

Resolution No. 77/2022
of the Council of the Faculty of Social Sciences of the University of Wrocław
of 2 December 2022

adding detailed provisions to the Regulations of Studies

Based on the Resolution of the Senate of the University of Wrocław no. 37/2021 of 21 April 2021 on the Rules and Regulations of Studies at the University of Wrocław, it is resolved as follows:

§ 1. The Resolution No. 39/2022 of the Council of the Faculty of Social Sciences of 22 April 2022 is amended by adding detailed provisions to § 43.4. of the RESOLUTION NO. 37/2021 OF THE SENATE OF THE UNIVERSITY OF WROCŁAW of 21 April 2021 on the Rules and Regulations of Studies at the University of Wrocław:

1. Subjects of graduation theses are proposed by the seminar supervisors themselves or upon consultation with seminar participants. Subjects of master and bachelor theses are approved in the manner defined by the Council of the Institute or Chair at terms stipulated in the Regulations of Studies.
2. In the case of faculty majors, theses' subjects are approved by the Council of the Faculty.
3. Subjects should be consistent with the field of study, studies profile and the supervisor's scientific experience.
4. The supervisor provides the list of subjects to the deputy director of the institute / deputy head of the chair / dean (for faculty majors) in charge of teaching at a date allowing approval of the subjects by the end of the first term of the seminar. If the subject is changed, the new subject is approved in the same way.
5. A correction of the thesis title which does change the thesis subject doesn't require reapproval.
6. A change of supervisor is possible upon an application by the student or director of the Institute / head of the Chair addressed to the Vice-Dean for Education. The student's application for a change of the supervisor should include opinions of the current supervisor, new supervisor, deputy director of the institute / head of the chair in charge of teaching. The application should be submitted to the Dean's Office of the Faculty of Social Sciences.

§ 2. The resolution comes to force on the day of its approval.

The Council of the Faculty approved the resolution by a majority of votes in an open vote.

Chairman of the Council of the Faculty of Social Sciences
of the University of Wrocław

prof. dr hab. Robert Alberski
signature

Detailed provisions added to the Regulations of Studies

§ 4 section 1 item 12

1. Upon a consent of the class instructor, a student is authorised to complete classes and take exams at dates earlier than defined in the curriculum, if the student meets all requirements contemplated in the course syllabus (and pay the respective fees for educational services, if required). The form and date of completion or exam are set by the instructor. An exam held at a date earlier than provided in the curriculum is treated as the basic exam (according to § 27 section 4).
2. A student may apply for Individual Organisation of Studying (IOS) by applying in writing to the Vice-Dean for Education at the Faculty of Social Sciences. The application with grounds and documentation, including an opinion by the competent director of the institute / head of the chair should be submitted to the Dean's Office of the Faculty of Social Sciences no later than 10 working days after the beginning of the term. The Individual Organisation of Studies (IOS) is awarded for one term and it allows for individual arrangement of forms of accomplishing learning outcomes designed for the given study module (classes or group), as well as individual arrangements concerning date and form of verification of the learning outcomes (exams, class completion).
The following may apply for the Individual Organisation of Studies:
 - 1) student acting as a child's custodian,
 - 2) student who studies two fields of study or specialisations at the same time,
 - 3) student incoming to the University within inter-university exchange programme,
 - 4) student returning to the University after mobility,
 - 5) student with certified disability,
 - 6) student in another specific situation which can be justified and documented.
3. The individual organisation of studies can be awarded to students whose average grade for the latest completed term was at least 4.5. In grounded cases the Dean may waive this condition. The individual organisation may be awarded from the second term of the given curriculum.
4. The individual organisation of studying may be awarded to full-time students.
5. A template application for the individual organisation of studying is in **Attachment No. 1** hereto.

§ 4 section 1 item 13

1. A student may apply for an individual curriculum (IPS) by applying in writing to the Vice-Dean for education at the Faculty of Social Sciences. The application with grounds and documentation, including an opinion of the competent Institute Director (Chair Head) and science supervisor, as well as the draft individual curriculum and plan, should be submitted to the Dean's Office of the Faculty of Social Sciences no later than 10 working days after beginning of the term.
2. The individual curriculum and plan can be awarded to a student who has completed the first year of first-cycle studies or first term of second-cycle studies and obtained the average grade for all completed terms of at least 4.5.
3. In grounded cases, a student with certified disability may apply for the individual curriculum and plan.

