



St. Elizabeth University of Health and Social Work
Bratislava

STUDY REGULATIONS

St. Elizabeth University of Health and Social Work in Bratislava *as amended by later regulations*

The St. Elizabeth University of Health and Social Work Bratislava (hereinafter referred to as the "SEU") regulates studies according to these study regulations, which it has adopted in accordance with the Act of the National Council of the Slovak Republic No. 131/2002 Coll. on Higher Education and on Amendments and Supplements to Certain Acts, as amended, and Decree of the Ministry of Education of the Slovak Republic No. 614/2002 on the credit system.

Part I

BASIC PROVISIONS

Article 1

Academic freedoms and academic rights

In accordance with the Higher Education Act, all academic freedoms and academic rights are guaranteed at the university and are exercised in accordance with the principles of democracy, humanity and the rule of law. In the process of higher education, these are in particular:

- a) freedom of teaching, in particular to be open to different scientific views and scientific and research methods,
- b) the right to learn while maintaining the freedom to choose to study within accredited programmes of study and to freely express one's own opinions during the course of instruction.

Article 2

Degrees and forms of study

- 1) Study programmes at the university are conducted in three stages:
 - a) the first cycle study programme is a bachelor's study programme (hereinafter referred to as "bachelor's study"),
 - b) the second cycle study programme is a master's study programme (hereinafter referred to as "master's study"),
 - c) a third-level study programme is a doctoral study programme (hereinafter referred to as "doctoral studies")
- 2) The SEU provides higher education in accredited study programmes. The study programme is professionally and organizationally provided and carried out by the SEU.
- 3) Higher education takes place in both full-time and part-time study.
- 4) The form of study can be carried out in a full-time, distance or combined method.

- 5) The proposal of study programmes to be implemented at the SEU is submitted by the Vice-Rector for pedagogical activities for discussion in the SEU Rector's SEU and the Rector submits it to the Academic Senate of the SEU for approval.
- 6) The organisation of all levels and forms of study at the university is based on the credit system of study in accordance with generally binding legal norms.
- 7) The full-time Bachelor's degree programme is three academic years or four academic years; the part-time programme is four academic years or five academic years. The full-time master's degree programme following the bachelor's degree programme shall be one, two or three academic years; the part-time degree programme shall be two, three or four academic years. In the case of a combination of a first and a second degree, the full-time degree shall be five or six academic years; the part-time degree shall be seven or eight academic years. A full-time doctoral programme shall be three or four academic years; a part-time programme shall be four or five academic years. The Rector may change the standard length of studies at each level of higher education on the basis of a reasoned request from a student.

Article 3

Student rights and obligations

- 1) A candidate admitted to study becomes a student of the SEU by enrolling in a study programme conducted at the SEU.
- 2) In particular, the student has the right to:
 - a) study the programme of study to which he/she has been admitted,
 - b) create a study plan, according to the rules of the study programme,
 - c) to choose the pace of their studies while respecting the time, capacity and other constraints imposed by these Regulations and the study programme,
 - d) apply to study at another university as part of your studies, including abroad,
 - e) participate in scientific, research and other creative activities at the university,
 - f) to comment at least once a year on the quality of teaching by means of an anonymous questionnaire,
 - g) freely express opinions and comments on higher education.
- 3) The student is obliged to comply with the internal regulations of the SEU.
- 4) The student of the university is furthermore obliged in particular to:
 - (a) Protect and make economical use of SEU property, resources and services,
 - (b) pay tuition and fees directly to the SEU and truthfully state the facts relevant to their determination,
 - (c) notify the SEU of the address for service of documents,
 - d) to appear in person at the written summons of the Rector, Vice-Rector or their designated lecturer or other employee of the university.
- 5) In accordance with the law, the academic self-government bodies of the SEU have the right to decide on behalf of the SEU in matters of academic rights and obligations of students enrolled for studies according to the study programmes carried out at the SEU.
- 6) At the same time as acquiring the status of a student of the university, the student also acquires the status of a member of the academic community of the university.
- 7) For violation of the law, the statutes of the SEU, or for violation of the civic rules of conduct, a student may be subject to disciplinary action based on and in accordance with the disciplinary regulations of the SEU.

- 5) The student requests the study department to interrupt or abandon the study in writing.
- 6) A transfer from other universities to a student, upon written request, shall be permitted by the Rector, who shall determine the terms and conditions of the transfer.

Article 4 **SEU teachers**

- 1) Professors, visiting professors, special professors, professors emeritus, associate professors, visiting assistant professors, assistant professors, assistant professors and lecturers may serve as teachers at the university.
- 2) Researchers and PhD students can also participate in teaching.
- 3) External teachers, experts from science, research and practice, as well as teachers from foreign universities and SEUs and experts from scientific institutions can also be involved in teaching.

