



TECHNICAL UNIVERSITY IN ZVOLEN

č. R-11570/2021

**STUDY REGULATIONS OF THE
TECHNICAL UNIVERSITY IN ZVOLEN
AS AMENDED BY
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ZVOLEN 2021

Table of Contents

First section TU Study Regulations

Part One General provisions

Art. 1	Introductory provisions	3
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Part Two Study Regulations

Art. 2	Admission to study	3
Art. 3	Enrolment	4
Art. 4	Rights and Obligations of TU Students	4
Art. 5	The academic year and its organisation	5
Art. 6	Degrees, forms and methods of study at TU	6
Art. 7	Credit system	6
Art. 8	Study programme, study plan	6
Art. 9	Study programme subjects	7
Art. 10	Enrolment and completion of courses	8
Art. 11	Assessment of learning outcomes	8
Art. 12	Examinations	9
Art. 13	Control of studies and conditions for continuing studies	10
Art. 14	Interruption of studies	11
Art. 15	Termination of studies	11
Art. 16	State examinations	12
Art. 17	Bachelor's thesis, master's thesis, their evaluation and defence	12
Art. 18	Overall evaluation of the study	13
Art. 19	Evidence of completion of studies	13
Art. 20	Tuition fees and study-related fees	13

The second section Study Regulations for Doctoral Studies

Part One General provisions

Art. 21	Introductory provisions	14
---------	-------------------------------	----

Second part Study part of doctoral studies

Art. 22	Admission to Doctoral Studies	15
Art. 23	Study schedule	16
Art. 24	Rights and Obligations of a Doctoral Student	16
Art. 25	Attendance of full-time doctoral students and its recording	17
Art. 26	Credit system for doctoral studies and evaluation of learning outcomes	17
Art. 27	Trainer	19
Art. 28	Doctoral student's study plan	20
Art. 29	Annual evaluation of doctoral students	20
Art. 30	Dissertation Examination	20

The third part of the Dissertation

Art. 31	Application for permission to defend a dissertation	22
Art. 32	Essentials of a dissertation	22
Art. 33	Dissertation abstract	23
Art. 34	Preparation of the dissertation defence	23
Art. 35	Dissertation opponents and opinions	24
Art. 36	Defence of the dissertation	25

Art. 37 Decision-making on the award of academic degrees	26
Art. 38 Evidence of completion of studies	26
Art. 39 Change of the doctoral study programme	26
Art. 40 Interruption and termination of doctoral studies	26
Art. 41 Tuition fees and fees associated with doctoral studies	27

Third Section Common, transitional and final provisions

Art. 42 Study Regulations of the Faculties	28
Art. 43 Transitional and final provisions	28
Annex Allocation of credits to individual types of doctoral student activities	29

SECTION ONE

STUDY REGULATIONS TECHNICAL UNIVERSITY IN ZVOLEN

PART ONE GENERAL PROVISIONS

Article 1 Introductory provisions

- (1) These study regulations apply to studies in accredited study programmes conducted at the Technical University of Zvolen (hereinafter referred to as TU) and the faculties of TU pursuant to Section 60 of Act No. 131/2002 Coll. on Higher Education and on Amendments and Additions to Other Acts, as amended (hereinafter referred to as the Higher Education Act).
- (2) The first section of the Study Regulations applies mutatis mutandis to studies in degree III programmes (Section 54 of the Higher Education Act) in all its forms and to studies in further education. Further principles and conditions are regulated in the second section of these Study Regulations, 'Study Regulations for Doctoral Studies at TU Zvolen'.
- (3) Further principles and conditions for studies in Bachelor's, Engineering and Master's degree programmes carried out by the faculties are specified in the study regulations of the faculties or in the study rules of the study programmes, if the faculties decide that they need to modify the TU Study Regulations in more detail for their own conditions.

PART TWO STUDY REGULATIONS

Article 2 Admission to study

- (1) The basic conditions for admission to study are laid down in the Higher Education Act (§56, §57, §58 and §58a). The TU or the faculty, if the study programme is carried out at the faculty, may determine additional conditions for admission to the study of the relevant study programme and the method of their verification. Applicants shall submit the necessary supporting documents required by the TU or the faculty, if they are applying for a study programme conducted at a faculty, with their application. An applicant applying for a second cycle programme who has completed a first cycle programme at TU shall submit evidence of education which need not be officially certified.
- (2) TU or the faculty, if the study programme is carried out at a faculty, shall publish in due time, no later than 20 September in the academic year preceding the academic year in which the study is to commence, if it is a bachelor's study programme or a study programme pursuant to Section 53, subsection 1, paragraph 1. In the case of programmes of study referred to in Article 53(3) of the Higher Education Act, and in the case of other programmes of study no later than two months before the last day for the submission of applications for studies, the deadline for the submission of applications for studies, the conditions for admission, the date and method of verification of their fulfilment, and, if the verification of aptitude for studies includes an entrance examination, the form and framework content of the examination and the method of

evaluation of its results, as well as information on the number of applicants it intends to admit to the study of the relevant programme of study.

- (3) The dean decides on admission to study a study programme implemented by the faculty. The Rector decides on admission to study a study programme conducted by TU.
- (4) The decision on the outcome of the admission procedure must be made in writing within 30 days of verification that the conditions for admission have been met. It must contain a statement of the reasons for the decision and an indication of the possibility of applying for a review of the decision. It must be hand-delivered to the applicant. An applicant whose place of residence is unknown shall be served by posting the decision on the official notice board of the TU or the faculty for 15 days. The last day of this period shall be deemed to be the date of service.
- (5) An applicant may apply for a review of the admissions decision. The application shall be submitted to the authority which issued the decision within eight days of the date of its delivery (Section 58(8) of the Higher Education Act).
- (6) TU or the faculty has the right to request information from admitted applicants as to whether they will enrol. The applicant is obliged to provide such information to the TU or the faculty before the beginning of the academic year (Section 61 of the Higher Education Act). If the applicant does not express an interest in the study or does not provide the information within the specified time, the right to enrol in the study programme in question shall expire and the TU or the faculty shall revoke the decision by which the next applicant in the order of admission results was not admitted to the study and shall issue a new decision on his/her admission to the study.
- (7) An applicant who has received a decision not to be admitted to study has the right to consult his/her admissions file upon request.
- (8) TU may accept a student from another university, including a foreign university, for a period of one semester as part of academic mobility without an admission procedure, in accordance with the terms of the exchange programme or on the basis of an agreement between the receiving and sending universities. Further conditions and requirements are regulated by Section 58a of the Higher Education Act.

Article 3 Enrolment for studies

- (1) Upon notification of the decision on admission to study pursuant to Section 58(7) of the Higher Education Act, the applicant becomes entitled to enrol for study in the study programme at the faculty where the study programme is carried out, or at the TU if it is a university study programme. The date, place and method of enrolment shall be determined by and communicated to the admitted applicant by the TU or the faculty.
- (2) At the time of enrolment, the student determines for himself/herself what part of the obligations prescribed by the study programme he/she wishes to complete in the following period of study to which the enrolment applies.
- (3) An applicant's right to enrol for studies under paragraph 1 shall be terminated if he/she answers in the negative to the question of whether he/she will enrol for studies from the TU or the faculty or fails to respond by the deadline set for enrolment. The right of an applicant who has been admitted conditionally to a course of study to enrol in the course of study pursuant to paragraph 1 shall be terminated if he or she fails to prove that he or she fulfils the basic conditions for admission no later than the date set for enrolment.
- (4) The TU or the faculty may allow, under the conditions specified in the rules of study of university study programmes or in the study regulations of the faculty, the enrolment of a student who has been admitted to study a study programme of the relevant degree in the same field of study or in a related field of study at another higher education institution, if he/she requests it in writing (Section 59 (4) to (6) of the Higher Education Act).

- (5) By enrolling, the admitted applicant acquires the rights and obligations of a TU student.

Article 4 Rights and obligations of TU students

- (1) A candidate admitted to study (Section 58 of the Higher Education Act) becomes a student of TU from the date of enrolment; a student whose studies have been interrupted becomes a student from the date of re-enrolment. If the enrolment of an applicant admitted to study takes place before the beginning of the academic year in which his/her studies are to begin, the applicant shall become a student from the beginning of that academic year, unless he/she notifies the University in writing by 15 August before the beginning of that academic year that he/she is cancelling his/her enrolment.
- (2) A student ceases to be a student of TU from the date of termination of studies pursuant to Sections 65(1) and 66 of the Higher Education Act or from the date of interruption of studies pursuant to Section 64(1) of the Higher Education Act.
- (3) In particular, the student has the right to:
 - a) to study the study programme to which he/she has been admitted: if TU or the faculty has made adjustments to the study programme, the student shall continue to study this study programme according to the courses and rules after the adjustment, unless the rules of the study programme state otherwise,
 - b) form a study plan according to the rules of the study programme (Section 51(4)(g) of the HE Act),
 - c) enrol in the next part of the study programme if he or she has fulfilled the obligations specified in the study programme or study regulations,
 - d) respecting the time and capacity constraints imposed by the study regulations and the study programme, to choose the pace of study, the order of completion of subjects while maintaining their prescribed continuity and to choose a teacher for a subject taught by more than one teacher,
 - e) apply to study at another higher education institution as part of their studies, including abroad,
 - f) participate in the research, development or artistic and other creative activities of TU,
 - g) participate in the establishment and activities of independent associations operating on campus (societies, unions, professional associations) in accordance with the law,
 - h) at least once a year have the opportunity to comment on the quality of teaching and teachers by means of an anonymous questionnaire,
 - i) freely express opinions and comments on higher education,
 - j) for information and advisory services related to studies and to the possibility of graduates of study programmes to be employed in practice,
 - k) if he or she is subject to the obligation to pay tuition fees pursuant to Section 92(5) of the Higher Education Act, to decide in which study programme he or she will study free of charge in the relevant academic year, if he or she is entitled to free university studies,
 - l) under the conditions laid down in the study regulations, change the study programme within the same field of study or a related field of study.
- (4) The student's study obligations are derived from the programme of study he/she is studying and the study regulations.
- (5) The student is obliged to comply with the internal regulations of TU and its components.
- (6) The student is also obliged to :
 - a) protect and make economical use of the property, resources and services of the college,
 - b) pay tuition fees and fees associated with studies in accordance with Section 92 of the Higher Education Act directly to TU or the faculty at which he/she is enrolled and truthfully state the facts relevant for their determination,

- c) notify the TU or the faculty, if enrolled in a study programme carried out at the faculty, of the address intended for the delivery of documents,
 - d) to appear in person at the written summons of the Rector, Dean or a staff member of TU or the Faculty authorised by them to discuss questions concerning the progress or termination of his/her studies or related to his/her rights and obligations,
 - e) notify the TU or the faculty, if enrolled in a study programme carried out at the faculty, in writing of the decision pursuant to Section 71(3)(e) of the Higher Education Act by 30 September of the relevant academic year.
- (7) A student may be subject to disciplinary action for a culpable violation of legal regulations, the TU Statutes or other internal regulations of TU or the faculty at which the student is studying.
- (8) The details of the disciplinary offence procedure are regulated by the Disciplinary Regulations of TU or the Disciplinary Regulations of the faculty at which the student is studying.

