

4. INFORMATION ON THE CONTENTS AND RESULTS GAINED³⁾

4.1. Mode of study: full-time

4.2. Programme requirements:

Programme Requirements based on standards of education follow the requirements of Ministry of National Education dated 18th of April 2002 dealing with the standards of education for particular faculties and levels of education (Dz.U. Nr116.poz.1004 z późn. zm.). The standards define general requirements including the number of teaching hours, the curilla content for prescribed courses dividing them into the categories of: general, base and faculty subjects; as well as the requirements and instructions related to practical placements.

4.3. Academic record: modules or units studied and the individual achievements/grades/marks/ECTS credits obtained:

Academic Year:2010/2011, semester 1						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	Work Safety	5	-	-	zal	-
2.	Economics	30	-	4	4.5	-
3.	Legal Logic	30	15	5	4.5	4.5
4.	Latin in Legal Terminology	-	30	2	5	-
5.	General History of State and Law	30	30	7	4	4.5
6.	Jurisprudence	30	30	8	5	3.5
7.	Theory of Politics	30	-	4	4.5	-
8.	Physical Education (PE)	-	30	-	5	-

Academic Year:2010/2011, semester 2						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	Political and Juristic Doctrines	30	30	5	4.5	5
2.	Legal Ethics	30	-	4	5	-
3.	History of law and political system of Poland	30	30	7	4	4
4.	Roman Law	30	15	8	5	5
5.	Information Technologies	-	30	2	4	-
6.	Form of government and political	30	-	4	4.5	-
7.	Physical Education (PE)	-	30	-	5	-

Academic Year:2011/2012, semester 3						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	Administrative Law	30	15	5	4	-
2.	Civil Law System I	30	15	5	4	3
3.	European Law	30	15	5	5	4
4.	Penal Law	30	15	5	4	-
5.	Constitutional Law	30	15	5	4.5	-
6.	Outline of Canon Law	30	15	5	5	-

Academic Year:2011/2012, semester 4						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	EU Institutions	30	-	4	4.5	-
2.	Administrative Law	30	15	5	4	4
3.	Civil Law System II	30	30	7	4	3.5
4.	Penal Law	30	15	5	4	4
5.	Penal Law in Poland and Ukraine	15	-	4	4.5	-
6.	Constitutional Law	30	15	5	5	4.5

Academic Year:2012/2013, semester 5						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			

1.	Administrative and Legal-Administrative Proceedings	30	15	4	4.5	-
2.	Civil Law Proceedings	30	15	4	4	-
3.	Civil Law System III	30	15	5	4	3
4.	Public International Law	30	30	7	4	4
5.	Intellectual Property Law	30	-	4	4.5	-
6.	Law on Religious Denominations	30	15	5	5	5
7.	Pro-seminar	-	15	1	3.5	-

Academic Year:2012/2013, semester 6						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	English Language (B1+)	-	-	-	4	-
2.	International Economic Relations	30	-	2	4.5	-
3.	Fundamentals of Psychology	30	-	3	5	-
4.	Administrative and Legal-Administrative Proceedings	30	15	6	5	4
5.	Civil Law Proceedings	30	15	6	4.5	4.5
6.	Practical Training	-	80	1	zal	-
7.	Public Finance Law	30	30	7	4.5	3.5
8.	Local Government Law	30	-	2	3.5	-
9.	Pro-seminar	-	15	1	4.5	-

Academic Year:2013/2014, semester 7						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	English Language (B1+)	-	-	-	4.5	-
2.	Penal Proceedings	30	15	5	3	-
3.	Tax Law	30	30	7	4.5	4.5
4.	Labour Law and Social Security Law	30	30	8	5	4.5
5.	Family Law	30	-	3	5	-
6.	The Bankruptcy and Reorganisation Law	30	-	3	5	-
7.	Master Degree Seminar	-	30	2	5	-

