

# REGISTRATION FOR CLASSES IN THE JSOS SYSTEM FOR THE SUMMER SEMESTER 2022/2023

applies to students after semester 2 and subsequent

(based on the Study Regulations v. 2022)

**NOTE: timetables for full-time and extramural studies have been prepared for variant of conducting classes in a traditional form (in rooms). No form is provided hybrid conduct of classes or credits or exams**

## 1. GENERAL RULES

All students registered in the system in the winter semester 2022/2023 are activated to enroll for the summer semester 2022/2023 except for those who are currently in the deletion procedure, e.g. due to arrears in fees.

All students who are currently in JSOS will participate in the JSOS enrollment at the 2nd or higher semester (stage) of engineering or master's studies.

Students in the JSOS system will be able to write a promotion to available (not blocked) for them courses. After the complete transition from next semester to the USOS system will no longer be the possibility of enrolling in promotion courses.

**When registering, please pay attention to the applicable prereplicas (registration blocks). They have been compiled in a separate announcement posted on the faculty website.**

Students will be admitted to enrolment in subsequent semesters according to the enrollment plan. For individual groups of students (tranches) will be assigned an individual opening date for enrollment based on grade average for the summer semester 2021/2022.

You can sign up for courses from all over study plan (taking into account blockades in the absence of passing the course blocking the enrolment, e.g. General construction 1 blocks the entry for General Construction 2).

Saving for items Specialty is allowed only if the student is assigned to a particular specialty.

During the corrections, students are obliged to correct their records, e.g. liquidation of the so-called "overlays" or deletion of the subscription for subjects for which the student had no right to enroll, So he didn't have fulfilled preprops.

## 2. DEADLINES FOR ENROLLMENT AND THEIR CORRECTIONS

- faculty enrollment full-time studies at USOS 16.02.2023;
- faculty enrollment full-time studies in JSOS 16 - 19.02.2023;
- university-wide enrollment in JSOS 20.02.2023;
- faculty enrollment extramural studies at USOS 16.02.2023;
- faculty enrollment extramural studies in JSOS 21-22.02.2023;
- university-wide enrollment in USOS 22.02.2023;
- 1st correction of faculty records JSOS 24.02.2023
- 1st correction of faculty records USOS 20.02.2023
- corrections of university-wide enrollments 24.02.2023
- 2nd correction of faculty records 28.02.2023

Detailed information on university-wide enrollment can be found on the **AKZ website** - <http://akz.pwr.edu.pl/>

### 3. **PROBLEMS SIGNING UP**

Depending on the type of problem encountered during registration, it should be reported to individual e-mail addresses, which will speed up the reactions of the recording team:

- **no places in record groups** [zapisy.brakmiejscwgrupie@pwr.edu.pl](mailto:zapisy.brakmiejscwgrupie@pwr.edu.pl)
- **other problems occurring during registration in the USOS system:**  
[zapisy.jsosw2@pwr.edu.pl](mailto:zapisy.jsosw2@pwr.edu.pl)

**NOTE: Vice-Dean for Didactics, Plenipotentiary for Didactics and Assistants for Didactics in Dean's office do not they handle records, so you should not call or email them regarding registration.**

### 4. **CHANGES TO RECORDS MADE BY THE ADMIN TEAM RECORDS**

The liquidation of small groups will take place successively when, due to liquidation of a given group overlays were created in enrollment in students prescribed to other groups – student should liquidate them himself. There are also room changes – please before class check in which rooms classes take place (the room shown in the system Edukacji.CL/JSOS is always current).

**If there are no places for classes in all groups, please inform by e-mail a team of administrators: [zapisy.brakmiejscwgrupie@pwr.edu.pl](mailto:zapisy.brakmiejscwgrupie@pwr.edu.pl) and then in the system make sign up for classes in an additional created group.**

After the completion of corrections of faculty records, the final liquidation of small groups will take place and students from these groups will be assigned to groups where there are vacancies – **so they can arise "overlays", they should be reported to the e-mail address: [zapisy.jsosw2@pwr.edu.pl](mailto:zapisy.jsosw2@pwr.edu.pl)**

In a situation where the overlay was caused by the student himself during enrollment and if it is not possible to rewrite to of another group for free space, the overlay will be eliminated by deleting the record on course from the 1st implementation.

### 5. **REGISTRATION FOR REPLAYS**

Students will have the opportunity to enroll in revision courses during registration on the first day of 16.02.2023 but only to groups from the "Repetition courses" list posted on the website of the faculty. These groups are dedicated to students from every at least the second implementation of a given course. Signing up yourself as part of the vacancies, in groups for revision classes from all semesters will be possible on corrections.

### 6. **ENROLLMENT BLOCKS for subjects (courses) given in the study plan are absolutely valid – will be enabled during registration**

The list of blocked items is posted on the faculty website in a separate communication. Students are obliged to do so themselves observe these blockades, i.e. for example, a student who has failed, for example, the matemat's analysis. 1 there is no the right to subscribe to the Analysis matemat. 2, even if the system allows them to write so (for reasons technical write-blocks in the system may be temporarily disabled).

