Internal regulation of JFMED CU in Martin made according to Section 33 Clause 3 letter a) of the law No.131/2002 of the Law Code on Higher Education and on Changes and Supplements to some laws and approved according to Section 27 Clause 1 letter a) of Higher Education Act in the wording of later regulations by the Academic Senate of JFMED CU on March 15, 2005 and according to Section 33 Clause 5 of Higher Education Act in the wording of later regulations by the Academic Senate of CU in Bratislava on June 22, 2005.

Martin
Part I.
General Provisions

Article 1
Introductory Provisions

This Study Program governs and organizes the study of students admitted to the study at JFMED CU from the academic year 2004/2005.

Article 2
Basic Provisions

(1) Education at JFMED CU is provided in accordance with the law, following the Statute of CU, the Statute of JFMED CU, Study Program of CU, and this Study Regulation.

(2) The Faculty guarantees academic freedom and all academic rights set down by the Law No. 131/2002 on Higher Education and on Changes and Supplements to Some Laws, mainly the right to education, free choice of accredited study programs, and freedom of educational process aimed at openness to various scientific opinions and research methods and the possibility to express one’s own opinions.

Article 3
Levels and Forms of Study at JFMED CU, standard length of study

(1) JFMED CU provides all levels of university study, i.e. bachelor, master, graduate doctoral study, and postgraduate PhD. study.

(2) In the frame of life-long education, JFMED CU provides education at the University of Third Age. The organisation of the study is specified in the Study Program of the University of Third Age.

(3) JFMED CU provides university study according to the accredited study programs, the list of which will be made public according to the law.

(4) The Dean submits proposal to approve study programs which are provided at JFMED CU to the Scientific Board after it has been discussed by the Academic Senate.

(5) Study program is provided in doctoral study only in full time study form, in bachelor and master study in full time and part time study forms. Both forms of study can be carried out by attendance method, distance method or combined method.
The organisation of all levels and forms of university study at JFMED CU is based on the credit system of study in accordance with the law.¹

JFMED CU also provides the teaching of particular subjects or parts of the study for other faculties, universities, or other institutions.

Standard length of study at JFMED CU in graduate doctoral study program is 6 years.

The length of study at JFMED CU in full time and part time bachelor study program is 3 years. The length of study at JFMED CU in the following master study program (full time and part time study) is 2 years. Postgraduate PhD. study programs last at least 3 years and at most 4 years in full-time study, 5 years in part-time study.

Article 4
Students´ Rights and Obligations

An applicant admitted to the study becomes a student of JFMED CU after the enrollment to the university study program provided by the Faculty.

After the enrollment to JFMED CU, the student takes an Academic Oath of Matriculation of CU in accordance with the internal regulation of the University². The date of the Matriculation is set by the Dean of JFMED CU.

The student has the right to:

- study the program to which he/she has been admitted
- make the study plan following the Regulations of the Study Program
- set his/her own rate of study within time, capacity, and other limitations stated by this Program
- apply for the study at another University (within the same field of study), even abroad
- take part in research, scientific, artistic, and other activities at the Faculty, resp. University
- take part in foundation and in activities of independent associations of the Faculty, resp. University
- express his/her opinion on pedagogical staff and the quality of teaching process at least once a year (in the form of anonymous questionnaire)
- express freely his/her opinions and comments on the University study
- use information and consulting services connected with the study and with the possibility to find the job after graduation.

The student is obliged to:

- follow the Laws, internal regulations of University and JFMED CU
- protect and use effectively the properties, premises, and services of University and JFMED CU
- pay the tuition fee and study-related fees directly to University and state true facts/data for their identification

¹ Regulation of the Ministry of Education of the SR No. 614/2002 on the Credit System of Study
² Rector’s directive No. 1/2005 on Matriculation and Graduation Regulations
d.) to provide JFMED CU with current address
e.) appear personally before the Rector, the Dean, or other appointed authority of
   University of the Faculty upon his/her written summons
f.) prepare systematically for practicals and seminars

(5) Bodies of the academic self-government of the Faculty have the legal right to decide on
behalf of University upon the academic rights and obligations of students enrolled to the
study according to the study programs provided by JFMED CU.

(6) The student of JFMED CU becomes a member of academic community.

(7) Disciplinary measures may be imposed on the student for violation of law, the Statute of
University, the Statute of JFMED CU, or civil rules.

(8) Disciplinary measures are set by the internal regulations of JFMED CU.³

Article 5
Tutor and Coordinator

(1) Tutors chosen from the members of pedagogical staff provide consulting services for
students of JFMED CU, they help students mainly to prepare their study plans. Tutors are
appointed and recalled by the Dean. The number of Tutors is set by the Dean after previous
negotiation with the Students chamber of the Academic Senate of JFMED CU.

