

The Ministry of Education, Youth and Sports registered the Study and Examination Regulations of Mendel University in Brno, pursuant to Section 36(2) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to some other Acts (The Higher Education Act), on 14 January 2019 under ref. No. MSMT-1949/2019.

Amendments to the Study and Examination Regulations of Mendel University in Brno were registered by the Ministry of Education, Youth and Sports, pursuant to Section 36(2) and (5) of the Higher Education Act, under ref. No. MSMT - 33819/2020-5 on 19 August 2020, and under ref. No. MSMT-10560/2021-2 on 30 August 2021.

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II
The Full Version of
THE STUDY AND EXAMINATION REGULATIONS
OF MENDEL UNIVERSITY IN BRNO
of 30 August 2021

PREAMBLE

These Study and Examination Regulations (hereinafter the 'Regulations'), in compliance with the relevant provisions of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to some other Acts (The Higher Education Act), as amended (hereinafter the 'Act'), and with the Statute of Mendel University in Brno (hereinafter the 'Statute of the University') set out the study regulations at Mendel University in Brno (hereinafter the 'university').

**PART ONE
BASIC PROVISIONS**

**Article 1
Introductory Provisions**

- (1) Educational activities that are part of programmes other than those defined in Art. 2(1) are governed by the internal regulations issued for this purpose.
- (2) The implementation of educational activities at faculties is the responsibility of their respective deans, while the Rector is responsible for the implementation of study courses at the university. The rights granted to and the obligations bestowed on the dean, as defined in these Regulations, are exercised by the Rector if they concern study courses that are not taught in faculties.
- (3) In case of inter-university study courses, the rights and obligations are exercised by the official authorised to make decisions regarding study matters in accordance with the Act and the internal regulations as per Art. 3.

**Article 2
Educational Activities**

- (1) The university and its constituent parts implement educational activities in the below accredited degree programmes:
 - a) Bachelor's programmes in accordance with Section 45 of the Act,
 - b) Master's programmes that follow after Bachelor's degree programmes (hereinafter 'consecutive Master's degree programmes') in accordance with Section 46 of the Act,
 - c) Doctoral programmes in accordance with Section 47 of the Act.
- (2) The list of accredited degree programmes is available in the public section of the university's website in compliance with Section 21(1)(h) of the Act.
- (3) Educational activities are executed in the language for which the degree programme was accredited.
- (4) Electronic study records are maintained through the University Information System used at the university (hereinafter the 'UIS') and other information systems used at the university. Study-related information, or information whose publication is required by these Regulations, is published through the UIS. If it is required by law or any other special legislation, information is published in both the Czech and English languages:
 - a) on the official notice board of the university and official notice boards of the individual constituents of the university,
 - b) in the public section of the website of the university and its constituent parts.

**Article 3
Inter-University and University Study**

- (1) Inter-university study means study:
 - a) in programmes accredited at the university, which may be also carried out by other legal entities listed in the decision on accreditation,
 - b) in programmes accredited at a different legal entity, which may be carried out by the university, or any of its constituent parts, based on a decision on accreditation.
- (2) University study means study in degree programmes accredited at the university.
- (3) The rules governing the implementation of study as per sub-section 1 are regulated by a contract entered into for this purpose between the university and another higher education institution or another legal entity. The contract must include in particular:
 - a) the conditions for the admissions procedure,
 - b) the manner of and deadlines for passing on study records between contracting parties,
 - c) the organisation and provision of lessons,
 - d) the conditions for facilitating state examinations,
 - e) the specification of higher education degree certificates,
 - f) a provision on funding inter-university study,
 - g) whether students are registered with the university, or which constituent part,

- h) a designation of an official authorised to make decisions in study-related matters in accordance with the Act and the internal regulations.

PART TWO

STUDY IN BACHELOR'S AND CONSECUTIVE MASTER'S DEGREE PROGRAMMES

Article 4

Admission to Study and the Admissions Procedure

General and other conditions for the admission of applicants to study in degree programmes are stipulated by Sections 48 and 49 of the Act, and the procedure for the admission of applicants to study in degree programmes is stipulated by Section 50 of the Act. If applicants are prevented from being on the university premises in person due to measures and decisions issued by public power authorities, they can attend an admissions procedure or parts thereof via remote communication tools. More detailed conditions regarding admissions procedures are determined by the dean.

Article 5

Enrolment in Study

- (1) Applicants who have been admitted to study in a degree programme provided by the university or any of its constituent parts have the right to be enrolled in studies and enrolled in the first semester. An applicant becomes a student of the university and the relevant constituent part of the university on the day of their enrolment in a study programme. Applicants have the right to be enrolled to study in all degree programmes to which they have been admitted.
- (2) Applicants are obliged to enrol in studies by a certain date, or on an alternative date, either in person, or by proxy on the basis of a verified power of attorney. Both deadline and alternative dates are determined by the dean. Enrolment can take place either in person on site in accordance with Section 51(2) of the Act, or via remote communication tools. The manner of enrolment is determined by the dean.
- (3) Applicants can excuse their absence at enrolment in writing:
 - a) before the enrolment date,
 - b) after the enrolment date, only if there are serious and verifiable reasons, but this must be done no later than 7 calendar days after the final date of enrolment.
- (4) Decisions on excusing one's absence and setting an alternative date of study enrolment are made by the dean. If the excuse is accepted, an alternative date of enrolment will be set. Applicants are notified of the decision in accordance with Section 69a(1) of the Act.
- (5) Applicants who have been admitted to study but fail to attend their enrolment appointment on the day defined in sub-section 2 forfeit the right to be enrolled if
 - a) they have not excused their absence as per sub-section 3,
 - b) they have excused their absence, but their excuse is not accepted.