In the case of statements during inspections carried out during the semester of enrollment for blocked classes, sstudent will be removed from such a course, or if this is not possible, the student will not will be admitted to credits from this course.

**The Vice-Dean does not grant consent to the exemption from the blockade of subscriptions for a given subject.**

Persons who do not comply with the blocks at the next registration will be placed at the end a write queue with the latest enrollment dates assigned so that they do not block places for other students by enrolling in courses to which they are not enrolled.

## 7. UNIVERSITY-WIDE ENROLLMENT

Rules for enrolment in university-wide subjects (courses) foreign languages, sports activities, humanities courses) are given on the **AKZ website <http://akz.pwr.edu.pl/>**

Acceptable variants of language courses at first- and second-cycle studies are given on **SJO website in the "Educational paths" tab - <https://sjo.pwr.edu.pl/en/>**

On university-wide enrolments, you should enroll in foreign languages and sports activities, paying whether it is a course adequate to the study plan (number of hours and credits). Students of study full-time engineering is required to complete 4 hours of PE classes (two 2-hour courses with 0 ECTS).

Completion of, for example, a foreign language or PE course for less than the number given in the study plan ECTS credits or the number of hours may result in a deficit preventing admission to diploma examination.

**NOTE: Students who started their studies before 2019 have been transferred to the degree program 2019 or newer. They should therefore check whether they have completed 4 hours of sports activities.**

## 8. STAFFING CLASSES

The staffing of classes given in the system and on the faculty website are informative and may change for organizational reasons during or after the commencement Semester.

**The student is enrolled in classes on a specific date in a given room, not until Lecturer.**

## 9. DIPLOMA THESES

On the faculty website in the "Graduates" tab there are posted lists of topics of diploma theses approved Students planning to carry out the work diploma in the summer semester 2022/23 should agree on the possibility of taking up the chosen topic with the promoter. Students completing their diploma thesis for the first time enroll in it on their own during faculty records. No name of the agreed maintainer in the system during subscriptions should be reported immediately by e-mail to the administrators of subscriptions to the following address: [zapisy.jsosw2@pwr.edu.pl](mailto:zapisy.jsosw2@pwr.edu.pl)

Enrollment by the student to an unagreed promoter will not result in ex officio cancellation by a team of administrators of records of such a record, even if the tutor has no free topic - the student is responsible for the correctness of his records. **Save You can only get on the topic of your specialty.**

Students who need to complete a review course of the diploma thesis should send an e-mail to the competent didactics assistant by 22.02.2023 a written application for enrolment in the course repeat, which must contain a written consent (signature of the guardian. FORM can be downloaded on the faculty website in the tab „DYPLOMANCI – DOWNLOADS FOR DIPLOMA STUDENTS”

Implementation The current topic can be extended for one consecutive semester by submitting an application for a form containing the written consent (signature) of the current guardian and his information with the degree of advancement of work (required above 75%). Otherwise, it must be agreed a new topic of the diploma thesis with a different tutor than the previous one and submit to the Dean's Office an application for enrolment in a review course containing a written consent (i.e. signature) of the new tutor.

**Students who plan to undertake diploma thesis in the next winter semester 2023-24 can agree in advance until the beginning of April 2023 with the selected lecturer preparing for them a topic consistent with their own interests, so that the lecturer They could submit the topic for approval in May 2023.**

#### **10. ABSENCE OF ENTRIES SHALL CONSTITUTE DELETION**

**In accordance with the Study Regulations, failure to enroll for any classes (except for students on sick leave, for students who are parents, or for pregnant students) means resignation from studies and removal from the list of students.** On holiday Dean's obligation to enroll at least for overdue courses.

In the case of students admitted to the 1st semester, the reason for deletion is not signing within the prescribed period of the oath act.

NOTE: in accordance with the Study Regulations par. 16 paragraph 13 non-participation by the student in classes for the first 3 weeks of classes, it may be a reason to be removed from the list of students.

- 11.** In the case of enrolment in revision classes during university-wide enrollment or When correcting faculty enrollments, students enrolled in revision courses these fees they must be settled in the USOS system. **Confirmation of payment of the fee should be send to the appropriate teaching assistant.**

For students who do not pay for revision courses within the indicated period, the procedure for removal from the list will be initiated students in accordance with §33 section 2 point 3. Study Regulations.

#### **12. RECOGNITION OF THE ACQUIS**

Persons who have passed some subjects from the study program on hearts. construction in e.g. parallel studies in other fields of study at WUT should before registration, agree by e-mail on the possibility of their recognition by the Vice-Dean. For the inclusion of such Students may apply for achievements until 22.02.2023 in the form of a generated application from the USOS system the application should be sent in the form of a scan to the e-mail address [dorobkiw2@pwr.edu.pl](mailto:dorobkiw2@pwr.edu.pl)

The application should be accompanied by a scan of documents confirming obtaining credits on another faculty in the form of an extract from the electronic index confirmed by the dean of the faculty, who have obtained this credit.

6.02.2023 r.

Vice-Dean for Didactics  
dr inż. Andrzej Batog, prof. uczelni