

Regulations for microbiology classes

The internal regulations for microbiology classes apply to students of all UMW Faculties who have classes (lectures and classes) at the Department and Department of Microbiology and are consistent with the current Study Regulations in force in a given academic year.

During the first microbiology classes in the Department and Department of Microbiology classroom, students must familiarize themselves with **the regulations for staying and working in a laboratory with infectious potential** and sign a declaration that they have read the regulations. The regulations for staying in the classroom are available on the Department of Microbiology's website.

Please direct all matters regarding the organization of classes only through the president of the year, who presents them to the teaching assistant professor of the department (contact information available on the website). **Please contact the teacher leading the group in all other matters (providing a medical certificate, etc.).**

The teacher leading the group is the teacher who conducts classes with given student groups in a given semester of the academic year.

Teachers' consultation hours (given on the Department's website) end at the end of the semester.

The person responsible for the subject at the Faculty of Medicine is the Head of the Department and Department of Microbiology.

Absences from classes.

1. The student must participate in all classes in the microbiology lesson plan. Absence from classes due to illness must be justified by presenting the original medical certificate to the teacher. Following the Study Regulations, sick leaves should be submitted for inspection by the teacher leading the group immediately after the leave ends (during classes with the teacher). Sick leaves submitted later will not be honored.
2. All absences from classes caused by illness or a declared day off from classes must be made up by the student - the student is obliged to report to the teacher conducting the classes and set an individual date for the oral examination of the material presented during the classes from which the student was absent, but no later than to the next colloquium (in exceptional cases, e.g., long-term sick leave or medical leave, the teacher may order the student to prepare a written study). The student is entitled to take the material from the missed exercise once - failure to pass the exercise results in the need to take a final test at the end of the semester.
3. One-day sick leave for classes during which students write tests will not be honored - a student who, for health reasons, cannot participate in classes on a given day may write the test and make up the classes on another day of the week, with another group of students, after obtaining from the supervising teacher's written consent.
4. In the event of illness during the examination session resulting from absence on a given examination date, the student must notify the examiner within 3 business days from the scheduled examination date and reactivate the examination date at the dean's office.

Preparation for classes

The student is obliged to prepare theoretically for each microbiology exercise. Theoretical material for exercises is presented during lectures and in auxiliary materials for exercises available on the Department's website. To pass the exercise, the student must pass the theoretical material during the exercise with the teacher. The scope of material for each exercise is given in the lesson plan. The result of not being prepared for the exercise is failure to pass the given exercise and the need to pass the material orally to the teacher on an agreed-upon date, but no later than within 1 week. The student is entitled to take the material from the missed exercise once - failure to pass the exercise results in the need to take a final test at the end of the semester.

The material passed in the classes is not graded.

Clothing required for training

The attire required for microbiology classes is a disposable, non-woven apron. Each student should provide the required number of lab coats. A student will not be allowed to enter the classroom without appropriate clothing. The student can also purchase disposable latex gloves and a protective mask - however, these clothing items are not required except for periods established by law, e.g., a pandemic.

Conditions to pass a subject

To pass the course, the following requirements are required: a) attendance at all classes (or absences justified by a medical leave, reported to the teacher); b) passing all exercises by the student; c) attendance at all lectures. From the grades obtained in tests in both semesters (summer in the second year and winter in the third year), the student obtains an average, which constitutes the final grade, together with the average from the practical exam. The average grade for a given semester constitutes the grade for passing a given semester.

A student who does not pass the class test with a satisfactory grade on the first date, following the Study Regulations, is entitled to a second test date. The consequence of failing the class test on the second date is a final test at the end of the semester covering all the material presented in classes (exercises and lectures) in a given semester. All class test dates are fixed, announced to students in the class schedule at the beginning of the academic year/semester, and are not subject to any changes.

During class tests and exams, students **MUST NOT** have mobile phones, watches with Internet access, teaching aids, pencil cases, notebooks, or books - when taking a written test or an exam, students should only have a pen with them. Having a telephone, talking, or looking at other students' work during a test or exam is tantamount to being asked to leave the room, failing the test or exam, and receiving a note from the Dean of the Faculty.

The results of class tests for all groups of students and the results of exams are posted simultaneously on the Department's website. Teachers and teaching assistants do not provide information about the results of the class tests to the groups of students they lead or to individual students.

Students have the right to personally inspect their work within a week of the test results being posted on the date specified by the teacher and, following the Study Regulations, within 2 weeks until the examination test. After the scheduled date, viewing the works will not be possible (class tests and exams are archived).

Practical exam

At the end of the third year's winter semester, before the microbiology final exam, students take a practical exam consisting of two parts - an assessment of a microscopic slide and a written assessment of a clinical case based on the result of a bacteriological examination. The practical exam dates, which take place in groups, are set and provided in the class schedule at the beginning of the academic year/semester and are not subject to any changes.

The practical exam is graded on points. The student must obtain at least 60% correct answers to pass the exam. The exam grade is based on the percentage of correct answers according to the key below.

Passing the practical exam is necessary to allow the student to take the theoretical final exam in microbiology. A student who does not pass the practical exam on the first date has the right to a second exam (set individually by the teacher). A student who fails to pass the practical exam on the second date takes the practical exam orally before a teaching committee consisting of the Head of the Department and two teachers conducting the classes - the exam date is set based on the number of students who take the exam.

Final exam in microbiology

The final microbiology exam is a multiple-choice test in the winter session. The student must obtain at least 60% correct answers to pass the exam. The exam grade is awarded based on the percentage of correct answers according to the key:

% correct answers:

60 - 67.9% - satisfactory (3)

68 - 75.9% - quite good (3.5)

76 - 83.9% - good (4)

84 - 91.9% - above good (4.5)

92 - 100% - very good (5)

The student has the right to three dates of the final exam - the first, the first resit, and the second resit. The dates of examinations in the winter session set after consultation with the year president at the beginning of the academic year are not subject to any changes or negotiations due to the need to book examination rooms at the start of the academic year.