BSc CANDIDATES!
NOVEMBER SESSION OF ENGINEERING DIPLOMAS
DIPLOMA YEAR 2022/2023

DIPLOMA THESES SHOULD BE PUT UP AT THE EXHIBITION
IN **PAWILON WYSTAWOWY** ON **MONDAY 24 OCTOBER**
AT 12:00-14:00

THE EXHIBITION ROOM WILL BE CLOSED
AT 14:00 SHARP

- NO LATER THAN BY **13 OCTOBER 2022** (THURSDAY) BY **24:00** THE THESES NEED TO BE UPLOADED TO **APD** https://apd.usos.pw.edu.pl
- ON **14 OCTOBER 2022** (FRIDAY) BSc CANDIDATES REPORT TO THE DEAN'S OFFICE THEIR READINESS TO PUT UP THE DIPLOMA AND SUBMIT DOCUMENTATION NEEDED TO PREPARE THE DOCUMENTS FOR THE DIPLOMA EXAMINATION (INFORMATION ON TRAININGS).
- TO BE ADMITTED TO THE DIPLOMA EXAMINATION ONE IS REQUIRED TO HAVE A FULL SET OF **POINTS** AND TO HAVE COMPLETED ALL FORMAL OBLIGATIONS IN THE **USOS** SYSTEM (CHECKING PERSONAL DATA, COMPLETING A STATEMENT ON GRANTING A LICENSE, CHECKING THE SUPPLEMENT).
- BY **2O OCTOBER 2022** (THURSDAY) BY **24:00** BSc CANDIDATES SHOULD UPLOAD THE THESIS PREPARED FOR ASSESSMENT TO **APD**.
- IN ADDITION, THE DIPLOMA THESIS MUST BE UPLOADED TO **MOODLE** FOR THE VIRTUAL EXHIBITION.
- NO LATER THAN BY MONDAY, **24 OCTOBER 2022** UNTIL **11:00 THE SUPERVISOR** SHOULD UPLOAD HIS OR HER APPROVAL AND EVALUATION TO **APD**.
- IN THE EXHIBITION ROOM, ONLY **COMPLETE PROJECTS** (ON **6** RIGID HORIZONTAL BOARDS OF THE DIMENSIONS 1OOx7O, LAYOUT OF THE BOARDS ACCORDING TO THE DIPLOMA REGULATIONS: **2** COLUMNS, **3** BOARDS EACH). A COMPLETE **DESCRIPTION** SHOULD BE SUBMITTED WITH THE PROJECT.
- EXHIBITION OF THE DIPLOMAS IN THE ROOM WILL FOLLOW CERTAIN RULES AND ORDER, PREDETERMINED BY THE DEAN'S PROXY FOR DIPLOMA SESSIONS, MARIUSZ WRONA, M. Msc., Eng.
- **BSc CANDIDATES ENTER THE EXHIBITION ROOM NO LATER THAN BY 13:30.**
- BSc CANDIDATES ARE REQUESTED TO KEEP THE ROOM TIDY (ANY FINAL WORK RELATED TO FRAMING THE BOARDS, ETC., SHOULD BE DONE OUTSIDE OF THE EXHIBITION ROOM).

- Only complete and finished projects will be admitted to the **in-person diploma session** taking place on **7-10 November 2022**.
- The list of BSc candidates **provisionally** admitted to the diploma session and the list of reviewers will be published on Tuesday, **25 October 2022**, around **12:00**.
- The BSc student should immediately report to the appointed **reviewer.**
- The **presentations** should take place from **26 – 28 October 2022.** The place and date of the presentation is determined by the supervisor, the BSc candidate and the **reviewer.**
- A preliminary timetable of diploma examinations will be published on Friday, **28 October 2022**.
- The **reviewer** should no later than by **2 November 2022** (Wednesday) by **12:00** upload the review to **APD.**
- By **12:00** on Wednesday, **2 November 2022**, the BSc candidate should obtain the credit for consultations in the USOS system.
- On Thursday, **10 November 2022**, Diplomas should be taken down from the Exhibition by **17:00**.

Mariusz Wrona, M. Msc., Eng.
Warsaw, 06 October 2022   Dean's Proxy for Diploma Sessions

IMPORTANT: the email address of the Dean's Office: katarzyna.mitroszewska@pw.edu.pl