



INTERNAL REGULATION no. 1/2020

Study Rules of Procedure
Pavol Jozef Šafárik University in Košice
Faculty of Medicine



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STUDY RULES OF PROCEDURE PAVOL JOZEF ŠAFÁRIK UNIVERSITY IN KOŠICE, THE FACULTY OF MEDICINE

Within the meaning of Section 9 paragraph 1 subparagraph b) in conjunction with Section 33 paragraph 3 subparagraph a) Law Act No. 131/2002 Book of Statutes on Higher Education as amended (hereinafter referred to as "LAHE"), these Study Rules of Procedure are an internal regulation of Pavol Jozef Šafárik University in Košice (hereinafter referred to as "the University"), the Faculty of Medicine (hereinafter referred to as "the Faculty").

PART I GENERAL PROVISIONS

Art. 1 General provision

1. The study at the Faculty is of university character, and within the framework of these Study Rules of Procedure, the students are eligible to complete different parts of the study programme at the Faculty of Medicine, as well as other Faculties of the University. Individual study programmes are implemented and administered within the designated range at the Faculty in accordance with the decision of the Accreditation Board and the Rector of the University.
2. These Study Rules of Procedure are an internal regulation of the Faculty and regulate the rules for the Bachelor, Magister, and doctoral study programmes at the Faculty.
3. The Faculty Study Rules of Procedure are mandatory for all of the students, University teachers (hereinafter referred to as "teachers") and other staff who manage and provide the study at the Faculty.

Art. 2 Degrees and forms of Study, Standard Length of Study

1. The Faculty provides higher education accredited at all three levels of study:
 - at the first level: Bachelor degree programmes,
 - at the second level: Magister degree programmes,
 - at the inter-connected study of the first two levels of study: doctoral degree programmes,
 - at the third level: PhD programmes.
2. The University and its Faculties provide university education in the fields of study, or in a combination of two fields of study in the accredited study programmes, whose list is published by the University in a manner as provided by law.
3. Higher education is carried out in the full-time or part-time forms of study. Both of the types of study may be carried out in the full-time, distance, or the combined methods of study.
4. The organization of all the levels and forms of higher education at the Faculty of Medicine is based on the credit system of study.
5. Lifelong learning is provided by the University on the basis of Act no. 568/2009 Coll. on lifelong learning and on the amendment of certain laws.
6. The faculty may teach individual subjects for other faculties of the university, colleges or institutions.

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7. The standard period of study in its full-time form of study at the Faculty for individual study programmes is as follows:
 - first degree (Bachelor's study programme) including professional experience for three years,
 - second degree (Master's study programme following on from the Bachelor's study programme), including professional experience of two years,
 - combined first and second degree of university study (doctoral study programme) for at least five and at most six years.
 8. The University awards the following academic degrees to its graduates:
 - „Doctor of General Medicine“ („MUDr.“) in the degree programme of General Medicine,
 - „Doctor of Dental Medicine“ („MDDr.“) in the degree programme of Dentistry,
 - „Bachelor“ („Bc.“) in the first-level degree programme,
 - „Magister“ („Mgr.“) in the second-level degree programme.

Art. 3 Students

1. An applicant admitted to the study becomes a student of Pavol Jozef Šafárik University, Faculty of Medicine, by enrolling in the study programme of university study provided by this Faculty.
2. The student has the following particular rights:
 - a) study the study programme for which he was admitted, if the university has made adjustments in the study programme, the student continues in the study of this study programme according to the subjects and rules after the adjustment, unless the rules of the study programme specify otherwise:
 - b) to create one's own curriculum under the study programme rules,
 - c) to enroll in the next part of the study programme if he/she has fulfilled the obligations determined by the study programme or the Study Rules of Procedure,
 - d) while respecting the time and capacity constraints given by the study programme, choose the pace of study, the order of completion of subjects while maintaining their prescribed continuity,
 - e) as part of their university studies, apply for studies at another university, including abroad (academic mobility),
 - f) participate in research, development, artistic and other creative activities at the University,
 - g) to participate in the establishment and activities of independent associations operating at the University in accordance with legal regulations,
 - h) freely apply opinions and comments on higher education,
 - i) to express at least once a year about the quality of teaching and about teachers in the form of an anonymous questionnaire,
 - j) for information and counselling services related to studies and with the possibility of graduates' application in practice,
 - k) if he/she is subject to the obligation to pay tuition fees according to § 92 par. 5 LAHE to decide in which study programme he/she will study free of charge in a given academic year, if he/she is entitled to free study,
 - l) to file a complaint with the Dean of the Faculty and its equipment: admission, registration, investigation,

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- m) to change the study programme within the same field of study under the conditions determined by the Study Rules of Procedure. General Medicine and Dentistry are separate fields of study, it is not possible to change the study programme.
3. The students study obligations follow from the study programme enrolled and from the Study Rules of Procedure. The student shall comply with the internal regulations of the University and its units. The student shall, in particular:
 - a) protect and economically use the property, assets, and services of the University and the Faculty,
 - b) pay tuition and fees associated with the study by the law within the meaning of the University Fee Rules of Procedure and truthfully state the facts essential to determining the former,
 - c) notify the Faculty, at which he/she is properly registered, the address designated for the service of process,
 - d) appear personally on the written summons from the Dean or an employee of the Faculty authorized by the former to discuss issues related to the study subject or completion of the study or those related to his/her rights or obligations,
 - e) to notify the Faculty in writing of the decision pursuant to para. 2 letter k),
 - f) undergo medical examinations and vaccinations required by the Faculty in the respective years of study,
 - g) attend at the beginning of the semester a briefing on the protection and safety at work and fire protection. This instruction is repeated in cases where the study subject is taught for two or more semesters.
 4. The bodies of academic self-government of the Faculty in accordance with LAHE have the right to decide on behalf of the University in matters of academic rights and obligations of student enrolled according to the study programmes carried out at the Faculty.
 5. Based on LAHE, a University student is a member of the academic community of the University, if he/she is studying a study program at the Faculty, he/she is also a member of the academic community of the Faculty.
 6. A disciplinary measure may be imposed on a student for a culpable violation of legal regulations, the Statute of the University or other internal regulations of the University or Faculty at which the student is studying, or for a violation of public order.
 7. The details of the proceedings on the disciplinary offense are regulated by the Disciplinary Rules of the Faculty.
 8. Student ceases to be a student:
 - a) if he/she duly completes the study according to the relevant study programme, while the day of completion is the day when the student fulfills the last of the conditions prescribed for the proper completion of the study programme for which he/she was enrolled,
 - b) if the study does not end within two years from the end of the Standard Length of Study,
 - c) if he/she is excluded from the study due to non-fulfillment of the requirements arising from the study programme and the Study Rules of Procedure of the Faculty,
 - d) if he/she is excluded from the study on the basis of a disciplinary measure,
 - e) if the study programme he/she is studying is cancelled and the student has not accepted the offer to continue his studies according to another study programme,
 - f) if he/she left the study,
 - g) if he/she interrupted his/her study,
 - h) in the event of the death of the student.
 9. Demonstrably detected depreciation, use of illicit aids, etc. during the continuous or final control of the study, it is considered a disciplinary offense of the student.
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10. Students who are taught in English language are entitled to a leave only on those days as students whose lessons are taught in Slovak language.