Article 5

The academic year and its organisation

- (1) The academic year shall begin on 1 September of the current year and end on 31 August of the following year.
- (2) Study at TU in one academic year is divided into two semesters, namely winter and summer.
- (3) The Rector of TU sets the study schedule for the following academic year by 31 January at the latest.

Article 6

Degrees, forms and methods of study at TU

- (1) TU provides, organizes and ensures higher education in bachelor's, engineering, master's and doctoral study programmes.
- (2) The study programme can be carried out in the full-time form of study or in the part-time form of study.
- (3) The full-time form of study is organised in such a way that the study according to the recommended study plan corresponds, depending on the study programme in terms of time intensity, to the student's work in the range of 1500 to 1800 hours per academic year, including independent study and independent creative activity (Section 60(2) of the Higher Education Act).
- (4) The external form of study is organised in such a way that the study according to the recommended study plan corresponds, depending on the study programme in terms of time intensity, to the student's work in the range of 750 to 1440 hours per academic year, including independent study and independent creative activity (Section 60(3) of the Higher Education Act).
- (5) Educational activities pursuant to Section 51(2) of the HE Act may be carried out in accordance with Section 60 of the HE Act
 - a) by the attendance method,
 - b) by the distance method; or
 - c) by the combined method.
- (6) The face-to-face method of learning is based on classes with direct contact between the teacher and the student.
- (7) The distance method replaces the direct contact between the teacher and the student by communication through communication means, especially those based on the use of computer networks.

- (8) The same methods are used for full-time and part-time study programmes. If the use of the same methods is not possible, any unavoidable differences in the delivery of the full-time and part-time programme of study must not adversely affect learning outcomes.

Article 7 Credit system

- (1) The organization of all levels and forms of higher education at the TU is based on the credit system, which is implemented in accordance with the Decree of the Ministry of Education and Science of the Slovak Republic on the credit system of study. The credit system of study uses the accumulation and transfer of credits. It enables the assessment of the student's workload associated with the completion of courses in accordance with the rules contained in the study programme by means of credits.
- (2) Credits are numerical values assigned to courses, expressing the amount of work required to acquire the prescribed learning outcomes.
- (3) The standard student load for the whole academic year in the full-time form of study is expressed as 60 credits, per semester 30 credits. The standard student workload for a full academic year of part-time study is expressed as a maximum of 48 credits, depending on the standard length of study of the relevant study programme and the number of credits required for its proper completion.
- (4) The student receives credits upon successful completion of the course. Credits can be earned only once for a given subject during the study of one study programme.

Article 8 Study programme, study plan

- (1) A study programme is a set of courses consisting of educational activities, which are mainly lectures, seminars, exercises, final thesis, project work, laboratory work, internship, excursion, professional practice, major exercises, operational exercises, state examination and their combinations and a set of rules designed in such a way that successful completion of these educational activities, while observing the above mentioned rules, enables to obtain a higher education degree.
- (2) The final thesis, which together with its defence constitutes one course, is also part of the study according to each study programme; the defence of the final thesis is one of the state examinations. With the consent of the TU or the faculty, the thesis may be written in a language other than the national language. In such a case, it shall include an abstract in the state language. Except in the cases under Section 63(11) of the Higher Education Act, the condition for admission to the defence of the thesis is the student's written consent to publish and make the thesis available to the public under Section 63(9) of the Higher Education Act for the period of its retention under Section 63(7) of the Higher Education Act, without remuneration.
- (3) The study programme must contain the elements listed in Section 51(4) of the Higher Education Act.
- (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 within the standard length of study corresponding to the study programme.
- (5) The student studies according to the study plan, which determines the time and content sequence of the study programme subjects and the forms of evaluation of study results. In addition to the form of assessment of learning outcomes, the study plan is drawn up by the student himself or in cooperation with a study advisor within the framework of the specified rules and in accordance with the study regulations of the TU or the faculty.

- (6) Study advisors are available at TU to provide students with an advisory service when drawing up their study plans. The study advisor is appointed from among the university teachers and dismissed by the Rector or the Dean if the study advisor is to work within the faculty.
- (7) In justified cases, a student may request an individual study plan from the Rector or Dean if the study programme is carried out at the faculty (students with specific needs, disabled students, mothers with children under 3 years of age, top athletes, etc.). Individual study plans are provided to students for the entire academic year.

Article 9 **Study programme subjects**

- (1) The study programme is divided into subjects. Each subject is uniquely identified at TU by its code and name. Basic information on the nature of the course is given in the course information sheet. A specimen of the course information sheet is given in the Decree of the Ministry of Education and Science of the Slovak Republic on the credit system of study.
- (2) Courses included in the study programme are divided into the following according to the obligatory nature of their completion
 - a) compulsory - their successful completion is a prerequisite for successful completion of part or the entire study programme,
 - b) compulsory electives - the condition for successful completion of part or the entire study programme is the successful completion of a specified number of the following subjects of the student's choice in the structure determined by the study programme,
 - c) elective - are other subjects that 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.
- (3) Students usually enrol in elective courses from the offer of elective courses of their study programme, as well as from the offer of other study programmes of other faculties or universities within the framework of the applicable rules.
- (4) Subjects included in the study programme are divided into:
 - a) courses without continuation; enrolment in such a course is not contingent on the completion of another course,
 - b) subjects conditional on successful completion of other subjects; enrolment in such a subject is conditional on successful completion of another subject (prerequisite subject, prerequisite) or other subjects.

Article 10 **Enrolment and completion of courses**

- (1) The student enrolls in courses in such a way that the number of credits he/she can obtain by successfully completing them is sufficient in a given period to meet the condition for continuing his/her studies.
- (2) When enrolling in courses, the student is governed by the conditions and rules prescribed by the relevant study programme of the faculty, or by the rules of study of study programmes (in particular, the continuity of courses and their inclusion in the winter or summer semester in accordance with the recommended study plan). Changes in the enrolment of courses are possible only in justified cases, within a maximum of two weeks from the beginning of the semester.
- (3) The enrolment of courses for a given academic year is already prepared during the previous academic year in the form of pre-registration of courses through the UIS. The student follows the instructions of the TU or the faculty when pre-registering courses.

- (4) A student may re-enrol in a compulsory course during his/her studies which he/she has failed in accordance with the rules laid down in the study programme. After the second unsuccessful attempt to pass the compulsory subject, the student is expelled from the study (Section 66(1)(c) of the Higher Education Act).
- (5) A student may re-enrol in a compulsory elective course during his/her studies, which he/she has failed, or may enrol in another compulsory elective course instead, in accordance with the rules laid down in the study programme. After a second unsuccessful attempt to take a compulsory elective course, the student is expelled from the study (Section 66(1)(c) of the Higher Education Act).
- (6) A student may re-enrol in an elective subject during his/her studies, which he/she has failed, or he/she may enrol in another elective subject or a compulsory elective subject from among the compulsory elective subjects not yet taken. If the student has achieved a sufficient number of credits, he/she does not have to enrol in any elective course. If the student has not achieved a sufficient number of credits, he/she shall be expelled from studies after a second unsuccessful attempt to take the selected elective course (Section 66(1)(c) of the Higher Education Act).

Article 11
Assessment of learning outcomes

- (1) The assessment of the student's learning achievements in the course of studying the subject is carried out in particular
 - a) continuous control of study results during the teaching part of the study period (control questions, written tests, independent work assignments, term papers, seminar report, etc.),
 - b) by examination for a given period of study.
 The requirements in accordance with the study programme will be set out by the course coordinators in the course information sheets.
- (2) Completion of the course is assessed by a grade. The grade reflects the quality of the acquisition of knowledge or skills in accordance with the aim of the course as stated in the course information sheet. The results of examinations are recorded in the examination reports in the UIS and the study report (index) and can be shown by the student or graduate at any time.
- (3) The marking is based on a grading scale consisting of six grading levels:

Designation of classification level		Number of points scored or total percentage gain	Final grade (numerical value of the classification level)
Letters	verbally		
A	well done (excellent results)	100 - 95	1
B	very good (above average results)	94 - 85	1,5
C	good (average results)	84 - 75	2
D	satisfactory (acceptable results)	74 - 65	2,5
E	Enough (results meeting only the minimum criteria)	64 - 60	3
FX	Insufficient (results do not even meet the minimum criteria)	less than 60	4

- (4) A student receives credit for a course that is graded with a grade and passes the course if the student's performance has been graded at any of the grading levels from A to E.

