

*Appendix to Resolution No. 76 - 2025/2026
of the Senate of the Warsaw University of Life Sciences of 27
April 2026*

STUDY REGULATIONS AT THE WARSAW UNIVERSITY OF LIFE SCIENCES

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Chapter I. General provisions

§ 1. [Legal Basis and Terms]

1. Studies at the Warsaw University of Life Sciences (SGGW) are conducted based on applicable regulations, in particular:
 - 1) The Act of 20 July 2018, Law on Higher Education and Science (Journal of Laws of 2024, item 1571, as amended), hereinafter referred to as the “Act”, and executive regulations to this Act;
 - 2) The Statute of the Warsaw University of Life Sciences, hereinafter referred to as the “Statute”;
 - 3) These study regulations, hereinafter referred to as the “Regulations”.
2. The terms used in the Regulations shall mean as follows:
 - 1) module – a course, group of courses, classes, or group of classes, including classes leading to the preparation of a diploma thesis, professional practice;
 - 2) university elective courses – the organisation of classes offering optional modules available to students from various fields of study, including within the UNIGreen and ELLS cooperation networks;
 - 3) study period – a part of the study programmes identified in the study plan, intended to be completed within a specified time (semester, academic year, or full programme of studies);
 - 4) module description, class description, syllabus – a description of the substantive content, method of delivery, methods and forms of instruction associated with a given module, specifying the intended learning outcomes and methods for verifying their achievement, requirements for class attendance, grading rules, and methods for verifying their achievement, requirements for class attendance, grading rules, and factors affecting the final grade, in the case of a module comprising a group of courses, the description applies to each course separately;
 - 5) person responsible for the module – the module coordinator;
 - 6) student – a person admitted to studies who has taken the Oath;
 - 7) Vice-Dean – the relevant Vice-Dean for student affairs of the faculty;
 - 8) SGGW – the Warsaw University of Life Sciences;
 - 9) part-time studies – studies whose programmes are delivered during classes held in particular in the form of weekend sessions;
 - 10) IT system – the IT system in force at SGGW, in which information related to the course of studies is recorded and stored in electronic form, with the student having access to the IT system to the extent that concerns them;
 - 11) student file – the student’s personal records containing the required documentation of their studies, held at the Dean’s Office of the organisational unit conducting the given field of study;
 - 12) faculty – an organisational unit of SGGW of a scientific, research and didactic nature, as referred to in the Statute;
 - 13) University – SGGW.

§ 2. [Scope of Regulations]

1. The Regulations apply to students of all fields of first-cycle, second-cycle, and long-cycle Master's degree programmes offered at SGGW, regardless of the mode and profile in which they are delivered.
2. Education at SGGW is delivered within the framework of fields of study.
3. Education may also be delivered as joint programmes, dual studies, or studies conducted in cooperation with an authority granting the right to practice a profession, an authority conducting examination procedures for the purpose of obtaining the right to practice a profession, a professional council authority, a business organisation, or a registration authority, based on relevant agreements.
4. The primary language of instruction at SGGW is Polish. However, the university may organise and conduct:
 - 1) University education in a foreign language;
 - 2) Education in individual classes in a foreign language as part of study programmes delivered in Polish.
5. In the case of studies delivered in Polish, at the request of the student, the Vice-Dean decides whether to allow the student to obtain credits, take the diploma examination, or prepare the diploma thesis in a foreign language.
6. Classes delivered in a foreign language may be mandatory, provided that courses delivered in Polish are held concurrently or that the option to choose another module with comparable learning outcomes, delivered in Polish, is available.
7. Educational classes at SGGW may be delivered using distance learning methods and techniques in accordance with the applicable separate regulations in this area.
8. SGGW undertakes actions aimed at ensuring architectural, digital, and information and communication accessibility of the university for students with disabilities and students with other special needs, particularly by implementing reasonable improvements in the area of educational accessibility, guaranteeing full realisation of the students' rights and obligations under the Regulations, based on the adopted internal regulations in this regard and applicable generally binding legal regulations.
9. The forms of support used at SGGW to ensure accessibility in education for students with disabilities and students with other special needs must not result in a reduction of the substantive requirements applicable to those students.
10. The catalogue of forms of support for ensuring accessibility in education for students with disabilities (hereinafter the "*Catalogue of Forms of Support*") is defined by separate internal regulations introduced in this regard by the Rector in agreement with the relevant Student Self-Government.

§ 3. [Authority to Resolve Student Matters]

1. The superior of all students at SGGW is the Rector, and at the faculty level, the Dean.

2. The Dean may appoint a Year Tutor from among the academic staff, whose duties include, among others, helping to resolve problems related to the course of studies, students' living conditions, and social matters. The contact details of the Year Tutor are posted on the faculty's website.
3. Administrative decisions and other rulings (other decisions that are not administrative decisions) in individual student matters are made by the Vice-Dean, subject to the provisions of sections 6 and 7.
4. Students have the right to appeal administrative decisions made by the Vice-Dean to the Rector. The appeal is submitted through the Vice-Dean who issued the contested decision within 14 days of its delivery. When forwarding the appeal to the Rector, the Vice-Dean presents their position on the matter. The Rector's decision is final.
5. Students have the right to request reconsideration of the matter for decisions made by the Vice-Dean that are not administrative. The request is submitted to the Vice-Dean, who should issue the contested decision within 14 days of its delivery. If the decision is upheld after reconsideration by the Vice-Dean, the student may appeal to the Rector. The Rector's decision is final, and no further appeal is available. The provisions of section 4(2) and (3) apply accordingly to the submission of appeals.
6. In the case of decisions issued by the Vice Rector in the matter specified in §23(3), which is not an administrative decision, the person seeking reinstatement to studies shall have the right to request reconsideration of the case, submitted to the Rector through the Vice Rector, within 14 days from the date of receiving the decision. The Rector's decision is final, and no further appeal is available.
7. For administrative decisions by the Rector in the matter specified in §21(2)(2), an international student applying for transfer to SGGW may request reconsideration of the case, submitted to the Rector within 14 days from the date of receiving the decision. The decision, after reviewing the request for reconsideration, is final.
8. Non-administrative matters, including the delivery of rulings, may be processed using the university's IT system, where the system so permits.

§ 4. [Student Self-Government]

The student self-government represents SGGW students within the scope specified by the Act, the Statute, the Regulations, and the regulations of the SGGW Student Self-Government.

§ 5. [Acquisition of Student Rights]

1. A person admitted to studies acquires student rights at SGGW upon taking the Oath. The content of the Oath is specified in the Statute. The person admitted to studies confirms their Oath with a handwritten signature. If the person is unable to provide a handwritten signature, an appropriate annotation is made in their presence and on their behalf by a designated SGGW employee.

The Oath certificate may also be drawn up in electronic form. In this case, the admitted person's signature is replaced by an Oath confirmation, which is completed after the person is authenticated in the IT system.

2. After taking the Oath, the student receives a student ID and, upon request, a student's study record book.
3. The student ID is a document confirming the status of a student.
4. The course of studies is documented in the student's file and in the IT system. At the student's request, the person responsible for the module enters the grade in the student's study record book. The student's study record book does not serve as a record of the course of studies.
5. A person admitted to studies who has not taken the Oath within 7 days of the start of the semester shall be deemed not to have acquired the rights of a student.

