Dealing with anything? WHERE SHOULD I GO? WHOM SHOULD I CONTACT? **HOW TO HANDLE IT?** WHERE TO FIND IT?

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EDUCATION

Vice-Rector for Higher Education, Academic Traditions and Ceremonies

- prof. PaedDr. Martin Pekár, PhD.
- martin.pekar@upjs.sk

DEPARTMENT FOR HIGHER EDUCATION

The Department for Higher Educiation informs about study possibilities, study programs, nostrification and verification. It provides information for the applicants about study programs, the application process, or the method of searching for information about the faculties.

It also deals with the complaints of students, who were unsatisfied in various study matters at the faculties. This mainly concerns exclusion, rejection of interruption of studies, tuition, accommodation, extension of studies due to the epidemiological situation, etc.

- 🔼 Ing. Zuzana Kratyinová
- zuzana.kratyinova@upjs.sk, 055/234 1155

VICE-DEANS FOR EDUCATIONAL ACTIVITIES

Faculty of Medicine

Vice-Dean for the Study Programme General Medicine in English Language

- Assoc. prof. Pavol Kristian, M.D., PhD.
- gmvicedean@upjs.sk, 055/234 3519

Vice-Dean for the Study Programme Dental Medicine in Slovak and English Language

- MUDr. Silvia Timková, PhD.
- silvia.timkova@upjs.sk, 055/234 3305

Vice-Dean for Further Education and Non-Medical Study Programmes

- Assoc. prof. Jozef Firment, PhD.
- jozef.firment@upjs.sk, 055/234 3364

Faculty of Science

- Assoc. prof. Marián Kireš, PhD.
- marian.kires@upjs.sk, 055/234 2117

Faculty of Law

- JUDr. L'udmila Elbert, PhD.
- ludmila.elbert@upjs.sk, 055/234 4166

Faculty of Public Administration

- 🙆 Ing. Zuzana Hrabovská, PhD.
- a zuzana.hrabovska1@upjs.sk tel: 055/788 3642, +421 915 992 374

Faculty of Arts

- aprof. PhDr. Eugen Andreanský, PhD.
- @ eugen.andreansky@upjs.sk, 055/234 7199, +421 918 923 119

STUDENT ADMINISTRATION OFFICES

The Student Administration Office help students to fulfil administrative requirements throughout their studies, e.g. application procedure, changes in the schedule, scholarships, transfer, interruption of studies.

FACULTY OF ARTS

Head of Student Administration Office

Ing. Jana Quitková

jana.quitkova@upjs.sk , 055/234 7120, +421 948 904 632

Department of Science and Research, PhD.study

Bc. Eva Lengeňová

eva.lengenova@upjs.sk, 055/234 7116

Contact:

Šrobárova 2, 040 59 Košice

https://www.upjs.sk/en/faculty-of-arts/study/office/



FACULTY OF MEDICINE

Head of the Student Administration Office

Ing. Lena Kašická

lena.kasicka@upjs.sk, 055/234 3311

Application procedure, preparatory courses

Mgr. Jana Bodnárová

jana.bodnarova@upjs.sk, 055/234 3361

Transfer students

Ing. Mária Spišáková

maria.spisakova1@upjs.sk, 055/234 3319

1st and 2nd year students of General Medicine and Dental Medicine

Ing. Lenka Radáčiová

lenka.radaciova@upjs.sk, 055/234 3516

3rd and 4th year students of General Medicine and Dental Medicine

Ing. Zuzana Salociová

zuzana.salociova@upjs.sk, 055/234 3516

5th – 6th year students of General Medicine and Dental Medicine

RNDr. Zdenka Hrabinská

zdenka.hrabinska@upjs.sk, 055/234 3361

Timetable, Academic Information system (AIS)

Ing. Beáta Mošková

beata.moskova@upjs.sk, 055/234 3310

Scholarships

Mgr. Frederika Blašková

frederika.blaskova@upjs.sk, 055/234 3361

Contact:

Trieda SNP 1, 040 11 Košice

∠F-studijne@upjs.sk

www.upjs.sk/en/faculty-of-medicine/current-students/department-of-student-affairs/