Article 6

Enrolment in the Upcoming Semester of Study

- (1) The dates of enrolment in the upcoming semester of study are determined by schedules of the academic year.
- (2) Students must enrol in the upcoming semester within the set enrolment deadlines.
- (3) To be able to enrol to study in the second semester, students must earn at least 12 credits in the first semester. To be able to enrol to study in the upcoming semester, students must earn a minimum of 40 credits accumulated in the last two semesters of study. If students have fewer than 30 credits left to obtain their minimum number of credits needed to successfully complete their studies, they are not required to meet the obligation stated in the previous sentence. In justified cases, the dean may grant an exception to these rules.
- (4) To be able to enrol for the next semester, students must not be enrolled twice in a course of study (hereinafter 'course') in their current studies and must not be in a course that they have duly completed. Students may request that enrolment in such a course be cancelled as per Art. 17(12).
- (5) Students who fail to enrol within the set deadlines and do not present a reasonable excuse are deemed not to have met the requirements arising from their degree programme under these Regulations.
- (6) Students must be registered for at least one course in each semester of study.

- (7) Students can enrol in a course that is part of a degree programme even when they are on a study stay abroad, provided that the conditions for the course completion make this possible.

Article 7

Other Student Obligations Related to Studies

- (1) Students are obliged to provide essential cooperation when study courses are provided, in particular:
- a) continuously monitor records of their study in the UIS, especially the status of their study and the results of the exams they have taken. Any discrepancies that may occur must be taken up with the teacher of the given course, the course guarantor, or the study department no later than 7 calendar days after the discrepancy was detected,
 - b) inform the study department of any changes to the address of their permanent residence, their delivery address, their data box address, any changes defined in Art. 10(8), as well as changes to other information necessary to properly maintain the records of their study (particularly a change of surname, change of citizenship and similar) no later than 30 calendar days after the new circumstance occurred either through a contact centre or personal administration in the UIS,
 - c) immediately notify the study department that they are no longer medically fit to study, provided that this fitness was a requirement of admission to study pursuant to Section 49(1) of the Act, or any temporary changes to their medical fitness to study that prevents them from fulfilling their study obligations,
 - d) report to the study department upon request no later than 7 calendar days after the request was delivered.
- (2) Students are obliged to check their electronic mail delivered to their email address assigned by the university at least once every 7 calendar days. Any messages delivered to the university email address are considered to have been received on the first day following the day on which the message became accessible at the university email address.
- (3) Outside the times of lessons, registration, enrolment in semesters and examination periods, the deadlines defined in sub-section 1(a) and sub-section 2 are extended threefold.
- (4) Immediately before they enrol for the next semester, students must check and confirm that the information recorded in their personal administration in the UIS is correct.
- (5) Students are obliged to refrain from making any fraudulent and/or engaging in any other dishonest conduct in connection with their studies, or with their participation in creative activities, as well as from engaging in any fraudulent or dishonest conduct towards the university, its constituent parts, students and/or employees of the university. Students must not in particular:
- a) for no reason discriminate against or give preferential treatment to members of the university's academic community or other persons, nor restrict the rights of others,
 - b) commit any fraudulent or other dishonest conduct during the course of study, particularly when knowledge and skills are being tested,
 - c) use the outcomes of other people's creative activities and present them as their own,
 - d) seek to acquire fraudulent study results in connection with their studies and creative activities,
 - e) damage the property of the university,
 - f) spread and use untrue information or falsify any data.

Article 8

The Time Scheduling of an Academic Year

- (1) Each academic year is 12 calendar months long. It starts on 1 September, unless a different date is set by the Rector in the schedule of the academic year.
- (2) The basic time unit used when designing curricula and checking the fulfilment of the requirements ensuing from degree programmes as per these Regulations is a semester.
- (3) The academic year consists of winter and summer semesters. Each semester has a period allocated to teaching and an examination period. The teaching period can be divided into shorter periods of time, such as stages or blocks.
- (4) Teaching in a semester is organised following weekly timetables, except for courses that must be taught in blocks or lessons taught in a special time course.

- (5) The time scheduling of the academic year is set out in academic year schedules of the university and its constituent parts. The schedule of the academic year contains a basic layout of the academic year, particularly the beginning of each semester, the registration periods, semester enrolment periods, teaching periods and examination periods. The schedules of the university's constituent parts follow from the schedule of the university.
- (6) The university's schedule for the upcoming academic year is made public no later than by mid-May of each calendar year, and each constituent part of the university publishes their schedules in the public section of the university's website before the end of May.
- (7) If there are major disruptions in the teaching of lessons due to measures and decisions issued by public power authorities, the schedules of the university and its constituent parts can be adjusted throughout the academic year.

