

Dear Students of English-language studies!

Registration arrangements for full-time students for the summer semester 2023L in the academic year 2022/2023 will be carried out according to the following schedule:

1. The initial registration decisions will be announced on February 13, 2023 (Monday) till 14:50 in the USOS-web portal on individual student accounts (status of passing or failing a winter semester of studies and registration for the next semester or no registration) .
 2. The submission of students' explanations concerning achievements obtained in 2022Z semester will take place on February 14, 2023 (Tuesday) starting at 10:00 a.m.
- For students of semesters 1-6 of B.Sc. programme who expect unfavorable registration decisions, it is necessary to submit an application containing the student's explanations in the USOS-web portal by February 13, 2023 till 18:00.

The decisions will be provided to students who submit explanations in the USOS-web portal in response to their applications in the form of the Vice-Dean's decision. In selected cases, interviews with students will be conducted through MS Teams application, according to the following schedule (the interview will be initiated by the Vice-Dean): *)

Semesters 1-6 of B.Sc. English-language studies- on February 14, 2023 from 15:00 to 16:00.

- For students of semesters 7-8 and 8+1 of B.Sc. as well as for students of M.Sc. English-language studies, explanations should be sent to appropriate Vice-Director for Academic Affairs of the Institute, they were assigned to, by February 14, 2023 (Tuesday) till 10:00 a.m.

Decisions will be sent to the email addresses of the students submitting the explanations.

In addition, in selected cases interviews will be conducted with the students through MS Teams application at the initiative of the respective Director.

E-mail addresses for submitting explanations:

- Institute of Telecommunications – danuta.wojter@pw.edu.pl
- Institute of Electronic Systems – piotr.wieczorek@pw.edu.pl
- Institute of Radioelectronics and Multimedia Technology – andrzej.buchowicz@pw.edu.pl
- Institute of Microelectronics and Optoelectronics – slawomir.szostak@pw.edu.pl
- Institute of Computer Science – rajmund.kozuszek@pw.edu.pl
- Institute of Control and Computation Engineering – tomasz.traczyk@pw.edu.pl

3. Students taking board examinations (students are referred to examinations in really exceptional particularly justified cases in accordance with the study regulations) will take place on February 15, 2023 (Wednesday) from 10:00 a.m. Students with scheduled board exams will be informed (by e-mail or phone) of its mode and time of taking, by the respective Secretariat.

4. Submitting of students' written appeals of registration decisions to the Dean, Professor Michał Malinowski, PhD, DSc, will be held by February 15, 2023 (Wednesday) till 18:00. Appeals to the Dean should be submitted in the USOS-web portal along with an explanation. *)
5. Students' admissions for appeals of registration decisions will be held on February 16, 2023 (Thursday) starting at 10:00 a.m. The decisions of the Dean will be provided to students submitting explanations in the USOS-web portal. In addition, in selected cases, interviews with students will be conducted through MS Teams application starting at 10:00 a.m. The initiator of the interview will be the Dean.

Vice-Dean for Academic Affairs,

Mr. Piotr Firek, Ph.D.

*) Explanations may relate only to the initial decision on deleting from the registry of students (lack of registration for the next semester) and should include the reason for requesting changing that decision. Explanations should be placed in application submitted in the USOS-web portal after logging in to the individual student account.