

**Directive of the Rector of the Medical University of Lodz
no. 38/2020 of 5th May 2020**

**on conducting examinations and credit tests and issuing documents confirming the course
or completion of studies in English in the fields of medicine and dental medicine in
connection with prevention, counteraction and eradication of the SARS-COV-2 virus spread
among members of the community of the Medical University of Lodz**

Based on Art. 50 it. 1 and art. 76a of the Act of 20 July 2018 - Law on Higher Education and Science (Journal of Laws of 2020, it.85, as amended), § 12 it. 3 and § 13 it. 2 of the Statute of the Medical University of Lodz of 27th June 2019, as amended, in connection with § 1 it. 3 of the Directive of the Minister of Health of 23 March 2020 on the temporary limitation of the functioning of medical universities in relation to the prevention, counteraction and eradication of COVID-19 (Journal of Laws it. 515), as amended, I order as follows:

§ 1

In connection with the prevention of the spread of the SARS-COV-2 virus among members of the community of the Medical University of Lodz, in the period from the date of entry into force of the Directive until further notice, the following rules for conducting examinations and credit tests of studies in English in the fields of medicine and dental medicine are introduced:

- 1) examinations and credit tests provided for in study programs are conducted in the remote mode;
- 2) course coordinators are required to conduct exams and credit tests using computer technologies that ensure control of the course of an exam or a credit test and its recording and allow the real-time student identification; in particular the Microsoft Teams or Microsoft Forms applications as part of the MS Office 365 and the Big Blue button system;
- 3) the course coordinator may delegate conducting the examination or the credit test to another academic teacher with appropriate knowledge;
- 4) the rules set out in points 1-3 shall also apply to readmission exams, conditional exams and credit tests, as well as Examination board exams and credit credits.

§ 2

In the period from the date of entry into force of the Directive until further notice, the documents confirming the course or completion of studies conducted in English in the fields of medicine and dental medicine, in particular: certificate of the course of studies, graduation diploma, diploma supplement, as well as their copies, are issued to the graduate or a person authorized by the graduate. The authorization should be prepared in written form and its original submitted to the Administrative Center for Studies in English; in case of any doubt, an employee of the Center may request official certification of the graduate's signature.

§ 3

The Directive enters into force on the day of its signing.

THE RECTOR prof. Radzisław Kordek MD, PhD

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