Article 9 Degree Programmes

- (1) A degree programme is a coherent project that determines the manner in which higher education is acquired. Degree programmes accredited at the university are normally implemented in its faculties.
- (2) A degree programme is characterised by its name, type, form, specialisation, study objectives and a graduate's profile in Bachelor's or follow-up Master's degree programmes.
- (3) A degree programme can be studied on site, via distance learning or a combination of both. On-site mode of study means that students attend their lessons in person and the lessons are normally provided using contact teaching methods on site; alternatively, non-contact teaching methods using remote communication tools, or a combination of these modes may be used only if objective external circumstances do not allow for degree programmes to run in compliance with their granted accreditations, or in compliance with the authorisation to run degree programmes based on institutional accreditation. The Rector can decide to switch to non-contact teaching only in those cases that are set by law, based on a recommendation or decision issued by the Public Health Authority, the Ministry of Health or the government.
- (4) The profile of Bachelor's or follow-up Master's degree programmes can be:
 - a) professionally oriented with emphasis placed on acquiring practical skills necessary for vocational performance founded on essential theoretical knowledge, or
 - b) academically oriented with emphasis placed on acquiring theoretical knowledge necessary for vocational performance, including the application of skills while performing creative activities, while also providing space for the acquisition of essential practical skills.
- (5) A degree programme falls into only one field of education when the profiling knowledge or skills in basic topic areas that pertain to a single field of education are tested by state final examinations. A degree programme is a combined degree programme when the profiling knowledge or skills in basic topic areas that pertain to more fields of education are tested by state final examinations, or the defence of a Bachelor's or Master's thesis.
- (6) Pursuant to Art. 30 of the Statute of the University, a guarantor of a degree programme (hereinafter 'guarantor') and a programme committee are designated for each degree programme.
- (7) Degree programmes are run in accordance with the curricula recorded in the UIS, which mainly sets down the time and content order in which courses are to be studied, the study form and the manner in which study results are tested.
- (8) Every calendar year, no later than by the end of May, the university and its constituent parts publish a recommended curriculum of degree programmes for the upcoming academic year in the UIS in which students are to be enrolled, in the form of a proposal with comprehensive content and the timeline of courses taken over a standard period.
- (9) The following are permanently available in the public section of the university's website, or its constituent parts:
 - a) the catalogue of courses, i.e. the full list of courses following the principles of the European Credit Transfer and Accumulation System (hereinafter 'ECTS'), in which students can enrol, including annotations to the courses, the number of hours taught, the designation of the courses – compulsory, elective and optional, credit values, follow-up courses in terms of their content, the manner in which the courses are completed and the names of the course guarantors,
 - b) the conditions under which course enrolment may be limited.

Article 10 Studies

- (1) The course of study and its completion in due form is governed by the ECTS principles.
- (2) The basic unit of study is a course. Each course is allocated a number of ECTS credits (hereinafter 'credits') based on its typical study load. Students gain credits after they have successfully completed a course. One credit corresponds to a 28-hour study load.
- (3) The minimum number of credits prescribed to successfully complete studies corresponds to thirty-fold the amount of the standard length of study in the respective degree programme, expressed by the number of semesters.
- (4) In order to duly complete a course in a degree programme, students must gain the minimum number of credits prescribed for the completion of studies in due form, complete courses in the determined structure and meet all the other requirements of the degree programme, including the passing of a state final examination.
- (5) Degree programmes consist of courses that are divided into compulsory, elective and optional courses. This structure of courses always applies to a particular degree programme. A compulsory course is a course that must be attended and completed in the prescribed manner in order to study in a given degree programme. An elective course is a course that students are obliged to choose from a group of courses, clearly marked as a mandatory requirement in the curriculum, expressed by a number of courses in the group or number of credits in the group. A course that is not marked as either compulsory or elective in the curriculum is considered optional.
- (6) The constituent parts of the university can maintain a list of recommended optional courses on their respective websites, which are offered to students in other constituent parts of the university. Similarly, the curriculum may be supplemented with a group of recommended optional courses, provided that the total of credits gained in compulsory and elective courses in the curriculum is lower than the minimum number of credits prescribed for the due completion of a given study.
- (7) The conditions for completing a course are determined in writing by the course guarantor before the start of the teaching part of the semester, including compulsory attendance, in the course syllabus in the UIS.
- (8) Provided that they do not interrupt their studies during this time, students are entitled to extensions to the deadlines set for the fulfilment of their study obligations, as well as for the meeting of the conditions for advancing to the next semester by a period of time that would otherwise be taken as maternity, paternity or parental leave, in connection with
 - a) pregnancy and childbirth,
 - b) parenthood and childcare,
 - c) taking a child into care replacing the care normally given by parents, on the grounds of a decision issued by a relevant authority in compliance with the Civil Code or legislation regulating state social security.
- (9) Students who, no later than the start of the teaching part of the semester, present a document confirming that they are sports representatives of the Czech Republic in a sports team, provided that the document was issued by a sports organisation representing the relevant sports branch in the Czech Republic, are in relation to the above, entitled to the following in a given semester: have their course of study exceptionally adjusted so that they can participate in the representation activities and undergo the necessary preparation process. The provisions in sub-section 10 do not apply to the above students.
- (10) The maximum length of study is defined as double the standard length of study prescribed by the degree programme. Students must duly complete their studies within the maximum length of study. Examinations, state final examinations and all other study obligations performed after the maximum length of study has passed are invalid. Students who have not duly completed their studies within the maximum length of study have not met the requirements arising from their degree programme in accordance with these Regulations, and their study is terminated. The maximum length of study will not end until any extra time allowed to fulfil study obligations in the circumstances described in sub-section 8 has passed.

Article 11 Study Records

- (1) Keeping records of study is the responsibility of the university or its constituent part in which the degree programmes are being implemented.
- (2) The course guarantor is responsible for recording the result of a completed course in the UIS within 7 calendar days after the course has been completed, but no later than the end of the examination period in a given semester. The study department is responsible for recording the results of state final examinations in the UIS.

- (3) All students registered in a course must have a record of completion of the course within the deadline set out in these Regulations.
- (4) The university or its constituent part will issue students, or persons who have completed their studies, an extract from their study records upon their request.

