

Regulations of classes in the Department of Pharmacology in the academic year 2023/2024

Subjects:

- a) Pharmacology and toxicology for 3rd-year Medical Students
- b) Pharmacology for 3rd-year Dentistry Students

1. Students should obey University and pharmacology course regulations, pass all the tests within time limits, get credits, and pass the exam.
2. Students must acquire knowledge and skills to prepare for future professional work.
3. To contact teachers, Students must have, use, and regularly check the official University e-mail address (@student.umw.edu.pl). Students should regularly check the University cloud (<https://cloud.umw.edu.pl/>) for didactic materials shared by the teachers.
4. The syllabus, approved by the Dean, contains information considering the material, topics of classes and lectures, and advised books.
5. Student attendance in all forms of didactic meetings (contact hours in the Department and online) is compulsory. The online meeting may be recorded without additional information. The student must turn on the camera at the teacher's request and confirm their identity during online classes.
6. Classes and lectures, both contact and online, start punctually.
7. Students' absence from didactic meetings (except for situations described in the Regulation of Studies) must be made up immediately after the reason for absence is finished. The teacher gives detailed instructions on making up for absences during classes/lectures during the first class. The possibility of making up a class with another group requires the agreement of both the leading teacher and the person with whom the Student would like to make up a class. The class cannot be counted as made up if the Student refuses to work actively during class, answers oral questions, or is not prepared for the class.
8. Changes in the time of classes/lectures are possible at the request of the whole group or a teacher, and the meeting should not be done during any other seminars, classes, or lectures independent from the form (contact or distance learning).
9. Consultation hours are posted on the information board and/or sent to the Students. The preferred way to contact teachers is by email.
10. The Students must learn systematically from subjects done during the classes and lectures and from the ongoing class (according to the syllabus). Knowledge may be checked during contact classes and using different forms of distance learning.
11. To successfully pass the Pharmacology and Toxicology or Pharmacology course in the Faculty of Medicine and the Faculty of Dentistry, Students are obliged to gain at least:
 - 2 positive marks from multiple-choice tests based on the theory;
 - 1 positive mark from the drug calculation test;
 - the student may receive additional grades during the semester for the oral or written answers to the open questions.
 - all grades from theoretical knowledge tests (in the form of written answers to open questions or oral answers) are included in the average grade that determines the possibility of additional exam in the form announced by the examiner
 - all marks obtained during the semester are necessary to calculate the average in each semester, which is the basis for a semester grade for the Medical Faculty Students (details are described in the syllabus)
 - test credits and tests from the drug calculations, the oral/written answer will be held in contact unless the Rector decides otherwise

12. The written test results should be available for the Students within 3 working days.
13. A student who, while testing knowledge in any form, uses or has used unauthorized aid, materials or has with – without the permission of the instructor – any electronic devices (except for those devices necessary to conduct tests), suggesting the possibility of their use for purposes prohibited by the regulations will bear the consequences specified in the Study Regulations.
14. If the Student fails the tests on theory or drug calculation, she or he has the right to:
 - a) retake it once in a term assessed by the teacher;
 - b) take the test from the whole semester material.If the Student fails the whole-semester test, he or she has no chance of taking the exam in the first term but still can obtain the credit before the retake exam session starts.
15. The academic teacher responsible for the subject sets the exam date in consultation with the year Representative and the Tutor.
16. The material included in the final exam is listed in the syllabus and covers classes and lectures.
17. The final exam consists of two parts:
 - practical exam on drug calculations
 - taking the theoretical part of the exam is possible only after receiving at least a satisfactory grade in the practical part of the exam;
 - the practical part of the exam consists of 3 examples of drug calculation. All examples must be written correctly to pass the exam;
 - Students are allowed not to write the practical part of the exam if an average mark from two tests on the formulary of the drugs' prescription is at least 4.0.
 - theoretical multiple-choice test (50-100 questions) in the first term;
 - the theoretical exam may be in the form of open written answers or oral answers in the first or second retake, depending on the number of students taking the retake;
 - to pass the final exam, 61% of correct answers are required and the level may be only lowered after analyzing the difficulty of the test;
 - the grade obtained during the theoretical exam is the final mark in the subject;
 - Students who obtained an average mark of at least 4.0 from the theoretical part and did not pass the first term of the final exam have the right to take the final exam once more as a first-term exam till the end of the first term summer session time in term and form assessed by the examiner; the grade from this exam will be the final note (as the first term);
 - the average note from the whole year includes all marks from theoretical tests and all marks from oral or written answers
18. Students have the first term of the exam and two repeats. On request of the Student, the repeats may be in the form of a commission exam.
19. On the teacher's demand, Students entering tests or exams should show a student ID card.
20. The teacher keeps all written tests for 12 months and exams for 24 months. Students have the right to see their written test results with the test key within two weeks after the test. The teacher assesses the term.
21. Students should know and obey safety rules.
22. All cases not included in this regulation are regulated by the Regulation of Studies or other legislations.