



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Student's rights and duties [S1IŚrod1>PiOS]

### Course

Field of study

Environmental Engineering

Year/Semester

1/1

Area of study (specialization)

–

Profile of study

general academic

Level of study

first-cycle

Course offered in

polish

Form of study

full-time

Requirements

compulsory

### Number of hours

Lecture

0

Laboratory classes

0

Other (e.g. online)

0

Tutorials

2

Projects/seminars

0

### Number of credit points

0,00

### Coordinators

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alina.pruss@put.poznan.pl

### Lecturers

dr hab. inż. Alina Pruss prof. PP  
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### Prerequisites

none

### Course objective

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.

### Course-related learning outcomes

Knowledge:

The student has knowledge of his/her rights and obligations towards the university. The student knows whom to turn to in case of any problems.

Skills:

-

Social competences:

-

## Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

List of attendance and test on the e-kursy platform.

## 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:

- 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,
- study plans,
- 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. Financialhelp 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, financialhelp.

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.

## Teaching methods

Presentation, lecture and test on e-kursy platform.

## Bibliography

Basic:

Study regulations.

Applicable Rector's regulations.

Additional:

-

### Breakdown of average student's workload

	Hours	ECTS
Total workload	2	0,00
Classes requiring direct contact with the teacher	2	0,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	0	0,00