

PLAN OF GRADUAL RETURN TO CONDUCTING CLASSES AT PUT - RECOMMENDATIONS *

DATE	ACADEMIC GROUP/SCOPE	ACTIVITY	EPIDEMIC SAFETY
Urgent start of all the below-mentioned organizational activities	Applies to all the below-mentioned Academic Groups	<p>Deans - to create lists of PhD students and first- and second-cycle students carrying out scientific research as well as BSc and MSc candidates; Deans' applications.</p> <p>Deans - to prepare new timetables for classes and dates of weekend sessions for part-time studies.</p> <p>Deans - to prepare new timetables for laboratory classes.</p> <p>All lecturers and tutors conducting classes and projects - to intensify distance learning classes until the end of May.</p> <p>Persons responsible for Dual Studies - to start making arrangements with employers participating in the education process.</p> <p>Laboratory supervisors - to develop regulations for epidemic safety in laboratories and prepare training for students.</p>	Need to ensure epidemic safety – first- and second- cycle students, PhD students and academic teachers required to use masks and gloves; ensuring a minimum distance of 2 m; tasks to be performed individually (not as a group). Ventilation and disinfection of teaching and research rooms.
From 4 May	<p>AZS (Academic Sports Association) athletes and coaches - training at PUT facilities</p> <p>Aerospace Engineering students and instructors - flight training to be carried out outside PUT</p>	Operation strictly according to the detailed instructions of the Centres.	Ensuring epidemic safety - PhD students and first- and second-cycle students required to use masks and gloves; ensuring a minimum distance of 2 m; tasks to be performed individually (not as a group).
From 18 May	<p>PhD students and first- and second-cycle students – to carry out research and development projects at PUT (formal participation)</p> <p>PhD students - research/experimental work</p>	<p>Dean's collective application to R1 or R2 based on the applications submitted by project managers.</p> <p>Possible to check in a dormitory (DS) based on the application to the Head of Campus.</p> <p>Dean's collective application to R4. Possible to check in a dormitory (DS) based on the application to the Head of Campus.</p>	<p>Ensuring epidemic safety - PhD students and first- and second-cycle students required to use masks and gloves; ensuring a minimum distance of 2 m; tasks to be performed individually (not as a group).</p> <p>Ensuring epidemic safety - PhD students and first- and second-cycle students required to use masks and gloves; ensuring a minimum distance of 2 m; tasks to be performed individually</p>

			(not as a group).
	BSc and MSc candidates - scientific research related to diploma theses/experimental work	Dean's collective application to R1; Possible to check in a dormitory based on the application to the Head of Campus.	Ensuring epidemic safety - PhD students and first- and second-cycle students required to use masks and gloves; ensuring a minimum distance of 2 m; tasks to be performed individually (not as a group).
	Dual Studies students – traineeship in companies from 18 May	Persons responsible for Dual Studies - to start making arrangements with employers participating in the education process. Possible to check in a dormitory based on the application to the Head of Campus.	Ensuring safety University/employer
From 25 May	Part-time students – laboratory classes/language classes, tutorials	Faculties - need to prepare new class timetables and week-end session dates.	Ensuring epidemic safety - first- and second-cycle students required to use masks and gloves; ensuring a minimum distance of 2 m; tasks to be performed individually (not as a group).
	Student Union PhD Student Union	Possible to carry out activity and check in a dormitory. Application of the URSS (University Council of Student Union) submitted along with a list to the Head of Campus.	Maximum 8 people in the URSS DS1 Office at the same time.
	Science Clubs - to carry out <u>only Big</u> Scientific Projects	R1 consent based on the Science Club application.	Preparation of internal safety instructions - necessary to be accepted by R1.
	PUT Library, Reading Room	Need to prepare restrictions regulations.	Need to prepare epidemic rules.
By 31 May	All first- and second-cycle students and PhD students - it is recommended to finish lectures, tutorials and projects (also in the form of remote learning)	It is recommended to finish lectures, tutorials and projects in the remote learning system (without the possibility of further extending the running of classes).	
	All participants of postgraduate studies - it is recommended to conduct lectures, tutorials, projects only in the form of remote learning	It is recommended to finish lectures, tutorials and projects in the remote learning system.	
From 1	Full-time students - all years	Need to prepare new class timetables at faculties, focused,	Ensuring safety - students and aca-

