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**RESOLUTION No 15**  
**OF THE TEACHING COUNCIL OF THE FACULTY OF ECONOMICS, DATA SCIENCE**  
**AND BUSINESS ANALYTICS, INTERDISCIPLINARY ECONOMIC-MATHEMATICAL**  
**STUDIES, FINANCE, INVESTMENT AND ACCOUNTING, FINANCE AND ACCOUNTING,**  
**FINANCE, INTERNATIONAL INVESTMENT AND ACCOUNTING, INFORMATICS AND**  
**ECONOMETRICS, INTERNATIONAL ECONOMICS, QUANTITATIVE FINANCE**

May 13th 2020

**regarding the change in the form of studying**

According to § 5 s.1 point 5 of the Rules of Study at the University of Warsaw (text: UW Monitor 2019, No 186) and Resolution No. 7 of the University Education Council with guidelines regarding detailed criteria for changing the form of studying by a student of the University of Warsaw (Journal of University Laws UEC 2020 No 7), the Teaching Council of the Faculty of Economic Sciences resolves as follows:

**§ 1**

1. According to § 15 s.1 and 2 of the Rules of Study at the University of Warsaw, after completing the first year of studies, the student may apply for transfer from full-time to part-time studies within the fields of study at the Faculty of Economic Sciences, University of Warsaw.

2. There is no minimum average grade nor other criteria established, which shall be taken into account by the Head of the Educational Unit (EUH) when agreeing to this kind of change of the form of studies.

3. The change of the form of studies entails the need for further supplement all curriculum differences in the new study program. The EUH may recognize selected courses previously passed as equivalents of the program requirements of the new program.

4. Entry for part-time studies requires tuition fees payments. Fees are charged according to ECTS points for subjects realized on part-time studies, following the current price list. The same price list applies as for students who started part-time studies in the same year as the beginning of part-time studies by a student changing the form of study.

**§ 2**

1. According to § 15 s.1 and 2 of the Rules of Study at the University of Warsaw, after completing the first year of studies, the student may apply for transfer from part-time to full-time studies within the fields of study at the Faculty of Economic Sciences, University of Warsaw. The student may be offered to change the form of study by the EUH.

2. The transfer from part-time to full-time studies has a competitive character. At the end of the academic year, the EUH prepares a ranking list according to the average of grades

from the entire academic year. The average grade for the last academic year is calculated following the § 42 of the Rules of Study at the University of Warsaw. The ranking list include:

- a. After the first year of first-cycle studies in Polish - all (full-time and part-time evening) first-year students admitted to the field of study: Economics; Finance and Accounting; Informatics and Econometrics / *Ekonomia; Finanse i Rachunkowość; Informatyka i Ekonometria* (including majors: Interdisciplinary Economic-Mathematical Studies / *Międzykierunkowe Studia Ekonomiczno-Matematyczne* and Interdisciplinary Economic-Managerial Studies / *Międzykierunkowe Studia Ekonomiczno-Menedżerskie*)
- b. After the first year of first-cycle studies in English – all (full-time and part-time evening) first-year students admitted to the field of study: Finance, International Investments and Accounting.
- c. After the second year of first-cycle studies in Polish – all (full-time and part-time evening) students registered to the second year on the field of study Economics / *Ekonomia* (including majors: International Economics / *Ekonomia Międzynarodowa*, Corporate Economics / *Ekonomia Przedsiębiorstwa*, Interdisciplinary Economic-Mathematical Studies / *Międzykierunkowe Studia Ekonomiczno-Matematyczne* and Interdisciplinary Economic-Managerial Studies / *Międzykierunkowe Studia Ekonomiczno-Menedżerskie*)
- d. After the second year of first-cycle studies in Polish – all (full-time and part-time evening) students registered to the second year on the field of study Informatics and Econometrics / *Informatyka i Ekonometria*
- e. After the second year of first-cycle studies in Polish – all (full-time and part-time evening) students registered to the second year on the field of study Finance and Accounting / *Finanse i Rachunkowość* (including major: Public Finance and Taxation / *Finanse Publiczne i Podatki*)
- f. After the second year of first-cycle studies in English – all (full-time and part-time evening) second-year students admitted to the field of study: Finance, Accounting and International Investment
- g. After the first year of second-cycle studies in Polish – all (full-time and part-time evening) students registered to the first year on the field of studies: Economics (including majors: International Economics / *Ekonomia Międzynarodowa*, Corporate Economics / *Ekonomia Przedsiębiorstwa*) Finance and Accounting / *Finanse i Rachunkowość* and Informatics and Econometrics / *Informatyka i Ekonometria*.
- h. After the first year of second-cycle studies in Polish – part-time weekend students registered to the first year on the field of study Economics / *Ekonomia* (including major Economics of Entrepreneurship / *Ekonomia Przedsiębiorczości*)
- i. After the first year of second-cycle studies in English – all (full-time and part-time evening) students registered to the first year on the field of study Data Science and Business Analytics
- j. After the first year of second-cycle studies in English – all (full-time and part-time evening) students registered to the first year on the field of study International Economics
- k. After the first year of second-cycle studies in English – all (full-time and part-time evening) students registered to the first year on the field of study Quantitative Finance

3. Changing the form of study from part-time to full-time is possible for students who are in top 10% of students ranking list.

4. The change in the form of studies entails the need for further supplement all curriculum differences in the new study program. The EUH may recognize selected courses previously passed as equivalents of the program requirements of the new program.

5. Entry for full-time studies stops the tuition fees. Overdue tuition fees, course retake fees and year retake fees are not cancelled.

§ 3

In individual cases, when a first-year student requests a change of study form for social reasons, the EUH may agree to transfer the student between forms and fields of study during the academic year, provided that the student would enter these studies in an open recruitment process.

§ 4

The resolution shall enter into force on the day of its adoption.

Chairperson of the Teaching Council:  
*Katarzyna Kopczewska*