

Dear Students,

The classes in the summer semester, the third one, during which we could not meet in the auditoriums, lecture halls and corridors of our university, came to an end. We only had a contact using remote communication tools. At this special moment I would like to address to you a few words not regarding the teaching process, studies, credits and exams, but to share information that may help you deal with the challenges and difficulties that have appeared during pandemic period and related limitations of our activity. I would like to emphasize very strongly that all lecturers, students and university administration employees are members of a community in which mutual help and support becomes the overriding imperative. Especially at a time when ordinary, everyday worries were joined by genuine fear for the health and life of us and our loved ones. In such a situation, all other activities and actions recede into the background and only these most important, basic issues really count.

The task of the university is not only to educate the next generations, but also to shape attitudes, indicate patterns of behaviour, foster interpersonal relations, create an atmosphere of trust, openness to other people, and provide a sense of security. Therefore, the SGH Warsaw School of Economics authorities are trying to consistently meet your expectations and needs, adapting solutions to the changing reality, including the hardships and threats related to the pandemic, as well as the remote form of learning during this period.

I would like to express it unequivocally and strongly emphasize that if you find yourself in a difficult situation, you can count on my support and advices (<https://ssl-administracja.sgh.waw.pl/en/dsm/office/Pages/dean.aspx>), as well as the experience and time offered by the Vice-Deans of the Graduate Students Study (<https://ssl-administracja.sgh.waw.pl/en/dsm/office/Pages/vice-deans.aspx>). Students' Support Persons are also ready to help you with advice and assistance (<https://ssl-administracja.sgh.waw.pl/en/dsm/Pages/contact.aspx>). We are all ready to support you and make every effort to explain, advise and act with the utmost commitment and the best knowledge.

Nevertheless, I am also aware that some of the problems that you have to deal with may exceed the competences of the members of the team I manage.

Please, do remember that the SGH Warsaw School of Economics offers:

- 1) **Free psychological assistance**, during the period of remote education, students in need of psychological support may benefit from consultations with a specialist. These consultations are conducted on-line. In order to schedule a meeting, you should send an application to the following address ([psychologicalhelp@sgh.waw.pl](mailto:psychologicalhelp@sgh.waw.pl)). More detailed information on both the psychological assistance offered by the SGH Warsaw School of Economics and the psychologist on duty can be found on the website:

<https://ssl-student.sgh.waw.pl/en/psychologicalassistance/Pages/default.aspx>

- 2) **Possibility of justifying the student's absence during exam** in case of disease, indisposition, or the occurrence an undesirable vaccine reaction after vaccination against coronavirus. The occurrence of events that prevent participation in exams and credits does not have to be a source of additional stress and worries - you can still keep this, arising directly from par. 23 of the Study Regulations, right to use two exam dates in a subject, applying for the Dean's consent to extend the session. Detailed instruction of the Dean of the Graduate Studies can be found on Graduate Studies Office website: [Dean's](#)

[Instruction on the rules for justifying the student's absence during the exam and the procedure for obtaining an additional term.](#)

- 3) **Possibility of obtaining a health leave - a leave of absence** in the event of long-term disease or health problems - in accordance with par 33 of the [Study Rules and Regulations](#), a student may apply for a health leave, for one semester preceding submission of the application and for a period longer than one semester if the medical certificates indicate such necessity

The application for this a health leave should be thoroughly justified and documented - medical documentation confirming the circumstances justifying granting the sick leave should be presented. The Dean may also decide to refer the student to a medical board, which will professionally assess their health.

- 4) **Support for students with disabilities**, chronically ill or with other exceptional health problems - the Office for People with Disabilities has been operating in the SGH administration for many years. Their main tasks include adapting the University to the needs of people with various disabilities and equalizing their educational opportunities, including through help in solving individual problems of people with disabilities, financial support (social scholarships) or the purchase of equipment and specialized software, facilitating education for people with various health dysfunctions. Detailed information on the tasks and work of the Office (and contact details) can be found on the Office for People with Disabilities website.

Information on financial support for people with disabilities can be found on the [Important information](#) section on our website

- 5) **Social scholarships (financial support)** - students who find themselves in a difficult financial situation may apply for a social scholarship. Detailed information on the scholarship application procedure and applicable award criteria can be found on the website [Maintenance grant – Student Support](#)

- 6) **Possibility of borrowing computer equipment** - during the distance learning period, so at least till end of currant semester, the University may lend computer equipment to students allowing them to participate in classes. Requests should be sent to the address [helpdesk@sgh.waw.pl](mailto:helpdesk@sgh.waw.pl). Priority is given to students who have been awarded a social scholarship.

If you find that your student rights have been violated, you can use the help of the Plenipotentiary of the Rector of the Warsaw School of Economics for the rights and obligations of students and doctoral students, Professor Krzysztof Falkowski, ([kfalkow@sgh.waw.pl](mailto:kfalkow@sgh.waw.pl)).

Regardless of all the difficulties and problems that have arisen and may come into being in future I am convinced that we will manage to finish this academic year in an atmosphere of trust, respect and kindness, hoping that difficulties will strengthen us, experience will ennoble and the future will bring joy and fulfilment.

See you soon!

Dean of the Master Studies, Professor Dorota Niedziółka