4. Upon consultation with the Dean and student, the director/head of the unit appoints the scientific supervisor for the individual curriculum student. The supervisor must be an employee of the Faculty of Social Sciences who holds at least a Ph.D.
5. The student and the supervisor determine the individual curriculum and schedule so that it meets requirements associated with learning outcomes for the given field and stage of study. The schedule may include extracurricular courses outside the student's original major.
6. Terms of participation in classes within the individual curriculum must be arranged individually with the respective instructor, but no later than within 14 days after commencement of classes.
7. The individual curriculum and schedule, approved by the Dean, may be changed only in exceptional situations, e.g. withdrawal of the course, lack of free places at the course etc.
8. The individual curriculum is awarded for the entire academic year.

§ 17 section 3

If the number of applications for a course exceeds the maximal limit of participants, the Dean of the Faculty of Social Sciences decides on acceptance of students based on an application by the competent director of the institute (head of chair).

§ 34 section 2

1. The minimal number of credits a student has to obtain for a conditional acceptance at the next term, is 10 ECTS.
The total deficit of ECTS credits per year of studies is set at 20 credits.
2. For students who started studies before the academic year of 2019/20, 10 credits is the minimum a student must acquire to get a consent to conditional entry to the next term.
The total acceptable deficit of ECTS credits is not defined.
3. In the cases described in items 1 and 2, the student is entered at the higher term, unless they submit within 7 days after the end of the retake session a written resignation from studying at the subsequent term or resignation from studies. The respective decision is taken by the Dean upon the student's written application.

§ 35 section 2

1. The minimal number of credits a student must acquire to get a consent to re-entry to the same term is 8 ECTS.

§ 36 section 1 item 2

1. A change of the form of studies is possible exclusively upon a written application with grounds submitted by the student to the Vice-Dean for Education of the Faculty of Social Sciences.
2. The application for a change of the form of studies can be submitted by a student upon completion of two terms of first- or second-cycle studies, at least one month before the commencement of another term/academic year. In special circumstances, upon a student's written application, the Vice-Dean for Education may extend this deadline.
3. Consent to a change of the form of studies from part time to full time can be granted to a student whose average grade for all completed terms is at least 4.25.
4. In the case of consent to a change of the form of studies from full time to part time, requirements referred to in item 2 are not considered.

5. In the case of a change of the form of studies, the student is obliged to make up for curricular discrepancies, if any. In the decision on changing the form of studies, the Vice-Dean for Education sets deadlines and forms of completion of the required courses.

§ 41 section 4

The Dean may refuse reinstatement of a student, if:

1. The student failed to submit an application for reinstatement at least one month before commencement of the term/academic year.
2. The student was already reinstated at the same field of study before. In special circumstances documented by the student (e.g. health issues) occurred during the time of studies after the first reinstatement, the Dean may waive this rule and consent to reinstatement.
3. The student failed to pay all amounts due occurred before their being expelled.

§ 43 section 4

1. Subjects of graduation theses are chosen by the seminar supervisor themselves or upon consultation with seminar participants. Subjects of master and bachelor theses are approved in the manner defined by the Council of the Institute or Chair at terms stipulated in the Regulations of Studies.
2. In the case of faculty majors, theses' subjects are approved by the Council of the Faculty.
3. Subjects should be consistent with the major, studies profile and the supervisor's scientific experience.
4. The supervisor provides the list of subjects to the deputy director of the institute / deputy head of the chair / dean (for faculty majors) in charge of teaching at a date allowing approval of the subjects by the end of the first term of the seminar. If the subject is changed, the new subject is approved in the same way.
5. A correction of the thesis title which does change the thesis subjects doesn't require reapproval.
6. A change of supervisor is possible upon an application by the student or director of the Institute / head of the Chair addressed to the Vice-Dean for Education. The student's application for a change of the supervisor should include opinions of the current supervisor, new supervisor, deputy director of the institute / head of the chair in charge of teaching. The application should be submitted to the Dean's Office of the Faculty of Social Sciences.