



Internal Regulation

Number: 4/2013

**Study Regulations  
of the Slovak University of Technology  
in Bratislava**

Date: 25 June 2013

The Academic Senate of the Slovak University of Technology in Bratislava in accordance with Section 9 par. 1 letter b) in connection with Section 15 par. 1 letter b) of Act No. 131/2002 Coll. on Universities and amending certain laws, as amended (hereinafter referred to as the "Act"), based on Section 113af par. 16 adopted at its meeting on 24 June 2013 the following

## **STUDY REGULATIONS OF THE SLOVAK UNIVERSITY OF TECHNOLOGY IN BRATISLAVA**

### **FIRST PART BASIC PROVISIONS**

#### Article 1

(1) The Study Regulations of the Slovak University of Technology in Bratislava (hereinafter referred to as the "Study Regulations") are according to Section 15 par. 1 letter b) of the Act of the Slovak University of Technology in Bratislava (hereinafter referred to as "STU" or "University"), and contain rules for the study of bachelor's, engineer's, master's and doctoral programs of study implemented at STU.

(2) The Study Regulations are obligatory for all STU students (also referred to as "Students"), STU university lecturers (hereinafter referred to as "Lecturers") and other STU employees who study at STU and its faculties, or manage and provide learning (hereinafter referred to as "Employees").

(3) Programs of study are provided at a faculty if they are professionally and administratively arranged by the STU faculty, in other cases the programs of study are provided at the University. Unless in a specific provision of these Regulations it is stated otherwise, where the "faculty" is referred to, it shall also mean the University, and where the "dean" is referred to, it shall also mean the "rector" in the context of the University; all phrases are in the corresponding relation to the meaning of the provision, as long as it is not contrary to the nature of the provision.

(4) The rules of these Study Regulations also apply to programs of the third degree, unless otherwise stated.

(5) Rules of the doctoral study program organization are defined by law, and different or special conditions relating to doctoral study programs are governed by the fifth part of these Study Regulations.

SECOND PART  
**BACHELOR'S, ENGINEER'S, MASTER'S AND DOCTORAL  
PROGRAMS**

Article 2  
**Specializations, study programs and study plans**

(1) STU provides university education in a specializations provided by accredited bachelor's, engineer's, master's and doctoral study programs.

STU or its faculty can provide university education in the framework of joint study programs.

(2) **Specialization** is an area of knowledge that can be the subject of university education in any of its three degrees, and is defined with its content characterized particularly by the areas and the extent of knowledge, abilities and skills that create the profiles of graduates.

(3) **Study program** is a set of courses, which consist of educational activities, which are mainly lectures, seminars, tutorials, theses, project works, laboratory works, training courses, excursions, professional experience, state examinations and their combinations, and a set of rules prepared in a way that the successful completion of these educational activities while maintaining the given rules allows students to attain a university education in accordance with paragraph 1 of this Article<sup>1</sup>.

(4) Bachelor's degree programs are carried out as a study program of the first degree, engineer's study programs and master's study programs as the second degree study programs, and doctoral study programs as the third degree program<sup>2</sup>.

(5) Study programs are more precisely defined by <sup>3</sup>:

- a) the name of the study program;
- b) the Specialization in which the university education will be completed by passing the study program, or a combination of the two Specializations, in which the university education will be completed passing the study program;
- c) the university study degree for which the study program is intended;
- d) the form of study;
- e) the graduate profile;
- f) characteristics of Courses including forms of study results assessing (Art. 13 of these Study Regulations), or the duration of professional experience, including the number of credits to pass them;
- g) the rules and conditions of creating curricula (study plans) (Art. 11 of these Study Regulations);
- h) standard length of study expressed in academic years (Art. 3 of these Study Regulations);
- i) required skills and prerequisites of applicants for the study program;
- j) division of the study expressed in academic years or in their parts and conditions, which Students must complete to proceed to the next period of study; conditions are expressed by the number of credits obtained for Courses passed (Art. 17 of these Study Regulations);

<sup>1</sup> Section 51 par. 2 of the Act

<sup>2</sup> Section 2 par. 5 of the Act

<sup>3</sup> Section 51 par. 4 of the

- k) number of credits, which is a prerequisite for achieving the duly completed education;
- l) other conditions that a Student must meet in the course of the study program and its due completion including state examinations;
- m) specific characteristics, if the study program has any<sup>4</sup>;
- n) academic degree awarded;
- o) for joint programs<sup>5</sup> the cooperating schools will state the delimitation of what study obligations shall be performed at what school;
- p) language or languages, in which the study program is carried out, i.e. the language or languages in which the study program Courses are taught.

(6) STU can provide the study program in cooperation with other universities, including universities located outside the Slovak Republic. Students admitted to the study program provided at several universities (hereinafter referred to as "Joint Study Program") complete individual parts of their study at various universities<sup>6</sup>. Cooperating universities participate in the formation of the Joint Study Program, deciding on the admission procedure and deciding about conditions for the proper completion of the study.

(7) Terms of cooperation in accordance with paragraph 6 of this Article shall be stated in the agreement of universities. The agreement shall specify in particular the conditions for admission to the Joint Study Program, the conditions for its completion, the details of its organization and academic degree awarded, and details of evidence of completion of study. Students admitted to study the Joint Study Program during the study are students of all cooperating universities.

(8) **Study plan** determines the time and content sequence of Courses for the Student, and the forms of study results assessment (Art. 11 of these Study Regulations). In addition to the forms of study results assessment, study plans are compiled under specified rules [paragraph 5 letter g) of this Article] by Students themselves or in collaboration with their tutors (paragraph 10 of this Article).

(9) Faculty determines for each study program a recommended study plan. The recommended study plan is compiled to allow Students to meet conditions for the successful completion of study in the standard length passing it.

(10) When compiling study plans, Students can use the assistance of study advisors that are available at faculties. The study advisors are appointed and dismissed by the corresponding dean, and are selected from Lecturers employed at the faculty.

### Article 3

#### Forms, methods and length of the study

- (1) Study programs can be provided with:
  - a) **full-time study**, which is organized so that according to the study program, the study by the recommended study plan corresponds in terms of the time-consuming work of Students between 1,500 and 1,800 hours per academic year, including independent study and individual creative activities;

---

<sup>4</sup> Section 51 par. 7, Section 53 par. 6 of the Act

<sup>5</sup> Section 54a of the Act

<sup>6</sup> Section 61 par. 2 of the Act

- b) **external study**, which is organized so that according to the study program, the study by the recommended study plan corresponds in terms of the time-consuming work of Students between 750 and 1,440 hours per academic year, including independent study and individual creative activities.

(2) Changes in the form of study in student programs of the first, second and third degrees can be approved by the dean of the faculty as per the request of the Student made in writing.

(3) The authorized duration of study (paragraph 10 of this Article) shall include the entire length of the completed study program before changing the form of study in accordance with paragraph 2 of this Article.

(4) Study in full-time and external forms may be provided by:

- a) the attendance **method**, which is based on teaching with direct contact of Lecturers with Students;
- b) the distance method, which replaces direct contact between Lecturers and Students with communication through communication media, particularly computer networks;
- c) the combined method.

(5) In the full-time and external forms of the study program provision, the same methods are used. If using the same methods is not possible, any necessary differences in the implementation of the study program in full-time and external forms must not have a negative impact on learning results.

(6) The standard **length of study** is the length of study defined by the study program [Art. 2 par. 5 letter h) of these Study Regulations] expressed in academic years.

(7) The standard length of study for bachelor's study programs including professional experience is:

- a) in full-time study form at least three and not more than four academic years;
- b) in external study form at least three and not more than five academic years.

The number of credits, the obtaining of which is a prerequisite for achieving the proper completing of studies for the bachelor's study program, with the standard length of study, is at least 180 credits.

(8) The standard length of study for master's and engineer's study programs including professional experience is:

- a) in the full-time study form at least one and not more than three academic years;
- b) in the external study form at least two and not more than four academic years.

The number of credits, the obtaining of which is a prerequisite for achieving the proper completing of studies for study programs of the second degree with the standard length of study, is at least 60 credits. The total number of credits gained from previous university studies to reach a university degree and the number of credits required for proper completion of the study program of the second degree the applicant applies for must be at least 300 credits<sup>7</sup>.

---

<sup>7</sup>Section 56 par. 2 of the Act

- (9) The standard length of study for a doctoral study program is:
- a) in the full-time study form it is three or four academic years; the number of credits, the obtaining of which is a prerequisite for achieving the proper completing of studies for doctoral study programs in the full-time study form with the standard length of study
    - 1. three academic years is 180 credits;
    - 2. four academic years is 240 credits;
  - b) in the external study form is four or five years; the number of credits, the obtaining of which is a prerequisite for achieving the proper completing of studies for doctoral study program with the standard length of study
    - 1. four academic years is 180 credits;
    - 2. five academic years is 240 credits.
- (10) The allowed length of the study program shall not exceed the standard length by more than two years<sup>8</sup> including state examination. The allowed length of the study does not include any period when the study was interrupted under Art. 21 of these Study Regulations.

#### Article 4

##### **Courses**

- (1) Basic data of courses are given in Course Information Sheets.
- (2) Courses included in the study program are broken down by the strictness of their passing into:
  - a) Mandatory - their successful completion is a prerequisite for the successful completion of a study part or the study program;
  - b) Compulsory Elective - a prerequisite for the successful completion of a part of the study or the whole study program is the successful completion of a specified number of these courses chosen by the Student in the structure set by the study program;
  - c) Elective - other courses of the study program or courses of another study program or courses of a study program of another faculty or another STU university. Students register elective courses to complete their studies and obtain the sufficient number of credits in the part of the study<sup>9</sup>.
- (3) Courses included in the study program are broken down by continuity:
  - a) courses without any continuity when the registration of such courses does not require any successful completion of another course(s);
  - b) courses requiring the successful completion of another courses, when the registration of such courses require the successful completion of another course (a conditional course) or courses.

#### Article 5

##### **Forms and Organization of Educational Activities Related to Courses**

- (1) Each course is provided using one or more forms of educational activities (Art. 2 paragraph 3 of these Study Regulations); specific forms and proportionality of their application are set by the study program

---

<sup>8</sup> Section 65 par. 2 of the Act

<sup>9</sup> Section 51 par. 4 letter k) of the Act

(2) Organized forms of educational activities are especially lectures, seminars, various types of tutorials, theses, projects, studios, laboratory works, training courses, managed consultations, professional experience, excursions and state examination.

(3) Basic forms of educational activities are characterized by the following:

- a) lectures are performed in the form of the expert interpretation of basic principles of the discipline methodology, problems and their model solutions;
- b) seminars, studios, projects and theses are forms of educational activities, in which the emphasis is mainly on the individual work of students, their important part is to present the results of their own work and critical discussions;
- c) tutorials and laboratory work support especially the practical understanding of the subject, which is the content of lectures or that students should study themselves;
- d) excursions, professional experience and training courses, during which studied subjects are demonstrated, normally outside the University;
- e) managed consultations are focused mainly on the consultation and review of tasks that students had to prepare separately;
- f) state examinations, which may be the final thesis defence and examination (s) of subject (s) defined by the study plan.

(4) Organized forms of educational activities can be supplemented with individual consultations.

(5) Absence of Students in educational activities may be exceptionally justified by the Lecturer because of sick leave or because of other obstacles on the Student side (especially a public office, civic duties in the public interest, maternity and parental leave, quarantine, nursing a sick family member, examination or treatment in hospital, Student's spouse childbirth, accompanying a family member to a medical facility, death of a family member, own wedding or wedding of Student's parents, unforeseen interruption of transport or delay of regular public transport, moving); the Student shall demonstrate relevant documents. The teacher can ask the Student to prepare an alternative assignment, e.g. seminal work, as compensation for absence in education. In the case of not justified absence, the Student has no right to receive any alternative assignment.

## THIRD PART STUDY AT STU

### Article 6 STU Admission Procedure

(1) Rules and conditions for admission to study programs of the first, second and third degree provided at STU are given in the separate STU internal regulation under Article 32, par. 2 letter b) of the STU Statute.

### Article 7 Academic Mobility

(1) STU may adopt for the period of study, usually lasting one semester, a student

of another university, including any university located outside the territory of the Slovak Republic without any admission procedure in accordance with the terms of the exchange program or by contract between the host university and the home university.

(2) Students admitted to study under paragraph 1 of this Article shall have the rights and obligations of STU Students, taking into account the terms of the exchange program or contract between the host university and the home university.

(3) STU shall issue to the student of the sending university a confirmation that he/she is a STU Student, and STU shall indicate the period during which his/her studies at STU last. STU shall issue a student card to the student [Art. 24 par. 1 letter a) of these Study Regulations], if it is not possible to replace it with a similar document for study issued by the home university.