Article 5 **Study advisor and coordinator**

- 1) Academic advisors (tutors) provide counselling to students, especially when drawing up a study plan. A study advisor is appointed by the Rector from among the teaching staff of the SEU.
- 2) The SEU coordinator is appointed by the rector from among the SEU's faculty. He/she is active in the organisation of student mobility between universities in the Slovak Republic, in international cooperation in the field of education, which is carried out by sending and receiving students to and from foreign universities.

Article 6 **Admission procedure**

- 1) A citizen of the Slovak Republic as well as a foreigner may become a student of the university if he/she proves that he/she meets the conditions for study stipulated by law and fulfils other conditions approved by the Academic Senate of the university on the proposal of its Rector.
- 2) The rector or dean decides on admission to study a study programme conducted by the university. The Academic Senate of the SEU or faculty decides on the request for review of its decision.
- 3) Upon notification of the decision on admission to the study, the applicant becomes entitled to enrol in the study. This right ceases if the applicant answers in the negative to the question of whether he/she will enrol at the university or fails to answer by the deadline set by the university.
- 4) An applicant admitted to the study becomes a student from the date of enrolment.

Part II

ORGANISATION OF STUDIES

Article 7

Study schedule

- 1) The academic year shall begin on 1 September of the current year and end on 31 August of the following year.
- 2) The academic year is divided into winter and summer semesters and winter and main holidays.
- 3) Each semester consists of a teaching part and an examination period.
- 4) The teaching part of the semester consists of at least 10 and no more than 15 teaching weeks. The examination period shall last at least one month.
- 5) The Rector shall establish, no later than 30 May of the calendar year, after discussion in the Rector's SEU, a unified timetable of studies for the following academic year.

Article 8

Credit system of study

- 1) The credit system of study enables the assessment of the student's workload associated with the completion of the units of the study programme - courses of study (hereinafter referred to as "courses") through credits, facilitates the openness of the university from the inside, promotes student mobility and provides the student with the opportunity to participate in the development of his/her study plan.
- 2) Credits are numerical values assigned to courses that characterize the amount of work required to pass them. The standard student workload for the whole academic year in the full-time form is expressed in terms of 60 credits, 30 credits per semester and 20 credits per trimester. The standard student workload for a full academic year in the external form is expressed as a maximum of 48 credits, depending on the standard length of the study programme concerned and the number of credits required for its proper completion.
- 3) The student receives credits upon successful completion of the course. Credits can only be earned once for a given course during the course of study.
- 4) Credits earned for completing courses are cumulative (added up, accumulated) for the student. One of the conditions for continuing studies after a predetermined control stage of study is the acquisition of the necessary sum of credits set by the study programme.
- 5) The total number of credits to be obtained for the proper completion of studies depends on the standard length of the study programme and is at least 60 credits for each specified year of the standard length of study, irrespective of the degree to which the study programme is assigned.
- 6) Credits must be earned in the composition specified by the student's program of study.
- 7) If a student completes part of his/her studies at another higher education institution in the Slovak Republic or abroad on the basis of a study contract, the credits earned are credited (transferred) on the basis of a transcript of results prepared by the higher education institution at which the student earned them.
- 8) The total number of credits required for the proper completion of the study in its individual stages is as follows:
 - a) Bachelor's degree:

- full-time form three academic years is 180 credits, four years is 240 credits,
 External form four academic years is 180 credits, five academic years is 240 credits,
- b) Master's and engineering studies:
 full-time form one academic year is 60 credits, two academic years is 120 credits, three academic years is 180 credits,
 External form two academic years is 60 credits, three academic years is 120 credits, four academic years is 180 credits,
- c) doctoral studies:
 full-time form three academic years is 180 credits, four academic years is 240 credits,
 external form four academic years is 180 credits, five academic years is 240 credits until the dissertation examination.
- 9) It is not possible to transfer courses from individual years of study at our HEI. Student must complete all prescribed courses in the current academic year.
- 10) Students may take each course on a regular term or two make-up terms. An additional make-up term is authorized by the Rector or Dean, as appropriate, upon request of the student.

Article 9 Study programme, study plan

- 1) The study programme of the SEU is designed in such a way that the student receives all the prescribed compulsory and optional subjects during his/her studies.
- 2) The study plan is drawn up by the student himself/herself, or in consultation with the tutor, from the courses offered in the study programme in order to comply with the rules given by the study programme and the provisions of these Regulations. The doctoral study plan is drawn up by the student (doctoral student) in cooperation with the supervisor, who submits it for approval to the professional committee.
- 3) The student's study plan determines what subjects the student will take as part of his/her studies, determines their time sequence and establishes the forms of assessment of study results.
- 4) The study programme includes a recommended study plan, which is designed so that by completing it the student meets the conditions for successful completion of studies in the standard length.
- 5) In the case of the implementation of study programmes at a detached workplace of a higher education institution abroad, the legislation in the respective country is taken into account.