Article 12
Course Guarantor

- (1) Ensuring that courses that are guaranteed by the institute are duly taught is the responsibility of the head of the institute.
- (2) The head of the institute, in cooperation with the guarantor of a degree programme, selects a course guarantor, who must be a member of the academic staff.
- (3) The head of the institute is obliged to create conditions for the course guarantors that ensure they can duly perform their role as course guarantor and regularly check their activities as part of internal quality evaluation processes.
- (4) The course guarantor is responsible for the development of the content and professional level of the course in coordination with the programme guarantor, as well as for the forms and methods of teaching and the coordination of persons participating in the teaching of the course he/she is the guarantor of.
- (5) The course guarantor for a given semester in coordination with the head of the institute determines and records in the UIS the lecturers, examiners and tutors for the course, no later than the start of the course enrolment period.
- (6) The course guarantor is responsible for the course information published in the catalogue of courses. Upon the request of the dean or a person authorised by the dean, the course guarantor is obliged to remove any identified deficiencies from the catalogue of courses within 30 calendar days.

Article 13
Registration and Enrolment in Courses

- (1) Students submit course enrolment applications by means of compulsory registration during the registration period indicated in the schedule of the academic year. The registration period precedes the course enrolment period. The registration data is used as a source of information needed to put together timetables and to make a decision on which courses will be offered for enrolment. There is no requirement for students enrolling for the first semester of study in Bachelor's degree programmes to undergo registration.
- (2) Students receive registration points for the whole period of study, which can be used to register in courses at a value of 1.2-times the minimum number of credits prescribed for the successful completion of studies. In justified cases, the dean may increase the number of these points upon request. The dean can increase the number of registration points if there are major disruptions to the teaching process due to measures and decisions issued by public power authorities.
- (3) During the period designated for enrolment in courses to be taken in the upcoming semester, students enrol in courses in which they wish to study in that semester.
- (4) Students must not enrol in courses whose content is identical or is substantially similar to the content of courses they have already successfully completed. Any disputed cases are decided upon by the dean, who can limit the rights of students to register and enrol in courses, and limit their right to have their credits gained from the overlapping courses recognised.
- (5) The dean can limit the number of students who will be enrolled in courses with regard to the results of their registration and in other justified cases. In such cases, the dean must define the conditions for prioritising students at enrolment so that priority is given to students who submitted their course enrolment application during the registration period, and students whose course is compulsory or elective, or repeated as per Art. 20(1). Other conditions for prioritising students at course enrolment valid for all students can be announced by the Rector before the start of the registration process.
- (6) When enrolling in courses, students must abide by the curriculum of the relevant degree programme.
- (7) Students can change their course enrolment during the period defined by the schedule of the academic year.
- (8) Before the start of the teaching part of the semester, the dean is entitled to cancel the teaching of optional and elective courses. The dean is obliged to inform the students enrolled in the courses of the above cancellation without delay. Students who had their course enrolment cancelled have the right to be additionally enrolled in courses with an equivalent credit value.

Article 14
An Interruption of Studies

- (1) Students can have their studies interrupted either at their request or ex officio.
- (2) Apart from cases where reasons for the termination of studies are presented, the dean will interrupt students' studies at their request:
 - a) when they have met the requirements to be enrolled in the next semester,
 - b) in connection with pregnancy, childbirth or parenthood covering the entire recognised period of parenthood; the right to interrupt studies is also granted to students during this period when they take a child into care replacing the care normally given by parents, on the grounds of a decision issued by a relevant authority in compliance with the Civil Code or legislation regulating state social security,
 - c) due to their participation in representing the Czech Republic in a sports team, or because they need time to prepare for it, provided that the students submit a document issued by a sports organisation representing the relevant sports branch in the Czech Republic, confirming the above circumstances,
 - d) due to serious health reasons of the students,
 - e) due to other reasons worth to be taken into special consideration.
- (3) Where students do not meet the requirements to be enrolled in the next semester, a decision will be made based on an assessment of an application in which the students provide proof of their serious reasons.
- (4) The dean will interrupt students' studies ex officio:
 - a) if they are behind their payment of the fee for studying in a foreign language, except in cases where the students are duly fulfilling the terms of their instalment agreement,
 - b) in connection with a state final examination as described in Art. 21.
- (5) The dean can interrupt a student's study ex officio if this is necessary to avert harm that may be inflicted on the student, provided that its cause does not lie in the failure to fulfil his/her study obligations and it cannot be averted by the student himself/herself.
- (6) Decisions concerning an interruption of studies are made by the dean. If a decision allowing an interruption of studies is issued, further conditions may be stipulated at the same time, defining the terms of enrolment in the semester that follows immediately when the student re-enrols in his/her course. An interruption of studies is fixed for the length of full semesters and normally ends by the first day of a new semester.
- (7) Studies may be interrupted repeatedly. The total duration of interruption of studies must not be longer than one-half of the standard period of study. The duration of interruption of studies throughout the time of a recognised period of parenthood or a period of interruption as per Art. 21 of these Regulations do not count towards the total duration of interruption of studies, nor towards the maximum period of study.
- (8) Students can request that their period of interruption of study be ended in accordance with sub-section 6. The dean determines the conditions under which a person absent during a recognised period of parenthood can re-enrol in courses before the period for which their studies were interrupted expires.
- (9) A person is not a student during the time his/her studies are interrupted. The duration of interruption of studies does not count towards the maximum period of study. Persons who had their studies interrupted become students again on the day their re-enrol in their studies.
- (10) Once the period of interruption of studies has ended, the persons whose studies were interrupted are obliged to re-enrol in studies. If those persons whose studies were interrupted fail to re-enrol in studies within 7 calendar days after the period of interruption of studies ended, or fail to apply for a further interruption of studies, they are deemed not to have met the requirements arising from their degree programme as defined in these Regulations, and the studies of such persons is terminated in accordance with Art. 18(2)(b).
- (11) Course re-enrolment after the period of interruption of studies has ended is not characterised as repeated enrolment in courses.