(4) STU may admit under paragraph 1 of this Article just such university students, who with his/her studies at STU will continue to study initiated at another university, and after the study period at STU, returns and completes his/her studies at the home university. Students must attach documents indicating the course of his/her studies at the home university to the application.

(5) For students who during the period of study at another university pass just some of the courses in the part of the academic year and the other courses in the relevant academic year are to complete at the university, to which they were admitted pursuant to Section 58 of the Act, the paragraphs 1 to 4 of this Article shall not apply.

(6) STU Students have provided their passing a part of the study at another university formally especially by:

- a) their application for the exchange study;
- b) the Learning Agreement;
- c) Transcript of Records.

(7) The Learning Agreement is an agreement between the student, STU or a faculty, if the study program is provided at the faculty, as the home university and the host university before the Student accesses the host university.

(8) Courses completed at the host university are accepted for the Student by STU or the faculty, if the study program is provided at the faculty, on the basis of the Transcript of Records prepared for the student by the host university at the end of his/her study. The Transcript of Records becomes part of the student's personal study documentation maintained by STU.

(9) Other details and formal particulars necessary to ensure academic mobility at STU are governed by an independent internal organizational and management standard issued by the rector.

#### Article 8

#### **Academic Year Organization**

(1) Academic years start on 1 September of the current year and end on 31 August of the following year.

(2) Academic years are divided into two semesters in accordance with Art. 19 par. 2 of the STU Statute.

(3) Each semester includes at least 12 weeks for the implementation of the basic forms of educational activities (hereinafter referred to as "Teaching") and at least 4 weeks of an examination period. In the last study semester, the dean may modify the schedule of teaching and examination periods otherwise, however, the given amount of hours for



courses taught in this semester shall be maintained.

(4) Studying all study programs begins at the beginning of the first semester of the academic year. Study programs of the third degree can also start at the beginning of the second semester of the academic year.

(5) After discussing within the advisory board, the STU rector announces the binding schedule for the STU academic year, specifying the beginning and end of the Teaching in the academic year for each semester, and the beginning and end of the examination periods and holidays.

(6) Then the dean of the faculty announces the schedule of the academic year for the faculty that complements the STU academic year by the period, in which enrolment, state examinations and other academic activities specific to the faculty take place.

#### Article 9 **Credit System**

(1) The organization of all degrees and forms of university education at STU is based on the credit system. The credit system uses collection and transfer of credits. It allows to assess the student's workload of completing the course using credits. Details related to the credit system are governed by the generally binding legal regulation issued by the Ministry (hereinafter referred to as the "Decree on Credit System of Studies"). In the case of third degree study, the Decree on Credit System of Studies applies reasonably.

(2) Each course, the completing of which is assessed (Art. 13 and Art. 32 of these Study Regulations), has in the Study Program allocated a number of credits that Students get after its successful completion. The number of credits allocated to the course expresses the proportion of the student workload required for its successful completion in the standard scope of work for one year of study.

(3) Credits are numerical values allocated to the courses, expressing the amount of work of the Student required to acquire the given results of education; one credit corresponds to 25-30 hours of work. The value of credits assigned to one course is an integer.

(4) The standard student's workload for the whole academic year in the full-time study form is expressed by 60 credits, which mean 30 credits per semester. The standard student's workload for the whole academic year in the external study form is expressed by not more than 48 credits, depending on the standard length of study of the corresponding study program and the number of credits needed for its completion.

(5) During his/her study, the Student can obtain credits for a particular course only once.

(6) The numbers of credits obtained for the successful passing courses of one study program are added up. One of the conditions that must be met to proceed to the next part of his/her study is the acquisition of the necessary number of credits according to Art. 17 paragraph 2 of these Study Regulations.

(7) Transfer of credits means obtaining credits by passing a part of study at another STU faculty, or at another university including any university outside the territory of the Slovak Republic (Art. 7 paragraph 8 of these Study Regulations). Formal particulars of the credit transfer to STU in terms of academic mobility are governed by the internal organizational and management standard issued by the rector.

**Article 10****Enrolment into Next Parts of Study Programs**

(1) Enrolment into the next part of the study program is determined by the relationship between the faculty and Students for the period of the current academic year. Students will create their study plans (Art. 11 of these Study Regulations).

(2) Dates for enrolment to study programs are determined by the dean of the faculty.

(3) Students have the right to enrol into next parts of the study programs if they meet

the conditions given by the study program and these Study Regulations under Art. 17 paragraph 5 of these Study Regulations.

(4) Students have the right to re-enrolment into the original part of the study program after interruption of study or enrolment into the next part of the study program, if before the interruption study they met the conditions for the study program and these Study Regulations under Art. 17 paragraph 5 of these Study Regulations.

(5) The Student whose studies have been interrupted becomes a Student from the date of his/her re-enrolment to the study.

(6) Students shall register for courses the sum of credits of which meets the conditions for the creation of study plans (Art. 11 of these Study Regulations), and to be able to meet requirements to continue in the study under Art. 17 paragraph 2 of these Study Regulations.

(7) For Students who previously studied at university, the dean may, upon their request, accept a part of their study (an academic year, semester, block of courses or individual courses), if such were completed not more than 5 years ago.

(8) If a Student is not enrolled into the next period of study or after any interruption fails to re-enrol within a specified period, STU or the STU faculty, if the study program is provided by the faculty, shall prompt the Student in writing to come and enrol within ten working days of receipt of the prompt. The prompt shall be sent to the Student by registered letter with acknowledgment of receipt.

(9) If the student after the delivery of the prompt, within the given period for enrolment, does not come and enrol, and does not present any request to extend the period for medical reasons preventing him/her to come for enrolment, the date by which the Student should enrol into the next study period, or in which he/she was to re-enrol, shall be deemed to be the date when the Student left the study.

**Article 11****Rules and Conditions for Study Plan Compilation during Enrolment**

(1) During the enrolment into the next part of the study program, Students compile their study plans based on the terms given by the study program. During its compilation they can use the assistance of study advisors (Art. 2 paragraph 10 of these Study Regulations).

(2) Students of the full time study form determine study plans of compulsory, compulsory elective and elective courses defined by the study program, so that the total sum of credits from all courses registered in the academic year is not less than the amount of credits required to continue the study under Art. 17 paragraph 2 of these Study Regulations, with the exception of so-called residual credits in the final year of study,

when a student registers the remaining number of credits required for completion of the study and not more than 90 credits. In reasonable cases, Students may, with the consent of the dean, register more credits.

(3) Students of the external study form determine the study plans of compulsory, compulsory elective and elective courses defined by the study program so that the total sum of credits from all courses registered in the academic year is not less than the amount of credits required to continue the study under Art. 17 paragraph 2 of these Study Regulations with the exception of so-called residual credits in the final year of study, when a student registers the remaining number of credits required for completion of the study and not more than 48 credits.

(4) During the academic year a Student may apply for a change in their study plans. Conditions for changes in the study plans shall be determined by the faculty.

(5) In a given academic year of the first and the second degree of the study, based on a Student's written request, the dean of the faculty can permit the Student to study according to his/her individual study plan. Provisions concerning the permitted duration of the study (Art. 3 paragraph 10 of these Code of Study) are not changed.

(6) Individual study plans under par. 5 may be accepted by the dean in the following cases:

- a) if the Student has special needs<sup>10</sup>, while the type and extent of his/her special needs is considered as evaluated;
- b) due to a long-term illness (based on a medical report);
- c) if the Student performs professional, artistic, sporting representational duties;
- d) if the Student takes care of his/her own or adopted child under the age of 6 years;
- e) if the Student was sent by STU or the faculty within the academic mobility, i.e. for a part of study at another university in Slovakia or abroad;
- f) in the case of extremely talented Students with excellent academic results.

## Article 12

### **Conditions of Repeated Registration of Courses**

(1) During their studies Students may re-register a compulsory course completed unsuccessfully. After the second failed attempt to pass the compulsory course, the Student is expelled from the study for failure to meet the requirements of Art. 23 paragraph 1, letter c) of these Study Regulations.

(2) During their studies Students may re-register a compulsory elective course completed unsuccessfully, or they can register other compulsory elective course instead. After the second failed attempt to pass the compulsory elective course, the Student is expelled from the study for failure to meet the requirements of Art. 23 paragraph 1, letter c) of these Study Regulations.

(3) During their studies Students may re-register an elective course completed unsuccessfully, or they can register another elective course instead, or another compulsory elective course among compulsory elective courses yet not completed. If the Student has achieved enough credits, he/she may not register any other elective course. If the Student does not reach enough credits, after the second failed attempt to pass the

---

<sup>10</sup>Section 100 of the Act

selected elective course, the Student is expelled from the study for failure to meet the requirements of Art. 23 par. 1 letter c) of these Study Regulations.

(4) For re-registered courses, the same criteria for its completion are applied as if it was registered for the first time.

#### Article 13

##### **Check and Assessment of Study Results in the Frame of Courses**

(1) Assessment of Student's study results in the frame of courses is provided especially:

- a) with continuous assessment of study results during the teaching part of the study period (control questions, written tests, individual tasks, semester papers (works), interim review of projects, seminar papers, etc.), while till the end of the 9<sup>th</sup> week of the teaching part at least one interim check should be normally made;
- b) with an overall checking of study results with an examination or other form (assessment, graded assessment) for the period. It is performed during the examination period of the academic year in which the student has registered the course.

(2) Conditions for passing the course are expressed in the Course Information Sheet, Students are informed about them by the Lecturer in their first lesson.

(3) Proven dishonesty of a Student in assessing study results (finding any copying during examinations, use of illicit devices and other practices, plagiarism, etc.) shall result in an assessment with the FX grade - failed (Art. 16 of these Study Regulations). Such conduct is a violation of the principles of study morality and may be subject to disciplinary proceedings.

(4) Issues of checking and assessment of study results in terms of courses are decided by the Lecturer, controversial issues are decided by the guarantor of the study program; if the Lecturer is the same person as the guarantor of the study program, the head of the work place shall decide or his/her supervisor.

(5) The detailed arrangements for relations that arise in checking and assessment of the study results are governed by Annex No. 1 of these Study Regulations.

#### Article 14

##### **Assessment and Graded Assessment**

(1) Assessments prove that a Student fulfilled the requirements determined to complete such study courses, for the assessment of which no classification scale is used under Art. 16 paragraph 5 of these Study Regulations.

(2) Graded Assessment is assessment when the meeting of requirements determined by the way of study course completion is assessed with a grade according to Art. 16 paragraph 2 of this Code of Study. Graded assessments are used for assessment mainly of project works, studio works, laboratory works and practical tutorials in the courses, in which no examinations are implemented.

(3) Assessments and graded assessments are granted by the Lecturer who conducted the given forms of educational activities, or a commission. In reasonable cases (for example, a Lecturer's long-term absence), the assessment or graded assessment can be given by the guarantor of the study program, the head of the work place providing the

given course, or an appointed Lecturer.

#### Article 15 **Examination**

(1) Examination is a form of assessment of study results within the frame of a study course, testing Students' knowledge in the given course.

(2) Examinations are implemented in written, verbal or combined (written and verbal) forms.

(3) Results of an examination, which can include any interim assessment [Art. 13 par. 1 letter a) of these Study Regulations], is assessed with a grade according to Art. 16 of these Study Regulations. Contribution of the interim assessment shall be provided in the conditions for passing the course (Art. 13 paragraph 2 of these Study Regulations).

(4) Prerequisite for passing an examination may be achieving a defined level for interim checking and defined compulsory participation in learning activities. Lecturers inform Students about conditions to pass the examination, together with the conditions to complete the course under Art. 13 paragraph 2 of these Study Regulations.

(5) Dates and places of examinations, examination forms, as well as methods of registration for examinations must be published using an adequate manner, sufficiently in advance. Details on the organization and course of examination at STU are given in Annex No. 1 of these Study Regulations.

(6) Students are usually examined by Lecturers who lecture the courses. Based on student's application, in reasoned cases the dean can change the examiner or determine an examination board.

(7) Unless stated otherwise below, each examination has the first overall assessment and the second/alternative assessment. Faculties are authorized to state in their Codes of Study that an examination has the first overall assessment and two alternative assessments.

(8) If a student has been awarded the grade "failed" (Art. 16 of these Study Regulations) or lost an examination term under Art. 3 paragraph 2, Art. 4 paragraph 3 and Art. 5 paragraph 3 of Appendix No. 1 of these Study Regulations, he/she is entitled to have one alternative examination/assessment at disposal under paragraph 7 of this Article. Using all terms leads to the unsuccessful completion of the course.

(9) A Student is entitled to refuse the result of an examination. In such case he/she is awarded the grade "FX - failed".

(10) Each student has the right to be informed about the assessment of his/her examination, about mistakes and correct solutions.