- (5) TU or the faculty, if the study programme is carried out at the faculty, may decide for selected courses that they will not be assessed by a grade and determine other criteria for their successful completion as conditions for obtaining credits, e.g. credit
- (6) A weighted grade point average is used to assess a student's overall academic performance over a defined period of time. It shall be calculated by adding the products of the number of credits and the numerical assessment referred to in paragraph 3 for all courses enrolled by the student during the assessment period and dividing the result by the total number of credits of courses enrolled by the student during the period. A grade of 4 shall be included in the weighted grade point average for courses taken and not taken. Courses that are not graded (paragraph 5) are not included in the weighted average calculation. That is to say, expressed by the formula:

$$V\check{S}P = \frac{\sum_{i=1}^n K_i \cdot Z_i}{\sum_{i=1}^n K_i}$$

GPA - weighted study average,

K_i - value of credits for the *i-th* subject,

Z_i - numerical value of the grade for the *i-th* subject

n - number of subjects of the evaluation period.

Article 12 Exams

- (1) The examination tests the student's knowledge and abilities in the relevant subject and his/her ability to creatively apply the theoretical knowledge and practical skills acquired through the study of the relevant subject within the study programme. The form and content of the examination must be in accordance with the course information sheet and the lecturer is obliged to acquaint students with them at the beginning of the semester. The examination may be written, oral based on written preparation, practical, or a combination thereof.
- (2) In a course in which the fulfilment of the conditions set by the continuous monitoring of learning outcomes during the teaching part of the period is prescribed, this fulfilment is a condition for participation in the examination.
- (3) The examiner is usually the course instructor or a university teacher in the capacity of professor or associate professor. The rector or dean may also entrust other university teachers who teach the subject in question with the examination
- (4) A course whose overall assessment consists of an interim assessment of learning outcomes and an examination has a set ratio in which a nominal 100% is divided between the interim assessment and the examination. This distribution is under the responsibility of the course tutor, and the ratio for the continuous assessment must be between 20% and 40%.
- (5) The head of the department providing the course is responsible for setting a sufficient number of deadlines and for ensuring that they are met. In the event of the absence of an examiner, the head of the department providing the course is obliged to arrange for a substitute. Examination dates are announced via the University Information System (UIS). During periods of study leave, the examiner is obliged to announce examination dates at least one week before the end of the semester and for at least 1.5 times the number of students being examined. Any additional examination dates, as well as the dates of examinations outside the study leave period, shall be determined by the examiner at least one week in advance and in such a way that teaching is not disrupted in accordance with the applicable timetable and study schedule.
- (6) Unexcused absence from an examination on the date for which the student has registered shall be assessed by the examiner with a mark of "insufficient". The student may excuse himself/herself within 5 days after the examination date.

- (7) The examiner enters the final examination mark in the study report (index) and in the examination report in the UIS. The student is responsible for entering the mark in the study report, the teacher examiner is responsible for entering the mark in the examination report in the UIS within 5 working days of the examination. Every student has the right to be informed about the marking of his/her examination, about the errors and the correct solution.
- (8) The student has the right to take the examination in the regular term and in two make-up terms in each subject. If the student does not attend the regular term during the study leave period, the right to the regular term is lost and the term is evaluated with a grade of "insufficient". The instructor will indicate this grade on the examination report with an FX grade.
- (9) In justified cases, the student or the examiner may request the Rector or the Dean to conduct the examination by commission. A board examination is not an additional examination term. The Board shall have at least three members, appointed by the Rector or the Dean, if the programme of study is carried out at a faculty, after consideration of a proposal from the head of the department providing the course. The original examining teacher shall also be a member of the committee. A record shall be made of the proceedings of the board examination.
- (10) The period of validity of the examinations and credits from the previous study for the re-enrolled courses in the further study is determined by the maximum permissible study period according to the study programme, which is determined by the sum of the standard length of study and its overrun by two years. Such valid examination credits may be accepted at the study department of the Rector's Office, after approval by the Rector, in the case of university study programmes, or at the study department of the faculty, after approval by the Dean.
- (11) In the case of recognition of examination credits in a case other than that referred to in the previous paragraph 10, the student may apply in writing to the course tutor for recognition of a course successfully completed at TU or another higher education institution. The request shall be accompanied by an information sheet and, as a rule, the syllabus of the course in question. The Rector or the Dean, if the study programme is carried out at a faculty, decides on the recognition of the examination and the awarding of credits in the number specified by the study programme, after receiving the opinion of the course tutor and the head of the department providing the course. In the case of recognition of an examination from a subject of another university, which is not related to the subjects at TU, the guarantor of the study programme shall express his/her opinion on the possibility of recognition of the examination.

Article 13

Control of studies and conditions for continuing studies

- (1) Control of studies is based on the number of credits earned.
- (2) A student may continue his/her studies in the study programme at the 1st and 2nd level of study who:
 - a) has obtained at least 10 credits by the date of completion of the study leave after the first semester of studies in the first cycle of studies, if the student is a full-time student, or 8 credits if the student is a part-time student; this does not apply to students who have been approved for an individual study plan; this condition for the continuation of studies does not apply in the academic year 2020/2021 due to the emergency situation caused by the COVID-19 disease,
 - (b) obtained a minimum of 36 credits in full-time study or obtained a minimum of 28 credits in part-time study for each academic year of study of the relevant study programme, with the exception of the academic year 2020/2021, when the condition of obtaining a minimum of 20 credits in full-time study or a minimum of 15 credits in part-time study in the relevant study programme will apply due to the emergency situation caused by COVID-19. This

condition applies only to progression to the next year of study within the standard length of the study programme.

- (3) A student who has not fulfilled the conditions for continuing his/her studies pursuant to paragraph 2 shall be expelled from studies pursuant to Section 66(1)(c) of the Higher Education Act.

Article 14 **Interruption of studies**

- (1) The study programme may be interrupted at the written request of the student for personal or health reasons. The interruption of studies is authorised by the Rector if it is a university study programme or by the Dean if it is a study programme conducted at the faculty.
- (2) A student who interrupts his/her studies ceases to be a student on the date of interruption. The decision to interrupt studies shall be delivered to the student in person or by post.
- (3) A student whose studies have been interrupted has the right to re-enrol. He/she becomes a student on the day of enrolment after the interruption.
- (4) You may interrupt your studies no more than twice during the course of your studies, with one interruption lasting no more than two years. The period of interruption is not counted towards the standard length of studies

Article 15 **Completion of studies**

- (1) The study is properly completed by graduation according to the relevant study programme. The date of completion of studies shall be the date on which the last of the conditions prescribed for the proper completion of studies of a given study programme is fulfilled.
- (2) The study programme may not exceed its standard length by more than two years (Section 51(4)(h) of the Higher Education Act).
- (3) In addition to the regular termination of studies (§ 65 of the Higher Education Act), the studies will be terminated:
 - a) by dropping out,
 - b) by not completing the studies within the time limit set pursuant to Section 65(2) of the Higher Education Act,
 - c) expulsion from studies for failure to meet the requirements arising from the study programme and from the TU or faculty regulations,
 - d) expulsion from studies pursuant to Section 72(2)(c) of the Higher Education Act,
 - e) cancellation of the study programme pursuant to Section 87(2) of the Higher Education Act, 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 date of graduation is also:
 - (a) under paragraph 3(a) of this Article, the date on which the student's written declaration of withdrawal is received by TU,
 - (b) pursuant to paragraph 3(b) of this Article, the end of the academic year in which the student was due to complete his or her undergraduate studies,
 - (c) under paragraph 3(c) and (d) of this Article, the date on which the decision to exclude the student from studies became final,
 - (d) under paragraph 3(e) of this Article, the date on which TU has notified the cancellation of the programme of study.

Article 16

State examinations

- (1) Each study programme must include the passing of a state examination or state examinations as one of the conditions for successful completion.
- (2) The state examination shall be held before an examination board. The course of the state examination and the announcement of its results shall be public. The decision of the Board of Examiners on the results of the State examination shall be taken at a closed meeting of the Board of Examiners.
- (3) The right to sit for the state examination is limited to university teachers acting as professors and associate professors (Section 75(1) of the Higher Education Act) and other experts approved by the relevant scientific council (Section 12(1)(d) of the Higher Education Act); in the case of bachelor's degree programmes, also to university teachers acting as assistant professors (Section 75(6) of the Higher Education Act) with a third-level university degree.
- (4) The composition of the examination boards for the state examinations shall be determined by the dean from among the persons authorised to examine pursuant to paragraph 3 of this Article for study programmes carried out at faculties, and by the rector for university study programmes. As a rule, the examination commissions for the state examinations shall also include eminent experts in the given field of study from other universities, from legal entities carrying out research and development in the territory of the Slovak Republic or from practice. At least two members of the examination board for state examinations shall be university teachers acting as professors or associate professors; in the case of bachelor's degree programmes, at least one university teacher acting as professor or associate professor.
- (5) The examination board for the state examinations shall have at least four members.
- (6) The state examination may be taken by the student after fulfilling the obligations stipulated by the study programme.
- (7) The content, organisation and course of the state examination are regulated by the study regulations of the TU faculties or by the rules of study of study programmes.
- (8) The assessment of the state examination is carried out in accordance with the ECTS grading scale. The final grade of the state examination is based on the evaluation of its individual parts.

Article 17

Bachelor's thesis, master's thesis, their evaluation and defence

- (1) A Bachelor's thesis (hereinafter referred to as BP) or a Master's thesis (hereinafter referred to as DP) contains a solution to a professional problem, the nature of which requires knowledge at the level of the acquired qualification. The bachelor's and master's thesis is 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 BP or DP may also include textual and factual annexes.
- (2) The student is obliged to submit the BP or DP also in electronic form by uploading it to the UIS in accordance with the organizational directive on the formalities, bibliographic registration, originality control, storage and accessibility of theses at the TU in Zvolen.
- (3) The deliberate use of any material that has been previously published by another author without clearly identifying such material by the use of quotation marks, citation, or other appropriate referencing method (plagiarism) is a violation of the rules of academic ethics and is unacceptable in the writing of bachelor's and master's theses and dissertations.
- (4) BP and DP are usually evaluated by the supervisor and at least one opponent.
- (5) Opponents are appointed by the head of the relevant department, the head of the institute from among the experts of the university or faculty, teachers of other faculties and universities or practice, on the proposal of the head of the bachelor's thesis or diploma thesis.
- (6) The supervisor of the BP or DP and the opponent will prepare a written evaluation (opponent's opinion) of the submitted work via UIS no later than 5 days before the start of the state examinations and defences of the BP or DP.