Article 15
Recognition of Completed Parts of Study

- (1) Upon students' request, the dean may recognise courses completed
 - a) during previous study in degree programmes that are run in the university's constituent parts, or that do not run in the university's constituent parts,
 - b) during previous or concurrent study at a different higher education institution in the Czech Republic or abroad,

- c) during previous or concurrent study in accredited degree programmes run as part of lifelong learning (Section 60(2) of the Act).
- (2) As an alternative to courses prescribed for study, it is possible to recognise a group of courses completed in accordance with sub-section 1(a) to (c), provided that their learning outcomes correspond to the learning outcomes from a prescribed course.
- (3) Of any previous studies, only those courses that are compulsory or elective in relation to the studies for which they are being recognised, or any other courses determined by the dean can be recognised. Previous studies means studies that were completed pursuant to Section 55 or Section 56 of the Act.
- (4) The dean is obliged to recognise all credits gained by students during their study stays at higher education institutions abroad in compliance with a Learning Agreement concluded for this purpose.
- (5) Students must submit the following with their request defined in sub-section 1 or sub-section 3, with the exception of courses whose documentation is available in the UIS:
 - a) a confirmed extract from their study results, including their grades and number of credits,
 - b) a syllabus of each course confirmed by a higher education institution or one of its faculties, from the period when the course was taken.
- (6) A course completed during previous studies can be recognised if no more than five years have passed since its completion.
- (7) When a course is recognised, its credit value is also recognised together with the number of credits that corresponds to the number of credits of a course in the accredited degree programme for which the course was recognised. The dean determines the maximum number of acknowledgeable credits prescribed for the successful completion of studies.
- (8) The credit value of the recognised courses completed during previous studies is not included in the number of credits that is decisive for the assessment of whether the conditions for enrolment in the next semester of study have been met. Students must submit their request for recognition of the courses completed during previous studies no later than the time of enrolment in the first semester of study.
- (9) Students must submit their request for recognition of courses completed during concurrent studies no later than the time of enrolment in the semester of study that follows the semester in which the course was successfully completed.

Article 16
Changing the Form of Study

- (1) The dean can allow students, upon their request, to change their form of study, provided that the degree programme is implemented in the form required.
- (2) The request specified in sub-section 1 must be produced in writing and submitted by no later than the beginning of the semester.

Article 17
Completion of Courses

- (1) The manner in which a course is completed is specified in its degree programme. Students finish their courses with those members of the academic staff (hereinafter 'examiners') who have been assigned for the relevant course by a course guarantor in a given semester.
- (2) Both due and resit dates for the completion of courses are determined during the examination period. Due dates can be set no earlier than one week before the end of the teaching period of a semester. An exception to this is courses taught in blocks (Art 8(4)) and in the form of consultations (sub-section 11) whose due and resit dates may be announced as early as during the teaching period of a semester and to which the provisions of sub-section 3 will be applied as appropriate.
- (3) The dates for the completion of courses are announced by the course guarantor in the UIS no later than two weeks before the start of the examination period so that the number of dates matches the number of the usual repetitions of dates; however, a minimum of 3 dates must be set during the examination period, with a minimum total capacity of 150 per cent of students enrolled in the course, ensuring they are evenly distributed throughout the examination period. Additional dates can be announced by the course guarantor during the examination period.
- (4) Examinations are normally taken over the course of one day. If an examination consists of several parts, it is taken over the course of no more than two consecutive days.
- (5) If there are major disruptions in the teaching of lessons due to measures and decisions issued by public power authorities, the course guarantor can adequately adjust the requirements on course completion, including the manner in which the study results should be verified using remote communication tools. Students must be notified of these changes reasonably in advance.
- (6) The course guarantor can prescribe that study obligations be checked throughout the course. This form of continuous checks monitoring study obligations is unambiguously set down in the course syllabus in the UIS. If continuous checks of obligations are prescribed, then the result thereof will be factored in at course completion. Continuous checks of obligations need not have any correction options provided. If correction options are provided during the continuous checks of obligations, the number of these correction options is limited to two only. Students who do not undergo continuous checks of their obligations will fail their course.
- (7) Students who do not complete their course in the prescribed manner within the due time limit can repeat the completion of a course twice on a resit date. Both students and examiners can ask the dean to complete a course before a commission.
- (8) When assessing courses that end in an examination, the outcome achieved at their completion is marked with the following grades: 'excellent' (1; A), 'very good plus' (1.5; B), 'very good' (2; C), 'good plus' (2.5; D), 'good' (3; E) and 'failed' (4; F), whereas courses where students earn course credits for their completion end either with a 'credited' (Z) or 'non-credited' (N) mark. The examiner records the achieved grade in the UIS in accordance with Art. 11(2).
- (9) When students successfully complete a course, they gain the number of credits that this particular course is assigned in the curriculum.
- (10) A course is considered unsuccessfully completed when 'failed' or 'non-credited' or 'failed to appear' marks are given. Students who do not attend their examination on the date they have registered for and fail to submit a written excuse for their absence to the examiner within the next five working days will be given a 'failed to appear' mark. If the students submit an excuse and this excuse is accepted, then their exam date registration will be withdrawn.
- (11) If the students do not register for any of the announced due or resit dates, they are not entitled to be offered any dates other than those that are announced under this Article.
- (12) Students who do not complete a course in the prescribed manner in a given semester must re-enrol in the course. Re-enrolled students can take a course taught in the form of consultations, provided that the requirements placed on the course, as specified by the course guarantor, have been met, apart from the completion of the course in the prescribed manner. If the courses in which students enrolled are not cancelled, they must be successfully completed.
- (13) In exceptional cases, students can cancel their enrolment in a course. They can only use the option to cancel their enrolment in a course no more than twice throughout the period of their study in a given degree programme, and it is the dean's sole decision to grant this. Decisions on any other options to cancel enrolment in courses can be made in serious cases by the dean.
- (14) When the dates set for the completion of a course announced in accordance with this Article are cancelled due to the absence of an examiner, the course guarantor is obliged to provide alternative dates and assign an examiner. If the examiner is the course guarantor, it is the duty of the head of the institute. If the examiner is the course guarantor and simultaneously the head of the institute, the above duty is passed on to the dean.

