

**ORDER NO. 178/2021  
OF THE RECTOR  
OF THE MEDICAL UNIVERSITY OF WARSAW  
of 24 September 2021.**

**on the organization of classes at studies, doctoral studies, doctoral school, postgraduate studies, courses and training, as well as the organization of credits and exams - in the academic year 2021/2022**

Based on Article. 23 sec. 1 and art. 67 sec. 4 of the Act of 20 July 2018 Law on Higher Education and Science (i.e. Journal of Laws of 2021, item 478, as amended) and § 12 sec. 7 of the Statute of the Medical University of Warsaw, it is ordered as follows:

**§ 1**

**Preliminary provisions**

1. In the academic year 2021/2022, the Medical University of Warsaw (hereinafter: the University) is introducing the organization of classes, credits and exams, as specified in this Order.
2. The organization of classes, credits and exams specified in this Order shall apply to studies, doctoral studies, doctoral school, postgraduate studies as well as courses and training conducted at the University.

**§ 2**

**Students and PhD students**

1. **Lectures** will be conducted with the use of the distance learning method and technique selected by the head of the department e.g. the e-learning platform [www.e-learning.wum.edu.pl](http://www.e-learning.wum.edu.pl) , MS Teams or other system with similar functionalities and method of operation (synchronously or asynchronous) or in on-site (contact) mode.
2. **Seminars, classes, including clinical classes, practical classes, sports classes and language classes** will be held in the on-site (contact) mode, subject to section 3.
3. In an exceptional and justified case, the Dean, at the request of the head of the department, may decide to conduct selected part of the didactic classes in a hybrid mode, i.e. some hours of **seminars/classes/practical classes/ language courses** are conducted on-site (by contact), and some - with the use of distance learning methods and techniques, or specific classes may be conducted for part of the same group of students on-site (contact), and for the remaining part - with the use of distance learning methods and techniques.
4. **Optional courses** will be conducted in a on-site (contact) or hybrid mode or with the use of a distance learning method and technique selected by the head of the department.
5. **Scientific and research work** with the participation of students and doctoral students under the supervision of tutors (employees of the Medical University of Warsaw) will take place in the departments of the Medical University of Warsaw.
6. The competent Dean is responsible for the supervising compliance with the number of hours and course of all classes during the studies.

7. The Director of the University Doctoral Study exercises supervision over the number of hours and course of classes at doctoral studies.

8. The Director of the Doctoral School exercises supervision over the number of hours and course of classes at the Doctoral School.

### **§ 3**

#### **Postgraduate studies and courses**

1. **Classes at postgraduate studies** will be held in the on-site (contact) mode or using the distance learning method and technique selected by the head of studies.

2. **Classes on courses for specialization** will be held in an on-site (contact) mode or with the use of a distance learning method and technique selected by the head of the department.

3. In a justified case, the Director of the Center for Postgraduate Education may decide to conduct selected or all classes as part of a given postgraduate study or a hybrid course, i.e. some classes are conducted on-site (by contact), and some - with the use of distance learning methods and techniques or specific classes may be conducted for part of the same group of participants on-site (contact), and for the rest - with the use of distance learning methods and techniques.

4. The Director of the Center for Postgraduate Education exercises supervision over the course of studies and courses at the Center for Postgraduate Education.

### **§ 4**

#### **Other courses and trainings**

Courses and trainings, not listed in § 2 and 3, will be conducted using the distance learning method and techniques selected by the head of the department, or in a on-site (contact) or hybrid mode, i.e. some classes are conducted on-site (contact) and some - with the use of distance learning methods and techniques or specific classes may be conducted for part of the same group of participants on-site (contact), and for the rest - with the use of distance learning methods and techniques.

### **§ 5**

#### **General rules for organizing on-site (contact) classes**

1. When organizing classes carried out in the on-site (contact) mode, the current recommendations of the Chief Sanitary Inspector regarding the observance of the sanitary regime in order to prevent SARS-CoV-2 virus infection, announced on the website of the Chief Sanitary Inspector, the Minister of Health, the Minister of Education and Science and the University, should be taken into account. .

2. During the first 2 weeks of classes, each first-year student is required to complete the OHS course with the Covid-19 pandemic module.

3. The Dean / Director of the University Doctoral Study / Director of the Doctoral School / Director of the Center for Postgraduate Education and the head of the department are responsible for the organization of classes in the on-site (contact) mode, taking into account the current sanitary regime referred to in sec. 1.

## **§ 6**

### **General rules for the organization of classes with the use of distance learning method**

1. Distance learning is carried out with the use of infrastructure and software that ensure synchronous or asynchronous interaction between students/doctors students/participants and teachers.
2. Detailed rules for the organization of classes with use of distance learning methods and techniques in a given department, including IT requirements enabling participation in classes and connection to the system (login method) will be announced on the department's website by its head or announced to participants of postgraduate studies, courses or trainings via e-mail.
3. Synchronized classes take place at the hours designated in the schedule / timetable for a given subject.
4. In order to participate in classes conducted on-line, students/doctors students/training participants should have IT equipment ensuring two-way audiovisual communication between the student/doctors student/training participant and the teacher (i.e. a computer equipped with a camera, speakers and a microphone). The person conducting the classes and students participating in the classes should have cameras turned on, allowing for the fullest possible interaction.
5. In the case of conducting on-line classes, at the student's request, teachers are obliged to organize consultations.

## **§ 7**

### **Restrictions on conducting on-line classes**

When organizing classes, especially practical ones, with the use of distance learning methods and techniques, one should take into account the limitations in the number of ECTS points that a student may obtain as part of education using distance learning methods and techniques, resulting from legal regulations, in particular from the provisions of the Order of the Minister Of Science and Higher Education of 26 July 2019 on the standards of education preparing for the profession of a doctor, dentist, pharmacist, nurse, midwife, laboratory diagnostician, physiotherapist and paramedic (Journal of Laws of 2019, item 1573, as amended) and the Order of the Minister of Science and Higher Education of 27 September 2018 on studies (Journal of Laws of 2018, item 1861, as amended) and from study programs.

## **§ 8**

### **Verification of learning outcomes and other exams**

1. Credits and examinations in the winter and summer exam sessions are planned in the on-site (contact) mode.
2. Taking into account the likelihood of an increase in the dynamics of COVID-19 incidence and the related government decisions, the organization of credits and the winter and summer examination session for students should, however, take into account two variants of conducting exams, both at the on-site and off-site the University using electronic means of communication. The rules of conducting credits and examinations by means of electronic communication are regulated by a separate Order of the Rector of the University.
3. Exams conducted at the University, which do not result from studying at the University (i.e. as part of doctoral studies, doctoral student education, in connection with applying for an academic degree, in connection with nostrification proceedings), may be conducted on-site as off-site the University by means of electronic communication, as long as it results from

separate regulations. Information in this regard is provided by the head of the department on the department's website.

## **§ 9**

### **Final provisions**

1. In case the functioning of medical universities is temporarily limited in connection with the prevention, counteraction and combating of COVID-19, under generally applicable regulations, the implementation of classes will change.
2. The Order becomes effective on the day of signing.

**Zbigniew Gaciong**  
**RECTOR**

Competence unit.  
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