

**Programme of intramural and extramural BA *English Studies*  
with a general academic profile**

**1. Characteristics of the studies**

<b>Name of studies</b>	English Studies
Level of education (BA studies / MA studies / BA and MA studies)	BA studies
Educational profile (general academic/practical)	general academic
Form of studies intramural /extramural	intramural/extramural
Indication of scientific domains and academic disciplines or fields of art and art disciplines to which effects of learning (including the leading discipline) are referred; percentage specification of ECTS credits that are necessary to obtain qualifications that correspond to a particular level of education	Linguistics: 60% Literary Studies: 40%
Indication of academic degree granted to graduates	BA (Polish: licencjat)
Information about an academic category held by the university	Linguistics: A category Literary Studies: A category

**2. Relation between the field of study and the university mission and its strategy of development**

The field of the *English Studies* aligns with the mission of the University of Zielona Góra which focuses on “rebalancing chances of the region and development opportunities of its inhabitants, on reinforcing the intellectual, economic and artistic potential by educating staff at the highest level and by conducting high quality academic research. The aim of the university is to prepare the qualified staff that is necessary in the region and in Poland”. English, the contemporary lingua franca, is the language used by 1.4 billion people all around the world. It is the official language of the majority of global organizations, the language of the Internet, business, finance, economy and tourism, which makes it the most desirable by employers. In order to meet these expectations, the education programme of English Studies is designed to face the demands of the labour market with the emphasis on expanding knowledge about the English speaking countries, on developing critical thinking, on

acquiring interpersonal skills and on becoming more sensitive to cultural diversity. It is also important to make students realize the necessity of the life-long learning, as indicated by the European Union and superior for the Erasmus+ exchange programme attended by many students of English Studies. These activities improve competitiveness in the labour market and prepare students to function effectively in the globalised society. An important task of English Studies is to ensure their students extensive education. It refers to teachers of English who are ready to perform their job at all school and extra-school levels, and potential employees equipped with relevant knowledge and cultural competence to start their activity at the business market.

### **3. Competence expected from candidates applying for BA English Studies**

Form of studies:

three-year intramural and extramural education leading to the academic degree of BA (Polish: licencjat)

Students are recruited in line with the recruitment rules for the BA studies included in general regulations. Number of credits (hereinafter referred to as R) are calculated in the following way:

$$R = 0,5 o_1 + 0,5 o_2$$

where:

$o_1, o_2$  – credits for the subject of English.

### **Graduate profile**

Graduates of BA English Studies can speak English and can write in English at the similar level as they can speak and write in their native language. Their competence of communication is the C1 level of the Common European Framework of Reference for Languages: Learning, Teaching, Assessment. Graduates of BA English Studies are equipped with knowledge about the English language, literature, culture and traditions and history of the English speaking countries.

In the course of BA English Studies students can learn a second foreign language so that they are able to use it at the B1 level at least. The acquired language abilities allow the graduates to get employed in publishing houses, cultural institutions, travel agencies, and in companies that do business with representatives who speak English, translation centres, administration, and offices cooperating with foreign partners.

### **Teaching specialisation**

Students of the teaching specialisation begin their education which is designed to prepare them to work as a teacher of English from the 4<sup>th</sup> to the 8<sup>th</sup> grade of a primary school. In order to gain qualifications to work as a teacher of English in a secondary school, the students must continue the MA English Studies in the teaching specialisation and be granted the master's degree (Polish *magister*) in line with the Regulation of the Ministry of Science and Higher Education concerning standard of education preparing students to work as a teacher (Journal of Law 2019, item 1450 with later amendments). Knowledge and skills acquired by graduates of BA English Studies allow them to work as a teacher of English in private language schools and in language schools that offer courses designed for pre-school and school pupils.

### **Translation specialisation**

Students of the translation specialisation are prepared to work as a translator of English. Apart from general vocabulary, they know the specialised terminology from different domains including law and medicine. They have competence and knowledge to translate different types of texts including economy, business and administration. Additionally, they have knowledge and skills to translate the literary texts. Graduates of the translation specialisation can find employment as a translator, an assistant of an executive, travel guide or a representative of public relations.

