

REGULATION NO. 132
of the Rector of Cracow University of Technology
of the 21st December 2021.
Ref. no. R.0201.151.2021
on the mandatory training for students commencing their studies at Cracow
University of Technology

Pursuant to Art. 23 para. 1 of the act of the 20th July 2018 Law on Higher Education and Science (J.of L. of 2021, item 478, as amended), it has been regulated as follows:

Art. 1

1. Students commencing their studies at Cracow University of Technology are required to undergo the following mandatory training in the first semester of studies:
 - 1) training related to the occupational health and safety – “General Training” – organised following the rules laid down in Regulation no. 36 of the Rector of Cracow University of Technology of the 1st October 2012 on training related to the occupational health and safety of students, doctoral students and other persons receiving tuition or participating in practical & technical classes at CUT – refers to students admitted to the I year of the 1st and 2nd cycle study programmes;
 - 2) library training – refers to students admitted to the I year of the 1st and 2nd cycle study programmes;
 - 3) training on the student’s rights and obligations – refers to students admitted to the I year of the 1st cycle study programmes;
 - 4) awareness training on equality and prevention of discrimination – refers to students admitted to the I year of the 1st and 2nd cycle study programmes;
2. Completion of the above training constitutes a formal requirement for the successful completion of the study programme semester, pursuant to Art. 21, para. 1 of the Rules of Study at Cracow University of Technology.
3. Students who have completed the relevant training at CUT or at another university as part of their previous educational process are exempt from the obligation to complete the training referred to in para. 1 points 2 – 4.
4. The rules on exempting students from the obligation to complete the training referred to in para. 1 point 1 have been specified in Regulation no. 36 of the Rector of Cracow University of Technology of the 1st October 2012.

Art. 2

1. The objective of the training is:
 - 1) to familiarise students with the provisions on occupational health and safety related to the educational process they participate in,
 - 2) to familiarise students with the principles of the CUT Library functioning referring to accessing the library collection and the services on offer,

- 3) for students to obtain some knowledge on the legal provisions referring to the higher education and science as well as on good examples and principles of functioning within the CUT academic community.
2. The training organisers or persons conducting the training are:
 - 1) in the case of training referred to in Art. 1, para. 1 point 1 – deans acting pursuant to the rules laid down in Regulation no. 36 of the Rector of Cracow University of Technology of the 1st October 2012,
 - 2) in the case of training referred to in Art. 1 para. 1 point 2 – the CUT Library,
 - 3) in the case of training referred to in Art. 1 para. 1 point 3 – the CUT Students' Association,
 - 4) in the case of training referred to in Art. 1 para. 1 point 4 – the CUT Pedagogy and Psychology Centre and the Office for People with Disabilities.
 3. The training is to be organised in the shortest possible time following the students' commencement of study.
 4. The training organiser's responsibilities include in particular:
 - 1) ensuring:
 - a) that the persons conducting the training have the adequate expertise;
 - b) provision of the necessary premises or means of remote communication, including the necessary equipment,
 - 2) establishing the training timetable, including the primary date and additional dates, as well as notifying the training participants of these dates prior to the commencement of the semester,
 - 3) determination of the rules for obtaining credit for the training and announcing them prior to the commencement of the semester,
 - 4) conducting the training on-site or online, with the provision that the mode of training remains to be decided by the organiser, and in the case of training referred to in Art. 1 para. 1 points 3 and 4, the organiser acting jointly and in agreement with the Vice-Rector for Students' Affairs,
 - 5) storing the attendance list of the training participants. In the case of the training referred to in Art. 1 para. 1 points 2 – 4, the attendance list is to be prepared in compliance with the Attachment to this Regulation. In the case of the attendance list of the participants of the training referred to in Art. 1 para. 1 point 1, the document to be complied with is Attachment no. 3 to Regulation no. 36 of the Rector of Cracow University of Technology of the 1st October 2012,
 - 6) satisfying other requirements specified in the CUT internal provisions.

Art. 3

1. The conditions for obtaining credit for the training are to be specified by the organiser.
2. The training has been assigned no ECTS points (0 points).
3. The credit for the training is registered in the student's periodic achievements card.
4. The formal confirmation of the successful completion of the training is entering the credit into the subject (training) credit record and confirmation of the record in the electronic system for the management of the study process at CUT by an authorised person referred to in para. 5.

5. The confirmation of the training is to be done by:
 - 1) in the case of the training referred to in Art. 1 para. 1 points 1 and 3 – a person authorised by the dean of the relevant faculty;
 - 2) in the case of the training referred to in Art 1 para. 1 point 2 – an employee of the CUT Library authorised by the Head of the CUT Library;
 - 3) in the case of the training referred to in Art. 1 para. 1 point 4 – an employee jointly authorised by the Head of the CUT Pedagogy and Psychology Centre and the Head of the Office for People with Disabilities.
6. The credit is to be confirmed no later than within 14 working days of the training completion.

Art. 4

1. Heads of all the organisational units of CUT are hereby under obligation to familiarise their subordinate employees with this Regulation.
2. The Regulation, alongside the Attachment, is to be published in the CUT Public Information Bulletin.
3. The Regulation enters into force on the 1st January 2022.

Rector

prof. Andrzej Białkiewicz