(11) Details on the organization and procedure of examination at STU are given in Annex No. 1, which forms an integral part of these Study Regulations; the provisions of Annex No. 1 cannot be applied in practice or verbally interpreted without being linked to the relevant provisions of these Study Regulations.

#### Article 16 **Grading Scale**

(1) Completion of a course is assessed by a grade. The grade expresses the quality of acquired knowledge and skills in accordance with the course objectives set out in the Course Information Sheet (Art. 4 paragraph 1 of these Study Regulations).

- (2) Assessment using grades is implemented according to the classification scale consisting of the following classification grades:
- a) A - distinguished (outstanding results) = 1
  - b) B - excellent (above average results) = 1.5
  - c) C - good (average results) = 2
  - d) D - satisfactory (acceptable results) = 2.5
  - e) E - passing (results meet only minimum criteria) = 3
  - f) FX - fail (results do not meet minimum criteria) = 4
- (3) Criteria for success (percentage expression of the results at the assessment of courses) are for the classification grades as follows:
- a) A – 92 - 100 %
  - b) B – 83 – 91 %
  - c) C – 74 – 82 %
  - d) D – 65 – 73 %
  - e) E – 56 – 64%
  - f) FX – 0 – 55 %
- (4) Student obtains credits for a course and the course is passed successfully if his/her results were assessed with any of the classification grades from A to E.
- (5) For certain courses, the faculty may decide that they will not be assessed with a grade and identify other criteria for their successful completion as a condition for obtaining credits (Art. 14 paragraph 1 of these Study Regulations).
- (6) Weighted study average (hereinafter referred to as "WSA") is used to assess the Student's total study results in a determined period. It is calculated that in the assessed period, multiples of numbers of credits and numeric assessments according to paragraph 2 of the Article are summed up for all the courses registered by the Student, and the result is divided by the total number of credits registered by the Student for the given period. For courses not passed by the Student, the grade "4" is included in the weighted study average. Courses not assessed with a grade under paragraph 5 of the Art. are not included in the weighted study average.
- (7) The overall result of study is assessed with the following grades:
- a) Pass with Honours/Merit [Art. 22 paragraph 3 of these Study Regulations];
  - b) Pass [Art. 22 paragraph 4 of these Study Regulations];
  - b) Fail.
- (8) Assessment of study results and the overall result of study programs for the third degree is defined in Art. 32 paragraph 4 and 6 of these Study Regulations.

#### Article 17

#### **Checking of Study and Conditions for Study Continuation**

- (1) Checking of study as a part of a study program is implemented by means of the credit system.
- (2) The number of credits necessary for study continuation is as follows:
- a) for the first semester of a study programs of the first degree it is determined by the faculty, nevertheless, the minimum is 10 and the maximum 30 credits;
  - b) for each year of a study program of the first, second or third degree it is determined by the faculty, nevertheless, the minimum for the full-time study is 30 credits and 24 credits for the external form of study;

c) additional rules for the continuation in studies on the structure and number of credits may be determined by the faculty.

(3) The minimum number of credits in accordance with paragraph 2 of this Article shall include credits obtained for courses completed in the given semester or academic year, or transferred under Art. 9 paragraph 7 of these Study Regulations.

(4) The minimum number of credits in accordance with paragraph 2 of this Article shall not include credits for courses accepted by Art. 10 paragraph 7 of these Study Regulations.

(5) The Student meets the conditions for continuing the studies if:

a) if he/she passed all the courses registered for the second time according to Art. 12 paragraph 1 and 2 of these Study Regulations;

b) if he/she obtained the minimum number of credits according to paragraph 2 of the Article;

c) if in the next period he/she doesn't exceed the permitted duration of study under Art. 9 paragraph 10 of these Study Regulations.

All of the conditions given in letters a) to c) of this paragraph must be met together.

(6) Checking of meeting conditions for continuation in studies according to paragraph 5 of the Article is implemented for the first semester of a study program of the first degree and for an academic year of study programs of the first, second and third degrees. Their non-fulfilment is a reason for expulsion from the study under Art. 23 par. 1 letter c) of these Study Regulations.

## Article 18

### Final Thesis

(1) Final theses are part of the study in each study program, and together with its defence constitutes one course. The final thesis in studying a first degree study program is a bachelor's thesis, in studying a second degree study program is a master's thesis, in studying a third degree study program is a dissertation thesis.

(2) Thesis defence is part of state examinations.

(3) With the approval of the dean, theses may be written and defended in Czech, English, German, French, Spanish or Russian. In this case, it includes a summary in the official language, in the extent typically 10% of the final thesis extent, and an abstract in the official language.

(4) Bachelor's theses are intended for the Student to demonstrate the ability to acquire theoretical and practical knowledge independently and use it. Master's thesis are intended for the Student to demonstrate the ability to acquire theoretical and practical knowledge based on the current state of science and art independently and creatively apply, use and develop such knowledge. Dissertation thesis are intended for the Student to demonstrate the ability to acquire theoretical and practical knowledge based on the current state of science and art independently and particularly Student's contribution to it, which is the result of scientific research and independent creative activity in the field of science or technology, or independent theoretical and creative activities in the arts.

(5) Final theses shall be made by Students under the guidance of supervisors (tutor). If the supervisor is not from the faculty, the faculty may assign a pedagogical supervisor to ensure that the final thesis is prepared in accordance with the requirements and internal regulations set by the faculty.

(6) Training worksites of the final thesis are facilities of the faculty (especially departments or institutions), which creates the material and technical conditions for Students to obtain information and execution of works, which will enable the creation of the final thesis. Training worksites for students of the third degree study program may also be external education institutions or also another legal entities (trade companies, state enterprises, non-profit organizations, public authorities, etc.) based on a written agreement with the faculty.

(7) Before the defence, the final thesis is sent in electronic form through the Academic Information System (hereafter referred to as "AIS") to the central registry of final, doctoral and habilitation theses, and based on the information from the central registry, the level of originality of the sent thesis shall be verified<sup>11</sup>. When the subject of the final thesis is creating a work of art in a non-literary form, instead of the thesis or its part, a written information about the created work of art, the level of originality of which is to be verified, shall be sent to the central registry of final, doctoral and habilitation theses. The result of the final thesis originality verification is part of the state examination certificate.

(8) Conditions for admission to the defence of the final thesis is, except<sup>12</sup> if the thesis or its part was published in a periodical publication or as a non-periodical publication, the written consent of the Student with its publication and the final thesis accessibility for public during the period of its keeping (70 years since registration) without remuneration. The written consent shall be performed with concluding a license agreement.

(9) Basic particulars that should be met by the theses and details about their archiving, accessibility and procedure for concluding license agreements are governed by internal organisation and management standard issued by the rector.

(10) The final thesis shall be reviewed by the supervisor and reader of the thesis (with the exception of third degree study program, where theses are reviewed only by readers), who develop written opinions of the final thesis.

(11) Together with the final thesis, reports of readers, tutors, supervisors or others are also sent electronically, and these reports are stored in the central registry of final, doctoral and habilitation theses together with the corresponding thesis during its storage. Any access to these reports by public or their other publication requires a written license agreement with the copyright owner of this review.

(12) The Student who developed the final thesis has the right to be informed about the thesis reports (with reports of the thesis supervisor and the reader(s)) no later than three working days before the defence.

(13) Results of the final thesis defences except dissertation theses defences (Art. 42 par. 8 of these Study Regulations) shall be evaluated with classification grades A to FX under Art. 16 paragraph 2 of these Study Regulations. When evaluating the defence of the final thesis with the grade FX - failed, the examination board in the report of the state examination shall determine the level of the final thesis rewriting for the Student with the earliest possible date of final thesis defence repetition.

(14) If the supervisor is not a member of the examination board, he/she can be invited to the thesis defence. The result of the defence of the final thesis shall be stated by the voting of the examination board, in the event of a tie, the vote of the chairman is decisive.

<sup>11</sup> Section 63 par. 7 of the Act

<sup>12</sup> Section 63 par. 11 of the Act



(15) If the defence is successful, the final thesis is published in the central registry of final theses.

(16) STU archives paper and electronic versions of defended final theses using the academic library.

(17) The preparation and procedure of the dissertation defence is further defined in Art. 41 and 42 of these Study Regulations.

#### Article 19

#### **State Examinations**

(1) Each study program must include the passing of a state examination(s) as one of the conditions for its completion. A final thesis defence is an independent state examination.

(2) State examinations may contain several components of state examinations. The components of state examinations are listed in study program specifications [Art. 2 par. 5 letter l) of these Study Regulations]. No component of the state examination can be the same as an already passed

course of study, and may also be implemented as an expert discussion following the final thesis defence.

(3) Students may register for state examinations after they fulfil defined obligations under the study program.

(4) Term(s) of state examinations shall be determined by the dean in accordance with the study schedule.

(5) State examinations take place before an examination board. The course of state examinations and their result announcement are open to the public. The examination board takes decision on state examination results in a closed session.

(6) The right to examine in state examinations is reserved for university Lecturers in positions of professors and associate professors, and in the case of bachelor's study programs also university Lecturers in positions of assistant professors with a third degree university education. Other experts may be granted the right to examine in state examinations by the Scientific Board of the faculty.

(7) Examination boards to perform state examinations especially for second and third study degrees shall normally also include other experts in the given specification (field of study) from other universities, legal entities carrying out research and development in the Slovak Republic or from practice, after their approval by the Scientific Board in accordance with paragraph 6 of this Article. For study programs of the third degree, it is desirable that at least one member of the examination board was from another university, preferably from abroad. At least two members of the examination board for state examinations are university Lecturers in positions of professors or associate professors; in the case of bachelor's degree programs at least one university Lecturer is in the position of professor or associate professor; for doctoral study programs at least one must act in the position of professor.

(8) The composition of the examination board to perform state examinations is determined by the dean with the selection from persons entitled to examine under paragraph 6 of this Article.

(9) Examination boards for state examinations consist of a chairman and at least another three members. State examinations may be held if at least four members of the examination board are present. The presence of the chairman of the examination board is

required when deciding on state examination results. For administrative purposes, examination boards can have a secretary, who is not one of the regular members of the board, pursuant to paragraph 5 of this Article.

(10) State examination and their parts (paragraph 2 of the Article) are assessed by a degree according to Art. 16 paragraph 2. The result of the assessment is decided by the examination board by acclamation, in the event of a tie, the vote of the board chairman is decisive. Assessment of state examinations in doctoral study programs is given in Art. 36 paragraph 8 of these Study Regulations.

(11) The overall result of a state examination is determined as the arithmetic average of the results of individual parts of the examination. In the case of the same difference, it is rounded off to a better degree.

(12) If a Student answer was classified at a state examination with the degree FX - failed, the overall result of the state examination is classified with the degree FX - failed.

(13) If a Student is assessed at a state examination with the degree FX - failed in one or more examination parts, he/she can re-sit the state examination in a term determined by the dean in accordance with paragraph 4 of this Article.

(14) The Student must re-sit the state examination only for the parts that were assessed with the degree FX - failed.

(15) If serious reasons prevent a Student from participating in the state examination in the stated term, he/she is required to apologize not later than five days before the state examination to the board chairman. If the reason for non-participation in the state examination is a sudden illness or another serious obstacle on the Student side, the Student is obliged to immediately notify the chairman of the examination board of the fact. In the cases referred to in the first and second sentences of this paragraph, the dean is entitled to designate an alternate date of the state examination.

(16) Withdrawal from the state examination shall be assessed with the grade FX - failed. In the case of an unexcused absence of a Student at the state examination, in AIS it is indicated as FN - absence at the examination. In the cases referred to in the first and second sentences of this paragraph, the Student can re-sit the state examination in the term determined by the dean under paragraph 4 of this Article.

(17) Students can repeat state examinations only once in the next academic year.

## Article 20 Change in Study Program

(1) Students have the right to request a change in their study program within the same or related specialization (field of study) [Art. 27 paragraph 1, letter I) of these Study Regulations].

(2) Students have the right to request a change in their study program if the conditions to continue in studies in the original study programs are met.

(3) Students can request a change in the study program till the end of the academic year.

(4) The requests of Students are decided by the dean. For study programs of the third degree, the requests of Students are decided after consultations with their supervisors and Doctoral Boards (Art. 35 of these Study Regulations).

(5) The dean of the faculty may accept enrolment<sup>13</sup> of a Student admitted for the

---

<sup>13</sup> Section 59 par. 4 of the Act

study program of the degree in the same field of study (specialization) or a related field of study (specialization) at another university, if he/she so requested in writing and the following conditions are met:

a) The application of the Student includes information why the student wants to study at the STU. The application has the following documents attached:

1. list of completed courses with the number of credits and achieved evaluation at the date when the application was presented;
2. confirmed syllabi of completed courses, according to faculty requirements;
3. a solemn declaration, whether a disciplinary proceeding was initiated or not against the Student, if yes, for what reasons and with what results;
4. documents on success in other activities related to the study of the chosen study program.

b) Other conditions may be determined by the dean of the STU faculty where the study program is provided.

