

### **Dean's Instruction for online master's exam (master's thesis defense)**

Due to the § 39 point 12 of Study Rules and Regulations at SGH Warsaw School of Economics the following rules of master's exam organization are hereby introduced.

1. Diploma exam at second stage of studies is the exam conducted in front of examination board. The board is established by the dean of Master's Studies and consists of: head of the board, supervisor and reviewer.
2. Diploma exam has the oral form.
3. To pass the exam, student needs to answer correctly to all 3 asked questions: two questions related to the his/her major of study and one question directly related to the thesis.
4. There is a list of 100 different questions related to each major.
5. The lists of questions related to each major and mandatory for diploma exam are the attachments to this Instruction.
6. In the case of incorrect answer or no answer to at least one question, the head of the board recognizes the exam as not passed.
7. Student is entitled to the second term of exam (defense), which is the final term.
8. The final grade is established on the basis of grades obtained from the answers to each of the three asked questions, as below:
  - final grade of diploma exam is the arithmetic mean of those three grades;
  - in the case of a negative grade from the answer to even one question the diploma exam ends with the unsatisfactory mark;
  - in the case of necessity to take the second term of diploma exam, the final grade is arithmetic mean of the grades obtained in both terms;
  - all averages are calculated with rounding to hundredths parts.

All other cases, rules and conditions of finishing studies are regulated in the Rules and Regulations of first and second stage of studies at SGH Warsaw School of Economics.

The Instruction comes into force on February 18, 2021.

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The Dean of Master's Studies