

# **REGULATIONS GOVERNING THE AWARD OF DEGREES IN THE BACHELOR'S PROGRAMME IN ECONOMICS**

## **Legal basis:**

- The Act on Higher Education and Science of 20 July 2018 (i.e. Journal of Laws of 2024, item 1571).
- The Act on the Integrated Qualifications System of 13 December 2019 (Journal of Laws of 2024, item 1606).
- Announcement of the Minister of Education and Science of 18 March 2021 on the publication of the consolidated text of the Regulation of the Minister of Science and Higher Education on studies (Journal of Laws of 2023, item 2787).
- Regulation of the Minister of Science and Higher Education of 14 November 2018 on the characteristics of the second level of the Polish Qualifications Framework (Journal of Laws 2018, item 2218).
- Regulation of the Minister of Education and Science of 11 October 2022 on fields of science, scientific disciplines and artistic disciplines
- Statutes of the Powiślańska Academy of Applied Sciences.
- Study Regulations.

## **I GENERAL INFORMATION**

1. A diploma examination must be passed in order to graduate.
2. Decisions regarding a student's admission to the final examination are made by the Vice-Rector for Didactics once the student has fulfilled the following conditions:
  - 1) obtaining all credits and passing all examinations required by the study programme applicable to the year in which the student is graduating;
  - 2) the student has fulfilled all obligations towards the University, in particular:
    - a) having all entries completed in the virtual Dean's Office;
    - b) settlement of all financial obligations arising from the signed contract;
    - c) settling any outstanding matters with the library;
  - 3) achieving a grade of at least 'pass' for the dissertation.
3. The date of the final examination is set by the Vice-Rector for Didactics.

4. Following the final examination, the Examination Board determines the final result of the studies, which is recorded on the diploma.
5. The final result of the studies is the sum of the averages of all marks:
  - 1) 1/2 of the average of all passing and failing grades obtained during the course of study,
  - 2) 1/4 of the mark for the dissertation,
  - 3) 1/4 of the mark for the final examination.
6. The marks comprising the sum are expressed to two decimal places (hundredths).
7. In the event of a fail mark in the final examination or an unjustified failure to sit the examination, the Vice-Rector for Didactics shall set a second, final date for the examination.
8. The resit may take place no earlier than one month and no later than three months after the date of the first examination.
9. If the student fails to submit the thesis or sit the diploma examination on the second date, the Vice-Rector for Didactics shall remove the student from the register of students or, at the student's request, require them to repeat the seminar.

## **II DIPLOMA THESIS**

1. The dissertation is an independent study of a specific academic topic, demonstrating the student's general knowledge and skills related to their field of study, level and profile of education, as well as their ability to draw conclusions and analyse independently.
2. The student undertakes the dissertation under the supervision of a professor, a professor with postdoctoral qualifications, or an academic staff member holding a doctoral degree, unless the educational standard or other legal act relating to education in a specific field of study provides otherwise.
3. When determining the topic of the thesis, the student's interests are taken into account, provided that the topic is related to the field of study.
4. The topic of the thesis should be determined in consultation with the supervisor; once approved by the supervisor after the first semester of the seminar, it is submitted to the Vice-Rector for Didactics in a summary list for the entire seminar group.
5. In justified cases, the thesis topic may be changed in the following semester, subject to the supervisor's decision in consultation with the Vice-Rector for Didactics.

6. A thesis that has been completed and accepted by the supervisor is one of the conditions for a student to be admitted to the final examination.
7. Before submission, the dissertation is subject to the anti-plagiarism procedure set out in a separate order of the Rector and in the Anti-Plagiarism Regulations.
8. The student shall submit the completed thesis, i.e. one that has been approved by the supervisor and subjected to the anti-plagiarism procedure referred to in point 7, in electronic form saved in .pdf format, to the email address: [dziekanat\\_kwidzyn@powislanska.edu.pl](mailto:dziekanat_kwidzyn@powislanska.edu.pl) together with the declaration referred to in point 9/declarations (required under separate regulations), in compliance with personal data protection rules, ensuring the appropriate security of their data contained in the aforementioned documents.
9. The declaration referred to in point 8, a template of which is set out in Appendix 1 to these regulations, shall be signed electronically by the student using a trusted ePUAP profile. The Student is required to send the document signed in this manner, saved in .pdf format, together with the dissertation referred to in point 8, to the email address: [dziekanat\\_kwidzyn@powislanska.edu.pl](mailto:dziekanat_kwidzyn@powislanska.edu.pl) in compliance with personal data protection rules, ensuring the appropriate security of their data contained in the aforementioned documents.
10. The student must label the thesis and the declaration(s) with their first name, surname and student ID number.
11. The Vice-Rector for Didactics may, at the request of the thesis supervisor or the student, postpone the deadline for submitting the thesis in the event of:
  - a) the student's long-term illness, confirmed by a relevant medical certificate,
  - b) inability to complete the thesis by the deadline **for justified reasons beyond the student's control.**
12. In such cases, the deadline for submission may be extended by no more than three months from the date set by the Vice-Rector for Didactics.
13. In the event of a prolonged absence of the thesis supervisor, which could result in a delay in the student's submission of the thesis, the Vice-Rector for Didactics is obliged to appoint a person to take over the supervision of the thesis. A change of thesis supervisor within the last 6 months prior to the date of graduation may constitute grounds for extending the deadline for submitting the thesis in accordance with the rules set out in points 11 and 12.