June	and forms of study - <u>only laboratory classes</u> ; project classes that require research in laboratories to be continued	first and foremost, on the need to run laboratory classes.	demographic teachers required to use masks and gloves; ensuring a minimum distance of 2 m; tasks to be performed individually. Need to prepare epidemic safety regulations in the laboratory and conduct 10-minute training during the first class. Reducing the number of laboratory groups up to half or fewer than 10 people.
	Opening of the PUT Campus	Checking in a dormitory at a student's request - working students, to prepare accommodation rules and regulations.	Preparing epidemic safety rules in a dormitory.
From 15 June	On-line examinations and credits - it is allowed to conduct examinations and grant credits remotely, in agreement with the Student Group	Need to ensure proper student identification, course control and verification of the learning outcomes obtained; to ensure small groups.	It is unacceptable to drastically shorten the response time.
1 June-30 June	PhD students	Completion of the remaining forms of classes, in particular those requiring a full-time system. Obtaining appropriate credits and conducting examinations (recommended form - remote). Submission of reports and other required documents.	Reducing the size of groups, if it is required to ensure epidemic safety.
1 June-31 July	All postgraduate students	Completion of the remaining forms of classes, in particular those requiring a full-time system.	Ensuring epidemic safety - postgraduate students and academic teachers required to use masks and gloves; ensuring a minimum distance of 2 m; tasks to be performed individually (not as a group).
1 August - 31 August	All students - it is recommended to limit didactic activity, if possible.	Traineeship and recruitment at PUT. <u>Traineeship dates:</u> - it is possible to start as early as June this year and/or in September, provided that this will not interfere with classes (6-week traineeships),	Need to ensure epidemic safety in workplaces - bilateral arrangements.

		<ul style="list-style-type: none"> - it is possible to extend the period of granting credit for traineeships, even until 31 December 2020. - it is possible to spread traineeship over a longer period; traineeship does not have to be carried out for 4 weeks for 40 hours, - to postpone some part of traineeship in order to carry it out after the state of epidemic threat has been determined (from semester 4 to 6). <p><u>Carrying out traineeship:</u></p> <ul style="list-style-type: none"> - to provide alternative sites for carrying out traineeship (PUT), - to shorten the time of summer traineeship while meeting the condition of the student achieving the intended learning outcomes, - it is possible to carry out traineeship remotely (partly or as a whole), working on projects for companies, solving problems, etc. - it is possible to involve supervisors - the student will carry out a project that will be used in a diploma thesis, instead of using places in institutes for traineeship, - it is possible to obtain credit for traineeship on the basis of previous experience (contract, confirmation from a company). 	
1-2 September	Language examinations - CLC	It is allowed to hold a B2/C1 examination in a direct form at PUT.	Need to ensure epidemic safety - students and language teachers required to use masks and gloves; ensuring a minimum distance of 2 m.
1 September - 16 September	All students - examination/credit session	It is allowed to grant credits and hold examinations in a direct form at PUT after 1 September. It is recommended, wherever possible, to grant credits and hold examinations online.	Need to ensure epidemic safety - students and academic teachers required to use masks and gloves; ensuring a minimum distance of 2 m.
17 September - 30 September	All students - Resit examination/credit session	It is allowed to grant credits and hold examinations in a direct form at PUT after 1 September. It is recommended, wherever possible, to grant credits and hold examinations online.	Need to ensure epidemic safety - students and academic teachers required to use masks and gloves; ensuring a minimum distance of 2 m.

* applicable on condition that no other ordinances of the Ministry of Science and Higher Education and recommendations of the Conference of Rectors of Academic Schools in Poland are released