FACULTY OF SCIENCE

Head of the department

RNDr. Iveta Sováková

iveta.sovakova@upjs.sk, 055/234 2116

- Šrobárova 2, 041 54 Košice
- https://www.upjs.sk/en/faculty-of-science/foreign-students/stud-adm-office/



FACULTY OF LAW

1st, 2nd year - full-time study, Accomodation

- Mária Ščerbová
- maria.scerbova@upjs.sk, 055/234 4112

3rd, 4th, and 5th year - full-time study

- 🙆 Mgr. Soňa Markotánová
- sona.markotanova@upjs.sk, 055/234 4102

External students, Scholarship

- Valéria Müllerová
- valeria.mullerova@upjs.sk, 055/234 4110

Department of Scientific Research and PhD.study

- Ing. Aneta Gonosová
- aneta.gonosova@upjs.sk, 055/234 4109

- Kováčska 26, 040 75 Košice
- www.upjs.sk/en/faculty-of-law/study-educational/department-of-educational-agency/
- www.upjs.sk/en/faculty-of-law/science-and-research/



FACULTY OF PUBLIC ADMINISTRATION

- Edita Bódišová (odd)
- edita.bodisova@upjs.sk, 055/234 5181; 055/788 3614
- Jana Ličková (even)
- jana.lickova@upjs.sk, 055/234 5182; 055/788 3614

Contact:

- Popradská 66, 040 11 Košice
- 055/788 3614
- fvs-vzdelavanie@upjs.sk
- http://ais-old.upjs.sk/servlet/javanet/Report?_template=pw/institucie1/listoddkat.html. free&cislo=5002889&instit=350002&jazyk=250112&idnadr=350027

INSTITUTE OF PHYSICAL EDUCATION AND SPORT

- Mgr. Marek Valanský
- marek.valansky@upjs.sk

- Ondavská 21, 040 11 Košice
- https://www.upjs.sk/en/departments/institute-of-physical-education/contact-for-foreign-students/



ADMINISTRATION OF PERSONAL IDENTIFICATION CARDS (AIO)

AIO provides specific services, e.g. activation of identification cards, prolongation and issuance, application for a replacement of identification cards.

Due to preventive measures related to the possible spread of COVID 19 coronavirus infection, we recommend considering a personal visit to our workplace. We prefer contact by email at aio@upjs.sk. In case that you are contacting us via e-mail, write your name, surname and faculty. Emails from university e-mail address are preferred.

Opening hours: 08:30 – 11:30

- Srobárova 2, 04001 Košice, 1. floor. n. d. 119-120
- aio@upjs.sk
- 055/234 1512, 055/234 1514
- https://www.upjs.sk/en/departments/center-of-information-and-communication-technologies/aio-forms/



THE ACADEMIC INFORMATION SYSTEM (AiS2)

The Academic information system (AiS2) is a complex information system, which provides tools for the management of study programmes at all three levels (Bachelor, Master and PhD.) and supports the scientific and research activities at the university.

AiS2 enables the submission of e-Applications, the creation of registration forms, the creation of study plans, enrolment of the courses, signing up for / cancelling schedule, administration of event dates, registration of theses, submission of an application for accommodation, or even searching for job offers (Job market). AiS2 is adapted for people with disabilities in accordance with international standards and recommendations.

FACULTY OF MEDICINE

- Ing. Stanislav Balčák, PhD.
- LF-ais@upjs.sk, 055/234 3434
- Martina Trochanová
- LF-ais@upjs.sk, 055/234 3405

FACULTY OF SCIENCE

- RNDr. Katarína Nováková
- katarina.novakova@upjs.sk, 055/234 2229
- Mgr. Patrícia Lukáčová
- patricia.lukacova@upjs.sk, 055/234 2201

FACULTY OF LAW

- Ing. Ladislav Soliar
- ladislav.soliar@upjs.sk, 055/ 234 4113
- Ing. Ivan Svatuška
- ivan.svatuska@upjs.sk, 055/234 4114