### **4. Compliance analysis of the assumed effects of learning with the needs of the labour market**

The assumed effects of learning which emphasise the active command of English in theory and practice, advanced level of the cognitive processes, interpersonal competence, openness to different languages and culture, and knowledge about culture, history and social and political conditions typical of the English speaking countries help graduates to face their work challenges and meet the employers' expectations. Employers search for employees with good command of foreign languages, particularly of English. Language competence allow graduates to get employed in various business sectors as they refer to the whole labour market. Graduates with the proficient command of English and knowledge about the political system, traditions and culture of the English speaking countries can find employment in the following areas:

- (1) school and out-of-school education,
- (2) cultural institutions,
- (3) mass media,
- (4) translation offices,
- (5) state and private business companies cooperating with the English speaking partners,
- (6) institutions and associations applying for funds and grants, etc.

### **5. Description of ways to verify and to assess the effects of learning students achieve throughout the process of education**

General policy for granting students credits at the end of the semester is included in the Regulations of Studies at University of Zielona Góra passed by the UZ Senate with the Resolution No. 478 as at 27<sup>th</sup> April 2022.

The regulations of verifying and assessing a degree of achieving the effects of learning binding for the English Studies are described in the syllabi designed for each subject. Teachers inform their students about criteria according to which they will be assessed during their first classes. Verification and assessment take place on an ongoing basis. Grades are public and students have the right to see how their work has been assessed. Teachers collect the documentation that serves to verify the progress in the effects of learning and they certify a degree of achieving the effects by students. When verifying the effects of learning an assumption is made that students get a positive grade from an exam or a credit at the end of the semester, a positive grade from the diploma paper and diploma exam, and a positive grade from the professional practice if all effects of learning established for a given educational process have been achieved. A degree to which the given

effects of learning have been achieved results from the granted grade.

The methods of verifying and assessing the effects of learning are extensive and include the specific character of the effects (knowledge, skills, social competence). Methods of verifying the effects in reference to knowledge are quizzes, tests (open and closed questions), verbal tests, presentations. Assessment of the achieved effects of learning in reference to skills is made based on observing students during classes, auditing students verbal and written assignments. Social competence are verified on the basis of observing students during their individual and team work in classes, seminars and projects. Language skills are verified on the basis of the students' speaking tests, written assignments (description, quiz, test). The methods applied to verify and assess students are described in the register of subjects that is available on the university website and presented to students at their first classes.

Exams can be verbal or written. The written exam includes multiple choice closed questions, tests with open questions, written assignments with open questions. Exam topics refer to the educational content described in the syllabi designed for the subject the exam relates to. In the syllabi conditions and criteria that are necessary to grant students a positive grade and the final credit are described. When it comes to the verbal exam students select a set of questions prepared by teachers and prepare to answer them, and after preparation they answer them verbally. The exam result (positive or negative) is announced to students right after the exam. If students disagree with the exam grade, they have the right to refer to the dean in line with the Regulations of Studies binding at the university.

Effects of learning regarding knowledge and research skills are also assessed when students prepare their BA paper and in the course of BA exam. The regulations to conduct a diploma exam are available on the university website. The BA exam is conducted verbally and in English. The BA exam is designed to check if students are prepared to do the academic research including an ability to defend the concept of the BA paper (justification of the chosen topic, research material, literature, etc.), an ability to critically analyse subject literature. Students present their theses and findings of the study and answer three questions referring to the academic discipline students' papers relate to. One of the questions concerns the content of the student's paper. The exam tests if students achieved the assumed effects of learning.

## **6. Programme of studies for the studies field, profile and educational level including:**

**6.1.** description of the assumed effects of learning that match the field of studies with academic disciplines or fields of art and artistic disciplines which the given effects of learning refer to.

