

Information for W02 Students Regarding Enrollment for Diploma Thesis in the Summer Semester 2023-24

1. **Available Diploma Thesis Topics:** All topics for diploma theses for the academic year 2023-24 (both winter and summer semesters) can be found in the APD system at <https://apd.usos.pwr.edu.pl>
2. **Selecting a New Topic for Summer Semester 2023-24:** If you are interested in starting a new topic for your diploma thesis in the summer semester, please find an available topic on the APD system website. Then, contact the supervisor to discuss the possibility of working on this topic. **Note:** Ensure that the topic is registered under your specialization (f.e. CEB). Changing the topic's specialization is not possible.
3. **Approval Process:** Once you and your supervisor agree on a topic, you both must submit a request for topic approval to the Approval Committee via the APD system by February 20, 2024.
4. **Enrollment Procedure:** Enrollment in a diploma thesis is done through an administrative process. This means students cannot enroll themselves in a diploma thesis through the USOS system. To enroll in a new topic, send your request to Zapisy.pracadyplomowa@pwr.edu.pl by February 27, 2024. For continuing with the same topic from the winter semester, submit your request at the dean's office. Below are detailed instructions for enrolling in new topics and for repeats with continuation of the topic from the winter semester.

A. Enrollment for First-Time Diploma Thesis or Repeat with a New Topic

1. Diploma thesis topics for the academic year 2023-24 have been entered into the APD system by supervisors. You can view each topic's details on the APD system website at [APD System](#). The "Original Language Description" of each topic includes its objectives and scope. The "Topic Status" indicates its availability; an available topic will have the status "available". When choosing a topic, please make sure it is for the correct type of diploma thesis (BEng/MSc) and the correct specialization. This information should be in the "Original Language Description".
2. **After Topic Selection:** Once you have chosen a topic, you need to discuss with the Supervisor (thesis advisor) the feasibility of undertaking the selected topic. After such agreement, the Supervisor will enter you in the APD system as the "author" of the work. Then, both you (the author) and the Supervisor must sign the request in the system for approval of the topic by the Approval Committee. The Supervisor will then submit the request for approval. All requests must be submitted by February 20, 2024. Failure to meet this deadline may result in the inability to enroll in the diploma thesis.
3. **For Students Interested in Next Summer Semester:** Students interested in taking up a topic in the next summer semester can ask their chosen Supervisor to reserve the agreed topic and change its status in the APD system to "Reserved".
4. **To Enroll in a Diploma Thesis with a New Topic:** To enroll, students should email the completed enrollment form to Zapisy.pracadyplomowa@pwr.edu.pl by February 27, 2024. The application must include a screenshot showing the approved diploma thesis topic (such as a print screen), following the sample application "Wniosek o zapis na pracę dyplomową" available on the faculty website under the "Studenci - Do

pobrania" section. Applications without a copy of the approved topic will not be processed.

5. **For Enrollment in a Diploma Thesis Repetition with a New Topic:** If you wish to enroll to repetition with a new topic, you must agree on a new diploma thesis topic with a different supervisor than before.

B. Enrollment for Repeat of Diploma Thesis with Continuation of Current Topic

Students who are currently working on their diploma thesis this winter semester and will not complete it on time can enroll either in a completely new topic (as per the instructions in point A) or, with the consent of their Supervisor, can enroll to continue the current topic, provided that the progress of the work exceeds 75%. To enroll for continuation, download and fill out the " Application for Enrolment on a Course Diploma Thesis" form from the "Studenci - Do Pobrania" section. The application must be submitted by February 27, 2024, to the dean's office (room 0.04, building C7) - not by an email. The form must include written consent of the current supervisor and their information on the degree of progress of the work (required above 75%).

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Vice-Dean for Didactics
Dr. Eng. Andrzej Batog, University Professor