

Medical University of Lodz
Faculty of Medicine
RULES AND REGULATIONS

**of the Premedical Preparatory Course for Candidates to Medical Studies in English in MD and DMD
Programs**

§1
General provisions

1. Premedical Preparatory Course, later referred to as “Course”, is dedicated to persons who wish to study 6-year medical program or 5-year dentistry program at the Medical University of Lodz (MUL) or other Universities implementing the program of medical studies on the principles valid in Poland.
2. The Rules and Regulations describe the general principles of participation, its organization as well as the rights and obligations of the participant.
3. The Course is arranged by the Administrative Center for Studies in English of the MUL.

§2

In order to participate in the Course the candidate is required to meet the following conditions:

1. secondary-level graduation certificate entitling to university education in the country of its issue;
2. extended level of knowledge (advance placement) in 2 of the following subjects: Chemistry, Biology, Physics, Mathematics – documented by the school graduation certificate;
3. command of English at the *upper-intermediate* level, confirmed by the language certificate or secondary school transcript;
4. valid visa, residency permit or other document authorizing to a legal stay in the territory of the Republic of Poland for the period of the course duration;
5. pay the fee for the course – 5900 euro before the beginning of the Course unless the participant obtained permission for a different mode of payment.

§3

Course organization

1. The course lasts from 15th November 2022 to 30th June 2023, and contains 960 teaching hours (one “teaching hour” lasts 45 minutes):
 - 448 hours of basic subjects (160 hours Biology, 160 hours Chemistry, 128 hours Physics);
 - 280 hours of Medical English;
 - 140 hours of Polish;
 - 30 hours of Introduction to Anatomy;
 - 50 hours of Introduction to Academic Professionalism, Social Competencies and Learning Skills;
 - 12 hours of Basic Life Support
2. The course follows the curriculum approved by the Council of the Faculty of Medicine of MUL.
3. The Main Coordinator of the course is the Vice-Dean for Studies in English, Faculty of Medicine, Medical University of Lodz.
4. The detailed organization of the course and the syllabus are determined by the Administrative Center for Studies in English.
5. In special cases in particular natural disasters, exceptional political situations, and events that the organizers of the Course have no influence on (for example: COVID-19 pandemy) the Main Coordinator of the course may decide to conduct all classes using distance learning methods and techniques. The Main Coordinator of the course is also entitled to make the decision to conduct examinations using the means of distance communication. Participants shall be notified of a change in the way the classes or/and examinations are conducted through the University's website and an email.

§4

Credits for classes and completion of the course

1. The conditions for the completion of the course are:

- systematic attendance to the classes and e-learning sessions according to the course curriculum,
 - passing all tests and exams provided in the course curriculum,
 - obtaining positive final grades in all subjects.
2. The attendance of all lectures and classes is obligatory.
 3. Five unjustified absences in basic (Biology, Chemistry, Physics) and language (English, Polish) classes for the duration of the whole course are acceptable.
 4. Three unjustified absences in Introduction to Anatomy and Introduction to Academic Professionalism are acceptable.
 5. Being late more than 15 minutes 3 times will count as 1 absence.
 6. Being late more than 30 minutes will count as 1 absence.
 7. The participant who was absent more than allowed number of times has to present a doctor's note to the course coordinator, not later than within 5 working days after the reason for his/her absence ceased.
 8. Absences which resulted from private matters that could be arranged before or after classes (eg. regular appointment with a dentist) will not be considered as acceptable.
 9. In the event of more than allowed absences, if the course coordinator finds the justification acceptable, the decision on the method of completing the subject will be made by the Coordinator together with the subject teacher.
 10. In the event of numerous unjustified absences and lack of required progress the participant will be issued the Warning Letter. After receiving the first Warning Letter the participant will have one month to improve. In case of lack of improvement the second Warning Letter will be issued. The third Warning Letter will result in removing the participant from the list of the Premedical Preparatory Course.
 11. The participant who obtains a failing grade is obliged to make it up by a deadline designated by the subject teacher.
 12. The participant has three attempts at passing each examination.
 13. Positive grades in all the subjects of the Premedical Preparatory Course release the candidates from the obligation to take the entrance exam for studies at the MUL in the part where the knowledge of Biology, Chemistry, Physics and Mathematics is tested.

§5

1. The dates of the final exams of the subjects are designated by the subject coordinators.
2. In the event of failing, the subject coordinator designates a date for a retake.
3. The coordinator together with the Main Coordinator (Vice-Dean for Studies in English) decide on the form of examination (oral/written).
4. The classes are credited by the coordinator.

§6

Rights and obligations of the course participant

1. During the time of the course the participant has no entitlements of a university student.
2. The course participant:
 - is obliged to comply with the Rules and Regulations and Rules of Order applicable at the MUL;
 - is not eligible for any benefits from the Student Welfare Fund for the students of the MUL.
3. In case of violation of the above Regulations, the University has the right to exclude the Course Participant from the List of Participants.

§7

The course graduate obtains a course completion certificate and transcript of grades achieved in all subjects specified.