

ENROLLMENT CONDITIONS FOR THE SUMMER SEMESTER 2023/2024
(based on the Study Regulations of 2023)

1. Deadlines and Method of Submitting Applications

Documents required for submission to the dean's office in connection with the enrollment for the semester (settlement of the study stage):

- a) by 23.02.2024 application for enrollment in the diploma thesis (point 6),
- b) by 27.02.2024 application for permission for the 5th completion of a course/class (4th repeat) (point 5),
- c) by 1.03.2024 application for a dean's leave (point 4),
- d) by 6.03.2024 application for including courses/classes in the academic record, e.g., completed in the Erasmus program or on another studies.

NOTE1: All documents and applications, after being initiated and processed in the USOS system, should be submitted to the dean's office in person or via email to the appropriate teaching assistant's email address, which can be found on the website <http://wbliw.pwr.edu.pl/studenci/dziekanat> under the "Pracownicy dziekanatu" tab.

NOTE2: If a specific form is missing in the USOS system, use the form files available on the faculty website in the "Studenci - Do pobrania" section.

2. Directly after the completion of enrollments from 27.02.2024, the Dean will start settling the winter semester for all students, including, in accordance with paragraph 26, section 1 of the Study Regulations, checking the fulfillment of all requirements specified in the study plan for the given stage in the education cycle assigned to the student, particularly obtaining the specified number of ECTS points. Depending on the results, one of the following decisions will be taken:

- about completion the stage and enrolling for the next stage of studies (if the student has no ECTS points deficit);
- about conditionally completion the stage and conditional enrollment for the next stage of studies (if the student has an ECTS points deficit not exceeding the acceptable deficit);
- about conditional passing of the stage in administrative way and enrolling the student for the next stage of studies despite exceeding the allowable ECTS points deficit. This generally applies only to first-stage engineering students who have obtained 17 or 18 ECTS against the minimum 19 ECTS required for conditional enrollment, and students eligible to enroll in the last semester of studies;
- proposing granting a dean's leave (in case there is no possibility of enrolling the student for the next stage of studies);
- directing the student to retaking the study stage (if there is no basis for conditional competition of the stage and conditional enrollment for the next stage after returning from leave);
- removal from the register of students.

3. The minimum sum of ECTS credits required for enrollment in the next semester (stage of studies) is:

FULL-TIME BACHELOR'S DEGREE PROGRAMS

- For Semester 2: 19 (conditionally 17) ECTS points,
- For Semester 3: 43 ECTS points,
- For Semester 4: 73 ECTS points,
- For Semester 5: 105 ECTS points¹),
- For Semester 6: 135 ECTS points,
- For Semester 7: 170 ECTS points²);

FULL-TIME MASTER'S DEGREE PROGRAMS

- For Semester 2: 15 ECTS points,
- For Semester 3: 47 ECTS points²);

- ¹) Restriction – a prerequisite for enrollment in the 5th semester (stage) is (regardless of the sum of ECTS points) passing the course "Introduction to statics of structures" (Lecture + Project or Exercise),
- ²) Restriction - a prerequisite for enrollment is undertaking all courses that grant the right to sit for the diploma examination.

NOTE: According to par. 26 sec. 10 of the Study Regulations, ECTS points obtained in advance from higher stages of study than the one currently being settled will not be considered for enrollment in a higher semester (stage) of studies.

4. Rules for enrolling in classes for the summer semester have been provided in separate announcements. They are available on the faculty website under the 'Zapisy' tab.
5. By no later than March 1, 2024, students who do not meet the conditions for enrollment in the semester/stage of studies should apply for a dean's leave (signed printout of the application from the USOS system). Leaves are granted only for one semester (stage) of studies, with a total allowable duration of dean's leaves during the entire course of studies being two semesters (stages). In problematic situations, please contact the Vice-Dean for Didactics by email. In exceptional cases justified by unforeseen circumstances, an application for a dean's leave, changing the previous registration for the semester (stage of studies), can be submitted by March 13, 2024.
6. The Study Regulations in par. 22 sec. 5 allow for a maximum of three completions of a course (subject) under general rules. A fourth completion (third repetition) of a course is also possible. Failure to complete a course (subject) after four or more attempts may result in removal from the student list, due to lack of progress in studies. To obtain permission for the 5th completion (fourth repetition), an application addressed to the Pro-Rector for Education must be submitted. The application should be submitted to the dean's office or emailed as a scanned signed application to the appropriate teaching assistant by February 27, 2024.
7. Enrollment for the diploma thesis, including its 1st completion, will be conducted exclusively administratively. For this purpose, a written application for enrollment in the course with a new topic, which should include a screenshot from the APD system of the positively reviewed application for approval of the diploma thesis topic, must be submitted to the appropriate teaching assistant by February 23, 2024. To enroll for the repetition of the diploma thesis with a continuation of the current summer semester topic, a repeat application must be submitted, which must include the written consent (signature) of the supervisor. APPLICATION FORMS can be downloaded from the faculty website under the 'Studenci - Do pobrania' tab. Continuing the current topic can be extended for one, next semester by submitting an application on a form containing the written consent (signature) of the current supervisor and their information on the degree of progress of the work (required above 75%). Otherwise, a new diploma thesis topic must be agreed upon in the APD system with a different supervisor than the current one. Current information regarding diploma thesis topics for the academic year 2023-24 can be found in the APD system.

28.01.2024

Vice-Dean for Didactics
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