



ORDINANCE

No. 82/2021

**of the Rector
of Maria Curie-Skłodowska University
in Lublin**

of 8 September 2021

**on the organisation of teaching foreign languages and language proficiency certification
during studies at Maria Curie-Skłodowska University**

Pursuant to Article 23 section 1 of the Act of 20 July 2018 “Law on higher education and science” (*Journal of Laws 2021 item 478 as amended*) and § 19 items 2 and 14 of the UMCS Statutes this is to order:

General provisions

§ 1

1. In order to graduate studies in a relevant cycle, the student of Maria Curie-Skłodowska University in Lublin is obliged to present language proficiency at least:
 - 1) on B2 level for the first-cycle Bachelor’s degree studies
 - 2) on B2+ level for the second-cycle Master’s degree studies
 - 3) on B2+ level for the long-cycle unified Master’s degree studiesaccording to the standards determined in the document by the Council of Europe entitled Common European Framework of Reference for Languages, hereinafter referred to as CEFR. When it comes to second-cycle and long-cycle studies, study programmes shall, in accordance with the outcomes of learning specified for each course, enable gaining the skill of using professional terminology connected with the particular field of study. The module containing the professional terminology connected with the particular field of study may be introduced to the students of first-cycle programmes. At the request of the Deans’ Council, the Senate decides on the introduction of the professional language module.
2. The condition of the standardised confirmation of the language competence, in accordance with “Law on higher education and science” and CEFR, must be fulfilled for students of all cycles of study.

3. The parties responsible for the organisation of teaching foreign languages for particular study programmes are the UMCS Faculties in consultation with the Foreign Languages Teaching and Certification Centre (FLTCC).

The organisation of teaching foreign languages and language proficiency certification

§ 2

1. Foreign language courses are an integral part of the study programme, subject to sec. 2.
2. The study programmes conducted in English may include foreign language courses.
3. The “foreign language course” is understood as classes of foreign language that are not connected with the study programme, and that are not the essence of the study programme.
4. Language proficiency of a student is confirmed by the teacher conducting the course, according to CEFR guidelines as well as standardised principles of language proficiency certification based on procedures and regulations confirmed by the Vice-Rector for education after obtaining the opinion from an expert in the field of language teaching (available on the FLTCC website <https://www.umcs.pl/pl/poswiadczenie.htm>)
5. If the study programme includes learning two or more foreign languages, the language proficiency certification shall be conducted for one of those languages on the level determined in §1 sec. 1.
6. The recommended amount of didactic hours and ECTS points for foreign language learning whose outcomes need to be confirmed on the level determined in §1 sec. 1 is as follows:
 - 1) for first-cycle studies – 120 hours and 8 ECTS points
 - 2) for second-cycle studies – 60 hours and 4 ECTS points
 - 3) for long-cycle studies – 150 hours and 10 ECTS points
7. The Deans’ Council determines the list of foreign languages planned for certification on the level referred to in §1 sec. 1 for each study programme.
8. Every student should be familiarised with the rules of the organisation of foreign language learning during the admission process or shortly after being admitted for the first year of studies.
9. FLTCC, as a unit responsible for conducting foreign language courses, is obliged to consider the language competencies gained by the student out of the University. However, the aforementioned language competencies have to be confirmed by the international language certificate or successfully passed examination/internal test on the level determined by the respective laws, adequate for a given study programme. The list of accepted certificates is included in Appendix no. 2 to the present ordinance.
10. Students of linguistics programmes are obliged to prove their proficiency in a foreign language other than their main language of instruction, according to the learning outcomes specified for each study programme.
11. Students who pursue their studies in English shall have proficiency in that language confirmed on the level determined in the learning outcomes, subject to sec. 12.
12. International students, for whom the language of instruction is their native language or the official language in their country of origin, are obliged to learn another language on the level specified in §1 sec. 1, accordingly to a given study cycle.

§ 3

1. The student who possesses the certificate confirming their language competencies in terms of general proficiency of a chosen language and/or in terms of knowledge of the professional terminology connected with the pursued study programme on the level determined in § 1 sec. 1 gives a written statement and presents the certificate in order to receive a final grade. Appendix no. 1 contains the exemplary statement.
2. The final grade may be granted to a student who possesses the certificate or the credit from another foreign language course that includes professional terminology connected with the pursued study programme on the required proficiency level. The table of grades is included in Appendix no. 2.
3. The student who possesses a certificate or a credit from another foreign language course that confirms only the general language proficiency on the required proficiency level is obliged to pass the test on the professional terminology connected with their field of study (provided that the course of professional terminology course is required in a given field of study). Appendix no. 3 to the present ordinance includes the exemplary statement.
4. For the student referred to in sec. 3, the algorithm for calculating the final credit is as follows: 3/5 (60%) for the general language proficiency and 2/5 (40%) for the professional language proficiency connected with the study programme. Appendix no. 4 presents the rules governing calculating the final credit for the professional language proficiency for a given study programme based on component grades.
5. The student may attempt to gain the credit referred to in sec. 3 when the foreign language course begins. In the event of gaining a positive grade, the student may be excused from participating in the foreign language course, according to the rules applicable to the respective Faculty. It applies only to the language referred to in the certificate or the credit presented by the student.
6. In case of gaining a negative result, the students shall participate in the foreign language course in order to complement their knowledge of the professional terminology, subject to §1 sec. 1.
7. The final credit from the foreign language course has to be obtained no later than the last semester of conducting the course.
8. If the student obtains the language certificate during the course, the rules governing the certificate holders apply to them.
9. The documents confirming students' language proficiency, that allow them to be excused from participating in the course/passing the examination or test, shall be stored by the lecturer for at least one year after the completion of the course.

§ 4

1. The student who does not possess a language certificate or a credit from another foreign language course on the required level is obliged to participate in the foreign language course. The same number of didactic hours of the course is planned for every study programme.
2. During the foreign language course, the student shall be prepared to pass the examination or the test on the level referred to in §1 sec. 1. To ensure a good learning environment, the initial level of proficiency in a given group may be lower, depending on students' abilities. The proficiency level of the group is determined by an online or

in-person placement test conducted during the first class. The initial level cannot be lower than B1.

3. At the end of the foreign language course, the student is required to pass the examination or test on the level referred to in §1 sec. 1, as it is stated in the learning outcomes for the particular study programme. The examination or test is the basis for the final credit. The way of organising and conducting the final examination or test shall be described in the syllabus.
4. The examination or test referred to in sec. 3 shall verify students' general language proficiency and, according to the decision of the Senate taken upon the application of the Deans' Council, professional terminology knowledge connected with the study programme (optional for the first-cycle studies). The examination or test is standardised when it comes to the form and contents for all students on a given study programme and in a given academic year.
5. The standardised system of granting the final credits from the examination or test for all students is determined by the table – Appendix no. 5 to the present ordinance.
6. The UMCS student is not allowed to change the foreign language course in the event of receiving the conditional credit or retaking the semester/year because of failing the foreign language course.

Final provisions

§ 5

1. The rules governing teaching foreign languages and language proficiency certification apply to students commencing their studies in the 2021/2022 academic year and consecutive years.
2. Students who commenced their studies in the 2020/2021 academic year and previous years participate in the foreign language courses according to the foregoing rules, exclusive of § 2 sec. 3 of the Ordinance no. 7/2013 of the Rector of Maria Curie-Skłodowska University of 31 January 2013 on the organisation of teaching foreign languages and language proficiency certification for the first-cycle, second-cycle, and long-cycle studies.

§ 6

The ordinance shall become effective on the day of signature.

RECTOR

prof. dr hab. Radosław Dobrowolski