



**ST. ELIZABETH UNIVERSITY OF HEALTH AND SOCIAL WORK IN BRATISLAVA,
N. O.**

STATUTE

St. Elizabeth University of Health and Social Work in Bratislava, n. o.

BRATISLAVA 2023

**ST. ELIZABETH UNIVERSITY OF HEALTH AND SOCIAL WORK IN BRATISLAVA,
N. O.**

CONTENTS

PREAMBLE5

PART ONE

INTRODUCTORY PROVISIONS

6

Article 1: Name, headquarters and founder of St. Elizabeth University of Health and Social Work in Bratislava, n. o. (hereinafter referred to as SEU)6

Article 2 Purpose, mission and responsibilities of the SEU7

Article 3 The rules for the use of academic insignia and the practise of academic ceremonies.....8

PART TWO

ORGANIZATION

SEU.....10

Article 4 The academic community of the SEU.....10

Article 5 Attributes of Academic Freedoms and Academic Rights.....11

Article 6 Basic characteristics of the SEU.....11

Article 7 Bodies of the SEU.....12

Article 8 The Board of Directors of the SEU.....13

Article 9 Academic Senate of SEU..... 13

Article 10 Scope of the Academic Senate of the SEU.....14

Article 11 Rector of the SEU.....15

Article 12 Rights and Duties of the Rector of the SEU.....16

Article 13 Scientific Council of the SEU.....16

Article 14 Scope of the Scientific Council of the SEU..... 16

Article 15 Disciplinary Committee SEU for Students.....17

PART THREE

INTERNAL SYSTEM FOR ASSURANCE OF HIGHER QUALITY EDUCATION

.....17

Article 16 Internal System of Quality and the Long-term Goal of SEU.....17

PART FOUR

INTERNAL RULES OF MANAGEMENT OF

SEU.....18

Article 17 Sources of funding and budget of the SEU.....18

Article 18 Entrepreneurial Functions of the SEU.....19

Article 19 Management of the SEU.....19

PART FIVE

ORGANISATIONAL STRUCTURE OF SEU

20

Article 20 Divisions of the SEU.....20

Article 21 Obligations of the SEU to the Ministry.....20

PART SIX

SYSTEM OF THE UNIVERSITY AND FURTHER EDUCATION SYSTEMS

.....21

Article 22 Study Programme and Plan21

Article 23 Bachelor's Degree Programme22

Article 24 Master's Degree Programme22

Article 25 Doctoral Programme23

Article 26 Further education25

Article 27 Framework provisions on tuition fees and study-related fees26

Article 28 Framework provisions on social support for students 27

Article 29 Framework conditions for admission, including the method of determining number of applicants accepted27

Article 30 Framework conditions of studying for foreigners28

Article 31 Procedure of Admission29

Article 32 Enrolment30

Article 33 Forms and methods of study.....30

Article 34 The academic year and its organisation	31
Article 35 State examinations and rigorous examinations	31
Article 36 Discontinuance of studies	32
Article 37 Ordinary Completion of Studies	32
Article 38 Other discontinuation of studies	32
Article 39 Credentials of studies	33
Article 40 Credentials of completion of studies	33
Article 41 Students of the SEU.....	33
Article 42 Student's rights	34
Article 43 Duties of the students	34
Article 44 Disciplinary Offences	35
Article 45 Register of Students	36

PART SEVEN

**THE PRINCIPLES OF EMPLOYMENT RELATIONS AND THE PROCEDURE FOR
DECISION-MAKING ON THESE ISSUES**

.....	38
Article 46 Staff	38
Article 47 University teachers	38
Article 48 The academic titles "Associate Professor" and "Professor"	41
Article 49 Filling posts of university teachers	41
Article 50 Associate Professor	42
Article 51 Researchers	42
Article 52 Register of university staff	43
Article 53 Method of determining the number and structure of staff posts.....	43

PART EIGHT

FINAL PROVISIONS

.....	44
Article 54 Validity and Effectiveness	44

PREAMBLE

**The Board of Directors of St. Elizabeth University of Health and Social Work in Bratislava,
n. o.**

and

**The Academic Senate of St. Elizabeth University of Health and Social Work in Bratislava,
n. o.,**

on the basis of the provisions of § 9 section 1 letter a) point 1 of Act No. 131/2002 Coll. on Universities and on Amendments and Additions to Certain Acts, as amended¹ discussed the following proposal of the Rector of St. Elizabeth University of Health and Social Work in Bratislava, n. o. this

S t a t u t e

St. Elizabeth University of Health and Social Work in Bratislava, n. o., which as

- **An institution of higher education with a focus on health, social work, basic human rights, universal human values, respect for knowledge, information and wisdom, humanity, social work and social assistance to fellow human beings and the needy all around the world, with an emphasis on culture, ethical values, academic freedoms, and protection of the environment**
- **part of the European University Community and the global knowledge education system contributes to the development of a knowledgeable society,**
- **an educational, scientific and research institution for upbringing, educating and cultivation of young people and all those interested in university qualifications in harmony with the needs of society,**
- **a private university institution, focused on the continuous improvement of the internal system of quality for university.**

¹ Act No. 131/2002 Coll. on Higher Education Institutions and on Amendments and Additions to Certain Acts, as amended (hereinafter referred to as the "Act on Higher Education Institutions").

STATUTE

St. Elizabeth University of Health and Social Work in Bratislava, n. o.

PART ONE INTRODUCTORY PROVISIONS

Article 1

Name, headquarters and founder of the St. Elizabeth University of Health and Social Work in Bratislava, n. o.

- (1) St. Elizabeth's College of Health and Social Work in Bratislava, n. o. is a private university.
- (2) The name of the private higher education institution is St. Elizabeth University of Health and Social Work in Bratislava, n. o. (hereinafter referred to as "SEU").
- (3) The headquarters of the SEU is in Bratislava.
- (4) SEU acts as a non-profit organization, which is registered at the Regional Office in Bratislava since 21/10/2002 under No. OVVS-673/54/2002-NO under the name St. Elizabeth University of Health and Social Work in Bratislava, n. o.
- (5) The founder of the non-profit organization SEU is a private person in cooperation with the Foundation for the Support of Education and Training at the Faculty of Health and Social Work of the University of Trnava, which is established and registered under the Act on Foundations at the Ministry in the Slovak Republic.
- (6) The founder has established the legal person in legal form as a non-profit organization providing public utility services.
- (7) SEU, as a legal entity under the provisions of Section 2 (2) of Act No. 213/1997 Coll. on Non-Profit Organizations, as amended, is entitled to operate as a private higher education institution on the basis of the granting of state approval by the Government of the Slovak Republic for the operation of a private higher education institution by Resolution of the

Government of the Slovak Republic No. 891 of 24 September 2003, with effect from 24 September 2003².

(8) SEU, as a legal entity, has legal subjectivity, including labour law subjectivity.

The Rector of SEU acts on behalf of SEU in its entirety.

Article 2

Purpose, mission and responsibilities of the SEU

(1) As an educational, scientific, research, social and medical institution, the SEU is part of the European Higher Education Area and the Common European Research Area. It contributes to the development of education, science and culture under the conditions of the Slovak Republic and in its activities outside the borders of the Slovak Republic. It is a member of the European University Association (EUA) and a signatory of the Magna Carta of the University of Bologna (MCB).

(2) It develops knowledge, information, understanding, creativity, wisdom and the acquisition of professional skills; its main object is to develop this mission, especially in students, employees, contractors and collaborators, and to help sick and needy people at home and abroad.

(3) The long-term aim of the SEU is to fulfill the integration of the Slovak Republic in Europe and in the world, especially in the field of higher medical education and education of health professionals, in missionary and charity work, especially in the field of public health, social work, nursing, laboratory investigation methods, physiotherapy, tropical public health, dental technology, etc.

(4) SEU educates and trains university-educated specialists³ for domestic, state, public, private, church and foreign institutions, as well as for state, public, private, church, medical and social work institutions as well as missions in Slovakia and abroad. SEU ensures and encourages student participation in self-government.

(5) SEU operates in the spirit of Christianity with a focus on the basic principles of Christian medical ethics and spreads the legacy of St. Elizabeth, a native of Bratislava, to serve the sick and the poor without discrimination of race, nationality and religion.

² Resolution of the Government of the Slovak Republic No 891 of 24 September 2003 on granting state approval for the operation of the private College of Health and Social Work of St. Elizabeth in Bratislava, n. o.