§ 6. [Fees]

1. The university may charge fees for the following educational services:
 - 1) Education in part-time studies;
 - 2) Repetition of certain courses in full-time studies due to unsatisfactory academic performance;
 - 3) University education in a foreign language;
 - 4) Delivering courses not included in the study programmes;
 - 5) Education of international students in full-time studies in the Polish language.
2. The amount of fees is determined by the Rector by way of an ordinance, after consulting with the appropriate Student Self-Government of SGGW.
3. The student submits a statement acknowledging and accepting the terms of payment for studies at SGGW, except in situations where educational services are financed or co-financed by the employer or another institution.
4. Until the completion of studies by students admitted for a given academic year, the university may not introduce new fees for them. Any increases in the fees referred to in section 1(1-3) and (5) may be made once per academic year and by no more than the general consumer price index for the previous calendar year, as announced by the President of the Statistics Poland pursuant to Article 94(1)(1)(a) of the Act of 17 December 1998, on pensions and annuities from the Social Insurance Fund (Journal of Laws of 2025, item 1749, as amended), with a cumulative increase of no more than 30% of the amount of those fees. This does not apply to increases in fees for delivering courses that are not included in the study programmes, or to the use of student dormitories and cafeterias.
5. The rules for charging fees and the procedure and conditions for full or partial exemption from these fees are determined by the Rector. The Rector's ordinance is published immediately in the Public Information Bulletin on SGGW's subject page, hereinafter referred to as "BIP SGGW".

Chapter II. Credit Points

§ 7. [Credit Points]

1. A point system is used for recording, transferring, and comparing students' achievements.
2. The point system at SGGW corresponds to the standard of the European Credit Transfer and Accumulation System, hereinafter referred to as "ECTS".
3. The number of ECTS credits assigned to each module in each semester is an integer reflecting the student's workload associated with achieving the expected learning outcomes for that module. It is assumed that one ECTS credit corresponds to 25-30 hours of total student workload.
4. The earning of ECTS credits by a student for completing a given module reflects the achievement of the expected learning outcomes for that module, confirmed by passing it, and is not related to the grade obtained for passing that module.
5. ECTS credits are assigned to modules included in the study programmes. The Senate decides the number of points assigned to individual modules in the resolution establishing the study programmes.
6. The number of ECTS credits required for a student to complete a semester is defined by the study programmes.
7. If the duration of part-time studies in a given field is longer than the corresponding full-time studies, the number of ECTS credits specified in section 6 per semester is reduced accordingly, while maintaining the same total number of points for the entire study programme in each mode.

Chapter III. Organisation of Studies

§ 8. [Duration of Studies]

1. Full-time first-cycle studies last at least 6 semesters, and if the study programmes include learning outcomes enabling the acquisition of engineering competencies, at least 7 semesters.
2. Full-time second-cycle studies last from 3 to 5 semesters.
3. Full-time long-cycle Master's degree programmes last from 9 to 12 semesters.
4. Part-time studies may last longer than the corresponding full-time studies.
5. Studies are delivered according to study programmes established by the Senate for the given field of study, level, profile, and study mode. Within the scope of creating and improving study programmes, the Senate may adopt guidelines for the programme councils referred to in the Statute.
6. Study programmes are available on the SGGW Public Information Bulletin (BIP SGGW).
7. Study programmes include, among other things, the expected learning outcomes for the field, level, and profile of studies, the achievement of which enables obtaining a diploma confirming the acquisition of qualifications corresponding to the specified level of studies, as well as a description of the educational process leading to the achievement of these outcomes and the number of ECTS credits assigned to the courses.

8. Study plans, which are part of the description of the educational process, contain a list of modules taken during studies as compulsory or elective courses (major-specific or elective classes) – including physical education classes in the case of first-cycle and full-time long-cycle Master's degree programmes delivered in person – divided into semesters, along with the assigned number of ECTS credits, with no ECTS credits assigned to physical education classes. Study plans specify the forms of classes in which modules are delivered and the scope of those classes.
9. The forms of teaching classes at SGGW are: lectures, foreign language classes, recitation classes, laboratory classes, projects, field exercises, seminars, internships, clinical exercises, clinical classes, clinical internships, workshop internships, diploma internships, and physical education classes.

§ 9. [Internships]

1. If the study programmes referred to in § 8(5) include modules related to the completion of internships, descriptions of these modules must include the learning outcomes achieved during the internships.
2. Modules related to the completion of internships (modules comprising internships) are carried out during the study periods designated for them in the study plan.
3. The detailed principles, manner and procedure for the completion of modules comprising internships are set out in the placement regulations, introduced by the relevant programmes council. The placement regulations should take into account:
 - 1) forms of support for students with disabilities, as specified in this regard in the Catalogue of Forms of Support;
 - 2) the possibility of applying the forms of support referred to in item 1 to students with other special needs, provided that support for this group of students is granted exclusively in particularly justified cases and upon request of a student with special needs arising from their state of health, confirmed by appropriate documentation.
4. The Vice-Dean or a placement coordinator credits the placement module authorised in writing by the Dean, based on the documents specified in the placement regulations mentioned in section 3, subject to section 5.
5. The Vice-Dean or the placement coordinator authorised by the Dean may:
 - 1) upon the student's request, recognise the placement as fully or partially completed, based on the student's participation in scientific camps, summer schools, etc., provided that the student achieved the learning outcomes specified for the internships through the indicated and documented activities;
 - 2) upon the request of a student with a disability, submitted before the scheduled completion of the internships indicated in the study plan, establish an appropriate manner and procedure for the completion of the placement (i.e. apply the relevant forms of support referred to in section 3(1)), adapted to their individual needs arising from their disability, confirmed by a relevant ruling or appropriate medical documentation. The Vice-Dean makes a decision in this matter in agreement with the person responsible for the module and based on the opinion of the Office for Persons with Disabilities and

Accessibility or a person authorised by the Rector in this regard, taking into account the capabilities of SGGW;

- 3) upon request of a student with other special needs (other than those indicated in item 2) arising from their state of health, confirmed by appropriate documentation, establish an appropriate manner and procedure for the completion of the placement [i.e. apply the relevant forms of support referred to in section 3 (1)]. The Vice-Dean makes a decision in this matter in agreement with the person responsible for the module and based on the opinion of the Office for Persons with Disabilities and Accessibility or a person authorised by the Rector in this regard, taking into account SGGW's capabilities. The student's request should be submitted before the scheduled completion of the internships;
- 4) upon the student's request, submitted before the scheduled completion of the internships indicated in the study plan, credit towards the placement for activities performed by the student, in particular within the framework of employment, internships, or volunteer work, confirmed by relevant documents, provided that such activities enabled the attainment of the learning outcomes specified for the module related to the internship.

