

Department's Internal Didactic Regulations

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| valid from academic year | 2025/2026 |
| full name of the Department | Independent Laboratory Behavioral Genetics and Epigenetics |
| contact to the Department (e- mail. phone no.) | promocja.zdrowia@pum.edu.pl tel. 91 466 14 91, 91 466 14 98, 91 466 15 11 |
| Head of the Department (academic title, name and surname) | Prof. dr hab. n. zdr. Anna Grzywacz |
| Didactic Responsible/ Course coordinator (academic title, name and surname, e-mail, phone no.) | dr n. med. Aleksandra Suchanecka aleksandra.suchanecka@pum.edu.pl tel. 91 466 15 11 |
| field of study/major | Dentistry |
| year of studies | 1st |
| course/subjects title | Public Health |

§1

Methods of Teaching

1. Types of classes:
Public health 1st year: lecture (5h), lecture e-learning (5h), seminars (15h), practical classes (10h) in the winter semester.
2. Teaching activities begin on time, at the time and place provided in the schedule for individual groups.

§2

Mode and forms of compensation of missed activities

1. Students absent from classes for justified reasons are obliged to attend missed classes with another group, if it is possible, after getting permission from the lecturer. In the absence of such a possibility, students should make up seminar/ practical classes during the consultation hours with the lecturer.
2. The student is obliged to justify missed classes within 7 days.
3. The justification is made by the lecturer conducting the classes.
4. Students who do not attend classes receive consequences in accordance with the Regulations of Studies of the Pomeranian Medical University in Szczecin
5. The insufficient grade received during the course should be corrected within the time agreed with the lecturer.

§3

Conditions and methods for admitting students to final course assessments and examinations

1. The condition for admission to the course completion evaluation is the student's presence in all subject classes.
2. A student may have two excused absences and take the course for credit.
3. Students have the right to view their course completion evaluation sheet in the presence of the lecturer.
4. The class lecturer does the course completion evaluation.
5. Course completion is a statement of active participation in classes and obtaining at least a positive evaluation while testing the achieved learning outcomes.
6. Course completion must be obtained before the examination session.
7. The results of the course completion evaluation are given to students with proper protection of personal data.

§4

Conditions for allowing students to take part in classes

1. Students are prepared for seminars and practical classes on a given topic.
2. Students will not be admitted to class if they are more than 20 minutes late.
3. A student will not be allowed to attend classes or will be expelled from them in the event of inappropriate behavior that is contrary to the Rules and Regulations of the University or other regulations in force at the University, behavior that disrupts the conduct of classes, endangers health, life, or property, or a gross lack of personal culture in relation to the instructor or other persons attending classes.
4. Failure to attend or expulsion from class in the cases mentioned above is equivalent to being absent from class.

§ 5

Conditions and means for conducting partial course assessments (including the number of retake opportunities for such assessments)

1. Course completion evaluation is performed in the form provided in the program of subjects. The conditions and methods of completing credit are presented in the subject's syllabus.
2. During the first classes, the lecturer informs students about the form of course completion evaluation.
3. The course completion evaluation takes the form of a test and presentation.
4. The exam takes the form of a single-choice test.
5. During examinations and evaluations, it is forbidden to have electronic devices enabling remote communication with other people.
6. The course completion evaluation is written or performed by the student independently. Behaviors that indicate non-independent work result in the termination of the evaluation.
7. The student is obliged to justify the missed course completion evaluation within 7 days.
8. Failure to attend the course completion evaluation without justification within a specified period results in the student receiving insufficient grades.
9. The insufficient grade can be corrected two times within the time and form specified by the lecturer.

10. The second corrective final course credit/ exam at the request of the student, the examiner, or the dean may be a credit/exam commission.
11. Commission final course credit/ exam shall be given in accordance with the study regulations of the Pomeranian Medical University in Szczecin.

§6

Conditions and means for conducting final course assessments and exams

1. The credits consist of a theoretical part and is conducted in the form of a test.
2. During the examinations and credits, it is forbidden to have electronic devices that allow remote communication with other people.
3. The student writes or performs the credit independently. Behaviour indicative of non-independent work will result in the termination of the credit.
4. Excuses for absence from a credit should be submitted or sent to the course teacher no later than 7 days after the credit deadline.
5. Failure to appear for credit without submitting an excuse within the specified time limit will result in the student receiving a failing grade.

§7

Conditions for exemption from some final course assessments or exams

1. A student may be relieved of the course completion evaluation if he/ she has received partial credit on time and meets the following conditions:
 - actively implements an educational project as part of the subject or
 - actively participates in scientific research carried out within the Students' Scientific Club, presents the results of research at scientific conferences and publishes the results in a journal.

§8

Forms of admission to the pre-scheduled examination

Not applicable

§9

Assessment criteria

1. Parameters for the colloquium grading in the form of the written tests:
 - a. 5,0 ($\geq 92\%$),
 - b. 4,5 ($\geq 84\%$),
 - c. 4,0 ($\geq 76\%$),
 - d. 3,5 ($\geq 68\%$),
 - e. 3,0 ($\geq 60\%$),
 - f. 2,0 (less than 60 %).
2. In addition, entries shall be used: "passed" ("zal.") ($\geq 60\%$), "possibility of passing" ("mzal.") and "no credit" ("bzal.") (less than 60%).
3. Assessment criteria in the form of a presentation: quality of data used - 60%, use of up-to-date source materials - 20%, presentation of the topic and questions to the audience - 10%, comments and evaluation of the audience - 10%.

§10

Additional

1. In matters not mentioned in these Regulations, the regulations of the Studies of the Pomeranian Medical University in Szczecin are in use.

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| stamp of the Department | stamp and signature of the Head of the Department |
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| Opinion: Positive / Negative* | Approved by: |
| stamp and signature of Students' Parliament Representative | stamp and signature of the Dean |

* strike out what does not apply