³ This Statute lists nouns in the masculine gender, with the masculine and feminine genders equally included.

(6) SEU implements education, training, scientific education and scientific research, as well as practical activities of students in all three levels of higher education, with a focus on adherence to ethical principles, civic and social responsibility, especially for responsible and professional application in social practice, as well as in research, development, humanitarian, social and medical practice at the highest world and European level, in accordance with the most recent knowledge of science and practice.

(7) The University of Health and Social Work in Bratislava, guides students and faculty to a continuation of adherence to the principles of Christian ethics and humanism, with a legacy of protecting life from conception to a dignified natural death, thus fulfilling the legacy of St. Elizabeth, the great figure of European health and social work.

(8) SEU participates in the processes of prevention and health promotion, to alleviate and eradicate poverty, unemployment and to assist the homeless. It develops international synergies and cooperation, and also operates in different areas of the world, with the aim of prevention and health protection, even in its most backward locations of the continents of the world.

(9) Within its scope, it develops cooperation with relevant partners at home and abroad, engaging them in the implementation of its mission and vision, with the aim of continuously improving the quality of education.

(10) SEU implements and develops the internal quality assurance system of higher education as its main function, the focus of further activities as the main directions of its activities⁴ (hereinafter referred to as the "Internal Quality Assurance System").

(11) SEU ensures the participation of representative students of the SEU and other interested persons from home and abroad in all activities and individual components of the development, application and implementation of the Internal Quality Assurance System of higher education .⁵

Article 3

Rules for the use of academic insignia and the practise of academic ceremonies

⁴ Act No. 269/2018 Coll. on Quality Assurance of Higher Education and on Amendments and Supplements to Act No. 343/2015 Coll. on Public Procurement and on Amendments and Supplements to Certain Acts, as amended (hereinafter referred to as the "Act on Quality Assurance of Higher Education").

⁵ Creation, application and evaluation of the internal quality system of higher education at VŠZaSP https://www.vssvalzbety.sk/userfiles/INFOPORTAL/Tvorbaaplikaciaahodnotenievnutornehosystemuvysokoskolskeho_vzdelavaniaVŠZaSP4.pdf

(1) The academic insignia of the SEU is a traditional symbol of the competence and responsibility of the academic self-government bodies of the SEU, as well as an expression of the academic freedoms arising from the university traditions and the historically conditioned present.

(2) The academic insignia of the SEU consists of:

- a) the emblem of the SEU and the seal of SEU,
- b) the chain of Rector and Vice-Rectors,
- c) the scepter of the Rector of the SEU.

(3) The emblem of the SEU consists of a depiction of St. Elizabeth in the Chapel of St. Elizabeth at the St. Elizabeth Cancer Institute in Bratislava.

(4) The documentation of the insignia of the SEU is stored in the archives of the SEU. The Rector shall determine the manner of use of the insignia of the SEU.⁶

(5) College gowns are authorized for use by:

- a) The rector and Vice-Rectors,
- b) The president and members of the Academic Senate of the SEU,
- c) professors and associate professors,
- d) a person to whom the degree of Dr. h. c. is being conferred or has been conferred,
- e) distinguished guests of the SEU according to the decision of the Rector.

(6) University gowns are used for academic ceremonies, academic festivals and other ceremonial occasions, which are in particular:

- a) the beginning and end of the academic year,
- b) matriculation of newly admitted students,
- c) Graduation ceremonies for university graduates,
- d) graduation of graduates of third age higher education,
- e) graduation of the graduates of the rigorous examinations,
- f) graduation of doctoral students,
- g) graduation of honoris causa doctors,
- h) a ceremonial meeting of the Scientific Council of the SEU extended to include the Scientific Councils of the faculties, if they are established by a decision of the Rector.

(7) The Rector of the SEU awards the appropriate SEU plaque in recognition of merit in favour of the SEU.

⁶ Directive of the Rector on the use of the insignia of the SEU.

The method of awarding plaques and other awards shall be determined by the Rector of the SEU.

(8) The matriculation of students and the solemn taking of the academic oath shall take place in the presence of the Rector or the Vice-Rector.

(9) The graduation of graduates, the solemn taking of the academic oath and the reception of the bachelor's diploma, master's diploma or doctoral diploma, shall take place in the presence of the Rector or the relevant Vice-Rector.

(10) The graduation of the graduates of the rigorosum procedure, the oath ceremony and the reception of the respective diplomas shall take place in the presence of the Rector or the Vice-Rector.

(11) The graduation of graduates of the University of the Third Age, the oath ceremony and the receipt of the certificate of studies shall take place in the presence of the Rector or the Vice-Rector.

(12) The graduation of doctoral students, associate professors and doctors of science, the oath-taking ceremony and the receiving of the diploma shall take place in the presence of the Rector and the Vice-Rectors.

(13) The graduation of Doctors of honoris causa, the solemn oath and the reception of the diploma shall take place in the presence of the Rector and the Vice-Rectors.

(14) The procedure for the matriculation of students and graduation of graduates of the three levels of higher education, habilitation of associate professors, doctors of sciences and doctors honoris causa is regulated by an internal regulation of the SEU.

PART TWO ORGANIZATION SEU

Article 4

The academic community of the SEU

(1) The academic community of the SEU⁷ as the basis and expression of its academic self-government consists of university teachers, researchers and other employees who have an employment at the university for a fixed weekly working time and students.

(2) The academic community of SEU is divided into staff and students. The staff of the academic community consists of members of the academic community of the SEU who are employees of the SEU The student part of the academic community of the SEU shall consist of members of the academic community of the SEU who are students of the SEU.

(3) The SEU respects the rights of members of the academic community to associate in civic associations that contribute to the fulfillment of its tasks and mission, within the limits of its capabilities to meet the legitimate interests, social needs and living conditions of members of the academic community and other employees.

(4) Members of the academic community of the SEU are obliged to comply with legal obligations arising from legal regulations and other regulations, including internal regulations of the SEU, which apply to the work performed by them. They are also obliged to uphold and uphold the reputation of the SEU, to uphold academic rights and freedoms, and to observe ethical principles and good manners.

Article 5

Attributes of academic freedoms and academic rights⁸

(1) The SEU grants the members of the academic community the freedom of scientific research and publication of its results, the right to teach and to be educated, the right to elect the bodies of academic self-government and the right to be elected to them, the right to hold and disseminate different philosophical views and political opinions and religious beliefs, the right to use academic insignia and emblems and to perform academic ceremonies and academic festivals.

(2) The exercise of academic freedoms and academic rights under the preceding paragraph shall be in accordance with the principles of democracy, humanity and in accordance with the rule of law.

(3) To ensure academic rights and academic freedoms, the inviolability of the campus of the SEU shall be guaranteed, except in cases of threat to life, health, property, or in cases of natural

⁷ § Section 3 of the Higher Education Act.

⁸ § Section 4 of the Higher Education Act.

disaster. Academic land consists of the area defined by immovable property owned, managed or leased by the SEU. Law enforcement access to the campus is authorized by the Rector.

(4) Political parties and political movements may not carry out political activities and establish their organisations on campus; the Rector may authorise the organisation of meetings between members of the academic community and representatives of political parties and political movements in the nature of a public debate, while respecting the plurality of opinions and the balance in the opportunities for their expression.

Article 6

Basic characteristics of the SEU

(1) SEU is a legal entity. The form of the legal entity is a non-profit organisation.

(2) SEU is a private higher education institution.

(3) SEU provides study programmes of the first degree of higher education, the second degree of higher education and the third degree of higher education, for which it has received accreditation of the Ministry of Education, Science, Research and Sport of the Slovak Republic (hereinafter also referred to as "the Ministry" or "MŠVVaŠ SR"), as well as in other disciplines in the field of health sciences and social sciences.⁹

(4) SEU carries out research in the field of health sciences and social sciences at relevant departments, clinics, institutes, departments, subdepartments, as well as at specialized departments that it establishes with organizations of science, technology, research in the field of health and social work.

Article 7

Bodies of SEU¹⁰

⁹ Decree of the Ministry of Education, Science and Higher Education No. 244/2019 Coll. on the system of fields of study as amended by Decree No. 26/2003 Coll. with effect from 1 February 2023.

¹⁰ The provisions of § 11 to 13 and § 22 (6) of the Higher Education Act (Scientific Council of the Public Higher Education Institution, Competence of the Scientific Council of the Public Higher Education Institution, Disciplinary Committee of the Public Higher Education Institution) apply to the SEU.

