**LIST OF ACTIVITIES TO BE PERFORMED BEFORE SET THE DATE FOR THE DIPLOMA EXAMINATION AT WTIICH**

***For student:***

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| --- | --- | --- |
| Lp. | Action | Date |
| 1 | Placing the **diploma thesis file** in the e-dean's office. |  |
| 2 | Placing **a summary** of the diploma thesis **in Polish and English** in the e-dean's office. |  |
| 3 | Placing **keywords in Polish and English** in the e-dean's office. |  |
| 4 | Downloading the approved diploma thesis file and delivering it in paper form to the Dean's Office **within 3 days** from the date of acceptance of the thesis by the supervisor. |  |
| 5 | Submitting **a declaration regarding compliance with copyright** to the Dean's Office. |  |
| 6 | Submitting **an application** tothe Dean's Office **for admission to the diploma examination and setting its date.** |  |
| 7 | Submitting **an application for issuing a diploma** to the Dean's Office. |  |

Student's signature ……………………………………..……

***For the Supervisor:***

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| Lp. | Action | Date |
| 1 | Checking the diploma thesis and marking the status **"Accepted"** in the e-dean's office. |  |
| 2 | Downloading the diploma thesis file from the e-dean's office and checking it in the JSA **within 5 days** of uploading it by the student to the e-dean's office. Name of the file downloaded for checking in JSA:  …………………………………………………………………………………………………………. |  |
| 3 | Delivery of the JSA report **printed in color** to the Dean's Office. |  |
| 4 | Placing a review of the diploma thesis in the e-dean's office **within 7 days** from the date of its acceptance in the e-dean's office. |  |
| 5 | Submitting a printed review of the diploma thesis to the Dean's Office, prepared **within 7 days** from the date of acceptance in the e-Dean's Office. |  |

Supervisor signature ……………………………………….

Date of receipt to the Dean's Office:………………………………………………