Where there are substantive grounds for doing so, the duties of the diploma thesis supervisor may be entrusted to two persons, with the consent of the Dean and after the scope of academic supervision has been defined.
5. Reviews of diploma theses are public, except in the case of a thesis whose course is covered by legally protected confidentiality.

§ 28

Topics for diploma theses

1. Thesis topics are approved by the supervisor of the field of study (speciality) or the head of the unit where the diploma thesis is being prepared.
2. When determining thesis topics, students' academic interests should be taken into account. A student has the right to propose their own diploma thesis topic within the framework of the field of study (speciality) they are completing.
3. The number of topics for diploma theses should allow students to make a choice.
4. Students must select their diploma thesis topics by the end of the penultimate semester of their studies at the latest.
5. At the request of the thesis supervisor, agreed with the student, the coordinator of the field of study (speciality), in consultation with the head of the unit where the diploma thesis is being prepared, may change the thesis topic if this will benefit the achievement of learning outcomes and will not delay the completion of the study programme.
6. A student has the right to change both the supervisor and the topic of their diploma thesis. The decision on this matter is taken by the Dean in consultation with the coordinator of the field of study (speciality) and the head of the department where the diploma thesis is being carried out.
7. Each topic should be undertaken by a single person. In exceptional cases, with the Dean's consent, a diploma thesis may be prepared by two students, provided that the scope of work for each student is clearly defined by the supervisor.
8. The final topic of the diploma thesis undertaken by the student is submitted by the supervisor to the Dean's Office by the deadline specified by the Dean of the faculty in the notice referred to in § 11(5).

§ 29

Assessment of the diploma thesis

1. The diploma thesis is assessed separately by the supervisor and the reviewer.
- 1a. Where, in accordance with § 27(4), the duties of the supervisor have been entrusted to two persons, both supervisors shall assess the diploma thesis jointly, resulting in a single grade being awarded for the diploma thesis and a single review of the diploma thesis being drawn up.
2. In the event of a negative assessment by the reviewer, the Dean may decide to admit the student to the diploma examination, provided that a positive assessment of the diploma thesis is obtained from an additional reviewer.
3. The grading scale set out in § 17(1) shall apply to the assessment of the diploma thesis.
4. The grade for the diploma thesis shall be entered into the diploma examination record; in accordance with the rule set out in the table in § 35(3), this grade corresponds to the arithmetic mean of the grades awarded for the diploma thesis by the supervisor and the reviewer.

§ 30

Sanctions

1. A student who has not passed the course leading to the preparation of a diploma thesis by the deadline set out in the Dean's notice referred to in § 11(5) may be:
 - 1) required to repeat the semester, if they submit a request to that effect to the Dean, or
 - 2) removed from the register of students.
2. A person removed from the register of students as a result of failing a course leading to the preparation of a diploma thesis is entitled to resume their studies in accordance with

the rules set out in § 5.

3. In the event of resumption of studies, the coordinator of the field of study (speciality) or the head of the faculty's organisational unit, after consultation with the student's previous supervisor, shall decide whether the student may continue with the topic of the diploma thesis already commenced or be assigned a new one.