(2) In order to secure the students mobility, the Dean appoints a Coordinator. The
Coordinator is chosen from the members of pedagogical staff and his/her task is to organize
international cooperation in the field of education, solve the problems connected with
exchange and admission of students, and provide consulting services connected with study
opportunities. The Coordinator cooperates with the Department of Postgraduate PhD. Study
and International Relations.

Part II.
Study Organisation

Article 6
Study Schedule

(1) The academic year begins on September 1 of the particular calendar year and ends
on August 31 of the following year.

(2) The academic year is divided into winter and summer semesters and periods of winter
and major holidays.

(3) Each semester is divided into teaching period and examination period.

³ Disciplinary Regulations of JFMED CU approved by the AS JFMED CU on April 23, 2003
(4) The teaching period of the semester includes at least 13 and at most 15 teaching weeks. The examination period lasts no less than 5 weeks.

(5) The Rector determines the schedule of the study for the following academic year after its previous negotiation with the Deans of particular Faculties of the University by January 31 at the latest.

**Article 7**

**Credit System of Study**

(1) The credit system of study allows to assess the student’s workload connected with completion of particular study program units – subjects of the study (hereinafter referred to as “subjects”) by means of awarding the credits, it helps the University to open up to public, supports the mobility of students, and offers the students possibility to take part in formation of their study plan.

(2) The credits are numerical values of particular subjects which characterize the amount of work needed for their successful completion. The standard workload of the student during the whole academic year is 60 credits, i.e. 30 credits per one semester. Thus, the credit is one sixtieth of the student’s standard workload within the period of one academic year.

(3) The student is awarded credits after successful completion of the subject. It is possible to get the credit for the particular subject only once.

(4) The credits awarded for completion of the subject are counted up (accumulated). One of the conditions for the student to continue in the study after the predetermined checking stage of the study is having acquired the necessary sum of credits determined by the study program.

(5) Total number of credits which are required to obtain for completion of the study depends on the level in which the study program is carried out: 180 credits for bachelor study, 120 credits for master study, 360 credits for doctoral study program. Number of credits in postgraduate PhD. study programs are stipulated by the Rector’s Regulation No. 6/2004.

(8) If the student completes part of his/her study at other faculty or other university in the Slovak Republic or abroad on the basis of contract regarding the provision of study, the credits he/she acquired will be counted in (transferred) on the basis of transcript of results issued by the faculty or university at which the credits were acquired.

**Article 8**

**Study Program, Study Plan**

(1) Study program is a set of educational activities and a set of regulations compiled in such a way as to enable the students to receive university education after successful completion of these educational activities and complying with these regulations.

(2) The study program has to incorporate all requisites determined by the law.

(3) The study program may be carried out in a study branch or combination of study branches which are part of the system of study branches.
(4) The study plan of the student determines which subjects he/she will complete, their schedule, and forms of assessment of his/her study results.

(5) The study plan is compiled by the student himself/herself or with the Tutor’s assistance. The student chooses from the offered subjects of the particular study program in such a way that he/she can fulfill the regulations determined by the Study Program and provisions of this regulation. The study plan of postgraduate PhD. program is compiled by the student with the assistance of his/her supervisor and the supervisor submits it for approval to a particular committee.

(6) The study program includes recommended study plan compiled in such a way as to enable the student to fulfill the conditions for successful completion of the study within its standard length.

**Article 9**

**Subjects of Study Program**

(1) Each subject is clearly identified within JFMED CU by its code and title and is framed as a single-semester subject. The basic data concerning the nature of the subject are introduced in the Course Unit Information Form:
   a) the number of credits,
   b) forms of instruction and the extent of teaching hours,
   c) the guarantor and lecturers,
   d) prerequisites,
   e) the conditions for its completion and forms of study check,
   f) the contents of the subject,
   g) the stages of study check,
   h) study literature, sources of information,
   i) schedule data (semester, time and place of instruction, etc.).

(2) The subjects included in the study program are divided into:
   a) compulsory – their full completion is an inevitable condition for successful completion of a part of the study or the whole study program,
   b) compulsory optional – they sketch in the nature of the study and together with optional courses enable the student to adapt the study plan to his/her needs,
   c) optional – they are the other subjects of the study program.

(3) Compulsory and compulsory optional subjects are usually taught at the Faculty which provides the particular study program. Compulsory subjects may also contain subjects taught at other faculty after previous agreement with the Dean of that faculty.

(4) The student usually enrolls in the optional subjects offered by his/her study program. The student may also enroll in the optional subjects offered by other study programs of other faculties or universities in accordance with effective regulations.

(5) The subjects of the study program are divided into:
   a) subjects without a link – taking of such subject is not conditioned by completion of other subject,
   b) subjects conditioned by completion of other subjects – completion of such subject is possible only after completion of other subject/-s – prerequisites.
(6) Thesis is regarded as subject and is assessed by the consultant. If the thesis is assessed from A to E, it is assigned credits and is accepted for defence.

