Annex to Order No. 178/2021 by the Rector of CUT

**Regulations on psychological support**

**for students, PhD students and employees of Czestochowa University of Technology**

**§ 1**

**General provisions**

1. Czestochowa University of Technology (hereinafter referred to as CUT) provides psychological consultations for students, PhD students and employees of CUT, in particular for persons with disabilities.
2. Benefiting from psychological assistance is voluntary and free of charge.
3. Psychological consultations with a psychologist are conducted during the academic year at times that allow students, PhD students or employees to attend them. Consultations take place on the CUT premises.
4. The dates and venue of consultations are given on the CUT website.
5. Psychological support is provided for students, PhD students and employees of CUT. Prior to the first consultation, the student, PhD student or employee fills in an application form, which constitutes Appendix No. 1 hereto.
6. Psychological consultations are conducted by a person with qualifications and professional experience in the field of psychology.
7. A student, PhD student or an employee wishing to participate in psychological counselling is obliged to familiarise themselves with these regulations.
8. The Rector's Representative for Psychological Support shall supervise compliance with the provisions hereof.

**§ 2**

**Characteristics of psychological support**

1. Psychological support is available to:
   1. CUT students and PhD students in difficult and crisis situations:
      1. with regard to educational difficulties, time management problems, interpersonal difficulties, development of social competences, management of emotions and stress,
      2. in the event of illness,
      3. in the event of problems with academic adaptation,
   2. CUT employees with regard to:
      1. difficult relations with students and PhD students,
      2. work with students and PhD students with mental or physical disabilities,
      3. occupational burnout,
      4. problematic situations,
      5. problems related to self-acceptance, self-confidence, assertiveness, stress management,
      6. interpersonal and social relationships,
      7. relationship difficulties with close people.
2. Psychological assistance provided is carried out to the best will and knowledge of a psychologist, with due honesty, diligence and zeal.
3. Psychological assistance provided is not treatment or therapy. The purpose of the consultation is to provide relevant psychological advice and guidance.
4. Psychological consultations should not be regarded as psychological counselling services offering long-term psychological support.
5. Counselling is provided orally, with a guarantee of confidentiality. All data and information obtained in connection with the psychological assistance provided, as well as related documentation, is subject to confidentiality.
6. The psychologist does not provide medical advice.
7. CUT accepts no responsibility for any misinterpretation of the advice given by the psychologist, or for any initial diagnosis or suspected medical condition made by the consulting psychologist, etc.
8. In the event of direct threat to the life or health of a person receiving psychological support, the psychologist will inform the relevant institutions.

**§ 3**

**Arrangements for psychological support**

1. Psychological support is provided in the form of individual consultations.
2. The venue and duty hours of the psychologist are published on the CUT website.
3. The psychologist’s contact details are published on the CUT website.
4. If necessary, with the consent of the student, PhD student, the psychologist has the right to contact CUT employees about the students and to present opinions related to their performance at the University and educational needs resulting from their health condition.
5. The student's consent to the situations described in sec. 4 requires a written form.

**§ 4**

**Consultation process**

1. A student, PhD student and an employee of CUT shall apply individually for counselling.
2. Consultations can be requested by email, telephone or in person during the psychologist's duty hours.
3. Accession to consultations is preceded by filling in an application form containing a declaration of consent to the processing of personal data, including sensitive data, according to the template constituting an appendix to the Regulations.
4. The psychologist adapts the form of support to the needs of a student/PhD student/employee.

**§ 5**

**Rights and responsibilities of the psychologist**

1. The consulting psychologist is obliged not to provide psychological advice that may harm third parties, be used for manipulation and other actions that are contrary to the principles of ethics.
2. The psychologist is obliged to observe professional secrecy and to maintain the

confidentiality of the information received during the consultation.

1. The psychologist works on fixed days and hours announced on the website of Czestochowa University of Technology. In exceptional circumstances, the date of individual consultations may change. The psychologist notifies students, PhD students and employees of the change of date by a notice on the website of Czestochowa University of Technology.
2. In addition to providing individual support to students, PhD students and CUT employees, the psychologist's tasks also include disseminating knowledge of mental health to the academic community.
3. The psychologist has the right to refuse to assist a person who is under the influence of alcohol or other psychoactive substances, as well as an aggressive or dangerous person.