

UNIVERZITA PAVLA JOZEFA ŠAFÁRIKA  
V KOŠICIACH



Guarantor: Office of the Rector

In Košice on 17<sup>th</sup> December 2015

File No.: 4932/2015

**Rector's Decree No. 17/2015**

on determining the tuition fees, charges associated with the study, and compensation for the costs associated with upgrading the academic competences in the academic year 2016/2017 at UPJŠ in Košice

(hereinafter the "Schedules of Fees and Charges")

December 2015

In accordance with the stipulation of Section 92 Law Act No. 131/2002 Book of Statutes on Higher Education and amending certain law acts, as amended (hereinafter the "Law Act on Higher Education") and in accordance with the calculation basis for determining the fees and charges associated with the study at a public university approved by the Ministry of Education, Science, Research, and Sport of the Slovak Republic, I hereby

issue

this Rector's Decree No. 17/2015 on determining the tuition fees related to the study and the payment of costs associated with upgrading the academic competences in the academic year 2016/2017 at UPJŠ in Košice (hereinafter the "Schedules of Fees and Charges").

Within the meaning of these Schedules, the UPJŠ Faculties and the UPJŠ Institute of Physical Education and Sport are entitled to demand from students the payment of the tuition fees and the related charges for the study at UPJŠ in the academic year 2016/2017 as follows:

**Article 1**  
**Tuition Fees at the 1<sup>st</sup> – 3<sup>rd</sup> Levels Study Programmes**

<b>1.</b>	<b>Tuition fee for students who have exceeded the standard period of study:</b>	€ 600.00/academic year <sup>1</sup> (hereinafter AY)
<b>2.</b>	<b>Tuition fee for students who are concurrently enrolled in two or more study programmes (hereinafter "SP") in a single academic year provided by a public university at the same level of study<sup>2</sup>:</b>	€ 600.00/AY
<b>3.</b>	<b>Tuition fee for students studying in a language other than the Slovak language:</b>	
	<b>Faculty of Medicine</b>	
	Combined 1 <sup>st</sup> and 2 <sup>nd</sup> level SP of "Dental Medicine"	€ 11 000.00/AY <sup>3</sup>
	Combined 1 <sup>st</sup> and 2 <sup>nd</sup> level SP of "General Medicine"	€ 10 500.00/AY <sup>3</sup>
	The 3 <sup>rd</sup> level SP	€ 10 000.00/AY

<sup>1</sup> The tuition fee by Article 1 par. 1 or 2 of these Schedules of Fees and Charges shall be paid by the student in accordance with the UPJŠ Statute stipulation as amended by Amendment No. 1 and the UPJŠ internal regulations.

<sup>2</sup> The student shall pay the annual tuition fee in the second and another study programme for the study in the relevant academic year. The student, who re-enrols for the study in another study programme at a particular level after discontinuation (Sect. 69 par. 1 of the Higher Education Law Act), shall pay a public university a proportion of the annual tuition fee for each commenced month of the study.

<sup>3</sup> The contractual relations made with contractors or international students studying in English at the UPJŠ FM before the entry into force of this Decree shall be governed by the currently existing internal regulations of UPJŠ and the agreements having been made until then.

	<b>Faculty of Science</b>	
	The 1 <sup>st</sup> and 2 <sup>nd</sup> levels SP	€ 8 000.00/AY <sup>4</sup>
	The 3 <sup>rd</sup> level SP “Computer Systems, Mathematics“	€ 9 000.00/AY <sup>4</sup>
	The 3 <sup>rd</sup> level SP “Other branches“	€ 10 000.00/AY <sup>4</sup>
	<b>Faculty of Law</b>	
	The 1 <sup>st</sup> and 2 <sup>nd</sup> levels SP	€ 5 000.00/AY
	The 3 <sup>rd</sup> level SP	€ 5 000.00/AY
	<b>Faculty of Public Administration</b>	
	The 1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> levels SP	€ 5 000.00/AY
	<b>Faculty of Arts</b>	
	The 1 <sup>st</sup> and 2 <sup>nd</sup> levels SP of “British and American Studies“	€ 2 000.00/AY
	The 1 <sup>st</sup> and 2 <sup>nd</sup> levels SP of “English Language for the European Institutions and Economy“	€ 2 000.00/AY
	The 2 <sup>nd</sup> level SP of “Psychology“	€ 4 500.00/AY
	The 3 <sup>rd</sup> level SP	€ 9 000.00/AY
<b>4.</b>	<b>Tuition fee for the charged study programmes in the part-time form:</b>	
	<b>Faculty of Medicine</b>	
	The 3 <sup>rd</sup> level SP	€ 400.00/AY
	<b>Faculty of Science</b>	
	The 1 <sup>st</sup> level SP	€ 450.00/AY € 600.00/AY <sup>5</sup>
	The 3 <sup>rd</sup> level SP	€ 1,200.00/AY
	<b>Faculty of Law</b>	
	The 1 <sup>st</sup> level SP	€ 472.00/AY
	The 2 <sup>nd</sup> level SP	€ 633.00/AY € 950.00/AY <sup>6</sup>
	The 3 <sup>rd</sup> level SP	€ 700.00/AY € 415.00/AY <sup>7</sup>

<sup>4</sup> This is the maximum amount that may be reduced on the Dean’s proposal (e.g. in the case of several prospective students, the grant support of the study, etc.).

