

# POZNAN UNIVERSITY OF TECHNOLOGY

**EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS)** 

#### **COURSE DESCRIPTION CARD - SYLLABUS**

Course name

Student rights and obligations [S1Lot1>PiOS]

Course

Field of study Year/Semester

Aviation 1/1

Area of study (specialization) Profile of study

general academic

Level of study Course offered in

first-cycle Polish

Form of study Requirements full-time compulsory

**Number of hours** 

Lecture Laboratory classes Other (e.g. online)

0 0

Tutorials Projects/seminars

0 0

Number of credit points

0,00

Coordinators Lecturers

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## **Prerequisites**

none

# Course objective

none

#### Course-related learning outcomes

none

#### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

none

#### Programme content

Familiarization with the principles of operation of the University.

## **Course topics**

- 1. Student status
- rights and obligations arising therefrom
- student ID as a confirmation of student status
- student ID functions (access, PEKA, payment card)
- 2. Student-University Agreement
- determines the amount of fees that the university may charge a student
- presented as a benefit for the student, so that the amount of fees is transparent and constant
- 3. Savoir vivre at the University
- writing letters and e-mails to presenters, using title phrases
- behavior during classes, appropriate clothes, not being late
- 4. The difference between school and university
- the function of the Guardian of the Year, Group Starosts
- 5. Organization of studies
- schedule of the academic year
- secretary"s office, dean"s office, rector"s office
- Institute, Faculty, University
- presentation of the University authorities
- 6. Classes
- forms of classes
- absences
- educational program
- ECTS points
- class evaluation (eQuestion)
- 7. Grades and credits
- colloquium, exams, diploma theses
- resumption of studies
- credits and commission examinations
- 8. Protection of intellectual property
- anti-plagiarism systems, disciplinary liability.
- 9. System of financial aid for the student
- Chancellor"s Scholarship
- social scholarship
- allowances
- student loan
- medical insurance
- accident insurance
- 10. Rights and obligations
- compliance with university regulations, attendance at classes,
- examination session
- Dean"s leave,
- elnquiry,
- Individual year and study program,
- mobility, discounts, material assistance
- 11. Disciplinary Responsibility
- Disciplinary Committee for Students
- 12. Legal acts
- where to look (law, regulations, statutes, ordinances)
- administrative proceedings (administrative decisions, appeal)
- 13. Scientific Circles,
- 14. Student Organizations

#### **Teaching methods**

none

#### **Bibliography**

none

# Breakdown of average student's workload

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