



## COURSE DESCRIPTION CARD - SYLLABUS

Course name

Student rights and obligations [S1Lot2>PiOS]

### Course

Field of study

Aviation

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

4

Laboratory classes

0

Other

0

Tutorials

0

Projects/seminars

0

### Number of credit points

0,00

### Coordinators

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### Lecturers

### Prerequisites

The student knows the basic concepts related to the essence of interpersonal communication, knows interpersonal rules, knows the basics of Savoir vivre. General knowledge at the secondary school level in humanities, natural sciences and social subjects.

### Course objective

The main goal of the training is to introduce new students to university life, familiarize them with the rules prevailing at the university, present the Student Government as the first line of support, provide them with information from older colleagues, which will always be better assimilated than that written on the website or briefly presented at an organizational meeting with first-year students. Conducted in agreement with the Faculty Authorities: Faculty Council of the Student Government WILIT Person leading: member of the Student Government, previously trained, directly or indirectly, by the Students' Parliament of the Republic of Poland.

### Course-related learning outcomes

Knowledge:

1. Has knowledge of ethical codes related to transport engineering, is aware of the risks

#### Skills:

1. Is able to organize, cooperate and work in a group, assuming different roles in it and is able to determine
2. Is able to plan and implement the process of his own permanent learning and knows the possibilities of further education (second and third degree studies, postgraduate studies, courses and exams conducted by universities, companies and professional organizations)

#### Social competences:

1. Is aware of the social role of a technical university graduate, in particular, understands the need to formulate and convey to society, in an appropriate form, information and opinions regarding the activities

### Methods for verifying learning outcomes and assessment criteria

Learning outcomes presented above are verified as follows:

Mandatory attendance at classes. Confirmation by signing the attendance list.

### 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,
  - enquiry,
  - Individual year and study program,
  - mobility, discounts, material assistance
11. Disciplinary Responsibility
- Disciplinary Committee for Students
  - where to look (law, regulations, statutes, ordinances)
  - administrative proceedings (administrative decisions, appeal)
13. Scientific Circles,
14. Student Organizations

## Teaching methods

lecture, talk

## Bibliography

Basic:

Regulamin studiów Politechniki Poznańskiej  
Obowiązujące Zarządzenia JM Rektora

Additional:

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## Breakdown of average student's workload

	Hours	ECTS
Total workload	8	0,00
Classes requiring direct contact with the teacher	4	0,00
Student's own work (literature studies, preparation for laboratory classes/ tutorials, preparation for tests/exam, project preparation)	4	0,00