## **FACULTY EFFECTS RELATED TO COMMON AND AREA EFFECTS**

according to PRK - Polish Qualifications Framework (level 6)

### **Faculty: English Studies**

**UNIVERSITY OF ZIELONA GÓRA**

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**BA Studies | General academic profile**

Abbreviations:

W – knowledge,	K – social competence
WG – the depth of knowledge and the scope of knowledge	KK – critical competence
WK – context and fundamentals of knowledge	KO – social responsibility competence
U – skills	KR – professional competence
UW – skills to use	char. – characteristics
UK – communicative skills	k – faculty effect
UO – organisational skills	s – faculty major effect
UU – learning skills	

Symbol	Effect description	Reference to PRK (level 6)
<b>Knowledge: the graduate knows and understands</b>		
KF1_W01	to an advanced extent – selected terms, facts, objects, phenomena and related methods and theories explaining their complex interdependence constituting the basic general knowledge of Literary Studies and Linguistics as well as selected issues in those disciplines	P6S_WG
KF1_W02	complex nature of English, its intricacies and diachronic changes, and its connection to classical languages	P6S_WG
KF1_W03	the place and significance of Literary Studies and Linguistics in the contemporary world, in science, their character and directions of development	P6S_WG
KF1_W04	the place of English philology in Humanities	P6S_WG
KF1_W05	to an advanced extent theories, methodology and detailed as well as general terminology in Literary Studies and Linguistics	P6S_WG
KF1_W06	analysis and interpretation of cultural creations, in particular texts, selected traditions, theories and research schools in Literary Studies and Linguistics	P6S_WG
KF1_W07	fundamental dilemmas of contemporary civilisation particularly in regard to the situation of English speaking countries	P6S_WK

KF1_W08	basic economic, social, legal, cultural, historical and factual specifications of the systems and institutions appropriate for professional, research, educational and translation activity	P6S_WK
KF1_W09	basic terms and principles concerning the protection of intellectual property and copyright as well as professional ethics	P6S_WK
KF1_W10	the laws of contemporary labour market, the recipients of professional activity, methods of diagnosing their needs and assessing service quality, and the ways of designing their own development path	P6S_WK
<b>Skills: the graduate can</b>		
KF1_U01	use the acquired knowledge, formulate and solve complex and non-standard problems in not fully predictable conditions through the appropriate selection of the sources of information, assess, critically analyse and synthesise pieces of information	P6S_UW
KF1_U02	choose and apply methods and tools appropriate for a philologist, including advanced information and communication techniques (ICT)	P6S_UW
KF1_U03	formulate and analyse research problems, choose methods and tools to solve them using philological knowledge	P6S_UW
KF1_U04	recognise products of culture of English speaking countries and critically analyse and interpret them using typical methods that allow to assess their importance and impact from the historical and cultural perspective	P6S_UW
KF1_U05	reflectively approach their own written and oral statements and modify them under the supervision of a teacher	PS6_UW
KF1_U06	use the acquired knowledge – formulate and solve problems and perform tasks in a professional, research, educational and translation activity	P6S_UW
KF1_U07	use English at the C1 level according to the Common European Framework of Reference for Languages	P6S_UK
KF1_U08	communicate in English using specialised terminology typical of Literary Studies and Linguistics	P6S_UK
KF1_U09	take part in a debate conducted in English – present and assess different opinions and viewpoints and discuss them	P6S_UK

KF1_U10	speak a modern language at the B1 level according to the Common European Framework of Reference for Languages	P6S_UK
KF1_U11	plan and organise individual and team work	P6S_UO
KF1_U12	cooperate with other people in a team in order to prepare relevant argumentation using an interdisciplinary approach	P6S_UO
KF1_U13	independently plan and realise their own learning as a lifelong process	P6S_UU
<b>Social competence: the graduate is ready to</b>		
KF1_K01	critically assess the acquired knowledge and received information	P6S_KK
KF1_K02	recognise the importance of knowledge in solving cognitive and practical problems connected with Linguistics and Literary Studies as well as professional activity	P6S_KK
KF1_K03	ask experts' opinions in the case of difficulty in autonomous problem solving, particularly in regard to improving language learning	P6S_KK
KF1_K04	fulfil social obligations, undertake activities for the benefit of local community through creativity, openness to cultural diversity and responsibility for preserving cultural heritage of their own region, Poland and English speaking countries	P6S_KK
KF1_K05	initiate activities for the sake of public interest through participating in cultural life and using its different forms, among other things through the skilled use of the media (e.g. the Internet), cultural and social institutions	P6S_KO
KF1_K06	think and act in a creative and enterprising way	P6S_KO
KF1_K07	responsibly play professional roles by following the principles of professional ethics, particularly in regard to doing research, educational and translation activity, and demanding this from others	P6S_KR
KF1_K08	care for professional achievements and traditions	P6S_KR

