**Announcement No. 4/2022**

**of the Rector of Lodz University of Technology**

**of 25 January 2022**

**issued on the basis of the Ordinance No. 21/2020 of the Rector of Lodz University of Technology of 9 March 2020 on specific measures related to the prevention, counteraction and combat of COVID-19 at Lodz University of Technology**

Due to the worsening of the epidemic situation resulting in disruptions in the organisation of credits, final course tests and examinations I am introducing the following rules for the organisation of the verification of learning outcomes and the settlement and assessment of learning progress in the winter semester of the academic year 2021/2022.

§ 1

1. The verification of the achievement of learning outcomes in the winter semester of the academic year 2021/2022 is carried out in accordance with the Study Rules at TUL and the Regulations for Doctoral Studies at TUL, the binding schedule of the winter semester and the determined schedules of credits, final course tests and examinations.

2. In the period 28 February 2022 – 20 March 2022, additionally, those semester credits, final course tests and examinations that could not be conducted onsite during the winter examination session due to the referral of teachers, student/doctoral groups or individual students/doctoral students to remote work/classes as a result of SARS-CoV-2 infection shall be conducted.

3. Academic staff in charge of final course tests or examinations should prepare, in the period from 28 February 2022 - 20 March 2022, supplementary dates for final course exams and examinations intended for those students/doctoral students who, as a consequence of being sent to quarantine or isolation under home conditions by the State Sanitary Inspectorate, were not able to participate in final course tests or examinations conducted on an onsite basis.

4. The dates of the supplementary final course tests or examinations scheduled for the period 28 February 2022 - 20 March 2022 must take into account the schedule for the summer semester of the academic year 2021/2022, in particular, final course tests or examinations conducted in onsite or distance mode, respectively, may be scheduled on days planned in accordance with the weekly timetable specified in the Announcement No. 2/2022 of the Rector of Lodz University of Technology of 13 January 2022 for the given student groups as onsite or distance learning days, respectively. The dates of the supplementary final course tests or examinations are set and communicated to the students or doctoral students concerned by course instructors in charge of final course tests or examinations at least 3 days in advance.

5. The total number of final course tests or examinations dates organised during the winter examination session and during the period 28 February 2022 - 20 March 2022 may not be less than that provided for in the TUL Study Rules and should be adapted to the size of the groups and the technical possibilities for organisation of final course tests or examinations The number of credit and exam attempts available to students will remain in accordance with the number specified in the Study Rules.

6. Verification of the achievement of learning outcomes in the winter semester during the winter examination session and in the period 28 February 2022 - 20 March 2022 takes place in the scopes, forms, modes and on the basis of the rules for determining the result and grades specified in the course syllabi. This means that, as a rule, credits, final course tests or examinations scheduled as onsite are taken in onsite mode, and credits, final course tests or examinations scheduled as remote are taken in remote mode.

7. It is possible to change the planned onsite mode of credits, final course tests or examinations into a remote mode, while retaining the same scope, forms, duration and rules for determining the result and grade. A decision on the above change is made by the course leader with the consent of the students/doctoral students concerned. In the absence of such consent, the original, onsite form of the credits, final course tests or examinations must be retained.

8. During the winter examination session and in the period 28 February 2022 - 20 March 2022 in the event that a member of the diploma examination board or a diploma student is referred to quarantine or isolation under home conditions by the State Sanitary Inspectorate, the Dean for Student Affairs decides to change the date of the diploma examination and informs the student at least 7 days in advance about the new date of the examination.

9. At the request of the student concerned, it is possible to conduct the examination on the original date remotely using distance learning methods and techniques. The decision in this matter shall be taken by the Vice Dean for Student Affairs. The diploma examination conducted remotely is organised in accordance with the rules laid down in the Announcement of the Vice-Rector for Education on the rules of organising diploma examinations using distance methods and techniques of 29 June 2020.

§ 2

1. Settlement and assessment of academic progress in the winter semester of the academic year 2021/2022 shall take place in accordance with the Study Rules at TUL.

2. The academic year schedule for 2021/2022 shall remain unchanged.

3. Obligatory dates and deadlines in the winter semester of the academic year 2021/2022 will be changed.

4. The obligatory dates and deadlines binding at Lodz University of Technology in the winter semester of the academic year 2021/2022 are set forth in the appendix hereto.

§ 3

The Announcement shall enter into force on 25 January 2022.

Appendix to Announcement No. 4/2022 of the Rector of Lodz University of Technology

dated 25 January 2022 issued on the basis of the Ordinance No. 21/2020 of the Rector

of Lodz University of Technology of 9 March 2020 on specific measures

related to the prevention, counteraction and combatting of COVID-19 at

Lodz University of Technology

**Obligatory dates and deadlines**

**binding at Lodz University of Technology in the winter semester**

**of the academic year 2021/2022**

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| WINTER SEMESTER01.10.2021 – 27.02.2022 |
| STUDY PERIOD01.10.2021 – 31.01.2022 |
| WINTER EXAMINATION SESSION01.02.2022 – 13.02.2022 and 21.02.2022 – 27.02.2022  |
| WINTER BREAK14.02.2022 – 20.02.2022 |
| Deadline for taking the academic oath for students starting their studies in the winter semester 31.10.2021 |
| Deadline for concluding the agreement on the conditions of payment for educational services for full-time students commencing their studies in the winter semester31.10.2021 |
| Deadline for concluding the agreement on the conditions of payment for educational services for part-time students commencing their studies in the winter semester07.11.2021 |
| Deadline for submission of the diploma thesis in the winter semester27.02.2022 |
| 22.03.2022 – by 12:00 | Deadline for entering grades in the ZTN system. The ZTN terminal is locked. |
| 22.03.2022 – at 12:01 | Generation of examination protocols by the ZSID system. |
| from 22.03.2022 – at 12:01 | Grade verification by students. Changes to grades made in deaneries.Printing of protocols by teachers. |
| 24.03.2022 – by 12:00 | End of grade verification and grade changes in the ZSID. |
| 24.03.2022 – by 15:00 | Deadline for submission of protocols to deans' offices or acceptance of changes to protocols. |
| 25.03.2022 – at 09:00 | Automatic settlement of the winter semester and printing of students' periodic performance reports. |
| from 25.03.2022 – at 09:00 | Approving students' periodic performance reports. Making individual decisions on changing registration for the summer semester. |