Academic Year:2013/2014, semester 8						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	History of Polish Parliamentary System	30	-	3	4	-
2.	English Language (B2)	-	-	-	4	-
3.	Marriage and Family in Canon Law	30	-	3	4	-
4.	Penal Proceedings	30	15	5	4	4
5.	Practical Training	-	-	2	zal	-
6.	Commercial Law	30	30	8	3	3
7.	Private International Law	30	15	5	5	-
8.	Press Law	30	-	3	4	-
9.	Master Degree Seminar	-	30	2	5	-

Academic Year:2014/2015, semester 9						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	English Language (B2+)	-	-	-	-	4
2.	English Legal	-	-	-	4.5	-
3.	Protection of Competition	30	-	3	4.5	-
4.	Proceedings Concerning Minors	30	-	3	5	-
5.	Law on Public Economic Activities	30	30	6	5	5
6.	Environmental Protection Law	30	-	3	5	-
7.	Master Degree Seminar	-	30	4	5	-
8.	Sociology	30	-	4	5	-
9.	Constitutional Systems in EU Countries	30	-	3	4.5	-
10.	Theory and Philosophy of Law	30	-	5	-	4.5

Academic Year:2014/2015, semester 10						
No.	Subject	Number of teaching hours		ECTS Credits obtained	Pass	Exam
		lecture	classes			
1.	Seminar I	-	30	2	5	-
2.	Non-Profit Organisations and Voluntary Service in The Light of Laws and Regulations	30	-	3	5	-
3.	Human Rights and Their Protection	30	-	3	4	-
4.	Master Degree Seminar	-	30	18	5	-

Subject of diploma thesis: EVOLUTION OF ADOPTION IN POLISH FAMILY LAW.

Grade for diploma thesis:good plus.....

Grade for diploma examination:very good.....

4.4. Grading scheme and, if available, grade distribution guidance

Bielsko-Biała School of Finance and Law		ECTS grade	% of students normally achieving the grade	Definition adopted by EU countries
5.0	Very good	A	10	outstanding performance with only minor errors
4.5	Good plus	B	25	above the average standard but with some errors
4.0	Good	C	30	generally sound work with a number of notable errors
3.5	Satisfactory plus	D	25	fair but with significant shortcomings
3.0	Satisfactory	E	10	performance meets the minimum criteria
2.0	Unsatisfactory	F		fail - considerable further work is required

According to resolution nr 1A/2011/2012 on the regulations of studies approved by the Senate of Bielsko-Biała School of Finance and Law on 30th January 2012, students can obtain the following grades for courses and/or examinations:

- Student demonstrates **satisfactory** (3,0) level of required knowledge/skills when he/she obtains from 50% to 60% of points which define the level of required knowledge/skills .
- Student demonstrates **satisfactory plus** (3,5) level of required knowledge/skills when he/she obtains more than 60% and up to 70% of points which define the level of required knowledge/skills .
- Student demonstrates **good** (4,0) level of required knowledge/skills when he/she obtains more than 70% and up to 80% of points which define the level of required knowledge/skills .
- Student demonstrates **good plus** (4,5) level of required knowledge/skills when he/she obtains more than 80% and up to 90% of points which define the level of required knowledge/skills.
- Student demonstrates **very good** (5,0) level of required knowledge/skills when he/she obtains more than 90% and up to 100% of points which define the level of required knowledge/skills .

The number of points ascribed for particular activities performed by a student in order to get a credit or pass an examination is clearly stated in the **course syllabus**.

4.5. Overall classification of the qualification₁₎ :very good (5).....

5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

- 5.1. Access to further study: Second-cycle diploma holder is permitted to attend post-graduate studies. Second-cycle diploma title enables application for acceptance into doctorate (Ph.D.) studies
- 5.2. Professional status (if applicable): Second-cycle enables its holder to seek employment in positions which require higher education qualification.

6. ADDITIONAL INFORMATION₃₎

6.1. Additional information, including practical training periods, awards received

PRACTICAL TRAINING

Kancelaria Radców Prawnych Nowosielski i Wspólnicy Spółka Jawna.

Kancelaria Radców Prawnych Nowosielski i Wspólnicy Spółka Jawna.

