Appendix no. 1.1 to the Regulations of Studies constituting an appendix no. 1 to Resolution no. 80/2024 of the MUB Senate dated 25.04.2024

REGULATIONS OF THE INDIVIDUAL OF STUDIES
I. General remarks

1. Individual studies at the Medical University of Bialystok (University) are implemented in the form of the so-called Individual Course of Studies (Polish abbreviation: ITS) and Individual Organisation of Studies (Polish abbreviation: IOS).
2. The Individual Course of Studies is a form of extended education of the particularly talented students within the scientific specialisations and teaching skills selected by the student.
3. 3. The Individual Organisation of Studies is a form of individual organisation of basic education for a student who due to random causes or other important reasons cannot implement the standard plan of study according to the adopted schedule of classes for a given group.
4. Individual studies are created in order to meet the needs and aspirations of students whose standard curriculum and study plan makes it difficult to implement the basic programme or gain more extensive knowledge in their chosen specialty.

# II. Organisation and programme of studies

1. Individual studies are organised and supervised by the Dean of the relevant faculty.
2. IOS can be implemented for all years of study. The organisation of classes within IOS can only rely on scheduling classes within the same year, without the possibility of transferring subjects to another year. Consent to the implementation of the IOS granted to a student who is pregnant or a student who is a parent is possible only in the case of full-time studies*.*
3. ITS can be implemented: in the case of a uniform master's studies from the third year of study*,* in the case of first degree and second degree studies - starting from the second year of study, with the exception of the period of practical training. In specific cases, the ITS may be implemented earlier.
4. The ITS programme includes, in addition to the courses provided for in the curricula, additional courses aimed at:
5. extending the theoretical knowledge and practical skills in the chosen specialty,
6. getting acquainted with the basic elements of the methodology of scientific research and pedagogical preparation.
7. Implementation of the mentioned in sec. 4 of the curriculum is followed by the student's involvement in the course of scientific research and teaching activities of a given organisational unit, activity in the Student Scientific Society, participation in meetings of scientific societies as well as in training and courses organised by the University.
8. For each student during the Individual Course of Studies, the Dean of the relevant faculty assigns a tutor from among the academic teachers working in the discipline chosen by the student. The tutor should at least have a doctoral degree and in clinical areas at least first degree of specialisation. The tutor may not have more than 2 students under their care. The tutor, by virtue of the care of 1 student implementing the ITS, shall be entitled to 20 hours of teaching load (care of two students – 40 hours).
9. The ITS and IOS cannot affect the extension of studies and increase the cost of conducted classes.
10. A student undertaking the Individual Course of Studies may reduce the duration of classes provided that the learning outcomes set out in the programme are achieved and that the required ECTS points are obtained.
11. The form and implementation of individual subjects is determined by the head of the teaching unit in agreement with the tutor and the Dean.
12. The tutor shall draw up, and the Dean shall approve a detailed annual classes programme for the student implementing the ITS.
13. For the implementation of the individual study programme and study plan, the tutors of students implementing ITS are responsible to the Dean.
14. The tutor shall submit detailed information and assessment of progress achieved by an ITS student to the Dean by September 15 of each year.
15. A student implementing the ITS programme has the right to attend the classes with any student group at any time (as agreed with the head of the educational department), unless this contradicts the internal acts concerning the number of student groups.
16. The ITS students should have the opportunity to obtain credits and to take examinations within the time limits agreed with the examiners (not necessarily in the examination session, but no later than during the examination session, in which the particular examination is scheduled).
17. After the end of the examination sessions, the Dean's College analyses the results of students implementing the ITS. In justified cases, the Dean may deprive the student of the opportunity to continue their studies under the ITS.
18. The assessment of individual studies is carried out annually on the basis of the documentation submitted by the student, the opinion of their tutor and the opinion of the Dean's College. The credit is made by the Dean.

# III. Recruitment for the ITS

1. The recruitment for the ITS is performed at the end of the particular year of studies, taking into account the conditions referred to in chapter II sec. 3.
2. ITS candidates should meet the following conditions:
3. good academic performance (previous grade point average obtained on the examinations of a minimum of 4.50, calculated in accordance with the provisions contained in the Regulations or laureates of the Diamond Grant),
4. active scientific activity supported by the recommendation of the future tutor (attached to the application in writing).
5. Candidates shall submit applications for Individual Course of Studies to the dean's office of the relevant faculty.
6. Applications should be submitted by September 5.
7. Qualification for the Individual Course of Studies is carried out by the Dean's College, which takes into account the above requirements for the candidate.
8. The Dean makes decisions on admission or non-admission of the student to the ITS.

# ****IV. Recruitment for the IOS****

1. Candidates may apply for admission to the IOS on the basis of the following documents:
2. medical certificate explaining the lack of capability to study in the standard mode, in the case of pregnant students – a document confirming pregnancy, and in the case of students who are parents – a document confirming parenthood and age of the child,
3. an application describing other important random causes, accompanied by documentation confirming the lack of capability to study in the standard mode,
4. a positive decision of the Faculty Commission for Validation of Learning Outcomes
on the validation of learning outcomes,
5. child's birth certificate,
6. application along with its justification and documentation confirming the practice of the medical profession.
7. Students who are conditionally admitted for a given year of study and repeating a year cannot apply for IOS in a given academic year.
8. Applicants submit applications for admission to the IOS to the Dean of the relevant faculty by September 15 of the given academic year*.* The time limit indicated in sentence 1 shall not apply in the case of pregnant students and applications from students who are parents of the child, submitted within 1 year from the date of the childbirth.
9. The application should include a proposal for the implementation of the IOS classes for the given academic year and, where justified, should cover a period exceeding one year.
10. Qualification for the Individual Organisation of Studies is carried out by the Dean's College, which takes into account the above requirements for the candidate.
11. The Dean makes decisions on admission or non-admission of a student to the IOS for a given academic year, specifying the conditions for the implementation of the IOS.
12. In the case of a random event during the academic year, the provisions of points 4-6 shall be applicable. In a particularly justified case, it is possible to be qualified for the IOS during the academic year, applying the rules set out above accordingly. In such a case, the candidate must additionally justify in the application their inability to comply with the date indicated in the first sentence of sec. 3.

# V. Final remarks

In the final year of study, students implementing the ITS can participate in teaching activities as an assistant to the trainee.

# VI. Appendices

* Appendix no. 1.1.1 Application for consent to implement education as part of the Individual Course of Studies (ITS),
* Appendix no. 1.1.2 Application for consent to implement education as part of the Individual Organization of Studies (IOS).