Art. 4

Participation in educational activities

1. University teachers work as professors, visiting professors, associate professors, visiting associate professors, assistant professors, assistants and lecturers.
2. PhD students also take part in educational activities in the full-time form of PhD studies. Researchers and PhD students in the external form of PhD studies may also participate in the educational activity.
3. If the implementation of the study programme requires it, researchers and practitioners may also participate in the teaching.
4. A person with a first-level education may also participate in the educational activity (in the scope of exercises and practical exercises) as a lecturer, under the following conditions: consent of the guarantor and the teacher, ongoing full-time study in the 2nd level of the study programme and completion of the lectured subject with evaluation A.

Art. 5

Study Advisor, Coordinator

1. Study consultants (tutors) act at the Faculty for providing counselling services to students, especially in preparing their curricula. Study consultants are appointed and/or revoked by the Dean. Their role contains the following:
 - a) providing students with the necessary information on the Study Rules of Procedure, in particular to assist first-year students in their transition to university study methods,
 - b) notifying the Faculty management of potential problems in teaching and learning issues,
 - c) at the request of the Dean or the Institute or Department Chairperson, to comment on some applications of students.
2. To ensure student mobility, the Dean appoints from among the University teachers a Faculty coordinator whose tasks include organizing international cooperation in the field of education, resolving problems associated with sending and receiving students, and providing consultancy services on study opportunities in cooperation with the international relations officer of the Dean's Office.
3. To perform the tasks listed in paragraph 2. of this Article, the Faculty Dean appoints from among the teachers of the Faculty a coordinator of mobility, where necessary also those of an institute or a department.
4. If teaching is provided by several institutes or departments, the Dean appoints a coordinator of teaching, who is in charge of the temporal and professional coordination of teaching individual study subjects.

PART II

ORGANIZATION OF STUDY

Art. 6

Admission to Study

1. Anybody meeting the basic admission requirements under Section 56 LAHE, other conditions for admission under Section 57 LAHE, and other conditions determined by the Faculty,

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- is eligible to study in the selected study programme at the University, provided the selected programme of study is operative at the Faculty.
2. Faculty shall publish in good time in advance, not later than 20th September of the academic year preceding the academic year, in which the study is to begin in the case of the Bachelor degree programme or a degree programme under Section 53 paragraph 3 LAHE and for other study programmes no later than two months before the deadline for the submission of applications for the study, the date and terms of admission, the date and method of verifying compliance, and if the admission examination is part of verification of aptitude for the study, then also the form and general content of the examination and the method of assessment of its results, as well as the information on the number of applicants whom the Faculty is planning to admit for the study in the particular study programme.¹
 3. A regular date and one alternative date must be set for the entry exam.
 4. An alternate date may be granted by the dean to the applicant who requests it in writing. The reason for allowing a substitute term may be a sudden illness, or study abroad, if it is a preparation for study at the University, or the participation of the applicant in an entrance examination at another faculty.
 5. Facts according to paragraph 2 are published on the official notice board and on the website of the Faculty. These facts cannot be subsequently changed until the end of the admission procedure.
 6. The application for study must be submitted by the specified deadline. An applicant with special needs may attach an application to the application, on the basis of which, after an assessment of his/her specific needs, the form of the entrance examination and the method of its conduct will be determined, taking into account his/her specific needs.²
 7. If the application is not duly filled in, or if it does not contain any of the required attachments, the Faculty will invite the applicant to eliminate the deficiencies within the specified period. If the applicant does not eliminate the deficiencies within the specified time limit, the application is considered invalid. The Faculty will notify the applicant of this fact without undue delay.
 8. The letter of invitation for the admission examination shall be sent no later than 28 days before the procedure.
 9. The Dean or the Associate Dean in charge shall discontinue the admission examination of the applicant, if the applicant is found guilty of fraud or misconduct that is contrary to the rules announced at the beginning of the admission examination. The results of the admission examination so discontinued are not assessed, the applicant is not granted any alternative date of the admission examination and his/her admission examination is considered failed.
 10. Admission to the study programme shall be decided by the Dean.
 11. The decision on the result of the admission procedure shall be made in writing within 30 days from the date of verification of complying with the conditions for admission and shall be delivered to the applicant as personal service. The applicant whose whereabouts are not known, shall be served the decision by posting it on the official notice board of the Faculty for 15 days. The last day of this period will be considered the date of service.
 12. The applicant who fails to demonstrate compliance with the essential conditions for admission under Section 56 LAHE at the time of monitoring compliance with the conditions for admission, the Dean may issue a decision on the conditional admission to study. In the event that the student fails to demonstrate that the essential

¹ Section 57 paragraph 5 LAHE

² in accordance with the provisions of 100 paragraph LAHE

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- conditions for admission are complied with no later than the date for enrolment, the Dean shall issue a decision on conditional admission cancelling the decision on the admission of the applicant for study and shall issue another decision on non- admission the applicant for study.³ If the student demonstrates that the essential conditions for admission have been complied with no later than the date for enrolment, he/she shall be deemed duly admitted to study in the selected study programme.
13. The applicant has the right to inspect the documentation of his admission procedure. Insight means that the applicant can read the documentation and make copies or extracts from it.
 14. Only the applicant or a person officially authorized by him/her may inspect the materials in the reserved premises of the Faculty in the presence of persons authorized by the Dean.
 15. If the applicant establishes that his/her examination was incorrectly assessed or there occurred an error in determining the final number of points obtained, the same shall notify the fact to the person who is, within the meaning of paragraph 14 present at the access to viewing and shall give the same in his/her application for review of the decision on non-admission for the study.
 16. The Dean shall examine the objections raised by the applicant for admission to study in the latter's application for review of the decision. Should it be established that the applicant has been aggrieved through an error on the part of the Faculty, the Dean shall put the applicant on the waiting list according to the corrected number of points earned and make a written notation of the same.
 17. The applicant, who has been served the decision of non admission for the study, may file an application for a review of that decision. The application for the review of the decision shall be served to the Dean within 8 days of its service.
 18. Registration of applicants admitted to the study may be carried out before the start of the academic year, if so determined by the Faculty. The applicant will then become a student before the beginning of that academic year, if he/she informs the Faculty in writing within 15th August that he/she cancels their registration.
 19. The Faculty shall be entitled to request information from the applicant if the latter enrolls for the study. The applicant shall give such information to the Faculty by the date specified by the Faculty. The right of the applicant to enrol expires, if he/she answers the question whether he/she enrolls for the study in the negative, or fails to respond within the specified deadline.
 20. On the basis of the statement of the guarantor of the study programme, the dean may recognize the admitted candidate for completion of subjects from previous unfinished studies, if the following conditions are met:
 - a) the content of the completed subject is identical or sufficiently similar to the content of the subject in the study programme for which the student is admitted,
 - b) no more than five years have elapsed since the completion of the course.
 21. Recognition of objects is governed by Art. 19b of these Study Rules of Procedure.