(7) Defence of the final work (thesis) and subjects of the state examination are not regarded as subjects in the sense of this program and their completion is not rewarded credits.

**Article 10**

**Enrollment and Going Through the Subjects**

(1) Through enrolment, a student shows his/her interest to start/continue his/her studies.

(2) A student who has completed his/her study duties determined by the study program of the most recent year by the 31st of August of the respective academic year may be enrolled to the higher study year (following Art. 10, Clause 6 of this Study Regulations).

(3) Through enrollment, a student compiles his/her study plan for the next study year.

(4) Through enrollment into the appropriate study year, a student acquires the right to participate in all forms of instruction and sit for examinations.

(5) Students may be divided into study groups during their study. Students themselves decide into which study group they will belong, the day following the date of enrollment for the appropriate study year at the latest. The composition of study groups must remain the same at least for winter semester of appropriate academic year. All possible changes regarding composition of study groups in summer semester of the appropriate academic year are set by students by the last study day of winter semester at the latest. Composition of individual study groups for appropriate semester has to be announced to the Study Department by the student’s deputy according the above-mentioned dates.

(6) Enrolled compulsory subject which a student hasn’t passed successfully, can be enrolled during the study once again (usually next academic year). A student has the right to re-enrol at most in two subjects/courses in the next academic year and he/she has to pass them by the end of appropriate stage of study (Art. 15, Clause 1 of this Study Regulations) at the latest, with respect of prerequisites.

(7) After the second unsuccessful passing of compulsory subject, a student is expelled from the study in accordance with the law.

(8) Similar conditions from Art. 10, Clause 6 apply for enrolled compulsory optional subject which a student hasn’t passed. Instead of that one, a student may choose other subject from the list of compulsory optional subjects, however, this one is regarded as re-enrolled.

(9) Enrolled optional subject which a student hasn’t passed, can be re-enrolled or he/she can choose other subject from the list of optional subjects; or if a student has sufficient number of credits he/she is allowed not to enrol in any optional subject.

(10) For each semester, a student has to enrol in subjects of such credit value and composition (compulsory, compulsory optional and optional) as to fulfil conditions to continue his/her study, or complete the study in each stage of study check.
In the academic year in which a student is supposed to complete his/her study, he/she enrolls in subjects with such number of credit as to fulfil conditions for completion of the study.

Validation of student’s identity card is part of the enrollment.

**Article 11**

**Enrollment**

(1) Enrollment may be carried out in two forms: as pre-enrollment and regular (main) enrollment.

(2) Through pre-enrollment a student shows his/her interest for subjects he/she wants to pass in the next academic year.

(3) The regular enrollment is carried out by the Study Department. Enrollment is binding for a student, with the exception determined in Art. 11, Clause 7 of this Study Regulations. Checking the fulfillment of criteria to advance into the higher study year is a part of enrollment (Art. 10, Clause 2).

(4) Dates of enrolments are determined by the Dean.

(5) A student, after presenting his/her identity card, is obliged to take part personally in the enrolment. In a justifiable case, a student can ask, in written form, the Dean for rewarding an exception from this rule.

(6) Compulsory subjects, compulsory optional and optional subjects are enrolled to the Credit Book according to study plan of the appropriate study program and recommended year of study. Enrollment is confirmed and marked in the Student’s Record.

(7) Within two weeks from the beginning of teaching period, a student may cancel or change enrolled subject because of timetable overlap or in case when subject teaching has been cancelled. And a student has to follow regulations valid for enrollment of subjects.

(8) Students of other faculties or higher education institutions may enrol in the subject at the Faculty with the Dean’s, possibly appointed coordinator’s agreement.

(9) If the subject has limited capacity (lack of premises, teaching staff or from other reasons), it is necessary to allow students to register in this order:
   a.) students of their own Faculty for whom the subject is compulsory and students from other higher education institutions who enrol for the subject on the basis of agreement on provision of the study,
   b.) students of their own Faculty for whom the subject is compulsory optional,
   c.) students of other faculties of University for whom the subject is compulsory optional, on the basis of bilateral agreement between faculties,
   d.) students of their own Faculty for whom the subject is optional,
   e.) students from other faculties of University for whom the subject is optional,
   f.) students of other higher education institutions for whom the subject is optional.
(10) Within the categories a.) to f.) students with higher number of acquired credits have priority.

(11) JFMED CU shall provide a student from other faculty or higher education institution possibility to enrol for some of its subjects if capacity limits allows it or if a student hasn’t passed prescribed prerequisites.

**Article 12**

**Teaching Process**

(1) Lectures, seminars, practicals, internships, excursions, trainings, theses, final works, courses, controlled self-study and controlled practical presentations are forms of teaching process.