(6) Whether the enrolment permission for the Student to study will be granted or not shall be decided by the dean of the faculty where the study program is provided, under paragraph 5 of this Article within 30 days of receipt of all documents intended for such a decision. The decision shall have a list of completed courses of the previous studies attached, as referred to in Art. 10 paragraph 7 of this Article.

(7) The Student has permitted enrolment into the first semester of the academic year in accordance with paragraph 5 of this Article.

(8) On the day of the enrolment, the student becomes a STU Student in accordance with paragraph 5 of this Article, and the Student's previous study is considered to be abandoned on the day preceding the day of the enrolment. STU within three working days of the enrolment shall notify the university where the Student left the study of the program of study in which the Student was able to enrol and the date of the enrolment.

(9) For organizational and administrative procedures, the Student follows the instructions of the study department of the corresponding faculty.

## Article 21

### **Interruption of Study**

(1) Students may apply for the interruption of their study program. The study may be interrupted usually for a whole period of study (semester, academic year).

(2) Study interruption is approved by the dean of the faculty.

(3) Unless stated otherwise, the longest total period of one study interruption is two years, if the reason for the study interruption is parental leave then the longest total period of one study interruption is 3 years. Study in 1st semester of a bachelor's study can be interrupted only in exceptional cases (extraordinary interruptions under paragraph 6 of this Article).

(4) Students may have their studies interrupted under paragraphs 1 to 3 of this Article not more than twice during the study program, and the total second study interruption period may last not more than 1 year, unless the reason for the interruption of the study is parental leave.

(5) The study interruption period is not included in the permitted duration of the studies (Art. 3 paragraph 10 of these Study Regulations).

(6) Extraordinary study interruptions include the following cases: interruption caused by maternity or paternal leaves, interruption based on the recommendation of a

medical commission or interruption by other, extremely significant and documented reasons considered by the dean.

(7) If a Student interrupts his/her study during the first semester of the academic year, the registration of courses of the second semester shall be cancelled. In cases of extraordinary study interruptions in accordance with paragraph 6 of this Article, the dean may approve the cancellation of courses registered for the semester in which the study was interrupted.

(8) Interruptions of studies for third degree study program Students applied for dissertation theses offered by an external educational institution are approved by the dean upon a positive statement given by the senior officer (director) of the external educational institution.

(9) During the interruption, Students remain registered in the register of students, nevertheless, they have no Student's rights and obligations. In the case if after the termination of a study interruption a Student wants to continue studying, he/she is obliged to enrol again in accordance with Art. 10 paragraph 4 of these Study Regulations. He/she becomes a Student at the date of re-enrolment to the study.

(10) Students cannot apply for a suspension of their study, if the conditions for expulsion from the study because of non-fulfilment of requirements under Art. 23 par. 1 letter c) and d) of these Study Regulations have not occurred.

## Article 22

### Proper Completion of Study

- (1) The proper termination of study requires the Student during his/her studies to have:
  - a) passed all compulsory courses and stated number of compulsory elective courses;
  - b) obtained the stated number of credits for the certain degree of study;
  - c) passed state examinations required by the study program.
- (2) The overall result of proper completion of the study program of the first and second degrees is evaluated by two grades under Art. 16 paragraph 7, letter a) and b) of these Study Regulations:
  - a) Pass with Honours/Merit;
  - b) Pass.
- (3) The Student finished his/her study with the overall study result Passed with Honours under par. 2. letter a) of this Article if:
  - a) he/she reached overall study average falling into the borders 1.00 – 1.50 in the first degree study (Art. 16 paragraph 6 of the Code of Study), and throughout the study he/she was not rated worse than with the D classification grade and state examinations passed with the A grade;
  - b) he/she reached overall study average falling into the borders 1.00 – 1.15 in the second degree study (Art. 16 paragraph 6 of the Code of Study), and throughout the study he/she was not rated worse than with the C classification grade and state examinations passed with the A grade;
- (4) The Student finished his/her study with the overall study result Passed under par. 2 letter b) of this Article if the conditions under paragraph 3 of the Article are not met.
- (5) The overall result of the proper completion of the study program of the third degree is evaluated with the formulation Passed under Art. 32 paragraph 6 of these Study

Regulations.

(6) The date of proper study termination is the date when the last of the conditions of proper termination of the given study program under paragraph 1 of the Article is fulfilled.

#### Article 23

#### **Other Termination of Study**

(1) Besides the proper study termination under Article 22 of the Code of Study, a study can be terminated as well:

- a) if the Student leaves his/her studies;
- b) if the study is not terminated within the period determined in Art. 3 par. 10 of these Study Regulations;
- c) if the Student is expelled from his/her studies due to the non-fulfilment of requirements resulting from his/her study program and these Study Regulations;
- d) if the Student is expelled from his/her studies based on a disciplinary measure<sup>14</sup>,
- e) if the study program is cancelled<sup>15</sup> and the Student does not accept the offer of STU or the faculty to continue his/her study in another study program;
- f) if the Student dies.

(2) The date of study termination is:

- a) if the Student leaves his/her studies under par. 1 letter a) of the Article:
  1. the date when the Student's written declaration on leaving studies is delivered to STU or the faculty, if the study program is provided by the faculty;
  2. the date, by which the Student should enrol for the further study or to re-enrol under Art. 10 paragraph 9 of these Study Regulations;
- b) in the case the Student failed to complete his/her studies within the defined term in accordance with paragraph 1 letter b) of this Article, the end of the academic year in which the Student was to complete his/her studies of the bachelor's, master's, master's or doctoral program;
- c) in the case of expulsion from the study according to par. 1 letters c) and d) of this Article, the day when the decision to expulse from the study came into force;
- d) in the case the study program was cancelled under par. 1 letter e) of this Article, the day when STU announced the study program cancellation.

#### Article 24

#### **Study Documents**

(1) Study Documents are:

- a) Student Card;
- b) Student's Record Book;
- c) Transcript of Records.

<sup>14</sup> Section 72 par. 2 letter c of the Act

<sup>15</sup> Section 87 par. 2 of the Act

(2) The Student Card is a document proving the Student's legal status, entitling him/her to use Student's rights and benefits resulting from acts, STU internal regulations and agreements with other legal entities. This document also serves to verify the information included. The Student Card is issued at the Student's first enrolment for study of a bachelor's, engineer's, master's or doctoral study. Besides other data, it also includes the period during which the Student fulfilled the conditions for study continuation according to Art. 2 paragraph 5, letter j) of these Study Regulations. Student Cards are issued by STU. Details of its issue is given by the internal organizational and management standard issued by the rector.

(3) Student's Record Book is a document where especially courses (Art. 4 was adopted of these Study Regulations) and results of study success or study performance checking are recorded. It is issued by the faculty. Issuing and usage of the Student's Record Book is not mandatory, the decision is the responsibility of the faculty.

(4) Transcript of Records contains data about study obligations that the Student met within his/her study program.

(5) Transcript of Records shall be issued by STU or the faculty, if the study program was provided by the faculty. The document is issued in accordance with the principles contained in the generally binding legal regulation issued by the Ministry of Education, Science, Research and Sport of the Slovak Republic (hereinafter referred to as the "Ministry"), STU or the faculty issues it also in English upon a specific request. The document shall be issued for the following persons:

- a) a person, who terminated a study program under 23 paragraph 1, letter a) to e) of these Study Regulations;
- b) to a Student at his/her request;
- c) to a graduate of a study program at his/her request.

#### Article 25

#### **Graduation Documents**

(1) Graduation documents on passing a study program in a field of study (specifications) are the following documents:

- a) University Diploma;
- b) State Examination Certificate;
- c) Diploma Supplement.

(2) The University Diploma is a document on passing an accredited study program in a given field of study (specialization) and granting an academic degree. If a Student of the third degree of study passed his/her study at an external educational institution, his/her University Diploma also includes the name of such institution. University Diplomas are issued by STU.

(3) The State Examination Certificate is a document on the performed state examination, its parts and its result. They are issued by STU.

(4) The Diploma Supplement is a document containing details of the passed study program. Data, which must include the Diploma Supplement, are governed by the decree of the credit system of study. The Diploma Supplement is issued by STU. Graduates receive Diploma Supplements together with diplomas.

(5) STU issues all graduation documents under paragraph 1 of this Article in bilingual format in combination of the official language and English language without a specific request needed.

(6) Graduation documents are public documents. STU issues them within 45 days from the proper study completion, unless the graduate agrees with the later issuance of these documents. Graduates receive them usually at an academic ceremony.

(7) Graduation documents for graduates of joint study programs under Art. 2 paragraphs 6 and 7 of these Study Regulations shall be issued in accordance with the agreement of cooperating universities.

#### Article 26

#### **Tuition and Study Related Fees**

- (1) Under Section 92 of the Act, STU may require:
  - a) a fee for admission procedure administration from applicants for study;
  - b) fees for issuing study documents and their copies (Art. 24 of these Study Regulations), for issuing copies of graduation documents (Art. 24 of these Study Regulations), and for authorization of the equivalence of study documents<sup>16</sup>,
  - c) tuition, if the obligation arises for the Student.

(2) The amount of tuition and fees associated with the study are determined by the internal organization and management standard issued by the rector for the respective academic year; STU shall publish it at least two months before the last date for submission of applications for study<sup>17</sup>.

(3) Form of payment and maturity of fees are set out in Art. 23 of the STU Statute.

(4) The rector may reduce, forgive or defer due dates of tuition and fees associated with the study with regard to academic results, social and health situation of the Student or other facts worthy of special attention.

#### PART FOUR

#### **STU STUDENT**

#### Article 27

#### **Rights of Students**

(1) STU Student rights are governed by Section 70 of the Act and Article 25 of the STU Statute. STU Students have especially the right:

- a) to study the study program they were admitted to;
- b) to compile their study plan under the rules of the study program (Art. 11 of these Study Regulations);
- c) to enrol to the further part of the study program under Art. 10 and Art. 32 of these Study Regulations if they meet the obligations defined by the study program or the Study Regulations;
- d) to choose the pace of study and course sequence while maintaining the stated relationship and to choose a Lecturer for a course taught by several Lecturers respecting time and capacity limitations given by the Study

<sup>16</sup> Section 106 par. 2 letter a of the Act

<sup>17</sup> Section 92 par. 16 of the Act

Regulations and the study program;

- e) to apply also for studies at another university, even abroad, in exchange mobility programs, within their study scope (Art. 7 paragraph 6 of these Study Regulations);
  - f) to participate in the research, development, artistic, or other creative activities of STU;
  - g) to participate in the establishment and activities of independent associations active on the academic facilities (associations, unions, professional associations) in accordance with legal regulations;
  - h) to comment at least once a year on the quality of teaching and Lecturers through an anonymous questionnaire;
  - i) to express opinions and observations on university education freely;
  - j) for information and advisory services relating to their study and the possibility for graduates of study programs to pursue in practice;
  - k) if for them the obligation to pay tuition because parallel study applies, to decide which study program in the given academic year will be studied tuition free, if he/she has the right to study at university free of charge;
  - l) to change their study program under the conditions given in Art. 20 and 35 of these Study Regulations within the same field of study (specialization) or a related field of study (specialization).
- (2) Students who participate in practical teaching and professional experience are subject to general regulations on safety and health at work.

#### Article 28

#### **Duties of Students**

- (1) STU Student obligations are governed by Section 71 of the Act and Article 25 of the STU Statute.
- (2) Student's study obligations under the study program, which they study; and of these Study Regulations.
- (3) Students must follow the internal regulations of STU and its facilities.
- (4) Students are especially required:
  - a) to protect and economically use the property, equipment and services of STU;
  - b) to pay tuition and study-related fees under Art. 26 of the Study Regulations solely and directly at STU, or at the faculty where they are enrolled;
  - c) to state truly the facts influential for the determination of tuition fees in the form of an affidavit that shall be submitted by Students at their first enrolment for the study, and at each enrolment for the further part of the study program (Art. 10 and 32 of these Study Regulations);
  - d) to notify the faculty of the address designated for delivering of documents;
  - e) personally attend to discuss issues related to the course or termination of their studies, or in connection with their rights and obligations, based on a call of the rector, the dean or an Employee of STU or the faculty appointed by them, made in writing;
  - f) to inform in writing the faculty about the decision under Art. 27 par. 1 letter k) of the Study Regulations till 30 September of the corresponding academic



year;

g) to follow the instructions of the dean or an Employee of the faculty appointed by him/her at any organizational and administrative procedures.

(5) For caused violations of legislation, these Study Regulations, the STU Statute or other internal regulations of STU or the faculty attended by the Student, or for violation of public order, the Student may be imposed a disciplinary measure.