(1) At the SEU there are bodies of academic self-government of the SEU, bodies of economic administration of the SEU and bodies of the internal quality assurance system of higher education of the SEU.

(2) The highest governing and decision-making body of the SEU is the Board of Directors of the SEU (hereinafter referred to as the "Board of Directors").¹¹ The Board of Directors shall make decisions based on its statutory powers, approve the budget of the SEU and in matters determined by the Statutes. The Board of Directors together with the Bursar of the SEU form the bodies of the economic self-government of the SEU.

(3) The bodies of the academic self-government of SEU are:

- a) the Academic Senate of SEU,
- b) Rector of SEU,
- c) the Scientific Council of SEU,
- d) Disciplinary Committee of the SEU for Students.

(4) The bodies of the internal quality assurance system of higher education of the SEU are:

- a) The Council of the Higher Education Quality Assurance System for Internal Quality Assurance of Higher Education,
- b) The Programme Board of the SEU for study programmes and disciplines of the habilitation and inauguration procedure,
- c) other bodies of the internal quality assurance system of higher education of the SEU, established by specific internal regulations.

Article 8

Board of Directors

(1) The Chairperson and the members of the Board of Directors shall be appointed and removed by the members of the Board of Directors of the n.o., the term of office of the members of the Board of Directors shall be five years and the Board of Directors shall have a minimum of five members.

(2) The competence of the Board of Directors includes:

- a) Assignment as a statutory representative when the position of Rector is not occupied by the SEU,

¹¹ § 47a of the Higher Education Act.

- b) Approval of the budget of the SEU,
- c) Approval of the annual report on the activities of the SEU and the annual report on the management of the SEU submitted by the Rector of the SEU prior to approval by the Academic Senate of the SEU¹²
- d) Approval of changes to the statutes, establishment, name, mergers, amalgamations, divisions and dissolution of the constituent parts of the SEU,
- e) submitting a proposal, after the opinion of the Academic Senate of the SEU, for the appointment or dismissal of the Rector to the Minister of Education, Science, Research and Sport of the Slovak Republic (hereinafter referred to as the "competent Minister").

Article 9

Academic Senate of SEU¹³

(1) The Academic Senate of SEU (hereinafter referred to as "Academic Senate") as a collective body of academic self-government is formed of elected representatives of the academic community. The Academic Senate shall have 15 members, including 5 student representatives.

(2) The Academic Senate shall be divided into a staff section and a student section. Members of the staff part of the Academic Senate shall be elected by a secret ballot by the members of staff that are part of the academic community. Members of the student section of the Academic Senate shall be elected by secret ballot by members of the student section of the academic community. Only a member of the staff part of the Academic Senate may be a member of the staff part of its academic community. Only a member of the student part of the Academic Senate may be a member of the student part of its academic community.

(3) The office of a member of the Academic Senate is incompatible with the office of rector, vice-rector, bursar, dean, vice-dean.

(4) The term of office of the members of the Academic Senate shall be four years.

(5) Meetings of the Academic Senate are public. The Rector or, on his behalf, the Vice-Rector or the Bursar shall have the right to speak at a meeting at any time he so requests. At the request of the Rector, the President of the Academic Senate shall convene a meeting of the Academic

¹² See the amendment to the Higher Education Act No. 412/2022 Coll. on the provisions of Section 41(7) of the Higher Education Act.

¹³ § Section 8 of the Higher Colleges Act.
§ 47b of the Higher Education Act.

Senate without delay, but not later than within 14 days. If the President of the Academic Senate fails to do so, the Rector shall convene a meeting of the Academic Senate.

(6) Membership in the Academic Senate shall cease for the reasons specified in Section 8(6) of the Higher Education Act.

(7) If a member of the Academic Senate ceases to be a member of the Academic Senate before the end of his/her term of office pursuant to the provisions of Section 8(6)(b)-(k) of the Higher Education Act, the relevant part of the academic community shall elect a new member of the Academic Senate to fill the vacancy, whose term of office shall last until the end of the term of office of the member whose membership has ceased.

Article 10

Scope of the Academic Senate

(1) The Academic Senate shall carry out the competences established by the Higher Education Act, other generally binding normative legal acts of the legal order of the Slovak Republic¹⁴, this Statute and the internal regulations of the SEU.¹⁵

(2) The Academic Senate approves the internal system of quality assurance of higher education of the SEU.

(3) The Academic Senate has the right to request the cooperation of the bodies of the SEU.

(4) The Academic Senate approves the internal regulations of the faculty, if the faculty is established on the basis of a decision of the Rector of the SEU.

(5) The Academic Senate shall, for the necessary period of time, not exceeding three months after its establishment, exercise the powers of the faculty bodies if it is established by a decision of the Rector of the SEU.¹⁶

Article 11

Rector of the SEU

¹⁴ For example

Act No. 365/2004 Coll. on Equal Treatment in Certain Areas and on Protection against Discrimination (Anti-discrimination Act), as amended,

- Act No. 311/2002 Coll., the Labour Code, etc.

¹⁵ § 47b(2)(k) of the Higher Education Act.

¹⁶ § Section 47b(2)(j) of the Higher Education Act.

- (1) The Rector of the SEU (hereinafter referred to as "Rector") is the statutory body of SEU and is the representative of the academic community of SEU.
- (2) The Rector manages the SEU, acts on its behalf and represents it externally. The Rector shall be accountable for his/her activities to the Board of Directors and the Academic Senate.
- (3) The Rector shall be appointed and dismissed by the President of the Slovak Republic (hereinafter referred to as "the President") on the proposal of the Board of Directors. The proposal of the Board of Directors shall be submitted to the President by the relevant Minister.
- (4) The term of office of the Rector shall be four years.
- (5) The Rector establishes, merges, orders the merger of parts of the SEU, divides and dissolves them after the Academic Senate has expressed its opinion and after approval by the Board of Directors.
- (6) The Rector shall submit a draft budget to the Board of Trustees for approval after the Academic Senate has given its opinion.
- (7) The Rector shall confer the scientific-pedagogical title "Associate Professor" on the basis of a decision of the Scientific Board pursuant to Section 12 (1) (e) of the Act.
- (8) The Rector submits to the Minister proposals for the appointment of professors by the President, approved by the Scientific Council of the SEU (hereinafter referred to as the "Scientific Council").
- (9) Until the election of a new dean, the Rector entrusts a person to perform the function of the dean on the proposal of the Academic Senate of the Faculty.
- (10) The Rector is represented by Vice-Rectors to the extent determined by the Rector. The term of office of vice-rectors shall be four years.
- (11) The Rector shall establish commissions as advisory bodies for individual functions of the SEU.¹⁷

Article 12

Rights and duties of the Rector of the SEU

¹⁷ For example, *the Commission for the Procedure for the Withdrawal of Academic or Scientific Degrees, etc.*

The relevant provisions of the Higher Education Act apply to the rights and duties of the Rector of the SEU.¹⁸

Article 13

Scientific Council of SEU

- (1) The members of the Scientific Council of the University of Applied Sciences (hereinafter referred to as the "Scientific Council") are appointed and dismissed by the Rector after approval by the Academic Senate.
- (2) The term of office of the members of the Scientific Council shall be four years.
- (3) The members of the Scientific Council are prominent experts in the fields in which the VŠZaSP carries out educational, research or development activities. At least one quarter and no more than one third of the members of the Scientific Council shall be persons who are not members of the academic community of the SEU.
- (4) The Rector shall be the Chairman of the Scientific Council.

Article 14

Competence of the Scientific Council

- (1) The Scientific Council:
 - a) discusses the long-term plan of the SEU,
 - b) periodically, but at least once a year, assess the level of SEU in educational activities and in the field of science,
 - c) approves the draft study programmes after discussion in the Academic Senate,
 - d) Student representatives appointed by the student section of the Academic Senate are invited to the Scientific Council's deliberations on the curriculum proposal.
 - e) approves experts who have the right to examine in state examinations for study programmes conducted by the SEU, approves supervisors for doctoral studies,
 - f) approves the criteria for the habilitation of associate professors and the criteria for the appointment of professors,

¹⁸ Provisions of Section 10(4) and (11) and Section 10a(1)(e) and (f) and (2) to (4) of the Higher Education Act.