§ 10. [Organisation of the Academic Year]

1. The academic year lasts from 1 October to 30 September and is divided into two semesters.
2. The detailed organisation of the academic year, including the date of the Inauguration Ceremony and the dates of the commencement and end of semesters, the delivery of teaching activities, assessment sessions, breaks in classes, and other days free from classes, shall be determined by the Rector by way of an ordinance, in agreement with the relevant Student Self-Government. The ordinance on the organisation of the academic year is issued no later than 30 June of the year preceding the academic year in question.
3. During the academic year, the Rector may designate days or hours free from classes, and the Dean may designate hours free from classes. The obligation to set a new date for such classes and to deliver them lies with the instructor.
4. The detailed organisation of classes for students of a given field of study is determined by the Dean in agreement with the relevant Student Self-Government. It is announced on the noticeboard and the faculty website at least 7 days before the start of each semester.
5. In the case of students with disabilities pursuing studies in a given field of study, the detailed organisation of classes referred to in section 4 should also take into account the relevant alternative forms of support in this regard as set out in the Catalogue of Forms of Support.
6. The settlement period for successive stages of study is the semester.
7. In full-time studies, classes are delivered over fifteen weeks, and the assessment sessions last no less than one week. The schedule for the final semester of full-time studies ending with the award of the professional title of engineer may provide for a semester shorter than fifteen weeks.
8. In part-time studies, classes are delivered each semester within the framework of at least five sessions lasting from two to four days. The dates of sessions and examination periods for part-time studies are determined by the Dean, taking into account the organisation of the

academic year. They are announced to students no later than seven days before the first classes of the semester.

§ 11. [Attendance]

1. Student attendance in classes other than lectures is mandatory. A student cannot have more than 20% absences in these classes, regardless of the reasons. For a module delivered exclusively in the form of lectures, the attendance requirements are specified in the syllabus.
2. In justified cases resulting from:
 - 1) a disability,
 - 2) illness confirmed by a medical certificate or a doctor's note, or
 - 3) other unforeseen events, including fortuitous events, confirmed by credible official documents presented by the student, or
 - 4) documented engagement in social, sporting, scientific or other activities, in particular for the benefit of the academic community.

The permissible limit of absences may be increased to 30% with the consent of the Vice-Dean.

3. The course instructor decides on the method and deadline for making up for the deficiencies caused by the student's absence in the classes referred to in sections 1 and 2.
4. A student who has not made up for deficiencies in the manner described in section 3 cannot receive credit for the module.
5. A student with a disability, confirmed by a relevant ruling or appropriate medical documentation, may submit a request before the commencement of classes in a given semester regarding the possibility of applying appropriate forms of support as set out in the Catalogue of Forms of Support, aimed at ensuring their full participation in classes. The Vice-Dean makes a decision in this matter in agreement with the person responsible for the module and based on the opinion of the Office for Persons with Disabilities and Accessibility or a person authorised by the Rector in this regard, taking into account SGGW's capabilities.
6. In particularly justified cases, the Vice-Dean may take a decision in the matter referred to in section 5 upon a request submitted by the student during the course of the semester.

§ 12. [Individual Organisation of Studies]

SGGW defines the following types of individual study organisations:

- 1) Individual Study Programmes, hereinafter referred to as "ISP",
- 2) Individual Lesson Plan, hereinafter referred to as "ILP",
- 3) Personalised Study Plan, hereinafter referred to as "PSP".

§ 13. [Individual Study Programmes]

1. Exceptionally talented students, distinguished by their academic achievements, are allowed to study according to the ISP under the supervision of a chosen university teacher, hereinafter referred to as the study advisor.
2. The rules for studying according to the ISP are determined for the student by the appropriate programmes council. Qualification for studies according to the ISP is conducted by the Vice-Dean upon the student's request submitted before the beginning of the semester, taking into account the student's academic progress, interests, and abilities.
3. Changes to the ISP cannot affect the learning outcomes specified for a given field of study, cannot lead to an extension of the planned completion date of studies, nor change the required number of ECTS credits or result in obtaining fewer ECTS credits per semester than specified in § 7(6) or (7).
4. The Vice-Dean approves the selection of the study advisor and the ISP programmes, as well as any subsequent modifications to these programmes.

§ 14. [Individual Lesson Plan]

1. SGGW provides the opportunity to study in the form of an ILP under the supervision of a chosen university teacher, hereinafter referred to as the study advisor, to:
 - 1) students with disabilities, confirmed by a relevant ruling or appropriate medical documentation;
 - 2) pregnant students;
 - 3) students who are parents.
2. An ILP may involve establishing a different study plan, including a weekly schedule of classes, by choosing a group or class hours that enable the student, referred to in section 1, to follow the required study programmes adapted to their individual needs, including needs arising from disabilities.
3. An ILP cannot lead to an extension of the study period or result in obtaining fewer ECTS credits per semester than specified in § 7(6) or (7).
4. A request for studying in the form of an ILP is submitted to the Vice-Dean. Submitting the request requires confirmation of the student's situation, which serves as the basis for the request, along with appropriate documentation.
5. The decision to deliver the ILP and its form – including the type of disability and the appointment of a study advisor – is made by the Vice-Dean upon the student's request. The Vice-Dean oversees the delivery of the ILP.
6. In particularly justified cases, the Vice-Dean may decide to deliver the study programmes in the form of an ILP for students other than those specified in section 1.
7. Students referred to in section 1(1) and (2) cannot be denied approval for an ILP until they complete their studies if enrolled in full-time studies.

§ 15. [Personalised Study Plan]

1. Students admitted to studies as a result of the recognition of learning outcomes follow the study programmes according to the PSP, under the supervision of an appointed study advisor, who is a university teacher.
2. The study advisor for a student admitted through the recognition of learning outcomes is appointed by the Vice-Dean.
3. The PSP is a framework that includes modules for which the learning outcomes have not been recognised, specifies the semesters in which they will be completed, and the deadlines for their completion.
4. The student's study advisor prepares the PSP.
5. The Vice-Dean approves the PSP and any subsequent modifications to this plan.
6. The detailed weekly schedule of classes for each semester, prepared by the student's study advisor, should include appropriate groups and class hours that enable the delivery of the PSP. For students with disabilities, the schedule should also accommodate their individual needs arising from their disability, as confirmed by a relevant ruling or appropriate medical documentation.

§ 16. [Individual Interdisciplinary Studies]

1. Education for students undertaking individual interdisciplinary studies, enabling the attainment of a degree in more than one field of study, is conducted in accordance with the regulations concerning individual organisation of classes.
2. The Senate determines the programmes for interdisciplinary studies.

§ 17. [Class Attendance by Exceptionally Gifted Pupils]

1. SGGW allows exceptionally gifted pupils to attend classes from the modules included in the study programmes for fields of study aligned with their talents.
2. The appropriate programmes council determines the level and scope of talent permitting participation in the classes mentioned in section 1.
3. Approval for participation in specific modules by exceptionally gifted pupils, along with the indication of groups and class hours, is granted by the Dean.
4. The application for approval to attend the classes mentioned in section 1, including a list of modules to be attended and a substantive justification, is submitted on behalf of the pupil by parents, legal guardians, or the school where the pupil is currently enrolled. The application must be submitted at least 8 weeks before the start of the semester in which the specified module(s) are to be delivered, in accordance with the study programmes for the relevant field.
5. An application submitted by the school must include the pupil's consent to attend classes at SGGW and the consent of both parents or the pupil's legal guardians.
6. A condition for participation in classes is the presentation of documents authorising attendance at the specified classes, including occupational health and safety training certification and an occupational medicine physician's certificate confirming no

contraindications to participation in the selected classes, where such a certificate is required. The Dean specifies any harmful, burdensome, or hazardous factors to health.

