

Regulation No. 2/2021
issued by the Rector of the Wrocław University of Environmental and Life Sciences
on the 5th of January 2021
on rules concerning the operation of the University Study Service System
(Uniwersytecki System Obsługi Studiów) - USOS at the Wrocław University of
Environmental and Life Sciences as regards the course of study and student affairs as
well as the settlement of classes

Based on the Art. 23 par. 1 and par. 2 point 2 of the Act issued on the 20th of July 2018 - Law on Higher Education and Science (Journal of Laws of 2020, item 85, as amended), § 8 par. 2 and par. 3 point 2 of the Statute of the Wrocław University of Environmental and Life Sciences constituting the attached to Resolution No. 56/2019 adopted by the Senate of the Wrocław University of Environmental and Life Sciences on the 28th of June 2019 on the adoption of the Statute of the Wrocław University of Environmental and Life Sciences, as amended, it was decided as follows:

§ 1

1. In case of Wrocław University of Environmental and Life Sciences, documenting the course of studies: uniform MA/MSc studies, BA/BSc and MA/MSc, full-time and part-time studies, conducted in Polish and English language as well as the establishment of semester timetables for all years of studies, are realized with application of the University Service System Studies - USOS.
2. Moreover, USOS is used to perform the activities indicated below:
 - 1) management of classrooms,
 - 2) accounting and surveying all didactic classes realized by the organizational units in reference to the fields of study indicated in par. 1,
 - 3) recruitment concerning student dormitories operated by the Wrocław University of

Environmental and Life Sciences,

4) managing and servicing the accommodation of students.

§ 2

The rules for using USOS within the scope of activities indicated in § 1 are determined in Attachment 1 to this regulation.

§ 3

1. ***The schedule of activities in USOS*** relating to the activities indicated in § 1 is determined in Attachment 2 to this order.
2. The Dean may establish a faculty work schedule using USOS following the scope of the schedule constituting Attachment 2 to this regulation.

§ 4

1. Activities realized in USOS concerning the field of study and student affairs (this includes accommodation in student dormitories) as well as surveying and accounting for didactic classes are coordinated in terms of content by the Centre for Student Affairs.
2. The dean of the faculty and the head of the organizational units are responsible for the quality of the data entered into USOS referring to the course of studies, schedule of classes (this includes data affecting the functioning of the Room Reservation System) and university-wide units realizing didactic tasks.
3. The dean of the faculty and the head of the organizational unit are responsible for the quality of the data entered into USOS concerning the settlement of didactic hours.
4. Monitoring and updating USOS and IT support are provided by the University Centre for Information Technology.

§ 5

The vice-rector for student affairs and education provides substantive supervision over the functioning of USOS at the Wrocław University of Environmental and Life Sciences. IT supervision is realized by the vice-rector for the organization and development of universities.

§ 6

Rector's Regulation No. 26/2017 issued on the 3rd of March 2017 on the introduction of the University Study Service System - USOS at the Wrocław University of Environmental and Life Sciences shall cease to have effect on the 1st of January 2021.

§ 7

The regulation comes into force on the day of signing it with effect from the 1st of January 2021.

Rector

prof. dr hab. inż. Jarosław Bosy