Art. 7

Study programme, Curriculum

1. The study programme is a set of study subjects, which consist of educational activities, which are mainly represented by lectures, seminars, exercises, project assignment, laboratory work, internships, excursions, special field training, state examination and combinations thereof, and a set of rules designed in such a way that successful completion of these learning

³ Section 58 paragraph 1 LAHE

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- activities, while observing the above rules, enables one to attain university education.⁴ Preparation and implementation of the study programme is the responsibility of the study programme guarantor.
2. The study programme is determined in more detail by the requisites specified in the LAHE.⁵ The rules for creating, approving, implementing and modifying the study programme are regulated by the Internal Quality System.
 3. Part of the study programme is a recommended study plan, which is compiled so that by completing it, the student meets the conditions for successful completion of studies in the standard length.
 4. The Study Plan is compiled by the student himself or with the help of a study advisor from the offer of subjects of the study programme so that he meets the rules given by the study programme and the provisions of these rules.
 5. The Study Department administers the study. Problems related to the content and professional content of the Study Plan of the study programme/branch must be solved by the student at the workplace, or at the coordinator, who guarantees part of the study plans or the subject of the study programme.

Art. 8 Study Programme Subjects

1. Each subject is uniquely identified by its code and name and is designed as a one-semester course. The essential particulars on the nature of the study subject are set out in the information form of the study subject⁶.
2. The study subjects included within the study programme are, according to the obligation to be completed, categorized into the following types:
 - mandatory – their completion is a prerequisite for a successful completion of the part of the study or of the study programme,
 - mandatory optional – these illustrate the nature of the study and allow the student to adapt their curriculum to their individual interests, according to their choice and in the pattern as set out in the study programme,
 - elective – these are other study subjects that the student may register to complete their study and obtain a sufficient number of credits in the relevant part of the study.
3. Mandatory and mandatory optional study subjects are as a matter of rule taught at the Faculty, which runs the curriculum. Study subjects taught at another Faculty following an agreement between the Deans of those Faculties may be included within mandatory and mandatory optional study subjects.
4. The student registers elective study subjects from among the study subjects on the offer of their study programme, but also from the offer of other study programmes of the Faculty or other faculties or colleges within the rules in effect.
5. The study subjects in the study programme are divided according to their follow-up as follows:
 - a) study subjects without a follow-up - registration of such a study subject is not a condition for the completion of another study subject,

⁴ Section 51 paragraph 2 LAHE

⁵ Section 51 paragraph 4 LAHE

⁶ Section 62 paragraph 2 LAHE and Section 4 paragraph 1 Annex No. 1 to the Ministry of Education, Science, Research, and Sport of the Slovak Republic Decree No. 614/2002 Book of Statutes on the accredited system of study as amended.

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- b) study subjects that are prerequisite to other study subjects – registration of such a study subject is only possible after successful completion of another study subject or study subjects – prerequisites.
 6. The following rules apply for the completion of prerequisites and related study subjects:
 - a) If the student does not complete the prerequisite evaluation in the given academic year (hereinafter AR), he/she may request the removal of the follow-up subject from the enrollment form no later than in the first week of the following semester.
 - b) If the continuation of the semesters of repeatedly enrolled prerequisites and the follow-up course in the given AR allows the completion of a follow-up course, the student has the right to register for this course in the first week of the semester and to complete the course in full.
 - c) If the student has properly completed the teaching of the subject, but did not succeed in obtaining evaluation or did not meet the conditions for registration for the exam date, after repeated registration, he is obliged to complete the teaching of the subject again in full, unless the guarantor of the subject decides otherwise. The subject guarantor may decide whether, based on the results of the continuous assessment during the first enrollment of the subject, it is possible to waive contact teaching during the second enrollment of the subject.
 7. The Final Degree Thesis is part of the study, which, alongside with its defence constitutes one study subject. The Final Degree Thesis defence is included within the subjects of the State examination.

Art. 9

Credit system of Study

1. The credit system of study enables one to assess the student's credit chores related to completing the study subjects in accordance with the rules contained in the study programme, promotes the openness of the University from within, supports mobility of the students, and provides the student the opportunity to participate in the creation of their curriculum.
2. Credits are numerical values assigned to study subjects that characterize the amount of work necessary to acquire the prescribed learning outcomes.
3. The standard student workload for one academic year of full-time study is 60 credits, 30 credits per semester. The standard student workload for the entire academic year in the external form of study is 48 credits, depending on the standard length of study of the relevant study program and the number of credits required for its completion. The recommended method of allocating credits to subjects in the creation of study programs is specified in more detail in Annex no. 1 of these Study Rules of Procedure.
4. The total number of credits required for proper completion of the study is set out as follows:
 - a) for the three-year Bachelor degree study – 180 credits,
 - b) for the four-year Bachelor degree study – 240 credits,
 - c) for the one-year Magister degree study – 60 credits,
 - d) for the two-year Magister degree study – 120 credits,
 - e) for the three-year Magister degree study – 180 credits,
 - f) for the four-year Magister degree study – 240 credits,
 - g) for the doctoral degree study – 360 credits,
 - h) for the three-year full-time and the corresponding part-time PhD degree study – 180 credits,

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- i) for the four-year full-time and the corresponding part-time PhD degree study – 240 credits.
5. The student is awarded credits upon successful completion of the study subject. Credits may be awarded for the given study subject only once during the entire study.
 6. Credits awarded for passing the study subject are accumulated for the student. One of the conditions for continuing his/her study after the predetermined monitoring stage of the study is to obtain the required number of credits within the structure under the study programme.
 7. If the student completes a period of study at another faculty or another university in the Slovak Republic or abroad on the basis of an agreement for study (within academic mobility), the credits awarded shall be approved on the basis of statements of results made for the student by the faculty or the university at which the student obtained the same.
 8. The subject implemented at the receiving faculty, which is similar in content and scope to a subject at the sending faculty, and which the student has successfully completed within a duly approved mobility, may be recognized by the Dean on the basis of a student's written request instead of the relevant subject from the student's study programme.
 9. The procedure for validating the study subjects and credit transfer study subjects is referred to in Article 19b of these Study Rules of Procedure.

Art. 10
Time Schedule of Study

1. The academic year commences on 1st September of the current year and terminates on 31st August in the following year.
2. The academic year is divided into the winter semester and the summer semester, the winter holidays and the main holidays.
3. Each semester consists of the teaching period and the examination period. The examination period is intended for final verification of students' knowledge of the study subject to the extent as is provided in the study subject information form updated in every case for the respective academic year.
4. The teaching part of the semester includes 14 weeks of teaching, the examination period lasts for at least 5 weeks. The Dean may modify the schedule of teaching in the block system of teaching in other ways.
5. The Time Schedule of Study for the next academic year is determined by the Rector in consultation with the Dean of the Faculty, not later than four months before its commencement.
6. Professional field trainings are held during the main holidays.
7. If the student registers a study subject at another faculty, he/she shall complete it in line with the period of the semester at the faculty, where the study subject is taught.