(6) Details of the proceedings related to disciplinary offenses are governed by the STU Disciplinary Rules or the Disciplinary Rules of the faculty attended by the Student.

## PART FIVE

### DOCTORAL STUDY PROGRAM ORGANISATION CHART

#### Article 29

#### General Provisions

(1) Unless provided otherwise in this section, the provisions of the first to fourth and sixth and seventh parts of these Study Regulations also apply to doctoral programs.

(2) Doctoral study programs as third degree study programs focus on the acquisition of knowledge based on the current state of scientific and artistic knowledge and the Student's own particular contribution to it, which is the result of scientific research and independent creative activity in the field of science or technology, or independent theoretical and creative activity in the arts. Graduates of doctoral programs receive the third level university education<sup>18</sup>.

(3) Third degree study programs are provided in fields of study (specializations)<sup>19</sup> in accordance with accredited study programs. Faculties can provide third degree study programs under joint study programs (Art. 2 paragraph 6 of these Study Regulations).

(4) Forms, methods and standard length of study of third degree study programs are given in Art. 3 of these Study Regulations.

(5) Students of the third degree study programs (hereinafter referred to as "Doctoral Candidates") in full-time study during the standard duration of studies are provided with scholarships under Art. 47 of these Study Regulations.

(6) Studies of a third level study program are performed in accordance with an individual study plan under the guidance of a supervisor (Art. 34 of these Study Regulations). They are provided at faculties. Third degree study programs may also be provided with participation of external educational institutions, with which the faculty has concluded a framework agreement on third degree study programs. Faculties conclude individual agreements with external educational institutions for each Doctoral Candidate separately<sup>20</sup>.

(7) Studies in third degree study programs of the field of study (specialization) are monitored and evaluated by a Doctoral Board<sup>21</sup>. Faculty may form for individual fields of study (specializations) joint Doctoral Boards concluding agreements with other universities. If the faculty performs a third degree study program in collaboration with an external educational institution in accordance with paragraph 6 of this Article, the external educational institution has an adequate representation in the corresponding Doctoral

---

<sup>18</sup> Section 54 par. 1 of the Act

<sup>19</sup> Section 50 par. 3 of the Act

<sup>20</sup> Section 54 par. 12 of the Act

<sup>21</sup> Section 54 par. 17 of the Act

Board.

(8) Doctoral Boards are established by the rector after approval by the STU Scientific Board. Doctoral Boards consist of a chairman and another four members. Their members are guarantors of study program(s) of the fields of study in which the doctoral studies are performed. They may include professors, associate professors, adjunct professors, Employees with a third degree university education, or qualified specialists from praxis with a third degree university education. The establishment, organization and operation of a commission are governed by a separate internal organizational and management standard issued by the rector.

(9) Doctoral Boards monitor and evaluate third grade study programs during the preparation, implementation and proper completion of each Doctoral Candidate's individual study plan.

(10) For tuition, study-related fees and charges associated with the issuance of graduation documents for the Students of third degree study programs, the relevant provisions of Art. 26 of these Study Regulations are applied.

### Article 30

#### **Third Degree Study Program Organization**

(1) Studies of third degree study programs consist of study and scientific parts. An individual study plan for the entire period of the doctoral study is compiled by a supervisor and submitted to the Doctoral Board for approval<sup>22</sup>.

(2) The individual study plan for a third level study program is compiled so that its completion assures for the Doctoral Candidate the meeting of conditions for the proper completion of the study within the standard length of study corresponding to his/her study program.

(3) The study part of a third degree study program consists especially of lectures, seminars and individual study of professional literature necessary because of dissertation thesis specialization<sup>23</sup>. Doctoral Candidates shall obtain at least 40 credits for the study part.

(4) In the scientific part of a third degree study program studies, the basic form of the educational activity is individual or team scientific work focused on the subject of the dissertation thesis<sup>24</sup>. The scientific part consists of projects of dissertation theses and independent creative activity in the field of science and art (especially publications, active participation in conferences, workshops and symposia, admission of results - quotes, participation in research projects, grants for Doctoral Candidates, completion of defined stages of own research or artistic work, etc.).

For the scientific part, the Doctoral Candidates shall obtain:

- a) at least 100 credits in study programs, in which the condition for properly completed study is achievement of 180 credits;
- b) at least 160 credits in study programs, in which the condition for properly completed study is achievement of 240 credits.

(5) The scientific part of a third degree study program studies contains a dissertation examination and a dissertation examination defence. For the dissertation examination (Art. 36 of the Study Regulations), Doctoral Candidates shall obtain 20 credits.

---

<sup>22</sup> Section 54 par. 8 of the Act

<sup>23</sup> Section 54 par. 9 of the Act

<sup>24</sup> Section 54 par. 10 of the Act

For the dissertation examination defence (Art. 42 of the Study Regulations), Doctoral Candidates shall obtain 30 credits.

(6) Third degree study programs in the full-time form of study also contain teaching activities or other pedagogical activities related to the pedagogical activities of not more than four hours a week on average for the academic year<sup>25</sup>.

(7) If a Doctoral Candidate registered for a dissertation thesis subject offered by an external educational institution, he/she performs the scientific part of the study under paragraph 4 of this Article and the obligations of the study part agreed with the faculty in accordance with paragraph 3 of this Article in the external educational institution; details of the organization of the study are defined in the individual agreement under Art. 29 paragraph 6 of these Study Regulations. Activities in accordance with paragraph 6 of this Article shall be tied with the educational activities of the faculty.

(8) The subject of the dissertation thesis is given in the Doctoral Candidate's individual study plan. The subject of the dissertation thesis can be modified during the study only when the Doctoral Board approves such modification.

(9) Proper completion of studies in a third degree study program requires the passing of a dissertation examination and a dissertation thesis defence<sup>26</sup>.

#### Article 31

##### **Admission Procedures for Studies in Third Degree Study Programs**

(1) For admission procedures for studies in third degree study programs, the provisions of Art. 6 of these Study Regulations apply.

#### Article 32

##### **Enrolment for Further Parts of Third Degree Study Programs**

(1) For Doctoral Candidate's enrolment for a further part of his/her study program, the provisions of Art. 10 of these Study Regulations apply.

(2) Courses of third degree study programs are defined in the study program. Each course is carried out in one or more forms of educational activities, and specific forms of proportionality of their utilization are set in the study program. Conditions for completing the course of studies in the third degree study program are provided by the supervisor of the study program.

(3) Any course, the completion of which is assessed, has an allocated number of credits in the study program to be obtained by the Doctoral Candidate after passing it. Details of the study credit system are given in Art. 9 of these Study Regulations.

(4) Completion of a course is assessed with the formulation as follows:

- a) "Passed", if the conditions for passing the course were met;
- b) "Failed", if the conditions for passing the course were not met.

Doctoral Candidates pass a course and obtained credits for it, if their results were assessed with the formulation "Passed".

(5) For repeated registration of courses, the provisions of Art. 12 of these Study Regulations apply.

(6) The overall result of the third degree study program studies is assessed by the following grades:

---

<sup>25</sup> Section 54 par. 11 of the Act

<sup>26</sup> Section 54 par. 3 of the Act

- a) Passed;
- b) Failed.

#### Article 33

### Checking of Study and Conditions for Study Continuation for Third Degree Study Programs

(1) Checking of study within a third degree study program shall be provided using the credit system under Art. 17 of these Study Regulation and based on the updated study plan.

(2) At the end of each academic year, the supervisor presents the updated study plan of the Doctoral Candidate to the chairman of the Doctoral Board by giving his/her opinion whether he/she would suggest the continuation of the Doctoral Candidate in the studies or not. The supervisor also assesses the status and level of the study plan fulfilment, meeting deadlines and, if necessary, submits a proposal to adjust the individual study plan.

(3) Upon the proposal of the chairman of the Doctoral Board, the dean shall decide on the basis of the updated study plan whether the Doctoral Candidate can continue his/her studies or not, and whether any changes in the individual study plan should be made.

- (4) The Doctoral Candidate meets the conditions for continuing in the studies if:
- a) he/she has the minimum number of credits under Art. 17 paragraph 2, letter b) and e) of these Study Regulations;
  - b) in the next period, he/she doesn't exceed the permitted duration of study under Art. 9 paragraph 10 of these Study Regulations.

(5) Checking the conditions for continuing studies shall be performed at the end of the academic year. Failure to meet such conditions is a reason for the supervisor not to recommend the further continuation of the study. The proposal to expulse the Doctoral Candidate from the study because of non-fulfilment of requirements under Art. 23 paragraph 1 letter c) of these Study Regulations shall be submitted to the dean by the chairman of the Doctoral Board.

#### Article 34

### Supervisor

(1) The function of a supervisor for the course of study may be performed by STU Lecturers and other professionals after approval by the Scientific Board of the faculty. The function of a supervisor for subjects offered by an external educational institutions may be performed by supervisors approved by the institutions. External educational institutions shall provide the Scientific Board of the faculty with scientific and pedagogical characteristics of these supervisors<sup>27</sup>.

- (2) Supervisors:
- a) compile individual study plans of Doctoral Candidates and within 2 weeks from Doctoral Candidates starting doctoral studies, they submit the plans for approval to the Doctoral Board;
  - b) manage and professionally guide Doctoral Candidates during doctoral studies; and check the fulfilment of their individual study plans;

---

<sup>27</sup> Section 54 par. 4 of the Act

- c) professionally guarantee the scientific part of third degree study programs;
- d) determine the focus of dissertation theses, together with Doctoral Candidate precise its subject and submit it for approval to the Doctoral Board; (Art. 30 paragraph 8 of these Study Regulations);
- e) submit updated study plans of Doctoral Candidates to the chairman of the Doctoral Board (Art. 33 paragraph 2 of these Study Regulations);
- f) submit proposals for dismissal of Doctoral Candidates to the chairman of the Doctoral Board (Art. 33 paragraph 5 of these Study Regulations) and comments to the Doctoral Candidate's application for suspension of studies (Art. 21 paragraph 1 of these Study Regulations);
- g) propose study stays of Doctoral Candidates in other establishments of science, education, research, technology or art to the dean;
- h) prepare work characteristics of Doctoral Candidates;
- i) propose to the dean to assign a consultant to conduct specific parts of the scientific program of Doctoral Candidate studies;
- j) ensure, if necessary, consultations with other professionals;
- k) participate in dissertation examinations of Doctoral Candidates and defences of their dissertation theses; they are not members of the examination board for state examinations but may attend non-public debates;
- l) follow the guidelines of Doctoral Boards.

(3) The number of Doctoral Candidates (both internal and external) led simultaneously by one supervisor, is not generally greater than five. More Doctoral Candidates are permissible if they are candidates in the final phases of studies of above standard length.

#### Article 35

#### **Changes in Third Degree Study Programs**

(1) Doctoral Candidates have the right to apply for a change in their third level study program according to Art. 20 of these Study Regulations.

(2) Changes in study programs, changes of supervisors or training worksites can be carried out during third degree study programs, in appropriate cases, particularly if it leads to more favourable conditions to fulfil the study plan.

(3) In the case of changes in study programs, the dean can decide on the recognition of a dissertation examination of a Doctoral Candidate and some courses passes before the change, based on the proposal submitted by the Doctoral Board (Art. 36 of these Study Regulations).

(4) Changes in forms of studies of third degree study programs are governed by provisions of Art. 3 paragraph 2 and 3 of these Study Regulations.

#### Article 36

#### **Dissertation Examinations and Their Essentials**

(1) Dissertation examination is a state examination under Section 54 par. 3 of the Act.

(2) Dissertation examinations can be carried out after Doctoral Candidates obtain at least 40 credits, by half of the standard length of study program. In justified cases, the dean can approve a later term, based on the recommendation of the Doctoral Board.

(3) For dissertation examination, Doctoral Candidates are required to present a thesis.

(4) The thesis required for the dissertation examination consists of a dissertation project, typically containing the current state of knowledge related to the subject, outline the theoretical foundations and methodology of solving the problem.

(5) Doctoral Candidates present the thesis for dissertation examinations in the official language. On the request of a Doctoral Candidate, the thesis for his/her dissertation examination may be presented in other than the official language. The request shall be commented by the chairman of the Doctoral Board and approved by the dean.

(6) Dissertation examination takes place before an examination board subject of provisions of Art. 19 paragraph 5 to 9 of these Study Regulations.

(7) Readers of theses for dissertation examinations can only be specialists with a third degree university education or the DrSc. academic degree, or university Lecturers in the position of professor or associate professors, who do not work at the Doctoral Candidate worksite and have no common publications with the Doctoral Candidate. Readers are members of examination boards with the right to vote, if conditions under Art. 19 par. 6 of these Study Regulations.

