

**TERMS AND CONDITIONS OF THE ADMISSION PROCEDURE FOR THE  
ACADEMIC YEAR OF 2017/2018  
(doctoral study)**

**Address:** Šrobárova 2, P.O.BOX A-29, 040 59 Košice

**Telephone:** 055/234 7116

<http://www.upjs.sk/filozoficka-fakulta/info-pre-studentov/studium/doktorandke-studium/>

**Deadline for submission of applications:** 31 May 2017

**Tentative date of the admission procedure:** June 2017

Accredited study programmes:	Form of study	Degree	Years
• <b>Literary Science</b>	F	PhD.	3
• <b>Literary Science</b> <i>subject to tuition 1<sup>1</sup></i>	P	PhD.	4
• <b>History of Philosophy</b>	F	PhD.	3
• <b>History of Philosophy</b> <i>subject to tuition 1</i>	P	PhD.	4
• <b>British and American Studies</b>	F	PhD.	3
• <b>British and American Studies</b> <i>subject to tuition 1</i>	P	PhD.	4
• <b>Social Psychology and Work Psychology</b>	F	PhD.	3
• <b>Social Psychology and Work Psychology</b> <i>subject to tuition 1</i>	P	PhD.	4
• <b>Social Psychology and Work Psychology</b> (in English) <i>subject to tuition 2<sup>2</sup></i>	F	PhD.	3
• <b>Social Psychology and Work Psychology</b> (in English) <i>subject to tuition 3<sup>3</sup></i>	P	PhD.	4
• <b>Slovak History</b>	F	PhD.	4
• <b>Slovak History</b> <i>subject to tuition 1</i>	P	PhD.	5
• <b>Political Science</b>	F	PhD.	3
• <b>Political Science</b> <i>subject to tuition 1</i>	P	PhD.	4
• <b>Integrative Social Work</b>	F	PhD.	3
• <b>Integrative Social Work</b> <i>subject to tuition 1</i>	P	PhD.	4

1. Eligible to study in a doctoral study programme is a student who has completed a master study programme in the given or related field at the Pavol Jozef Šafárik University or at another university. A condition for admission in the study programme of Social Psychology and Labour Psychology is completion of the second degree of university study in the field of Psychology.
2. The dean shall publish the topics of dissertation theses that may be signed for within the admission procedure not later than two months prior the date of submission of applications. Every published topic includes the name of the study programme, supervisor's name, form of study (full-time, part-time), the deadline for submission of applications and the date of the admission procedure. The topics of dissertation theses and the above formalities are published on the official notice board and by bulk publishing in compliance with respective legislation.
3. The applicant shall provide the following information in the "Application for University Study – Doctoral Study – Third Level":

<sup>1</sup> **Tuition for part-time study: EUR 300/year. To be paid by wire transfer only!**

The duration of study exceeding standard duration will be subject to tuition based on the tariff book of the Faculty of Arts of the Pavol Jozef Šafárik University in force.

<sup>2</sup> **Tuition for full-time study: EUR 5000/year. To be paid by wire transfer only!**

The duration of study exceeding standard duration will be subject to tuition based on the tariff book of the Faculty of Arts of the Pavol Jozef Šafárik University in force.

<sup>3</sup> **Tuition for part-time study: EUR 3750/year. To be paid by wire transfer only!**

The duration of study exceeding standard duration will be subject to tuition based on the tariff book of the Faculty of Arts of the Pavol Jozef Šafárik University in force.

- a) **first name and surname, degrees, personal identification number** (date of birth in case of foreigners), **place of birth,**
  - b) **marital status, place of permanent residence and ethnicity, information on education and information on preceding employment,**
  - c) **selected study programme and selected topic of the dissertation thesis,**
  - d) **selected form of doctoral study.**
4. The following shall be attached to the application:
- a) **curriculum vitae,**
  - b) **certified copies of documents proving achieved training and nationality,**
  - c) **list of published works or list of results of other specialised activity in relation to the study programme the applicant applies for or expert's opinions related to such works and activities**
  - d) **dissertation thesis outline (project)**
  - e) **document proving payment of the fee of EUR 50 (EUR 40 in case of electronic application) (by wire transfer!)** covering costs connected with the admission procedure for one or all study programmes.
- The fee is not refunded in case of withdrawal of application for university study.
- Bank:** Treasury  
**Bank code:** 8180 **Account:** 7000074351 **Variable symbol:** 5997  
**Specific symbol:** first name and surname  
**Contact symbol:** 0308  
**Message for the beneficiary:** first name and surname  
**Addressee's account name:** Univerzita Pavla Jozefa Šafárika in Košiciach, Šrobárova 2, P. O. BOX A-29, 040 59 Košice. Registered applicants will be sent information on the admission procedure and the admission exam not later than within 14 days prior it is held.
5. The admission exam will be held before the admission board consisting of not less than three members out of which one is usually the advisor of the published topic of the dissertation thesis. The admission board shall consist of its chair and not less than two members that are appointed by the rector or the dean with consent of the unions, if the study programme is implemented at the faculty. If it is the admission procedure of an applicant for a topic offered by an external training facility the admission board shall also include a representative of the external training facility.
6. The admission exam is oral and its content shall include the following:
- a) discussion related to the presented project in connection with the topic, methods of research and anticipated research results (maximum 25 points),
  - b) verification of applicant's theoretical and methodological knowledge in the given field of study including orientation in specialised literature (maximum 50 points),
  - c) verification of the knowledge of a world language based on requirements of the given study programme (maximum 25 points).
7. The admission exam for the study program Social Psychology and Work Psychology (in English) is oral, it is held in English and its content shall include the following:
- a) discussion related to the presented project in connection with the topic, methods of research and anticipated research results (maximum 50 points),
  - b) verification of applicant's theoretical and methodological knowledge in the given field of study including orientation in specialised literature (maximum 50 points).
8. The admission board shall evaluate the results of the admission exam at a closed meeting. The admission exam is evaluated by points and the applicant may achieve the maximum of 100 points. The achieved number of points is decisive for determining of order of applicants. Having achieved less than 60 points, the applicant did not pass the admission exam. In case there were several applicants registered for one topic their order shall be determined based on their success rate at the admission exam. When determining the order, the extent and quality of applicant's specialised works published and the results of

