

RESOLUTION No. 19/2024 of the Council of the Faculty of Social Communication and Media Studies of the University of Wrocław of 24 September 2024 on the detailed conditions for the completion of the bachelor's and master's degree as well as diploma theses and examinations at the Faculty of Social Communication and Media Studies of the University of Wrocław - consolidated version as of 25 February 2025, as amended:

–introduced by Resolution No. 9/2025 of the Council of the Faculty of Social Communication and Media Studies of the University of Wrocław of 28 January 2025 on adopting amendments to Resolution No. 19/2024 of the Council of the Faculty of Social Communication and Media Studies of the University of Wrocław of 24 September 2024 on detailed conditions for the completion of the bachelor's and master's degree as well as diploma theses and examinations at the Faculty of Social Communication and Media Studies of the University of Wrocław,

–introduced by Resolution No. 11/2025 of the Council of the Faculty of Social Communication and Media Studies of the University of Wrocław of 25 February 2025 on the adoption of amendments to Resolution No. 19/2024 of the Council of the Faculty of Social Communication and Media Studies of the University of Wrocław of 24 September 2024 on the detailed conditions for the completion of the bachelor's and master's degree as well as diploma theses and examinations at the Faculty of Social Communication and Media Studies of the University of Wrocław,

–introduced by Resolution No. 13/2025 of the Council of the Faculty of Social Communication and Media Studies of the University of Wrocław of 25 February 2025 on the adoption of amendments to Resolution No. 19/2024 of the Council of the Faculty of Social Communication and Media Studies of the University of Wrocław of 24 September 2024 on the detailed conditions for the completion of the bachelor's and master's degree as well as diploma theses and examinations at the Faculty of Social Communication and Media Studies of the University of Wrocław,

Resolution No. 19/2024
of the Council of the Faculty of Social Communication and Media Studies of the
University of Wrocław of 24 September 2024

on the detailed conditions for the completion of the bachelor's and master's
degree as well as diploma theses and examinations at the Faculty of Social
Communication and Media Studies of the University of Wrocław

The general conditions for graduation from the University of Wrocław are set forth in the Rules and Regulations for Studies of the University of Wrocław (Resolution No. 68/2024 of the Senate of the University of Wrocław of 24 April 2024 on the Rules and Regulations for Studies of the University of Wrocław, in particular in Part XI Graduation (§ 58.1 - 65), hereinafter referred to as the Rules and Regulations for Studies. Pursuant to § 58.1 of these Regulations, Ordinance No. 112/2022 of the Rector of the University of Wrocław of 12 May 2022 on the Diploma Procedure, checking diploma theses in the anti-plagiarism system, archiving diploma theses using the Archive of Diploma Theses (APD) system and submitting theses to the Repository of written diploma theses, Ordinance No. 120/2024 of the Rector of the University of Wrocław of 10 June 2024 introducing an amendment to Ordinance No. 7/2022 of the Rector of the University of Wrocław of 12 January 2022 on the documentation of the course of studies at the University of Wrocław, Ordinance No. 214/2023 of the Rector of the University of Wrocław of 28 September 2023 on the introduction of the Principles of designing and documenting study programmes of first-cycle studies, second-cycle studies and long-cycle studies launched and modified from the academic year 2023/2024, the Faculty of Social Communication and Media Studies defines as follows the detailed conditions for the completion of the bachelor's and master's degree, the requirements for diploma theses and the form of diploma examinations:

I.
FIRST-CYCLE STUDIES (BACHELOR'S DEGREE)

§ 1. In first-cycle studies, a student (or in special cases, with the approval of the dean, a team of students - § 60, section 2 of the Rules and Regulations for Studies) independently prepares, under the guidance of a professor, habilitated doctor or doctor from the Faculty of Social Communication and Media Studies (exceptions are specified in § 59, sections 3-5 of the Rules and Regulations for Studies) in conjunction with a bachelor's seminar, a written thesis or project work, the volume of which (including bibliography) should be min. 50 thousand characters (counted with spaces). Each thesis should also include a concise abstract (up to 4 thousand characters counted with spaces) and keywords (up to 1 thousand characters counted with spaces) in Polish. The written and project work must include a title page, abstract and keywords in Polish and English.

§ 2. Prior to beginning the development of the thesis, the student shall submit to the thesis supervisor written consent from the disposer of legally protected secrets, including professional secrets, contained in the thesis, to make the thesis available in the National Repository of Written Theses (this is required if the thesis will contain such secrets). The template of the statement of the disposer of legally protected secrets agreeing to make the diploma thesis available in the National Repository of Written Diploma Theses is an appendix to the Ordinance No. 112/2022 of the Rector of the University of Wrocław of 12 May 2022 on Diploma Procedure, checking diploma theses in the anti-plagiarism system, archiving diploma theses using the Archive of Diploma Theses (APD) system and submitting theses to the Repository of written diploma theses. The supervisor is obliged to attach the statement with the notification of the planned graduation examination to the dean's office of the Faculty of Social Communication and Media Studies by the deadline set by the dean.