- (7) The student has the right to get acquainted with the opposing opinions through the UIS.
- (8) The defence of the BP or DP is conducted by the chairperson or a member of the committee authorised by him/her.
- (9) At the beginning of the defence, the student introduces the commission with the assignment and the aim of the work, briefly describes the procedure and the chosen methods of solution and states the main results.
- (10) In the next part of the defence, the committee is acquainted with the reports, the student answers the comments contained therein and the questions of the committee members related to the topic of the bachelor's or master's thesis.
- (11) The expert debate shall be chaired by the chairman or a member of the commission designated by him. The members of the committee shall ask the student questions in the field of study. In the professional debate, the student's ability to apply the theoretical knowledge acquired, the manner of his/her argumentation, the level of his/her performance and the broader scope in relation to the topic addressed are also examined and evaluated.

Article 18

Overall evaluation of the study

- (1) The overall result of the study is evaluated after the state examination according to the results achieved in the study and the final evaluation of the state examination. The assessment may be 'pass with distinction', 'pass' or 'fail'.
- (2) The criteria for the "passed with distinction" assessment shall be determined by the study regulations of the faculty or the rules of study of study programmes.

Article 19

Evidence of graduation

- (1) Evidence of completion of the study programme in the field of study are:
 - a) university diploma,
 - b) certificate of state examination,
 - c) Diploma Supplement.
- (2) A university diploma is a document of completion of an accredited study programme in a relevant field of study and of the award of an academic degree. It is issued by TU. A university diploma is usually awarded at an academic ceremony. In the context of this academic ceremony, the TU is entitled to publicly announce the graduate's details, including first name, surname, maiden name, place of birth, name of the faculty at which the degree programme was taken, the name of the degree programme taken, the name of the field of study in which the graduate received his or her degree and the academic degree conferred.
- (3) The state examination certificate is a document of the state examination, its components and its result. It is issued by TU.
- (4) A Diploma Supplement is a document that contains details of the degree programme completed. The particulars to be included in the diploma supplement shall be laid down in a general binding legal regulation to be issued by the Ministry. The Diploma Supplement shall be issued by TU. The graduate receives the diploma supplement at the same time as the diploma.
- (5) Evidence of graduation is a public record.
- (6) At the request of a natural person (§ 68 (12) and (13)) whose name has been changed because of a change of surname due to a change of gender, TU shall issue a replacement document of graduation with the changed name, surname and maiden name no later than 30 days after the request is made. This replacement document, in addition to the original personal data, shall be issued in the same form in which TU issues a copy of the graduation document

Article 20
Tuition fees and study-related fees

- (1) One of the student's obligations is to pay tuition fees and fees associated with studies in accordance with Section 71 of the Higher Education Act and in accordance with the TU Organizational Directive on Tuition Fees and Fees Associated with Studies at TU.
- (2) Failure to pay tuition fees or fees associated with studies for the relevant academic year within the time limit set by the University in accordance with the Higher Education Act is a violation of the provisions of Section 71(3)(b) of the Higher Education Act and the internal regulations of the TU and will be treated as a culpable violation of the legislation and the internal regulations of the University pursuant to Section 72(1) of the Higher Education Act, with the consequences of the possibility of expulsion from studies pursuant to Section 72(2)(c) of the Higher Education Act in connection with Section 66(1)(d) of the Higher Education Act.

SECTION TWO

STUDY REGULATIONS FOR DOCTORAL STUDIES

PART ONE
GENERAL PROVISIONS

Article 21
Introductory provisions

- (1) Doctoral studies are the highest level of higher education of the University of Technology in Zvolen (hereinafter referred to as "TU") or its faculty, providing doctoral studies in registered fields of study (§ 50 (3) of the Higher Education Act) according to accredited study programmes (§ 51 (1), § 54 (1) of the Higher Education Act).
- (2) Doctoral studies are conducted in full-time and part-time form. Students in the full-time form of doctoral studies are granted a scholarship (Section 54(18) of the Higher Education Act).
- (3) The full-time form of doctoral studies may also be carried out with the use of the doctoral student's own funds or funds from other sources, e.g. various grants, etc.
- (4) Doctoral studies are conducted according to an individual study plan under the guidance of a supervisor. It takes place at the university or faculty (training centre) or at an external educational institution with which the university or faculty has concluded an agreement on doctoral studies (hereinafter referred to as an external educational institution (Section 54 (12) of the Higher Education Act)) and with which it concludes an individual agreement for each doctoral student.
- (5) Standard length of study for a doctoral study programme
 - (a) in the full-time form of study, three or four academic years; the number of credits, the achievement of which is a prerequisite for the proper completion of studies, for a full-time doctoral study programme with a standard length of study
 1. three academic years is 180 credits,
 2. four academic years is 240 credits,
 - (b) in the extramural form of study, four or five academic years; the number of credits, the achievement of which is a prerequisite for the proper completion of studies, for a doctoral study programme with a standard length of study
 - The 1st four academic years is 180 credits,
 2. five academic years is 240 credits.
- (6) The university or faculty shall establish by special regulation (Section 54 (17) of the Higher Education Act) a specialised committee for each field of study, which monitors and evaluates doctoral studies. The university may agree with another university or an external educational

institution to establish a joint disciplinary committee (hereinafter referred to as the disciplinary committee). If the doctoral programme is delivered in cooperation with an external educational institution, that institution shall be adequately represented on the doctoral committee.

- (7) The specialised committee is appointed by the Rector on the proposal of the University's Scientific Board, or by the Dean on the proposal of the Faculty's Scientific Board if the study programme is carried out at the Faculty or at an external educational institution with which the University has agreements pursuant to Article 21(4). The Trade Union Committee shall consist of a chairperson and at least four other members. At least one of the members of the committee must hold the academic title of professor or the academic title of doctor of science or be a researcher with a qualification level I. The other members may be associate professors, visiting professors, visiting assistant professors until the end of their term of office pursuant to Section 113a(6) of the Higher Education Act, staff members with the academic title PhD or ArtD (or the older equivalent CSc., Dr.), or qualified practitioners who have been awarded this academic title (or its older equivalent). The members of the Trade Union Committee shall elect a chairperson from among its members.

PART TWO STUDY PART OF DOCTORAL STUDIES

Article 22 Admission to doctoral studies

- (1) The rector or the dean, if the study programme is carried out at a faculty, shall announce at least two months before the last day for the submission of applications for doctoral studies the topics of the dissertations for which applications may be submitted in the admission procedure; if the topics are announced by an external educational institution, the name of this institution shall also be indicated. The topics proposed by the external training institution shall be subject to the approval of the relevant training institute. For each topic advertised, the title of the field of study, the programme of study, the name of the supervisor, the form of study (full-time, part-time) and the deadline for applications shall be indicated. The topics of the dissertation, together with the above-mentioned particulars, are published on the official notice board and in a mass manner in accordance with a special regulation (Section 57(5) of the Higher Education Act and Act No 211/2000 Coll. on free access to information and on amendment and supplementation of certain Acts (Act on Freedom of Information)).
- (2) In the application form for doctoral studies, the applicant shall indicate:
- a) name and surname, maiden name, titles, birth number, date and place of birth, place of permanent residence, sex and citizenship of the student in the case of a foreigner also the place of residence in the Slovak Republic,
 - (b) details of previous employment or current employment,
 - c) the selected study programme in the field of study and the selected dissertation topic,
 - d) the chosen form of doctoral studies,
 - (e) details of educational attainment, including merit, and the results of any leisure-time activities related to the study programme for which the applicant is applying.
- (3) The application form shall be accompanied by:
- a) CV,
 - (b) a copy of the proof of payment of the admission fee,
 - c) certified photocopies of documents of graduation (university diploma, certificate of state examination, supplement to the diploma) in the case of applicants who have not completed their studies of the second degree at TU ,
 - d) a list of professional and scientific (artistic) works published to date,
 - e) confirmation of the applicant's professional experience for full-time studies,
 - f) a framework project on the topic of the dissertation.

- (4)The rector or the dean, if the study programme is carried out at the faculty, shall invite the applicant to the entrance examination at least 14 days before the examination, and shall also inform him/her of the content of the examination. The content of the entrance examinations for individual study programmes shall be determined by the relevant departmental committee.
- (5)The entrance examination shall be held before an admissions board of at least three members.
The admissions committee consists of a chairperson and at least two members appointed by the rector or dean on the proposal of the chairperson of the departmental committee, if the study programme is carried out at the faculty. If the admission procedure is for an applicant to a subject offered by an external educational institution, a representative of the external educational institution shall also be a member of the admissions committee. A potential supervisor may be invited to the entrance examination and in such a case shall become a member of the admissions board.
- (6)The Admissions Board shall evaluate the result of the admission examination in closed session. If several candidates have applied for one subject, it shall determine their ranking according to the success rate of the entrance examination. In determining the ranking, the extent and quality of the applicant's previous professional publication activity and the results of his/her other professional activities (e.g. results in student scientific and professional thesis competitions), etc., shall also be taken into account. It will also determine the ranking of all successful applicants.
- (7)The result of the admission examination shall be recorded in the minutes. The committee shall submit a proposal for the admission of the successful candidate to the rector or the dean, if the study programme is carried out at the faculty. In the case of a subject offered by an external educational institution, the Dean must give his/her consent to the admission of the applicant.
- (8)The rector or the dean, if the study programme is implemented at the faculty, shall decide on the basis of the results of the admission examination on the admission of the applicant within 30 days from the date of the admission examination. If the decision on the admission of the applicant is made, the decision shall also include the name of the supervisor of the dissertation topic. In addition to the above, the written decision shall contain a statement of the reasons, an indication of the possibility of applying for a review of the decision and shall be delivered to the applicant in his/her own hand. A candidate who has received a decision not to accept the doctoral programme may submit a request for a review of that decision. The application shall be lodged with the authority which issued the decision within 8 days of the date of receipt of the decision. Further proceedings on this application shall be governed by the relevant provisions of the Higher Education Act (Section 58(8) of the Higher Education Act).
- (9)An admitted applicant becomes a student of doctoral studies on the date of enrolment, the date of which is determined by the Rector or the Dean if the study programme is carried out at the faculty.
- (10) In accordance with Section 59 (4) to (6) of the Higher Education Act, the dean (in the case of university study programmes, the rector) may permit the enrolment of a doctoral student who has been admitted to study a third-degree study programme in the same field of study or in a related field of study at another higher education institution if he or she requests it in writing, usually before the beginning of the semester. Before doing so, he/she shall request the written opinion of the supervisor of the study programme to which the doctoral student is applying, who shall assess the course of study to date and the capacity of the study programme.