his specialised activity (e. g. results in competitions of students' scientific and specialised works, etc.) shall be taken into account.

9. A record shall be made on the result of the admission exam and the order of applicants based on the number of points achieved being its integral part. The board shall submit a proposal for admission of a successful applicant to the rector or dean, if the study programme is implemented at the faculty. If it is a topic offered by an external training facility the facility must give its consent to applicant's admission.
10. The dean shall decide on applicant's admission based on the results of the admission exam within 30 days from the date of the admission exam in writing. The decision on admission or non-admission for study shall be sent to the applicant in writing. If the dean decides on applicant's admission the decision shall also include supervisor's name and the topic of the dissertation thesis. The written decision must *inter alia* include the statement, justification, instruction on the possibility to file a request for review of the decision and it shall be served to the applicant in person. The request for review of the decision against dean's decision on non-admission for study may be filed at the rector of the Pavol Jozef Šafárik University in Košice by virtue of Section 58 (6) of Act No. 131/2002 Coll. on universities.
11. The admitted applicant becomes a student of the doctoral study on the date of enrolment to be determined by the dean.
12. In connection with implementation of the project EC H2020 MSCA-ITN urbanHIST (study programme Slovak history, part-time form of study) and only for the PhD. positions within the project, the following regulations shall apply:

I.

The admission exam is oral, it is held in English and its content shall include the following:

- a) discussion related to the presented project in connection with the topic, methods of research and anticipated research results (maximum 50 points),
- b) verification of applicant's theoretical and methodological knowledge in the given field of study including orientation in specialised literature (maximum 50 points).

II.

The admission procedure and the study (including the dissertation thesis) will be held in English. Certified annexes to the application shall be submitted in English as well.

III.

The part-time doctoral study programme *Slovak History* in connection with implementation of the project EC H2020 MSCA-ITN UrbanHist can be studied by applicants meeting the criterion of the **ESR** definition (Early-stage researchers who have not been awarded the academic degree PhD. yet and who have spent less than 4 years being involved in research) and the condition of **transnational mobility** (the researchers must not be staying in the host organisation in the country where they apply for a vacant position longer than 12 months – long-term stay, work, study, etc.) within the last three years as of the date of establishing of employment.

IV.

Registration for the admission procedure consists of three steps. The applicant registers **electronically** using the form *Application for university study – doctoral – third level* (available at <https://e-prihlaska.upjs.sk/ais/eprihlas/#/home>). **Electronic versions (scans) of the requested certified annexes in English** shall be sent to the following contact addresses: [eva.lengenova@upjs.sk](mailto:eva.lengenova@upjs.sk), [katarina.hajdukova@upjs.sk](mailto:katarina.hajdukova@upjs.sk) . A precondition of eligibility for the admission procedure is submission of a printed and signed application as well as requested certified annexes in English on the place, where the admission exam will be held or sending of the above documents by mail to the faculty mail address by 31 May 2017 (postal stamp date decides). Registered applicants will be sent information on the admission procedure not later than within 14 days prior its date electronically.

V.

The framework outline (project) of the dissertation thesis shall contain not less than 9000 characters including spaces.

VI.

The applicant may send the following optional annexes:

- a) letter of motivation,
- b) language certificates.

VII.

The admission exam is held before the admission board in person at Pavol Jozef Šafárik University in Košice or via a videoconference. The admission board consists of not less than three members out of which one is usually the supervisor of the dissertation thesis and at least one is a representative of the other training facility.

VIII.

The other training facility must express its consent to applicant's admission.

Košice this 20 February 2017

prof. PhDr. Eva Žiaková, CSc.  
Chair of the Academic Senate of the Faculty of Arts  
of the Pavol Jozef Šafárik University

prof. Oľga Orosová, CSc.  
Dean of the Faculty of Arts  
of the Pavol Jozef Šafárik University