(8) The result of the dissertation examination shall be decided by the examination board in closed session by the acclamation majority of members present. In the case of equality of votes, the vote of the examination board is decisive. The result of the dissertation examination is assessed by the examination board by the formulation "Passed" or "Failed".

(9) Reports on dissertation examinations shall be written including reader's opinions concerning the theses. The report is signed by the chairman and present members of the examination board. The report may contain comments of the examination board to the thesis. If the result of the dissertation examination is "Failed", the report shall state the reasons for this assessment.

(10) If serious reasons prevent a Doctoral Candidate from participating in the dissertation examination in the stated term, he/she is required to apologize not later than five days before the state examination to the board chairman. If the reason for non-participation at the dissertation examination is a sudden illness or other serious obstacle on the Doctoral Candidate side, the Doctoral Candidate is obliged to immediately notify the chairman of the examination board of the fact. In the cases referred to in the first and second sentences of this paragraph, the dean is entitled to designate an alternate date of the dissertation examination.

(11) Withdrawal from the dissertation examination shall be assessed with the grade FX - failed. In the case of unjustified absence of the Doctoral Candidate in the dissertation, the examination shall be indicated as AIS FN – absence from the examination. In the cases referred to in the first and second sentences of this paragraph, the candidate may repeat the examination on a date determined by the dean upon the proposal of the Doctoral Board chairman.

(12) Doctoral Candidates who fail at dissertation examination may repeat the dissertation examinations only once (Art. 19 paragraph 17 of these Study Regulations), not sooner than three months since the dissertation examination. For repeated dissertation examination, Art. 36 to 38 of these Study Regulations apply in full. Repeated failure of a Doctoral Candidate in his/her dissertation examination is a reason for his/her expulsion from studies under Art. 23 paragraph 1, letter c) of these Study Regulations.

**Article 37****Preparation of Dissertation Examination**

(1) Not later than one month before the day of the last available term of their dissertation examination (Art. 36 paragraph 2 of these Study Regulations), Doctoral Candidates shall send their binding application for the dissertation examination and the theses to the dean, at the same time they shall inform the Doctoral Board chairman and their supervisors.

(2) The Doctoral Board chairman shall immediately forward the dissertation examination thesis reader's review, members of the examination board for the dissertation examination in accordance with Art. 36 paragraph 6 and 7 of these Study Regulations, as well as the term when the dissertation examination is held, to the dean.

(3) The chairman, other members of the board and the date of the dissertation examination shall be determined by the dean on the basis of the Doctoral Boards chairman's proposal in accordance with paragraph 2 of this Article.

(4) The dissertation examination thesis reader delivers his/her reader opinion to be available for the Doctoral Candidate for consultation at least 3 working days before the dissertation examination term.

**Article 38****Dissertation Examination**

(1) The dissertation examination consists of a discussion on the thesis for dissertation examination, in which the Doctoral Candidate informs the examination board about his/her dissertation project and his/her opinions on the reader review. In the discussion, the Doctoral Candidate proves his/her theoretical knowledge related to the addressed subject.

(2) Supervisors take part in dissertation examinations under Art. 34 paragraph 2, letter k) of these Study Regulations. In the closed part, the supervisor shall give his/her opinion about the course of studies of the Doctoral Candidate.

(3) The result of the dissertation examination shall be announced to the Doctoral Candidate by the examination board chairman on the day of the dissertation examination.

(4) The relevant department of the faculty shall deliver the Protocol on Dissertation Examination Completion to the Doctoral Candidate not later than the date of his/her enrolment into the further part of the study program in the next academic year.

(5) If all the conditions are kept for the course of the dissertation examination provided for in Art. 36 to 38 of these Study Regulations, it can also be held via a teleconference. Details about the course of its implementation shall be governed by a specific internal organization and management standard issued by the rector.

**Article 39****Dissertation Theses and Their Essentials**

(1) Dissertation thesis is a final thesis under Section 54 par. 3 of the Act.

(2) Doctoral candidates may submit their dissertation thesis for defence in a language other than the official language under Art. 18 paragraph 3 of these Study Regulations; the application shall be commented by the Doctoral Board chairman.

(3) Doctoral Candidates may submit their dissertation theses as well as their own

published paper or set of own published papers that by content develop the issue of the dissertation subject. If a Doctoral Candidate presents a set of his/her own publications, it shall be supplemented by parts stating the current state of the issue, objectives of the dissertation thesis, and the conclusions resulting from solving the dissertation thesis subject. If the accompanying publications are made by several authors, the Doctoral Candidate shall also attach a statement by the co-authors about his/her author contribution.

(4) Dissertation theses include an analysis of the current state of knowledge in the given field, characteristics of objectives, a detailed description of procedures used (methods of work, material), obtained results, their assessment, a discussion, conclusions and a list of literature used.

(5) If a dissertation thesis represents part of a collective work, the Doctoral Candidate shall state his/her own results and in the discussion put them in the context of the results of other members of the team.

(6) For the dissertation thesis, the provisions of Art. 18 of these Study Regulations apply.

#### Article 40

##### **Dissertation Thesis Abstract**

(1) Doctoral Candidates shall develop dissertation thesis abstracts (hereinafter referred to as "Abstract"), i.e. brief summaries of their material results, definitions of their benefits and data on their public acceptance. If a dissertation thesis represents a set of works, its Abstract shall include a precise list of these works.

(2) Abstracts are in A4 format; their extent is normally 20 pages. First and second pages of the Abstracts shall be governed by an organizational and management standard issued by the rector under Art. 18 paragraph 9 of these Study Regulations.

(3) If approved by the Doctoral Board chairman, abstracts may be presented only in digital form.

(4) Abstracts include a list of all published Doctoral Candidate's works related to the issue in question, as well as their acceptance, stating precise bibliographic information, a list of literature used, and summary in the official language if the dissertation thesis is presented in other than the Slovak language (Art. 39 paragraph 2 of these Study Regulations).

(5) If the dissertation thesis is prepared in other than the official language, the abstract is made in the same language as the dissertation thesis.

#### Article 41

##### **Preparation of Dissertation Thesis Defence**

(1) Doctoral candidates may make a written request to the dean to permit their dissertation defence if not more than 30 credits are missing to finish their studies.

(2) Requests for dissertation thesis defence shall be submitted by the Doctoral Candidates at least three months before the end of the permitted length of their study programs (Art. 3 paragraph 10 of these Study Regulations) in which their individual study plans are compiled.

(3) Doctoral Candidates shall submit the following documents attached to the request for the dissertation thesis defence:



- a) the dissertation thesis in three copies;
- b) the dissertation thesis abstract (Art. 40 of these Study Regulations); the minimum number of copies shall be determined by the faculty if abstracts are made in printed copies;
- c) copies of publications and other elaborates, if not part of the dissertation thesis, are enclosed in one copy;
- d) a list of published works with complete bibliographic data and unpublished scientific works or public and non-public displays of artistic works and Doctoral Candidate's performances, as well as their public acceptance, and reviews made by competent institutions in the field of science, technology or art, if such exist;
- e) rationale of differences between the original and presented dissertation theses, if after an unsuccessful presentation and defence the Doctoral Candidate presents a new dissertation thesis in the same field of the third degree study program;
- f) curriculum vitae;
- g) essentials resulting from Art. 18 paragraphs 7 and 8 of these Study Regulations.

(4) The dean within 1 week passes the file of the Doctoral Candidate to the Doctoral Board of the study specialization in which the Doctoral Candidate studies his/her study program.

(5) The Doctoral Board chairman shall return the Doctoral Candidate's file to the dean within 2 weeks after the file is received, if the file does not meet the requirements under paragraph 3 of this Article. Otherwise, he/she shall send a proposal of dissertation thesis readers to the dean, and determines the directory of institutions to disseminate the Abstract. At the same time, he/she proposes a term for the dissertation thesis defence, taking into account that the dissertation defence term is to be within three months since the request for the dissertation defence permission was submitted.

(6) Dissertation theses are assessed by at least two readers who have at least a third degree university education of the DrSc. scientific degree, and at least one of the readers is active in the position of associate professor.

(7) Readers are chosen from experts in the third degree study program specialization, at least one reader is not from the faculty or the external educational institution where the study program was carried out. Readers cannot be co-authors of the Doctoral Candidate publications, his/her direct subordinate or superior.

(8) Within 1 week, the dean shall appoint readers of the dissertation thesis and send them the dissertation thesis with the request to prepare their dissertation thesis review.

(9) Within 4 weeks after receipt of the dissertation thesis, readers shall send their opinion to the Doctoral Board chairman. The readers' opinion contains an objective and critical analysis of the dissertation thesis, it is brief, and does not specify its contents. Readers give their opinion referring to:

- a) topicality of the chosen dissertation thesis subject;
- b) selected methods of dissertation thesis processing;
- c) results achieved stating which new knowledge the dissertation thesis brings;
- d) its contribution to the further development of science, technology and art;
- e) meeting the intended objectives of the dissertation thesis.

In their reviews of the dissertation thesis, readers shall also state their objectives, questions and comments on the dissertation thesis, and express their opinion on the

formal essentials of the dissertation thesis development. Their review shall clearly state whether the submitted thesis meets the conditions laid down for dissertation thesis. Without this statement, no reader opinion can be considered complete.

(10) If a reader fails to deliver his/her dissertation thesis reader opinion in due time, upon the proposal of the Doctoral Board chairman, the dean may appoint a new reader.

(11) If a reader cannot develop his/her reader opinion, he/she shall inform the dean about it within 1 week.

(12) Immediately after receiving reviews, the Doctoral Board chairman shall propose the dissertation thesis defence to the chairman and members of the Doctoral Board, and confirm the proposed term for the dissertation thesis defence under paragraph 5 of this Article.

(13) The dean shall appoint members of the examination board and shall determine the date of the dissertation thesis defence, and ask the members of the board immediately to confirm participation in the defence of the dissertation thesis. He/she shall inform of the term of the dissertation thesis defence (proposed in accordance with paragraph 5 of this Article) to the Doctoral Candidate, supervisor, and publish the Abstract of the dissertation theses.

(14) The Doctoral Candidate's supervisor shall deliver the work characteristics of the Doctoral Candidate to the dean under Art. 34 par. 2, letter h) of these Study Regulations not later than 1 week before the dissertation thesis defence.

(15) Professional public can give an opinion on the dissertation thesis, which must be delivered to the training worksite no later than two days before the dissertation thesis defence. (16) Doctoral candidates take copies of reader reviews on their dissertation thesis not later than 3 working days before the dissertation thesis defence.

(17) The Doctoral Board chairman shall send the reviews immediately to members of the examination board, readers and Doctoral Candidate supervisors.

## Article 42

### **Dissertation Thesis Defence**

(1) The dissertation thesis defence takes place at the faculty where studies of the study program were carried out. If the faculty and an external educational institution agree, and the Doctoral Candidate fulfilled his/her individual study plan at this institution, the dissertation thesis defence may be held also in a facility of the external educational institution.

(2) The faculty may conclude an agreement on the joint defence of a dissertation thesis in accredited doctoral programs with a foreign university, if permitted by the law of the state where the foreign university is located.

(3) If an agreement with a foreign university is concluded under paragraph 2 of this Article, dissertation thesis defences of STU Doctoral Candidates may be held at the foreign university, before an examination board for the dissertation thesis defence with parity representation of members from Slovakia and members appointed by the foreign university. The number of members of the board shall be determined in accordance with Art. 43 paragraph 1 of these Study Regulations. The same procedure is carried out for dissertation thesis defences of a foreign university doctoral candidate in the Slovak Republic.

(4) The document on academic degree granted based on the successful result of the dissertation thesis defence before an examination board for the dissertation thesis

defence, in accordance with paragraph 3 of this Article issued by a foreign university, is recognized in the Slovak Republic.

(5) A dissertation thesis defence may be held if at least four members of the examination board including the chairman are present (Art. 19 paragraph 9 of these Study Regulations), and one of the readers may be absent. The presence of any reader who stated in his/her review that the thesis does not meet the requirements of dissertation theses is required.

(6) Dissertation thesis defences are open to the public. In special cases, if the subject of the dissertation thesis is within a certain law, the dean may declare the defence closed to the public. It is held in the language in which the dissertation thesis was submitted for defence.

(7) Dissertation defences are held in the form of a scientific discussion between the Doctoral Candidate, readers, members of the examination board and other participants of the defence.

(8) The result of the dissertation thesis defence shall be assessed by the examination commission with the formulation "Passed" or "Failed".