(2) Lectures are usually given by professors and associate professors (docents). The contents of the lectures is the subject matter of the curriculum and supplements the coursebook.

(3) Students’ participation in lectures of all subjects in doctoral study program and bachelor and master study program in full-time form of study is optional. Participation of students in lectures and other study forms in part-time bachalelor and master study program is compulsory.

(4) The aim of seminars is to methodically expand and profound the information given in lectures and to explain new scientific information.

(5) The aim of practicals is to train, ensure and profound the knowledge, skills and techniques of students necessary for practical and theoretical command of the subject.

(6) The aim of consultations is to assist students with the course contents, study methods, with methodology of scientific-research and specialized activities. Consultations can also substitute some of the study forms or help the students to prepare for examination.

(7) Subject of the study program may be taught in more forms of study at the same time. If it is not set in the study program otherwise, the form of study shall be determined by the teacher responsible for subject teaching (subject guarantor).

(8) Participation in seminars and practicals of all subjects in full-time study form is compulsory to the extend determined by the teacher responsible for subject teaching.

(9) Specialized practice serves for the fixation of knowledge and their verification in practice, as well as for acquisition of new knowledge. The Dean is entitled to set by decree the detailed information regarding the organisation and course of specialized practice.

(10) On a student’s request, the Dean may allow the student to postpone specialized practice and awarding credit for specialized practice into the next academic year.

(11) The state holidays, and holidays granted by the Rector and Dean are free days without duty to substitute the classes.
(12) Teacher responsible for subject teaching has the right to determine the extent of subject teaching carried out by particular study forms.

**Article 13**

**Study Check**

(1) The Department Head will appoint professors and docents to administer a subject examination. In exceptional cases he/she can entitle also lecturers with academic degree PhD. with the Dean`s approval.

(2) Forms of study check within the subject are: permanent study check during teaching period of semester (control questions, written tests, assignments for individual work, term papers, talk in seminars and the like) and term examination.

(3) Proportion of permanent study check and term examination is determined by the Course Unit Information Form in such a way that a sum of their percentage proportions equals 100%.

(4) Definite form of study check including the dates and forms of study check evaluation will be announced by the teacher at the beginning of semester.

(5) Examinations are held after teaching period of particular subject. Teacher responsible for subject teaching will set the dates for the examination period in the number of at least one-and-a-half depending on number of students of particular study year and number of students who can register for one term of examination.

(6) The Head of Department can set the students with block study form the dates of examinations from particular subject as late as after completion of teaching period for given study group.

(7) The Head of Department can, after agreement with students and taking into account possibilities of the appropriate department, allow some examination dates in a limited scope also during summer holidays.

(8) Examinations and all study duties must be fulfilled by the 31st of August of the appropriate academic year (except for cases of re-enrolled subjects). In extraordinary cases, the Dean can reward an exception for a student after his/her written request and approval of the Governing Board of the Faculty.

(9) Preparation for examination during the teaching period doesn´t apologise his/her absence in his/her compulsory lessons. The student`s absence is apologised only on the day when he/she sits for examination without any duty to substitute it. The days of examinations are considered to be all days when individual parts of given examination are carried out and set by the teacher responsible for subject teaching.

(10) If there are personnel possibilities at the department, a student has the right to choose an examiner for the first term of the examination. First and second re-examinations are usually taken with the same examiner or with any other one appointed by the Head of Department.
(11) Recommended study plan usually sets at most 5 subjects finished by an exam per each semester.

**Article 14**

**Assessment of Study**

(1) For assessment of study results, grading scale consisting of 6 levels is used at JFMED CU:

- a.) A - excellent (outstanding results, numeric value 1)
- b.) B - very good (above average results, numeric value 1.5)
- c.) C - good (average results, numeric value 2)
- d.) D - satisfactory (acceptable results, numeric value 2.5)
- e.) E - sufficient (results meet minimum criteria, numeric value 3)
- f.) FX - fail (some more work is required, numeric value 4)

(2) Assessment (mark, grading scale) expresses quality of acquired knowledge or skills in accordance with the aim of subject given in the Course Unit Information Form.

(3) Subject has been successfully passed if a student got an assessment of A to E. Student will obtain credits only for successfully passed subject.

(4) A student who fails to pass an examination (he/she got FX), has the right to repeat it twice. When the subject is re-enrolled, a student has the right to repeat it only once. Student has to pass re-enrolled subject 60 days before completion of the follow-up subject (prerequisites) at the latest.

(5) For assessment of total student’s results, Weighed Average of Study Results (WASR) is used.

(6) WASR is established as follows: final mark reached in subject is multiplied by a credit evaluation pertaining to this subject. The values acquired are counted (Clause 1 Art. 14 of this Study regulations). The total is divided by the total of credits for respective period, the result equals WASR. Also those subjects are included in WASR which were evaluated by FX mark or which a student hasn’t passed.

(7) WASR for whole study is calculated similarly as it is determined in Clause 6, but only successfully passed subjects are calculated.

(8) WASR is used mainly in tenders required by capacity limits of teaching process, in decision-making on granting scholarships, accommodation at the Student Hostel and the like.

**Article 15**

**Stages of Study Check**

(1) If a student wants to continue in his/her study, he/she has to:

- a.) successfully pass at least 2 compulsory subjects at the end of the 1st semester,
- b.) obtain at least 40 credits at the end of the first year,
- c.) obtain at least 40 credits for each of the following two consecutive semesters
Article 16
Final Thesis


(2) By bachelor and diploma thesis, a student is supposed to show his/her abilities to work creatively in the chosen study branch. By dissertation defence, a student’s readiness for self scientific and creative activity is shown. Conditions of dissertation defence are determined by separate regulation - decree of the Rector No. 6/2004

(3) The Rector will determine basic conditions which the thesis has to fulfil by separate regulation.

(4) Themes of bachelor and diploma thesis are announced by the Dean on the proposal of the Examination Commission by the beginning of penultimate academic year of study at the latest. Recommended themes of bachelor and diploma thesis are made public by training departments. The student chooses the theme and registers it at appropriate department.

(5) The student announces to the Vice-Dean the theme he/she is interested in or which theme he/she suggests beside the published ones within two months at the latest. In case the student chooses the theme of bachelor or diploma thesis on his/her own, he/she also proposes his/her consultant. The theme must be approved by respective Department and Examination Commission for State Examination.

(6) Within one month after the time-limit given in Clause 5, the Dean will specify after discussion by the Examination Commission for State Examination:

   g.) the theme of bachelor or diploma thesis with regard to student’s request,
   h.) the thesis’s supervisor and the opponent from professors, docents, lecturers or scientific workers of JFMED CU or experts from other faculties or from profession,
   i.) the date of handing over bachelor or diploma thesis.

(7) A student works out final thesis under the supervision of his/her consultant. The consultant will work out written opinion on the final thesis.

(8) Opponent evaluates the thesis (in case of PhD. study opponents). Oponent works out written statement on the final thesis.

(9) Student who worked out the thesis has the right to be informed with the content of the written statement of the supervisor and the opponent 3 days before the day of thesis defence at the latest.

(10) Thesis defence belong to the State Examinations.

(11) Result of thesis defence, except for dissertation thesis, is evaluated by grading marks from A to FX.

(12) If thesis supervisor and opponent are not members of the examination commission, they are invited to participate at the thesis defence and they have advisory vote. Commission decides on the results of thesis defence by voting.
(13) Final thesis can be worked out in Slovak or Czech language, and if the thesis supervisor agrees, it can be done in other language, usually in English. Each final thesis must contain abstract in English language.

**Article 17**  
**State Examinations**

(1) Passing the State Examination or State Examinations is one of the conditions of successful completion of study program.

(2) The State Examination usually consists of one or more subjects of State Examination.

(3) A student can sit for the State Examination on the scheduled day after he meets his/her duties set by the study program. Examinations from subjects of the State Examination as well as thesis defence are held on dates determined by the Dean.

(4) The State Examination takes place in front of the Examination Commission (hereinafter referred as “commission”).

(5) Academic teachers filing the posts of professors and docents and other specialists appointed by respective Scientific Board have the right to examine at the State Examination.

(6) Composition of commission and its Chairman is appointed by the Dean. Commission has at least 4 members, from which at least 2 are academic teachers filing the posts of professors or docents. Commission can make decisions if its Chairman and at least two more members are present.

(7) The course of the State Examination and results are public. Commission shall make decision on results of the State Examination at the closed door session.

(8) Individual parts of the State Examination are classified by grading marks from A to FX.

(9) The entire result of the State Examination is “passed with honour”, “passed”, “hasn’t passed”.

(10) A student is classified “passed with honour” if he/she got only A or B, but the number of A marks has to be higher than B marks.

(11) A student is classified as “hasn’t passed” if he/she doesn’t fulfil criteria according to Clause 12 and he hasn’t got FX mark from neither of subjects.

(12) If some part of the State Examination was classified with FX mark, entire result of the State Examination is “hasn’t passed”.

(13) If a student can’t participate at the State Examination on the scheduled day from the serious reasons, he/she can ask to change the date of the State Examination in written form 3 days before the scheduled day.
(14) If a student didn’t come to the State Examination or he/she failed, he/she can repeat it at the State Re-examination. The student repeats only that part of the State Examination in which he/she was classified as failing (FX). A student can repeat the State Examination two times at most and only until the date resulting from Art. 19 Clause 6 letter c.) of this Regulations.