7. Participation of exceptionally gifted pupils in classes takes place only in the presence of a university teacher.
8. Credit for a module is granted in accordance with the rules set out in § 24(1) and (2) and § 25(1) within the deadlines applicable to students.
9. The Dean issues confirmation of the completion of credited classes together with the number of ECTS points assigned to them.

Chapter IV. Rights and Obligations of the Student

§ 18. [Student Rights]

1. A student has the right to:
 - 1) acquire knowledge by participating in university classes and utilising the comprehensive assistance of university teachers and organisational and administrative units of SGGW;
 - 2) participate in the activities of student scientific clubs, scientific, developmental, and implementation teams at SGGW;
 - 3) develop cultural, tourism, and sports interests in existing or newly created youth clubs and organisations (in accordance with the Act), and use the facilities and resources of SGGW for this purpose, following the applicable regulations;
 - 4) participate in decision-making by the collegial bodies of SGGW through their representatives;
 - 5) benefit from consultations conducted by university teachers during their office hours available to students of all study modes;
 - 6) use the collections of the SGGW Scientific Information Network;
 - 7) receive information on the dates of planned written, partial forms of verification of learning outcomes, carried out in a given semester and within the completion of a module, with adequate advance notice, which must be no less than three days before the said date;
 - 8) information on the results and grades obtained from an examination or from another form of verification of learning outcomes included in the module description:
 - a) within no more than 10 days from the date on which the examination or the said form was conducted,
 - b) within a timeframe enabling preparation for the examination or the said form conducted during the resit assessment session, of no less than three days,taking into account the provisions of § 25(2);
 - 9) access information regarding the accounting of individual stages of their studies, including that available in the IT system;
 - 10) Review written works that affect the completion and final grade of a module, as well as the evaluation of the thesis by the supervisor and reviewer;
 - 11) study according to an individual organisation of studies;

- 12) receive material assistance and use accommodation in student dormitories according to separate regulations;
 - 13) have their personal dignity respected by every member of the university community;
 - 14) participate in the process of ensuring and improving the quality of education at SGGW by expressing opinions on various aspects of education quality using the tools applied by SGGW;
 - 15) transfer and recognise ECTS credits, in particular:
 - a) obligatorily in the case of:
 - ECTS credits earned as university elective courses;
 - ECTS credits earned as part of the tutoring programmes regulated by separate provisions;
 - ECTS credits earned through summer schools, for programmes where learning outcomes have been specified and a certain number of ECTS credits assigned in place of the modules which are part of the current study programmes, referred to in § 8(8) of these Regulations, which are elective courses;
 - b) optionally for ECTS credits earned as part of a specific form of education delivered by a higher education entity, with a defined workload expressed in ECTS, for which detailed learning outcomes leading have been specified, leading to the attainment of market-relevant competencies and assigned to a specific level of the Polish Qualifications Framework, which have been assessed based on transparent and clearly defined criteria adequate to the achievement of those outcomes, with a specified form of supervision and verification of the student's identity during assessment; recognition of a given form of education can only occur once during the course of studies, regardless of the level of studies, replacing the modules mentioned in § 8(8) of thereof;
 - 16) justify absences from classes, leaves from classes, and leaves from classes with the possibility of taking assessments for the learning outcomes specified in the study programmes;
 - 17) change the field of study;
 - 18) change the study mode;
 - 19) take a committee examination with the participation of an observer designated by the student;
 - 20) repeat specific classes due to unsatisfactory academic results;
 - 21) fully participate in education, considering their individual needs resulting from a disability.
2. With the Vice-Dean's approval, a student may complete part of their studies at another university in the country or abroad, particularly based on agreements or programmes in which SGGW participates, provided that:
- 1) the duration of studies at the other university, the list of modules reflecting the learning outcomes specified for the student's study programmes that they are required to complete at the other university, along with the number of ECTS credits, is approved by the Vice-Dean;

- 2) the study programmes approved by the Vice-Dean and completed at the other university are the basis for the recognition of the period during which they were completed at SGGW;
 - 3) In case of discrepancies between the study programmes approved according to item 1, and the completed programmes, the Vice-Dean may designate the modules required to be completed and the deadlines for their completion.
3. Fulfilling the requirements specified in section 2(3) results in the recognition of the given period of studies. Until the completion of a given stage of studies, the Vice-Dean decides on the registration method for the next semester.

§ 19. [Student Obligations]

1. A student is obligated to act in accordance with the Oath they took and the regulations in force at the university.
2. The student's duties include, in particular:
 - 1) participating in classes according to the regulations and the study programmes;
 - 2) taking exams, completing internships, and fulfilling other requirements provided for in the study programmes;
 - 3) utilising the educational opportunities created by SGGW;
 - 4) obtaining credits ethically;
 - 5) respecting copyright during university classes and while preparing any work;
 - 6) taking care of SGGW property;
 - 7) regularly monitoring information regarding the course of studies, including matters handled in the manner specified in §3(8), in the IT system, and promptly reporting any irregularities in the data entered therein to the relevant Dean's Office or to the person responsible for the module or course;
 - 8) promptly notifying the Dean's Office in writing of any changes in civil status, surname, address, resignation from studies, as well as changes in financial conditions if they affect decisions regarding the granting of material assistance;
 - 9) obtaining the Vice-Dean's consent for any change of study group to which the student was previously assigned;
 - 10) adhering to the rules of order and safety and hygiene regulations;
 - 11) using the email address provided by SGGW in the sggw.edu.pl domain for communication with SGGW organisational units and reading messages sent to this address by SGGW organisational units.
3. A student commencing studies through admission to another field of study is required to participate in classes and obtain credits according to the study programmes, taking into account § 26(2).
4. The provisions of §21 sections 6-8 apply accordingly to the students referred to in section 3.

§ 20. [Disciplinary Responsibility]

For violations of SGGW regulations and actions that discredit the student, the student bears disciplinary responsibility in accordance with the provisions of the act, the executive regulations thereto, and the Statute.

Chapter V. Transfers and Readmissions

§ 21. [Transfer to or from Another University]

1. A student may obtain the Vice-Dean's consent to transfer to another university if they fulfil all obligations arising from the regulations in force at SGGW.
2. A student may be admitted to study at SGGW by transfer from another university, including a foreign one, with the Vice-Dean's consent expressed in a decision, provided they have fulfilled all obligations arising from the regulations at the university they are leaving. For an international student, the Rector makes the administrative decision after consulting the Vice-Dean.
3. Admission by transfer may occur after the student has completed at least one full period of study at the university they are leaving.
4. A student, as mentioned in section 2, must submit a transfer application, addressed to the Vice-Dean of the receiving faculty or to the Rector via the Vice-Dean, before the start of the semester in which the transfer is to take place, and within a timeframe that allows for the commencement of studies. The application must include the consent and opinion of the appropriate authority of the university organisational unit where they studied, along with documentation of their previous studies and the necessary documentation for admission to studies. Information on the detailed rules and schedule for submitting applications for admission by transfer from another university, including a foreign university, is published on the University's website. The transfer process from another university, including a foreign university, is carried out via the Online Candidate Recruitment system (IRK).
5. Administrative decisions on non-admission to studies by way of transfer from another university or a foreign university are delivered using the Online Candidate Recruitment system (IRK).
6. ECTS credits obtained during the previous course of study, grades, and modules may be fully recognised in place of modules in the study programme of the field to which the student is transferring, provided the learning outcomes for the modules in the study programmes of both universities are consistent.
7. In the case of differences in learning outcomes, the Vice-Dean may recognise part of the previously completed study programme and specify the curriculum differences to be completed.
8. The decision on the recognition of learning outcomes and ECTS credits in the cases mentioned in sections 6 and 7 is made by the Vice-Dean.