Article 23

Study schedule

- (1) Doctoral studies are carried out in an accredited study programme according to an individual study plan.
- (2) The individual study plan consists of a study and a scientific part, it is compiled by the supervisor via the University Information System (UIS) and approved by the departmental committee (Section 54

- (8) of the Higher Education Act). The individual study plan shall include a set of study part activities, in particular enrolled courses, seminars, scheduled examination dates and allocated credits, individual study of literature, tasks related to the performance of teaching activities, and a set of scientific part activities, in particular tasks related to individual or team scientific work, participation in scientific projects, activities, etc. The individual study plan also includes a deadline for the dissertation examination and a list of required and recommended readings.
- (3) Part of the full-time doctoral studies is the performance of pedagogical activities or other professional activities related to pedagogical activities to the extent of no more than four hours per week on average per academic year in which the teaching takes place (Section 54(11) of the Higher Education Act).
 - (4) The length of doctoral studies is determined by the accredited study programme.
 - (5) The dean of the faculty (in the case of university study programmes, the rector) shall determine the schedule of the academic year for doctoral students in the full-time form of doctoral studies, which may be divided into several parts, for a total of 8 weeks in one academic year. Holidays may not be carried over to the next academic year.

Article 24

Rights and obligations of a doctoral student

- (1) The rights of the student are determined in the provisions of Section 70 of the Higher Education Act.
- (2) Other rights of a full-time student are in particular:
 - a) the right to suitable working conditions for study, scientific and pedagogical work,
 - b) the right to 8 weeks of holidays in the academic year (Art. 23 para. 5),
 - c) the right to use SLDK services,
 - d) the right to receive a scholarship (Section 54(18) of the Higher Education Act),
 - e) the right to meals in the TU canteen, including the meal allowance,
 - f) the right to accommodation in the ŠD T according to the possibilities and conditions of TU.
- (3) The student's obligations are specified in the provisions of Section 71 of the Higher Education Act.
- (4) Other duties of a full-time student are mainly:
 - a) observe the time allocated for the scientific and study part of the doctoral studies,
 - b) comply with the conditions of the study programme and the individual study plan and regularly, at least once a month, submit to the supervisor a report of the work performed (work performance),
 - c) to carry out teaching or other professional activity related to teaching in the scope of no more than 4 hours per week on average per academic year in which the teaching takes place (§ 54 (11) of the Higher Education Act),
 - d) to protect and make economical use of the property, resources and services of TU Zvolen,
 - e) to fulfil the instructions of the supervisor and the head of the training unit, related to the curriculum and the tasks of the unit,
 - f) upon termination or interruption of studies, to withdraw from the accommodation in the ŠD (if the student has been accommodated),
 - g) to record his/her presence at the training site, including obstructions to work,
 - h) request in writing to the head of the training centre to take a leave of absence,

- i) document absence from the training site without delay, and no later than within 3 working days.
- j)

Article 25

Attendance of full-time doctoral students and its recording

- (1) The doctoral student is obliged to be at the place of his/her placement according to the requirements and instructions of his/her supervisor and the head of the department of the relevant faculty (director of the part) of TU in Zvolen. The minimum basic time of stay is from 9:00 a.m. to 2:00 p.m., with the total time not exceeding 37.5 hours per week.
- (2) The department (institute) of the TU keeps records of the doctoral student's stay outside his/her place of work, while his/her full-day or multi-day absence must be approved by the doctoral student's supervisor and the head of the department (director of the unit) of the TU.
- (3) The presence or absence (with the reason) of a doctoral student at his/her place of work, which results from the individual study plan of the doctoral student, is recorded and archived by the department (part) of the TU and the relevant study department.
- (4) Attendance records of doctoral students are kept electronically via a smart card. The control of the doctoral student's attendance is carried out by the head of the training centre or the head of the department (director of the unit) of TU, or an employee authorised by them.

Article 26

Credit system for doctoral studies and evaluation of learning outcomes

- (1) The credit system is applied in all forms of doctoral studies.
- (2) Credits are the units of a doctoral student's workload and in doctoral studies they are defined analogously to bachelor's and master's studies.
- (3) The standard workload of a doctoral student during the academic year is considered to be the performance of activities corresponding to 60 credits. The standard workload of a student for a full academic year in the external form of study is expressed as a maximum of 48 credits, depending on the standard length of the relevant study programme and the number of credits required for its proper completion.
- (4) The doctoral student earns credits for the following activities during his/her studies:
 - a) completion of the study part, which consists mainly of specialized doctoral lectures and seminars according to the doctoral student's study plan. The study part ends with the completion of the dissertation examination. The doctoral candidate shall be awarded at least 20 credits for successful completion of the dissertation examination. In addition, the doctoral student has the possibility to enrol in compulsory electives and elective courses offered in his/her study programmes, in particular in the faculty's master's and engineering degree programmes, if he/she has not already taken them in the previous level of higher education. The study of these subjects and the individual study of scientific and professional literature do not replace the attendance of compulsory lectures and seminars specified in the doctoral student's study plan, nor the performance of teaching activities at the university or faculty;
 - b) independent creative activity in the field of science (publications, completion of a defined stage in their own research work, presentations at departmental seminars, etc.);

- c) the performance of teaching activities at the college or faculty (e.g. conducting practical classes, etc.) of no more than 4 hours per week on average during the academic year in which the teaching takes place;
 - d) preparation of the dissertation; if the dissertation is accepted for defence, the doctoral student receives 30 credits.
- (5) The number of credits for the activities referred to in paragraph 4(a), (b) and (c) may be determined by the University's Scientific Board or the Faculty's Scientific Board if the study programme is carried out at the Faculty.
 - (6) Examples of assessed activities with their proposed credit assessment are given in the Annex. The number of credits for individual activities of the doctoral student cannot fall below the minimum values and cannot be higher than those indicated in the annex. A doctoral student may not receive more credits for multiple completion of a single activity than the upper limit for that activity indicated in the Annex.
 - (7) The activities referred to in paragraph 4 shall be mutually irreplaceable. A doctoral student shall be obliged to obtain at least 40 credits under paragraph 4(a) and 40 credits under paragraph 4(b) during his/her studies.
 - (8) If a doctoral student has completed part of his/her studies at a workplace other than his/her own (e.g. abroad), the credits obtained at this workplace are fully counted if he/she has been seconded to this workplace in the framework of the fulfilment of his/her study plan and if the credit systems of the sending and receiving workplace are compatible (transfer of credits).
 - (9) If there is a change of training centre or a change of study programme (Section 70 (1) (l) of the Higher Education Act), the doctoral student may be credited with the credits previously earned if this is in accordance with his/her new study plan.
 - (10) A doctoral student who has come from a workplace that does not have a credit-based system of study may be allocated an adequate number of credits according to its system (credit allocation) by the new training workplace at the university or faculty. The new training institute may, if necessary, require the doctoral student to obtain additional credits for the activities he/she requests, e.g. for the completion of differential courses completed by examination.
 - (11) The rector or the dean, if the study programme is carried out at the faculty, decides on the transfer or on the award of credits (according to paragraphs 8 and 10), after the opinion of the union committee.
 - (12) In the full-time form of doctoral studies, a doctoral student must obtain a minimum of 45 credits for his/her progression from the first to the second year of study and a minimum of 52 credits per academic year for his/her progression from the second to the third year of study, taking into account the recommended credit structure. In the external form, the doctoral student must obtain a minimum of 25 credits for his/her progression from the first to the second year of study and 30 credits per academic year for his/her progression from the second to the third year of study.
 - (13) The credits obtained are entered by the supervisor into the UIS by the end of the academic year at the latest and are included in the doctoral student's annual evaluation. The course supervisor shall enter the result of the PhD student's examination in the UIS no later than 5 working days after the examination date.
 - (14) Failure to comply with the conditions referred to in paragraph 12 shall be grounds for the supervisor to submit a proposal to the Rector or the Dean, if the study programme is carried out at the faculty, for the exclusion of the doctoral student from the study in the annual evaluation.

- (15) In both full-time and part-time doctoral studies, a doctoral student may apply for the dissertation examination if he/she obtains 70 credits and no earlier than 12 months after his/her admission to the doctoral studies.
- (16) A successful full-time and part-time doctoral graduate must obtain the minimum number of credits specified in Article 21(5), including the credit evaluation of his/her dissertation. Once the doctoral student has obtained 150 credits (in the case of a 180-credit programme) or 210 credits (in the case of a 240-credit programme) during the course of his/her studies, after fulfilling the conditions prescribed by the programme of study and after the supervisor has recommended that the doctoral student's doctoral thesis be accepted for defence, he/she may apply for permission to defend it.