14. During the period of the extension of the deadline for submitting the thesis, the student retains their student rights, subject to the right to financial assistance, as specified in separate regulations.
15. A student who has not submitted their thesis by the deadline set by the Vice-Rector for Didactics shall be removed from the register of students or, at their request, required to repeat the seminar.

### **III ORGANISATION AND CONDUCT OF THE DIPLOMA EXAMINATION**

1. The diploma examination is conducted orally.
2. The examination board conducting the examination is appointed by the Vice-Rector for Didactics and consists of a chairperson and two members: the supervisor and the examiner.
3. The scope of the examination covers the assessment of learning outcomes in terms of knowledge in the field of economics.
4. The examination board is required to ask the candidate at least three questions from the following areas:
  - 1) the subject matter of the dissertation,
  - 2) knowledge of core subjects,
  - 3) knowledge of specialisation subjects.
5. The board assesses the answer to each question separately according to a grading scale in accordance with the study regulations and other internal documents of the University.
6. Receiving a fail mark for the majority of questions results in a fail mark for the thesis examination.
7. The examination board then, based on the marks for individual questions, awards a mark for the final examination, which is the average of the marks for individual questions, adjusted in accordance with the following principle:
  - 1) from 2.71 to 3.20 – a pass (3),
  - 2) from 3.21 to 3.70 – a pass plus (3.5),
  - 3) from 3.71 to 4.20 – a pass (4),
  - 4) from 4.21 to 4.50 – a ‘good plus’ grade (4.5),
  - 5) from 4.51 to 5.00 – very good (5).
8. A student has passed the final examination if they have achieved at least a pass grade.

9. The Examination Board shall draw up *a diploma examination report* for each candidate in accordance with the template set out in Appendix 2 to these regulations.
10. In the event of objections regarding the procedure and conditions of the examination or the method of assessment, the student shall have the right to appeal to the Vice-Rector for Didactics via the chair of the relevant examination board, submitted within 7 days of the date of the examination.

#### **IV FINAL PROVISIONS**

These regulations shall enter into force on the date of their adoption.

Dr Katarzyna Strzała-Osuch, Prof. PANS

Rector

Appendix 1 Regulations for the final examination for students of the Economics programme  
at the Powiślańska Academy of Applied Sciences

#### **DECLARATION**

Aware of my legal responsibility, I hereby declare that this thesis has been written by me independently and does not contain any content obtained in a manner inconsistent with applicable regulations. This means that, apart from necessary consultations, I did not seek the assistance of others whilst writing this thesis; in particular, I did not commission the preparation of this thesis or any part thereof to other persons, nor did I copy this thesis or any

part thereof from other persons. I also declare that the thesis I have submitted has not previously been the subject of procedures relating to the award of a professional degree at a higher education institution.

At the same time, I acknowledge that should this declaration prove to be untrue, the decision to award me a Bachelor's/Master's degree will be revoked. In accordance with the Act of 4 February 1994 on Copyright and Related Rights (Journal of Laws 2025, item 24), I consent to my work being made available for scientific and teaching purposes. I have prepared this work independently and have not infringed the personal or economic copyright of third parties, which are protected by the provisions of the Act of 4 February 1994 on Copyright and Related Rights (Journal of Laws 2025, item 24).

All verbatim quotations from other authors cited in the work have been documented in the form of permissible citations. Data, statements and views of authors cited in the work in paraphrased form have been accompanied by appropriate references.

I also declare that, in accordance with the applicable legal provisions regarding civil and criminal liability for copyright infringement, the submitted thesis has not been previously published or assessed, and that the content of the thesis submitted in electronic form corresponds to the content of the thesis examined and approved by the supervisor in the Unified Anti-Plagiarism System.

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/signed with a qualified electronic signature or a trusted signature/

Appendix 2 Regulations for the final examination for students of the Economics programme  
at the Powiślańska Academy of Applied Sciences

Powiślańska Szkoła Wyższa  
w Kwidzynie  
11 Listopada 29  
82-500 Kwidzyn  
Wydział Nauk Ekonomiczno-Społecznych

Program  
ProAkademia

## PROTOKÓŁ

Komisji Egzaminu Dyplomowego Licencjackiego z dnia

Pani	numer albumu
imię ojca	urodzona dnia
miejsce urodzenia	rok immatrykulacji
kierunek	

specjalność

zdawała egzamin dyplomowy licencjacki w dniu

przed komisją egzaminacyjną w składzie:

Przewodniczący:

Promotor: