



**ST. ELIZABETH UNIVERSITY OF
HEALTH AND SOCIAL WORK
BRATISLAVA**

Selection of supervisors and thesis opponents

**at the St. Elizabeth University of Health and Social Work in Bratislava
(hereinafter referred to as the SEU)**

this internal regulation is regulated within the internal system according to the Directive No. 07/2011 on the requirements of final, rigorous and habilitation theses, their bibliographic registration, originality control, storage and accessibility in accordance with Appendix No. 1/2011 of 20 December 2011 and Act No. 269/2018 Coll. on quality assurance of higher education and on amendment and supplementation of Act No. 343/2015 Coll. on public procurement and on amendment and supplementation of certain acts, as amended.

**Article 1
Introductory provisions**

1. This regulation provides for a uniform procedure for the selection and appointment of thesis supervisors and thesis referees at the SEU and all of its departments.
2. This Regulation is drawn up pursuant to:
 - a) Guideline No. 07/2011 on the requirements of thesis, rigorous and habilitation theses, their bibliographic registration, originality control, preservation and accessibility in accordance with Supplement No. 1/2011 of 20 December 2011
 - b) Act No. 269/2018 Coll. on Quality Assurance of Higher Education and on Amendment and Supplementation of Act No. 343/2015 Coll. on Public Procurement and on Amendment and Supplementation of Certain Acts, as amended
 - c) Act No. 131/2002 Coll. on Higher Education Institutions and on Amendments and Additions to Certain Acts, as amended (hereinafter referred to as the Higher Education Institutions Act)
 - d) Study Regulations of SEU.

**Article 2
Basic provisions**

1. According to the Higher Education Act, the thesis is part of the university studies according to each study programme and:
 - a) the author is a university student and it is his/her independent work
 - b) is - bachelor's thesis, diploma thesis, dissertation thesis, qualifying thesis is rigorous thesis, habilitation thesis.
2. A training centre is a workplace of a university according to the internal regulations, namely: faculty / institute / institute / department.
3. The training workplace creates material and technical conditions for the student to obtain information and carry out work that will enable the creation of the final thesis or qualification thesis at the workplace of the SEU or, by mutual agreement, also in an external entity. The

doctoral student's training site may also be an external entity (private company, state or public organisation, etc.) by written agreement with the university.

4. The thesis topics are subject to discussion and approval of the university's training department and are published on the university's website at least 2 months before the beginning of the academic year in which the student begins to work on the thesis. The publication of the thesis topics is the responsibility of the University's training department.
5. The student is obliged to choose a topic written / proposed by the supervisor of the final thesis no later than even the winter semester of the penultimate academic year of his/her studies and to submit it by the deadline set by the academic year schedule (the supervisor may also propose the topic in agreement with the student). The change of the topic of the thesis is assessed and approved by the head of the university's training department on the basis of a reasoned written request from the student.
6. The supervisor of the supervising department, if the student does not choose, appoints a supervisor (supervisor) of the thesis and a supervisor for the doctoral study programme to the student with the assignment of the thesis.
7. The supervisor of the final thesis or qualification thesis guides the student in the preparation of the thesis and prepares an opinion on the thesis submitted for defence. In the case of an external supervisor for a doctoral study programme, the university may appoint a consultant from the university's staff to advise the student.
8. The head of the training department shall appoint an opponent for the student or the author of the thesis or qualification thesis.
9. The opponent of the thesis or qualification thesis is a university teacher or an authorised external employee of the SEU.

Article 3

Procedure for uploading tutors' and referees' reports into the thesis system (hereafter referred to as the CRCD)

1. The procedure for entering the opinions of supervisors and opponents into the CRCD is governed by the Directive No.07/2011 on the requirements of the final, rigorous and habilitation theses, their bibliographic registration, originality control, storage and accessibility in accordance with the Supplement No.1/2011 of 20 December 2011.
2. If the thesis or qualifying thesis is marked as "approved", supervisors and opponents can edit the evaluations in the CRCD.

Article 4
Final Provisions - Validity and Effectiveness

1. The provisions of this Regulation shall also apply mutatis mutandis to school work (term papers, year papers, student and professional work).
2. This Regulation shall enter into force on 07 July 2022

In Bratislava, on 07. July 2022

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