VII. Diploma examination

§ 31

General Provisions

1. Graduation takes place on the date the diploma examination is taken.
2. The diploma examination includes:
 - 1) a presentation of the diploma thesis;
 - 2) answering questions from the diploma examination board.
3. To be admitted to the diploma examination, a student must have received a pass grade for their diploma thesis, have successfully completed all semesters of study, and have met the formal and curricular requirements.
4. A student may take the diploma examination after submitting their student ID card to the Dean's Office or providing the examination board with a document confirming that it has been lost or stolen. This requirement does not apply to those who, having completed their first-cycle studies, retain the right to hold a student ID card until 31 October of the year in which they completed those studies.
5. The diploma examination takes place before the end of the final semester of study, subject to § 34(1) and (2). The end date of the semester is specified in the Rector's order on the organisation of the academic year.
6. The diploma examination is held before a board appointed by the Dean. The diploma examination board is made up of at least three people: the chair, the supervisor and the reviewer, with the proviso that the supervisor and the reviewer may not act as chair of the board. The board must include at least one academic teacher holding the post of professor, university professor or assistant professor with a postdoctoral degree.
7. The diploma examination board is chaired by the dean, the vice-dean or a member of staff appointed by the dean who holds the post of professor, university professor or assistant professor with a postdoctoral degree.
8. In unforeseen circumstances, the absence of the supervisor or a reviewer during the diploma examination is permitted, provided that the board is made up of at least three members and that the requirement for the board to include an academic teacher holding the position of professor, university professor or assistant professor with a postdoctoral degree is met. The chair of the examination board is obligated to record the absence of the supervisor or reviewer in the minutes of the degree examination and to confirm that the absence was due to unforeseen circumstances.
- 8a. The degree examination may not be held if both the supervisor and the reviewer are absent.
9. Where a diploma thesis is being prepared for the purposes of a specific business entity, the Dean may additionally appoint a representative of the entity concerned to the committee in an advisory capacity.
10. The Dean may decide to conduct the diploma examination in a foreign language. The Dean shall determine the scope and conditions for conducting this examination, provided that the grading scale set out in § 17(1) of these regulations is used in the academic records, and the diploma examination report, drawn up in Polish, or a translation of the diploma examination report into Polish, shall be placed in the student's personal file.

11. The Dean may draw up detailed regulations for the diploma examination in accordance with § 39(1). Where the curriculum for a given field of study provides for a degree-specific examination to assess students' mastery of the knowledge, skills and social competences defined for that field of study, the detailed regulations for the final examination shall specify the scope, rules and procedure for conducting the degree-specific examination, with the proviso that the degree-specific examination is held on a date prior to the date of the diploma examination.

§ 32

Conduct of the diploma examination

1. The diploma examination is an oral examination.
2. During the diploma examination, the student presents their diploma thesis and answers questions from the diploma examination board on three topics relating to the learning outcomes defined for the relevant field of study and level. The answers provided in relation to each of these topics are summarised in a single grade.
3. The degree examination may, at the request of the student or the supervisor, be held in public. A written request to this effect must be submitted to the Dean no later than three weeks before the scheduled date of the diploma examination. The decision on whether the diploma examination is to be open to the public is taken by the Dean no later than two weeks before the date of the diploma examination. The procedure for conducting an open diploma examination is determined by the Dean.

§ 33

Assessment of the diploma examination

1. The diploma examination board assesses the presentation of the diploma thesis and the answers to questions concerning the three topics referred to in § 32(2), using the grading scale set out in § 17(1).
2. The grade for the diploma examination is the arithmetic mean of the grades for the presentation of the diploma thesis and the grades for the answers to questions concerning the three topics referred to in § 32(2), without prejudice to paragraph 3.
3. Where the curriculum for a given field of study provides for a degree-specific examination as referred to in § 31(11), the grade for the diploma examination shall be the weighted average of the grades for the presentation of the diploma thesis, the answers to the questions on the three topics referred to in § 32(2), and the grade for the degree-specific examination. Detailed rules for determining the grade of the diploma examination are set out in the regulations referred to in § 31(11).
4. The diploma examination is passed if the grade is greater than or equal to 3.00, provided that only one answer may be marked as incorrect.

§ 34

Sanctions

1. In the event of a student failing the diploma examination or failing to appear for the examination on the set date without a valid reason, the Dean shall set a final deadline for the diploma examination.
2. A student who has failed the diploma examination or has not appeared for the diploma examination by the final deadline set by the Dean in accordance with the rules laid down in paragraph 1 shall be removed from the register of students.
3. Where a student's failure to appear for the diploma examination was justified, the Dean shall set a new date for that examination. A justification for absence from the diploma examination should be submitted to the Dean within seven days of the examination date.
4. Persons removed from the register of students in accordance with paragraph 2 may apply to resume their studies in accordance with the rules set out in § 5.

