

**ORDINANCE No. 62/2020**  
**of the Rector of the University of Wrocław**  
**of 20 May 2020**

**on the conditions for completing 2019/2020 academic year in degree programmes and in postgraduate and PhD studies**

Pursuant to Article 23 sections 1 and 2, and Article 76a of the act of 20 July 2018 – *Law on Higher Education and Science* (consolidated text: Journal of Laws of 2020, item 85, as amended), Article 79 sections 7 and 8 of the act of 16 April 2020 on special instruments of support in connection with the spread of SARS-CoV-2 (Journal of Laws of 2020, item 695, as amended), in conjunction with the Regulation of the Minister of Science and Higher Education of 23 March 2020 on temporary limitation of the functioning of certain entities within the system of higher education and science in relation to counteracting and combating COVID-19 (Journal of Laws of 2020, item 511, as amended) it is hereby ordered as follows:

§ 1. 1. The organisation of 2019/2020 academic year determined by the Announcement of the Rector of the University of Wrocław of 27 March 2019 (as amended), subject to § 5, remains in force at the University of Wrocław.

2. The organisation of classes in the summer semester of 2019/2020 academic year should be considered as the basic regulation for classes conducted using the methods and techniques of distance teaching.

§ 2. 1. Classes conducted using the methods and techniques of distance teaching (E\_EDU platform, Office 365, MS Teams, and others) shall be taught in this form until they are completed with an exam or credited, also after the suspension period expires.

2. The forms of crediting classes and exams should allow for the verification of intended learning outcomes described in the courses syllabi.

3. Credited assessments and exams can be taken remotely.

4. The risks of cheating during exams should be minimised.

5. The students shall be informed about the form of an exam and IT tools which are going to be used to carry it out at least 7 days before the planned date of the exam.

6. Practical classes, tutorials, seminars, workshops conducted remotely should be credited before the examination period starts, and exams – within the examination period.

7. In justified cases, with the dean's approval, the dates of credited assessments and exams referred to in section 5 may be postponed, but no further than until the end of the re-sit period.

8. The instructor/examiner is responsible for preparing and conducting a credited assessment or an exam.

§ 3.1. In the organisation of a remote exam one should make use of an IT technology ensuring control over the course of the exam and its recording.

2. Only the examiner may record the exam.

3. The recording may be used only as evidence if a student applies for his/her achieved learning outcomes to be verified by a committee.

4. The examiner deletes the recording after two weeks from the day of the exam or credited assessment.

§ 4.1. Diploma examinations can be conducted remotely using technologies described in § 3 section 1.

2. The diploma exam conducted remotely is recorded as audio by the chairperson of the examination committee or a person appointed by him/her.

3. The minutes of the diploma exam conducted remotely are made on the basis of the recording referred to in section 2.

4. The recording of the diploma exam is kept by the chairperson of the examination committee until the diploma certifying the completion of studies is issued, but no longer than for 30 days from the date of the exam; the recording is then deleted by the chairperson.

§ 5.1. The dean makes decisions on the organisation of classes, practical classes in particular (labs, field work, apprenticeships, etc.), that are impossible to conduct using the techniques of distance teaching.

2. The dates of the classes referred to in section 1 may be planned beyond the basic calendar of the summer semester of 2019/2020 academic year, but no later than until 30 September 2020.

3. The instructors and students/PhD students/postgraduate students shall be informed about the new dates of planned classes referred to in section 2 by 1 June 2020.

4. While making decisions referred to in section 1 one should take into account and prioritise the need to implement the curriculum in the final years of studies.

5. Regarding the education of PhD students the tasks referred to in section 1 are performed, in agreement with the dean, by the heads of doctoral programmes and colleges of the Doctoral School, and in the case of postgraduate studies – their heads.

§ 6.1 Due to the inability to conduct a part of classes in the summer semester of 2019/2020 academic year caused by the epidemic, it is allowed to reschedule them for the next academic year.

2. The decisions in matters referred to in section 1 are made respectively by the Dean, head of a Doctoral School college, head of doctoral studies, head of postgraduate studies.

3. Information on one-off changes to the study plans are communicated to the students/PhD students, postgraduate students and academic teachers via e-mail and by way of publication on the website of the unit providing a degree programme.

§ 7. After the University reopens, credited assessments and exams may be carried out using traditional methods, subject to compliance with applicable safety regulations, however, the remote form of verifying learning outcomes should remain as an available option.

§ 8. The performance of this Ordinance is entrusted to the Vice-Rector for Teaching.

§ 9. The Ordinance enters into force on the day of signature with effect from 25 May 2020.



**prof. dr hab. Adam Jezierski**  
**REKTOR**