§ 22. [Change of Field of Study or Study Mode]

1. A student may apply for a change of field of study or study mode at SGGW.
2. A change of field of study is possible after completing at least one full study period and requires the consent of the relevant Vice-Deans.
3. An application for a change of field of study shall be submitted before the commencement of the semester from which the change is to take effect, and within a timeframe that allows for the commencement of studies in that semester.
4. A student may apply for a change of the study mode in which the field of study is being delivered. The Vice-Dean shall decide on this matter. When considering the student's application, the Vice-Dean takes into account the number of available places in the groups delivering the study programmes in the target mode. The Vice-Dean specifies the periods and deadlines for completing any outstanding classes resulting from differences between the two study plans for the two modes. In the case of a change in study mode from part-time to full-time, the Vice-Dean verifies whether the student meets the recruitment requirements for the most recent full-time recruitment.
5. In the cases mentioned in sections 2 and 4, the provisions of § 21 sections 6-8 apply accordingly.

§ 23. [Readmission]

1. A student of SGGW who has been officially removed from the student list after completing at least one full period of study may apply for readmission to the same field of study from which they were removed.
2. If the period between the official removal from the student list and the date of the readmission application is up to three years, the decision regarding readmission is made by the Vice-Dean. The Vice-Dean may approve readmission only once.
3. If the period between the official removal from the student list and the date of the readmission application is between three and five years, the decision is made by the relevant Vice-Rector. The Vice-Rector may approve readmission only once.
4. Readmission shall not be possible in the following cases:
 - 1) The specific field of study in the given mode is no longer offered, subject to section 5,
 - 2) The removal from the student list occurred due to a lack of academic progress.
 - 3) The removal from the student list was due to disciplinary punishment of expulsion from SGGW.
 - 4) Expiration of the time limit or the exhaustion of the readmission limits mentioned in sections 2 and 3.
 - 5) Failure of the student to fulfil their financial obligations to the University after removal from the student list.
 - 6) If, after the designation of programme differences, the education had to commence from the first semester.

5. In particularly justified cases, readmission to a related field of study may be granted, provided the learning outcomes for both fields are consistent, or to another study mode. The student must complete any curriculum differences up to 30 ECTS credits.
6. Readmission takes effect no earlier than the next academic year after the date of removal, subject to section 9. Applications for readmission must be submitted before the start of the semester, within a timeframe allowing for the commencement of studies in that semester. This does not apply to applications mentioned in section 9.
7. In each case, the Vice-Dean determines the conditions for readmission, including the curriculum differences between the learning outcomes achieved up to the date of removal and those required by the current study programmes at the time of readmission, as well as the semester to which the student is readmitted. The provisions of § 21 sections 6-8 apply accordingly. Readmission is not possible if, after the designation of programme differences, the education would have to commence from the first semester.
8. After readmission, the student follows the current study programmes.
9. A person who was officially removed from the student list due to failure to submit a diploma thesis or pass a diploma examination within the specified deadline may obtain permission for readmission at a time other than specified in section 6, in accordance with the provisions of sections 1-3 and section 4(1). If there are no differences between the study programmes in effect at the time of removal from the student list and the programmes mentioned in section 8, readmission takes place in the last semester of studies, with the obligation to prepare a diploma thesis.

Chapter VI. Credits and Grades

§ 24. [Credits and Grades]

1. Modules, or in the case of modules comprising a group of courses completed at SGGW, shall be passed with a single final grade. The final grade shall also constitute the credit mark.
2. Passing a module requires obtaining a passing grade, confirming that the student has achieved all the learning outcomes set for that module. Obtaining a passing grade is equivalent to being awarded the number of ECTS credits assigned to that module in the study programmes.
3. The grade is entered into the IT system by the person responsible for the module or an authorised individual.
4. In exceptional cases, the Dean may authorise another university teacher to conduct the assessment and enter the grade into the IT system for a given semester.
5. The results of assessments are made available to students in the IT system prior to their final approval.
6. A passing grade entered and approved in the IT system is the final grade.
7. The following grading scale applies at SGGW:

Verbal Grade	Numeric Grade	Grade Symbol
Very good	5.0	A

Good plus	4.5	B
Good	4.0	C
Satisfactory plus	3.5	D
Satisfactory	3.0	E
Unsatisfactory/Failing	2.0	F (no credit)

8. The average grade for a specific period of study (semester, year, studies) is the arithmetic mean of all positive final grades from modules included in the study programmes of a given field in that period.
9. Grades from modules mentioned in § 18 section 2(3) and § 21 section 6 are included in the average for the period in which they were completed in the current field.
10. Grades from additional modules that the student studies with the Vice-Dean's consent outside their study programmes are not included in the average for a given period.
11. The average grade is calculated according to mathematical rounding rules, to two decimal places.
12. For foreign languages, a separate crediting regulation applies, determined by the SGGW organisational unit responsible for foreign language education, approved by the Rector in agreement with the relevant Student Self-Government.
13. For physical education classes, a separate crediting regulation applies, determined by the SGGW organisational unit responsible for these classes, approved by the Rector in agreement with the relevant Student Self-Government.
14. Upon the request of a student with a disability, confirmed by a relevant ruling or appropriate medical documentation, the forms of credit for a given module may be adjusted to their individual needs arising from the disability. The Vice-Dean decides on this matter in agreement with the person responsible for the module and based on the opinion of the Office for Persons with Disabilities and Accessibility or a person authorised by the Rector in this regard, taking into account SGGW's capabilities. The Vice-Dean, considering the request of a student with a disability, may agree to adjust the form of credit for the module by:
 - 1) Extending the duration of a given credit or examination,
 - 2) Using technical devices to support the student with a disability during the credit assessment or examination, such as a computer, screen-reading software, braille device, specialised keyboard, etc,
 - 3) Changing the form of credit or examination from written to oral or vice versa,
 - 4) Allowing participation in the credit assessment or examination by individuals mentioned in the Catalogue of Forms of Support, provided that these individuals are not substantively or professionally related to the module being credited or examined,
 or grant consent to the application of other alternative solutions and forms of support in this regard, as referred to in the Catalogue of Forms of Support.
15. In exceptionally justified cases, upon an individual request of a student with other special needs (other than those indicated in section 14), the forms of credit for a given module may be adapted to their needs arising from their state of health, confirmed by appropriate

documentation and in the matters referred to above, the provisions of section 14 shall apply accordingly.