§ 3. 1. A bachelor's thesis is an independent work of a descriptive or analytical nature, resulting from the application of at least some of the procedures appropriate to the research procedure, equipped with the apparatus appropriate to a scientific text. The thesis presents the student's general knowledge and skills related to the studies in a particular field of study, level and profile, specialisation of study, as well as the ability to analyse and infer independently.

The thesis may be, in particular:

- 1) written work,
 - 2) published article,
 - 3) project work, including the design and implementation of a computer program or system.
2. The article referred to in § 3. 1. subsection 2), must be created within the framework of the diploma seminar.
3. The article referred to in § 3. 1. subsection 2), must be published in a journal listed in the relevant Communiqué of the Minister of Education and Science on the list of scientific journals

and peer-reviewed materials from international conferences with an assigned number of points – at least 40 points, before the student receives credit for the diploma seminar.

4. The student is obliged to enter into the APD system a pdf file with the text of the published article referred to in § 3. 1. subsection 2). The text should be preceded by a title page (in accordance with Appendix 1 of this resolution); the title page should be followed by a statement that the work is based on § 3 of this resolution.
5. The article referred to in § 3. 1. subsection 3) should include in its structure: an introduction, a theoretical part, a project part, a conclusion characterising the description of each activity, a description of how the project was carried out, the research methods used and the tools used. Detailed requirements for undergraduate project work are determined by the Councils of Institutes.
6. The dean, based on the opinion of the supervisor, may permit the preparation of a written or project paper with a volume that does not meet the conditions outlined in §1 regarding minimum volume.

§ 4. Bachelor's thesis topics determined jointly with the seminarians should be in accordance with the field of study, specialisation, academic achievements of the supervisor and the topic of the seminar.

Bachelor's theses topics approved by the Institute's Council are made available by the promoters for the students' information no later than 1 semester before the scheduled end of the study. The final title of the work may deviate from the approved topic while maintaining the basic scope of material and methods specified in the topic.

§ 5. The Institute's Council shall determine the scopes/subjects of the bachelor's examination and detailed rules for its conduct no later than June 30 of the academic year preceding the year in which the diploma examination is scheduled.

§ 6. The diploma examination may be conducted using electronic means of communication, in accordance with the guidelines of the University of Wrocław, including means that ensure, in particular:

- 1) real-time transmission of the meeting between its participants;
- 2) multilateral real-time communication, where participants can speak during the meeting – with the necessary security rules. To conduct the examination in remote or hybrid form, the dean gives permission.

§ 7. According to §62(6) of the Rules and Regulations for Studies, the bachelor's examination includes:

- a) presentation of the diploma thesis,
- b) discussion of the diploma thesis,
- c) checking the level of mastery of knowledge and skills in the field of study in accordance with the scope of material defined by the Institute Council.

During the bachelor's examination, the student presents the work in a time not exceeding 5 minutes. The presentation of the work is oral.

During the bachelor's examination, the student answers two questions. The questions relate to a range of material defined by the Institute Council. The examination does not cover the content of all subjects from the entire period of study and does not test the realization of individual learning outcomes. The examination is oral.

§ 8. The formal conditions that must be met by the promoter of the bachelor's thesis and the examination committee are specified in the Rules and Regulations for Study. Prior to the diploma examination, the diploma thesis is always subject to checking using an anti-plagiarism program that cooperates with the national repository of written diploma theses, in accordance with separate rules of the University and regulations of the Faculty of Social Communication and Media Studies.

II.

SECOND-CYCLE STUDIES (MASTER'S DEGREE)

§ 9. In second-cycle studies, a student (or in special cases, with the approval of the dean, a team of students - § 60, section 2 of the Rules and Regulations for Studies) independently prepares, under the guidance of an employee from the Faculty of Social Communication and Media Studies (exceptions are specified in § 9, sections 3-5 of the Rules and Regulations for Studies) in conjunction with a master's seminar, a written thesis or project work, the volume of which (including bibliography) should be min. 100 thousand characters (counted with spaces). Each thesis should also include a concise abstract (up to 4 thousand characters counted with spaces) and keywords (up to 1 thousand characters counted with spaces) in Polish. If the paper is written in Polish, it must include a title page, abstract and keywords in Polish and English.

