

SCHEDULE FOR SUBMISSION OF APPLICATIONS IN THE DEAN'S OFFICE

(grades from the summer semester 2024/25 should be issued by 15.07.2025)

It is the student's responsibility to check the pass/failure status of the stage in USOSweb

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1	Resumption of studies/Resumption of studies for the diploma examination	to 22.07.2025/ according to the graduation schedule*	the documents should be printed, signed and delivered to the dean's office in accordance with the procedure available on the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resumption-of-studies / students resuming studies for dissertation defence should include an additional note from the Secretary of the Diploma Examination regarding the set date of the examination
2	Transfers to another university/department/field of study	to 22.07.2025	the application must be downloaded from the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resignation-from-studies and deliver it to the dean's office in paper form. In case of transfer to our Faculty, please attach a list of grades confirmed by the home dean's office and course cards
3	Recognition of the achievements	to 22.07.2025 01.09.2025 (1st and 2nd round of recruitment) 23.09.2025 (3rd round of recruitment)	the application should be submitted in accordance with the instructions on the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/recognition-of-courses If a course from another University/Faculty is accepted, please attach an extract from the student's book and the course card
4	Dean's leave	to 22.07.2025	the application must be downloaded from the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resignation-from-studies sign and deliver to the dean's office
5	Health leave	immediately after the cause occurs	the application must be downloaded from the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resignation-from-studies and deliver it to the dean's office in paper form, presenting a medical certificate

6	Leave for a pregnant student/for a parent student	the leave is granted until the child's birth/in the period from 1 year from the child's birth	the application must be downloaded from the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resignation-from-studies and deliver it to the dean's office in paper form, presenting a medical certificate or the child's birth certificate.
7	Repeating a stage of studies	to 22.07.2025	the application must be downloaded from the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resignation-from-studies sign and deliver to the dean's office
8	The fourth and subsequent retake of a course	to 23.09.2025	the application must be downloaded from the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resignation-from-studies sign and deliver to the dean's office
9	Request for replacement subjects	12.09.2025	the application must be downloaded from the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resignation-from-studies sign and deliver to ZOPD room 6 building C-5 or send a scan: anna.stelmach@pwr.edu.pl
10	Application for completion of the subject in 15 weeks	07.10.2025	the application must be downloaded from the website https://wefim.pwr.edu.pl/en/students/studia-1-i-2-stopnia/usos---students-of-1-year-2022-2023/resignation-from-studies sign and deliver to the dean's office