

**INSTRUCTIONS FOR STUDENTS  
WHO WISH TO CHANGE THEIR GROUPS  
(2024/2025 winter semester)**

**Please do not send any requests before 16 September**

If you wish to change your group for a given course without changing the teacher, please ask the teacher directly. If the teacher agrees, there is no need to report this elsewhere.

If changing the group includes changing the teacher, ask both teachers first and once they agree, send your request to dr Piotr Spyra (forwarding the emails where the teachers express their consent or attaching a document with their written signatures).

If you wish to swap places with another student, please contact dr Spyra directly (no need to ask anyone).

\*YEAR 1 BA - if your classes in the Institute coincide with Physical Education classes, please try to register for another PE group first. If that is impossible, please email dr Piotr Spyra, providing the exact time of your PE class in the message.