

General regulations – Histology, cytology and embryology for EDD students

2025/2026

Organization of classes and seminars

1. Teaching of Histology with Embryology and Cytology is conducted in the form of practical classes, seminars, and lectures.
2. Attendance at practical classes, seminars, and lectures is mandatory. Being more than 15 minutes late will be treated as an absence.
3. Classes begin with a seminar, which is a compulsory part of the session.
4. Students are expected to be prepared for the classes. The scope of material covered in each class is provided in the "Class Program."
5. During practical classes, students discuss the topics with the assistant and examine microscope slides, diagrams, and electron micrographs. Images of tissues and organs observed under the microscope must be drawn and described (with a legend) in a notebook.
6. Microscopes are placed on tables or loaned in exchange for a student ID. After viewing the slides, the microscope light must be turned off and the microscope covered. It is forbidden to remove slides, electron micrographs, microscopes, or their parts from the classroom.
7. Before tests and exams, each student group may borrow a set of demonstration slides. Sets can be exchanged multiple times. Before returning or exchanging a set, slides must be arranged according to the attached list. Students are financially responsible for any lost or damaged slides.

Presence in the classes and seminars

1. To pass the semester, students must attend lectures, seminars, and practical classes, and successfully complete all practical sessions.
2. To pass a practical class, students must receive a positive grade for their knowledge of the material assigned for that class and must complete and correctly describe the drawings of the slides.
3. The days scheduled for practical classes and tests are considered mandatory class days.
4. A maximum of two absences from lectures and two absences from practical classes preceded by a seminar are allowed per semester. A third absence results in failing the semester and disqualification from the test, regardless of the reason for the absence.
5. Classes missed due to an excused absence or not passed due to lack of preparation must be made up in a form determined by the Head of the Department, at a time specified by them.
6. The Genetics course is conducted by the Department of Genetics. The person responsible for organizing the classes and communicating with students is Anna Walczak, Ph.D. (anna.walczak@wum.edu.pl).

Credit

1. Test dates are agreed upon with the Teaching Council and are not subject to change.
2. The Department organizes two test dates for each section.
3. To be eligible for the test, students must attend lectures, seminars, and practical classes, and complete all required coursework.
4. Tests in general and microscopic anatomy consist of a practical and a theoretical part. The practical part must be passed before the scheduled retake date of the theoretical test.
5. Tests in embryology and the histological structure of oral cavity and tooth do not include a practical part.
6. Tests for the entire course, both first and second attempts, are conducted as in-person electronic exams using the examination system.
7. Practical intermediate examinations are held in class groups. Failure to pass a practical intermediate examination disqualifies the student from the final exam.
8. The third and final test attempt (commission exam) is conducted in a form determined by the Head of the Department, with approval from the Dean of the Faculty of Dental Medicine.
9. The test on the histological structure of the oral cavity and the tooth consists of 30 single-choice questions and lasts of 30 minutes. The tests in general histology, embryology, and microscopic anatomy each comprise 50 single-choice questions and last 50 minutes.
10. To pass the test, at least 60% of the answers must be correct.
11. Any concerns or irregularities regarding the examination or question content must be reported only via the Examination Portal to the Examination Team during or immediately after the test, before leaving the computer room (per "WUM Written Exam Regulations," point 16). Students may review questions only via the Examination Portal immediately after the test, before leaving the room.
12. Students can review the questions immediately after the test only through the electronic examination system.
13. Students may submit objections to the content of the questions only through the electronic examination system.
14. In case of absence from the test due to medical reasons, the student must submit a medical certificate within three working days from the scheduled test date, otherwise a failing grade will be recorded.

Final examination

1. The final exam covers the content included in the program of practical classes, seminars, and lectures.
2. To be eligible for the exam, students must pass all tests required by the curriculum.
3. Exam dates are agreed upon with the Teaching Council and are not subject to change.
4. The exam consists of two independent parts: practical and theoretical.
5. Failure to pass either the practical or theoretical part results in a failing grade for the entire exam.
6. The Head of the Department may grant permission for students to take the oral exam during the early session, provided they have achieved a total score at the 96th percentile or higher from the intermediate tests. The Department will inform students who meet these criteria. A student must submit a written request to take the exam during the early session (the application form is available on the Department's website).
7. In case of absence from the exam due to medical reasons, the student must submit a medical certificate within three working days from the scheduled exam date, otherwise a failing grade will be recorded.
8. The retake exam is held during the retake session. If the retake exam is not passed, the Dean may, upon the student's request, schedule a commission exam.

Practical examination

1. The practical exam is conducted in a mini-OSCE format.
2. The practical exam consists of identifying 10 histological slides. A minimum of 6 correctly identified slides is required to pass. For each additional correctly identified slide, the student receives 1 point, and identifying all 10 slides earns 5 points.
3. Students who fail the practical part of the exam on the first attempt must take a test, and a positive result will be treated as a passing grade for the retake (in this case, the student retakes only the practical exam).
4. Students who pass the practical part of the exam on the first attempt but fail the theoretical test do not need to retake the practical exam during the second exam session (in this case, the student retakes only the theoretical exam).

Theoretical examination

1. The theoretical part of the exam is conducted as an in-person electronic test, consisting of 100 single-choice questions and lasting 100 minutes.
2. The test includes questions from general medical knowledge (general histology, detailed histology, and embryology), as well as from the histology of oral structures and teeth.
3. To pass the theoretical exam, at least 60% of the answers must be correct.
4. Any concerns or irregularities regarding the exam or question content must be reported only via the Examination Portal to the Examination Team during or immediately after the test, before leaving the computer room (per "WUM Written Exam Regulations," point 16). Students may review questions only via the Examination Portal immediately after the test, before leaving the room.
5. Students can review the questions immediately after the exam only through the electronic examination system.
6. Students may submit objections to the content of the questions only through the electronic examination system.

Final grade

1. The final exam grade is based on the results of both parts of the exam. The final grade includes points earned from both the practical and theoretical parts.
2. Points from the practical exam are added only for students who meet the criteria for passing the theoretical test.
3. Points from the practical exam are added only once. In the retake session, practical exam points are not awarded.

Position of the Chair regarding cheating during examinations

Cheating during exams and tests is a violation of ethical principles and the Study Regulations of the Medical University of Warsaw (WUM). Students who actively or passively participate in such practices will be removed from the exam and receive a failing grade. Additionally, the Department will initiate disciplinary proceedings against those involved in cheating.

Active cheating refers to copying answers from other students or using unauthorized notes or electronic devices during the exam. Bringing such devices to tests and exams is strictly prohibited.

Passive participation in cheating means allowing others to copy one's answers. Therefore, students are required to exercise due diligence to prevent others from copying their responses.

The Head of the Department requires both students and examiners to strictly adhere to these rules.