ORDINANCE NO. 60/2026

OF THE RECTOR OF THE UNIVERSITY OF SZCZECIN

OF APRIL 20, 2026

on the principles and procedures for preparing the educational offer for students and doctoral students coming as part of an international exchange

Based on Article 23 paragraph 2 point 2 of the Act of July 20, 2018 Law on Higher Education and Science (Journal of Laws of 2024, item 1571 as amended) in connection with § 52 paragraph 1 point 5 of the Statute of the University of Szczecin constituting an annex to resolution no. 58/2019 of the Senate of the University of Szczecin of May 30, 2019 on the adoption of the Statute of the University of Szczecin (as amended), it is hereby ordered as follows:

§ 1.

1. The educational offer for a given academic year prepared by the faculty for students arriving as part of an international exchange should include:
   1) subjects from majors conducted in a foreign language (group A);
   2) elective subjects taught in a foreign language from other study programs (group B).
2. The educational offer may also include subjects other than those indicated in par. 1 point 2 from the study programmes of majors conducted in Polish, which for students arriving as part of an international exchange will be conducted in a foreign language (group C). The number of such subjects should not exceed 5 for a given level of studies in a given major, and the teaching load and ECTS points should be the same as in the study program of a major.
3. In particularly justified cases, with the consent of the person holding the position of vice-rector for education, it is possible to submit subjects that are not included in the curriculum of the majors conducted in Polish, but are substantively related to the subjects indicated in par. 2 (group D).
4. The educational offer of the faculty should be prepared in accordance with the template provided in Annex No. 1 to this ordinance.

§ 2.

Each subject submitted in the offer should have a syllabus in the language of instruction posted by the faculty in the University's IT system.

§ 3.

1. The person acting as the dean of the faculty sends the educational offer along with the syllabi to the Department of Support for the Organization of the Teaching Process by the end of February of the academic year preceding the academic year to which the offer applies.
2. After approval by the person holding the position of vice-rector responsible for education, the offer is forwarded to the International Relations Department.
3. The faculty’s offer is published on the English-language website of the International Relations Department, in the section on study programs.

§ 4.

1. The schedule of classes for international exchange students is established by the person acting as the dean after consulting the person acting as the international exchange coordinator. The class schedule is available to students on the Student Platform. The schedule must also be published on the English-language faculty website in the section for international exchange students.
2. The condition for starting classes in a subject included in the educational offer is its selection by at least 3 people.

§ 5.

1. The educational offer prepared by the US Doctoral School for international exchange participants pursuing education at the doctoral school level (hereinafter: doctoral students) coming as part of an international exchange should include only subjects included in the education programme of the US Doctoral School. The course load and ECTS points should be the same as in the programme.
2. Each subject submitted in the offer should have a syllabus in the language of instruction, consistent with the university template included in the University's IT system.
3. The educational offer of the US Doctoral School should be prepared in accordance with the template provided in Annex No. 2 to this ordinance.
4. After approval by the director of the US Doctoral School, the offer is submitted to the International Relations Department by the end of February of the academic year preceding the academic year to which the offer applies. It is then published on the English-language website of the International Relations Department in the section on study programs and on the English-language website of the US Doctoral School.

§ 6.

The schedule of classes for international exchange doctoral students is established by the person acting as the director of the US Doctoral School after consulting the person acting as the international exchange coordinator. The schedule must also be published on the English-language US Doctoral School website.

§ 7.

Ordinance No. 10/2020 of the Rector of the University of Szczecin of January 22, 2020 on the principles and procedures for preparing the educational offer for students coming as part of an international exchange shall cease to apply.

§ 8.

The ordinance comes into force on the date of its signing.

Prof. Dr. hab. Waldemar Tarczyński
Rector of the University of Szczecin
/signed with a qualified electronic signature/