

Wewnętrzny regulamin dydaktyczny jednostki

Department's Internal Didactic Regulations

obowiązujący w roku akademickim <i>valid in academic year</i>	2023/2024
pełna nazwa jednostki <i>full name of the Department</i>	Department of Interdisciplinary Dentistry
dane jednostki (e-mail, telefon) <i>contact to the Department (e-mail, phone no.)</i>	E-mail: zstomaog@pum.edu.pl Tel.: 91 466 16 90
kierownik jednostki (stopień/tytuł, imię i nazwisko) <i>Head of the Department (academic title, name and surname)</i>	Professor Katarzyna Grocholewicz
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>	Professor Joanna Janiszewska-Olszowska E-mail: joanna.janiszewska.olszowska@pum.edu.pl Tel: 91 466 16 90
kierunek studiów <i>field of study</i>	Faculty of Medicine
rok studiów <i>year of studies</i>	III
nazwa przedmiotu/przedmiotów <i>course/subject title</i>	Propedeutics of dentistry

§1

Sposób prowadzenia zajęć

Teaching Methods

1. Optional course is conducted in the form of lectures in person or in the form of distance learning.
2. The lecture topics are presented on the Department's website.
3. At the end of each lecture session students' knowledge covering the lecture scope will be checked (written form or discussion). In case of negative evaluation (and failure to get the credit), the student is obliged to contact the teacher conducting the lecture or the course coordinator (preferably via university email) in order to get the possibility of re-pass.

§2

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

Mode and forms of compensation of missed activities

1. A single absence resulting from important cause may be made up in the time and form discussed with the lecturer.

2. Making up an absence exceeding 10% class hours requires permission from Head of Department.
3. Absence exceeding 30% class hours results in credit failure.
4. Absence should be made up in the same semester, in exceptional cases until 10th September of the academic year.

§3

Warunki i sposoby dopuszczania studentów do zaliczeń i egzaminów

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

1. The credit is based on attendance to all lectures and positive marks from all lectures.

§4

Zasady dopuszczające studenta do poszczególnych zajęć w danym roku akademickim*

*Principles of attending classes during the academic year**

1. The student is obliged to punctuality and active participation in the optional course.
 2. The student will not be admitted to classes in the following cases:
 - a) being late for classes for more than 20 minutes
 - b) the student will not be admitted to the classes or will be dismissed from them in the event of inappropriate behavior contrary to the study regulations or other regulations in force at the University/Department, behavior that disrupts the conduct of classes, threatens health, life or property, as well as in the event of a gross lack of personal culture in attitude towards the teacher or other people participating in the classes.
- Not admitting to classes or asking them to leave them in the cases mentioned above is equivalent to being absent on the classes.

§5

Warunki i sposoby przeprowadzania zaliczeń przedmiotu i egzaminów

Forms of credits, exams

1. The final credit is granted to a student who has demonstrated attendance at all lecture sessions, and passed the verification of knowledge at the end of each lecture session.

§6

Warunki zwalniania z niektórych zaliczeń lub egzaminów

Circumstances of exemption from credits or exams

1. Not applicable.

§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. The final grade given is an average of marks obtained during each lecture session.

..... pieczęćka jednostki pieczęćka i podpis Kierownika jednostki
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Opinia: Pozytywna / Negatywna **	Zatwierdzam:
..... pieczęćka i podpis Samorządu Studentów pieczęćka i podpis Dziekana