**INFORMATION CONCERNING THE PRINCIPLES OF PASSING THE ACADEMIC YEAR, AND THE CONDITIONS RELATED TO REPEATING FAILED SUBJECTS AND / OR A FAILED ACADEMIC YEAR**

1. According to the Regulations of Studies in AFiB Vistula and SGTiR (Chapter IV, §29 point 1, §30 point 1, §31 point 1, §32 point 1), the following rules apply for passing the academic year (unconditionally and conditionally), and repeating the academic year):
2. Passing of the entire programme of a given study year (achievement of 60 ECTS) - the student is unconditionally directed to the next year of study;
3. Passing a part of the programme of a given study year (achieving not less than 40 ECTS) - the student may conditionally be directed to the next year of study;
4. Failing the full programme of a given study year, or completing only part of it - (achieving less than 40 ECTS) - the student repeats the failed year of study (retains grades and ECTS achieved, and is entered into the USOS system in the previous academic year) subject to §32 point 2 of the Study Regulations.
5. According to §3 items 1, 2, 3 of the Chancellor's Regulation regarding payment for studies, the following rules apply for paying fees for repeating the year or a semester of studies, or for repeating subjects, in the event of the conditional passing of an academic year:
6. In the case of conditional referral for the next year of study (see 1.b) - the student, beyond the standard period of tuition fee for the new academic year, pays a fee for each conditionally eligible subject to the amount of 200 Euro .
7. In the case of failing an academic year (see 1.c), the student pays a fee for the entire repeated academic year;
8. If the diploma thesis is not submitted within the applicable deadline, the student pays 50% of the tuition fee for repeating the last semester of studies in terms of the diploma seminar;
9. A student, who can be conditionally directed to the next year of study (see 1.b):
10. Submits to the Dean an application (through USOS) for the confirmation of a conditional pass of the year of study, with an indication of which subjects were not covered in the previous academic year;
11. Obtains from the Dean or Director / Deputy Director of the programme, a referral to a specific lecturer / examiner for joining a failed course (s);
12. Collects in the Dean's Office, a small personal report when passing the subject with a particular lecturer (see 3.b);
13. Reports to the lecturer / examiner with whom he/she agrees the conditions, and sets the procedure and date for passing the outstanding subject;
14. After passing the course, he/she receives, from the examiner, a grade for the protocol (see 3.c);
15. The protocol directs students to the Dean’s Office;
16. He/she has the right to participate in classes in failed subjects. In the case of an interlap of classes in the study plans, the student may use classes in a different mode (full-time / part-time);
17. The deadline for the settlement of conditional subjects - one academic year (until the end of September in a given academic year);
18. A student who has failed to pass a conditionally repeated subject (in a given academic year) is directed by the Dean, to repeat the whole year of studies, or with the Dean's consent, after paying further credits for failed subjects, he / she can get a conditional pass.
19. The student should systematically check the status of his credits in USOS and should report the lack of grades obtained in a given year of studies in the relevant or retake terms of the lecturer, and in the following order: Supervisor of the year, Director / Deputy Director of the programme, Dean, or his deputy. In the case of lack of an entry in the USOS assessment of the subject, passed under the "condition" provided to the Dean's office on a registered protocol, the student should clarify the matter directly in the Dean's office, or through the Supervisor of the year.
20. The student should clarify doubts and special matters regarding credit assessments in the following order: lecturer / examiner, Dean's office, year supervisor, director / deputy programme director, ViceDean, Dean, ViceRector for student affairs.

 ViceRector for student affairs, AFiB Vistula

 Law agent for student affairs, SGTiR

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