- g) discusses habilitations of associate professors and decides on their outcome in the fields of study in which the study programmes are carried out by the SEU, after granting the relevant rights,
- h) discusses and approves proposals for the appointment of professors, if the appointment is for the appointment of a professor in the field of study in which the study programmes are carried out, after granting the relevant rights,
- i) approves the general criteria for filling the posts of professors and associate professors,
- j) approves the specific conditions for the appointment of professors,
- k) awards the scientific degree "doctor scientiarum" (abbreviated "DrSc."),
- l) awards the title "doctor honoris causa" (abbreviation Dr. h. c.) to eminent domestic and foreign personalities,
- m) proposes to the Rector to confer the honorary title "Professor Emeritus" to professors over 65 years of age,
- n) approves the rules of procedure of the Scientific Council on the proposal of the President of the Scientific Council.

(2) The Scientific Council shall deliberate on questions submitted to it by the Chairperson of the Scientific Council.

Article 15

Disciplinary Committee for Students of the SEU

(1) The provisions of Section 13 of the Higher Education Act shall apply to the competence of the Disciplinary Board of the Higher Education Institution for Students (hereinafter referred to as the "Disciplinary Board").

(2) The Rector shall establish a Disciplinary Board to deal with disciplinary cases. The details of the proceedings shall be determined by the Board in its Rules of Procedure.

(3) The competence, composition and appointment of the members and the chairman of the Disciplinary Board shall be regulated by the Disciplinary Regulations.

PART THREE

INTERNAL QUALITY ASSURANCE SYSTEM FOR HIGHER EDUCATION

Article 16

Internal Quality System and the Long-term Plan of SEU

(1) The internal system of quality assurance of higher education of SEU in the sense of the legislation of the Slovak Republic and the Standards of the Slovak Accreditation Agency for Higher Education is in the competence of

(a) the Rector,

b) the Programme Board of the St. Elizabeth University of Health and Social Work in Bratislava, n. o. for study programmes and disciplines of habilitation and inauguration proceedings,

c) the Council of Saint Elizabeth's University of Health and Social Work in Bratislava, n. o. for the internal quality assurance system of higher education.

(2) The internal quality assurance system of higher education is a permanent part of the creation and implementation of all functions of the SEU, forms the basic strategy of the procedures of all its internal institutions within the framework of the Long-term Plan of the SEU and is an integral part of educational activities, scientific research activities and other creative activities.

(3) The internal system of quality assurance of higher education at SEU is regulated by the internal regulations of SEU in the sense of the standards of the Slovak Accreditation Agency for Higher Education.¹⁹

(4) The long-term plan of the SEU is the basic basis for strategic management, conceptual and comprehensive management of all functions of the SEU, developed for a period of at least six years.

PART FOUR

INTERNAL RULES OF THE MANAGEMENT OF THE SEU

Article 17

Sources of funding and budget of SEU

¹⁹ <https://saavs.sk/sk/sta-dardy-qualities>

(1) The SEU draws up its budget for the calendar year and manages it as a private entity. It may also receive funds from tuition fees from both full-time and part-time students, as well as from other sources (donations, grants, foundations, etc.) to cover part of its costs. The amount of tuition fees for a given school year is approved by the Board of Trustees on the proposal of the Rector.

(2) The SEU shall make an accounting of the results of its management after the end of the calendar year and submit it to the Board of Directors.

(3) In the case of the provision of a subsidy from the state budget pursuant to section 91(3) of the Higher Education Act, the procedure shall be in accordance with section 49(1)(b) of the Act.

Article 18

Entrepreneurial activity of the SEU

(1) SEU creates entrepreneurial activities aimed at the development of education, research as well as editorial, marketing and promotional activities aimed at promoting the results of its activities to the public.

(2) SEU carries out entrepreneurial activities related to its creative activities (further education, research, but also education in the field of medical fields of study and related fields of study) of domestic and foreign students. Profits from these activities are exempt from income tax.

(3) SEU also carries out other business activities, the profit of which is taxable.

(4) Business activities must not interfere with the educational process and are kept in the accounting system of the SEU.

(5) If the business activity is carried out at the SEU, the profit from this activity is included in the revenue of the SEU.

(6) Employees of the SEU shall have priority in securing the business activities of the SEU when concluding agreements on work performed outside the employment, as far as the activity is focused on education.

(7) The property of the SEU may be used for the business activities referred to in point (2) free of charge, for the activities referred to in point (3) at a charge to the SEU. The details shall be arranged by agreement between the College.

Article 19

Management of the SEU

- (1) The management of the SEU and the method of keeping accounts shall be governed by the relevant Act²⁰, special regulations and the internal regulations of the SEU.
- (2) The funds of the SEU shall be kept in accounts in accordance with the relevant regulations. The SEU shall have its accounts audited by a competent auditor at least once every three years.
- (3) The SEU prepares once a year a report on the activities and a report on the management of the SEU and its components.
- (4) Financial control at the SEU is ensured in accordance with the relevant regulations and internal regulations of the SEU.

PART FIVE

ORGANIZATIONAL STRUCTURE OF THE SEU

Article 20

Subdivisions of the SEU

- (1) The SEU may be divided into faculties. Faculties shall be established, abolished, merged and divided by the Rector with the approval of the Academic Senate and the Board of Trustees.
- (2) SEU and its faculties may establish joint or detached workplaces (institutes, clinics, missions and other workplaces) together with facilities of science, research, health, social affairs, religious and other religious organisations, both at home and abroad.
- (3) Departments established in conjunction with a public or private or non-state health facility shall be called clinics. Departments with a social service focus shall be called institutes or missions. In these centers, curative and preventive care (hereinafter referred to as "CTC") shall also be carried out.
- (4) The list of these departments is given in the Annex to the Organizational Regulations of the SEU and its faculties.
- (5) The details of the financing and management as well as the activities of these workplaces shall be regulated by agreement between the faculties or the SEU and the cooperating entities.

²⁰ Act No. 431/2002 Coll. on Accounting, as amended.

The joint workplaces shall regulate the conditions of their activities by an internal regulation-organisational regulations.

Article 21

Obligations of the SEU to the Ministry

(1) SEU is obliged to

- a) provide data to the registers under the Higher Education Act and keep them up to date,
- b) prepare and submit to the Ministry and publish an annual report on its activities and, if it has received a subsidy from the State budget, an annual report on its management, in a time and form to be determined by the Minister of Education,
- c) deposit the annual management report in the public part of the register of accounts,
- d) Discuss with the Ministry and publish the long-term plan of the private higher education institution within the time and in the form determined by the Ministry,
- e) to provide free of charge to the relevant accreditation institution and the Ministry, at their request within specified deadlines, the information, documents and cooperation necessary for their activities under this Act and under a special regulation²¹,
- f) handle complaints under a special regulation,
- g) to provide the Ministry, in writing, by 30 April with data on income and expenditure, revenue and costs incurred for education for the previous calendar year, to publish on its website the current and complete version of its internal regulations as a private higher education institution and, where applicable, the internal regulations of the faculties.

(2) Section 20(2) of the Act shall apply *mutatis mutandis* to the content of the annual report on the activities of the SEU.

SIXTH PART

THE HIGHER EDUCATION AND FURTHER EDUCATION SYSTEM

Article 22

Study programme and curriculum

²¹ § 4 and § 21 to 32 of the Act on Quality Assurance in Higher Education.

(1) SEU carries out studies in fields of study according to accredited study programmes, for which it has obtained the approval of the relevant ministry of the relevant accreditation institution to grant the right, in the first to third level of higher education, especially in medical fields of study, as well as in specialisation fields, if it has been granted the relevant right in the study of domestic and foreign students. The details of the studies are regulated by the study regulations of the SEU.

(2) Higher education in a field of study or in a combination of fields of study shall be obtained by studying according to an accredited programme of study or in a combination of fields of study.

Article 23

Bachelor's study programme

- (1) The bachelor's degree programme as a first degree study programme focuses on the acquisition of theoretical knowledge and practical knowledge based on the current state of science and on mastering their application in the exercise of a profession or in the continuation of further higher education studies of the second degree. Graduates of the bachelor's degree programme receive a first degree.
- (2) The standard length of study for a bachelor's degree programme, including internship, is three years or four academic years.
- (3) The final thesis of the Bachelor's study programme (hereinafter referred to as "Bachelor's study") is the Bachelor's thesis.
- (4) Graduates of bachelor studies are awarded the academic degree of "Bachelor" (abbreviated as "Bc. ").

