

Dean's Regulation No. 3/2025
of January 17, 2025

Fieldwork regulations at the Faculty of Earth Sciences and Spatial Management

Pursuant to § 26 section 1 point 12 of the Statute of Nicolaus Copernicus University in Toruń of April 16, 2019 (NCU Legal Bulletin 2024, item 10).

§ 1

GENERAL PROVISIONS

1. Fieldworks organized by the Faculty of Earth Sciences and Spatial Management (the Faculty) are attended by students of study programmes run by the Faculty, students registered to courses at the Faculty (including Erasmus+ and other exchange students), PhD students participating in the Faculty courses, and participants of other forms of education organized by the Faculty.
2. Participation in fieldworks is required to pass the courses that include this form of instruction.
3. Information on the content, duration, assessment methods, and teachers of fieldworks are in the course syllabus.
4. During fieldworks, students represent Nicolaus Copernicus University and, by their conduct, affect the public image of the University.

§ 2

FIELDWORKS ORGANIZATION

1. Fieldwork schedule is determined by the Vice-dean for Education in consultation with the coordinators of individual fieldworks.
2. Group allocation for fieldwork is made in advance as specified by the Vice-dean for Education. Students are not allowed to change groups afterwards.
3. Students do not pay for the organization and delivery of the educational content of fieldworks – these costs are covered by the Faculty.
4. Students cover the costs of transportation to the starting location of the fieldwork, accommodation, meals, insurance, rental of necessary equipment, and entrance tickets.
5. Students are informed about the form and schedule of fieldworks during meetings held before the classes or at their beginning. Attendance at these meetings is mandatory.
6. Instructors define the daily duration of the classes. During this time, students are required to participate actively and punctually in the classes and document their work as instructed.
7. For bus-based fieldworks, each class day begins with a gathering at the bus and ends with a debriefing at the bus.
8. Accommodation (if outside of Toruń) is arranged by the instructor. Staying elsewhere is not permitted unless the instructor agrees on the student's written request.
9. Leaving the group without permission during the fieldwork is prohibited. Leaving the group must be explicitly approved by the instructor.
10. The presence of non-participants during fieldtrips is not allowed, except in unique cases after approval by the instructor.

11. Punctuality, discipline, and appropriate personal conduct are mandatory.
12. Students must bring clothing and footwear suitable for the planned activities, as well as equipment and materials required for desk research.

§ 3

HEALTH AND SAFETY OF PARTICIPANTS

1. Students are recommended to have personal insurance for accidents (NNW), civil liability (OC), and, in case of international trips, health and medical transport (KL).
2. Health-related contraindications to participation (or partial participation) in the fieldworks should be reported in advance to the Vice-dean for Students and the instructor, and must be supported by official documentation.
3. Participants must follow safety, hygiene, and ergonomics rules, as well as traffic regulations.
4. Consumption of alcohol and other psychoactive substances is strictly prohibited during the exercises.
5. In dangerous environments (e.g., mountains, water, forests, wetlands, or near high excavation walls), students must strictly follow instructors' directions.

§ 4

ASSESSMENT OF FIELDWORKS

1. Fieldworks are assessed with a grade. The instructor determines the method and form of assessment, which must be communicated to participants before the start of the classes.
2. Unjustified absence, failure to meet the assessment requirements or violation of the regulations will result in failing the fieldwork classes.
3. Substitution of fieldworks with alternatives (which could confirm the achievement of learning outcomes) is only possible in the following cases:
 - a) Force majeure (e.g., illness, accident, or other valid personal reasons) occurring before or during the fieldwork and preventing participation.
 - b) Students with an Individual Study Plan, including dual-career student-athletes.The instructor decides on the applicability and the form of substitution.

§ 5

FINAL PROVISIONS

1. Additional rules may apply during specific fieldworks, depending on their nature, as determined by the supervisor.
2. Any disputes related to fieldworks are resolved by the Dean of the Faculty.

§ 6

This ordinance comes into effect on the date of its issuance.

Dean

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