Article 10 Teaching

- 1) The basic forms of teaching are mainly: lectures, consultations, seminars, exercises, practical exercises, work experience, excursions, professional work, term papers, courses, special trainings, organized and supervised self-study.
- 2) The subject of the study programme may be taught simultaneously in several forms. Unless otherwise specified in the programme of study, the form of instruction shall be determined by the teacher.

Article 11

Study programme subjects

- 1) Each course is uniquely identified within the SEU by its code and title and is designed as a one-semester course. Basic information about the nature of the course is given in the course identification sheet:
 - a) credit subsidy,
 - b) forms of teaching and their hourly subsidies,
 - c) Teacher,
 - d) prerequisite subjects (hereinafter referred to as "prerequisites"),
 - e) the conditions of passing the course and the method of assessment,
 - f) course content,
 - g) control parts (stages) of the subject,
 - h) list of study literature, information sources,
 - i) timetable details: (semester, time and venue,...)
- 2) Courses included in the study programme are divided into:
 - a) compulsory - their completion is a condition for successful completion of a given stage of study, part of study or the entire study programme,
 - b) compulsory electives - successful completion of a specified number of these subjects according to the student's choice in the structure determined by the study programme is a condition for successful completion of part or the entire study programme,
 - c) elective - represent other subjects in the study programme, which the student has the opportunity to enrol in order to supplement his/her studies and to obtain a sufficient number of credits in the relevant part of the study, or in the offer of another study programme, other universities.
- 3) As a rule, only subjects that are taught at the university are marked as compulsory subjects of the study programme. Among the compulsory electives, subjects that are taught at another university may also be included in the study programme of a given field of study if the Rector or Dean of the relevant university or faculty agrees. Any subjects taught at the faculty as well as at other universities or faculties with a related study programme may be included among the elective subjects.
- 4) The completion of a thesis or dissertation, including its defence, is considered as completion of a unit of the study programme (course), and is assessed and credits are awarded.
- 5) The defence of the final thesis or diploma thesis and the passing of the state examination are not considered as the completion of a unit of study and no credits are awarded for their completion.
- 6) The study according to the doctoral study programme is carried out according to the student's individual study plan under the guidance of the supervisor. The doctoral study plan is drawn up by the supervisor and submitted to the Rector of the School for approval.

Article 12

Curriculum, enrolment and completion of courses

- 1) By enrolling, the student defines his/her study plan for the following semester or year of study.
- 2) The student is obliged to enrol in each semester of study in subjects of such credit value and in such a composition (compulsory, compulsory elective, elective) that at each stage of the study control he/she can meet the conditions for enrolment in the next semester of study or in the next year of study of the study programme. In each year of study except the final year, the student is obliged to enrol in courses worth at least 60 credits. The maximum number of credits in any one year should not exceed 90.
- 3) In the academic year in which the student plans to graduate, he/she shall enrol in courses with a credit allocation such that by obtaining the credits he/she will meet the graduation requirements.
- 4) The student is obliged to enrol in all compulsory subjects and three compulsory elective subjects in each semester. If a student wishes to take two semesters of compulsory electives, he/she is obliged to enrol in them in the winter semester as well as in the following summer semester.
- 5) A student may enrol in a compulsory subject that he/she has not successfully completed, and may enrol in it again during the course of his/her studies (usually in the following year of studies). After a second unsuccessful attempt to pass a compulsory subject, the student is expelled from the study in accordance with the law, for failure.
- 6) The provisions of the preceding paragraph of this Article shall apply by analogy to a registered compulsory elective course which the student has not successfully completed. However, in the event of unsuccessful completion of the course, the student may choose another course from the offer of compulsory elective courses instead. However, the study of a course thus enrolled in is already considered to be the study of a repeatedly enrolled course.
- 7) An elective course enrolled in and not taken may be re-enrolled or any other elective course may be chosen, or if sufficient credits are available, no elective course may be enrolled.

Article 13

Course of enrolment

- 1) The enrolment may take place in two stages: as a pre-enrolment and as a refinement (regular, main) enrolment.
- 2) By pre-enrolling, the student expresses his/her interest in the courses he/she wishes to take in the following academic year or semester.
- 3) Refinement of enrolment is carried out by the study department, usually after the timetable has been created. The enrolment is binding on the student, except as provided in paragraph 4. Enrolment shall include a check that the criteria for advancement to the next year or semester of study have been met.
- 4) A student may cancel or change his/her enrollment in a course within two weeks of the beginning of the semester due to a scheduling conflict or if the course has been officially cancelled. In doing so, he/she must comply with the policies in effect for course enrollment.
- 5) A student who has not enrolled within 5 days after the enrolment deadline and has not apologised in writing within this period is considered to have abandoned the

study. The Principal shall inform him/her of this fact within 15 days after the expiry of this period.

