

Wewnętrzny regulamin dydaktyczny jednostki

Department's Internal Didactic Regulations

obowiązujący w roku akademickim <i>valid in academic year</i>	2024/2025
pełna nazwa jednostki <i>full name of the Department</i>	<i>Department of Endocrinology, Metabolic and Internal Diseases</i>
dane jednostki (e-mail, telefon) <i>contact to the Department</i> <i>(e-mail, phone no.)</i>	klinendo@pum.edu.pl tel. +48 914253540
kierownik jednostki (stopień/tytuł, imię i nazwisko) <i>Head of the Department</i> <i>(academic title, name and surname)</i>	<i>Professor AnHELLI Syrenicz</i>
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>	<i>Dr n. med. Bartosz Kiedrowicz</i> bartosz.kiedrowicz@pum.edu.pl
kierunek studiów <i>field of study</i>	<i>Medicine</i>
rok studiów <i>year of studies</i>	<i>IV</i>
nazwa przedmiotu/przedmiotów <i>course/subject title</i>	<i>Internal Medicine - Endocrinology</i>

§1

Sposób prowadzenia zajęć

Teaching Methods

1. Seminars and lectures, which provide students with the essentials of the theoretical knowledge of the subject. Students are obliged to be prepared for the discussion of the topic during the seminars.
2. Practical classes, performed in subgroups in the Department and the Outpatient Clinic. Students are obliged to be prepared for the classes, including the theoretical knowledge obtained from the seminars and books, as well as physical examination skills taught in the third year. Each student needs to be equipped with the white coat and the stethoscope. If the epidemiological situation deteriorates students may be obliged to wear face masks, face shields as well as other aids/equipment.
3. In case of being unprepared for the seminar or practical classes the student may need to repeat the class or pass the theoretical part upon request of the teacher.

§2

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

Mode and forms of compensation of missed activities

1. To make up for the missed practical classes there will be extra classes at the end of the Academic Year (most likely in June). The Group leaders will be informed about the dates in advance. It may be also possible to join another group, but only after obtaining a consent from the Department.
2. To make up for a missed seminar, a student shall be required to prove a thorough knowledge of the topic to the lecturer who conducted the seminar.

§3

Warunki i sposoby dopuszczania studentów do zaliczeń i egzaminów

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

1. One absence is allowed to take the final test, however the student still need to make up for the absence to get the credit of the subject. Attendance at all of the classes is an essential condition to get the credit (regardless of the test result)

§4

Warunki i sposoby przeprowadzania zaliczeń przedmiotu i egzaminów

Forms of credits, exams

1. The first term of the final test is always a test consisted of 40 questions, single choice or a seemingly multiple-choice test. It takes place, as a default, on the last day of the classes for the whole Group. Upon request of the Group Leader the date of the test may be a subject to discuss with the Department.
2. The form of the second and third term depends on the number of students who have failed to pass or attend the first term. If more than 20% of the group has failed, the form of the test remains as in the first attempt. If it is less than 20% of the group, it shall have the form of 10 descriptive questions (an essay). The second term takes place in June and the third term in September.
3. Recommended materials to prepare for the test include:
 - The seminars and lectures
 - Davidson's Principles and Practice of Medicine, 23rd Edition
 - Syrenicz A. Endocrinology in clinical practice, 2011

§5

Kryteria oceniania

Assessment criteria

1. To pass the test (both the 40 questions test and the 10 descriptive questions test in further terms) it is necessary to get at least 60% of the maximum number of points.
2. Grades in the test:
 - excellent – 5,0 ($\geq 92\%$), 37-40 pts
 - very good – 4,5 ($\geq 84\%$), 34-36 pts
 - good – 4,0 ($\geq 76\%$), 31-33 pts
 - satisfactory – 3,5 ($\geq 68\%$), 28-30 pts
 - sufficient – 3,0 ($\geq 60\%$), 24-27 pts
 - insufficient (failed) – 2,0 ($< 60\%$). <24 pts

3. Attendance at all of the classes is an essential condition to get the credit (regardless of the test result).

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..... pieczęćka jednostki <i>stamp of the Department</i> pieczęćka 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>
..... pieczęćka i podpis Samorządu Studentów <i>stamp and signature of Students' Parliament Representative</i> pieczęćka i podpis Dziekana <i>stamp and signature of the Dean</i>