(15) Dates of individual exams from subjects of the State Examination as well as thesis defence at the first repetition of the State Examination is called the first State Re-Examination. The first State Re-Examination is determined by the Dean, but the time-limit between the first State Examination and the first State Re-examination must be at least 20 days.

(16) Dates of individual exams from subjects of the State Examination as well as thesis defence at the second repetition of the State Examination is called the second State Re-Examination. The second State Re-Examination is determined by the Dean, but the time-limit between the first State Re-examination and the second State Re-examination must be at least 30 days.

(17) At the examination, if teaching staff capacity allows it, a student has the right to choose State Examination Commission for the regular term of examination. At the first State Re-examination, a student sits for examination usually in front of the same State Examination Commission.

**Article 18**

**Overall Assessment of Study**

(1) Overall assessment of successfully completed study is evaluated by two grades:

   a.) with distinction,
   b.) passed.

(2) If a student reached WASR better than 1,3 (without assessment of the State Examination subjects), and passed the State Examination (State Examinations) with distinction within the regular term, he/she is evaluated in accordance with Clause 1, letter a.).

(3) If the conditions of Clause 2 are not fulfilled, he/she is evaluated in accordance with Clause 1, letter b.).

**Article 19**

**Completion of Study**

(1) The study at the Faculty may be finished regularly or from reasons mentioned in Clause 6.

(2) A student duly finishes his/her study by completing the particular study program.

(3) The day of the study completion is the day when the last of the conditions prescribed for the proper completion of the particular study program is fulfilled.
The document on proper completion of the study and obtaining the particular academic degree is University Diploma, Diploma Supplement and State Examination Certificate.

Diploma, Diploma Supplement and State Examination Certificate are issued by the University. The University will issue a diploma with the result „passed with honour“ to a student who finished the study according to Art. 18 Clause 1 letter a.). The Diploma is handed in to the student usually at the graduation ceremony.

Apart from regular study completion the student may finish the study if:

a.) he/she gives up a study upon his/her own decision,

b.) he/she is expelled from the study for not fulfilling the conditions resulting from the Study Program and Study Regulations of the Faculty,

c.) he/she has exceeded standard length of study about more than two years,

d.) he/she is expelled from the study on the basis of disciplinary measure,

e.) he/she can’t continue in the study for the reason of the study program cancelation in which he/she studies and he/she hasn’t accepted the offer to continue in the study in other study program,

f.) he/she asked for transfer to other higher education institution and he/she was accepted,

g.) he/she didn’t enrol and he/she didn’t excuse within 8 days from the enrollment day,

h.) if a student didn’t pay the tuition fee on time,

i.) if a student died.

### Part III.

#### Other Provisions

**Article 20**

**Change of the Study Program and Changing of School**

(1) The Dean may allow the student to change the study program within the same or similar study branch. Before the decision, the Dean will apply for the Rector’s approval. Transfer from doctoral study program to bachelor and master study program and vice versa is not possible.

(2) If the original study program and the new study program are studied at different faculties, the approval of both particular Deans is a condition for this change. The dean of the faculty where new study program is carried out will apply for the Rector’s approval.

(3) In the study program change, a student is obliged to fulfil conditions determined by the new study program to finish the study successfully.

(4) A student may ask for the change of the study program prior to the successful completion of the first study year, i.e. after fulfilling the condition stated in Art. 15 Clause 1 letter b.) of this Regulations.

(5) A student of JFMED CU may ask for transfer to any other Faculty or University. If the Dean’s approval is required, the Dean will not recommend the transfer prior to the completion of all study duties requested for the first academic year.
(6) JFMED CU may accept any student studying the same field at other faculty, but not prior to completion of the first academic year. The basic condition for the transfer are:
   a.) submission of up to the present time study results.
   b.) submission of syllabus of subjects which a student finished with exam
   c.) submission of photocopy of application from the faculty, where a student has studied, by August 31 of appropriate academic year

(7) The Dean decides on student’s request for transfer to JFMED CU. The Dean may set for the student an obligation to sit for differential training and to pass exams determined by the Study Program of JFMED CU which the student hasn’t passed.

(8) The student can not transfer from other faculty in case he/she hasn’t fulfilled all study obligations, resp. he/she was expelled from the study or his/her study was terminated for any other reasons.

**Article 21**

**Interrupting Study**

(1) Study of the study program can be interrupted at a student’s written request.

(2) In case of health and serious personal problems, the study can be interrupted (repeatidly) for 2 years at most.

(3) Without giving a reason, the student may interrupt the study for 1 year at most.

(4) The interruption of the study is approved by the Dean.

(5) The period of interruption is recorded in the student’s Study Record at the Higher Education Institution.