- 6) Dates for pre-enrollment and refresher enrollment are set by the department director in coordination with all SEU departments within the academic year schedule.
- 7) Students from other faculties or SEUs may enroll in a course at the SEU with the approval of the Rector or his/her designated coordinator.
- 8) The enrolment process should allow students to complete the course in this sequence or hierarchy:
 - a) Students from their own SEU for whom the course is compulsory, of whom priority is given to the student with the greater number of years completed, and students from other SEUs for whom completion of the course is required by the learning agreement that the SEU has entered into with their SEU (or faculty),
 - b) students of their own university who have enrolled in the course as a compulsory elective or elective,
 - c) students from other faculties, from other universities, for whom the course is a compulsory elective,
 - d) students from other faculties of universities who enrol in the course as an elective.
- 9) It is only possible to refuse a student from another faculty of another university to enrol in one of the compulsory elective courses taught at the university on the grounds of not having completed the prerequisites, if such continuity is stipulated, and for capacity reasons.
- 10) A student may also enrol in elective courses at another faculty of another university, subject to the rules contained in the study programme, if capacity reasons do not prevent this. Permission to enrol is granted by the Vice-Chancellor for Teaching or the Director of the department where the course is taught.
- 11) Students from other faculties of another SEU may enroll in courses at the SEU under the same conditions as students of the SEU. Students from other SEUs may enrol in a course at the SEU only with the permission of the Rector of the SEU.
- 12) The department determines the maximum number of students registered for a selection course and the maximum number of students in a seminar group of a selection course.
- 13) At least ten students must be enrolled in the relevant semester for the elective course to open

Part III

EXAMINATION REGULATIONS

Article 14

Control of the study

- 1) The forms of study control within the course of study are continuous study control during the teaching part of the semester (control questions, written tests, assignments for independent work, term papers, report at the seminar, etc.) If a student has not earned credits for a course, he/she is entitled to one make-up term.
- 2) The proportion of each form of control in the overall assessment of the course is determined by the study programmes. It may be specified in the course identification sheet that the course shall be assessed solely on the basis of continuous checks

during the teaching part of the semester.

- 3) The teacher will acquaint the students with the specific ways of checking the study of a given subject at the beginning of the semester. In a course which is taught in several forms, the teacher shall announce at the beginning of the semester the proportion of the assessment of each form of control in the overall assessment (in accordance with the method of assessment specified in the course identification sheet).

Article 15 **Evaluation of subjects**

- 1) Completed courses are evaluated by grading and awarding credits. The grade reflects the quality of the acquisition of knowledge or skills in accordance with the aim of the course, as stated in the identification sheet.
- 2) The dates of examinations of individual courses are announced by the relevant department at least 30 days before the beginning of the examination period. Examination dates must be set with sufficient dispersion. Departments may also announce examination dates in the final week of teaching ('pre-term').
- 3) The minimum number of examination dates shall be 125% of the total number of students to be examined in the course. A maximum of 15 students may be entered for an oral examination, 30 students for a written examination and 20 students per examiner for a combined written and oral examination.
- 4) The assessment of student performance in the examination is carried out by six grading levels:
 - A - excellent (excellent results) = 1
 - B - very good (above average results) = 1.5
 - C - good (average results) = 2
 - D - satisfactory (acceptable results) = 2.5
 - E - sufficient (results meet minimum criteria) = 3
 - FX - insufficient (further work required) = 4.
- 5) A student will receive credit for a course if his/her performance has been evaluated with a minimum grade of E (3).
- 6) The student's fulfillment of study obligations during the semester (in seminars, exercises, etc.) may be evaluated by the instructor in the range of 350 to 550 points.
- 7) The points earned from the midterm evaluation for the semester's work will be added to the points awarded to the student for the quality of his/her knowledge as demonstrated and ascertained in the examination. The individual grades of the credit qualification scale are awarded on the basis of the following score, which reflects the degree of success in completing the course as follows:
 - A = 91-100 points = 1
 - B = 81- 90 points = 1,5
 - C = 73- 80 points = 2
 - D = 66- 72 points = 2,5
 - E = 61- 65 points = 3
 - FX = 0- 60 points = 4

- 8) In the recognition of examinations, in the context of transfer students who have been assessed by the traditional grading scale, the following transfer scale will be used:

Classic rating in the credit system	Qualification level
1 - excellent	A (1)
2 - very good	C (2)
3 - good	E (3)

- 9) A student who has been graded FX in a course is entitled to two make-up dates. On the basis of a written request of the student, after the opinion of the Head of the Department, the Rector may, in specifically justified and proven cases, appoint a third (Rector's) remedial term. At the third (Rector's) remedial date, the student is examined by a committee of 3 members (the examiners are different from the previous examinations).
- 10) When re-enrolling in a course, a student is entitled to only one make-up term. Upon the written request of such a student, after the opinion of the Head of Department, the Rector may designate a second (Rector's) make-up term. At the second (Rector's) remedial term, the student shall be examined by a committee of 3 members (lecturers).

