

Department's Internal Didactic Regulations

valid from academic year	2025/2026
full name of the Department	Department of Clinical & Molecular Biochemistry
contact to the Department (e- mail. phone no.)	kadlimem@pum.edu.pl, tel. 91 466 1490
Head of the Department (academic title, name and surname)	prof. dr hab. n. med. Andrzej Ciechanowicz
Didactic Responsible/ Course coordinator (academic title, name and surname, e-mail, phone no.)	prof. dr hab. n. med. Jeremy Clark (Jeremy.Clark@pum.edu.pl, tel. 91 466 1490)
field of study/major	Medicine
year of studies	III
course/subjects title	<i>Laboratory diagnostics</i>

§1

Methods of Teaching

1. Classes in the subject *Laboratory Diagnostics* are conducted in the form of seminars (20 hours) and practical classes (28 hours). In the event that distance learning (remote instruction) is introduced, classes will be held using the distance education methods available at the Pomeranian Medical University (PUM).
2. Students are required to prepare for each class based on the provided syllabus.

§2

Mode and forms of compensation of missed activities

1. Any absence from classes must be justified within 2 weeks.
2. Missed classes may be made up by attending sessions with another dean's group; if this is not possible, the student must obtain credit for the missed material from the assistant responsible for the given topic.
3. In the case of absence from more than three classes, the student must obtain permission from the Head of the Department to make up the missed content. Without such permission, the student will not receive credit for the course.

§3

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

Not applicable (see §6)

§4

Conditions for allowing students to take part in classes

1. A student will not be admitted to class in the following cases:
 - a. a third instance of lateness during the semester;
 - b. lack of the required attire for laboratory sessions (e.g., a long-sleeved laboratory coat).
2. A student will not be admitted to class—or may be asked to leave—in the case of inappropriate behavior that violates the study regulations or other applicable university rules, disrupts the conduct of the class, poses a threat to health, life, or property, or demonstrates a serious lack of personal culture toward the instructor or other participants.
3. Denial of entry to or removal from class in the cases mentioned above will be treated as an absence.

§ 5

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

1. As part of the course, four knowledge assessments (Cycle tests) will be conducted in the form of single-choice tests consisting of at least 10 questions each. These assessments may be held either at the PUM Test Examination Centre (CET PUM) or using the distance learning methods available at PUM.
2. A failing grade on a test taken in the first assessment term may be improved with the Head of the Department or an academic teacher authorized by them. Two resit opportunities are available: the first resit must take place within two weeks of the announcement of results; the second resit is scheduled during the final two weeks of regular didactic classes in the summer semester. Both resits may be conducted at the PUM Test Examination Centre (CET PUM) or via the distance learning methods available at PUM.

§6

Conditions and means for conducting final course assessments and exams

1. In order to receive credit for the course, the student must complete all classes and obtain a passing grade on each of the four knowledge assessments (Cycle tests).
2. The final course grade will be determined based on the average of the grades from the four partial assessments.

§7

Conditions for exemption from some final course assessments or exams

1. A prerequisite for exemption from the final examination in *Laboratory Diagnostics* following the fourth-year seminar block is the completion of all classes within that block (12 hours) and achieving an average grade of at least 4.6 from the four partial assessments in the third year.
2. In such a case, the student will be exempt from the examination and awarded a final grade of 5.0 (very good).

§8

Forms of admission to an examination scheduled before the main exam sitting

Not applicable

§9
Assessment criteria

1. The assessment criteria follow § 38(1) of the PUM Study Regulations and are as follows:
 - Very good – 5.0 ($\geq 92\%$)
 - Good plus – 4.5 ($\geq 84\%$)
 - Good – 4.0 ($\geq 76\%$)
 - Satisfactory plus – 3.5 ($\geq 68\%$)
 - Satisfactory – 3.0 ($\geq 60\%$)
 - Unsatisfactory – 2.0 (below 60%)
2. In accordance with point 1, the final course grade after the third year will be determined based on the average of the four partial assessments, as follows:
 - Very good (5.0): average 4.60–5.00
 - Good plus (4.5): average 4.20–4.59
 - Good (4.0): average 3.80–4.19
 - Satisfactory plus (3.5): average 3.40–3.79
 - Satisfactory (3.0): average 3.00–3.39
 - Unsatisfactory (2.0): average below 3.00
3. In accordance with § 38(4) of the PUM Study Regulations, it is permissible to apply lower percentage thresholds than those specified in point 1.

§10
Additional

if the specific nature of the subject requires extra information, please add it in the following points

1. In the event of receiving a failing grade or failing to appear for a knowledge assessment (Cycle test), the student retains the rights granted under the PUM Study Regulations.
2. During classes and partial assessments, students are required to be familiar with the course content as well as thematic issues discussed in the following textbooks:
 - a. *Diagnostyka laboratoryjna z elementami biochemii klinicznej*, edited by A. Dembińska-Kieć, J.W. Naskalski, and B. Solnica, Edra Urban & Partner, 2022;
 - b. *Diagnostyka różnicowa oparta na EBM*, edited by Scott D.C. Stern, Adam S. Cifu, Diane Altkorn, Medycyna Praktyczna, 2023;
 - c. *Przypadki laboratoryjno-kliniczne w medycynie praktycznej*, edited by L. Kalinowski, Medpharm, 2017.
3. All students are strictly prohibited from possessing any electronic devices during assessments that allow communication with others at a distance.

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stamp of the Department	stamp and signature of the Head of the Department
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Opinion:	Approved by:
Positive / Negative *	PRODZIEKAN
<p>POMORSKI UNIWERSYTET MEDYCZNY W SZCZECINIE <i>Olaf Klarnas</i> Zespół Wykonawczy ds. Dydaktyki PARLAMENTU STUDENTÓW PUM</p> <p>.....</p> <p>stamp and signature of Students' Parliament Representative</p>	<p>Międzywydziałowe Centrum Kształcenia w Języku Angielskim Pomorskiego Uniwersytetu Medycznego w Szczecinie <i>Joanna Nieznanowska</i> dr n. med. Joanna Nieznanowska</p> <p>.....</p> <p>stamp and signature of the Dean</p>

* strike out what does not apply