Article 27
Trainer

- (1) The function of supervisor for a given study programme may be performed by teachers of the university at which the doctoral study is carried out and by other experts after approval by the scientific board of the university or faculty, if the doctoral study is carried out at the faculty (Section 54(4) of the Higher Education Act).
- (2) Trainers approved by an external educational institution which has been granted the right to participate in the implementation of the study programme may act as trainers for the topics listed by that institution. The external educational institution shall provide the university or faculty's scientific and pedagogical characteristics of its supervisors to the university or faculty's scientific board (Section 54(4) of the Higher Education Act).
- (3) Trainer:
 - a) professionally supervise the doctoral student during the doctoral studies,
 - b) draws up an individual study plan for the doctoral student and submits it to the specialisation committee for consideration and, after its opinion, to the rector or dean for approval, if the study programme is carried out at the faculty,
 - c) manages and professionally supervises the doctoral student's study and research plan and controls the performance of his/her teaching activities,
 - d) determines the focus of the dissertation project and refines its topic together with the doctoral student,
 - e) award the doctoral student a specified number of credits for the completed stages of individual study of scientific literature, for the completed stages of the scientific part of his/her study plan, and for his/her dissertation, if it has been accepted for defence (No 26(4)),
 - (f) comment on the transfer of credits,
 - g) submits to the Rector or the Dean, if the study programme is carried out at the faculty, an annual evaluation of the doctoral student,
 - h) submits to the rector or dean, if the study programme is carried out at the faculty, a proposal for the exclusion of a doctoral student from doctoral studies and expresses an opinion on the doctoral student's request for interruption of studies,
 - i) propose to the Rector or Dean, if the study programme is carried out at the faculty, a study stay of a doctoral student in other domestic or foreign institutions of science, education, research, technology or art,
 - j) prepares the dissertation report and the working characteristics of the entrusted doctoral student,
 - k) proposes to the Rector or Dean, if the study programme is carried out at the faculty, to entrust a supervisor - a specialist to lead specific parts of the doctoral student's scientific programme of study,
 - (l) arrange for consultation with other experts as necessary,

m) is a member of the doctoral dissertation examination committee and participates in the defence of the doctoral dissertation.

Article 28

Doctoral student's study plan and annual evaluation

- (1) The doctoral student's study plan is drawn up as an individual study plan.
- (2) The study plan of a doctoral student consists of a study part, which ends with the dissertation examination, a scientific part and the defence of the dissertation. Part of the full-time doctoral studies is the performance of pedagogical activities or other professional activities related to pedagogical activities. In the case of a doctoral student who is registered for a dissertation topic written by an external educational institution, the agreement of the university or faculty, if the study programme is carried out at a faculty, with that institution shall include where and how the study part of the plan and the doctoral student's teaching activity will be carried out.
- (3) The study part of the doctoral student's study plan consists mainly of participation in lectures, seminars and individual study of literature focused on the content of the dissertation. The individual study of literature may be divided into stages, which are concluded by the supervisor by awarding a specified number of credits. The doctoral student's study plan shall include a list of courses to be taken by the doctoral student, a list of dissertation examination courses selected from a list approved by the dissertation committee, and a list of required and recommended readings to be studied by the doctoral student as part of his or her individual preparation for the dissertation examination. The subjects approved by the thesis committee form the core of the relevant study programme. The doctoral student's study plan shall also include the dates by which the doctoral student is to complete the individual subjects and the dissertation examination.
- (4) The scientific part of the doctoral student's study plan consists of individual or collective (team) scientific work of the doctoral student, focused on the topic of the doctoral thesis. The doctoral student's study plan specifies the topic of the dissertation, which may be specified by the supervisor after the dissertation examination has been passed and with the consent of the rector or the dean, if the study programme is carried out at the faculty.
- (5) The study plan is approved by the departmental committee and the rector or dean if the study programme is implemented at the faculty.
- (6) The supervisor shall submit to the rector or the dean, if the study programme is carried out at the faculty, an annual evaluation of the doctoral student's fulfilment of the study plan with a statement as to whether or not he or she recommends the doctoral student's continuation of his or her studies no later than 15 August of the academic year in question. In doing so, the supervisor assesses the status and level of the doctoral student's study plan, compliance with deadlines, and, if necessary, submits a proposal for modifying the doctoral student's study plan. The rector or the dean, if the study programme is carried out at the faculty, decides on the basis of the doctoral student's annual evaluation whether the doctoral student may continue his/her studies and also on any changes to his/her study plan. In the case of major changes in the study plan, the approval of the departmental committee is required.

Article 29

Subject examinations of a doctoral student

- (1) Doctoral students may also take examinations from individual subjects prescribed by the study plan during the study part of the doctoral studies before taking the dissertation examination on the proposal of the supervisor and after approval by the relevant disciplinary committee. In such a case, the examination is held before a committee in the presence of the course supervisor, the supervisor and two other members of the relevant subject committee. If the supervisor is also the course leader, he or she shall assume the role of examiner. The examinations of the individual subjects shall be assessed according to the ECTS grading scale

Article 30
Dissertation Examination

- (1) A doctoral student in full-time and part-time form of doctoral studies shall register for the dissertation examination no later than half of the time of the standard length of studies from the beginning of the studies. The doctoral student is obliged to submit a written thesis prepared for the dissertation examination together with the application for the dissertation examination. The doctoral candidate must have obtained at least 70 credits before he or she can be allowed to sit the dissertation examination (No 26, paragraph 15).
- (2) The written thesis for the dissertation examination consists of a thesis (project) containing an outline of the theoretical foundations of its future solution, the current state of knowledge on the topic and an analysis of the methodological approach to solving the problem. As a rule, the dissertation project should not exceed 4 author's sheets. The written thesis for the dissertation examination shall be reviewed by one referee.
- (3) The opponent of the written thesis for the dissertation examination may be an expert with at least the academic degree of PhD. or ArtD., (or an older equivalent), or the scientific rank of DrSc., a researcher with the awarded qualification degree I and II and who does not work at the doctoral student's workplace and does not have any joint publications with the doctoral student.
- (4) The dissertation examination is one of the state examinations. The dissertation examination consists of a part consisting of a debate on the written dissertation examination.
- (5) The dissertation examination shall be held before a committee of at least four members. It consists of the chairperson, at least two other members (examiners) and the opponent of the written thesis for the dissertation examination. At least one member of the examination board shall not be from the training institute. The chairperson and the other members of the examination committee shall be appointed by the rector or the dean, if the study programme is carried out at the faculty, on the basis of a proposal by the chairperson of the specialised committee. The right to sit for the state examination shall be granted only to university teachers serving as professors and associate professors and other experts approved by the relevant scientific board. The doctoral supervisor shall also participate in the dissertation examination, without the right to vote on the result of the examination. If the topic has been written by an external educational institution, one member of the committee shall be from that external educational institution.
- (6) A valid decision on the result of the dissertation examination requires the presence of a supermajority of the members of the examination committee, and all designated examiners must be present. If one of the examiners is unable to attend the examination for serious reasons, the Rector or the Dean, if the study programme is carried out at a faculty, shall decide on his/her representation with the consent of the chair of the examination committee. The result of the examination shall be decided by the committee in a closed session by a majority vote of the members present. In the event of an equality of votes, the chairperson's vote shall prevail.
- (7) The overall result of the dissertation examination shall be evaluated by the committee comprehensively by the expression "pass" or "fail".
- (8) The dissertation examination shall be reported in minutes, which shall also include the opinion of the opponent of the written thesis. The minutes shall be signed by the chairperson and the members of the committee present.
- (9) The training institute shall issue a written certificate to the doctoral student about the completion and result of the dissertation examination.
- (10) If a doctoral student is unable to attend the dissertation examination on the appointed date for serious reasons and apologises in advance to the chairperson of the examination committee, the chairperson may appoint an alternative date for the doctoral student. Withdrawal from the examination or unexcused absence of the doctoral student from the examination shall be evaluated by the statement "failed".

- (11) A doctoral student who has failed the examination may repeat the examination only once, not earlier than after a period of three months. Repeated failure in the dissertation examination shall be grounds for expulsion from doctoral studies.

PART THREE DISSERTATION

Article 31

Application for permission to defend the dissertation

(1) A doctoral student may apply to the Rector or the Dean, if the study programme is carried out at the faculty, for permission to defend his/her dissertation if he/she has obtained at least 150 credits (in the case of a 180-credit study programme) or 210 credits (in the case of a 240-credit study programme) without counting the credits allocated for the acceptance of the dissertation for defence and has documented the following:

- a) successful completion of the peer review process for a publication registered in the Web of Science or Scopus databases; or
- b) an accepted application for an industrial property right, or
- c) the performance or realisation of a major work of art or artistic performance carried out abroad or domestically or their presentation in renowned foreign or internationally recognised domestic institutions and events.

The application must be submitted in sufficient time for the defence of the dissertation to take place before the end of the standard duration of studies (No. 23(4)), or at the latest within two years of its expiry (Section 65(2) of the Higher Education Act).

(2) The doctoral student shall attach to the application:

- a) the dissertation in four copies,
- b) a self-refereed paper (20 pcs),
- (c) curriculum vitae,
- d) the supervisor's opinion, which includes in particular an evaluation of the doctoral student's contribution to the acquisition of new knowledge in science, the possibilities of its application and the doctoral student's working characteristics,
- e) a list of published works with full bibliographic data and unpublished scientific works or public and non-public exhibitions of the doctoral student's artistic works and performances as well as their reviews,
- f) justification of the differences between the original dissertation and the submitted dissertation, if the doctoral student submits a new dissertation in the same field of doctoral study after an unsuccessful defence.

Article 32

Essentials of a dissertation

- (1) The doctoral candidate submits his/her dissertation for defence in the Slovak language. With the consent of the chairperson of the thesis committee, he/she may also submit the dissertation in one of the world languages.
- (2) A doctoral student may submit as a dissertation also his/her own published work or a set of his/her own published works, which in their content elaborate on the topic of the dissertation. If the doctoral candidate submits a set of his/her own publications, he/she shall supplement it with a

detailed introduction in which he/she explains the current state of the issue, the objectives of the dissertation and the conclusions that have been drawn from the dissertation topic. If the enclosed publications are the work of several authors, the doctoral candidate shall also enclose a statement by the co-authors of his/her authorship.