Article 16

Control stages

- 1) The form of control of the course of study is represented by the control stages of study determined by the study programme.
- 2) If the student wants to continue his/her studies, he/she must:
 - a) at the end of the first semester, demonstrate successful completion of at least three compulsory courses and two compulsory elective courses,
 - b) obtain a minimum of 60 credits at the end of the first year of study,
 - c) have a weighted grade point average of more than 3.40 for the completed academic year
 - d) obtain a total of at least 80 credits in any four consecutive semesters,
 - e) to participate in the annual enrolment for the following academic year,
 - f) meet the requirements for the first stage of study.
- 3) The number of credits assigned to the individual control parts of the study is set in such a way as to preserve the student's choice of the pace of study.

Article 17

Weighted study average

- 1) The weighted grade point average is a criterion for evaluating the quality of a student's academic performance, which combines course grades (grading grades) and credits. It is calculated for each student for the academic year, for the first stage of study and for the whole study.
- 2) The weighted grade point average is calculated by adding the products of the credit grade and the numerical value of the grade for all courses taken by the student during the evaluation period and dividing by the sum of the credits earned during the period.

$$\text{Weighted Grade Point Average (GPA)} = \frac{\sum_{i=1}^N \text{credits } i \times \text{classification } i}{\sum_{i=1}^N \text{credits } i}$$

where "i" is the i-th subject from the set of "N" enrolled subjects

- 3) Only the numerical grades and credit values of successfully completed courses are included in the weighted average for the entire study.
- 4) The weighted study average is mainly used for audition selections, enrolment of courses due to teaching capacity, decision-making on the provision of loans, awarding scholarships, etc.

Article 18 State examinations

- 1) Each study programme must include the passing of a state examination or state examinations as one of the conditions for its successful completion. A student who has fulfilled the obligations laid down in the study programme in the final year of study may take the state examination at the regular time specified in the study programme timetable.
- 2) For serious health or personal reasons, a student may request a change of the date of the state examination. If the student did not attend or failed the state examination, he/she may take it on the next alternative (make-up) date. The student repeats only that part of the state examination in which he/she was graded with a failing grade (FX).
- 3) The state examination shall be conducted before an examination board of at least four members. The conduct 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.
- 5) Only university teachers serving as professors and associate professors and other experts approved by the relevant scientific council have the right to sit for the state examination.
- 6) The composition of the examination boards for the state examinations shall be determined by the Rector from among the persons authorised to examine pursuant to paragraph 4 for study programmes conducted at the university.

Article 19 Final thesis

- 1) The final thesis is a bachelor thesis, master thesis or dissertation. The final thesis and the defence form one subject, the defence of the final thesis is one of the state examinations. The bachelor's thesis and the master's thesis are intended to demonstrate the student's ability to work creatively in the field of study in which he or she has completed the study programme. The defence of the thesis demonstrates the ability and readiness for independent scientific and creative activity.

- 2) The student is obliged to choose a thesis or dissertation topic no later than the end of 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.

Article 20

Overall evaluation of the study

- 1) The overall evaluation of the study is carried out after fulfilling all the obligations prescribed by the study programme and successful completion of the state examination, by grades:
 - a) passed with distinction,
 - b) prospered.
- 2) A student shall be graded "passed with distinction" if his/her weighted study average for the entire study is not higher than 1.5 and he/she has been graded A (1) from the defence of the final thesis or diploma thesis and from all parts of the state examination, with the possible exception of one grading of B (1.5), and may not have a grade of C, D, E and FX throughout the entire length of the study. In all other cases, the student shall be graded with a passing grade.
- 3) The student may be awarded the Rector's Prize for outstanding results achieved during his/her studies.

Part IV

CHANGES IN THE COURSE OF STUDIES AND TERMINATION OF STUDIES

Article 21

Change of study programme

- 1) The Rector or the Dean may, on the basis of a written request, permit a student to change his/her study programme within the same or a related field of study if the student's study programme is comparable to the content of the new study programme. In the case of study programmes carried out at a university, the rector decides on the student's application; if the study programmes in question are carried out at different faculties, the consent of both rectors or the rector of the university and the dean of the faculty of the other university is required.
- 2) A student may also apply in writing for a change of the form of study of the same study programme during his/her studies. The Rector decides on the request if it is a study programme carried out at the university.

Article 22

Interruption of studies

- 1) The study of a study programme may be interrupted at the written request of the student:
 - a) for the student's health or other serious personal reasons, even repeatedly, for a total of no more than three years.
 - b) without giving any reason, but for a maximum of one year.
- 2) Interruption of studies is authorised by the Rector if the study programme is a study programme carried out at a higher education institution.