FACULTY OF PUBLIC ADMINISTRATION

- Ing. Štefan Škoda
- ais-fvs@upjs.sk, 055/7883664, 055/234 5164

FACULTY OF ARTS

PhD students

- Mgr. Emília Sotáková
- emilia.sotakova@upjs.sk, 055/234 7128

Pregradual students

- 🔼 Karolína Kelemenová
- karolina.kelemenova@upjs.sk, 055/234 7130
- Eva Mrázová
- eva.mrazova@upjs.sk, 055/234 7140



Contact:



https://ais2.upjs.sk/ais/start.do

STUDENT HOSTEL AND CANTEEN

The University provides students rooms and also guest rooms in three Student Halls of Residence/Dormitories - Medická 4 and 6, Popradská 66, and Popradská 76. The dormitories offer double and triple rooms double and triple rooms with shared kitchen and bathroom facilities.

Contact:

- Director: Ing. Jozef Maligda
- jozef.maligda@upjs.sk
- 055/234 1680

Adress:

Halls of Residence and Students' Canteen

- Students' canteen manager: Iveta Adamčíková
- Medická Street 4, 6 040 11 Košice
- 055/643 4384

Halls of Residence

- Facility manager: Mária Tóthová
- Popradská Street 66, 040 11 Košice

Halls of Residence

- Eacility manager: Mária Tóthová
- Popradská Street 76, 040 11 Košice
- 055/622 7421
- https://www.upjs.sk/en/departments/tudent-hostel-and-canteen/



STUDENT CANTEEN

The MENU of canteens in English language is available on http://upjs.sk/pracoviska/stu-dentske-domovy-jedalne/studentske-jedalne/ or on the notice-board in front of the canteen of the Faculty of Medicine, UPJŠ.

Ordering online

 $\underline{www.upjs.sk/en/departments/tudent-hostel-and-canteen/news/the-ordering-meals-in-canteen-faculty-of-medicine/}$

The meals can be ordered by PIK (Personal Identification Card), or by another card in the CARDPAY UPJŠ system:

- Ordering online: For students of first year of study: The login and password is the last 10 numbers of the 17-digit number card. We recommend to change the password.
- Ordering by the self-service Ordering Terminal : the self-service Ordering Terminal is situated next to entrance of the Canteen at the Faculty of Medicine, UPJŠ

The deadline for orders is one day before the day of consumption at 2:00 p.m. You can cancel your order till this deadline. You can offer/ select a meal in section BURZA till 1:30 p.m. of the

Contact:

Head of the Canteen

- Adriana Venceľová
- Faculty of Medicine, Tr. SNP 1, 040 11 Košice
- adriana.vencelova@upjs.sk
- 055/234 1660, +421 915 390 063



TAKE IT AND HAVE INFORMATION AT HAND

UNIVER COUNSE CENT



LIFELONG LEARNING CENTRE AND PROJECTS SUPPORT



psychological, social, legal and career counseling, e-counselling, support for students with special needs

AIO



certificates, interdisciplinary courses

PIK, ISIC



ACADEMIC SENATE,
STUDENT ASSOCIATIONS

AND INTEREST GROUPS

self-realization, proactivity STUDENTS HOSTEL



AIS2



guest rooms

THE LANGUAGE TRAINING CENTRE

creation of study plan, enrolment of the courses, signing up for / cancelling schedule, evaluation signing...

students and



language courses, Slovak as a foreign language



SITY LLING RE





UNIVERSITY LIBRARY



start-up centre

electronic information resources, loan services, study rooms, bibliobox, university Bookshop

INSTITUTE OF PHYSICAL EDUCATION AND SPORT



STUDENT
ADMINISTRATION OFFICE





sport activities

application procedure, changes in the timetable, scholarships, transfer, interruption of studies

INTERNATIONAL RELATIONS OFFICE



STUDENT CANTEEN



Erasmus

meals





www.upjs.sk



Univerzita Pavla Jozefa Šafárika v Košiciach







Universitas Šafarikiana

ŠtuRko

Uni TV

INTERNATIONAL RELATIONS OFFICE

The International Relations Office implements activities that lead to the intensification of the international dimension of the university. One of its goals is to mediate student and teacher mobilities within the EU and elsewhere.