(6) When a study interruption has passed and it started prior to student's fulfillment of his/her study obligations set for corresponding year, the student is enrolled to that year of study in which his/her study was interrupted. At the same time s/he is obliged to meet all requirements set by curricula for given year of study. If the student asked for the interruption of the study after completion of the particular academic year, the student is enrolled in higher year of study after the interruption period has passed. In case of study program change, the Dean may set for the student an obligation to take part in differential training after his/her enrollment in the higher year of study.

(7) If the reasons for study interruption cease, the Dean can terminate the study interruption earlier, based on the student’s request.

(8) The exams passed before the interruption period are considered in the same way as if the study had not been interrupted.

(9) Interruption of postgraduate PhD. student who chose the dissertation theme given by external educational institution, is allowed by the Dean after approval of statutory representative of external educational institution.
(10) The student who interrupted the study ceases to be a student from the first day of interruption period. Student whose study has been interrupted becomes a student from the day of his/her enrollment after interruption period.

(11) If a student asks for interruption during teaching period of the semester, enrollment of subjects is not regarded as re-enrollment after interruption period.

(12) If a student asks for interruption during non-teaching period of the academic year, all the credits and assessment obtained until the date of applying for interruption are taken into account. Study obligations for which a student obtained the grade Fx or didn’t obtained any assessment until the date of applying for interruption, are regarded as re-enrolled after interruption period.

**Article 22**

**Giving up Study**

(1) A student announces the Dean about his/her decision to give up the study in written form.

(2) The Faculty shall give a student, who gave up the study, transcript of successfully passed subjects. It is stated in the transcript that a student hasn’t finished his/her study.

**Article 23**

**Expelling from the study**

(1) A student is expelled from the study if:
   j) he/she doesn’t fulfil conditions resulting from the study program and study regulations of JFMED CU
   k) disciplinary measure has been imposed on a student according to Section 72 Clause 2 letter c.) of the Law.

(2) Formal necessities of the decision on expelling are stipulated in Art. 25 Clause 8 of this Regulations.

**Article 24**

**Recognition of Passed Subjects, Transfer of Credits and Marks**

(1) A student may ask for recognition of passed subjects, resp. transfer of credits and marks, if the time from their completion/obtaining doesn’t exceed 5 years.

(2) Completed subjects, the credits and marks awarded may be recognized, resp. transferred, if they are a part of prescribed study program and they were classified with A – E marks, or in an equivalent way.

(3) The Dean decides on recognition, resp. transfer of credits and marks on the basis of a statement of teacher responsible for subject teaching. Credits for subjects obtained within the ECTS mobility or SOCRATES program are recognized without submitting any other documents.
In other cases, a student is obliged to submit syllabus of subject from which he/she obtained the credit and mark.

**Article 25**

**Proceedings conducted for violation of academic rights and obligations of a student**

1. Proceedings conducted for violation of academic rights and obligations of a student is in the first level carried out at the Faculty where a student is enrolled and where the proceeding has started. The Dean decides in the first level. The Rector decides on applications to review the Deans’ decisions.

2. Proceedings conducted for approval of study interruption and recognition of subjects, resp. recognition of credits begins on the date when a student submitted an application. Application has to include basic identification data about a student and basics of the matter about which a decision will be made.

3. If an application doesn’t contain necessary data, the Dean calls the student to put the missing data into an application within appropriate period of time or to give necessary explanation.

4. Proceedings conducted for non-fulfilment of the conditions resulting from the study program or from the study plan and violation of study regulations begins on the day when a decision of Dean is made. The Dean makes decision at his own instance or at the instance of a teacher or a student.

5. Proceedings conducted for expelling from the study for non-fulfilment of conditions resulting from the study program and study regulations of CU (section 66 Clause 1 of the Law) begins on the day when a decision on expelling is made.

6. Proceedings conducted for expelling a student from the study who was admitted to the study by fraud, begins on a day when a decision to start proceedings has been delivered to a student.

7. Decisions on the matters according Clause (2) will be issued by the Dean within 30 days from the day when the proceedings has started. Time period for putting the missing data into the application or for giving necessary explanation according to Clause 3 is not included into the above mentioned time limit. If the Dean doesn’t make decision within 30 days, a student may demand from Rector to express the Dean’s duty to start proceedings and to make decision.

8. Decision has to be made in a written form, has to include the reason and instruction in a possibility to appeal and has to be delivered into the student’s own hands or anywhere else where the student is available. If this delivery is not possible, decision is sent by mail as registered letter and into the student’s own hands except for decisions on the matters stated in Art. 53a Clause 3 letter a.) – d.) of the Statute of CU when the registered letter is enough. Obligation of the Faculty is fulfilled when the student takes over the decision, or immediately after the post office returned it as non-deliverable letter, or when delivery has been thwarted by proceedings or pretermission of a student. Obligation of the Faculty is fulfilled even if the student refuses to take over the decision.
(9) Student may ask for review of the decision within 8 days from its delivery. Request is submitted to the authority which issued the decision. The Dean may only grant the request and change or cancel the decision, otherwise he has to progress it immediately to the Rector.

