



# Wrocław University of Science and Technology

## Faculty of Electronics

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### INTERNAL RULES OF CONDUCT

#### Wrocław University of Science and Technology

#### Faculty of Electronics

#### No 3/2020 of 15 June 2020

regarding the method of proceeding in making statements on the implementation of education program  
in the summer semester 2019/2020

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Due to the persistent state of the SARS-CoV-2 epidemic, I am introducing the following principles for submitting statements on the implementation of the curriculum:

1. After completing the education program (i.e. after obtaining and accepting all grades in the electronic index), the student should immediately submit
  - statement on the implementation of the curriculum
  - application for a diploma
  - application for conducting the diploma examination in full-time or remote mode - the application for conducting the remote examination must contain appropriate justification.
2. Completed and signed forms should be sent in the form of scans in one e-mail from the student's mailbox to the address [obrony\\_w4@pwr.edu.pl](mailto:obrony_w4@pwr.edu.pl) in the subject, entering "statement - student's name and surname – an abbreviation of specialty", e.g. **statement - Jan Nowak - ISK**.
3. Statements sent from outside the pwr domain will not be processed.
4. The condition of starting to settle the student before the diploma exam is obtaining all grades in the index (all grades should have the status "accepted"). In the event of failure to obtain all credits, the student will be notified of the withdrawal of proceedings by email to the student's mailbox address. This will result in the student re-submitting the above documents after obtaining all grades.
5. The student and the appropriate secretary of the diploma examination board shall be notified by an e-mail about the end of the settlement process. The student is notified by an e-mail about any inconsistencies/deficiencies in the course of carrying out the settlement, and until the inconsistencies/removal of deficiencies are resolved, the student's settlement is suspended.
6. Any other e-mails sent to the above address will remain unanswered. Questions should be directed to the right people.

**Dziekan**  
**Wydziału Elektroniki**  
  
**Prof. dr hab. inż. Czesław Smutnicki**