<sup>5</sup> The tuition fee for students of the Bachelor study in the part-time form admitted as of the 2015/2016 AY with the standard period of study of 4 academic years.

<sup>6</sup> The tuition fee for students of the Magister study in the part-time form admitted as of the 2015/2016 AY with the standard period of study of 3 academic years.

<sup>7</sup> The tuition fee for PhD students in the part-time form admitted as of the 2015/2016 AY.

	<b>Faculty of Public Administration</b>	
	The 1 <sup>st</sup> level SP	€ 450.00/AY € 600.00/AY <sup>5</sup>
	The 2 <sup>nd</sup> level SP	€ 534.00/AY € 800.00/AY <sup>6</sup>
	The 3 <sup>rd</sup> level SP	€ 600.00/AY
	<b>Faculty of Arts</b>	
	The 1 <sup>st</sup> level SP: "British and American Studies"	€ 580.00/AY € 764,- €/AR <sup>5</sup>
	The 1 <sup>st</sup> level SP: "Social Work"	€ 500.00 /AY € 610.00 /AY <sup>5</sup>
	The 1 <sup>st</sup> level SP: "Mass Media Studies"	€ 580.00/AY € 750.00/AY <sup>5</sup>
	The 1 <sup>st</sup> level SP: "Applied Ethics"	€ 500.00/AY € 650.00/AY <sup>5</sup>
	The 1 <sup>st</sup> level SP: "Political Science"	€ 500.00/AY € 650.00/AY <sup>5</sup>
	The 2 <sup>nd</sup> level SP: "British and American Studies"	€ 670.00/AY € 996.00/AY <sup>6</sup>
	The 2 <sup>nd</sup> level SP "Social Work"	€ 500.00/AY € 650.00/AY <sup>6</sup>
	The 2 <sup>nd</sup> level SP "Mass Media Studies"	€ 580.00/AY € 850.00/AY <sup>6</sup>
	The 2 <sup>nd</sup> level SP "Political Science"	€ 750.00/AY
	The 3 <sup>rd</sup> level SP	€ 300.00/AY
	<b>Institute of Physical Education and Sport</b>	
	The 1 <sup>st</sup> level SP	€ 488.00/AY € 650.00/AY <sup>5</sup>
<b>5.</b>	<b>The fee for material provision of the admittance procedure for the applicants for the 1<sup>st</sup> – 3<sup>rd</sup> levels of university study:</b>	
	The traditional application form and admission procedure without an admission examination	€ 40.00
	The electronic application form and admission procedure without an admission examination	€ 30.00
	The traditional application form and admission procedure with an admission examination	€ 50.00
	The electronic application form and admission procedure with an admission examination	€ 40.00
	A certificate of registration of the application form at UPJŠ issued on the applicant's request	€ 2.00

**Article 2**  
**Fees and Charges for Other Types of Education**

<b>1.</b>	<b>Charge for the acts associated with arranging the doctoral procedure and the defence of the doctoral thesis:</b>	€ 400.00
<b>2.</b>	<b>Charge for the acts associated with arranging the doctoral procedure and the defence of the doctoral thesis for international applicants from the countries outside the EU:</b>	€ 500.00
<b>3</b>	<b>Charge for complementary study taking place at the Faculty of Science and the Faculty of Arts:</b>	€ 400.00/semester

**Article 3**  
**Compensation for the Acts Associated with Upgrading the Academic Competences**

<b>1.</b>	<b>Compensation for the acts associated with the habilitation (Associate Professorship) procedure for attaining the teaching degree of “docent” (Associate Professor) for candidates outside UPJŠ:</b>	Based on eligible expenses (e.g. contracts for work, travel, board and lodging, and administration expenses)
<b>2.</b>	<b>Compensation for the acts associated with the professorship appointment proceedings for candidates outside UPJŠ:</b>	Based on eligible expenses (e.g. contracts for work, travel, board and lodging, and administration expenses)
<b>3.</b>	<b>Compensation for the acts associated with the Doctor of Sciences (DrSc.) theses defence for candidates outside UPJŠ:</b>	Based on eligible expenses (e.g. contracts for work, travel, board and lodging, and administration expenses)