- (3) The dissertation has the character of an original scientific thesis, it usually contains a theoretical introduction, which analyses the current state of knowledge in the given subject, a description of the objectives, a detailed description of the procedures used (methods of work, material), the results obtained, their evaluation, discussion, conclusion and a list of the literature used.
- (4) If the dissertation is part of a collective work, the doctoral student shall present his/her own results and put them in context with the results of the other members of the collective in the discussion.
- (5) As a rule, the dissertation should not exceed 8 author's sheets. The number of author's sheets does not include figures, diagrams, tables, etc., which may be included in an appendix, nor the list of literature used.
- (6) The dissertation shall be submitted in printed form in hardcover and in electronic form in accordance with the TU internal regulation on thesis and habilitation theses, which regulates the requirements, the method of bibliographic registration, originality control, storage and access to dissertations at TU. The doctoral student is obliged to submit the dissertation in electronic form by uploading it to the UIS.
- (7) The deliberate use of any material that has been previously published by another author without clearly identifying such material by the use of quotation marks, citation, or other appropriate referencing method (plagiarism) is a violation of the rules of academic ethics and is unacceptable in the writing of a dissertation.

Article 33 **Dissertation abstract**

- (1) The doctoral student prepares an autorefract of the dissertation, which is a brief summary of the achieved results, contributions and data on its response. If the dissertation is a collection of his/her own published works, a list of them shall be included in the abstract. The length of the abstract shall be no more than 1.5 author's sheets.
- (2) A list of all published works of the doctoral student, which are related to the examined problem, as well as responses to them with bibliographic data, a list of used literature and a summary in at least one world language, shall be a part of the autorefract's abstract.
- (3) The self-report is sent to the opponents, members of the union committee, relevant departments according to the instructions of the chairman of the union committee and the head of the training department.

Article 34 **Preparation of dissertation defence**

- (1) Upon receipt of an application for permission to defend the doctoral thesis, the rector or the dean, if the study programme is carried out at the faculty, shall forward the doctoral student's application together with the doctoral thesis, which contains the elements pursuant to Article 32, to the specialised committee within 15 days. Within 30 days, the thesis committee, represented by the chair of the thesis committee, shall state whether the thesis meets the requirements in terms of its level and form and whether it recommends it for defence. If its opinion is positive, it shall at the same time propose to the Rector or the Dean, if the study programme is carried out at the Faculty, the composition of the defence committee. The chair of the thesis committee shall take responsibility for ensuring that the thesis meets all the requirements before forwarding it for consideration.

- (2) If the submitted dissertation is of an interdisciplinary nature, the rector or the dean, if the study programme is carried out at a faculty, shall submit the application and the doctoral dissertation of the doctoral student pursuant to paragraph 1 for the opinion of the disciplinary committee in the field in which the results of the submitted work are to make a major contribution and in which the doctoral student is to be awarded the academic degree of "Doctor" (philosophiae doctor, abbreviated as "PhD." or artis doctor, abbreviated as "ArtD."). The thesis committee shall also nominate as members of the thesis defence committee and as referees representatives of another discipline or disciplines in which the thesis makes a significant contribution, in agreement with the thesis committee concerned.
- (3) If the subject-matter committee, represented by the chairperson, finds that the doctoral student's application for permission to defend the doctoral thesis or the doctoral thesis itself does not comply with the requirements of Article 31 or 32, it shall invite the doctoral student to remedy the deficiencies within a specified period of time.
- (4) If the departmental committee, represented by the chairperson, finds that the dissertation does not meet the requirements under Article 32, it shall recommend that the doctoral student withdraw the dissertation. If the doctoral student disagrees with this opinion, the departmental committee shall propose to the rector or the dean that the doctoral thesis be defended.
- (5) The rector or the dean, if the study programme is carried out at the faculty, shall appoint the chairperson of the dissertation defence committee, its other members and opponents no later than 30 days after receiving the opinion of the thesis committee. It shall send the dissertation to the appointed referees together with a request for an opinion.
- (6) After receiving all the opinions from the opponents, the rector or the dean, if the study programme is carried out at the faculty, shall forward the doctoral student's application for the defence of the doctoral thesis together with all the requisites, including the opinions of the opponents, to the chair of the defence committee within 15 days.
- (7) The chairperson of the defence committee shall, no later than 15 days after receiving the materials under the preceding paragraph, propose to the rector or the dean, if the study programme is carried out at the faculty, the time and place of the defence of the dissertation. The place and time of the defence shall be determined by the Rector or the Dean, if the study programme is carried out at a faculty.
- (8) The rector or the dean, if the study programme is carried out at the faculty, shall immediately invite in writing the participants - members of the specialised committee and the defence committee, opponents, supervisor and doctoral student - to the defence and shall publish a notice of the defence as well as information on where and in what manner the candidates may become acquainted with the dissertation on the official notice board and in a mass manner in accordance with a special regulation.
- (9)
- (10) The defence of the dissertation may also take place in the case of one negative opinion. If there are several negative opinions, the defence may be held only after the deficiencies in the opinions have been eliminated and the dissertation has been reassessed.

Article 35

Dissertation opponents and testimonials

- (1) The rector or the dean, if the study programme is carried out at the faculty, appoints opponents on the basis of a proposal by the chair of the specialisation committee, which is preceded by their approval by the specialisation committee. The proposal of the referees may be based on the proposal of the supervisor. The referees shall be selected from among experts in the field of study of the doctoral programme.
- (2) The dissertation shall be assessed by three opponents. At least one opponent must be from another institution. At least one opponent must be a holder of the scientific-pedagogical title of professor (to hold the post of professor), or be a holder of the scientific degree of doctor of

- sciences, or a researcher with the qualification degree I. Other opponents may be holders of the scientific-pedagogical title of Associate Professor (holds the post of Associate Professor), eminent experts in the capacity of Visiting Professor, Visiting Associate Professor, or staff with the academic title of PhD or ArtD or an older equivalent of an academic title, or qualified experts from practice.
- (3) The provisions of Article 34(2) shall apply to the nomination of opponents for the defence of a dissertation of an interdisciplinary nature.
 - (4) As a rule, the referee cannot be a co-author of the doctoral student's publication, a member of the doctoral student's family, a direct supervisor or subordinate in an employment or similar employment relationship, or any other member of staff from the doctoral student's or supervisor's workplace.
 - (5) The examiner shall submit his/her written opinion to the Rector or the Dean, if the study programme is carried out at the faculty, and return the dissertation no later than 30 days after its receipt. If the referee is unable to produce the report, he/she shall notify the Rector or the Dean within 14 days from the date of receipt of his/her appointment.
 - (6) If the opponent fails to submit his/her report within the time limit under subsection 5 and fails to do so even 14 days after receiving the reminder, the rector or the dean, if the study programme is carried out at the faculty, shall appoint a new opponent.
 - (7) The opponent's opinion contains an objective and critical analysis of the merits and shortcomings of the submitted dissertation, is brief and does not repeat the content. In particular, the opinion of the opponent shall:
 - a) the topicality of the chosen topic,
 - (b) the chosen processing methods,
 - c) on the results achieved, indicating what new knowledge the dissertation brings,
 - (d) to contribute to the further development of science, technology or the arts,
 - e) whether the dissertation has fulfilled its objective.
 In the conclusion, he/she shall clearly state whether or not, on the basis of the submitted dissertation, he/she proposes the award of the academic degree of PhD or ArtD..
 - (8) The supervisor shall submit a written report on the dissertation to the training institute no later than within 1 week of the doctoral student's application for permission to defend the dissertation.

Article 36

Defence of the dissertation

- (1) The defence of the doctoral thesis is one of the state examinations and must be performed by the doctoral student in the last month of the last academic year of his/her standard length of study at the latest. The defence of the dissertation in the extra-standard period of study must be carried out at the latest within two years of the end of the standard period of study. During this period, the full-time doctoral student is not entitled to a stipend, continues to fulfil his/her obligations at his/her place of employment and pays the tuition fees for exceeding the standard length of study.
- (2) Only university teachers acting as professors and associate professors and other experts approved by the relevant scientific council have the right to sit for the state examination. The dissertation defence committee shall consist of a chairperson and at least three other members and opponents. The chairperson and at least two members shall be appointed from among the members of the thesis committee. At least one member of the committee must be from another institution. The PhD student's supervisor shall also participate in the defence, without the right to vote. The doctoral thesis defence committee shall be appointed by the Rector or the Dean, if the study programme is carried out at the faculty, within 30 days after receipt of the proposal for its members. The proposal shall be submitted by the chair of the thesis committee.
- (3) The rector or the dean, if the study programme is carried out at a faculty, shall ensure that the defence of the dissertation is carried out within five months of the application for its authorisation.