6.2. Further information sources:

Bielsko-Biała School of Finance and Law, ul. Tańskiego 5, Bielsko-Biała, Poland, tel. 48 33 82-972-12, <http://www.wsfip.edu.pl>. Study Regulations of Bielsko-Biała School of Finance and Law. Information Package of Bielsko-Biała School of Finance and Law. Bureau for Academic Recognition and international exchange (which is the ENIC center in Poland) www.buwiwm.edu.pl

7. CERTIFICATION OF THE SUPPLEMENT

- 7.1. Date:1 July 2015.....
- 7.2. Signature of the head of organisational unit
- 7.3. Official position of the person signed in 7.2Dean of Faculty.....
- 7.4. Official Seal

8. INFORMATION ON THE NATIONAL HIGHER EDUCATION SYSTEM

8.1. Access to the higher education

The total duration of education until completion of a school which offers the possibility of taking the secondary school leaving examination (maturity examination) is 12 - 15 years. Having passed successfully the secondary school leaving examination (maturity examination), graduates are awarded a secondary school leaving certificate (maturity certificate) which entitles them to apply for admission to a higher education institution.

8.2. Higher education system

Higher education system in Poland and the basis for its operation are laid down in the Act of 27 July 2005 - Law on Higher Education (Journal of Laws No 164, item 1365, as amended). Its provisions are applied both to state (public) and non-State (non-public) higher education institutions, in which programmes of study are offered on the same basis and upon completion of the same requirements. Higher education institutions are divided, irrespective of their status, into academic and vocational ones. An academic higher education institution is a school in which at least one of its organisational units is entitled to award the academic degree of *doktor*.

A vocational higher education institution is a school offering first or second cycle study programmes or one-tier (long-cycle) study programmes, as well as doctoral (third-cycle) programs.

First-cycle programmes leading to *licencjat degree* last from 6 to 8 semesters while those leading to *inżynier degree* last 7 or 8 semesters.

Second-cycle programmes last 3 or 4 semesters while one-tier (long-cycle) programmes last from 9 to 12 semesters.

Higher education programmes and doctoral programmes may be offered as full-time or part time programmes.

8.3. Degrees awarded o graduates of higher education institutions

- licencjat, licencjat pielęgniarstwa or licencjat położnictwa, inżynier, inżynier pożarnictwa, inżynier architekt or inżynier architekt krajobrazu - awarded to graduates of first cycle programmes;
- magister and equivalent degrees of: magister sztuki, magister farmacji, magister inżynier, magister inżynier architekt, magister inżynier architekt krajobrazu, magister inżynier pożarnictwa, magister pielęgniarstwa, magister położnictwa, lekarz, lekarz dentysta, lekarz weterynarii.

8.4. ECTS

The number of the ECTS credits provided by the plan of studies for one semester is from 27 to 33, while it is 60 ECTS credits for an academic year. It is necessary to gather 180 - 240 ECTS credits to complete a first cycle programme, 90 - 120 ECTS credits to complete a second cycle programme, and 270 - 360 ECTS credits to complete a one-tier (long-cycle) programme.

8.5. Academic degrees, degrees in arts, academic title, academic title in arts

In accordance with the Act of 14th March 2003 on academic degrees and academic title and degrees and title in arts (Journal of Laws No 65, item 595, as amended) the academic degrees, degrees in arts and the academic title of profesor are awarded.

The academic degrees are the degrees of *doktor* and *doktor habilitowany* of a specific area of science in a given scientific discipline.

The degrees awarded in arts are the degrees of *doktor* and *doktor habilitowany* of a specific area of arts in a given artistic discipline.

Academic degrees are conferred by organisational units of higher education institutions, Polish Academy of Sciences and research and development institutions in compliance with the powers granted under a separate procedure.

The academic title is the degree of *profesor* of a specific area of science, while the equivalent degree in arts is the degree of *profesor* of a specific area of arts. The degree of profesor is conferred by the President of the Republic of Poland.

- 1) In original language.
- 2) Indicate the status of the higher education institution administering studies: State, non-State/State-recognised; indicate the name of the higher education institution offering the study programme jointly in original language.
- 3) If necessary additional pages may be added to fill in information in item 2.3, 2.4, 4.2, 6.1, 6.2