Article 24

Master's degree programme

- (1) The second degree programme of study aims at acquiring theoretical and practical knowledge based on the current state of science and at developing the ability to apply it creatively in the pursuit of a profession or in the continuation of higher education studies in the third level of higher education. Graduates of the second cycle study programme obtain a second cycle higher education degree.
- (2) The standard length of study for a second-degree programme, including internship, is one, two or three academic years. The number of credits, the achievement of which is a condition for the proper completion of studies, for a programme of study combining a first degree and a second degree with a standard length of study is five years or six years; five academic years is 300 credits, six academic years is 360 credits.
- (3) The final thesis in the study according to the study programme of the second degree is a diploma thesis.

(4) Second degree study programmes are master's degree study programmes. Graduates of studies under a master's degree programme (hereinafter referred to as "master's studies") shall be awarded the academic degree of "Master" (abbreviated as "Mgr.").

(5) Graduates of study programmes who have obtained the degree of "Master" may take the rigorous examination in the colloquial form in the field of study in which they have obtained their higher education. Upon successful completion of the examination, they shall be awarded the academic title²² by the SEU.

(6) By the rigorous examination and the defence of the rigorous thesis, the candidate is to demonstrate, on the basis of independent study, that he or she has deeper knowledge in the field of study in its broader basis and is capable of independently acquiring new knowledge of science and practice and is able to apply the acquired knowledge in a creative way in practice without the need for a supervisor.

Article 25

Doctoral study programme

(1) The doctoral study programme²³ as a third-level study programme focuses on the acquisition of knowledge based on the current state of scientific knowledge and, in particular, on the student's own contribution to it, which is the result of scientific research and independent creative activity in the field of science or technology. Graduates of the doctoral study programme receive a third-level university degree, which is certified by the SEU.

(2) The number of credits, the achievement of which is a condition for the proper completion of studies, for a full-time doctoral study programme with a standard length of study of three academic years is 180 credits and with a length of study of four academic years is 240 credits In the extramural form is four or five academic years. The number of credits to be achieved as a condition for regular graduation for a doctoral programme with a standard duration of four academic years shall be 180 credits and a duration of five academic years shall be 240 credits.²⁴

(3) The study according to the doctoral study programme (hereinafter referred to as "doctoral study") is conducted according to an individual study plan under the guidance of a supervisor. A

²² § Section 53(9) of the Higher Education Act.

²³ § 54 of the Higher Education Act.

²⁴ see the provision of § 54 (2) of the Higher Education Act.

condition for the proper completion of doctoral studies is the passing of the dissertation examination, which is one of the state examinations, and the defence of the dissertation. The dissertation is the final thesis.

(4) The function of supervisor for a given field of study may be performed by teachers of the university and other experts after approval by the Scientific Council. The rules for the approval of trainers are part of the documents provided to the Slovak Accreditation Agency for Higher Education. Trainers approved by an external educational institution which has obtained the right to participate in the implementation of the study programme in the field of study (hereinafter referred to as 'external educational institution') may act as trainers for the topics listed by the external educational institution. The external training institution shall provide the scientific and pedagogical characteristics of these trainers to the university's academic board.

(5) Prior to the start of the admission procedure for doctoral studies, the SEU announces the topics of dissertations that can be applied for in the admission procedure. A supervisor is appointed for each of the thesis topics. The doctoral candidate applies for one of the topics. A supervisor shall be appointed at the same time as the candidate is admitted to the doctoral programme.

(6) The SEU shall include the topics of the dissertation, together with the supervisors, commissioned by the external educational institution; the name of the commissioning external educational institution shall be indicated together with the topic. The external educational institution may also publish the topics separately.

(7) If a candidate for doctoral studies chooses a dissertation topic written by an external educational institution, the external educational institution must also agree to his or her admission to doctoral studies. The entrance examination is held before a committee comprising members from the SEU and members appointed by the director of the external educational institution. The members from the Higher Education Academy of the University of Applied Sciences shall be appointed for the study programmes by the Rector. The entrance examination may be held on the premises of the external educational institution, with the participation of representatives of the SEU, by agreement between the SEU and the external educational institution

(8) Doctoral studies consist of a study part and a scientific part. The study plan is drawn up by the supervisor and submitted for approval to the departmental committee.

(9) The study part of the doctoral studies consists mainly of lectures, seminars and individual study of literature necessary in terms of the focus of the dissertation.

(10) The scientific part of the doctoral studies consists of individual or collective scientific work of a doctoral student (hereinafter referred to as "doctoral student"), which is related to the topic of the doctoral thesis. The scientific part of the doctoral studies is professionally supervised by the supervisor.

(11) Part of the full-time doctoral studies is the performance of teaching activities or other professional activities related to teaching activities to the extent of no more than four hours per week on average per academic year in which the teaching takes place.

(12) If a doctoral student has applied for a dissertation topic announced by an external educational institution, he/she performs the scientific part of the doctoral studies and the obligations of the study part of the doctoral studies agreed with the SEU in this external educational institution. SEU concludes an individual agreement with the external educational institution on the doctoral studies of the doctoral student. It shall address the employment and financial issues related to the doctoral student's stay at the external educational institution, including the reimbursement of the costs of the external educational institution. The activities referred to in paragraph 11 shall be linked to the educational activities of the SEU.

(13) If a doctoral student has applied for a dissertation topic announced by an external educational institution (paragraph 12), both the dissertation examination and the dissertation defence take place before a committee in which members from the SEU and members appointed by the external educational institution are represented in parity. The committee shall have at least four members. The dissertation defence may be held at the external educational institution, subject to agreement between the SEU and the external educational institution. The name of the external educational institution shall also appear on the diploma.

(14) The defence of the doctoral thesis is the end of the doctoral studies. It demonstrates the ability and readiness for independent scientific and creative activity in the field of research or development or for independent theoretical activity.

(15) Graduates of doctoral studies are awarded the academic degree of "doctor" ("philosophiae doctor", abbreviated "PhD.").

(16) Doctoral studies in a given field of study are monitored and evaluated by a departmental committee. The members of the specialised committee elect a chairperson from among their members. If the SEU carries out doctoral studies in cooperation with an external educational institution pursuant to paragraph 6, the external educational institution shall have adequate representation on the relevant branch committee.

Article 26

Further education

The SEU also carries out further education in health and social sciences in the form of courses, training at home and abroad.

Article 27

Framework provisions on tuition fees and study-related fees²⁵

- (1) Tuition fees are based on the actual cost of study.
- (2) The SEU shall publish on the official notice board and website, no later than seven days before the last day for the submission of applications for studies, the tuition fees and fees associated with studying at the SEU for the following academic year.
- (3) The annual tuition fee is payable by all students.
- (4) The annual tuition fee for students of study programmes and further education programmes conducted at the SEU and the amount of fees shall be determined by the Rector.
- (5) The Rector may, at the request of the student, waive the tuition fee in part or in full.
- (6) Tuition and fees for foreigners associated with their studies shall be at least the actual annual cost of study in the given study programme.
- (7) For foreigners studying under interstate compacts, tuition and fees related to their studies are governed by the provisions of these compacts. The provisions of this paragraph shall not apply to foreign nationals with permanent residence in the territory of the Slovak Republic.

²⁵ Internal regulation on the amount of tuition fees and fees associated with studying at SEU in the relevant academic year.

(8) The form of payment and due date of fees shall be as follows, unless the relevant internal regulation provides otherwise²⁶ :

- a) tuition fees for one year in advance are payable on the day of enrolment,
- b) the fee for material support of the admission procedure is paid by postal order or cashless payment to the account of the SEU, it is payable no later than on the day of submission of the application for studies and is not refundable to the applicant,
- c) The fee for the activities related to the rigorous examination and the defence of the rigorous thesis is payable by postal order, by cashless payment to the account of the SEU or in cash and is payable no later than five days before the rigorous examination,
- d) the fee for the acts associated with the issuance of a diploma of academic degree to a master's graduate who has passed the rigorous examination is payable by postal order by cashless payment to the account of the SEU or in cash and is payable within ten days after the successful completion of the rigorous examination and the defence of the rigorous thesis, but no later than the day of the graduation ceremony,
- e) The fees for the issue of documents of studies and their copies, for the issue of documents of graduation, if they are required in a foreign language, and for the issue of copies of documents of graduation are determined by the SEU directive on fees for studies, their amount is derived from the actual costs of the SEU associated with these actions.

(9) Tuition fees and fees associated with studies are the income of the SEU.