Article 18
The Closure of Studies

- (1) Students duly complete their studies when they have met all the study requirements arising from a given degree programme under these Regulations, including the successful passing of a state final examination.
- (2) Studies also come to an end
 - a) when a student withdraws from his/her studies; students must notify the dean of their withdrawal from studies in the form of a written statement of withdrawal from study,
 - b) when students fail to meet the requirements arising from a degree programme under these Regulations, in compliance with Section 56(1)(b) of the Act,
 - c) when the accreditation of a degree programme is revoked,
 - d) when the accreditation of a degree programme ceases to exist,
 - e) when a degree programme is no longer being implemented due to the reasons specified in Section 81b(3) of the Act,
 - f) when the authorisation to implement a degree programme ceases to exist (Section 86(3) and (4) of the Act),
 - g) when a student is expelled from their studies under Section 47e(3) or Section 47g of the Act,
 - h) when a student is expelled from their studies under Section 65(1)(c) or Section 67 of the Act.
- (3) The date of the termination of studies is the date defined in Section 56(2) of the Act. If studies are terminated as per sub-section 2(b), the date on which the studies are terminated is the date on which the decision on termination of studies comes into legal force.

Article 19
State Final Examination

- (1) Studies in Bachelor's and follow-up Master's degree programmes are duly completed with a state final examination by virtue of Sections 45 and 46 of the Act.
- (2) The state final examination is conducted before the Board of Examiners; its course and announcement of the result are public under the provisions of Section 53(1) of the Act. If students or members of the Board are prevented from being on the university premises in person due to measures and decisions issued by public power authorities, the state final examination can take place using remote communication tools. The Chair, or the Deputy Chair of the Board of Examiners are responsible for determining the course of the state final examination procedure.
- (3) The Chair, Deputy Chair and members of the Board of Examiners established for state final examinations and authorised to conduct examinations are appointed by the dean in accordance with Section 53(2) and (3) of the Act; alternatively, the Ministry of Education, Youth and Sports of the Czech Republic can appoint other members of the Board of Examiners selected from among prominent experts in a given branch.
- (4) The number of members in the Board of Examiners who are authorised to conduct examinations is determined by the dean in line with the type of the degree programme and the number of the subject topic areas of the state final examination.

Article 20
Bachelor's and Master's Theses

- (1) Provided that it is set out in the degree programme studied, a Bachelor's thesis must be produced and defended in order to complete studies in a Bachelor's degree programme in due form. Producing and defending a Master's thesis is required to complete studies in a follow-up Master's degree programme in due form.
- (2) The topics of Bachelor's and Master's theses (hereinafter 'graduation theses') are proposed by the university's academic, science and research staff members, experts from practice, students, or other persons authorised by the head of the institute. The topics are subject to approval by the head of the relevant institute within the deadline and in the manner determined by the dean and are normally displayed in the UIS.
- (3) Students are obliged to choose their graduation thesis topics by the deadline set by the dean. Students are also entitled to propose a topic for their graduation thesis in compliance with Section 62(1)(f) of the Act.
- (4) The head of the institute appoints a supervisor of the graduation thesis, who produces the assignment's instructions and provides the students with guidance as they work on their thesis, leading them to write their graduation theses independently. Instructions for graduation theses are produced in the language for which the degree programme was accredited, or in the English language. Instructions for graduation theses are

assessed by the guarantor of the degree programme together with a programme committee. If the instructions for a graduation thesis do not comply with the graduate's profile according to the accreditation file, the guarantor will ask the supervisor of the thesis to re-write the instructions. The instructions for graduation theses are subject to approval by the thesis supervisor, the respective head of the institute and the respective degree programme guarantor.

- (5) The supervisor of the thesis can only be a member of the university's academic staff. Experts from practice and other persons can be consultants of the theses.
- (6) One person can concurrently supervise up to 25 graduation theses (including dissertation theses as per Art. 34) written by students who are actively studying. The dean may reduce this number through a separate regulation.
- (7) Students must submit their graduation theses in at least two permanently bound copies which include a copy of the Instructions for the Graduation Thesis, by the deadline set by the dean. Concurrently, they must also submit their paper, including further bibliographic information, electronically to the UIS. Graduation theses are submitted in the Czech, Slovak or English languages. Where degree programmes are accredited for a foreign language, the theses must be submitted in that language. The submission procedure is laid down by the Rector's Guidelines. The dean determines the formal structure of theses by a separate regulation.
- (8) As they work on their graduation theses, students must not resort to any intentional, unauthorised use of another person's work, seriously breaching the legislation governing the protection of intellectual property in accordance with Section 47c(2) of the Act; in this case, students would breach the internal regulations (Art. 7(5)).
- (9) Graduation theses are assessed by the thesis supervisor and a reader appointed by the head of the institute. Each thesis report must include a statement on whether the paper has been recommended for a defence procedure and a statement from the thesis supervisor commenting on the originality of the paper. The thesis supervisor must ensure that both reports are entered into the UIS at least 7 calendar days prior to the defence procedure.
- (10) Graduation theses, including other requisites defined in Section 47b of the Act, are published in the UIS.

