

Letter to foreign students  
16.04.2020

Dear Students,

Until a few weeks ago, none of us expected that the current sanitary and epidemic situation would significantly affect our activities in every dimension of our activity, including the implementation of studies at our University.

This situation is particularly severely perceived by you, foreign students, who may feel more lonely in the face of ubiquitous restrictions.

As you can see, from the first days the academic community of our university has been trying very actively to implement the teaching process, however, in accordance with the restrictions imposed on all.

Where possible, we try to teach classes remotely, using available forms of education (internet, mail, Skype, MS Teams, etc.).

Unfortunately, some classes, such as laboratories or fieldwork carried out as part of tutorials or project exercises, for known reasons, cannot be carried out in their traditional form.

In accordance with the recommendations of the Vice-Rector for Studies of the Warsaw University of Technology, prof. Krzysztof Lewenstein, in all faculties we try to approach in a flexible way to each individual case reported by students. We also try in a common sense and very flexible manner to enforce the Study Regulations at the Warsaw University of Technology. Wherever it is possible to postpone predefined dates, I make such decisions and I will make them in the future.

At present we know that the suspension of classes at the Warsaw University of Technology has been extended **until May 15 this year**.

We do not know if the current schedule of the academic year will be changed (whether the summer examination session will be postponed) and how we will be able to pass individual subjects.

Below I provide some up-to-date information regarding arrangements in the most important areas of teaching at the Faculty of Building Services, Hydro and Environmental Engineering.

#### **Diploma examination:**

1. Generally, the overarching principle should be: **“stay at home”** and refrain from conducting diploma exams until the epidemic situation normalizes.
2. It is possible to defend a thesis, but at least the Chairman of the Examination Board and the Student must be present at the Faculty in the same room (contact limited to two persons). Other persons, i.e. the promoter and reviewer of the thesis and a member of the Commission may participate in defense in a remote mode (e.g. using the MS Teams application).
3. **Important note:** such a defense can only take place with **the consent of all interested parties, i.e. members of the Commission and the graduate student**. In addition, in these cases the consent of the head of the Department and the Dean / Vice-Dean should be obtained, and the graduate must be informed that she/he may not receive a formal diploma of completion within a 30-day deadline, but only a certificate of passing the diploma examination. (This is due to the inability to sign the protocol examination by all members of the Examination Board on the day on which the diploma examination took place and the difficult preparation of the original diploma by the Warsaw University Student Records Department).

### **Professional Internships:**

1. The faculty authorities are of the opinion that in the current situation it is necessary to be flexible and common sense to students who for various reasons have not completed part of their internships or did not complete them in full within the prescribed period. In the case of our faculty, the biggest problem is with the implementation of 8-week internships, scheduled during the 8th semester at engineering studies. Settlement of internships is planned for September, so we still have some time to make decisions about how to grade internships.
2. Please follow the overriding principle - if a student has the opportunity to complete professional internship that is in his / her study plan, it should be implemented, of course, with all the rigors related to epidemic safety announced for all citizens, as well as those imposed by the employer in a specific work place.
3. If the student cannot complete the internship due to reasons beyond his control (closure of the workplace, suspension of activity, restrictions on commuting, etc.), then she/he should inform the Faculty's representative for internships (before the internship deadline - September this year).
4. If the student is still studying the next year, he will be able to apply for the transfer of internships to the next year or to the winter semester.
5. If this is her/his last semester, she/he will be able to apply for an extension of his diploma thesis submission and may complete internships at that time.

### **Passing courses, conducting exams:**

1. At the moment, we do not know whether the exam session and dates of passing courses in the summer semester will be postponed.
2. In the case of some classes conducted remotely, course coordinators and lecturers will inform students who conduct these classes about the accepted forms of passing or examining.
3. The current list of classes conducted remotely at our Faculty can be found on the faculty page in the tab: *Students / Classes conducted remotely*. There are also e-mail addresses to people conducting classes.

Dear Students,

I wish you health and perseverance in the current difficult situation. I am looking forward to the moment when everyone, the entire academic community will be able to return to the walls of our Alma Mater and continue learning without embarrassing restrictions.

Best Regards,

dr inż. Jarosław Chudzicki  
Vice-Dean for Studies  
Faculty of Building Services, Hydro and Environmental Engineering  
Warsaw University of Technology