(10) Rector rejects the request if it was submitted late or by person who is not entitled. Rector will change or cancel the decision which has been issued out of keeping with the Law, internal regulations of University or Faculty, otherwise request is rejected and the original Dean’s decision is confirmed.

(11) If the Rector cancels Dean’s decision because the facts of the case haven’t been found out, he can send the case back to the Dean for further proceedings and decision, but the Dean is bound by the Rector’s legal opinion.

(12) Rector has to make decision within 30 days from the day of delivery of request to review the Dean’s decision at the latest.

(13) Provisions of Clause 8 apply to the deliveries of Rector’s decisions.

(14) If the Dean grants the request and he changes or cancels the decision according to Clause 9, or if the Rector changes or cancels the Dean’s decision according to Clause 10, authorities of the Faculty or University will take such measures so as the student’s rights would be renewed and consequences of the false decision would be removed or moderated.

(15) Dean’s decision is valid if the time limit for submission of request has expired or on the day when a student gave up the right to submit this request in writing, or on the day following the day when the Rector’s decision on confirmation of the original Dean’s decision was delivered. Rector’s decision on change or cancellation of the Dean’s decision is valid on the day following the day when it was delivered to the student. Rector announces his decision to the appropriate Dean.

(16) There is no possibility to ask for review of the Rector’s decision.

**Article 26**

**Safety and Health protection of a student**

General regulation on safety and health protection at work and working condition for women apply to student who participate at teaching process and practice.

**Article 27**

**Examina Rigorosa**

(1) Graduates of study programs who were awarded Master’s degree, may pass examina rigorosa, a part of which is defence of a rigorosa thesis in a study branch in which they completed their higher education or in a similar field.

(2) Regulations on Examina Rigorosa shall be deterimed by the Rector in a separate directive.
Article 28
Praise and Rewards

(1) The Rector may grant a praise connected with non-recurring scholarship to students who:
   a.) reached excellent study results during their study,
   b.) compiled excellent final work,
   c.) showed exemplary civic attitude or acted in an exemplary way,
   d.) represented the University at international events or competitions.

(2) The regulations on awarding and granting non-recurring scholarship are determined by the Regulations of the University on Scholarship and internal regulations of the Dean.

(3) The Dean may praise and reward the students in accordance with Regulations of JFMED CU on Scholarship.

Article 29
Peculiarities of Postgraduate PhD. Study

(1) The regulations of this Study Program apply adequately for postgraduate PhD. study program.

(2) The regulations of postgraduate PhD. study are determined by the law and they are specified by separate directive of the Rector.4

Article 30
Transitional Provisions

(1) Study of students of study branches according to the Law No. 172/1990 of the Law Code and according to Section 109 of the Law No. 131/2002 of the Law Code is governed by valid regulations (6th part of the Statute of JFMED CU – Study and Examination Regulations approved by the AS of JFMED CU on December 9, 1996, AS CU on December 18, 1996 and registered by Ministry of Education on October 14, 1997).

(2) Art. 132K Clause 1 of the Study and Examination Regulations approved by the AS of JFMED CU on December 9, 1996, AS CU on December 18, 1996 and registered by Ministry of Education on October 14, 1997 changes as follows:

*If one subject of the State Examination (thesis defence) was classified with FX grade, entire result of the State Examination is “hasn’t passed”.*

(3) Art. 132K of the Study and Examination Regulations approved by the AS of JFMED CU on December 9, 1996, AS CU on December 18, 1996 and registered by Ministry of Education on October 14, 1997 is suplemented by the new Clause:

*At the end of the study, average study result of all subjects (including State Examination) is calculated. Students graduate with distinction if they reached WASR better than 1,5,*

4 Rector’s directive No. 6/2004 – Organisation of postgraduate PhD. Study at CU
haven’t obtained D grade (2.5 - satisfactory) and E (3 – sufficient) from neither of the subjects and passed the State Examination with excellent result.

Article 31
Validity

(1) The Study Program of JFMED CU which was a part of the Statute of JFMED CU and approved by the Academic Senate of CU on December 9, 1996, AS of CU on December 18, 1996 and registered by Ministry of Education on October 14, 1997 in the wording of later regulations is made void.

(2) This Study Program of JFMED CU came into effect on the date of its approval by the Academic Senate of CU in Bratislava on June 22, 2005.

(3) This Study Program comes into effect on September 1, 2005, i.e. from the academic year 2005/2006.

Prof. Ján Danko, M.D.,PhD,
dean of JFMED CU

Assoc. Prof. RNDr. Karol Míčeta, PhD.
Chairman of AS CU

Assoc. Prof. PhDr. František Gahér, PhD,
Rector of CU