# Wewnętrzny regulamin dydaktyczny jednostki

Department’s Internal Didactic Regulations

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| obowiązujący w roku akademickim  *valid in academic year* | 2023/2024 |
| pełna nazwa jednostki  *full name of the Department* | Department of Medical Physics |
| dane jednostki (e-mail, telefon)  *contact to the Department*  *(e- mail. phone no.)* | [kzfizmed@pum.edu.pl](mailto:kzfizmed@pum.edu.pl), +91 441 4520 |
| kierownik jednostki  (stopień/tytuł, imię i nazwisko)  *Head of the Department*  *(academic title, name and surname)* | Dr hab. n. med. Wojciech Podraza, |
| adiunkt dydaktyczny/osoba odpowiedzialna za dydaktykę w jednostce  (stopień, imię i nazwisko, e-mail, telefon)  *Course coordinator (academic title, name and suname, e-mail, phone no.)* | Dr hab. n. med. Wojciech Podraza, wojciech.[podraza@pum.edu.pl](mailto:podraza@pum.edu.pl)  +91 441 4520 |
| kierunek studiów  *field of study* | Faculty of Medicine and Dentistry |
| rok studiów  *year of studies* | I |
| **nazwa przedmiotu/przedmiotów**  *course/subject title* | Biophysics |

**§1**

**Sposób prowadzenia zajęć**

*Teaching Methods*

1. Seminars (13 h) - combination methods of lecturing with the help of Powerpoint presentations, classroom discussion and demonstration methods.
2. Seminars e-learning (5 h) - combination methods of lecturing with the help of Powerpoint presentations, discussion and demonstration methods.
3. Laboratory experiments (12h) - done by the students following the instructions.

**§2**

**Sposób i formy wyrównywania zaległości,** **w tym odrabiania zajęć**

**na skutek nieobecności**

*Mode and forms of compensation of missed activities*

1. Missed activities should be compensated as soon as possible just after prior appointment with the tutor.
2. Completion of missed seminars or laboratory experiments may take place in the form of participation in classes with other group or individually at other time, fixed with the tutor.

**§3**

**Warunki i sposoby dopuszczania studentów do zaliczeń i egzaminów**

*Requirements for course completion in order to sit the credit of exam*

1. Students are obliged to study all topics included into the program of biophysics.
2. Attendance and completion of all activities is a prerequisite for gaining credits.
3. One absence is allowed.
4. Exceeding the permissible number of absences may result in the impossibility of obtaining a credit.
5. Cases of exceeding the permissible number of absences (e.g. due to a student's longer illness) will be considered on an individual basis. The decision regarding the possibility of making up for them is made by the Head of the Department on his own or in consultation with the Dean.

**§4**

**Zasady dopuszczające studenta do poszczególnych zajęć w  
danym roku akademickim\***

*Principles of attending classes during the academic year\**

1. During one semester each student is obliged to attend classes according to the plan given on the notice board in the Department of Medical Physics of PUM and on the website and is obliged to prepare for the given subject.
2. The tutor checks the preparation for the activities in a discussion or written form.
3. Students not prepared for classes receive unsatisfactory grade and are supposed to make up for it during the consultation hours as soon as possible.
4. The student who is late for classes longer than 20 minutes will not be admitted to the classes.
5. The student will not be admitted to the classes or will be expelled from them in the event of improper behavior contrary to the study regulations or other regulations at the University, behavior disrupting the conduct of classes, threatening health, life or property, as well as in the event of lack of personal culture in relation to the teacher or other people attending and participating in the classes.
6. Not admitting to classes in the cases mentioned above is treated like absence.

**§5**

**Warunki i sposoby przeprowadzania zaliczeń przedmiotu i egzaminów**

*Forms of credits, exams*

1. The credit consists of the test.
2. Positive test results (at least 60% correct answers) are the prerequisites for gaining credits.
3. The scope of the test questions concerns the material discussed at seminars and laboratories.
4. During the test, it is prohibited to have electronic devices for remote communication (Rector's Ordinance No. 72/2012).
5. The test is single-choice (30 questions).
6. The student has the right to retake credits two times. Retake, consists of a single-choice test (30 questions).
7. There are no partial credits for the course.

**§6**

**Warunki zwalniania z niektórych zaliczeń lub egzaminów**

*Circumstances of exemption from credits or exams*

1. There is no possibility of exemption from the final credit.

**§7**

**Warunki dopuszczenia studenta do egzaminu w tzw. przedterminie,  
o którym mowa w § 31 ust. 8 regulaminu Studiów**

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

1. not applicable.

**§8**

**Kryteria oceniania**

*Assessment criteria*

1. For outstanding activity in class, each student may receive an additional points (max. 4) during the semester taken into account when scoring the results of biophysics **test**, if he / she fulfills the following conditions:

* is well prepared for classes,
* actively participates in seminars
* **will finish the physics pre-course**

1. The results of the written test, including additional points obtained during the labs or seminars

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| **results** | **grade** |
| **below 60 %** | **2,0** |
| **60% - 67%** | **3,0** |
| **68% - 75%** | **3,5** |
| **76% - 83%** | **4,0** |
| **84% - 91%** | **4,5** |
| **92%-100%** | **5,0** |

3. The condition for obtaining a credit is a positive result of a test.

4. The scope of the retake concerns the material discussed at seminars.

5. The grade obtained as a result of the retake will be the average of the grades obtained by the student during the credits, with the proviso that if the retake test results are positive (minimum 60% of correct answers), the final grade may not be lower than 3.0.

**§9**

**Inne**

(jeżeli specyfika przedmiotu wymaga zamieszczenia w regulaminie dodatkowych informacji proszę o zapisanie ich w kolejnych punktach regulaminu)

*Additional*

*if specific nature of the subject requires extra information, please add it as a next points of this Regulations*

1. not applicable.

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| ……………………………………….…..……  pieczątka jednostki  *stamp of the Department* | ………..……………………………………  pieczątka i podpis Kierownika jednostki  *stamp and signature of the Head of the Department* |

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| --- | --- |
| Opinia:  *Opinion:*  Pozytywna / Negatywna\*\*  *Positive / Negative* | Zatwierdzam:  *Approved by:* |
| ………………………………………………..  pieczątka i podpis  Samorządu Studentów  *stamp and signature*  *of Students' Parliament Representative* | ………………………………………………….  pieczątka i podpis Dziekana  *stamp and signature of the Dean* |