The Office also promotes and supports the organisation of the Erasmus + program, which makes it possible to stimulate and intensively support the education and training of university students and recent graduates in the form of international mobility and internships. It offers students the opportunity to use the following types of mobility activities

- Student mobility for study (SMS) duration of 3 months (or one semester or trimester) to 12 months for each degree of study,
- Student mobility for traineeship, including recent graduates (SMP) duration of 2-12 months for each degree of study,
- Combined mobility the student can combine a practical traineeship with a study visit as one mobility abroad.

Erasmus coordinators

Erasmus Institutional Coordinator:

- Mgr. Mária Vasiľová, PhD.
- maria.vasilova@upjs.sk, 055/234 1159

KA107, bilateral agreements, Freemover students

- Mgr. Veronika Petruňová
- veronika.petrunova@upjs.sk, 055/234 1679

Incoming students, outgoing students - traineeships

- PhDr. Zuzana Szattlerová
- zuzana.szattlerova@upjs.sk, 055/234 1129

Outgoing students - studies, ESN

- Bc. Ing. Daniela Filipová
- aniela.filipova@upjs.sk, 055/234 1166

Erasmus faculty/departmental coordinators

https://www.upjs.sk/en/university/international-relations/erasmus-plus-mobilities/erasmus-coordinators/

- Rectorate UPJŠ, Šrobárova 2, 041 80 Košice
- zahrodd@upjs.sk
- https://www.upjs.sk/en/university/international-relations/erasmus-plus-mobilities/

THE UNIVERSITY LIBRARY

University library provides various services:

- Electronic information resources
- Loan services
- Study rooms
- Reprographical services
- Bibliobox
- Information and search and retrieval services
- Inter-library loan services
- Services for users with specific needs
- University Bookshop

Departments

Medical Library, Tr. SNP 1	055/234 1619
Library of Science, Park Angelinum 9	055/234 1649
Library of Science, Medická 6	055/234 1618
Library of Law, Kováčska 26	055/234 1651
Library of FPA, Popradská 66	055/234 1640
Library of Arts, Moyzesova 9	055/234 1613

- Moyzesova 9, 040 01 Košice
- kniznica@upjs.sk
- https://www.upjs.sk/en/departments/university-library/
- f https://www.facebook.com/uk.upjs.sk/



THE UNIVERSITY COUNSELLING CENTRE (UNIPOC)

University Counselling Center (UNIPOC) is a specialized department of the Pavol Jozef Šafárik University in Košice for providing counselling to UPJŠ students. Psychological, social, legal and career counseling is available to students free of charge. Centre staff are specialists from departments, institutes of the faculties, and rectorate of the university, who guide students in certain issues, help them with problem solving and overcoming difficulties, that may encounter in personal or university life. If you would like to ask our counsellors a question regarding psychological, career, social or legal counselling, you may use our e-counselling.

UNIPOC organizes various events for students throughout the academic year (Career day, Internship fair, CV check...), where they can develop their competences, establish contacts with employers, gain important information in the field of mental health, or find employment in the labor market.

UNIPOC also provides support for students with special needs. Students with special needs shall have the following support services available:

- Counselling: psychological, social, legal, career e-counselling
- Technical support (special devices and aids)
- IT consulting
- Library and lending services
- Erasmus+

- Šrobárova 2, Minerva building, 040 81 Košice
- unipoc@upjs.sk
- 055 234 1218
- www.upjs.sk/en/departments/university-counselling-center/
- https://www.facebook.com/unipocUPJS/Unipoc_upjs
- https://www.instagram.com/unipoc_upjs/?hl=sk



TECHNOLOGY AND INNOVATION PARK OF THE PAVOL JOZEF ŠAFÁRIK UNIVERSITY IN KOŠICE

TIP – UPJŠ is the centre of scientific and technological excellence at UPJŠ in Košice in the fields of biomedicine, biotechnology, information technologies, and advanced materials.