- 3) A student whose studies have been interrupted becomes a student of the university from the date of re-enrolment.

Article 23

Completion of studies

- 1) A student duly completes his/her studies by graduating according to the relevant study programme if:
 - a) completed all compulsory subjects and the prescribed number of compulsory elective subjects,
 - b) has obtained the prescribed number of credits set for the respective degree of study,
 - c) successfully passed the state examinations prescribed by the study programme and defended the final thesis or diploma thesis.
- 2) 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 a given study programme has been fulfilled.
- 3) In addition to the proper completion of studies, the study shall be terminated:
 - a) by dropping out,
 - b) by not completing the studies within the time limit determined pursuant to Section 65(2) of the Higher Education Act, unless the student has been granted an extension of the length of studies by a decision of the Rector,
 - c) expulsion from studies for failure to meet the requirements of the study programme and these study regulations,
 - d) expulsion from studies for a disciplinary offence under Section 72(2)(c) of the Higher Education Act,
 - e) cancellation of the study programme if the student does not accept the offer of the university to continue his/her studies in another study programme,
 - f) death of a student.
- 4) The Rector shall make a decision to terminate a student's studies under paragraph 3(c) for failure if the student:
 - a) at the end of the first semester has not demonstrated the acquisition of at least 25 credits,
 - b) has not obtained at least 60 credits in the first year of study,
 - c) had a weighted grade point average of more than 2.8 for the completed academic year
 - d) has not earned credits for a compulsory course or a compulsory elective course even after the second enrolment (in the case of a compulsory elective course, this provision does not apply to a student who has already successfully completed a specified number of compulsory elective courses),
 - e) has earned fewer than 85 credits in total in any four consecutive semesters,
 - f) did not meet the time limit for completing the first stage of the study.
- 5) A student who has terminated his/her studies for failure shall be issued by the university, at his/her request, with a certificate of successful completion of the courses, indicating the reason for termination of studies.
- 6) The date of graduation is:
 - a) under paragraph 3(a), the date on which the SEU receives the student's written declaration of withdrawal,
 - b) under paragraph 3(b), the end of the academic year in which the student was due to complete his or her higher education studies,

- c) pursuant to paragraph 3(c) and (d), the date on which the decision to exclude the student from studies became final,
 - d) under paragraph 3(e), the date on which the SEU announced the cancellation of the programme of study.
- 7) Doctoral studies end with the defence of the dissertation.

Article 24

Evidence of graduation and academic degrees

- 1) The documents of completion of the study programme in the study programme, which are the higher education diploma, the state examination certificate (bachelor thesis § 52 (4) of the Higher Education Act) and the supplement to the diploma, are issued by the higher education institution in accordance with § 68 of the Higher Education Act. As a rule, the higher education diploma and the diploma supplement shall be handed over at the academic graduation ceremony at the same time.
- 2) Graduates of the Bachelor's degree programme are awarded the academic degree of "Bachelor" (abbreviated as "Bc.").
- 3) Graduates of the Master's degree programme are awarded the degree of "Master" (abbreviated as "Mgr.").

Article 25

Rigorous examinations

- 1) Graduates of study programmes who have obtained the degree of "Master" may take the rigorosum examination, which includes the defence of the rigorosum thesis in the field of study in which they have obtained their higher education or in a related field of study. The rigorous examination and the defence of the rigorous thesis are intended to demonstrate, on the basis of independent study, that the candidate has a deeper knowledge of 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.
- 2) The Rigorous Examination shall be conducted before an Examination Board. The course of the rigor examination and the announcement of its results shall be public. The decision of the Board of Examiners on the results of the rigorous examination shall be taken at a closed meeting of the Board of Examiners.
- 3) Only university teachers serving as professors and associate professors and other experts approved by the relevant scientific council have the right to sit for the rigorosum examinations.
- 4) The composition of the committees for the rigorosum examinations shall be determined by the Rector from among the persons authorised to conduct examinations pursuant to paragraph 3 for study programmes conducted at the university.
- 5) Upon successful completion of the rigorosum examination in the field of social work, nursing and public health, the university grants its graduate the academic title "Doctor of Philosophy" (abbreviated "PhDr."), in the field of laboratory investigation methods the university grants the title "Doctor of Natural Sciences" (abbreviated "RNDr.").

Article 26
Praise and rewards

- 1) Students who have achieved or have achieved outstanding academic results during their studies or have produced an excellent final thesis, or who have shown an exemplary civic attitude or performed an exemplary act, or who have represented the university in an exemplary manner at domestic and especially international student scientific or other important competitions, may be awarded a commendation by the Rector after discussion in the Rector's SEU.
- 2) The rules for the award of the Rector's commendation and the related award of a one-off scholarship are regulated by the University's Scholarship Regulations.