Art. 11
Registration and Completing of the Study Subjects

1. Registration takes place within the deadlines as set out in the Faculty schedule for a period of one academic year.
2. Registration is mandatory for the student. If the student fails to appear for registration for the next period of study, or fails to appear for a repeated registration after a break on re-entry, the Faculty shall ask the student in writing to appear for registration within 10 working days of the date of receipt of that service of process. If, after being served the service

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- of process the student fails to appear for registration within the prescribed period and does not even apply for an extension of this deadline, the date, by which the student should have registered for the next period of study or in which he/she should have re-registered, shall be deemed the date on which the student left the study.
3. At the Faculty, a distinction is made between preliminary and administrative enrollment. By pre-enrollment, the student declares his / her interest in the study of compulsory elective and elective study subjects for the following academic year. The administrative enrollment is a confirmation of the student's progress to the next year of study after meeting the conditions for continuing the study. At the same time, it is also a specification of preliminary enrollment after verification of the capacity and time possibilities of selected taught subjects as well as the possibilities of the student himself.
 4. The Faculty Institutes' and Departments' Head Physicians will publish in the AIS the minimum and the maximum number of students registered for the study subject for the following academic year not later than by 30th April. If the study subject which the student register is of limited capacity (due to available premises, personnel or other reasons), it is necessary to allow the students to register in the following order:
 - a) students of the Faculty for whom the study subject is mandatory,
 - b) students of other faculties of the University, for whom the study subject is required,
 - c) students of other universities, who register the study subject under study contracts,
 - d) students of the Faculty, for whom the study subject is optional,
 - e) students of other faculties of the University, for whom the study subject is mandatory optional on the basis of an agreement between the respective faculties,
 - f) students of the Faculty, for whom the study subject is elective,
 - g) students of other faculties of the University, for whom the study subject is elective,
 - h) students of other universities, for whom the study subject is elective.
 5. If after making the arrangement under paragraph 4 hereof the number of applicants in the study subject exceeds the fixed capacity, the Institute or Department Head Physician shall decide on registering the study subject by the students.
 6. Within the relevant categories as referred to in paragraph 4 hereof, the students with a higher number of the years of study passed shall prevail.
 7. By making registration, the student determines what part of the duties prescribed by the study programme he/she wishes to attend. Terms and conditions for successfully completing the study subject are listed in the information form.
 8. The mandatory study subject registered and not completed may be re-registered during the study one more time. After the second failed attempt at completing a mandatory study subject, the student is excluded from the study according to Section 66 paragraph 1 subparagraph c) LAHE.
 9. The mandatory optional study subject registered but not completed may be re-registered one more time, or any other study subject may be chosen from the offer of mandatory optional study subjects. After the second failed attempt at completing the chosen mandatory optional study subject, the student is excluded from the study according to Section 66 paragraph 1 subparagraph c) LAHE.
 10. The elective study subject registered and not completed may be re-registered one more time, or any other elective study subject may be chosen, or the number of credits being sufficient, not to register any elective study subject.
 11. If instead of the not completed registered study subject the student chooses any other mandatory optional or elective study subject, the study subject so registered shall be deemed a repeated study subject.
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12. The student shall each semester register the study subjects of such credit value and in such a structure (mandatory, mandatory optional, and elective) so as to be able to comply with the conditions for continued study control at each stage of the study. In one academic year, the first-level student and the second-level student shall in each of the study programmes register the study subjects value at least 40 credits and not more than 90 credits.
 13. The Dean may reduce the lower limit of the number of credits, if the sum total of the credits awarded during the study and those for the registered study subjects in the given academic year exceeds the number of credits required for the successful completion of study.
 14. The lower limit of the number of credits that a student shall register in the additional year of study is determined by the number of credits of mandatory study subjects and mandatory optional study subjects missing for the successful completion of the study. In the event that the student does not successfully complete any of these study subjects, he/she may continue to study for another year in the extended length of study by registering the study subjects not yet completed, unless this runs counter to Section 65 paragraph 2 and the study subject is not re-registered.
 15. The lower limit of the number of credits that the student shall register in the event of his/her re-admission to the study, or after transfer from another university and in recognition of credits from the previous study, is determined by the number of credits of the mandatory study subjects and mandatory optional study subjects missing for the successful completion of the study. In case of unsuccessful completion of any of the study subjects registered, the student shall re-register those study subjects in the next academic year.
 16. In the academic year, in which the student is planning to graduate, he/she shall register the study subjects having such a number of credits as to allow him/her meeting the conditions of graduation.
 17. A student of the 1st to 3rd year of registration can enroll a maximum of 30 % of compulsory elective or elective courses out of the total number of compulsory courses that are prescribed for the first three years of study.
 18. The condition for teaching a compulsory elective and elective subject is a minimum number of five students. Exceptions from the stated number of students are determined by the subject guarantor on the basis of the capacity possibilities of the workplace.

Art. 12
Educational Activities

1. Educational activities take a form of lectures, laboratory and clinical exercises, specialized field training, seminars, coursework, and supervised self-access study, while the proportional distribution among the various forms of teaching the study subject is determined by the study programme.
2. In addition to teaching according to the curriculum in a study programme, the University teachers provide individual consultations to students, for which they shall reserve a reasonable time of at least two teaching hours a week. The consultation hours for the given semester are posted to students during the first week of the semester at the latest. Individual consultations do not substitute teaching.
3. Specialized field training is used to consolidating the knowledge and skills acquired and their verification in practice, as well as the acquisition of new knowledge and skills. Details on the organization and conduct of specialized field training shall be determined by the Dean. The student performing his/her field training abroad shall present a certification authorized by the leading manager of the unit abroad, which will contain the description of the length and content of the training. Such a certification shall be issued in the English language. Based

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- on that certification, the department head physician or a teacher appointed by the head physician shall register in the AIS passing the field training for the study subject concerned.
4. The teaching subject of the study programme may implemented simultaneously by several forms. Unless stated otherwise in the study programme, the form of teaching shall be determined by the teacher.
 5. The guarantor of the study subject is required to provide the updated information form on his/her study subject at the beginning of each semester.
 6. Furthermore, the guarantor shall notify the method of continuous verification of student knowledge, the form of holding the examination, and the study subject syllabus and time schedule. These information shall be published by the end of the second week from the beginning of the semester. The criteria therein published shall be changed during the semester.
 7. In addition to the provisions of paragraph 5, the guarantor of the study subject may determine the extent of mandatory participation in education. In the event that the student fails to comply with the condition of his/her mandatory attendance of teaching, the teacher shall proceed as follows:
 - a) If the student misses a part of the mandatory attendance of teaching for serious reasons, the extent of which may be substituted, the teacher shall determine an alternative method of study for the student. If the missed lessons cannot be substituted for serious reasons, the student shall register the study subject once again, while his/her first registration shall be cancelled.
 - b) If the student misses mandatory teaching without a serious reason, the teacher may choose to determine an alternative method of teaching, or the student shall re-register the study subject. If the concerned study subject is registered for the second time, the student may not continue to study.
 8. Non-participation in practical exercises and seminars shall be properly excused with the teacher, who shall determine a substitute in the corresponding form. The student may replace the excused practical exercises within three weeks at most during the semester (except for the block teaching). In the block system of teaching, the head physician shall decide on how to compensate for the teaching missed.
 9. Public holidays, Rector's and Dean's days off are days off without any obligation to compensation.