The main mission is the construction of a high-quality centre of capitalized research and applications, with an efficiently working environment for business activities in the high-tech industry. TIP also participates in the educational program "start-up culture" and actively supports the creation and development of (student) start-ups.

- Trieda SNP 1, 040 11 Košice
- tip@upjs.sk
- 055 / 234 3536
- https://www.upjs.sk/en/departments/tip/tip-upjs/



LANGUAGE TRAINING CENTRE (LTC)

The Language Training Centre (LTC) is a facility of the Faculty of Arts, Pavol Jozef Šafarik University in Košice offering students and employees a wide range of language courses for specific and academic purposes to increase their language competences in English, Russian and Slovak as a foreign language.

Head of the Language Training Centre

Mgr.Zuzana Kolaříková, PhD.

zuzana.kolarikova@upjs.sk

tel.: 055/234 7192

Office: Faculty of Arts, Aristotle building, Room 104, Moyzesova 9, Košice

Head of the Slovak as a Foreign Language Section

PhDr. Lucia Tóthová

lucia.tothova@upjs.sk

Faculty of Arts, Aristotle building, Room 304, Moyzesova 9, Košice

Contact:

https://www.upjs.sk/faculty-of-arts/language-training-centre/



LIFELONG LEARNING CENTRE AND PROJECTS SUPPORT (LLC&PS)

The mission of LLC&PS is primarily to fulfill the university's goals in providing other forms of lifelong learning, in developing interdisciplinarity of study programs at all levels of education and in lifelong learning activities, in innovation of forms of education and in providing services to the public in the field of education.

UPJŠ in Košice has a unique offer of 13 certified interdisciplinary courses (CIK) for students of all its faculties. They help to make future graduates more prepared for the practical application in the area of their competence skills, and to development of their linguistic, communication, managerial, and entrepreneurial skills.

Overview of the CIK:

IK1 Ethics in Biomedical Sciences for Health Practice

IK2 Legal minimum - private aspects

IK3 Legal minimum - public law aspects

IK4 Project Management

IK5 Managerial Economics

IK6 Solving Conflict and Crisis Situations in School Practice

IK7 Practice Statistics

IK8 Environmental aspects of environmental burdens

IK9 International TOEFL Certificate

IK10 International Certificate ECo-C

IK11 International ECDL Certificate

IK12 Use, administration and development in SAP

IK13 Psychological, social and cultural aspects of health

SFS Skills for Success - From University to Practice

Several CIKs are also offered in English.

More information: https://www.upjs.sk/en/information/current-students/recommendation/CIC/

- Šrobárova 2, 041 80 Košice
- ccvapp@upjs.sk
- 055/234 1277
- https://www.upjs.sk/en/departments/lifelong-learning-centre-and-projects-support/

ACADEMIC SENATE

The student members of the Academic Senate aim is to represent and defend the students of the university in cases related to their academic rights and duties, and their pedagogical and social interests. The Student body of the Academic Senate consists of elected students.

Candidates for the members of AS UPJŠ are nominated by Academia members of the respective faculties of the respective Election and Mandate Commission for elections to AS UPJŠ. The Candidate to the AS UPJŠ may also nominate him/herself. The Organization and course of elections are ensured by the Election and Mandate Commissions established at the individual faculties during the academic year.

Contact:

Chairman of the Academic Senate

- 🔼 doc. JUDr. Renáta Bačárová, PhD., LL.M.
- renata.bacarova@upjs.sk , 055/234 4167, 055/727 1243

Office of the Academic Senate:

Ajúlia Lejková julia.lejkova@upjs.sk,055/234 1133

Academic senate of the Faculty of Medicine

- Chairman: doc. Ing. Jaroslav Majerník, PhD.
- Secretariat: Tatiana Hnilická, 055/234 3343

Academic senate of the Faculty of Science

Chairman: RNDr. Juraj Ševc, PhD. juraj.sevc@upjs.sk, 055/234 1184

Academic senate of the Faculty of Law

Chairman: JUDr. Jozef Sábo, PhD. jozef.sabo@upjs.sk, 055 234 4123

Academic senate of the Faculty of Public Administration

Chairman: PhDr. Eliška Župová, PhD. eliska.zupova@upjs.sk, 055/234 5131

Academic senate of the Faculty of Arts

- Chairman: prof. PhDr. Eva Žiaková CSc. eva.ziakova@upjs.sk, 055 234 7145
- https://www.upjs.sk/en/university/university/management/academic-senate/

STUDENT ASSOCIATIONS AND INTEREST GROUPS

There are a number of student associations and organizations of diverse orientation and focus at the University.