Article 27
Specific features of doctoral studies

- 1) The rules of these study regulations apply to doctoral studies mutatis mutandis.
- 2) The rules for the organisation of doctoral studies are determined by law (§54) and are specified in a special regulation of the Rector.

Article 28
Validity and effectiveness

- 3) The Study Regulations were adopted at a meeting of the Academic Senate and the Board of Trustees of the St. Elizabeth University of Health and Social Work in Bratislava.
- 4) The Study Regulations enter into force on the date of their registration by the Ministry of Education of the Slovak Republic (§ 48 and § 103, paragraph 5 of the Higher Education Act).
- 5) The Study Regulations come into force fourteen days after their registration at the Ministry of Education.

St. Elisabeth University of Health and Social Work, Bratislava

APPENDIX No 1/2013

to the Study Regulations

St. Elisabeth University of Health and Social Work in Bratislava

The Management of the St. Elisabeth University of Health and Social Work in Bratislava issues this Supplement No. 1/2013 to the Study Regulations of the St. Elisabeth University of Health and Social Work in Bratislava, which comes into force on 16 December 2013.

The Study Regulations of the St. Elisabeth University of Health and Social Work are amended as follows:

In Part III - Examination Regulations, Article 15, after point 9), the sentence "In exceptional cases, a student may request the Rector of the SEU to conduct an examination with another teacher or a committee of teachers after the first remedial term (for the second remedial term)." is inserted. Full text:

Part III

EXAMINATION REGULATIONS

Article 15

Evaluation of subjects

9) A student who has been graded with a grade of FX in a course is entitled to two make-up dates. On the basis of a written request from the student, after the opinion of the Head of Department, the Rector may, in specifically justified and proven cases, appoint a third (Rector's) remedial term. At the third (Rector's) remedial date, the student is examined by a committee of 3 members (the examiners are different from the previous examinations). In exceptional cases, the student may request the Rector after the first remedial term (for the second remedial term) to conduct the examination with another teacher or a committee of teachers.

Dr. h. c. prof. MUDr. Vladimír Krčméry, DrSc.,v. r.
prof. MUDr. Marián Karvaj, PhD.,v.r.

Bratislava, 16 December 2013

St. Elizabeth University of Health and Social Work, Bratislava

APPENDIX No 2/2014

to the Study Regulations

St. Elisabeth University of Health and Social Work in Bratislava

The Management of the St. Elizabeth University of Health and Social Work in Bratislava issues this Supplement No. 2/2014 to the Study Regulations of the St. Elizabeth University of Health and Social Work in Bratislava, which enters into force on 16 June 2014.

The Study Regulations of the St. Elisabeth University of Health and Social Work are amended as follows:

In Part III - EXAMINATION SCHEDULE

in Article 18, State examinations, in paragraph 3), **the** first sentence is modified as follows :

3) The state examination shall be conducted before an examination board of at least four members.

Justification:

Ensuring compliance with the Act of the National Assembly of the Slovak Republic No. 131/2002 Coll. on Higher Education and on Amendments to Certain Acts/§63 (6).

in Article 19, Thesis, paragraph 1), the second sentence is modified as follows:

The final thesis together with the defence forms one subject, the defence of the final thesis is one of the state examinations.

Article 19, Final Thesis, paragraph 3) Successful defence of the Bachelor's thesis and Master's thesis is a condition for the student's participation in the other parts of the state examination.

Justification:

The defence of the final thesis and the examinations from theoretical subjects together form one unit of the state examinations. Therefore, the successful completion of the thesis defence cannot be made conditional on the student's participation in the other components of the state examination. This partially deprives the students of one correction term. The imposition of this condition is also not in line with the provisions of the Higher Education Act and the Charter of Human Rights and Freedoms.

Dr. h. c. prof. MUDr. Vladimír Krčméry, DrSc.,v.r.

prof. MUDr. Marián Karvaj, PhD.,v.r.

In Bratislava on 10.06.2014

APPENDIX No 3/2017

to the Study Regulations

St. Elisabeth University of Health and Social Work in Bratislava

The Management of the St. Elisabeth University of Health and Social Work in Bratislava issues this Supplement No. 3/2017 to the Study Regulations of the St. Elisabeth University of Health and Social Work, and cancels Supplement No. 1/2013 of 16 December 2013.

Amendment No 3/2017 shall enter into force on 01 September 2017.

The Study Regulations of the St. Elisabeth University of Health and Social Work are amended as follows:

In Part III - Examination Regulations, Article 15(9), after the first sentence insert: "*Upon written request of the student, the head of the department/workplace or the programme supervisor shall appoint another examiner for the second remedial term.*"

Full text:

Part III

EXAMINATION REGULATIONS

Article 15

Evaluation of subjects

9) A student who has been graded with a grade of FX in a course is entitled to two make-up dates.

