Order No. 48/2023

of the Rector of the Medical University of Bialystok

dated 23.05.2023

on the appointment of the Faculty Recruitment Committee of the Faculty of Medicine with the Division of Dentistry and Medical Education in English, conducting the recruitment procedure for studies in English at the Medical University of Bialystok for the academic year 2023/2024 and subsequent years

Pursuant to Art. 72 sec. 1 and Art. 23 sec. 2 point 2 of the Act of 20 July 2018 Law on Higher Education and Science (i.e. Journal of Laws of 2023, item 742, as amended) and § 21 sec. 1 point 7d, I hereby order as follows:

# § 1

1. I hereby appoint the Faculty Recruitment Committee of the Faculty of Medicine with the Division of Dentistry and Medical Education in English, conducting the recruitment procedure for studies in English for the academic year 2023/2024 and subsequent years at the Medical University of Bialystok, with the following members:

Chairperson: Dean of the Faculty of Medicine with the Division of Dentistry and Division of Medical Education in English

Secretary- Vice-Dean for Development and Medical Education in English

Members:

1. professor, Maciej Jóźwik, PhD
2. professor, Marcin Baranowski, PhD
3. Assoc. Professor Lech Romanowicz, MD, PhD
4. Assoc. Professor Tomasz Bonda, MD, PhD
5. Assoc. Professor Krzysztof Fiedoruk, MD, PhD
6. Assoc. Professor Piotr Zabielski,
7. Assoc. Professor Izabela Bialuk, MD, PhD
8. Assoc. Professor Natalia Wawrusiewicz-Kurylonek, MD, PhD
9. Assoc. Professor Michał Szeremeta.
10. From among its members the Committee may appoint subcommittees for organizational and technical activities related to the recruitment process.

# § 2

1. The Committee is responsible for the proper course of recruitment for uniform master's studies conducted in English at the Faculty of Medicine with the Division of Dentistry and Division of Medical Education in English.
2. The Chairperson makes decisions on behalf of the Committee.
3. The basic tasks of the Committee include:
4. developing proposals for draft of terms and mode of admission to studies.
5. conducting the qualification procedure for a given field of study,
6. deciding on admission to studies by entering on the list of students, and in the case of refusal of admission to the first year of studies - issuing a decision on refusal of admission to studies,
7. preparation of documentation on the recruitment process,
8. issuing confirmations of the preparation and the level of knowledge of the Polish language, allowing for undertaking studies in Polish,
9. requesting the University Admissions Committee not to launch the course,
10. requesting the University Admissions Committee for additional recruitment for studies in a given field of study,
11. requesting the University Admissions Committee to change the limit in a given field of study,
12. performing other tasks resulting from the current needs of the University regarding admissions to the Faculty.
13. decisions refusing admission shall be signed by the chairperson of the relevant committee. The decision issued by the faculty recruitment committees to refuse admission to studies may be appealed against to the Rector within 14 days from the date of delivery of the decision to the Candidate's individual account in the Internet Registration of Candidates (IRK).

# § 3

The Chairperson of the Committee or an appointed person shall draw up a report on the course of recruitment and the work of the Committee, which should be presented to the Faculty Council within three months from the date of completion of the recruitment procedure.

# § 4

Administrative and office support for the committee shall be provided by the International Cooperation Department.

# § 5

1. Pursuant to Art. 29 and Art. 32 sec. 4 of the General Data Protection Regulation of 27 April 2016 (GDPR), the Data Administrator authorizes the members of the Committee to process personal data of persons applying for admission to studies.
2. Committee members process personal data only for the purpose of carrying out the Committee's tasks and to the extent necessary to carry out the Committee's tasks.
3. Committee members undertake to keep confidential the personal data to which they have access in connection with the performance of tasks in the Committee, both during and after the completion of tasks.
4. Committee members are obliged to maintain the confidentiality of personal data.

# § 6

Order No. 60/2021 of the Rector of the MUB of 14 June 2021, along with the changes to the Order No. 100/2022 of the Rector of the MUB is repealed.

# § 7

The Order shall enter into force on the date of signature.

**Rector**

**Adam Krętowski professor, Ph.D**