

## BIOPHYSICS CLASSES REGULATIONS

1. Classes are held three school hours a week (2h 15min) for students of the Faculty of Medicine, the Faculty of Health Sciences, the Faculty of Pharmacy and the Faculty of Dentistry as well as for students of the English Division Faculty of Medicine and the English Division Faculty of Dentistry. The exception are introductory classes (one school hour) and retake classes at the end of the semester (two school hours), for students of the Faculty of Medicine, the English Division Faculty of Medicine and the Faculty of Health Sciences.
2. The use of mobile phones, camera and internet is **strictly prohibited** during classes.
3. Participation in all classes **is obligatory** for students. Any unjustified absence during a given practical results in failure of this practical. Classes are passed with the final grade, after passing all the obligatory practicals.
4. In order to get the final positive note from the classes it is obligatory to have the final positive note from all the practicals to be done by a given student group.
5. In case of absence, a student is obliged to inform the tutor about the cause and duration of the absence by sending an e-mail from the e-mail account in the domain - student.umw.edu.pl. (§ 13 point 4 Study Regulations).
6. Any student's absence has to be justified in a written form by giving an original of the document giving the reason for the justification to the tutor, or in an electronic form applying the electronic mail and the address in the domain: student.umw.edu.pl. (§13 point 4 of the Study Regulations, with the exception of excused absence listed in §13 point 5 and 6.
7. Any **justified absence** in the classes requires a retake of the failed classes (§ 13 point 7 of the Study Regulations, with the exception of excused absence listed in § 13 point 8 and 9.
8. Classes failed due to a justified absence should be retaken in the last week of the practicals – the retake week.
9. Cancelled classes has to be organised in other appointed time (§ 13 point 10 of the Study Regulations)
10. During classes, students are required to follow the health and safety rules that they were introduced to at the beginning of the semester. Breaking these rules will result in the student being removed from the classes and the offense being reported to the disciplinary committee.
11. Students perform practicals in two-person teams (exceptionally in three-person) according to the semester schedule. A tutor assigns a Roman number to each subgroup. The students read from the schedule the numbers of practicals and topics for the entire semester according to the assigned subgroup number. It is not possible to change the order of practicals to be performed.

12. Students prepare at home for every practical on a given topic from the textbooks listed in detail in the manual for every practical. Preparation for practicals is checked by a tutor during classes.
13. The initial 0.5 hour of every practical is intended for thorough reading of the instructions. During this time, the students can ask the tutor for explanations and tips.
14. All practicals related to electricity can only be started after the tutor has checked the system. When connecting electrical circuits, according to the diagram, the circuit must be disconnected from the power source.
15. The tutor gives a credit for practical on the base of the correct written final report and a positive assessment of required theoretical knowledge.
16. The tutor is allowed not to admit a student to a practical in case of lack of required theoretical knowledge. In such a case, the student is getting a negative note from the practical. The negative note should be corrected by retaking the practical in the retake week.
17. Students write the final report on special forms, which they get each time for a given practical. The report must be made carefully and legibly, and the graphs made on graph paper.
18. Each team jointly performs calculations for the report and submits one report. If necessary, the tutor gives to students: a calculator and other aids. After completing the practical, the aids should be returned.
19. After writing the report, the students ask the tutor for the credit. The students present the report after completing the practical or during the next classes. Submission of the report is a condition for passing the practical.
20. Students leave the working site in perfect order, the same as at the beginning of the classes. Any damage or missing items should be immediately reported to the assistant.
21. Students applying for rewriting the grade from the biophysics exam passed at another medical university are required to submit a written application to the Head of the Department together with a copy of the biophysics syllabus applicable at the given university and a copy of the relevant index pages (page with the student's name and photo, pages with an entry for passing biophysics exercises and an entry for a biophysics exam). The deadline for submitting applications is the end of the second week of the semester.

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