§ 25. [Final Grade for the Module]

1. The final grade for a module is determined based on the criteria specified in its syllabus. The syllabus specifies the forms of verification of the learning outcomes achieved by the student for a given module, their deadlines, and the weights affecting the final grade.
2. Deadlines for assessments:
 - 1) If the form of verification of learning outcomes specified in the module description is an examination or if the deadlines for selected forms of verification of learning outcomes included in the module description fall within the assessment session period, the final grade for the module shall be awarded no later than the day following the end of the relevant assessment session;
 - 2) In other cases, the final grade is given at the end of the classes in a given semester.
3. If negative grades are obtained during the semester through specified forms of verification of learning outcomes outlined in the syllabus, the student is entitled to one resit attempt. This resit is set by the person responsible for the module and may be scheduled during the assessment session.
4. Examination dates specified in section 2(1) – one date during the primary assessment session and a second date during the resit session – are set by the person responsible for the module, in agreement with the students. The Dean oversees the proper organisation of the session.
5. Unexcused failure to attend the examination or failure to obtain a pass mark on the first attempt is equivalent to forfeiting that attempt. The student remains entitled to one resit.
6. Unexcused failure to attend the resit or failure to obtain a pass mark on the resit results in failing the module.
7. The record of attempts to obtain credits and exams for a module in the first attempt and resit is kept by the person responsible for the module.

§ 26. [Deadlines for Credits]

1. In the event of illness or other significant extenuating circumstances occurring during the assessment session, confirmed by credible official documentation presented by the student, the student — in the situations described in § 25 sections 3 and 4 — shall have the right to apply for an additional date outside the session. This date must be scheduled within two weeks of the end of the session, unless the Vice-Dean, after consulting the person responsible for the module, agrees to a later date.
2. A student may take a module assessment earlier than specified in § 25(4), including at the beginning of the semester, provided that the person responsible for the module agrees.
3. For modules in which the student cannot use their resit date during a given assessment session (excluding the reasons mentioned in section 1), the Vice-Dean may, upon the student's written request, register the student for the next semester and defer the assessment deadline for these modules to subsequent assessment sessions. ECTS credits from these

modules shall not count towards the ECTS credit deficit described in § 28(1). The Vice-Dean decides on the mode of registration.

§ 27. [Assessment before an Examination Board]

1. An assessment before an examination board may be conducted in the event of:
 - 1) the student's failure to pass a module as specified in § 25, or
 - 2) the likelihood of irregularities in the delivery of the module assessment.The decision to conduct an assessment before the Vice-Dean makes an examination board upon a justified, written request from the student submitted within seven days of the announcement of the module assessment results, or on the Vice-Dean's own initiative.
2. Together with the request referred to in section 1, a student with a disability may simultaneously submit a request for support regarding the forms of assessment for the given module, as referred to in § 24(14), and in accordance with the rules and conditions set out therein.
3. In exceptionally justified cases, upon the request of a student with other special needs (other than those referred to in section 2), the form of assessment before the examination board may be adapted to their needs arising from their state of health, confirmed by appropriate documentation. In these matters, the provisions of section 2 shall apply accordingly.
4. The board assessment takes place before an examination board appointed by the Vice-Dean, within two weeks of the date of submitting the request. The examination board consists of four members:
 - 1) the Vice-Dean is the chair of the examination board;
 - 2) two university teachers, including at least one specialist in the subject of the module under assessment or related modules;
 - 3) a representative of the Student Self-Government.
5. The assessment before the examination board verifies whether the student has achieved the learning outcomes set for the module and may involve a review by the examination board of the coursework or assessments that formed the basis for the grade.
6. The date, procedure, and conduct of the assessment before the examination board — taking into account the methods of verification for learning outcomes specified in the syllabus — are determined by the Vice-Dean in agreement with the examination board members. The Vice-Dean may seek the opinion of the person responsible for the module regarding the methods for verifying the learning outcomes.
7. Observers may participate in the assessment before the examination board: the person responsible for the module and an individual chosen by the student. The student shall inform the Vice-Dean of their choice of observer when submitting a request for an assessment before an examination board.
8. The result of the assessment is decided by a simple majority of the examination board members' votes. In the event of a tied vote, the chair holds the casting vote. Observers do not have the right to ask questions or to participate in voting.
9. Formal minutes of the assessment before the examination board shall be prepared.

10. If the student does not pass the assessment before the examination board or fails to attend without justification, which is equivalent to failing the module, the Vice-Dean may issue a decision in accordance with § 28 or § 29.

Chapter VII. Repeating Courses

§ 28. [Conditional Enrolment, Repeating a Semester]

1. A student who has not achieved the required number of ECTS credits for a given period of study as specified in the programmes, or who has not passed physical education classes, may, upon their written request submitted within seven days after the end of the resit assessment session, obtain conditional enrolment for the next semester, provided that their cumulative ECTS credit deficit does not exceed:
 - 1) 10 ECTS credits – for first-year students;
 - 2) 12 ECTS credits – for students of subsequent years.
2. During the semesters for which conditional enrolment has been granted, as mentioned in section 1, the student is required to repeat the uncompleted modules that led to this conditional enrolment. The Vice-Dean, when granting conditional enrolment, sets deadlines for passing the repeated modules. If the student fails to pass the repeated modules, they cannot be granted another conditional enrolment for the following semester. In such cases, the Vice-Dean may then apply the provisions of § 29 section 5(2).
3. If the credit point deficit exceeds the limit specified in section 1, or in the case of failure to pass repeated modules as referred to in section 2, the student may apply to repeat the semester. Repeating the first semester is not permitted. The student must submit a written request regarding this matter within seven days of the end of the resit assessment session. If the student fails to pass the repeated semester, they cannot enrol in the following semester.
4. Entry to studies starting from the first semester can only be gained through the standard admissions process.
5. A student repeating a module must participate in all forms of classes assigned to that module.
6. A student repeating a semester shall study according to the study programmes currently applicable to the cycle being continued. In the event of differences in the curriculum between the study programmes prior to repeating the semester and the current programmes, the provisions of § 21, sections 6–8, shall apply accordingly.
7. While waiting to repeat a semester and during the repetition itself, the student may, with the Vice-Dean's consent, take selected modules from subsequent semesters' study plans (earning no more than 18 ECTS credits in total) and sit their assessments. Failure to pass these modules within the designated timeframe results in them being repeated.

Chapter VIII. Removal from the Register of Students

§ 29. [Removal from the Register of Students]

1. The Vice-Dean shall remove a student from the register of students in the following cases:
 - 1) Failure to commence studies;
 - 2) Resignation from studies;
 - 3) Failure to submit the diploma thesis or take the diploma examination within the specified deadline;
 - 4) Disciplinary action resulting in expulsion from the university.
2. Failure to commence studies refers to a situation where a student, upon entry to a specific mode and level of education:
 - 1) fails to complete all of the following actions within seven days of the start of the semester, namely:
 - a) fails to submit the required medical ruling, where mandatory,
 - b) fails to submit a statement of acknowledgement and acceptance of the tuition fees terms at SGGW;
 - 2) fails to start attending compulsory classes required by the timetable within thirty days of the start of the semester.
3. In exceptional circumstances, upon the student's written request, the Vice-Dean may extend the deadline for submitting the required medical ruling mentioned in section 2(1)(a).
4. Resignation from studies is confirmed in the following cases:
 - 1) when the student submits a written notice of resignation from studies;
 - 2) failure to submit the application mentioned in § 28 sections 1 and 3;
 - 3) failure to report to the Dean's Office to confirm assignment to a study group when returning from leave or when awaiting a semester or year repetition;
 - 4) failure to provide a medical ruling when returning from medical leave.
5. The Vice-Dean may remove a student from the register of students in the following situations:
 - 1) confirmed non-attendance at mandatory classes;
 - 2) determination of a lack of academic progress;
 - 3) failure to pass a semester or academic year within the specified deadline;
 - 4) failure to pay fees associated with undertaking studies.
6. Non-attendance at mandatory classes is confirmed if at least three academic staff members confirm the student's absence from their classes in modules included in the study programmes for that period of study, preventing the student from completing the module requirements as specified in the module descriptions.
7. A lack of academic progress is confirmed if:
 - 1) the degree of completion of the study plan and programmes precludes the possibility of passing the semester, particularly where this results from the student's absence as mentioned in § 11 section 1 or 2;
 - 2) the student fails to choose a topic for the diploma thesis according to § 33(4);
 - 3) the student fails to fulfil obligations resulting from conditional enrolment as mentioned in § 28(2), or from repeating a semester;

- 4) the student receives a fail mark in the diploma examination on their second attempt.
8. Removal from the register of students is carried out by administrative decision.