**Article 4**  
**Study-related Charges**

<b>Charges for the acts associated with documents, issuing and prolongation of student cards:</b>		
<b>1.</b>	Full-time student new ISIC ID card	€ 25.00
	Full-time student new ISIC extension	€ 11.00
	Full-time student new non-ISIC extension	€ 4.00
	Part-time student new card	€ 12.00
	Part-time student card extension	€ 2.00
	PIK ISIC duplicate	€ 15.00
	Amendment of the data printed at the PIK	€ 4.00
<b>2.</b>	<b>Charges for the confirmation of attendance</b>	
	Those issued in the Slovak language (hereinafter referred to as “SL”) at enrolment – 5 pcs maximum	€ 2.00

	Those issued in the English language (hereinafter referred to as "EL")	€ 4.00
	Those related to the search in the archives	€ 6.00
<b>3.</b>	<b>Charge for the confirmation of attendance</b> , if not under electronic registration, the enrolment sheet and a specifying registration in the AIS2 created in accordance with the AY schedule limited to a maximum of 5 pieces:	€ 20.00
<b>4.</b>	<b>Charge for issuing and administering the undergraduate's course unit record book ("index"):</b>	€ 5.00
<b>5.</b>	<b>Charges for issuing statements and the confirmation of the interim results of the study:</b>	
	Transcript of the interim records of the study in the SL	€ 3.00
	Transcript of records in the SL in the case of records related to searching the archives	€10.00
	Transcript of the interim results of the study in the EL for the purpose of mobility	free of charge
	Transcript of the interim results of the study in the EL for other purposes	€ 6.00
	Transcript of records in the EL in the case of records related to searching the archives	€ 20.00
	Confirmation of the suspension of study in the SL or the EL	€ 2.00
	Statement on receiving / not receiving a social-welfare scholarship during the study	€ 2.00
	Charge for issuing a certificate of the completion of a language teaching course at the relevant faculties for the purpose of mobility	free of charge
	Charge for issuing a certificate of the completion of a language teaching course at the relevant faculties for other purposes	€ 7.00
	Charge for a certificate of language proficiency specifying the level of knowledge	€ 7.00
<b>6.</b>	<b>Charges for issuing a bilingual certificate of graduation (in the Slovak language and the English language):</b>	
	Doctoral examinations	€ 67.00
	The State Examination Certificate in the EL	€ 15.00
	Keeping the documents not taken over within a specified deadline (up to 1 year)	€ 15.00
	Keeping the documents not taken within a specified deadline (for over 1 year)	€ 30.00
<b>7.</b>	<b>Transfer of credits from the previous study (recognition of courses, assessment of the equivalence of courses) under the contractual academic mobility</b>	free of charge
	Transfer of credits from the previous study (recognition of courses, assessment of the equivalence of courses)	€ 2.00/subject, € 15.00 maximum
<b>8.</b>	<b>Charge for a paper syllabus</b>	€ 10.00

9.	<b>Charge for issuing a transcript of the degree diploma and the degree diploma supplement or transcript of the examinations passed:</b>	
	for 1 page of the text	€ 10.00
10.	<b>Charge for the recognition of the documents of equivalence of the study and issuing a decision on the equivalence of the document of qualifications<sup>8</sup> (without taking any additional examinations):</b>	€ 99.00
11.	<b>Charges for the implementation of differential examinations and State examinations required for issuing a document on the recognition of education issued by a higher education establishment abroad:</b>	
	for one differential examination	€ 66.00
	for the State examination	€ 331.00
12.	<b>Charge for a certificate of language proficiency</b> stating the level of knowledge or the charge for issuing a certificate of completion of a language teaching course at the UPJŠ Faculty of Arts:	€ 7.00
13.	<b>Charges for the test of language skills for the study, field training, and work abroad:</b>	
	Test of the language proficiency, from which the student has passed the examination during the study at UPJŠ	€ 8.00
	Test of the language proficiency, from which the student has not passed the examination during the study at UPJŠ	€ 10.00
14.	<b>Charge for taking an examination in a foreign language proficiency in the PhD study for the PhD students outside UPJŠ</b> (including two consultations before the test) at the UPJŠ Faculty of Arts:	€ 70.00
15.	<b>Charge for issuing the acknowledgment of the content focus of the course in the relevant study programme or issuing a certificate of the graduate profile in the relevant study programme</b>	€ 10.00
16.	<b>Charge for issuing the second and a subsequent personal identification card for students at the Faculty of Medicine for the purpose of their entry in the LP University Hospital clinical workplaces</b>	€ 2.00

