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**REGULATIONS FOR CLASSES**

**DEPARTMENT AND CLINIC OF ALLERGOLOGY AND INTERNAL MEDICINE,**

**ACADEMIC YEAR 2023/2024**

**1.** Classes in the propedeutics of internal diseases are held during the winter and summer semesters of 2023/2024 and include: 30 hours of clinical exercises, 5 hours of seminars, and 15 hours of lectures in each semester.

**2.** During the first class, students will be introduced to the Regulations for Classes and the course syllabus. Students are also required to familiarize themselves with the Occupational Health and Safety (OHS) rules applicable in the Clinic. Students must confirm their understanding of these documents with their signature.

**3.** Students are required to wear appropriate attire for clinical classes (medical coat or scrubs and it is mandatory to change into appropriate indoor shoes before participating in the classes) and must have short-trimmed nails (not extending beyond the fingertip). Failure to meet these requirements may result in being excluded from clinical exercises.

**4.** Students must arrive at the class prepared with all previously covered material and the material required for the current exercise. They are also expected to actively participate in the practical part of the class.

**5.** Attendance at all classes is mandatory. Written justification for any absence must be submitted to the assistant conducting the class at the first class after the period of absence.

**6.** Students are allowed to make up one clinical exercise per semester (excluding Rector’s and Dean’s hours). Making up for missed clinical exercises involves attending clinical exercises at another time. Makeup clasess are allowed with consent of the assistant conducting the class. The clinical group, including the student making up the class, must not exceed 8 students.

**7.** Clinical exercises in each semester conclude with an assessment of practical clinical examination skills, a 10-point test (MCQ with 10 questions, 4 answers per question, one correct), and seminar completion. A score of 6 or more correct answers is required to pass.

**8.** Each clinical group will prepare a seminar on one topic listed in the syllabus according to the group number (Group A covers Topic A, Group B covers Topic B, etc.).

**9.** In the final week of exercises (winter and summer semesters), a practical test on physical examination methodology will be conducted. The test will be carried out by the assistant conducting the exercises. In case of failure, the form and date of the retake will be determined by the assistant conducting the exercises. A student may only retake the practical test once.

**10.** In exceptional cases, the method of assessment will be decided by the teaching supervisor.

**11**. The conditions for admission to the final exam are as follows:

A. Completion of exercises in accordance with the Regulations of the Wroclaw Medical University

 for the academic year 2023/2024.

 B. Passing the tests conducted during Seminar No. 2 (no exemptions).

 C. Passing the practical exam on physical examination (this grade will be the final semester grade).

**Final Exam**

**1.**The prerequisite for the final exam is the completion of exercises, seminars, and the practical test on physical examination. Failure to pass this exam will result in failure to complete the exercises.

**2.**The final exam on the first attempt is a written single-choice test consisting of 60 questions. The exam grading criteria are in accordance with the syllabus.

**3.**The first retake will be an oral exam. A satisfactory answer to each question is required. The form of the first retake exam is determined by the Head of the course.

The second retake exam is oral and consists of a comprehensive physical examination and answers to 3 questions. A satisfactory answer to each question is required. Upon the Head of the course request, this may be a commission-based exam.

The date for reviewing written exam papers is set by the Head of the Department and Clinic.

**4.** The use of mobile phones or any electronic devices during tests and exams is prohibited under the threat of failure and notification to the Disciplinary Committee (in accordance with §33, section 3 of the Regulations of the Wroclaw Medical University). The use of a device includes the discovery of any active device during the exam, even if the student is not directly using it.

Information regarding the organization of classes, consultation hours, and regulations is available on the notice board and the website of the Department and Clinic Allergology and Internal Medicine.

The regulations are effective from October 1, 2024.

**Head of the Department and Clinic**

**MD, PhD Robert Pawłowicz**