

**RULES FOR CLASSIFICATION OF THESES
PREPARED BY STUDENTS
OF THE WROCLAW UNIVERSITY OF ECONOMICS AND BUSINESS**

Pursuant to the Act of 5 August 2010 on the Protection of Classified Information (consolidated text of Journal of Laws of 2019, item 742) and § 10(1) (11) of the Statutes of the Wrocław University of Economics and Business (Senate Resolution No. R.0000.60.2019 of 10 June 2019, as amended), the following rules are established:

1. The term "CONFIDENTIAL THESIS" refers to cases where a restriction is imposed on the sharing of theses due to the confidential data they contain as understood in the Act of 5 August 2010 on the Protection of Classified Information (consolidated text of Journal of Laws of 2019, item 742), used while preparing the thesis, or due to the protection of intellectual property, and refers to restrictions on the sharing of these theses, as well as their uploading to the systems used by the University.
2. The procedure may be implemented under:
 - a) an agreement concluded between the interested party and the Wrocław University of Economics and Business.
 - b) an application submitted by the student who is the author of the thesis to the Dean for Student Affairs or, in the Branch, to the Dean of the Branch.
3. The condition for a thesis to be kept classified is to justify the reasons for keeping the thesis classified specified by the enterprise/company whose data were used by the student to prepare the thesis and the Supervisor's opinion.
4. A copy of a thesis that, by the decision of the Dean for Student Affairs or the Dean of the Branch, has been assigned the status of "CONFIDENTIAL THESIS" shall be kept in the student's file in such a way as to prevent access by unauthorised persons.
5. In addition, a classified thesis shall be kept in a sealed envelope containing the following information:
 - a) the stamp of the University,
 - b) the student's first and last name
 - c) the student number,
 - d) the supervisor's title and degree,
 - e) the date of submission of the thesis.
6. A classified thesis shall be uploaded to the Thesis Archive (APD), but not to the National Repository of Written Theses (ORPPD).
7. A classified thesis is subject to anti-plagiarism evaluation using the Single Anti-Plagiarism System (JSA).
8. After the diploma examination, a copy of the thesis owned by is not subject to protection by the University.
9. A request for a thesis to be classified should be submitted via USOSweb. Consent for a thesis to be classified must be obtained before the thesis is uploaded to the APD system.