Art. 13 Assessment of Learning Achievements

1. Assessment of the student's learning achievements in the study subject is carried out as follows:
 - a) continuous monitoring on the study achievements during the teaching part of the period of study concerned (e. g. quiz questions, written examinations, minimum performance in the treatment of patients, individual tasks, semester assignments, etc.), or
 - b) the examination for the period of study concerned, or
 - c) a combination of continuous monitoring the study during the teaching part of the semester with the examination for the period of the semester concerned. In this case, the proportion of various modes of monitoring the study is defined in the study subject information form in such a way that the sum total of the percentage shares is 100 %.
2. Passing the study subject is, as a matter of rule, assessed by a grade. The grade expresses the quality of knowledge and skills acquired in accordance with the objective as set out in the study subject information form.

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3. An assessment scale is employed at the University for assessing the study achievements. The scale comprises six assessment levels:
 - a) A – excellent (outstanding results) (numeric value 1),
 - b) B – very good (above average results) (1,5),
 - c) C – good (average results) (2),
 - d) D – satisfactory (acceptable results) (2,5),
 - e) E – sufficient (results meets the minimum criteria) (3),
 - f) FX – fail (further work is required) (4),
 - g) X – unclassified (did not pass, did not meet the required minimum criteria) (4).
 4. In selected subjects, credits can be awarded without a grade. In such cases, the term "completed" shall be replaced by the mark in the relevant records. For subjects with a grade of "graduated", the allocation of credits is as follows:
 - a) for Professional Practice, Diploma Seminar 1 to Diploma Seminar 4, Sports Activities 1 to Sports Activities 4 are awarded credits without a grade,
 - b) for subjects not listed in point a) is the allocation of credits with the evaluation "completed A to E" to a student who has fulfilled the conditions to the extent of:
 - 93 to 100 % "graduated - A - excellent",
 - 85 to 92 % "graduated - B – very good",
 - 77 to 84 % "graduated - C - good",
 - 69 to 76 % "graduated - D - satisfactory",
 - 60 to 68 % "graduated - E - sufficient".Evaluations are not included in the weighted study average.
 5. Study subject is successfully completed, if the student obtained the rating A through E. The student only obtains credits for the study subject passed.
 6. If the evaluation of study results within the study of the subject is carried out according to par. 1 letter c) of this article, the information sheet of the subject must also contain explicit information on what result of the continuous control of the study entitles the student to register for the exam. If this limit is not met, the examination is not allowed and the student is assessed X - unclassified at the end of the teaching part of the respective semester.
 7. For students who demonstrate very good results in their study, the head physician of a department or an institute may allow taking their examination in the last week of the semester teaching period.
 8. The student shall submit at the examination his/her ID card or any other document which confirms his/her identity (e. g. a travel passport).
 9. The student who has been assessed FX at the examination is entitled to two retake dates. When re-registering the study subject, the student is entitled to one regular date and one retake date.
 10. The teacher is not obliged to list corrective dates outside the examination period.
 11. Examining beyond the examination period is possible in the block system of teaching, where the examination dates are set out in the timetable at the beginning of the academic year.
 12. If the student does not attend the examination date of the enrolled course, the course without evaluation will be counted with a weight of 4 (FX - insufficient). The course is considered as unsuccessfully completed and its next enrollment is considered as a second enrollment.
 13. A student of the Faculty who has fulfilled the conditions for passing the enrolled subject by taking the exam, but did not pass it successfully in the given academic year and wants to complete the subject as a re-enrolled subject in the first three weeks of teaching in the winter semester in the following academic year must submit an application by 31st
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- August the latest. The examination according to the first sentence can be performed only with the prior consent of the subject guarantor.
14. An examination in the first three weeks of teaching in the winter semester may also be taken with the prior consent of the subject guarantor by a student who has been repeatedly admitted to study at the Faculty and has met the conditions for passing the subject by taking the examination in the previous academic year at the Faculty but did not pass it.
 15. After successful completion of the examination in the subject, the student will ask the study department to enroll in the subject, which he could not enroll due to failure to successfully complete the prerequisite.
 16. The guarantor of the subject or the head of the workplace will announce the date of the examination no later than 15th September.
 17. If, for justifiable reasons, a student does not attend the examination in the first three weeks of teaching in the winter semester or does not register for the examination, he may take it in the examination period for which the subject is prescribed or in August.
 18. The date of the examination of the course prescribed for the winter semester will be announced by the guarantor of the course within the third teaching week of the summer semester for students who have met the conditions for completing the course in the winter semester but have not exhausted all deadlines. The student can also complete the course in the August term, which is set in the schedule of the academic year.
 19. In the terms referred to in para. 13, 14 and 18, a student may take an examination in a subject only once in a given period.
 20. If the student did not attend the exam for serious reasons, he/she may justify his/her non-participation in the exam by the examiner within three days from the date of the exam. The head of the department/clinic or the examiner authorized by him will decide on the student's excuse. An apology can also be sent by post within a specified period.
 21. If the student failed to appear for the examination by the deadline for the examination and his absence was not excused, or if he/she resigned from the examination, he/she will be assessed FX – failed.
 22. The teacher shall enter the assessment of the student in the AIS immediately at the date of assessment, or, respectively, when the necessary time arises for the assessment of complying with the conditions for granting the assessment at the date as notified earlier within three days at the latest.
 23. The teacher shall keep records of attendance at teaching. The respective Faculty unit shall keep records of the student's study subject completion.
 24. The head physician of an institute or a department shall ensure listing of the examination dates no later than 21 days before the start of the examination period and shall publish these in the AIS.
 25. The examination dates shall be listed evenly throughout the examination period in sufficient numbers. The sum total of positions in the dates listed shall exceed the number of students who are to take the examination on in the study subject by at least 30 %. The head physician shall determine the maximum number of students who may register for the given examination date.
 26. In the block system of teaching, the head physician of an institute or a department shall designate at least one retake date within a period of one month after the end of the semester in that block.
 27. The student registers for the exam via AIS no later than 2 calendar days before the exam date. A student may not register for an examination in a given subject at the same time for more than one date. The student can unsubscribe from the exam no later than 2 calendar days before it takes place.