On the basis of a written request from the student, the head of the department/workplace or the study programme supervisor will appoint another examiner for the second remedial term.

On the basis of a written request of the student, after the statement of the head of the department, the Rector may, in specifically justified and proven cases, determine a third (Rector's) remedial term. At the third (Rector's) remedial date, the student is examined by a committee of 3 members (the examiners are different from the previous examinations).

Comment:

1x Regular term tested by the teacher

2x 1st correction term tested by the teacher

3x 2nd correction term tested by another teacher

4x 3rd (rector's) term is examined by a committee of 3 members, different teachers than the previous one

Dr. h. c. prof. MUDr. Vladimír Krčméry, DrSc., mult., v. r.
Rector

Bratislava, 01 September 2017

APPENDIX 4/2021

to the Internal Regulation: the Study Regulations and Examination Regulations of the St. Elizabeth University of Health and Social Work, n. o. in Bratislava

Notification, transmission and handling of personal data of students and employees of the SEU, as well as persons applying for graduation under the Act 131/2002 Coll. on higher education institutions or a specialisation within the meaning of Government Regulation No. 296/2010 Coll. on professional competence for the exercise of the health profession, the manner of further education of health professionals

1. The university's remit in the information delivery system

The SEU is not an obliged person according to Act No. 211/2000 Coll. on free access to information, as it does not meet the definition of an obliged person according to § 1 and § 2 of the cited Act, its legal form is a non-profit organization.

2. Submission of information containing personal data

With the Rector's consent, information may be provided to a legal or natural person residing in the Slovak Republic outside the Act No. 211/2002 Coll. on Free Access to Information, if the following conditions are met:

A natural or legal person with permanent residence in the Slovak Republic may be provided with information on graduation proceedings (rigorous, habilitation, doctoral, specialisation studies), or on the course of higher education studies of the first, second and third degree only if:

- a) the data subject(s) (opponents, members of the CoR committee) give their consent to the processing of personal data,
- (b) the name, address of the legal and natural person requesting the information is clear beyond doubt (this is not an anonymous request),
- c) the data is requested by a person who has consent to the processing of personal data and authorization from a domestic or foreign accreditation or evaluation body, a central government body under the jurisdiction of the Ministry of Education and Science of the

Slovak Republic and the Ministry of the Interior of the Slovak Republic, as well as the appropriate level of NBU clearance to work with personal data.

3. Sanctions

If a legal or natural person attempts, alone or in cooperation with third parties, to obtain personal data without complying with the obligations specified in this Internal Regulation, the employee or student of the SEU who discovers this shall make an appropriate notification to the Rector of the SEU and the Head of the Human Resources Department. They shall immediately report such attempt or act to the competent district prosecutor's office at the place of the request on suspicion of the offence of misuse of personal data. The Rector shall at the same time make a notification to the central government authority for the protection of personal data.

4. Common provision

This is without prejudice to the obligation of the university to publish legally prescribed data on graduation procedures of the university for a period of 5 years, imposed by Act No. 131/2002 Coll. on Higher Education and Decree No. 6/2005 as amended. As far as the persons of state citizens in the Slovak Republic are concerned, the regulations in question apply to them in their entirety. They apply to foreign nationals *mutatis mutandis*, taking into account the legislation in force in the place of the university's workplace or the place of work of the natural person, student or employee of the university. Data defined as 'indicators' (signatures, photographs, etc.) may be published only with the consent of the persons concerned.

5. This Amendment shall enter into force on 26.11. 2021

In Bratislava, 26. 11. 2021

Dr. h. c. prof. MUDr. Juraj Benca, PhD., MPH, v. r.

rector

St. Elizabeth University of Health and Social Work, Bratislava

APPENDIX No 5/2021

to the Study Regulations

St. Elisabeth University of Health and Social Work in Bratislava

The Management of the St. Elizabeth University of Health and Social Work in Bratislava issues this Supplement No. 4/2021 to the Study Regulations of the St. Elizabeth University of Health and Social Work in Bratislava,

Amendment No 4/2021 shall enter into force on 01 December 2021.

The complete version of the Study Regulations with additions, which are based on the amendment of Act No. 131/2002 Coll. on Higher Education and on Amendments and Supplements to Certain Acts, as amended in December 2020 and effective from 01 January 2021, was approved by the Academic Senate of the St. Elizabeth's University of Health and Social Work, the Scientific Council of the St. Elizabeth's University of Health and Social Work as well as the Alumni Club of the St. Elizabeth's University of Health and Social Work on 24th and 25th November 2021, and is effective from 01 December 2021.

Dr. h. c. prof. MUDr. Juraj Benca, PhD., MPH, v. r.
rector

Bratislava, 01 December 2021