

## Wewnętrzny regulamin dydaktyczny jednostki

### Department's Internal Didactic Regulations

obowiązujący w roku akademickim <i>valid in academic year</i>	2022/2023
pełna nazwa jednostki <i>full name of the Department</i>	Department of Genetics and Pathology PUM
dane jednostki (e-mail, telefon) <i>contact to the Department (e-mail, phone no.)</i>	CENTER FOR THE NEW MEDICAL TECHNOLOGIES (CNTM) 71-252 Szczecin, ul. Unii Lubelskiej 1 tel. (091) 441 72 50
kierownik jednostki (stopień/tytuł, imię i nazwisko) <i>Head of the Department (academic title, name and surname)</i>	prof. dr hab. n. med. Jan Lubiński
adiunkt dydaktyczny/osoba odpowiedzialna za dydaktykę w jednostce (stopień, imię i nazwisko, e-mail, telefon) <i>Course coordinator (academic title, name and surname, e-mail, phone no.)</i>	dr n. med. Katarzyna Gołębiwska katarzyna.golebiewska@pum.edu.pl 507 016 743
kierunek studiów <i>field of study</i>	Medicine and Dentistry
rok studiów <i>year of studies</i>	II
nazwa przedmiotu/przedmiotów <i>course/subject title</i>	Clinical genetics

### §1

#### Sposób prowadzenia zajęć *Teaching Methods*

1. Clinical genetics classes are held in the form of two hours of seminar and 8 hours of practical classes.

### §2

#### Sposób i formy wyrównywania zaległości, w tym odrabiania zajęć na skutek nieobecności

##### *Mode and forms of compensation of missed activities*

1. Presence at all classes is obligatory. The student cannot have any unexcused absences from the classes.
2. The certified excuse note comprises of medical reasons (doctor's excuse-health certificate) or the Dean's consent for student's absence.
3. Excused absences should be counted in agreement with the lecturer **during the block**.
4. Excused absences lasting more than 2 days does not allow taking the credit test.
5. Absence from more than **two classes** is associated with the need to make up the entire block of classes.

### §3

#### **Warunki i sposoby dopuszczania studentów do zaliczeń i egzaminów** *Requirements for course completion in order to sit the credit of exam*

1. Students who have previously passed all the seminars and practical classes will be admitted to the credit test (including improved failures).
2. Student is required to pass the credit test within the time set by the Department of Genetics and Pathology.

### §4

#### **Zasady dopuszczające studenta do poszczególnych zajęć w danym roku akademickim\*** *Principles of attending classes during the academic year\**

1. All students who have been promoted for the 2-nd year of the studies and are included in the dean's office list, are admitted to classes.
  - 1) Student will not be admitted to classes in the following cases:
    - a) Being late for classes exceeding 20 minutes;
    - b) Lack of necessary clothing required for the classes , eg. apron, variable footwear (sport or medical) and mask;
  2. Student will not be admitted to the classes or will be asked to leave from classes, in the event of noncompliance with the health and safety rules applicable in laboratory of Department of Genetics and Pathology PUM or in case of inappropriate behavior contrary to the study regulations or other kind of behavior regulations applicable at University/ Hospital/ Clinics, disrupting classes, endangering health, life or property, and also in the case of a gross lack of personal culture .

Student who has not be admitted to classes or who has been asked to leave from classes has absences in these classes.

### §5

#### **Warunki i sposoby przeprowadzania zaliczeń przedmiotu i egzaminów** *Forms of credits, exams*

1. Students must present identity document with a photo for the credit test.
2. During the credit test, students are strictly forbidden to have any electronic devices, which could enabled them communicate with other people.
3. The credit test will be from knowledge presented on seminars and practical classes and also knowledge from applicable books, which are listed below.
4. The credit test will be in form of **single choice test** (20 questions). Condition to pass is to obtain 60% of correct answers.

5. Unjustified nonaccession for the credit test is synonymous with the use of first –term of test and negative mark.
6. Student who gets positive mark from credit test, has also right to write **one retake** to get higher mark.
7. Student who has not passed the credit test, has the right to write **two retakes**, which will be in form of **single choice test**.

### **§6**

#### **Warunki zwalniania z niektórych zaliczeń lub egzaminów**

*Circumstances of exemption from credits or exams*

1. Exemptions from credits are not envisaged.

### **§7**

#### **Warunki dopuszczenia studenta do egzaminu w tzw. przedterminie, o którym mowa w § 32 ust. 8**

#### **regulaminu Studiów**

*Form of admission to the pre-scheduled examination, referred to § 31 point 8 of Rules & Regulations of PMU*

1. There are no preterm credits for the course.

### **§8**

#### **Kryteria oceniania**

*Assessment criteria*

1. The way to check the knowledge from seminars and practical classes is credit test with 20 questions in form of single choice test (60% of the correct answers are required to get the pass mark credit).

<b>POINTS</b>	<b>%</b>	<b>MARK</b>
0-11,5	0-57,5	Unsatisfactory, 2.0
12-13,5	60-67,5	Satisfactory, 3.0
14-15	70-75	Satisfactory plus, 3.5
15,5-16,5	77,5-82,5	Good, 4.0
17-18	85-90	Good plus, 4.5
18,5-20	92,5-100	Very good, 5.0

### **§9**

#### **Inne**

*Additional*

1. In matters relating to credits, the student has the right to appeal to the Head of the Department within 7 days from the date of announcement of the results.
2. Person responsible for the II-nd year of the Medical and Dentistry Faculty of the PUM in the Department of Genetic and Pathology, is dr n.med. Katarzyna Gołębiewska, room 4 (ground floor); e-mail: katarzyna.golebiewska@pum.edu.pl

**BOOKS:**

1. "Basics of medical genetics" M.Connor, M.Fergusson-Smith,PZWL,Warsaw,1998
2. „Clinical genetics of cancer 2017, 2018, 2019” monographs edited by J. Lubiński, PUM in Szczecin

..... pieczęć jednostki <i>stamp of the Department</i>	..... pieczęć i podpis Kierownika jednostki <i>stamp and signature of the Head of the Department</i>
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Opinia: <i>Opinion:</i>  Pozytywna / Negatywna** <i>Positive / Negative</i>	Zatwierdzam: <i>Approved by:</i>
..... pieczęć i podpis Samorządu Studentów <i>stamp and signature of Students' Parliament Representative</i>	..... pieczęć i podpis Dziekana <i>stamp and signature of the Dean</i>

\*jeżeli specyfikacja przedmiotu tego wymaga (*if the specification of the subject requires*)

\*\*niepotrzebne skreślić (*delete as not appropriate*)