Article 28

Framework provisions on social support for students

(1) The SEU awards scholarships to students from its own resources within the limits of its possibilities, in particular for excellent performance of study obligations, achievement of an outstanding result in the field of study, research, development, artistic or sporting activities or as a one-off or regular social support.

(2) The conditions for the provision of the scholarships referred to in subsection (1) shall be determined annually by the Rector.

(3) Students from underprivileged backgrounds may also receive additional scholarships to cover all or part of their tuition fees from donations, foundations and religious societies.

²⁶ Ibid.

(4) Students fulfilling the established conditions have a legal right to social scholarships according to § 96 of the Higher Education Act, SEU will provide them with it in a monthly amount no later than on the tenth day of the respective calendar month to a bank account maintained in the Slovak Republic, the number of which the student shall indicate in the application for the award of a social scholarship.

Article 29

Framework conditions for admission to study, including the method of determining the number of admitted applicants

(1) The basic condition for admission to the first cycle of higher education is the acquisition of a complete secondary education or a complete secondary vocational education.

(2) The basic condition for admission to the study programme of the second cycle of higher education is the first cycle of higher education.

(3) The basic condition for admission to doctoral studies is the completion of the second cycle study programme and the entrance examination.

(4) Other conditions of admission to first, second and third cycle studies are governed by the provisions of Section 57 of the Higher Education Act.

(5) The SEU shall publish in due time, no later than 20. September in the academic year preceding the academic year in which the study is to commence, if it is a bachelor's study programme according to the Higher Education Act²⁷ and for other programmes at least two months before the last day set for the submission of applications, the deadline for the submission of applications for study, the conditions of admission, the date and method of verifying their fulfilment, and, if the verification of aptitude for study includes an entrance examination, the form and framework content of the examination and the method of evaluating its results. These shall be published on the official notice board of the SEU and in a mass manner. In the same way, the SEU must also publish information on the approximate number of applicants it intends to admit to the study programme in question.

(6) Other conditions of admission to first-, second- and third-degree studies are approved by the Academic Senate on the proposal of the Rector.

²⁷ § Section 53(3) of the Higher Education Act.

Article 30

Framework conditions for the study of foreigners

(1) Foreigners study at SEU:

- a) as students under the law,
- b) on the basis of international treaties to which the Slovak Republic is bound,
- c) on the basis of the relevant cooperation agreements concluded pursuant to the relevant law , in particular in the framework of international programmes, European Union programmes for academic mobility as well as agreements with universities,
- d) on the basis of an agreement to participate in further training.

(2) When enrolling for full-time studies, it is verified whether the foreigner has a residence permit in the territory of the Slovak Republic and whether he/she meets other conditions according to the legal regulations governing the residence of foreigners in our territory.

(3) If a foreigner is studying in a study programme conducted in a foreign language, he/she is obliged to pay a higher fee for studies per year than if he/she is studying in the Slovak language.²⁸

Article 31

Admission procedure

(1) The admission procedure for an applicant for study begins with the delivery of his/her written application for study at the SEU. The application must be received by the deadline set by the SEU.

(2) The Rector decides on admission to study a study programme implemented by the SEU. At an independent faculty, the decision is made by the dean.

(3) The decision on the outcome of the admission procedure must be made in writing within 30 days of verification that the conditions for admission have been met. It shall contain a statement of the reasons and a statement of the possibility of applying for a review of the decision. It must

²⁸ Internal regulation on the amount of tuition fees and fees associated with studying at SEU in the relevant academic year.

be delivered to the applicant by hand. An applicant whose place of residence is unknown shall be served by posting the decision on the official notice board of the college for 15 days. The last day of that period shall be deemed to be the date of service.

(4) An applicant who has received a decision not to be admitted to study may apply for a review of that decision on the outcome of the admissions procedure. The application shall be submitted to the body which issued the decision within eight days of the date of receipt of the decision, after which time the application shall be forwarded to the Academic Senate. The Academic Senate shall amend the decision on non-admission if it was made in breach of the law or an internal regulation of the Higher School of Education and Science. Otherwise, it shall reject the application and confirm the original decision. The response to the applicant for review of the decision must be sent within 30 days of receipt of the request for review of the decision on non-admission to the SEU.

(5) SEU has the right to request information from accepted applicants whether they will enroll in the study. The applicant is obliged to provide such information to the SEU by the beginning of the academic year. If the applicant does not express interest in the study or does not provide the information within the specified time, the right to enroll in the study programme shall cease and the SEU may offer a place to the next applicant in the order of the results of the admission procedure.

Article 32

Enrollment for studies

(1) Upon notification of the decision on admission to the study, the applicant shall become entitled to enroll in the study. The date, place and method of enrollment shall be determined and communicated to admitted applicants by the SEU via the school's website.

(2) At the time of enrolment, the student determines what part of the obligations prescribed by the study programme he/she will complete in the next period of study affected by the enrolment.

(3) The applicant's right to enroll for studies pursuant to subsection (1) shall cease if he/she answers in the negative to the question of the SEU as to whether he/she will enroll for studies, or fails to answer by the specified deadline.

Article 33

Forms and methods of study

(1) A study programme may be carried out in the full-time form of study or in the part-time form of study.

(2) The full-time form of study is organised in such a way that the study according to the recommended study plan corresponds, depending on the study programme in terms of time intensity, to the work of the student in the range of 1 500 hours to 1 800 hours per academic year, including independent study and independent creative activity.²⁹

(3) The external form of study is organised in such a way that the study according to the recommended study plan corresponds, depending on the study programme in terms of time intensity, to the student's work in the range of 750 hours to 1 440 hours per academic year, including independent study and independent creative activity.³⁰

(4) Educational activities for study programmes in both forms of study pursuant to paragraphs (2) and (3) may be carried out:

- a) by the attendance method,
- b) distance method or
- c) combined method.

(5) The face-to-face method of study consists of teaching in direct contact between the teacher and the student.

(6) The distance method replaces direct contact between the teacher and the student by communication through other means of communication, in particular means based on the use of computer networks.

Article 34

The academic year and its organisation

(1) The academic year shall begin on 1 September of the current year and end on 31 August of the following year.

²⁹ § Section 60(2) of the Higher Education Act.

³⁰ § Section 60(3) of the Higher Education Act.

(2) Studies in one academic year shall be divided into two semesters.

(3) Bachelor's and Master's studies shall commence at the beginning of the first semester of the academic year. Doctoral studies may also begin at the beginning of the second semester.

Article 35

State examinations and rigorosum examinations

(1) Every programme of study shall include the passing of a state examination or state examinations as one of the conditions for its successful completion.

(2) The state examination is held before an examination board. The course of the state examination and the announcement of its results shall be public. The decision of the Board of Examiners on the results of the state examination shall be taken at a closed meeting of the Board of Examiners. The same conditions and procedure shall apply to the rigorous examination.

(3) Only university teachers acting as professors and associate professors have the right to examine at state examinations and rigorosum examinations; assistant professors with a university education of the third degree and other experts approved by the Scientific Council may also examine at state bachelor's examinations.

(4) The composition of the examination boards for state examinations is determined by the Rector or the Dean from among the persons authorised to examine pursuant to subsection (3). As a rule, the examination commissions for state examinations shall also include eminent experts in the given field of study from other universities and from health care, legal persons carrying out social-preventive care, research and development in the territory of the Slovak Republic or from practice.

(5) The composition of the rigorosum examination committees is determined by the Rector or the Dean from among the persons authorised to conduct examinations.

(6) The Examination Board for State Examinations shall have at least four members.

Article 36

Interruption of studies

(1) The study of a study programme may be interrupted at the request of a student under the conditions specified in the study regulations. The study regulations shall determine the maximum total duration of the interruption of studies.

(2) Interruption of studies is authorised by the Rector or the Dean.

Article 37

Ordinary completion of studies

(1) The study shall be duly terminated by the completion of the study according to the relevant study programme. The date of completion of studies shall be the date on which the last of the conditions prescribed for the proper completion of studies of the study programme concerned is fulfilled.

(2) The full-time study programme may not exceed its standard length by more than two years. Studies under a study programme in the part-time form of study may not exceed its standard length by more than three years.

(3) Evidence of the proper completion of studies of an accredited study programme and of the acquisition of the relevant academic degree is a university diploma and a certificate of state examination.