VIII. Completion of studies

§ 35

Final grade

1. The grade for the entire study programme is the arithmetic mean of all semester grades, calculated to three decimal places, and then rounded to two decimal places in accordance with the rule set out in § 17(4).
2. The final grade, calculated to three decimal places and then rounded to two decimal places in accordance with the rule set out in § 17(4), is the weighted average of the following grades:
 - 1) grades throughout the study programme – weighed at 0.6;
 - 2) diploma thesis grade – weighted at 0.2;
 - 3) diploma examination grade – weighted at 0.2.
3. The final result, determined on the basis of the table below, shall be entered on the university graduation diploma and in all other documents confirming completion of studies:

final grade	grade entered on the university graduation diploma
4.60 – 5.00	very good (5.0)
4.26 – 4.59	above good (4.5)
3.76 – 4.25	good (4.0)
3.26 – 3.75	fairly good (3.5)
3.00 – 3.25	satisfactory (3.0)

4. In the case of joint education agreements concluded with foreign higher education institutions, the rules for determining the grade for the diploma examination and the final degree result are set out in those agreements, subject to the rules laid down in these regulations.

§ 36

University graduation diploma

1. Upon passing the diploma examination, the graduate is awarded a university graduation diploma.
2. The conditions for completing the studies and obtaining a university graduation diploma are: achieving the learning outcomes specified in the curriculum and the required number of ECTS credits, receiving a pass grade for the diploma thesis, and passing the diploma examination.
3. The university graduation diploma must be drawn up and issued to the graduate within 30 days of the date of the diploma examination.
4. Before collecting their university graduation diploma, graduates must settle all outstanding financial obligations to PK KUT.
5. In the event that, in the diploma thesis forming the basis for the award of the degree, the applicant has claimed authorship of a significant section or other elements of another person's work or scientific findings, the Rector of PK KUT shall, by way of an administrative decision, declare the university graduation diploma invalid.

IX. Awards, honours and penalties

§ 37

Awards and honours

1. Students who demonstrate outstanding academic achievement and exemplary fulfilment of their duties may be awarded prizes in accordance with the rules set out in separate regulations.
2. A university graduation diploma with honours shall be awarded to a graduate who has fulfilled all of the following conditions:
 - 1) has completed their studies within the scheduled timeframe specified in § 11(5) of these regulations;
 - 2) has achieved a degree classification of no less than 4.75;
 - 3) has met the conditions set out in the regulations issued pursuant to § 39(1) of these regulations.
3. The diploma examination board shall record in the diploma examination report that the graduate has met the criteria entitling them to receive a diploma with distinction.
4. The faculty may maintain a register of distinguished graduates, in which the names of graduates who have received a degree with distinction are recorded.

§ 38

Disciplinary measures

1. A student shall be liable to the student disciplinary committee for any breach of the University's regulations, including breaches of these Regulations, and for any conduct unbecoming of a student.
2. Disciplinary measures include: a reprimand, a formal reprimand, a formal reprimand with a warning, suspension of certain student rights for a period of up to one year, and expulsion from the University.
3. For a minor offence, the Rector of PK KUT may impose a reprimand on a student, after first hearing the accused or their defence counsel.
4. The rules and procedure for proceedings in the matters referred to in paragraphs 1–3 are governed by separate regulations.

X. Final provisions

§ 39

Administrative provisions

1. Deans may draw up detailed provisions for the study regulations, taking into account the specific nature of studies at a given faculty or in a given field of study. Faculty regulations must be consistent with these study regulations. Detailed provisions supplementing the study regulations are adopted by the Senate of PK KUT.
2. The Dean, acting on the authority of the Rector of PK KUT, issues an administrative decision in matters referred to in § 3(1), § 4(6) and § 24(1) and (4). A student has the right to submit a request for a review of a matter to the Rector of PK KUT in respect of an administrative decision taken by the Dean acting on the authority of the Rector of PK KUT. A request for a review of a matter shall be submitted via the Dean who issued the administrative decision.
3. In other individual matters concerning students, the Dean shall decide.

4. The Rector of PK KUT exercises oversight over the decisions of the Dean referred to in paragraph 3. A student dissatisfied with the Dean's decision may refer the matter to the Rector of PK KUT via the Dean.
5. Whenever these regulations refer to an administrative decision or a decision by the Dean, this shall also mean an administrative decision or a decision by the Vice-Dean.

§ 40
(repealed)