

Resolution No. 235/ 2025
Dated November 7th, 2025
of the Rector
of the Medical University of Silesia, Katowice, Poland

regarding: Student Electronic Card of the Medical University of Silesia, Katowice, Poland

Acting pursuant to § 29 sec. 3 of the Statute of the Medical University of Silesia, Katowice, Poland (*uniform text Resolution no. 1/2023 of the SUM Senate of 25 January 2025, as amended*) I hereby order as follows:

§ 1

Students of the Medical University of Silesia, Katowice, Poland, for the duration of studies, shall be issued an Electronic Student Card.

§ 2

Students are obliged to hold, within the premises of the University, Student Electronic Cards and display it in a visible place that enables its identification.

§ 3

The principles of issuing and using the Card shall be determined in the *Electronic Student Card Regulations of the Medical University of Silesia, Katowice, Poland*, constituting Appendix no. 1 to the hereby Resolution.

§ 4

The Electronic Student Card is issued solely to students who do not hold student ID cards in the form of a chip card. Holders of student ID cards exercise an identification obligation by its means.

§ 5

Supervision over execution of the hereby Resolution shall be entrusted with the Vice-Rector for Studies and Students.

§ 6

The content of the hereby Resolution shall be placed on the website of the University.

§ 7

The Resolution shall come into force on the day of its conclusion.

Obtained by:

- Deans;
- Vice-Chancellor,
- Dean's Office Managers,
- IT and Computerisation Centre,
- Bursar,
- Cash Register Section,
- Department of Control and Audits,
- Ad acta

Electronic Student Card Regulations of the Medical University of Silesia, Katowice, Poland

§ 1

General Provisions

1. Student Electronic Card, hereinafter referred to as “Identifier”, is issued to students of the Medical University of Silesia in Katowice.
2. The identifier is issued as part of the information system (hereinafter referred to as: “System”) which is a set of applications, databases, servers, devices and procedures using the functionality of electronic cards in the premises of the University.
3. Identifier remains the property of the Medical University of Silesia, Katowice, Poland.

§ 2

Card appearance

1. The following data are visible on the Identifier:
 - a) first name,
 - b) surname,
 - c) photograph,
 - d) "student" status information,
 - e) student identifier number compliant with the album book maintained in the information system of the section providing assistance in the course of studies,
 - f) name and emblem of the University,

§ 3

The scope of use of the Identifier

1. The identifier must be used in accordance with its designation specified in sec. 3.
2. Identifier holders bear responsibility for all actions conducted with its use. Users bear responsibility for disclosing the Identifier to third persons which may result in being held disciplinary or orderly liable.
3. The Identifier enables, in particular:
 - a) student identificaiton in the premises of the University;
 - b) student identificaiton during tests and exams;
 - c) access to the SUM Library resources in line with the Library By-laws at SUM;
 - d) access to the selected network printers adjusted to cooperate with the System;
 - e) access to the selected objects and premises adjusted to cooperate with the System;
 - f) access to the selected parking lots adjusted to cooperate with the System.

§ 4

Ordering and collecting the Identifier

1. The Student submits an application form for the issuance of the Identifier through the relevant Dean's Office.
2. The Dean's Office employee hands over the order to the IT and Computerisation Centre.
3. The IT and Computerisation Centre is responsible for Identifier personalization as well as for the issuance of personalized forms to the authorized Dean's Office employees in line with the volumes directed for print.
4. The relevant Dean's Office handles:
 - a) collection of Identifiers from the IT and Computerization Centre upon confirmation of receipt;
 - b) distribution of Identifiers for students.
5. Issuance of Identifiers is noted in the register of issued Identifiers in which first names and surnames of students are entered as well as their student index numbers and dates of Identifier issuance. The register may be conducted in an electronic form.
6. In case of loss of student status, the student shall be obliged to return the Identifier to the relevant Dean's Office which must be confirmed in the register.

§ 5

The principles of issuing Identifier duplicates

1. The Identifier may be re-issued in case of changes in the data, damages, destruction or loss and when the card has a production defect.
2. In case of loss of the Identifier, the student shall be obliged to immediately notify the relevant Dean's Office of this situation. The Dean's Office, having notified this fact in the appropriate register, passes on the information to the System Administrator in order to block the card.
3. In case of finding the Identifier, the student may report it to the relevant Dean's Office in order to unblock the card. This does not concern cases when the card duplicate has already been printed.
4. Ordering a new Identifier occurs through re-ordering the card in the Dean's Office. Ordering a new card is possible solely when the so far issued card has been blocked. The issuance of a duplicate to the student is subject to a fee in the amount of PLN 21, subject to sec. 5.
5. The fees specified in sec. 4 shall not be collected in case of changing the data contained in the System as well as in the situation when the card contains a production defect.
6. The student makes payment for the issuance of Identifier duplicate through the transfer of funds to the designated University bank account (SIMP).
7. In the cases specified in sec. 5 the student submits a need to obtain the Identifier duplicate without an obligation to make the payment for the card re-issuance. Furthermore, the student is obliged to return the previous card.

§ 6

Final provisions

1. The parameters of the photograph on the Identifier must meet the conditions determined for document photographs such as the student ID card, that is, photograph in an electronic format with a minimum resolution of 492 x 633 pixels and the maximum size up to 2,5 MB in order for the photograph to maintain proportions corresponding to the photograph with dimensions of 35 mm x 45 mm (width x height).

The photograph ought to have an official character and present an image of the person in a manner which enables an explicit identification. Photographs of informal nature, made in scenarios other than a neutral background are not allowed.