Chapter IX. Leaves of Absence

§ 30. [Rules for Granting Leaves of Absence]

1. The Vice-Dean may grant a student a leave of absence from classes, lasting for one semester or one academic year. A leave of absence shall not be granted to a student who has completed the final semester of studies, except as indicated in § 31(1)(1).
2. The leave mentioned in section 1 may be:
 - 1) Dean's leave – granted upon the student's request after registering for at least the third semester (for first-cycle and long-cycle Master's degree programmes) or the second semester (for second-cycle studies). Dean's leave may be granted only once during the course of study, subject to § 31;
 - 2) Medical leave – granted based on a decision by a recognised medical panel;
 - 3) Special leave – granted upon a student's request, once during the course of study, in exceptionally justified cases and on account of documented extenuating circumstances or documented involvement in social, sporting, academic, or other activities, particularly for the benefit of the SGGW academic community.
3. A leave of absence from university classes for a period longer than one academic year may be granted to the student by the Vice-Rector for Didactics.
4. A student should submit an application for leave before the start of the semester or, in exceptional cases, immediately after the occurrence of the reason justifying the request.
5. During a leave of absence, with the Vice-Dean's approval, the student may pursue selected modules by attending classes, completing assessments for those modules, earning up to 18 ECTS credits in total, and sitting examinations (except for individuals on medical leave, unless medical recommendations state otherwise).
6. Failure to pass a module for which the student received approval from the Vice-Dean requires its repetition.
7. The student may obtain approval from the Vice-Dean for leave as specified in section 2(1) or (3), allowing them to be assessed on the learning outcomes specified in the study programmes without attending classes. The Vice-Dean determines which modules this applies to, in agreement with the persons responsible for those modules. The total number of ECTS credits assigned to these modules shall not exceed 10.
8. The leave mentioned in section 2(1) or (3) may be granted only once during the course of study, including for a period shorter than specified in section 1. Verification of all learning outcomes assigned to the modules for which the student received approval must be completed by the end of the period (i.e. by the end of the resit assessment session for the semester in which leave was granted).
9. During the period of using leave, the student retains student rights, subject to separate regulations governing entitlement to financial support benefits.

10. Upon returning from leave, the student shall study according to the study programmes currently applicable. In the event of curriculum differences between the study programmes prior to the leave and those upon returning, the provisions of § 21 sections 6-8 apply accordingly.

§ 31. [Rules for Granting Leave to a Pregnant Student and a Student who is a Parent]

1. Leave as referred to in § 30(2)(1) shall not be denied to:
 - 1) a pregnant student;
 - 2) a student who is a parent.
2. A student who is a parent must submit an application for leave as referred to in § 30(2)(1) within one year from the date of the child's birth.
3. Leave as referred to in § 30(2)(1) for:
 - 1) a pregnant student is granted for the period up to the date of the child's birth;
 - 2) A student who is a parent is granted for a period of up to one year,provided that if the end of the leave falls during a semester, the leave may be extended until the end of that semester.

Chapter X. Awards and Distinctions

§ 32. [Distinctions]

1. Students who distinguish themselves through exceptional achievements and maintain good academic results, while adhering to the terms of the matriculation pledge and university regulations, may receive the following distinctions:
 - 1) written commendation from the Dean;
 - 2) Certificate of recognition from the Dean;
 - 3) Certificate of recognition from the Rector.
2. Information regarding awards and distinctions received by a student shall be recorded in the IT system and retained in the student's academic file.

Chapter XI. Diploma Thesis/Dissertation

§ 33. [Preparation of the Thesis/Dissertation]

1. Bachelor's, Engineer's, and Master's diploma theses are prepared by the student under the supervision of an academic staff member holding at least a doctoral degree. With the approval of the relevant Programme Council, the thesis supervisor may be a person outside the SGGW community, subject to the requirement in the first sentence.
2. The provisions of section 1 apply accordingly to the reviewers of diploma theses. The Programmes Council determines the rules for appointing thesis reviewers.

3. The Vice-Dean approves topics of diploma theses and thesis advisors based on the guidelines established by the relevant Programmes Council.
4. The student must select the topic of their Master's thesis no later than one year, and the topic of their Engineering or Bachelor's thesis/dissertation no later than one semester, prior to the scheduled completion date of their studies.
5. The diploma thesis may be written – with the Vice-Dean's approval – in a foreign language. For a thesis written in a foreign language, the student must attach a comprehensive summary in Polish.
6. The grade for the diploma thesis is the arithmetic mean of the grades awarded by the supervisor and the reviewer, provided that both grades are pass marks. The final grade for the dissertation/thesis is calculated to two decimal places, following standard mathematical rounding rules.
7. Preparation of the diploma thesis is mandatory for second-cycle studies and long-cycle Master's degree programmes, unless separate regulations provide otherwise. For first-cycle studies, preparation of the diploma thesis is mandatory if required by the study programmes.
8. The Rector's ordinance specifies detailed guidelines regarding the diploma thesis.

§ 34. [Deadline for Submitting the Thesis/Dissertation]

1. The student is required to submit the diploma thesis no later than:
 - 1) 31 January – for programmes ending in the winter semester;
 - 2) 30 June – for programmes ending in the summer semester.
2. Upon the student's request, supported by the thesis supervisor, the Vice-Dean may extend the deadline for submitting the diploma thesis by up to six months from the deadline specified in section 1.
3. A student whose deadline for submitting the diploma thesis has been extended retains student status and rights, subject to separate regulations governing entitlement to financial support benefits.
4. The diploma thesis constitutes a work within the meaning of copyright law.
5. If the diploma thesis is a written work, it shall be checked using the Uniform Anti-Plagiarism System prior to the diploma examination, in accordance with applicable legislation.