## PRK LEVEL 6 EFFECTS RELATED TO FACULTY EFFECTS

### English Studies, BA studies

Effect of learning	Skill code	Qualifications	Reference to
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characteristics			faculty effects
<b>KNOWLEDGE (W)</b>	<b>Knowledge: the graduate knows and understands</b>		
	P6S_WG	to an advanced extent – selected terms, facts, objects, phenomena and related methods and theories explaining their complex interdependence constituting the basic general knowledge in the scope of academic and artistic disciplines as well as selected issues in the disciplines relevant to the programme of education and studies	KF1_W01 KF1_W02 KF1_W03 KF1_W04 KF1_W05 KF1_W06
	P6S_WK	fundamental dilemmas of contemporary civilisation	KF1_W07
		basic economic, social, legal, cultural, historical and factual specifications of the systems and institutions appropriate for the relevant qualification including basic terms and principles concerning the protection of intellectual property and copyright	KF1_W08 KF1_W09
		basic rules to create and develop different business entities	KF1_W10
	<b>SKILLS (U)</b>	<b>Skills: the graduate can</b>	
P6S_UW	<ul style="list-style-type: none"> <li>- use the acquired knowledge, formulate and solve complex and non-standard problems in not fully predictable conditions through the appropriate selection of the sources of information, assess, critically analyse and synthesise pieces of information</li> <li>- choose and apply methods and tools appropriate for a philologist, including advanced information and communication techniques (ICT)</li> </ul>	KF1_U01 KF1_U02 KF1_U03 KF1_U04 KF1_U05 KF1_U06	
P6S_UK	use English at the C1 level according to the Common European Framework of Reference for Languages	KF1_U07	
	communicate in English using specialised terminology	KF1_U08	

		take part in a debate conducted in English – present and assess different opinions and viewpoints and discuss them	KF1_U09
		speak a modern language at the B2 level according to the Common European Framework of Reference for Languages	KF1_U10
	P6S_UO	plan and organise individual and team work	KF1_U11
		cooperate with other people in a team in order to prepare relevant argumentation using an interdisciplinary approach	KF1_U12
	P6S_UU	independently plan and realise their own learning as a lifelong process	KF1_U13
<b>SOCIAL COMPETENCE (K)</b>	<b>Social competence: the graduate is ready to</b>		
	P6S_KK	critically assess the acquired knowledge and received information	KF1_K01
		recognise the importance of knowledge in solving cognitive and practical problems and ask experts' opinions in the case of difficulty in autonomous problem solving	KF1_K02 KF1_K03
	P6S_KO	fulfil social obligations, undertake activities for the benefit of local community	KF1_K04
		initiate activities for the sake of public interest	KF1_K05
		think and act in an enterprising way	KF1_K06
	P6S_KR	responsibly play professional roles: - by following the principles of professional ethics; - by taking care for professional achievements and traditions	KF1_K07 KF1_K08

## 6.2. Indicators referring to the BA programme of studies

<b>Indicators referring to the programme of studies concerning the assessed studies field, level and educational profile</b>	
Number of ECTS credits necessary to get qualifications matching a level of education	180 ECTS credits
Number of semesters necessary to gain qualifications matching a level of education	6
Number of ECTS credits assigned to classes that require direct participation of academic teachers and students	101 ECTS credits
Number of ECTS credits assigned to classes connected with the conducted academic research in a field/fields of study/art for the assessed fields of studies that help students to gain knowledge and skills to conduct academic research (for general academic profile)	127 ECTS credits
Number of ECTS credits assigned to classes in the field of Humanities or Social Studies (regarding fields of studies matched with other disciplines than Humanities and Social studies)	5 ECTS credits
Number of ECTS credits assigned to the elective subjects	67 ECTS credits
Number of ECTS credits assigned to vocational teaching practice and number of ECTS credits dedicated to didactic and translation practice (if vocational practice is included in the programme of studies)	Vocational teaching practice: 5 ECTS credits; Vocational translation practice: 3 ECTS credits
Number of hours for physical education – in case of intramural studies: BA, and BA and MA	60h 0 ECTS credits