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28. The teacher must allow the student to look into the written tests of the subject whose teaching he/she provides.
 29. The examiner shall notify the grade to the student. The student has the right not to accept the assessment grade ranging from B to E inclusive. In this case, the assessment grade is FX - failed. If the student has not made use of all the re-take dates, he/she may apply for any of the available dates.
 30. At the written request of a student or examiner, the Dean of the Faculty may designate the examination to take place in a resit period before at least a three-member commission, which is usually appointed from among the teachers of the subject. The commission exam can be requested no later than 3 working days after the date of the exam.
 31. A weighted study average is used to evaluate the student's overall results for a given period.
 32. The weighted grade average shall be calculated in such a way that in the period under assessment, the products of the number of credits and numerical assessment shall be counted together (according to paragraph 3 of this Article) for all the study subjects registered by the student, and the result shall be divided by the total number of credits earned by student within the specified period. The numerical assessment 4 shall be counted into the study weighted average for the study subjects that the student registered and not completed. The study subjects not assessed by a grade shall not be included within the weighted grade average.
 33. The weighted grade average for the entire study shall be analogical to what is described in paragraph 32 of this Article, while only successfully completed study subjects shall be included within the calculation.
 34. The weighted grade average shall be used mainly in tenders enforced by the teaching capacity, in deciding to award scholarships, in the allocation of accommodation in student halls of residence, and so on.
 35. The student can correct the evaluation of the already passed examination at the end of the relevant degree of study, and only if this affects his/her overall evaluation (passed with distinction). A student in a doctoral study can thus correct a maximum of two completed examinations on the basis of a written request and with the written consent of the Dean, no later than the end of the teaching of the last block. A new result is included in the weighted study average for the entire study.

Art. 14
Monitoring the Stages of Study

1. The students wishing to continue their studies:
 - a) in the first year of study, obtain at least 40 credits for progression to the second year of full-time study in Bachelor's, Magister's and Doctoral degrees and 30 credits in external form of study,
 - b) for each of four consecutive semesters, obtain a minimum of 90 credits in the full-time form of study and 60 credits in the external form of study.
2. In order to progress to the 2nd year of study at the Bachelor's degree and in the doctoral study programme, a full-time student must obtain at least 40 credits in the 1st year of study. Credits for subjects recognized from the previous study are not included in checking compliance with this condition.
3. The student is obliged to register in AIS all unsuccessfully completed subjects in the enrollment form for the new academic year with the indication of repeated enrollment of the subject according to the schedule of enrollments and instructions for the given academic year.

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4. A full-time student must meet the conditions for progression to the next year of study by the end of the academic year. If the conditions are not met, his studies will be terminated in accordance with § 66 par. c) LAHE.

Art. 15
State Examinations

1. Passing the state examination is one of the preconditions for a successful completion of the study programme.
2. The state examination may consist of several state examination subjects. Thematic areas of the state examination shall be made public at the beginning of the academic year.
3. Unless the study regulations of the Faculty stipulate otherwise, the student may take the state examination after fulfilling the obligations set out in the study program:
 - successfully completes all compulsory subjects prescribed for the subject of the state examination, except for the state examination,
 - successfully completes the subjects prescribed for 1st - 4th registered year in doctoral study in the composition determined by the study programme,
 - submits the final thesis, the above condition does not apply to the state examination in the subjects Internal Medicine and Surgery of students of the 5th year of the study program in dentistry,
 - no disciplinary proceedings are initiated against the student.
4. The state examination consists of a practical part and theoretical part.
5. The date(s) of the state examination are determined by the dean in accordance with the Time Schedule of Study for the relevant academic year.
6. The state examination shall be conducted before an examination board (hereinafter referred to as "the board").
7. University teachers working as professors and associate professors and other experts approved by the scientific council of the Faculty have the right to take the state exam. In the case of Bachelor's degree programs, university teachers in the position of assistant professors with a third-level university degree also have the right to take the examination.
8. The chairman of the commission and its composition shall be appointed from among the persons authorized to examine the dean. The Commission shall have at least four members.
9. The course of the state examination and the announcement of the results are public. The decision of the commission on the results of the state examination will be made at a closed meeting of the commission.
10. The subjects of the state exam are evaluated with classification grades A to FX.
11. The overall evaluation of the state examination is "passed with distinction", "passed", "failed", whereby:
 - a) the grade "passed with distinction" is an evaluated state examination if the student was evaluated from individual subjects of the state examination in due time only by evaluation A - excellent or B - very good, while the number of evaluations with grade A must be greater than the number of evaluations with grade B,
 - b) the grade "passed" is the evaluated state exam if the student does not meet the rules under para. 11 letter a) and in none of the subjects was it evaluated with the mark FX - insufficiently,
 - c) if any subject of the state exam was graded FX - insufficient, the overall evaluation of the state exam is "failed".

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12. If the student is unable to attend the state examination at the due date for serious reasons, he/she may apply to unsubscribe from the date of the state examination. The student shall justify in writing his/her absence from the state examination within two working days from the specified date to the Chairperson of the Board of Examiners.
 13. If the student failed to attend the state examination at the due date without excuse or he/she failed it, and is therefore assessed by the FX - failed, he/she may retake the same on the next date scheduled for the relevant academic year. The student shall only repeat that part of the state examination, from which he/she was assessed by grade FX - failed. Under Article 18 paragraph 6 (exceeding the standard length of study by longer than 2 years), retaking the state examination or a subject of the state examination is permitted twice at most within the date set.
 14. If a student obtains an FX evaluation from the practical part of the state examination, he/she cannot participate in the oral, t. j. theoretical part of the state examination.
 15. The student is obliged to register for the August date of the state examination no later than 15th July of the given academic year.
 16. The repair of the mark from the state examination is not performed.

Art. 16
Final Degree Thesis

1. The final degree thesis (the „FDT“) is a Bachelor thesis and Magister thesis.
2. The student submits the FDT in accordance with Rector's directive on bibliographic registration, storage, acces and basic requisities of final theses and their components.
3. The Academic year schedule determines the deadlines for the publication of draft FDT topics and the submission of FDT. The student is obliged to submit the final thesis to the supervisor for assessment no later than 10 working days before the deadline for submission of the FDT for the academic year. In case of non-compliance with the deadline, the head of the FDT does not prepare an opinion and the FDT is not recommended for defense.
4. Student will prepare FDT under the guidance of the thesis supervisor (supervisor). The supervisor prepares an opinion in AIS.
5. FDT is assessed by an opponent, who is proposed by the supervisor of the final thesis, assesses the relevant vice-dean for pedagogical activities and approves the dean. The opponent must be an expert in the field. The opponent will prepare a written report in AIS.
6. The student who prepared the FDP has the right to get acquainted with the opinions on the FDT (the opinion of the supervisor and the opinion of the opponent) no later than three working days before the defense.
7. If, for serious reasons (long-term illness, hospitalization, injury), the student is unable to submit the FDT within the deadline set in the AR schedule, he/she must request in writing from the Dean an alternative date for the submission of the FDT. This request must be delivered no later than the deadline for submission of the FDT set out in the Academic year schedule. The application must contain a medical report and a statement from the head of the FDT.
8. Based on the outcome of verification of originality, the Board, before which the thesis is to be defended, shall decide on accepting or rejecting the FDT as unacceptable plagiarism. The approximate threshold for assessing the FDT as unacceptable plagiarism is generally set at 40 % or more per cent compliance of the text with the database of original texts in the Central Register of FDTs. The final decision on acceptance or rejection of the FDT shall