Article 21 State Final Examination Procedure

- (1) A state final examination can be taken once on the exam due date and once on the resit date, provided that the students have met the study requirements arising from the degree programme and been awarded course credit for the course pertaining to the graduation thesis by the thesis supervisor.
- (2) Students register for the state final examination via the UIS within the time limit specified in the schedule of the academic year of the university's constituent part or the university. Students can cancel their state final examination registration within the time limit specified in the schedule of the academic year of the university's constituent part or the university.
- (3) Students who did not take a state final examination on the exam due date can take the exam on a resit date in the following semester at the earliest. Until they resit the state final examination, the students have their studies interrupted. Students who have failed their state final examination have their studies interrupted starting from the date that follows the date of the state final examination.
- (4) Students who have met all the study requirements specified in sub-section 1 and have failed to register for the state final examination in the relevant semester period have their studies interrupted starting from the last day of July or February, whichever comes earlier.
- (5) Persons who had their studies interrupted as described in this Article have the right to sit the examination on the exam due date or resit date no later than two years from the date on which their studies were first interrupted as per sub-section 4, provided that these dates have been announced by the dean.

Article 22 The Conduct and Grading of the State Final Examination

- (1) The state final examination procedure is led by the Chair of the Board of Examiners, or by a Board of Examiners member authorised by him/her to do so.
- (2) The state final examination consists of a graduation thesis defence, if this is a requirement in the degree programme, and an oral examination in each of the subject topic areas assigned for the relevant degree programme.
- (3) The Board of Examiners can conduct the exam and decide whether at least one-half of all appointed board members are present either in person or via remote communication tools. The Chair or the Deputy Chair of the Board of Examiners are always required to be present either in person or via remote communication

tools. The Board of Examiners makes decisions on the results by taking a vote at a non-public meeting. In the event of a tied vote, the Chair will have the casting vote.

- (4) State final examinations are assessed using the same grading scale as when assessing the examination described in Art. 17(7) of these Regulations. The defence of a graduation thesis and the examination in each subject topic area are assessed separately. The Chair of the Board of Examiners proposes the overall result of the state final examination (sub-sections 3 and 6) based on the grades given to its individual parts.
- (5) If the mark given to any part of the state final examination, i.e. either the defence of the graduation thesis, or the individual subject topic areas is 'failed', the overall result of the state final examination must also be 'failed'. If students are given the mark 'failed' for their state final examination, they re-sit only that part of the state final examination that they have failed.
- (6) The Chair or the Board of Examiners member authorised by him/her to do so announces the below overall study results to those students who have successfully passed their state final examinations based on the overall result of the state final examination and their study results:
 - a) 'passed with honours' for students who have completed their studies in a degree programme with the average value of their grades lower than 1.50, received marks in the range of A to D in the final grading of each of their course, and the overall result of their state final examination was graded as 'excellent' (A),
 - b) 'passed' in all other cases.
- (7) The university will issue a degree certificate and diploma supplement in the Czech and English languages to graduates who have completed their studies with the overall grading 'passed with honours' or 'passed'.

Article 23 Appreciation of Study Results

- (1) The records of study maintained in the UIS are used for determining the average value of study results. The average value of study results is calculated based on the final grading of all courses in which the student is enrolled in the relevant degree programme.
- (2) Students can be given the 'Dean's Award' or the 'Director's Award' for their outstanding study results upon completion of their studies. The above awards are normally accompanied with financial rewards. These awards can be given to students who passed with honours and completed their studies in a degree programme with the average value of their grades equal to or lower than 1.35. To be given these awards, students must meet the conditions that require them to earn at least 50 per cent of the total number of credits needed for the completion of their studies in due form for their studies in a degree programme run by the university or its constituent part.
- (3) Students who have received an 'excellent' grade for their graduation thesis defence can be awarded, upon a recommendation from the Board of Examiners, the 'Dean's Recognition Award' or the 'ILL Director's Recognition Award' irrespective of their previous study results.

PART THREE DOCTORAL DEGREE PROGRAMME STUDIES

Article 24 Doctoral Degree Programmes

- (1) In compliance with Section 47 of the Act, doctoral degree programmes focus on scientific research and independent creative activities in the fields of research and development, or on independent theoretical and creative activities in the area of fine arts.
- (2) The accreditation of doctoral degree programmes is governed by generally binding legislation, namely Sections 78 to 81 of the Act. Degree programmes accredited at the university are normally implemented in its faculties.
- (3) A doctoral degree programme is characterised by its name, form, content and study objectives. The conduct of the doctoral degree programmes implemented at faculties is the responsibility of their respective deans.
- (4) Degree programmes implemented under an agreement between higher education institutions or their constituent parts, in accordance with Section 47a of the Act, or accredited with a legal entity whose seat, central administration or main address of their business activities is located in one of European Union member states, or that was established or founded based on the laws of one of European Union member states, conducting educational or other creative activities under Section 81 of the Act, are provided based on a bilateral agreement on mutual cooperation in accordance with Section 81(2) of the Act (hereinafter the 'Agreement'), which must comply with the Act and the university's regulations.