§ 10. Prior to beginning the development of the thesis, the student shall submit to the thesis supervisor written consent from the disposer of legally protected secrets, including professional

secrets, contained in the thesis, to make the thesis available in the National Repository of Written Theses (this is required if the thesis will contain such secrets). The template of the statement of the disposer of legally protected secrets agreeing to make the diploma thesis available in the National Repository of Written Diploma Theses is an appendix to the Ordinance No. 112/2022 of the Rector of the University of Wrocław of 12 May 2022 on Diploma Procedure, checking diploma theses in the anti-plagiarism system, archiving diploma theses using the Archive of Diploma Theses (APD) system and submitting theses to the Repository of written diploma theses. The supervisor is obliged to attach the statement with the notification of the planned graduation examination to the dean's office of the Faculty of Social Communication and Media Studies by the deadline set by the dean.

§ 11.1. The master's thesis is an independent work of a scientific nature, which should implement the rules that apply to the writing of theses of this type; in particular, it must use the procedures and apparatus appropriate to a scientific text and testify to the completion in writing of a scientific (analytical or problem-based) task. The thesis presents the student's general knowledge and skills related to the studies in a particular field of study, level and profile as well as the ability to analyse and infer independently. The thesis may be, in particular:

- 1) written work,
- 2) published article,
- 3) project work, including the design and implementation of a computer program or system.

The master's thesis must not be a repetition of the bachelor's thesis.

2. The article referred to in § 11. 1. subsection 2), must be created within the framework of the diploma seminar.
3. The article referred to in § 11. 1. subsection 2), must be published in a journal listed in the relevant Communiqué of the Minister of Education and Science on the list of scientific journals and peer-reviewed materials from international conferences with an assigned number of points – at least 70 points, before the student receives credit for the diploma seminar.
4. The student is obliged to enter into the APD system a pdf file with the text of the publication identical to the text published in the journal preceded by a title page in accordance with Appendix 1 of this resolution. On the back of the title page, the student shall include a statement that the work was created under §11 of this resolution.
5. The project work referred to in § 3. 1. subsection 3) should include in its structure: introduction, theoretical part, project part - research part, conclusion characterising the description of individual activities, description of how the project was carried out, research methods used and tools used. Detailed requirements for master's project theses are determined by the Councils of Institutes.
6. The dean, after consultation with the supervisor, may permit the preparation of a written or project paper with a volume that does not meet the conditions outlined in §9 regarding minimum volume.

§ 12. Bachelor's thesis topics determined jointly with the seminarians should be in accordance with the field of study, specialisation, academic achievements of the supervisor and the topic of the seminar.

The thesis topics approved by the Institute's Council are made available to students by the thesis supervisors no later than 2 semesters before the scheduled end of their studies. The final title of the work may deviate from the approved topic while maintaining the basic scope of material and methods specified in the topic.

§ 13. The Institute's Council shall determine the scopes/subjects of the master's examination and detailed rules for its conduct no later than 30.06 June of the academic year preceding the year in which the diploma examination is scheduled.

§ 14. The diploma examination may be conducted using electronic means of communication, in accordance with the guidelines of the University of Wrocław, including means that ensure, in particular:

- 1) real-time transmission of the meeting between its participants;
- 2) multilateral real-time communication, where participants can speak during the meeting – with the necessary security rules. To conduct the examination in remote or hybrid form, the dean gives permission.

§ 15. According to §62(6) of the Rules and Regulations for Studies, the master's examination includes:

- a) presentation of the diploma thesis,
- b) discussion of the diploma thesis,
- c) checking the level of mastery of knowledge and skills in the field of study in accordance with the scope of material defined by the Institute Council.

During the master's examination, the student presents the work in a time not exceeding 5 minutes. The presentation of the work is oral.

During the master's examination, the student answers two questions from the material corresponding to the scientific specialisation within which the thesis is located. The examination does not cover the

content of all subjects from the entire period of study and does not test the realisation of individual learning outcomes. The examination is oral.

§ 16. The formal conditions that must be met by the thesis supervisor, reviewer (the thesis must be evaluated by at least one habilitated doctor or professor) and the examination committee are specified in the Rules and Regulations for Studies. Prior to the diploma examination, the diploma thesis is always subject to checking using an anti-plagiarism program that cooperates with the national repository of written diploma theses, in accordance with separate rules of the University and regulations of the Faculty of Social Communication and Media Studies.

§ 17. The Councils of Institutes may determine for the fields of study (specialisations) conducted, among other things: detailed rules for the preparation of a thesis.

§ 18. Preparation of a thesis in a studied language does not require approval of the dean.

§ 19. The provisions in these regulations may not violate the provisions of the Regulations of the University, this resolution or other legal acts of the University and the Faculty of Social Communication and Media Studies.

§ 20. The regulations come into effect on 1 October 2024.

**UNIVERSITY OF WROCLAW
FACULTY OF SOCIAL COMMUNICATION AND MEDIA STUDIES
INSTITUTE.....**

album number

name/names and surname of the student/

TITLE OF BACHELOR'S/MASTER'S THESIS

*Master's/ Bachelor's Thesis written under the supervision of
name and surname of the supervisor*

Wroclaw /dated year/