(9) The course of the dissertation defence, the duration of which is usually not longer than 90 minutes, is conducted by the chairman of the examination board; in exceptional cases he/she may assign a member of the examination board who is a member of the Doctoral Board to conduct it. The course of the defence is usually as follows:

- a) the chairman begins the defence, states briefly the biography of the Doctoral Candidate, the dissertation thesis subject, crucial information from reviews and the Doctoral Candidate's working characteristic prepared by the supervisor, an overview of Doctoral Candidate's scientific or artistic works and the way they were accepted by the public;
- b) the Doctoral Candidate indicates the substantial content of his/her dissertation thesis, its results, whether the objectives were met, and its benefits;
- c) readers present the main content of their opinions, any opinions of absent readers shall be read by an appointed member of the examination boards in full wording;
- d) the Doctoral Candidate gives his/her opinion on reader opinions;
- e) the chairperson informs the participants about received reviews and opinions on the dissertation thesis, and opens the discussion open to all present persons;
- f) during the discussion, the Doctoral Candidate answers all questions and gives his/her opinion on all suggestions and objectives of the discussion participants;
- g) in a closed session of the examination board, the course of the defence is assessed with the participation of the readers and the supervisor; the examination board and the readers decide by secret ballot with majority of votes whether the Doctoral Candidate defended his/her dissertation thesis, in the case of equality of votes, the vote of the examination board chairman is decisive;
- h) the positive result of the voting, i.e. the result of the state examination "Passed" shall be announced by the examination board chairman at an open session of the examination board;
- i) if the result of the voting was negative, i.e. the state examination result was

"Failed", the examination board shall define for the Doctoral Candidate the level of required rewriting of the dissertation thesis in a closed session.

(10) The course of the dissertation thesis defence shall be recorded in a report.

(11) The result of the defence "Failed" shall be delivered to the Doctoral Candidate in writing "Protocol on State Examination Results - Dissertation Thesis Defence", where the degree of the dissertation thesis rewriting and the term when the Doctoral Candidate may reapply for the defence of the dissertation thesis (repeated defence of dissertation thesis), shall be stated. Doctoral candidates may repeat their defence of dissertation theses only once (Art. 19 paragraph 17 of these Study Regulations).

(12) For the preparation and course of a repeated dissertation thesis, Art. 38 to 43 of these Study Regulations apply in full.

(13) The fact that a Doctoral Candidate achieves the result "Failed" in the repeated defence of his/her dissertation thesis is a reason for his/her expulsion from the studies according to Art. 23 paragraph 1, letter c) of these Study Regulations.

(14) If the dean finds that during a defence, the procedure under paragraph 9 of these Article was not followed, he/she shall order the repeating of the defence.

(15) If all the conditions are met for the dissertation thesis defence given in this Article, it can also be held via a teleconference. Details about the course of its implementation shall be governed by a specific internal organization and management standard issued by the rector.

#### Article 43

##### **Examination Board for Dissertation Thesis Defence**

(1) Examination boards for dissertation thesis defence must include a chairman and no less than three members. Other members of the examination board with the right to vote on the result of the dissertation thesis defence are readers, if they meet the conditions under Art. 19 par. 6 of these Study Regulations. In the case that a study program is carried out with the participation of any external educational institution or foreign university, the examination board has six members, where STU members and members of the partner educational institutions are represented in parity. Chairman and at least one member shall be selected from the members of the Doctoral Board. At least two members of the examination board are lecturers in the position of professors or associate professors, at least one must be in the position of professor. In addition, the supervisor of the Doctoral Candidate shall also participate in the defence, however, he/she is not a member of the examination board under Art. 34 paragraph 2, letter k) of these Study Regulations.

(2) For administrative purposes, examination boards can have a secretary, who is not one of the regular members of the board, pursuant to paragraph 19 paragraph 9 of these Study Regulations.

(3) Examination boards for dissertation thesis defences are formed following the provisions of Art. 19 paragraph 6 to 9 of these Study Regulations.

##### **Students of Third Degree Study Programs in Full-Time Form of Study**

#### Article 44

##### **Rights and Obligations of Doctoral Candidates**

(1) The provisions applicable to students of third degree study programs in the full-time form of study (hereinafter referred to as "FT Doctoral Candidates") at the faculty shall be applied reasonably also for FT Doctoral Candidates carrying out his/her studies in collaboration with an external educational institution.

(2) During their studies of study programs, FT Doctoral Candidates have the status of a student and the organization of the academic year according to Art. 8 of these Study Regulations applies to them, except for regulations governing the examination period.

(3) Educational activities of FT Doctoral Candidates or other professional activity of FT Doctoral Candidates related to doctoral teaching activities under Art. 30 paragraph 6 of these Study Regulations is part of individual study plans, and generally are related to the study programs of the Doctoral Candidates.

(4) FT Doctoral Candidates can be involved in team research activities incorporated in national and international projects of worksites, which are worksites for the study of Doctoral Candidates, if approved by their supervisors.

(5) The presence of the FT Doctoral Candidates at worksites for study are established in their individual study plans, which cannot be stated as more than 37.5 hours per week.

(6) Any absence of a FT Doctoral Candidate from work at a study worksite because of illness shall be justified by a medical certificate issued by a physician, or evidence of incapacity. During the period of justified absence from work at a study worksite because of illness, the doctoral scholarship under Art. 47 of these Study Regulations shall be paid in full amount.

(7) Any absence of a FT Doctoral Candidate from work at a study worksite without the prior written consent of his/her supervisor and head of the study worksite, and undocumented with a demonstrated excusable reason (illness, etc.) shall be deemed as a caused violation of the Study Regulations, and shall be considered as a disciplinary offense under Art. 28 paragraph 5 of these Study Regulations.

(8) Disciplinary offenses of FT Doctoral Candidates under section 7 of these Study Regulations are a reason for expulsion from the study. Studies of FT Doctoral Candidates will finish with expulsion from the studies on the basis of the disciplinary measure under Art. 23 paragraph 1, letter d) of these Study Regulations.

#### Article 45

#### **Doctoral Candidate Travels**

(1) Travels of the nature of academic mobility during studies (Art. 7 of these Study Regulations) shall be made in accordance with the decree on the credit system of study under an agreement between the Doctoral Candidate, the corresponding STU faculty and the host university, after approval by the supervisor.

(2) In connection with the performance of an individual study plan, FT Doctoral Candidates perform their tasks outside their study worksite (SR, abroad). In the case FT Doctoral Candidates, such perform tasks based on the Study Travel Agreement (its form is in Annex No. 2), and they are entitled to receive travel expenses in accordance with Act No. 283/2002 Coll. on Travel Expenses as amended.

(3) Study worksites that can be external educational institutions can solve tasks in favour of the educational institutions differently.

## Article 46

**Doctoral Candidate Study Leave**

(1) FT Doctoral Candidates are entitled to study leave. The extent of study leaves in a given academic year is equal to the number of days specified as vacations in the schedule of the STU academic year declared under Art. 8 paragraph 5 of these Study Regulations. Spending the study leaves at the request of the FT Doctoral Candidate with the prior consent of his/her supervisor shall be allowed or ordered by the head of the study worksite or the dean. Unspent study leave cannot be carried over to the next academic year.

(2) Rector's or dean's days off also apply to FT Doctoral Candidates, unless stated otherwise.

## Article 47

**Doctoral Candidate Scholarship**

(1) The faculty provides Doctoral Candidates with scholarships. Any FT Doctoral Candidate with residence in a member state<sup>28</sup> is entitled during the standard length of the study program, to which he/she has been admitted, without any third degree university education, to a scholarship<sup>29</sup>:

- a) till passing his/her dissertation examination, at least in the amount of salary class 9 and salary grade 1 under a particular regulation<sup>30</sup> and
- b) after passing his/her dissertation examination, at least in the amount of salary class 10 and salary grade 1 under a particular regulation<sup>30</sup>.

(2) The scholarship of FT Doctoral Candidates shall be provided in accordance with paragraph 1 of this Article till the end of the month of study termination (Art. 22 or Art. 23 of these Study Regulations).

(3) If the standard length of the study program of the third degree is three academic years, FT Doctoral Candidates are entitled to receive a scholarship of 36 months; if the standard length of the study program of the third degree is four academic years, FT Doctoral Candidates are entitled to receive a scholarship of 48 months.

## PART SIX

**ADDITIONAL PROVISIONS**

## Article 48

**Social Support of Students with Scholarships**

(1) STU grants social scholarships<sup>31</sup> to students of study programs of the first two degrees of study who have permanent residence in the Slovak Republic and meet specified conditions. Social scholarships are awarded from the state budget and contribute to payment of the costs associated with the study. Students have the legal title for the social scholarship.

---

<sup>28</sup> Section 2 par. 2 of the Act

<sup>29</sup> Section 54 par. 18 of the Act

<sup>30</sup> Act No. 553/2003 Coll. on Remuneration of Certain Employees for Work Performed in the Public Interest including amendments to certain acts as amended

<sup>31</sup> Section 96 of the Act

- (2) STU grants motivational scholarships from the state budget<sup>32</sup>:
  - a) in selected fields of study (specializations) defined by the Ministry on the basis of analyses and projections of the labour market development, taking into account study results during the previous study; in the case of a Student's study program of the first degree, in the first year of study, the results from last year at secondary school shall be considered;
  - b) for outstanding performance of study requirements, achieving excellent results in studies, research, development, artistic or sports activities.
- (3) STU grants motivational scholarships as far as possible from its own resources<sup>33</sup> to Students and graduates who completed their regular studies not more than 90 days ago. Scholarships are granted especially for outstanding performance study obligations, achieving outstanding performance in studies, research, development, artistic or sports activities, or as a single or regular social support.
- (4) The conditions and procedure for awarding scholarships to STU students and graduates are governed by the STU Scholarship Regulations.

#### Article 49

##### **Support for Students and Prospective Students with Special Needs**

- (1) STU creates generally accessible academic environment also by creating suitable conditions for studies of students with special needs<sup>34</sup> without reducing the demands on their study performance.
- (2) On STU and faculties, coordinators for students with special needs are employed. Details of the scope of the coordinators are provided in an internal organizational and management standard issued by the rector.

#### Article 50

##### **Particulars of the decisions, their delivery and validity**

- (1) For conduct and deciding on study rights and obligations of Students, Act No. 71/1967 Coll. on Administrative Proceedings as amended does not apply.
- (2) Study matters relating to the rights and obligations of Students shall be decided by the rector, or by the dean in the case of Students of study programs provided by the faculty, on the written request of a Student, or without any student's written request delivered, if such competence results from legal regulations or from this Study Regulations. Unless stated otherwise below, such decision (hereinafter referred to as "Decision" or "Document") is final, and it is not possible to lodge an application for reviewing it. All decisions have to be made in writing in paper form, and must be demonstrably delivered pursuant to this Article.
- (3) Decision on Expulsion from Studies by Art. 23 par. 1 letters c) and d) of these Study Regulations must be made in writing in paper form, must include a statement with reference to the relevant provision of the corresponding internal regulation or act (or both, if applicable), reasoning based on found facts and in case of circumstances under Art. 23 par. 1 letter d) of these Study Regulations also advice on the right to apply for review of

---

<sup>32</sup> Section 96a of the Act

<sup>33</sup> Section 97 of the Act

<sup>34</sup> Section 100 of the Act

the Decision.

(4) The Decision shall be delivered to the Student in person or at STU, faculty or elsewhere, where he/she is reachable. The student in this case of delivery shall identify himself/herself to the person who delivers such a Document with his/her STU student card. The Document shall be accepted by the Student by confirming a copy of the Decision by his/her handwritten signature, stating the date, time, manner of receiving - in person, acceptance of the Document, and the confirmed copy of such Document is handed over to the person who delivered the Document in question to the Student.

(5) If delivery under the previous paragraph is not possible, the Decision under paragraph 2 of these Study Regulations shall be delivered by post or through another service for delivery as registered mail with return receipt in person, to the address specified by the Student for delivery of documents under Art. 28 paragraph 4, letter d) of these Study Regulations.

If the document is failed to be delivered to the address under the previous sentence (except when the Student refuses to accept the Document, in this case, the date of refusal of the Document is considered the date of delivery), or if the address that the student stated as the address for delivery of Documents is identical to his/her residence (in the case that provisions of the first sentence are not used), the Document is delivered to the Student to his/her residence by post or through another service for delivery as registered mail with return receipt in person.

(6) Decision to Terminate Studies under Art. 23 paragraph 1, letter b) and e) of these Study Regulations shall be delivered by registered letter with return receipt in person, under the preceding paragraph of this Article.

(7) The obligation of the Faculty to deliver the decision is met when the student receives the decision in accordance with paragraph 4 or 5 of this Article or on the date when the document is returned to the Faculty as an undeliverable shipment (i.e., the decision is delivered, even if the student did not learn about it), or when the delivery was obstructed by the action or omission of the student, i.e.

if the student refuses to accept the document, in that case the refusal date of the document shall be considered the date of delivery of the document. Effects of delivery shall also be effective on the day when a Student refuses to accept a Decision, regardless of the delivery method used.

(8) Any Decision, which may not be applied for review, is final.

