

Resolution No. 79/2022
of the Council of the Faculty of Social Sciences of the University of Wrocław
of 2 December 2022

concerning approval of the graduation procedure

Based on § 38 section 1 item 2 of the Statute of the University of Wrocław, the Council of the Faculty of Social Sciences resolves as follows:

§ 1. The terms of organisation of the graduation exam at first- and second-cycle studies at the Chair of European Studies of the Faculty of Social Sciences of the University of Wrocław are approved (Attachment No. 1).

§ 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

**Graduation procedure at the first-cycle and second-cycle studies
at the Chair of European Studies of the University of Wrocław,
binding as of the academic year of 2022/2023**

GENERAL INFORMATION

1. To be eligible to take the final exam at fields of study at the Chair of European Studies, that is first- and second-cycle European Studies, first- and second-cycle European Diplomacy, first-cycle Migration Management, a student must:
 - a. complete all courses and internships included in the curriculum and obtain the number of ECTS credits (as approved by the Dean) as required by the Regulations of Studies at the University of Wrocław;
 - b. obtain at least "satisfactory" grade for the graduation thesis;
 - c. submit the graduation thesis at the Dean's Office of the Faculty of Social Sciences along with the required documents at the deadline set in the Regulations.
2. The graduation exam takes the form of a bachelor or master thesis defence. At the defence, the student should present knowledge, skills and social competencies in accordance with learning outcomes assigned to the given field and cycle of studies.
3. Bachelor and master theses prepared for the graduation exam at both cycles in all fields of study listed above may be either theoretical or empirical.
4. Subjects and methodology of bachelor and master theses defended at the Chair of European Studies should be consistent with social sciences.
5. A graduation thesis is one of the most important ways to confirm the Learning Outcomes for the given field of study and it should be the student's original contribution. All graduation theses' original authorship is verified with the Uniform Anti-Plagiarism System.
6. By writing the thesis, the student should document their ability to use the scientific instrumentarium (references, footnotes, collecting and analysing source material and scientific literature concerning the studied subject). A graduation thesis must be prepared correctly in terms of its content, as well as language and editing.
7. Questions designed to verify the student's knowledge, skills and social competences are asked by the members of the Commission based on the curriculum the student has completed and the theme of the defended graduation thesis.

ORGANISATION OF SEMINARS

1. Bachelor and master theses are developed within seminars of thematic scope defined by supervisors. Students choose seminars based on profiles of supervisors indicated by the Board of the Chair of European Studies. Based on propositions provided by employees, the Deputy Head of the Chair for Teaching prepares the final list of supervisors to be offered to students. In forming seminar groups, the Deputy Head of the Chair for Teaching is guided by criteria of the Dean's regulations on maximal number of students in seminar groups and by students' preferences.
2. Organisation of thesis development through seminars does not exclude individual supervision. It is possible only at second-cycle studies. A student who is interested in individual supervision by a selected lecturer should obtain approval of this lecturer, Deputy Head of the Chair for Teaching and Vice-Dean for Teaching.
3. A lecturer who accepts individual supervision of graduation theses may supervise no more than three theses.

4. Lecturers who act as individual supervisors do not supervise seminar groups.
5. Subjects of bachelor and master theses are developed by the seminar supervisor with active contribution of students. The subjects should be determined at deadlines provided for in the Regulations of Studies and they must be approved by the Council of the Chair in accordance with the Regulations of Studies at the University of Wrocław.
6. Enrolment to seminar groups is organised within the electronic system (and so are enrolment corrections). In the week before the enrolment, within the instructors' regular consultation hours, each instructor willing to supervise a seminar group provides additional information concerning the planned seminar to all interested students.

GRADUATION EXAM

1. Graduation exams, either at the end of bachelor or master studies, are held before a Commission appointed by the Dean. The Commission includes the supervisor and the reviewer. The Commission is chaired by a lecturer appointed by the Dean of the Faculty of Sciences, the chairman must hold the scientific degree of doktor habilitowany. Lecturers acting as reviewers should hold knowledge allowing for objective, substantial and diligent evaluation of the submitted thesis, as well as assessment of answers to the exam questions.
2. The graduation exam is an oral exam. Its objective is to verify the student's achievement of the Learning Outcomes for the respective field of study.
3. The exam includes two parts:
 - a. The first part of the graduation exam involves presentation of the content of the reviews by the supervisor and reviewer along with the grade they awarded the thesis.
 - b. The second part of the exam involves the Commission's asking three questions to verify the student's level of knowledge, skills and social competences described in the Learning Outcomes for the respective field of study and knowledge of the subject discussed in the graduation thesis.
4. Detailed terms of obtaining a diploma and calculation of the results of studies are defined in the Regulations of Studies at the University of Wrocław.