POZNAN UNIVERSITY OF TECHNOLOGY

EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS)

pl. M. Skłodowskiej-Curie 5, 60-965 Poznań

COURSE DESCRIPTION CARD - SYLLABUS

Course name
Student's rights and duties

Course

Field of study	Year/Semester
Electronics and Telecommunications	1/1
Area of study (specialization)	Profile of study
	general academic
Level of study	Course offered in
First-cycle studies	English
Form of study	Requirements
full-time	compulsory

Number of hours

Lecture	Laboratory classes	Other (e.g. online)
2		
Tutorials	Projects/seminars	

Number of credit points

0

Lecturers

Responsible for the course/lecturer:

Member of the Student Government, previously trained directly or indirectly by the Students' Parliament of the Republic of Poland

Responsible for the course/lecturer:

prof. dr hab. inż. Grzegorz Danilewicz, grzegorz.danilewicz@put.poznan.pl

Prerequisites

Course objective

During the training, Prezi's presentation is displayed, it is updated annually by the Students' Parliament of the Republic of Poland, and adapted to the given training. A sample presentation is available for viewing at http://prezi.com/qcgnxvika7it/?utm_campaign=share&utm_medium=copy&rc=ex0share. The main goal of the training is to introduce new students to the university life, learn about the rules of the university, present the Student Government as the first line of support, provide them with information from "older colleagues" that will always be better assimilated than those written on the website or briefly provided at the organizational meeting.

Course-related learning outcomes

Knowledge

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Skills

Social competences

Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

List of attendance

Programme content

1. Student's status

- rights and obligations,

- student's ID as a proof of student's status,

- student's ID functions (access card, public transport card, payment card).

2. The amount of fees that the university may charge to the student

3. Local Student Government

- what local government can help, where to find an office,

- composition of the Faculty Students' Council.

4. Savoir vivre at the University

- writing letters and emails to lecturers, using courtesy phrases, titles,

- class behavior, dress code, not being late

5. The difference between a school and an university

- guardian of the year, class president.

6. Organization of studies

- academic year,

- institutes' secretariats, dean's office, rector's office,

- presentation of the university authorities.

7. Classes

- forms,

- absence,

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- study plans,

- The Polish Qualifications Framework and education program,

- ECTS points,

- class evaluation (eSurvey).

8. Grades and credits

- colloquia, exams, diploma theses,

- resumption of studies,

- credits and commission exams.

9. Protection of intellectual property

- anti-plagiarism systems, disciplinary liability.

10. Financial help system for the student

- Rector's Scholarship,

- social scholarship,

- allowances,

- student loan,

- medical insurance,

- accident insurance.

11. Rights and obligations

- compliance with university regulations, attendance, taking exams

- dean's leave, eSurvey, Individual Course and Study Program, mobility, discounts, financial help.

12. Disciplinary liability

- Disciplinary Committee for Students.

13. Legal acts

- where to look (law, regulations, statute, ordinances),

- administrative proceedings (administrative decisions, appeal).

14. Scientific Circles, Student Organizations

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Teaching methods

Presentation, lecture and class discusion conducted by teacher

Bibliography

Basic

Additional

Breakdown of average student's workload

	Hours	ECTS
Total workload	2	0,0
Classes requiring direct contact with the teacher	2	0,0
Student's own work [1]	0	0,0

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[1] delete or add other activities as appropriate