**STUDY REGULATIONS OF DIDACTIC CLASSES OF THE DIVISION OF PHYSIOLOGY**

**FOR THE FACULTY OF MEDICINE IN THE ACADEMIC YEAR 2024/2025**

**1. Participation in didactic classes.**

a) The participation of the student in didactic classes (classes and lectures) is mandatory.

b) In the case of absence, the student is obliged to communicate the reason and the expected duration of the absence immediately by sending an e-mail to the person conducting the classes in which they were absent, from the address in the student.umw.edu.pl domain.

c) absence from classes requires providing a justification in paper form or in an electronic version via e-mail from the address in the student.umw.edu.pl domain.

d) Immediately after the end of the student's absence, the original of the document which is the basis for the justification, must be delivered to the course lecturer.

**2. Making up classes**

a) The form and at the time of making up missed classes is agreed with the person conducting the classes, which shall be done as soon as the reason for the absence has ceased.

b) A student can make up missed classes by participating in the same classes with another student group (after meeting the required conditions - see below) or by taking a test that covers the theoretical and practical part of a missed class or lecture content.
The grade obtained for this test (including unsatisfactory grade) is included in the average grade for the semester, and the test cannot be retaken.

c) A student may make up missed classes with another student group only after justifying his/her absence and obtaining the consent of the didactic adjunct, who will refer him/her to the appropriate student group. In order to obtain such consent, the student should report to the Department's office that he/she would like to make up classes and provide an excuse for the absence.

**3. Students have access to the cloud of the Department of Physiology**, which provides the scope of material for classes (Curriculum), description of the practical part of the exercises and lecture synopses.

**4. There are three partial tests during each semester** in written or in oral form.

The partial test covers the scope of material for classes and lectures.

Receiving credit for partial tests

a) The student has the right to retake a test once after agreeing on the date with the person conducting the classes.

b) In the event of failing the test referred to in (a), the student has the right to take a test covering the entire material included in the course curriculum in a given term, provided that they take all the remaining tests. The date of the test should be agreed on no later than two working days prior to the planned date of the test or examination in this course.

c) In the event of failing the test referred to in (b) on the course ending with an examination, the student is not allowed to take the examination on the first date, and an unsatisfactory grade from the first exam is entered into the electronic protocol.

d) A student who did not pass a test referred to in (c), in the case of a course ending with an examination, has the right to retake the test, however, not later than before the beginning of the re-take session. After passing the test allowing to resit the examination, the student may sit the re-take examination on its first date. If the student fails the test, they cannot receive credit for the course.

**5.** **At the end of the summer semester, there is an exam on the practical skills** acquired during classes in each semester. In order to pass this exam, the student must obtain at least a satisfactory grade. Principles to pass this exam are the same as for partial tests.

**6. Conditions required for receiving credit for classes:**

a) Attendance at all classes and lectures.

b) Obtaining at least a satisfactory grade for each partial test.

c) Obtaining credit for practical skills.

d) Obtaining at least a satisfactory grade for each semester calculated from the average of all grades in given semester.

**7. The final exam is written and/or oral – open questions.**

**8.** All teaching materials made available to students are subject to copyright and are made available only for use by UMW students. They are prohibited from copying and distributing.

9. A student who won or took 2nd or 3rd place in an individual student **competition of physiological knowledge** at least nationwide, taking into account content of the entire curriculum of the Human Physiology for the Faculty of Medicine of UMW, may receive a prize in the form of a very good grade on the exam. The final decision regarding the award and its form is made by the Head of the Department in consultation with the teachers leading the exercise group attended by the student, based on the assessment of the level of the competition, the compliance of the scope of the competition with the curriculum of the Human Physiology and the result in the competition obtained by the student.

Other rules regarding credit and examinations are included in the **REGULATIONS OF STUDIES OF WROCLAW MEDICAL UNIVERSITY** **IN FORCE FROM THE ACADEMIC YEAR 2024/2025**