Article 38

Other termination of studies

Other termination of studies is governed by the provisions of the Higher Education Act.³¹

Article 39

Evidence of study

(1) Evidence of study shall be:

- a) student ID,
- b) study report (index),

³¹ § 66 of the Higher Education Act.

- c) statement of learning outcomes,
- d) Clinical Practice Recorder.

(2) Further use of evidence of studies is provided for in the Higher Education Act.³²

Article 40

Evidence of graduation

(1) Evidence of completion of the study programme in the field of study shall be:

- a) university diploma,
- b) certificate of state examination,
- c) Diploma Supplement.

(2) Upon the student's request, the SEU shall issue a diploma in the state language and in the language requested by the student, if the SEU provides such a diploma. SEU shall ensure the issue of the diploma, the supplement to the diploma and the certificate in the national language and in English. The diploma shall also be issued in Latin.

(3) The content of the evidence of graduation shall be governed by the relevant law.³³

Article 41

Students of SEU

(1) An applicant admitted to study shall become a student from the date of enrolment; a student whose studies have been interrupted shall become a student from the date of re-enrolment.

(2) A student shall cease to be a student from the date of termination of studies or from the date of interruption of studies.

Article 42

Student rights

³² § 67 of the Higher Education Act.

³³ § 68 of the Higher Education Act.

(1) A student has the right to:

- (a) study the programme of study to which he/she has been admitted,
- (b) form a study plan according to the rules of the study programme,
- c) enroll in the next part of the study programme if he/she has fulfilled the obligations specified in the study programme or study regulations,
- d) while respecting the time and capacity constraints set by the study regulations and the study programme, to choose the pace of study, the order of completion of subjects while maintaining their prescribed continuity and to choose a teacher for a subject taught by several teachers,
- (e) as part of their studies, apply to study at another university, including abroad,
- f) participate in the research, development or artistic and other creative activities of the university,
- g) participate in the establishment and activities of independent associations operating on campus (societies, unions, professional associations) in accordance with the law,
- h) at least once a year have the opportunity to comment on the quality of teaching and teachers by means of an anonymous questionnaire,
- (i) freely express opinions and comments on higher education,
- j) for information and advisory services related to studies and to the possibility of graduates of study programmes to be employed in practice,
- k) under the conditions specified in the study regulations, to change the study programme within the same field of study or a related field of study.

(2) The general regulations on occupational safety and health apply to a student participating in practical training and practice.

Article 43

Duties of the student

(1) A student's study obligations arise from the study programme he or she is studying and from the study regulations.

(2) The student is obliged to comply with the internal regulations of the SEU and its components.

(3) The student is also obliged in particular:

- a) to protect and make economic use of the property, resources and services of the SEU,

- b) to pay tuition and fees in accordance with these Statutes and the relevant internal regulations and to state truthfully the facts relevant for their determination,
- c) notify the SEU of the address for service of documents,
- d) appear in person at the summons of the Rector to discuss matters relating to the progress or termination of his/her studies or relating to his/her rights and obligations.
- e) notify the university or the faculty, if enrolled in a study programme carried out at the faculty, in writing of the decision pursuant to § 70 (1) (k) by 30 September of the academic year concerned.

Article 44

Disciplinary offence

(1) A disciplinary offence is a culpable violation of legal regulations or internal regulations of the SEU or its component parts, or of public order.

(2) A student may be subject to any of the following disciplinary measures for a disciplinary offence under the Disciplinary Regulations:

- a) reprimand,
- b) conditional exclusion from studies, specifying the time limit and conditions under which the conditional exclusion from studies will be lifted,
- c) expulsion from studies.

(3) A disciplinary offence is time-barred if more than one year has elapsed since its commission. The period of limitation shall not run during the proceedings for the offence or during the interruption of studies.

(4) Disciplinary measures pursuant to subsection (2) shall be imposed by the Rector or the Dean.

(5) Section 72 of the Higher Education Act applies to disciplinary offences.

Article 45

Register of students

- (1) The SEU maintains a register of students of the SEU.
- (2) The register of students shall be used for the registration of students, for statistical purposes and for budgetary purposes. The SEU may also use data from the student register for the purposes of allocating accommodation, in electronic student ID cards and for the purposes of verifying the legal status of a student in its other information systems. SEU also records in the student register data on students of another higher education institution to whom it has provided accommodation in a student residence³⁴.
- (3) The name, surname, maiden name, titles, birth number, date of birth, place of birth, place of permanent residence, gender, gender identity, nationality of the student and electronic mail address shall be recorded in the register of students; a telephone number shall also be recorded in the register of students, if provided by the student. The place of residence in the Slovak Republic shall also be recorded for a foreigner; the birth number shall be recorded if it has been assigned to the foreigner by the Ministry of the Interior.
- (4) The register of students shall also record data on individual students on:
 - a) enrolment,
 - (b) previous education,
 - (c) the study programme,
 - (d) enrolment in a further part of the course of study pursuant to Section 51(4)(j),
 - (e) the allocation of accommodation,
 - (f) the provision of a scholarship pursuant to sections 54(18), 95, 96b and 97a and the bank account number to which the scholarship is provided pursuant to section 96b,
 - (g) the state examination passed and the academic degree awarded,
 - (h) interruption of studies,
 - (i) termination of studies,
 - (j) a university diploma,
 - (k) studying at another higher education institution,
 - (l) studying a joint programme of study at a collaborating university in the relevant academic year,
 - (m) the obligation to pay tuition fees and the payment thereof,

³⁴ § 98 of the Higher Education Act to the extent pursuant to paragraph 3 and paragraph 4 letter e).

- (n) the number of credits the student has earned in the study programme in which he or she is enrolled,
- o) the supervisor, in the scope of the first name, surname, if it is a doctoral student and if it is an employee of the university, the reference to the register of employees,
- (p) a specific need as referred to in § 100,
- (q) the language in which the student is studying the relevant programme of study.

(5) The data in the register of students of the SEU may only be processed by specially authorised employees of the SEU, the data pursuant to paragraph 3 (a), (c) to (h) shall be recorded in the register of students of the SEU within three days after the decisive event.

(6) SEU may provide other legal entities and natural persons with whom it has concluded an agreement on the provision of services requiring the use of a student ID card with the following data about the student:

- (a) name and surname, including titles,
- (b) date of birth,
- (c) the name of the HEI/faculty at which he/she is studying,
- (d) the form of study,
- (e) information on the interruption or termination of studies.

(7) Employees of SEU according to the previous paragraph (4) are obliged to observe the generally applicable legal regulations of the European Union and the Slovak Republic on the protection of personal data when working with the register.

(8) A special regulation applies to the storage of data from the SEU student register and the central student register.

PART SEVEN

THE PRINCIPLES OF INDUSTRIAL RELATIONS AND THE PROCEDURE FOR DECIDING SUCH ISSUES

Article 46

Staff

(1) University teachers, researchers and other employees work as employees within the competence of the SEU.

(2) Employees of the SEU engaged in clinical and practical teaching in specialised teaching facilities provide health and social care according to special regulations.

Article 47

University teachers³⁵

(1) University teachers hold the positions of professor, visiting professor, associate professor, assistant professor, assistant lecturer and lecturer.

(2) University teachers shall actively participate in scientific research activities, development projects aimed at acquiring new knowledge necessary for the performance of evidence-based practice.

(3) A university teacher acting as a professor for a field of study is responsible for research and education in that field of study within the SEU. Through his/her research, development, teaching and organisational activities, he/she contributes to the development of knowledge in this field of study and to the clarification of the relationships with other fields of study; he/she guarantees or participates in guaranteeing the quality and development of the programme of study which the SEU carries out. The professor's duties in the field of education include, in particular, the conduct of lectures and seminars and the related assessment of students, including examination at state examinations, the supervision of doctoral students, the supervision and marking of theses or dissertations, and the production of study materials. In the field of science and technology, the professor's duties include shaping trends and concepts, research and development activities and the publication of their results in scientific journals and at scientific and professional events of international importance, leading research teams and organising international scientific events.

(4) A university teacher acting as an associate professor in a field of study contributes, in cooperation with a professor in that field of study, to the development of knowledge in that field of study through his or her research, development, pedagogical and organisational activities. He/she guarantees or participates in guaranteeing the quality and development of the bachelor's degree programme which the university is carrying out, if this activity is not carried out by the professor. The duties of an associate professor in the field of education include, in particular, the conduct of lectures and seminars and the related assessment of students, including examination at state examinations, the supervision of doctoral students, the supervision and opposition of theses

³⁵ § 75 of the Higher Education Act.

or dissertations, and the development of study materials. In the field of science and technology, an associate professor's duties include research and development activities and the publication of their results in scientific journals and at scientific and professional events of international significance, the management of research teams and the organisation of scientific events.

