

The Regulations of Study for 1st Year Students of the Faculty of Medicine

1. Classes (lectures and laboratories) begin and finish punctually at the times specified by the Dean's Office. Before entering the classroom, outer clothes should be left in the cloakroom and clean medical apron should be put on.
2. Every student is obligated to report to the laboratories on time; entering the classroom more than 15 minutes after scheduled time will be regarded as an unexcused absence.
3. During the whole period of the laboratories, the students take up permanent seats numbered sequentially by group list. Each place corresponds to a microscope with the same number, which should be written into the student's exercise notebook.
4. Glass and other equipment distributed to the group for the laboratory class is checked by the group foreman, or a person designated by him; the same person also checks the amount of glass, supplies, materials, etc after the class.
5. Damaged preparations, glass and other laboratory accessories should be repurchased and returned to the Department before the end of the course- otherwise the student or group will not receive a credit for the course. The price of one microscope slide is 15-50 EUR. If suitable accessories cannot be purchased, it is possible - after making adjustment at the Department - to repurchase other equipment.
6. Students should have a plain 60-sheet exercise book to be used as a notebook: the first page serves as a credit book. The student will not be admitted to the laboratory class without the exercise notebook. Recording of lectures, talks and copying of exercise materials is forbidden (violation of copyrights).
7. Students should familiarize themselves with the subject of the next class, announced on the Department notice board and on the website of the Medical University (page: <http://studymed.umed.pl/downloads-2/> in part:**TEACHER DESIGNED DOWNLOAD MATERIALS**), the week before it and study the appropriate material from the lectures and literature indicated. Knowledge of the material of the laboratories, lectures and recommended textbooks is checked during classes (on each exercise: the material from textbooks and pre-lecture from the previous laboratory; in the case of absence on pre-lecture or laboratory points provided for this exercise are lost), and theoretical knowledge and practical skills are checked during practical classes. During this check, students must demonstrate knowledge of the theoretical basis and the ability to perform selected diagnostic tests, solving problems in ecology and genetics and to identify micro and macroscopic preparations. The scope of the material for checking exercises will be announced separately.
8. The condition for passing the semester and gaining admission to the final exam is active participation in the classes (lectures and laboratories), getting a pass from the exercises checking theoretical and practical knowledge and skills, and at least a satisfactory knowledge of the material (60% of total points). Failure to obtain the required number of points makes it impossible to pass classes and therefore prevent admission to the exam. There will be no additional test for persons who do not obtain the required number of points. On the final exam all the obligatory knowledge (from lectures, laboratories and the recommended textbooks) is required. The evaluation takes into account the student's progress in all classes. Additional points for active participation and for the results obtained on the checking exercises extends only to the first term of the final exam. It is planned the exam before examination session / term zero - equivalent to the first term of exam / for students who actively participated in all lectures and laboratories, and showed, respectively, a high score (at least 75% of the points gained from exercise and at least 75% of the points of the checking exercises).
9. In the case of absence on pre-lecture laboratory is not credited . The student is required to certify sick leave or other accepted permission.
10. Lack of attendance for the quiz or the exam is equivalent to failing the semester. In exceptional cases, student can apply to retake the semester.
11. In the Department, order and cleanliness should be maintained, and silence should be observed. Smoking is prohibited.
12. Doubts that emerge in the course of classes should be addressed to the Assistant conducting the laboratory class, the Coordinator of the teaching programme (K. Góralaska, PhD), or if appropriate, the Head of Department (Prof. P. Kurnatowski, MD, PhD, Professor).
- 12 The student should familiarise themselves with the presented rules and confirm their acceptance by signing.