### 6.3. List of classes related to the conducted academic research

<b>Classes related to the conducted academic research in the field of science or art related to fields of studies that help students to gain knowledge and skills useful in academic research</b>			
Name of the class	Form of the class	Total number of hours	Number of ECTS credits
Introduction to Literary Studies	class	30	4
Introduction to Linguistics	class	30	4

Introduction to theory of literature	lecture/class	60	6
English language classes I-VI	K	720	58
History of English and American literature	l./c.	150	17
Descriptive grammar of English I-II	l./c.	90	10
Contrastive grammar	c.	30	2
History of English	c.	30	2
Elective: American short stories	c.	30	2
History of Anglo-Saxon countries	c.	30	4
Proseminar BA seminar	sem.	30+60	3+15
<b>Total:</b>		<b>1290 (61%)</b>	<b>127 (70%)</b>

***General academic profile** – includes classes connected with the conducted academic research in a discipline or disciplines matched with fields of studies in more than 50% of ECTS credits and includes students' participation in classes that are designed to prepare students to conduct academic research.*

<b>Elective classes</b>			
Name of the class	Form of the class	Total number of hours	Number of ECTS credits
Elective class A (according to the programme)	c.	90	6
Elective class B (according to the programme)	c.	60	4
Elective class C (according to the programme)	c.	60	4
Elective class D (according to the programme)	c.	90	6
BA seminar	sem.	60	15

Foreign language	c.	120	9
Specialisation 1 / 2 (according to the programme)	1./c.	420 (teaching) 360 (translation)	23
<b>Total:</b>		<b>900</b> <b>(teaching)</b> <b>(43%)</b> <b>840</b> <b>(translation)</b> <b>(40%)</b>	<b>67</b> <b>(37%)</b>

*Programme of studies enables students to choose classes to which ECTS credits are assigned in less than 30% of ECTS credits.*

## 7. Vocational practice policy

**Vocational practice in the scope of teaching specialisation** includes teaching practice specified in separate regulations (currently 30 hours of pedagogical practice and 60 hours of teaching practice in a primary school). In the Faculty of Humanities there are coordinators of students' practice who provide students with help and information on practice.

The aim of the pedagogical practice is to acquaint students with the conditions of the teaching profession, and with pedagogical processes in schools. The purpose of the teaching practice is to enable students to gain experience connected with the teaching pedagogical work and to give students an opportunity to confront the acquired knowledge on teaching methodology with pedagogical reality.

Practice takes place in schools where teachers are required to have qualifications specified in regulations issued on the basis of Article 9, item 2 of act as at 26<sup>th</sup> January 1982 – The Teacher's Charter.

Students are obliged to get a permission from the school headmaster, teacher or practice coordinator in order to begin the practice. Several students can complete the practice with the same teacher only if the teacher holds a sufficient number of hours necessary to complete the practice. The date when students begin their practice in a given school is specified by the

practice coordinator. It is recommended that practice takes place on a regular basis throughout the whole semester. Consolidating or shortening the practice is unacceptable. Students are obliged to be ready to begin the practice from the first day and on the first day they should come to school with full documentation and practice instruction.

The practice is completed if students get a positive grade from the practice and if they submit the practice documentation on time. The final grade is granted by the practice coordinator on the basis of the documentation specified in the Practice Regulations and information gained from school teachers and students' portfolio. As an exception the date of submitting the practice documentation can be postponed only if students submit a written request to the dean and get the dean's permission. If students did not complete the practice within the specified term due to the justified reasons such as participation in the students' exchange, ill-fated reasons, the dean can grant a permission to complete the practice within a different term.

**Vocational practice in the scope of translation specialisation** takes place after the 4<sup>th</sup> semester (90 hours) during summer holiday, in a month specified by students. They occur in the place suggested by students after students get the permission from the practice coordinator. Students of the English Studies complete their practice in translation offices, companies, organizations and institutions which cooperate with partners from the English speaking countries. The aim of the practice is to acquaint the students with work organisation in translation offices, companies, institutions; to show students the reality of the labour market, to enable students to experience the working conditions, etc.; to encourage students to develop their vocational interests based on English; to make it possible for students to use skills and theoretical knowledge in translation and official correspondence between users of Polish and English (e.g. participation in meetings, conversations with customers, hotel reservation, written correspondence); to give students an opportunity to confront their knowledge with business activity.