Chapter XII. Diploma Examination

§ 35. [Conduct of the Diploma Examination]

1. The conditions for admitting a student to the diploma examination are:
 - 1) passing all modules required by the study programmes;
 - 2) receiving a pass grade for the diploma thesis in accordance with §33(6), subject to §33(7).
2. The diploma examination is oral and may be conducted, upon the student's request and with the Vice-Dean's approval:
 - 1) in a foreign language,

- 2) by means of electronic communication, according to the rules specified in the Rector's ordinance.
 - 3) in the case of a student with a disability, in a form adapted to their individual needs arising from their disability, confirmed by a relevant ruling or appropriate medical documentation. In this regard, the provisions of § 24(1)4 shall apply accordingly.
3. In exceptionally justified cases, upon the request of a student with other special needs (other than those referred to in section 2(3)), the form of the diploma examination may be adapted to their needs arising from their state of health, confirmed by appropriate documentation; in these matters, the provisions of section 2(3) shall apply accordingly.
 4. With the Vice-Dean's approval granted upon a written request from the student or supervisor, the diploma examination may take the form of a public examination. During the examination, individuals invited by the supervisor or student participate solely as observers.
 5. The diploma examination takes place within a period not exceeding two months from the date of submitting the diploma thesis, except for section 1. The Vice-Dean sets the deadline for the diploma examination. In justified cases, upon the student's request, the Vice-Dean may set a later date. The relevant Programme Council determines the scope of the diploma examination.
 6. The diploma examination is conducted before an examination board appointed by the Vice-Dean, comprising at least three members. The examination board includes the supervisor and/or reviewer.
 7. The result of the diploma examination is announced to the candidate immediately after its conclusion, in the presence of the board members.
 8. The diploma examination is considered passed upon achieving a pass mark for each examination question. The grade for the diploma examination is the arithmetic mean of the grades awarded to each question, calculated to two decimal places in accordance with standard mathematical rounding rules.
 9. In the event of a fail grade on the diploma examination or unjustified failure to attend the examination at the designated time, the Vice-Dean shall set a second examination date as final. The resit examination cannot take place earlier than one month after the first examination and no later than three months thereafter.
 10. Unjustified failure to attend the examination in the second term is equivalent to receiving a fail grade on the second attempt.
 11. In the event of receiving a fail grade on the examination on the second attempt, the Vice-Dean shall remove the student from the register of students.
 12. The diploma examination is not conducted if separate regulations do not require passing a diploma examination to complete the degree.

Chapter XIII. Completion of Studies

§ 36. [Conditions for Completion of Studies]

1. Subject to § 37, the conditions for completing studies and obtaining a degree certificate are:
 - 1) achieving the learning outcomes specified in the study programmes, for which at least:

- a) 180 ECTS credits are assigned – for first-cycle studies;
 - b) 210 ECTS credits are assigned – for first-cycle studies leading to the professional title of Engineer;
 - c) 90 ECTS credits are assigned – for second-cycle studies;
 - d) 300 ECTS credits are assigned – for long-cycle Master's degree programmes lasting 9 or 10 semesters;
 - e) at least 360 ECTS credits are assigned – for long-cycle Master's degree programmes lasting 11 or 12 semesters;
- 2) receiving a pass grade for the diploma thesis, where its preparation is mandatory;
 - 3) passing the diploma examination.
2. Completion of studies occurs upon passing the diploma examination.
 3. The basis for calculating the final classification for the degree includes:
 - 1) the grade point average for the course of study, modules, and other activities specified in the study programmes for the given field of study, in accordance with § 24 sections 8-11;
 - 2) the grade for the diploma thesis in accordance with § 33(6), subject to § 33(7);
 - 3) the grade for the diploma examination in accordance with § 35(7).
 4. The final classification for the degree is:
 - 1) the sum of 1/2 of the grade specified in section 3(1) and 1/4 of the grade specified in section 3(2) and (3) – for fields of study where the diploma thesis is required;
 - 2) the sum of 1/2 of the grade specified in section 3(1) and 1/2 of the grade specified in section 3(3) – for other fields of study.
 5. The final grade on the diploma, on a scale defined in § 24(7), is awarded based on the final classification for the degree and the overall grade average for studies, according to the following principle:
 - 1) Very good (5.0) – final classification not lower than 4.50 and overall grade average for studies at least 4.00;
 - 2) Good plus (4.5) – final classification in the range of 4.25-4.49 and overall grade average for studies of at least 3.75;
 - 3) Good (4.0) – final study result in the range of 3.75-4.24 and overall grade average for studies of at least 3.50;
 - 4) Satisfactory plus (3.5) – final classification in the range of 3.50-3.74 and overall grade average for studies of at least 3.25;
 - 5) Satisfactory (3.0) – in all other cases.
 6. The rule described in section 5 applies to the entry of the degree certificate; in all other official documentation, the final result of studies is calculated to two decimal places, in accordance with standard mathematical rounding rules.

§ 37. [Completion of Studies in Veterinary Medicine]

1. The date of completion of studies in veterinary medicine is the date of passing the final examination required by the study programmes.

2. In veterinary medicine, where studies do not conclude with a diploma examination, the final classification for the degree is the overall grade point average for the course of study. The final grade entered on the degree certificate, on a scale defined in § 24(7), is awarded based on the principle:
 - 1) Very good (5.0) – with an overall grade average for studies of at least 4.01;
 - 2) Good plus (4.5) – with an overall grade average for studies in the range of 3.75-4.00;
 - 3) Good (4.0) – with an overall grade average for studies in the range of 3.51-3.74;
 - 4) Satisfactory plus (3.5) – with an overall grade average for studies in the range of 3.25-3.50;
 - 5) Satisfactory (3.0) – with an overall grade average for studies up to 3.24.
3. The rule described in section 2 applies to the entry on the degree certificate; in all other official documentation, the final result of studies is expressed to two decimal places, in accordance with standard mathematical rounding rules.

§ 38. [Degree Certificate]

1. Graduates of a course of study receive a degree certificate confirming higher education qualifications corresponding to the specified level of study and professional title.
2. In the case of a joint degree, the rules governing its issuance are determined by the terms of the agreements concluded between SGGW and the partner institution.
3. A Degree with Distinction is awarded to a graduate who satisfies all of the following conditions collectively:
 - 1) passed all modules required by the study programmes no later than the final day of the assessment session in the last final semester specified in the study programmes;
 - 2) achieved an overall grade point average for studies of not lower than 4.75 (or not lower than 4.50 for long-cycle Master's degree programmes in veterinary medicine);
 - 3) submitted the diploma thesis within the deadlines specified in § 34 section 1, where the study programmes require a dissertation/thesis;
 - 4) received 'Very good' (5.0) grades for both the thesis and the diploma examination, where the study programmes require a thesis;
 - 5) received a 'Very good' (5.0) grade for the diploma examination, where the study programmes do not require a thesis.
4. A Rector's Diploma of Distinction, awarded by the Rector upon the Dean's request, may be conferred upon a graduate who satisfies all of the following conditions collectively:
 - 1) meets the following academic performance criteria:
 - a) for long-cycle Master's degree programmes in veterinary medicine – achieved an overall grade point average for studies not lower than 4.5;
 - b) for fields of study where the study programmes require a diploma thesis – achieved an overall grade point average for studies not lower than 4.75, alongside "Very good" grades for both the diploma thesis and diploma examination;

- c) for fields of study where the study programmes do not require a diploma thesis – achieved an overall grade point average for studies of not lower than 4.75, alongside a “Very good” grade for the diploma examination;
- 2) distinguished themselves during the studies through outstanding academic, artistic or sporting achievements, or through active service to the academic community;
- 3) strictly adhered to the regulations and principles applicable at SGGW.