- (4) The chair of the defence committee shall send the opinions of the opponents to the members of the committee, including the supervisor, the doctoral student and the department at which the study programme was carried out.
- (5) The defence of the dissertation is public, in exceptional cases the Rector or the Dean, if the study programme is carried out at the faculty, may declare it to be closed.
- (6) The dissertation defence takes place in the form of a scientific debate. The doctoral candidate shall present the content of his/her dissertation, results and contributions. The opponents shall present their opinions on which the doctoral candidate shall take a position. In the debate, the correctness, validity and scientific originality of the knowledge contained in the dissertation shall be verified.
- (7) The defence may only take place in the presence of at least two thirds of the number of members of the defence committee entitled to vote, including at least two opponents. In the case where the topic has been announced by an external educational institution, one member of the committee shall be from that external educational institution. The negative referee must be present at the defence.
- (8) If a doctoral student is unable to attend the defence on the appointed date for serious health reasons, he/she shall apologise in advance to the Rector or the Dean, if the study programme is carried out at the faculty, and also to the chairperson of the defence committee. In such a case, the rector or the dean, if the programme of study is carried out at the faculty, shall, in agreement with the chair of the defence committee, set an alternative date for the defence and notify the participants of the date of the defence in accordance with Article 14(7).
- (9) Minutes of the defence shall be written and signed by the chairman of the defence committee.
- (10) After the defence, a closed meeting of the defence committee shall be held, which shall be attended by its members, including the opponents and the supervisor. The closed meeting shall evaluate the course and result of the defence and the possibility of using the results of the dissertation in practice. The committee and the opponents shall decide by secret ballot by a majority vote of the members present whether to propose the award of the doctoral degree to the doctoral candidate.
- (11) The result of the vote with the reasons shall be announced by the chairman of the Commission at a public meeting of the Commission.
- (12) The defence committee shall submit the proposal for the award or non-award of an academic degree to a doctoral student, together with the minutes and the doctoral student's file, to the rector or the dean within 15 days of the date of the defence, if the study programme is carried out at the faculty.
- (13) A doctoral student who, on the basis of the result of the dissertation defence or because of his/her unexcused absence from the defence, has been proposed by the defence committee not to be awarded an academic degree, shall be given an alternative date in writing by the Rector or the Dean for the defence of his/her dissertation in the same study programme.
- (14) The defence of the dissertation may be repeated only once, at the latest within two years of the expiry of the standard length of studies.

Article 37

Deciding on the award of an academic degree

- (1) The proposal of the dissertation defence committee for the award or non-award of the academic degree "Doctor" (Section 54 (15) and (16) of the Higher Education Act) to a doctoral graduate, as well as the documentation on the defence and the complete material of the doctoral student, is assessed by the rector or the dean if the study programme is carried out at the faculty.
- (2) If the study programme is carried out at the faculty and if the defence committee has proposed to award the degree to the doctoral student, the dean shall forward the materials to the rector with a proposal to award the academic degree to the doctoral student.
- (3) The academic title "doctor" ("philosophiae doctor", abbreviated "PhD.", "artis doctor", abbreviated "ArtD.") is awarded by the Technical University of Zvolen.

Article 38
Evidence of graduation

- (1) The documents of completion of the doctoral study programme are the university diploma, the state examination certificate and the supplement to the diploma (Section 68 of the Higher Education Act).
- (2) Documents of graduation are usually presented to the doctoral graduate at an academic ceremony.

Article 39
Change of doctoral study programme

- (1) A student has the right to change the study programme within the same field of study or combination of fields of study under the conditions specified in the study regulations (Section 70, Paragraph 1, Letter l of the Higher Education Act). A change of supervisor or supervisor's workplace may be made during the doctoral studies in justified cases, especially if this creates more favourable conditions for the fulfilment of the doctoral student's study programme.
- (2) A doctoral student may apply to the Rector or the Dean for a change of the doctoral study programme, supervisor or training institution for reasons of good cause.
- (3) The Rector or the Dean, if the study programme is carried out at the faculty, decides on the change of the doctoral study programme, supervisor or training centre on the basis of the application of the doctoral student and after the opinion of the supervisor and the field committee.
- (4) The proportionate part of the duration of the completed study programme prior to the change of the form or study programme of the doctoral study shall be included in the time of the doctoral study.
- (5) When changing the study programme, the Rector or the Dean, if the study programme is carried out at the faculty, may, on the basis of the recommendation of the specialisation committee, decide to recognise the doctoral dissertation examination of the doctoral student and the courses of the study part that he/she has taken before this change.

Article 40
Interruption and termination of doctoral studies

- (1) A doctoral student may apply for interruption of his/her doctoral studies in both standard and extra-standard length of study on the grounds of maternity leave, health reasons, on the grounds of his/her study stay abroad which is not part of his/her individual study plan, or other serious reasons. During the interruption of studies, the doctoral student loses his/her rights and obligations as a student.
- (2) Interruption of studies is authorised by the Rector or the Dean if the study programme is carried out at the faculty. In the case of a doctoral student who has applied for a dissertation topic written by an external educational institution, he/she shall do so only after a positive statement from the statutory representative of the external educational institution.
- (3) As a rule, the total period of interruption of doctoral studies shall not exceed 24 months. In special, justified cases, e.g. maternity leave, the Rector or the Dean may decide to interrupt doctoral studies for a longer period of time, but not longer than 36 months.
- (4) Doctoral studies shall end with the defence of the dissertation (Section 54(3) of the Higher Education Act) , or with abandonment of studies, failure to complete studies within the prescribed

time limit, exclusion from studies, cancellation of the study programme in the field of study, death of the student (Section 66 of the Higher Education Act).

- (5) The length of the full-time form of study during which a doctoral student receives a scholarship may not exceed the standard length of study according to the specific study programme. The scholarship shall be granted for the entire academic year (Section 61 of the Higher Education Act). No scholarship shall be granted to a full-time doctoral student during a break in his/her doctoral studies. The grant for full-time doctoral students shall end on the date of the first defence of the doctoral thesis, the end of the standard length of studies, or the date of other termination of studies (§ 54, § 65 and § 66 of the Higher Education Act).

Article 41

Tuition fees and fees associated with doctoral studies

- (1) One of the student's obligations is to pay tuition fees and fees associated with doctoral studies properly and on time in accordance with Section 71 of the Higher Education Act and in accordance with the internal regulation on tuition fees and fees associated with studies at TU.
- (2) Failure to pay tuition fees or fees associated with doctoral studies for the relevant academic year within the time limit set by the University in accordance with the Higher Education Act is a violation of the provisions of Section 71(3)(a) of the Higher Education Act. b) of the Higher Education Act and the internal regulations of the TU and will be considered as a culpable violation of the legal regulations and the internal regulations of the University pursuant to Section 72(1) of the Higher Education Act with the consequences of the possibility of expulsion from studies pursuant to Section 72(2)(c) of the Higher Education Act in connection with Section 66(1)(d) of the Higher Education Act.
- (3) The provisions of the Higher Education Act (§ 92, § 113a of the Higher Education Act) and the TU Organizational Directive on Tuition Fees and Fees Associated with Study at TU apply to tuition fees and fees associated with doctoral studies and the issuance of a diploma.

THIRD SECTION

COMMON, TRANSITIONAL AND FINAL PROVISIONS

Article 42

Study Regulations of Faculties

- (1) If the faculty decides to modify these TU Study Regulations in more detail on its own terms, it shall issue the faculty's study regulations in accordance with them.
- (2) The Study Regulations of the Faculty are approved by the Academic Senate of the Faculty on the proposal of the Dean and enter into force on the date of their approval by the Academic Senate of the TU.

Article 43

Transitional and final provisions

(1) Section 31 Application for permission to defend a dissertation, paragraph (1) applies to all newly admitted doctoral students from the academic year 2017/2018. The course of doctoral studies of doctoral students enrolled before the entry into force of this paragraph shall be governed by the regulations in force at that time.

(2) The Organizational Directive No. 2/2007 on the administrative support of doctoral studies at the Technical University of Zvolen is hereby repealed.

(3) These TU Study Regulations were approved by the Academic Senate of TU Zvolen on 3 June 2013 and were amended by Appendix No. 1 approved by the AS TUZVO on 26 August 2013 under No. R-9573/2013, Appendix No. 2 approved by the AS TUZVO on 30 August 2013 under No. R-9573/2013, Appendix No. R-3430/2015, Amendment No. 3 approved by the AS TUZVO on 19 May 2017 under No. R-4704/2017, Amendment No. 4 approved by the AS TUZVO on 25 February 2021 under No. R-2328/2021 and Amendment No. 5 approved by the AS TUZVO on 26 July 2021 under No. R-7015/2021.

prof. Ing. Ján Tuček, CSc.
President of the AS

Dr. h. c. prof. Ing. Rudolf Kropil, PhD.
Rector

Annex Allocation of credits to individual types of doctoral student activities

1) Study and pedagogical-educational activities

Activities	credits
• completion of a compulsory subject	5 - 7
• completion of another course offered by the faculties of the university or another faculty or college	χ^1
• individual study of scientific literature	2 - 5
• authorship or co-authorship of teaching aids and texts	2 - 6
• the doctoral student's own teaching activity of up to 2 hours per week on average per academic year (10 credits), 2-4 hours per week on average per academic year (20 credits) in which the teaching takes place	10 - 20
• conducting a thesis presented at a student scientific conference	5
• conducting the final thesis of bachelor studies	10
• elaboration of a report on the final thesis of the bachelor's study	3
• passing the dissertation examination	20 - 30

2) Creative activities in the field of science

Activities	credits
• scientific publication in a journal registered in the Web of Science database with an impact factor, industrial property right registered ²⁾	20 - 35
• scientific publication in a journal registered in the Web of Science database without impact factor, in a journal registered in the SCOPUS database and in	18 - 25

a peer-reviewed foreign journal ²⁾	
• active participation in a foreign scientific event ³⁾	15 - 20
• publication in a peer-reviewed scientific journal ²⁾	12 - 25
• active participation in a domestic scientific event (article in the proceedings, poster, extended abstract, abstract, independently, co-authorship) ³⁾	12 - 15
• participation in the solution of a scientific project with presentation of own results	10 - 17
• other activities (e.g. member of the conference organising committee, etc.)	2 - 4
• lecture at a professional seminar within the workplace	3 - 6
• completion of a defined stage of own research work	5 - 10
• for each citation (distinguish domestic, foreign, SCI, authorship and co-authorship)	2 - 8
• solo or collective exhibition at home	7 - 10
• solo or collective exhibition abroad	15 - 30
• dissertation	30

1) According to the specific credit evaluation of the course.

2) The number of credits should be differentiated according to the author's share, the quality of the journal and its impact.

3) Number of credits to be differentiated by type, oral presentation, poster, published abstract, published independently or co-authored.