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- be adopted by the relevant board. In case of rejecting the FDT as unacceptable plagiarism, the student is assessed at the defence by the assessment grade FX.
9. The student has the right to participate in the defence of his/her FDT even if the assessment in the supervisor's review or the reviewer's review of the FDT is FX.
 10. In the event that the student is assessed by grade FX on the due date of the FDT defence, he/she shall have the right to decide to choose a new theme of his/her FDT, to prepare an innovated version of the original FDT according to recommendations and opinions of both supervisor and reviewer, or to defend the original FDT at the retake.
 11. After the unsuccessful defence of the FDT, the Dean, based on the written opinion of the Chairman of the commission, sets a new deadline for its submission. The new date is possible for one month at the earliest.
 12. The result of the defence of FDT is evaluated by classification levels A to FX.
 13. If the result of the defence of the FDT differs by more than two degrees from the evaluation proposed by the opponent, the commission is obliged to justify its evaluation separately in the record of the subject and result of the defence.
 14. If the supervisor of the FDT or the opponent is not a member of the examination commission, they are invited to defend the FDT and have the right to comment on its evaluation.
 15. FDT may be written in the Slovak language or the Czech language, if so approved by the head of the department, the FDT may just as well be written in other languages, usually English. In the case of a foreign language thesis, the FDT shall include a summary in the Slovak language extending on at least one page.
 16. FDT must not unjustifiably interfere with the rights or legally protected interests of third parties, in particular it must not infringe the intellectual property rights of third parties or unauthorized handling of classified information or personal data, confidential information or trade secrets of a third party.
 17. If, without giving a reason, the student does not submit the FDT within the deadline set in the Academic year schedule, he/she will not be allowed to take state examinations.

Art. 17
Overall Assessment of Study

1. The overall result of successfully completed study in the first, second degree and the combined first and second degree of study is evaluated by two degrees:
 - a) passed with distinction,
 - b) passed.
2. The student has passed first class if for the entire study of the study programme:
 - a) the first degree or the combined first and second degree achieved a weighted study average better than 1.5 (including the subjects of the state examination) and passed the state examination (state examinations) with the evaluation "passed with distinction" in due time,
 - b) in the second degree, he achieved a weighted study average better than 1.3 (including the subjects of the state examination) and passed the state examination (state examinations) with the evaluation "passed with distinction" in due time.
3. If the conditions under paragraph 2 of this Article are not met, he/she shall be assessed in accordance with paragraph 1) subparagraph b) hereof.

Art. 18
Completion of Study

1. The student properly completes the study by completing the study according to the relevant study programme. The length of study shall not exceed the standard period of study by longer than two years.
2. The date of the properly completed study is the date when the last of the conditions prescribed for the due completion of the study programme is fulfilled.
3. The evidence of the proper completion of the study and of obtaining the relevant academic degree is a university degree diploma, a degree diploma supplement, and the state examination certificate. Details and particulars of these documents are governed by Section 68 LAHE. Evidence of graduation shall be issued within 45 days of the proper completion of study, usually at a graduation ceremony, except for the instances when the graduate agrees to a later release of the documents no later than the last day of fulfilment of the condition referred to in paragraph 2 above.
4. The university degree diploma, the degree diploma supplement, and the state examination certificate issued by the University. The University degree is usually handed over at an academic ceremony.
5. In addition to the properly completed study, the study shall also be deemed completed for the reasons as set out in Section 66 paragraph 1 LAHE.
6. The student's study ends with exclusion from the study for non-fulfillment of the requirements arising from the study program and the study regulations even if the student's study exceeds the standard length of study and if he does not pay the prescribed tuition fees by the deadline. At the student's request, the Rector may set an alternative date for the payment of tuition fees.
7. Against the decision of the dean on expulsion from studies according to the relevant provisions of LAHE, the student may submit a request for review of the decision of the dean on expulsion from studies. The Dean may comply with the request himself if he finds that the decision was issued in violation of the LAHE or the internal regulations of the Faculty. Otherwise, the dean forwards the student's request for review to the rector. The Rector will change the decision if it was issued in conflict with the LAHE or the internal regulations of the University or the Faculty. Otherwise, the Rector rejects the application and confirms the original decision. A reply to the applicant for review of the Dean's decision must be sent within 30 days of receipt of the request for review of the expulsion decision.

Art. 19
Suspension of Study

1. The student may suspend his/her study (even repeatedly) within the meaning of paragraphs 2 and 3 of this Article as follows:
 - a) at the Bachelor level in an aggregate maximum duration of two academic years,
 - b) at the Magister level in the duration of up to 1 academic year,
 - c) at the combined study for a maximum of three academic years.
2. If the student applies for a suspension of study during the teaching part of the semester, registration of study subjects after the period of suspension shall not be deemed re-enrolment.
3. If the student applies for a suspension of study in the academic year during its non-teaching period, all of the credits and assessments obtained by the date of application for the suspension of study shall be accredited to him/her. The study obligations, for which the student was awarded the assessment of FX or no assessment by the deadline

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- of submission of the application for the suspension of study, shall be deemed re-registered at the onset of study after suspension.
4. Without giving a reason, a full-time student may interrupt his/her studies no later than one week after the beginning of the semester. The condition for interruption without giving a reason is that the full-time student:
 - has completed the second enrolled subjects from the previous semester,
 - has met the conditions set out in Art. 14 par. 1 and 2 of these study regulations.
 5. Due to serious reasons (injury, long-term hospitalization, serious illness, pregnancy) it is possible to interrupt the study at any time.
 6. Newly admitted and enrolled students of the 1st year of study are not allowed to suspend their studies.
 7. During the period of suspension, the student, as amended by § 69 par. 1 LAHE is not a student of the University and this period is not included in the standard length of his studies. In the event of an immediate interruption of studies for serious reasons, the student may, at his/her request, transfer the subject to the enrollment form created after re-enrollment. If it is necessary to transfer all subjects in the current semester, this semester is not included in the standard length of his studies.
 8. Suspension of study is allowed/not allowed by the Dean.
 9. The decision to suspend, resp. the non-permission to interrupt the study contains a statement, justification and instructions on the remedy, including a precisely defined period of suspension of study, and it is not possible to appeal against it.
 10. A student who suspends his studies ceases to be a student on the day specified in the decision on the Suspension of Study.
 11. A student whose study has been suspended has the right to re-enroll in the study after the expiry of the period of suspension, which is specified in the decision on the Suspension of Study.
 12. When enrolling after the end of the suspension of study for health reasons, the student must provide a medical statement and consent to continue the study.