(5) The qualification prerequisite for filling the post of professor is the fulfilment of the criteria resulting from the required level of criteria for obtaining the title of professor of the relevant university in the standards for habilitation and inauguration proceedings under a special regulation.³⁶ The qualification for filling the post of associate professor shall be fulfilment of the criteria resulting from the required level of criteria for obtaining the title of associate professor in the standards for habilitation and inauguration proceedings according to a special regulation. The general criteria for filling the posts of professor and associate professor and the minimum criteria for teaching, research, development or artistic activity shall be fulfilled when filling the posts of professor and associate professor.³⁷

(6) A university teacher who holds the post of professor may use the designation "university professor" and a university teacher who holds the post of associate professor may use the designation "university associate professor".

(7) A university teacher acting as an assistant professor ensures, in cooperation with professors and associate professors of the university (paragraphs 4 and 5), the fulfilment of the university's tasks in the field of education and in the field of science and technology. If a university teacher acting as an assistant professor does not have a PhD or a degree in science and technology, he/she shall be trained with a view to obtaining them. The duties of an assistant professor in the field of education include, in particular, giving lectures in selected chapters, conducting seminars and tutorials and the associated assessment of students and conducting and marking theses in the first two stages of higher education, developing study materials, advising students and arranging field trips and students' professional practice, and sitting for state examinations in bachelor's degree programmes, if he or she has a third level of higher education. In the field of science and technology, the assistant professor's duties include participating in the research and development activities of the department and the publication of their results in journals and at scientific, professional or artistic events, and cooperating in the organisation of scientific events. Depending on the specific content of the work tasks, the qualification for performing the function of an assistant professor is a second-cycle university degree or a third-cycle university degree. Another

³⁶ Act on Quality Assurance in Higher Education.

³⁷ § Section 77(3) of the Higher Education Act.

requirement for an assistant professor is a specialisation examination (attestation) if he or she works in a clinical field.

(8) Under the guidance of professors and associate professors of the university, a university teacher acting as an assistant ensures the fulfilment of the tasks of the SEU in the field of education and in the field of science and technology. The SEU shall provide the assistant professor with the opportunity to pursue his/her education with a view to obtaining the academic degree of "PhD". The assistant's duties in the field of education include, in particular, conducting practical exercises and the associated assessment of students, participating in the provision of other educational activities and participating in the development of study materials. In the field of science and technology, the assistant's duties include taking part in research and development activities and in the publication of their results, and taking part in the organisation of scientific and professional events. The qualification for the post of assistant professor is a second-level university degree.

(9) A university teacher acting as a lecturer ensures the fulfilment of the tasks of the SEU in the defined field of education. The duties of a lecturer include teaching not requiring active participation in research or development, in particular conducting tutorials and related student assessment, participating in the provision of other educational activities and participating in the development of study materials. Other duties of lecturers are determined by the internal regulations of the SEU. Depending on the specific content of the work tasks, the qualifications required to perform the function of lecturer are a first-degree university degree or a second-degree university degree.

(10) In order to ensure student mobility, the Rector appoints a coordinator from among university teachers, whose task is in particular to participate in the preparation and implementation of international cooperation programmes in the educational field, to solve tasks related to the sending and receiving of students, and to provide advisory services to students on the possibilities of studying at other universities in the Slovak Republic and abroad.

Article 48

Scientific-pedagogical titles "Associate Professor" and "Professor"

(1) An expert who is scientifically and pedagogically active at the SEU and meets the specified criteria may apply for the award of the scientific-pedagogical title "Associate Professor" or

"Professor" in a given field of study, if the SEU has been granted rights in this area in the field of habilitation and inauguration proceedings.

(2) The procedure for submitting applications and the criteria for obtaining degrees shall be regulated by the internal regulations of the SEU.

Article 49

Filling university teaching posts

(1) The filling of posts of university teachers and the filling of posts of professors and associate professors shall be carried out through a selection procedure. The selection procedure for filling the post of professor and the post of associate professor shall also be the selection procedure for filling the post of university teacher. The announcement of the competition must be published on the official notice board of the SEU and made available to the Ministry of Education for publication on its dedicated website.

(2) The employment relationship for the position of a university teacher with an employee who does not hold the scientific-pedagogical title of "professor" or "associate professor" may be concluded on the basis of a single selection procedure for a maximum period of five years.

(3) The post of associate professor or the post of professor may be filled on the basis of a single selection procedure for a maximum of five years. If a university teacher has occupied the post of associate professor or the post of professor at least three times and the total duration of his/her tenure in these posts has reached at least nine years, he/she acquires the right to an employment contract with this university for the post of university teacher for a fixed term until he/she reaches the age of 70 years; this does not confer the right of the university teacher to be classified in the relevant post.

(4) The Rector may release a university teacher for an appropriate period from the performance of teaching tasks and allow him to devote himself only to scientific work. This is without prejudice to the provisions of special regulations on remuneration of employees under the Labour Code.

(5) The employment of university teachers shall terminate at the end of the academic year in which they reach the age of 70 years, unless their employment has been terminated earlier pursuant to the Labour Code. The Rector shall conclude an employment contract with a person

over 70 years of age for the post of university teacher for a maximum period of one year; the employment contract may also be concluded repeatedly in this way.

(6) If a university teacher holds the position of rector or dean at a university and during his or her term of office in that position his or her employment is due to terminate on the basis of a contract of employment or on the grounds of attaining the age of 70 years pursuant to subsection (5), his or her employment shall terminate upon the expiration of the term of office.

(7) The Rector may, for a maximum period of one year, recruit an employee to a part-time employment contract or conclude agreements for work outside the employment contract for the position of a university teacher without a selection procedure.

Article 50

Visiting professor

The Rector may, with the approval of the Scientific Council, enter into an employment relationship with an eminent expert for a period not exceeding two years in the position of a university lecturer in the capacity of a visiting professor.

Article 51

Research staff

(1) To carry out its tasks in science and technology, a higher education institution may employ researchers and medical staff as well as professional instructors.

(2) Researchers may also participate in the educational activities of the SEU.

Article 52

Register of university staff

The SEU provides and updates the data in the register of employees in the manner and at the times specified by the Ministry³⁸, which maintains a register of employees of higher education

³⁸ § 80b of the Higher Education Act.

institutions in which university teachers, researchers and artistic staff of higher education institutions are listed.³⁹

Article 53

Method of determining the number and structure of posts

(1) Positions are determined at the workplaces of the SEU (hereinafter referred to as "organisational units of the SEU").

(2) The number of workplaces at the workplaces shall be determined by the Rector/Dean on the proposal of the head of the workplace.

(3) The number of new places shall be determined so that the following levels of teaching activity per teacher per semester/week

- 8 hours per week with professors,
- 12 hours per week for associate professors,
- 16 hours per week for assistants.

(4) The number of students per group and the number of hours per teacher shall be derived from the economic difficulty factor of the subject proposed by the Ministry as follows:

- clinical subjects 5-10 students/teacher
- theoretical subjects 10-15 students/teacher
- social science subjects 15-20 students/teacher.

PART EIGHT

FINAL PROVISIONS

Article 54

Validity and effectiveness

(1) This Statute comes into force from the date of registration and becomes effective from the date of legal validity of the decision on its registration by the Ministry of Education, Science,

³⁹ § Section 74(1) of the Higher Education Act.

Research and Sport of the Slovak Republic and at the same time becomes an annex to the Statute of the non-profit organization SEU and replaces the previous version of this annex.

(2) The Statute of the St. Elizabeth University of Health and Social Work, n. o., registered by the Ministry of Education of the Slovak Republic No. CD-2007-20420/43148-1:071 of 13 February 2008, including its amendments and supplements, is repealed.

(3)

a) The Board of Directors commented on the draft Statutes on 21.12.2023

b) The Academic Senate commented on the draft Statute on 21.12.2023

Authorised Rector of the St. Elizabeth University of Health and Social Work in Bratislava, n. o.

Chairman of the Board of Trustees of the St. Elizabeth University of Health and Social Work in Bratislava, n. o.

Chairman of the Academic Senate of the St. Elizabeth University of Health and Social Work in Bratislava, n. o.

In Bratislava on 21.12.2023