

Internal Regulations  
of Independent Unit of Disaster Medicine of PUM  
for English Program Students

1. Detailed schedule of classes as well as partial and final credits time-limits and lecturer consultation time shall be available on Unit`s announcement board (near a Unit`s Secretary Office, PUM, Rybacka str. 1, 3-rd floor) and on Unit`s website one week before the start of semester.
2. Student attendance at all classes types is obligatory.
3. All coats and jackets, big bags or luggage must be left in cloakroom before the start classes.
4. During classes We behave in accordance with the principles of good manners and take an active part in the classes, without destroying an equipment in a classroom. We use no mobile phones and consume neither food nor drinks.
5. In case of justifiable absence student can make up areas of work in next form:
  - ) attendance at classes with another group, if it is possible for student and lecturer accept it,
  - ) meeting with course lecturer during his consultation time.This compensation must put over till partial or final credits.
6. Justifiable lateness or absences from classes are: -) sick-leave signed by a doctor,
  - ) certificate signed by the University authorities,
  - ) documented accident,
  - ) emergency case – on condition that the student should describe own participation in first aid.
7. All classes start and end according to Dean`s Office schedule. One-time exceptional changes are possible only with the agreement of Unit`s Head.

8. Students late more than academic quarter (15 minutes) have an unjustifiable absence.
9. In case in unjustifiable absences – vide rule no 5 and additionally short (about 10 minutes) multimedia presentation of topic, that was previously agreed with lecturer, is required.
10. Three consequent unjustifiable absences shall be reported to Dean`s Office immediately.
11. Subject of previous or current classes can be undergo evaluation in next form: question, short test or practical activity. Positive mark shall be added to as additional point to partial credit.
12. Only students with all presences at works or compensate for any absences are allowed to partial credits. Negative mark of partial credit can be make better during the lecturer consultation time – only once, and final credit - twice.
13. Students have the right to inspect their partial or final credits in the presence of their lecturer. From doubtful marks students can appeal to the Unit`s Head within three days.
14. In case of acquiring positive marks of every first term partial credit student may be relived of obligation to pass the course final credit.
15. Final evaluation of classes are writing into student`s books by lecturer, who carry out classes. It will be done on last classes or during consultation time (all students team at once).
16. In other matters not mentioned in this Regulation, Rules of Study at Pomeranian Medical University shall apply.