

## INFORMATION FOR GRADUATING STUDENTS

The dates of diploma (final) examinations: **June 1 – June 17, 2026**

**Exhibition venue** – diploma defenses are held on-site in UAP buildings. The exact date and time of the diploma examination are set by the Deans, in accordance with the official defense schedule.

### Conditions for admission to the diploma examination:

- fulfillment of all requirements resulting from the study program:
  - obtaining all required credits for the diploma semester
  - completing and passing the required open-air workshop
  - receiving a positive evaluation of the diploma project from the promoter and the thesis supervisor
- submission by the student of a written declaration of intention to take the diploma examination, signed by the supervisor and the promoter (**Appendix No. 1**), as described in detail in point 8, by **April 18, 2026**
- the title of the thesis and diploma project (one title) indicated in Appendix No. 1 is approved by the Faculty Scientific Council and **cannot be changed** after submission (this is the final version)
- in accordance with the Study Regulations, the reviewer of the diploma thesis is appointed by the Deans
- determination of the diploma project topic (one topic for both practical and theoretical parts), approved by the Faculty Scientific Council
- uploading the theoretical thesis to the Akademos system for plagiarism check (**Appendix No. 2**) by **May 11, 2026**
- uploading documentation of the practical project and a PDF portfolio to the e-Dean's Office (Akademos) by **May 11, 2026**  
(files may be updated no later than four days before the diploma exam)
- submission to the Dean's Office of **one printed copy** of the theoretical thesis, signed on the first page by the thesis supervisor, at least **two weeks before the exam**
- title page templates (**Appendices No. 6a and 6b**) available on the UAP website must not be modified

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### Additional requirements:

- the declaration (**Appendix No. 3**) must be bound together with the thesis, but **must not be included in the electronic version** due to plagiarism system requirements
- the student provides **one printed copy** of the thesis directly to the reviewer (not via the International Office)
- submission to the International Office of:
  - the original statement signed by the supervisor confirming correct upload of the practical project documentation (**Appendix No. 5**)
  - the student's consent for UAP to use the practical diploma work free of charge (**Appendix No. 4**)

- students who changed their surname during studies and have not reported it must urgently submit a marriage certificate
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#### **Scope of the bachelor's/engineering diploma project:**

- completion and presentation of a practical project related to the field of study
  - preparation and submission of a theoretical thesis including:
    - concept description
    - sources of inspiration
    - conclusions
    - references and illustrations
  - portfolio documenting the course of studies (PDF, max. 50 MB) by **May 11, 2026**
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#### **Scope of the master's diploma project:**

- completion and presentation of a practical project related to the field of study
  - preparation and submission of a theoretical thesis demonstrating independent analysis and critical thinking
  - portfolio documenting the course of studies (PDF, max. 50 MB) by **May 11, 2026**
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The student may additionally present, during the diploma examination, an **annex** (supplementary project) from another field or area of study. This requires prior approval from the relevant Deans and the promoter. The annex is supplementary only and is recorded in the diploma supplement without additional ECTS points or grade.

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By **April 18, 2026**, students must submit to the Dean's Office a written declaration addressed to the appropriate Deans confirming their intention to take the diploma examination (**Appendix No. 1**) with required signatures.

Failure to meet this deadline will be treated as **resignation from the diploma examination in the current academic year**.

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If a student:

- does not attend the diploma exam on the assigned date, or
- fails to submit the diploma project on time,

the Dean will decide on **removal from the list of students**.

The same applies in the case of receiving a failing grade in the diploma examination.

Students removed for these reasons may reapply for the exam only after obtaining permission to resume studies (subject to fees in accordance with the Rector's regulation).

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**Conditions for issuing the diploma:**

- submission of a completed clearance form 'Karta obiegowa'
- return of the student ID card (applies to second-cycle students)

The diploma is issued within **30 days from the defense date** (after prior arrangement with the International Office).

A diploma and supplement are issued in Polish and in English. Documents are issued within **30 days from the date of diploma exam** with no additional charge.

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**Appendices:**

1. Declaration of intention to take the diploma examination (appendix no. 1)
  2. Instructions for uploading the theoretical and practical work to Akademus (appendix no. 2)
  3. Statement of independent authorship (appendix no. 3)
  4. Consent for free use of the practical diploma project by UAP (appendix no. 4)
  5. Supervisor's statement (practical diploma project)  
6a–6b. Title page templates (appendix no. 6a and 6b)
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