Art. 19a **Transfers of Students**

1. Under transfer one shall understand enrollment of the student of another university to the study programme of the same level in the same or related field of study provided by the Faculty.
2. The student may apply for the transfer with the Faculty Dean. The student may not file an application for registration, who at the time of filing the application has his/her study suspended.
3. The student applies for transfer in writing after fulfilling all the conditions set by his/her university for advancement to the next year of study, but no later than 15th August of the given year. The application includes a statement of previous study results, information sheets or syllabus of completed subjects, confirmation that it is a student of the relevant university and an application for university studies at the time of application.
4. The Dean shall decide on the student's application within 30 days of its receipt. When assessing the application, the former shall also consider the capacities and premises available and from the written opinion of the guarantor of the study programme.
5. If the Dean decides on the student's application in the affirmative, the former shall at the same time inform the latter of the date of registration and the study subjects, whose completion

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- from the previous study will be validated by the guarantor for passing the study programme concerned.
6. The student becomes a student of the University on the date of enrolment in the study programme under paragraphs 1 through 5 of this Article, and his/her previous study shall be considered abandoned on the date preceding the date of enrolment.
 7. The Faculty Study Department shall notify the higher education establishment, at which the student left the study, within three working days from the date of enrolment, the names of the students and their respective study programmes for which enrolment and the date of enrolment was granted.

Art. 19b

Recognition of Study Subjects Passed, Transfer of Credits and Grades

1. The student may apply for recognition of the subject(s) from the previous unfinished study upon enrollment in the 1st year of study, no later than 15th September on the prescribed form. The application for recognition must contain the mandatory annexes.
2. Completed subjects may be recognized and credits and marks obtained can be transferred if they are part of the prescribed study program at the Faculty as compulsory, compulsory elective courses and have been graded A to E or in an equivalent manner. Credits obtained for successful completion of the subject in the Bachelor's study cannot be transferred in the Magister study. It is also not possible to transfer credits for successful completion of a subject in a study that has already been duly completed and an academic degree has been awarded for it.
3. The Dean decides on the transfer of credits and marks, resp. on the recognition of subjects on the basis of the statement of the subject guarantor.
4. Subjects completed at the receiving university within the framework of an exchange program (Erasmus) shall be recognized by the sending university on the basis of a statement of study results prepared by the receiving university at the end of the study. The list of study results becomes part of the student's personal study documentation.
5. The maximum number of the mandatory optional subjects that may be recognized may not exceed their number according to the prescribed study programme.

Art. 20

Academic Information System and Administration of Study

1. Administrative acts related to registering individual study subjects, publishing the examination dates, registration for examinations, registration of the study subject assessment, publishing the study subjects information forms, syllabus, sample curriculum, and publishing the teaching schedule shall preferably be carried out by the University Academic Information System.
2. It is the student's interest to intermittently check in the AIS the particulars on his/her course of study.

PART III
OTHER PROVISIONS

Art. 21
Doctoral Examinations

1. Graduates of study programmes, who earned the degree of "Magister", may pass the doctoral examination, which includes a defence of the doctoral thesis in the field of study in which he/she graduated, or in a related field of study.
2. After successful completion of the doctoral examination, the University awards the degree of "Doctor of Philosophy" ("PhDr.") in social sciences, art sciences, and medical degree programmes.
3. Rules for taking doctoral examinations shall be defined by the Rector in the "Principles of Doctoral Examination Procedure".

Art. 22
Awards and Rewards

1. The University Rector may grant an award associated with a lump scholarship to students who:
 - a) have been attaining excellent study results during their study,
 - b) have developed their excellent final degree thesis,
 - c) demonstrated an exemplary civic attitude or did an exemplary deed,
 - d) represented the University in an exemplary way,
 - e) actively participated in the activities and development of the University.
2. The rules for granting the Rectors award and the associated lump scholarship are provided in the University Scholarship Regulations and the internal regulation issued by the Rector.
3. The Faculty Dean may grant a student enrolled in the study programme carried out at the Faculty awards and rewards under the internal regulations of the Faculty.

Art. 23
Transitional and Final provisions

1. These Study Rules of Procedure of the Pavol Jozef Šafárik University in Košice, Faculty of Medicine goes into effect on the day of its approval by the AS UPJŠ and take effect on 1st September, 2020.
2. On effective date of these Study Rules of Procedure of Pavol Jozef Šafárik University in Košice, Faculty of Medicine, the Study Rules of Procedure of Pavol Jozef Šafárik University in Košice, Faculty of Medicine, which was approved as a separate internal regulation of the Faculty at the meeting of AS UPJŠ FM on 30th September, 2013 and at the AS meeting UPJŠ 3rd October, 2013.
3. On the effective date of these StudyRules of Procedure of the Pavol Jozef Šafárik University in Košice, Faculty of Medicine, Supplement no. 1 to the Study Regulations of the Pavol Jozef Šafárik University in Košice, Faculty of Medicine, which was approved at the meeting of the AS UPJŠ FM on 16th May 2016 and at the meeting of the AS UPJŠ on 16th June 2016.
4. On effective date of these Study Rules of Procedure of the Pavol Jozef Šafárik University in Košice, Faculty of Medicine, Directive no. 1/2018 to the Study Rules of Procedure of the Pavol Jozef Šafárik University in Košice, Faculty of Medicine of 30th May, 2018.

Assoc. Prof. Ing. Jaroslav Majerník, PhD.
Chairman of the AS UPJŠ FM

Prof. MUDr. Daniel Pella, PhD.
Dean of the UPJŠ FM

Assoc. Prof. JUDr. Renáta Bačárová, PhD. LL.M
Chairman of the AS UPJŠ

Prof. RNDr. Pavol Sovák, CSc.
Rector of the UPJŠ

Annex No. 1
Rules for the Allocation of Credits to Study Subjects

1. Procedure for the allocation of credits:

- A. The number of credits depends on the number of contact hours of teaching (from the number of hours prescribed for the study subject, calculated for one week = the number of week hours).

A = number week hours

- B. The number of credits also depends on whether the study subject is assessed on the basis of intermittent work throughout the semester, or whether preparation for the examination and its successful passing for its completion is necessary.
- For the study subjects completed by the examination, add 1 credit to A
 - For the study subjects completed without the examination, add 0 to A

B = A + mode of assesment

- C. Finally, the number of credits also depends on the estimated amount of extra-curricular work (self-access preparation) required for the completion of the study subject:
- The estimated amount of extra-curricular work is substandard (no systematic non-formal preparation is required and is not monitored at all during the semester) = 0,
 - The estimated amount of non-formal work is standard = 1,
 - A higher standard of continuous self-access preparation is required = 2.

C = B + estimated number of non-formal work

2. Specific requirements for non-formal work (outputs, papers) shall be included in the study subject information form.
- One and the same study subject shall not be assessed in various study programmes by a different number of credits.
 - For items that are not part of contact teaching, but form part of the study programmes and are assessed by credits, credit values as defined at individual faculties shall apply.