- The Association of Medical Students of the City of Košice
- the Slovak Association of Students of Dentistry
- the Student Council of the Faculty of Science
- the European Association of Students of Law ELSA
- the Civil Association of Sofia (formerly the Student Council of the Faculty of Arts)
- the Student Parliament of the Faculty of Public Administration
- the Erasmus Student Network ESN
- University Television UniTv
- student dormitory radio ŠtuRKo
- Debate Club
- Slovak Association of Psychology Students and Graduates (SAŠAP)
- Univerzál Journal of students of the Faculty of Arts
- Primes (Admixture) the Journal of Students of the Faculty of Science
- University Journal UNIVERSITAS ŠAFARIKIANA

Interest groups:

Hornád folklore ensemble has been operating under the financial, material, and ideational background provided by UPJŠ since 2011, representing it at many folklore festivals.

Chorus Universitatis Šafarikianae choir is made up of University staff and students, and by its activities it contributes to the visibility and dissemination of the University renown/fame.



INSTITUTE OF PHYSICAL EDUCATION AND SPORT

The Institute of Physical Education and in the field of sport activities offers education in the field of sports and recreation, training courses for students, physical education camps and hobby sports activities throughout the year.

Sporting activity: aerobics, basketball, streetball, badminton, floorball, gym workout, indoor football, swimming, table tennis, tennis, volleyball, yoga, winter and summer courses

PE facilities of the Institute of PE and Sport:

Gymnasiums:

T2 - Dr. Kostlivého street (entrance from the back courtyard of the university rectorate, opposite the lecture hall of the Faculty of Medicine)

T3, T4 - Medická 6 (next to the Institue of PE & Sport)

T5 - Medická 4 (behind the tennis courts)

Bodybuilding Gym:

Inside gymnasium - T5

Swimming Pool:

City swimming pool (right next to Mc Donald's – near the railway station)

Tennis courts:

Inside the area of the PE Institute (Medická 6)

- Ondavská 21, 040 11 Košice
- +421 55 2341604
- utvs@upjs.sk, marek.valansky@upjs.sk
- https://www.upjs.sk/en/departments/institute-of-physical-education/
- https://www.facebook.com/UTVS.UPJS/?epa=SEARCH_BOX

ACADEMIC CALENDAR 2020/2021

The beginning of winter term	21.09.2020
Ceremonial opening of the Academic Year	21.09.2020 online
Winter term	21.09.2020 – 23.12.2020 (14 w)
Winter holidays	24.12.2020 - 01.01.2021
Winter term examination period	04.01.2021 - 12.02.2021(6 w)
Summer term	15.02.2021 - 21.05.2021(14 w)
Summer term examination period	24.05.2021 - 02.07.2021(6 w)
Main holidays	05.07.2021 - 31.08.2021
Central timetable changes	Not planned

UNIVERSITY EVENTS 2020/2021

UPJŠ Open House Day	08.10.2020
Graduation Ceremony of "PhD." students	23.10.2020
University Sport Days	09.11 - 12.11.2020
Commemoration of the Day of Fight for Freedom and Democracy in Košice - Admission of UPJŠ students by the Rector	16.11.2020
Ceremonial meeting of the Academic Board of the UPJŠ	27.01.2020
Representative ball of the UPJŠ	29.01.2021
Meeting of the Academic Board of the UPJŠ	06.11.2020
Meeting of the Academic Board of the UPJŠ	12.03.2021
University Career Day	14.04.2021
Meeting of the Academic Board of the UPJŠ	14.05.2021
Meeting of the Academic Community	10.06.2021
Juniáles	18.06.2021
University without barriers	12.07 16.07.2021
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