(9) The dean's Decision to expulse from studies because of a disciplinary measure under Art. 23 par. 1 letter d) of these Study Regulations, against which the Student has not applied for review, shall enter into force on the day of the passed eight-day period from the date of delivery to the Student under this Article.

(10) The rector's Decision on an application for review of a Decision of the dean shall enter into force on the day of delivery to the Student under this Article.

(11) The date of study termination is the day when the decision to expulse a Student from studying enters into force.

## PART SEVEN TRANSITIONAL AND FINAL PROVISIONS

### Article 51



(1) If a faculty needs to specify the conditions of studies as governed by this Study Regulations more precisely, it may do so in accordance with Section 33 par. 3 letter A) of the Act by issuing its own internal regulation (hereinafter referred to as "STU Faculty Study Regulations").

(2) Faculties are entitled to harmonize their relevant disciplinary rules with these STU Study Regulations till 1 September 2013. After passing the deadline without issuing any internal regulation under the preceding sentence, the faculty is governed by these STU Study Regulations; however, this does not affect the right of the faculties under paragraph 1 of this Article.

(3) Provisions of faculty study regulations issued before the Study Regulations become effective expire on the effective date of these Study Regulations to the extent that they are inconsistent with them.

(4) STU Faculty Study Regulations may narrow or expand the scope of rights and obligations set in this STU Disciplinary Rules; STU Faculty Study Regulations may be issued only to modify specific details mentioned in this STU Disciplinary Rules in relation to the corresponding faculty, and respecting the principles and the scope of rights and obligations provided there. This does not affect the right of the faculty under Art. 15 paragraph 7 of these Study Regulations, Art. 6 paragraph 2 of Appendix No. 1 of these Study Regulations and other provisions of these Study Regulations, or any their annexes, if such exist, which clearly state the authorization of the faculty to modify limits, periods, rights, obligations, etc. in a different way.

(5) Conditions for the proper completion of study for Students admitted to study accredited study programs under the Act effective since 31 December 2012 including the characteristics of courses and the standard the length of study remain unaffected.

(6) All amendments to these Study Regulations must be approved by the STU Academic Senate<sup>35</sup>.

(7) The following regulations are cancelled:

- a) the Study Regulations approved by the Academic Senate of STU dated 15 March 2004 and registered at the Ministry of Education of the Slovak Republic on 1 June 2004;
- b) Appendix No. 1 to STU Study Regulations, which were approved by the STU Academic Senate on 29 May 2006 and registered at the Ministry of Education of the Slovak Republic on 15 January 2007;
- c) Appendix No. 2 to STU Study Regulations, which were approved by the STU Academic Senate on 18 February 2008 and registered at the Ministry of Education of the Slovak Republic on 5 May 2008;
- d) Appendix No. 3 to STU Study Regulations, which were approved by the STU Academic Senate on 1 March 2010 and registered at the Ministry of Education of the Slovak Republic on 18 May 2010;
- e) Directive No. 5/2006-N Dissertation Thesis Defence - Preparation and Procedure of 9 May 2006;
- f) Appendix No. 1 to Directive No. 5/2006-N Dissertation Thesis Defence - Preparation and Procedure of 29 March 2010;
- g) Implementing Regulation Dissertation Examination - Preparation and Procedure of April 2005,
- h) Rector's Directive No. 1/2012-N Rules for Doctoral Studies at STU of 18 June 2012.

<sup>35</sup> Section 9 par. 1 letter b) of the Act

(8) Study Regulations of the Slovak University of Technology in Bratislava approved by the STU Academic Senate on 24 June 2013.

(9) The Study Regulations of the Slovak University of Technology in Bratislava shall enter into force on the date of their approval by the STU Academic Senate and take effect on 1 September 2013.

..... signature x) .....  
doc. Ing. Karol Jelemenský, PhD.  
Chairman of STU Academic Senate

..... signature x) .....  
prof. Ing. Robert Redhammer, PhD.  
Rector

---

x) The original of the signed internal regulation No. 4/2013 "Study Regulations of the Slovak University of Technology in Bratislava" are stored and available for consultation at the legal and administration department of the Rectory of the Slovak University of Technology in Bratislava.

**Appendix No. 1  
of the Internal Regulation**

Study Regulations  
of the Slovak University of Technology  
in Bratislava

approved  
by the STU Academic Senate  
on 24 June 2013

**Organization and process of examination  
at the Slovak University of Technology  
in Bratislava**

## **Appendix No. 1**

to the Study Regulations of the Slovak University of Technology in Bratislava  
approved by the STU Academic Senate on 24 June 2013

### **Organization and course of examinations on the Slovak University of Technology in Bratislava**

#### **Article 1**

##### **Examinations, Examination Forms and Organization of Examinations**

(1) Examinations are carried out in the form under Art. 15 paragraph 2 of these Study Regulations. Information on the examination form is part of the Course Information Sheet. For students with special needs, the examination form may be modified, upon a request submitted by the student to the coordinator for students with special needs (Art. 49 paragraph 2 of these Study Regulations)

(2) Examinations have proper and alternative terms, the number of alternative terms is specified in Art. 15 paragraph 7 of these Study Regulations.

(3) Examinations are carried out in the examination periods of winter or summer semesters. Examinations of the winter semester examination period may be also held during the examination period of the summer semester.

(4) Examination terms may be organized as free or compulsory. The organization of terms as free or compulsory shall be decided at the level of individual courses by examiners. Compulsory terms can be organized also widely for all students of the faculty; the dean decides on it issuing guidelines at the beginning of the academic year. The method for organizing examination terms shall be indicated for Students in the conditions for carrying out the examination (Art. 15 paragraph 4 of these Study Regulations).

(5) For free terms, Students may register and cancel their registration themselves. It is possible for them to choose from the terms, register for terms as far as the capacity of the selected term allows it, or cancel their registration for a term. The organization of free terms are governed by provisions of Art. 2 and 3 of this Annex No. 1.

(6) For compulsory terms, Students are not allowed to register or cancel their registration themselves. The organization of compulsory terms are governed by the provision of Art. 4 of this Annex No. 1.

#### **Article 2**

##### **Posting of Examination Terms**

(1) Terms, places and the capacity of each term of examinations are posted through AIS not later than 2 weeks before the examination period starts. Examination terms may be published in a shorter period or during the examination period, if it is a term that is beyond the number of terms in accordance with paragraph 2 of this Article. Posting of terms is the responsibility of the guarantor of the study program/examiner. In addition to publication in AIS, the terms and place can also be published by other means.

(2) Number of terms (and their capacity) must take into account the number of Students who have registered for this course, and allow Students to have their examinations

distributed throughout the examination period of the semester. The offer of total capacity of terms must be at least 1.3 times the number of students registered for the course.

**Article 3  
Registration of Students for Examinations**

- (1) Students register for examinations through AIS on a binding basis.
- (2) Students can cancel their registration for an examination by the date specified in the AIS. Not cancelled registration for an examination of a student and his/her subsequent unjustified absence at the examination means a loss of the examination term. In this case, the examiner shall indicate in the AIS "FN" - absence from examination. To justify absence from an examination, the provisions of Art. 5 paragraph 5 of these Study Regulations shall be applied.

**Article 4  
Organization of Compulsory Terms of Examinations**

- (1) Breakdowns of compulsory terms for each examination course are ensured by examiners via AIS.
- (2) Breakdowns of compulsory terms for examinations for the whole faculty are ensured using the schedule of examinations. The schedule of examinations shall be published for Students in AIS on the website of the faculty at least two weeks before the examination period. The schedule of examinations shall contain the terms and places of examinations for individual courses that a Student has registered for in the given semester, including resit (alternative) terms.
- (3) The terms are binding for Students. Absence of a Student at the specified term means his/her loss of the examination term. In this case, the examiner shall indicate in the AIS "FN" - absence at examination. To justify absence from an examination, the provisions of Art. 5 paragraph 5 of the Study Regulations shall be applied reasonably.

**Article 5  
Course of Examination**

- (1) The organization and fair conduct of examinations is the responsibility of the examiner, which is usually the Lecturer who taught the course. At the examination, Students are obliged to identify themselves if asked by the examiner with their STU student cards, and follow the instructions of examiner(s).
- (2) The examiner is authorized to expel a Student from the room where the examination is carried out in the following case:
  - a) the Student refuses to identify himself/herself;
  - b) the Student does not follow the guidelines of the examiner;
  - c) the Student acts dishonestly (copying, use of illicit devices and other practices).
- (3) Cases referred to in paragraph 2 of this Article shall result in losing the examination term, and can be considered as violation of the disciplinary rules and study morality principles of the Student. In this case, the examiner shall indicate in the AIS "FN" -

absence from an examination.

(4) Oral examination is generally complementary to a written examination. At oral examinations, generally two university Lecturers are present. Examiners may examine alone only if at least two Students are present. Examiners are not allowed to examine alone even if the Student agrees. Examiners may examine Students orally individually or in groups. Oral exams of individuals may take 30 minutes at maximum, in the case of a group of students it may take 90 minutes at maximum.

#### **Article 6**

##### **Record on Examination Assessment and Repair of Record**

(1) Record on examination assessment – grades (Art. 16 par. 2 of the Study Regulations) shall be performed through AIS. The assessment shall be written into the Student's Record Book only if the faculty issued it to the Student. Records on examination assessment are the responsibility of examiners.

(2) Records to AIS shall be made by the examiner within five days after the examination is performed. If more than 150 Students participate in an examination, the examiner can make records into AIS within 10 working days after the examination. The faculty is authorized to determine in its Study Regulations shorter periods than specified in the first and second sentences of this paragraph. The assessments FX - Failed or FN - the Student failed to present at the examination - are also recorded. If the record is not entered, it does not mean that the result of the examination is cancelled.

(3) The examiners makes the record into the Student's Record Book immediately after the examination result is announced to the Student. Only successful assessment A - E are recorded. In the case of disparity in the recorded grade in the Student's Record Book and in AIS, the assessment in AIS is deemed correct. At the end of the examination period, the examiner is required to pass the examination report signed by the examiner to the study department of the faculty.

- (4) The examiner is authorized to change the examination assessment in AIS
- a) by the end of the examination period, if due to an apparent error during writing he/she entered incorrect assessment of the examination;
  - b) if a Student's unfair acting was disclosed under Art. 13 paragraph 3 of the Study Regulations based on a decision on a disciplinary measure imposing.

(5) The examiner is required to archive the documents used to assess the examination

for at least three years.

#### **Article 7**

##### **Student's Application for Review of Conduct or Results of Examinations**

(1) If a Student feels a biased assessment during an examination, or if he/she finds that the rules given in this annex were not followed, he/she has the right to apply to the guarantor of the study program in writing for a review of the conduct or results of the examination. If the examiner is the guarantor of the study program, the application shall be addressed to the department that provides the course or the dean of the faculty.

(2) The head of the department that provides the course or the dean shall respond in writing to the application within two weeks. In the case of a reasoned application, he/she shall order the repeat of the examination, or reject the application. The repeated examination may be commissional. The originally performed examination shall not be

counted in the number of terms that the Student can attend under Art. 15 paragraph 7 of these Study Regulations.

(3) The decision of the guarantor/director of department or the dean is final.

**Article 8**  
**Final Provisions**

Rules given in Annex No. 1 reasonably apply also for granting graded assessments.

**Appendix No. 2  
of the Internal Regulation**

Study Regulations  
of the Slovak University of Technology in Bratislava

approved  
by the STU Academic Senate  
on 24 June 2013

**AGREEMENT ON STUDY TRIP**



**Appendix No. 2**

to the Study Regulations of the Slovak University of Technology in Bratislava  
approved by the STU Academic Senate on 24 June 2013

**AGREEMENT ON STUDY TRIP**

concluded between

.....  
Name of the university facility

represented by:

.....  
the Dean/Director

and

the Third Degree Study Program Student:

..... Student ID .....  
forename, last name and academic titles

Date of birth ..... Identification Card No. ....

Residence:

.....

1. Purpose of travel (please specify and attach proof of the reason for departure, type of work):

.....

2. Agreement is concluded for a fixed period: .....

Place of the study stay (please specify): .....

Departure: ..... Arrival: ..... Number of days: ..... Type of transport: .....

**Statement for inclusion into the study plan:**

I agree

I do not agree

Date

Date

.....  
Signature of supervisor

.....  
Signature of head of training site

**FUNDING**

Travel costs  
Subsistence for ..... days  
Out-of-pocket expenses for ..... days  
Accommodation for ..... nights  
Fee in amount of .....  
Other expenses .....

Source of financing: .....  
Source of financing: .....  
Source of financing: .....  
Source of financing: .....  
Source of financing: .....

**I agree with the spending of funds.**

.....  
Date Signature of Sponsor

Date

Date

.....  
Signature of Student

.....  
Signature of the head of university facility