<sup>8</sup> Not applicable to the applicants who have graduated from the study in a country with which the Slovak Republic has made a treaty on the mutual recognition of equivalence of the documents of qualifications

**Article 5**  
**Charges for the Acts Associated with the Issuance of Personal Identification Documents at the University**

<b>1.</b>	<b>Charges for the acts associated with the issuance and prolongation of staff ID cards:</b>	
	Teacher's new ITIC card	23,- €
	Teacher's ITIC card extension	8,- €
	PIK ITIC duplicate	15,- €
	Amendment of the data printed at the PIK	4,- €
	Employee – a new card	15,- €
	External user – a new card	12,- €
	Visitor	12,- €
	Retired person	10,- €
	PIK duplicate UPJŠ visual	10,- €
	Replacement of the MF card for the DF one	8,- €
<b>2.</b>	<b>Charge for issuing the second and a subsequent personal identification card for the Faculty of Medicine employees for the purpose of their entry in the LP University Hospital clinical workplaces</b>	2,- €

**Article 6**  
**Common Provisions**

1. The value of the basis under stipulation of Section 92 paragraph 1 of the Higher Education Law Act for the academic year 2016/2017 is € 360.00.
2. The Rector may, at the written petition of the student, reduce, waive or defer their due dates for settling the tuition fee under stipulation of Article 1 paragraphs 1, 2 and 4 of these Schedules of Fees and Charges by taking into account the results of the study, the social-welfare situation and the health condition of the student or other circumstances worthy of special consideration. The petition in writing shall be submitted by the student at the Study Department of the relevant Faculty before the date of enrolment for the next academic year, but not later than 8 days from the receipt of the decision on levying the fees and charges.
3. The Rector may reduce or waive the fees under Article 1 paragraph 5 and Article 2 paragraphs 1 and 2 of these Schedules of Fees and Charges to the employees or the employees' children.
4. The form of payment and maturity of the charges are governed by the UPJŠ Statute as amended.



5. The conditions for remission, reduction or suspension of the tuition fees due are determined by Article 33 of the UPJŠ Statute establishing the conditions for remission, reduction or suspension of the due fees and charges associated with the study.

## **Article 7 Special Provisions**

1. The method of paying the fees pursuant to Article 4 shall be specified and arranged by the relevant Faculties.
2. The Income from the tuition fees under stipulation of Article 1 paragraphs 1, 2 of these Schedules of Fees and Charges shall be allotted as follows:
  - a) 70% shall be the income of the Faculty,
  - b) 20% shall be the income of the scholarship fund formed by the relevant UPJŠ Faculties,
  - c) 10% shall be the income of UPJŠ.
3. The income from the tuition fees covered by the students studying in other than the Slovak language under Article 1 paragraph 3 of these Schedules of Fees and Charges shall be allotted as follows:
  - a) 95% of the fees paid shall be the income of the Faculty,
  - b) 5% of the fees paid shall be the income of UPJŠ.
4. The income from the fees and charges under Article 1 paragraph 4 and Articles 2, 3 and 5 of these Schedules of Fees and Charges (except for Article 4 paragraph 9) shall be allotted as follows:
  - a) 90% of the fees paid shall be the income of the Faculty,
  - b) 10% of the fees paid shall be the income of UPJŠ.
5. The income from the fees for the recognition of equivalence of the documents of the study and issuing a decision on the equivalence of the document of qualifications without taking any additional examinations in the amount of € 99.00 under stipulation of Article 4 paragraph 9 of these Schedules of Fees and Charges shall be allotted as follows:
  - a) 90% of the fee paid shall be the income of UPJŠ,
  - b) 10% of the fee paid shall be the income of the Faculty.
6. The Faculties shall transfer a fixed percentage proportion from the income referred to in paragraphs 3 - 6 of this Article as an advance to the UPJŠ account in every case by 30<sup>th</sup> September of the current year and shall be accounted by 31<sup>st</sup> December of the current year.

## **Article 8 Final Provisions**

1. These Schedules of Fees and Charges were discussed and approved by the Academic Senate in its meeting on 17/12/2015.

2. Upon the effective date of these Schedules of Fees and Charges, the Rector's Decree No. 1/2015 on determining the tuition fees, the charges related to the study and on the compensation for the costs associated with upgrading the academic competences in the academic year 2015/2016 at UPJŠ in Košice shall become annulled.
3. These Schedules of Fees and Charges became valid on 17/12/2015 and effective as of 1<sup>st</sup> September 2016.
4. An extract of these Schedules within the scope of Articles 1 to 6 and Article 8 shall be published on the Pavol Jozef Šafárik University website.

Assoc. Prof. RNDr. Roman Soták, CSc.  
UPJŠ AS President

Prof. RNDr. Pavol Sovák, CSc.  
UPJŠ Rector