**ANNOUNCEMENT**

**of the Vice Rector for Student Affairs and Vice Rector for Education**

**Lodz University of Technology dated 20.02.2024**

**on the principles of settling and documenting forms of education**

**implemented by the students of Lodz University as part of the ECIU Consortium**

This Announcement supersedes the Announcement of the Vice Rector for Student Affairs and the Vice Rector for Education of Lodz University of Technology dated November 27, 2023 on the principles of settling and documenting the forms of education implemented by TUL students within the ECIU Consortium and is applicable as of November 27, 2023.

Lodz University of Technology's membership in the European Consortium of Innovative Universities ECIU provides the TUL students with the opportunity to benefit free of charge from the educational offer prepared by thirteen universities - members of the ECIU Consortium.

At present, the offer comprises two forms of education, the so-called "learning opportunities", which are micromodules and challenges. Micromodules are short courses - subjects aimed at supplementing and expanding specialized knowledge and improving skills in specific topics.

Challenges are elaborate projects aimed at solving specific, real-world
and practical problems, carried out in international teams in cooperation with institutions, organizations and companies. For more information about micromodules and the challenges, visit the ECIU TUL website: [**https://eciu.p.lodz.pl/en**](https://eciu.p.lodz.pl/en)The current offer of these classes is available on the dedicated portal of the ECIU Consortium**:** **<https://engage.eciu.eu/>**

The authorities of Lodz University of Technology have decided that the completed micromodules and challenges of the ECIU (hereinafter modules) can be taken into account and documented in the course of studies at Lodz University of Technology.

Below are the rules and options for settling and documenting these forms of education adopted at our university.

1. Only modules completed in the mode of formal registration of TUL students through the ECIU Consortium portal are considered [**https://engage.eciu.eu/**](https://engage.eciu.eu/)
2. Application for implementation and registration in the module by a TUL student does not require any formal approval from Lodz University of Technology.
3. Application and registration for the module is done exclusively through the portal [**https://engage.eciu.eu/**](https://engage.eciu.eu/)and all TUL students who have an active account in the university's e-mail system are entitled to it.
4. Conditions for registration and participation in the module are set by the module leader*(teamteacher*)
from the university offering the module. These conditions can be found in the module descriptions on the website[**https://engage.eciu.eu/**](https://engage.eciu.eu/)
5. The prerequisite for initiating formal activities related to the inclusion of modules in the course of study at TUL is the completion of the module and the submission by the student of documents confirming the completion of the module. The principle of "proceeding after the fact" applies.
6. After completing the module, the TUL student obtains from the university offering the module the appropriate confirmation of successful completion of the module (micro-credential in the form of an electronic document with information on the grade received). At the moment, no mechanism is provided for the automatic transmission/downloading of micro-credentials obtained by the student from the ECIU information system by the administration of TUL. The student independently obtains a micro-credential.
7. The decision to include a module and settle it in a specific semester of the course of study is always made by the Vice-Dean for Student Affairs.
8. A student's reported completion of a module can be included in the course of study only once.
9. After receiving confirmation of the successful completion of the module, the student may apply to the appropriate Vice-Dean for consideration of the module as (optional):
	1. recognition of the designated subject from the student's current study program, "completed" through the module;
	2. a subject introduced into the program of study under the Individual Program of Study - IPS;
	3. a subject introduced into the study program as an elective subject in the block of open elective subjects [[1]](#footnote-1), if the study program provides for such a possibility.
	4. extra-curricular subject;
	5. additional achievement.
10. In the event of a positive decision by the vice-dean to include by way of recognition (A), the subject from the study program indicated by the student is deemed to have been passed. The student receives the number of ECTS credits assigned to this course and a grade determined by the vice-dean on the basis of the submitted documentation of module completion. It is possible to pass a subject from the program of study by crediting one or more modules and to pass several subjects from the program of study by crediting one module. In the latter case, the number of ECTS credits of recognized subjects must not exceed the number of ECTS credits specified in the documentation of the completed module. In addition, at the request of the student, the diploma supplement may show the completion of the module in the "Additional Achievements" category.
11. It is possible for a module to be recognized at the student's request as a component form of a course from the program of study (e.g. a project). Such recognition of the component form can be made by the relevant course leader.
12. In the case of a positive decision by the vice-dean to include a module in the Individual Program of Study (B) mode, the completed module may be included in the procedure for determining the IPS
by introducing into such a program (IPS) a subject with a name identical to the original name of the module. The student is awarded the number of ECTS credits specified in the documentation of the completed module and the grade determined by the dean on the basis of the submitted documentation of the module completion. The module cannot be introduced and included in the IPS for completed semesters.
In the diploma supplement, the module will be shown as part of the study program. It should be emphasized that it is not envisaged to take into account/settle already completed modules within the framework of planning and settling Learning Agreements implemented within the framework of the ERASMUS + program. However, it is permissible to include such a module in the prepared Learning Agreement in the case of a mobility to a university - a member of the ECIU consortium offering a given module, provided that the module is included in the study program of this university.
13. In the case of a positive decision by the vice-dean to include the module as an elective subject in the block of open elective subjects (C), a subject with a name identical to the original name of the module is introduced into the list of elective subjects. The student is awarded the number of ECTS credits specified in the documentation of the completed module and the grade determined by the dean on the basis of the submitted documentation of the module completion. The module cannot be introduced into the block of elective subjects for completed semesters. In the diploma supplement, the module will be shown as part of the study program.
14. In the event of a favorable decision by the Vice-Dean to include a module in the extra-curricular (D) subject mode, the Vice-Dean will, on the basis of the submitted documentation of the module's completion, determine the grade on the scale applicable at TUL. Such a module will not be included in the implemented study program, however, it will be itemized in the Diploma Supplement under the heading "Additional courses".
15. The consent of the Vice-Dean to include a module as an Additional Achievement (E) means that such a module will not be included in the program of study, but will be itemized in the Diploma Supplement under the heading "Additional Achievements".

We hope that the principles presented meet the expectations of students and encourage you to take advantage of the expanding educational offer developed by the member universities of the ECIU consortium.

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1. Blocks of subjects to be freely chosen by the student from the TUL offer and beyond, e.g., ECIU. [↑](#footnote-ref-1)