- (5) If a study course in a doctoral degree programme is organised in semesters and the course has an individual curriculum where subjects are evaluated via a credit system, the provisions of Part Two shall apply to this study in a similar manner, while the pre-condition for enrolment in the follow-up semester of the doctoral course is that the number of credits acquired does not equal zero.

Article 25

Admission to Study and the Admissions Procedure

- (1) General and other requirements that must be met by applicants to be admitted for study in degree programmes are defined in Sections 48 and 49 of the Act, while the admissions procedure followed by applicants to study in degree programmes is defined in Section 50 of the Act. If applicants are prevented from being on the university premises in person due to measures and decisions issued by public power authorities, they can attend an admissions procedure or parts thereof via remote communication tools. More detailed conditions regarding admissions procedures are determined by the dean.
- (2) Decisions concerning the admission of applicants to study in doctoral degree programmes that are implemented at faculties are made by their respective deans. Decisions concerning the admission of applicants to a study course that is not implemented at faculties are made by the Rector. In case of inter-university degree programmes, the person with authority is specified in a contract.

Article 26

Enrolment in Studies, Academic Year Timetable

- (1) Applicants who have been admitted to study in doctoral degree programmes are entitled to be enrolled in study by virtue of Section 51 of the Act.
- (2) The provisions of Art. 5 of these Regulations apply to enrolment to study in a doctoral degree programme. If studies in a doctoral degree programme are organised in years, Art. 5 is applied as appropriate.
- (3) The scheduling of an academic year timetable is governed by Article 8 of these Regulations. If studies in a doctoral degree programme are organised in years, Art. 8 is applied as appropriate.

Article 27

Doctoral Studies Boards

- (1) Study in doctoral degree programmes is monitored and evaluated by Doctoral Studies Boards. A Doctoral Studies Board is appointed for each degree programme.
- (2) Members of Doctoral Studies Boards can be professors, associate professors or prominent experts approved by the respective Scientific Board. A Doctoral Studies Board has a minimum of seven members, of whom at least one is not a member of the academic community at the university.
- (3) Members of a Doctoral Studies Board include a guarantor of a degree programme; other members of the Doctoral Studies Board are appointed and removed by the dean with the approval by the respective Scientific Board, for the maximum period over which the accreditation of the relevant doctoral degree programme is valid. The Chair of the Doctoral Studies Board is the guarantor of a doctoral degree programme, while the Deputy Chair of the Doctoral Studies Board is elected by its members who have chosen a candidate from among themselves. To be elected, a simple majority of votes of all Doctoral Studies Board members is needed.
- (4) For degree programmes implemented under a contract between higher education institutions or parts thereof, a joint Doctoral Studies Board is established upon agreement under Section 47(6) of the Act. Its establishment and appointment are subject to the internal regulations of both higher education institutions. This provision also applies to collaboration with foreign higher education institutions under Section 47a of the Act, or any other legal entity under Section 81 of the Act.
- (5) The Doctoral Studies Board in particular
- a) guarantees the content specialisation and scientific profiling of accredited degree programmes,
 - b) approves individual curricula of students and any changes made to it,
 - c) monitors and evaluates ongoing study courses in a given doctoral degree programme and submits the outcomes of the evaluations to the dean at least once a year,
 - d) approves the readers for dissertations,
 - e) proposes to the dean who should be a member of the Boards of Examiners conducting state doctoral examinations, dissertation defences and entrance examinations,

- f) makes decisions regarding the obligation to submit dissertation abstracts together with dissertations.
- (6) The Doctoral Studies Board can adopt resolutions if an absolute majority of all members of the Doctoral Studies Board is present either in person or via remote communication tools. A resolution is adopted when a simple majority of all present members have voted in its favour. In urgent cases, decisions on the resolutions proposed by the Doctoral Studies Board can also be taken without convening a meeting, by sending out a circular memo via electronic mail. In such cases, a resolution is adopted when two-thirds of all members of the Doctoral Studies Board have approved the proposal.
- (7) The Doctoral Studies Board's activities are led by its Chair; in justified cases, the Deputy Chair of the Doctoral Studies Board can stand in for him/her.

Article 28 Supervisors

- (1) Studies in doctoral degree programmes are conducted under the guidance of supervisors.
- (2) A supervisor can be a member of the university's academic staff, usually a professor or associate professor, who works in the science branch that matches the relevant doctoral degree programme, who has broader knowledge of science developments and practice in the particular science branch and who is personally predisposed to lead students. An employee of another legal entity that pursues educational, scientific, research, development or other creative activities, who meets the specific requirements, can also be appointed a supervisor.
- (3) A proposal to appoint a supervisor is submitted to the Scientific Board by the dean. Once the Scientific Board approves the proposal, the dean appoints the supervisor for the relevant doctoral degree programme.
- (4) Supervisors take part in the training of students in line with the activity pursued by the training unit, particularly by the following
- a) together with students, designing their individual curricula,
 - b) providing consultations to students, especially on methodological issues when they are working on their dissertations,
 - c) ensuring that students engage in scientific, pedagogical or other creative activities, and that they attend scientific seminars and conferences,
 - d) monitoring the fulfilment of a student's individual curriculum and annually submitting proposals of measures that monitor whether the study objectives have been achieved to the dean through the Doctoral Studies Board,
 - e) commenting on students' requests concerning their course of study.
- (5) If the appointment of a supervisor is cancelled, the supervisor must step down from their role as the supervisor of a specific student, or if other circumstances occur which prevent the originally appointed supervisor from continuing to give proper guidance to the student of a doctoral degree programme, the dean will appoint a new supervisor to guide the student upon a proposal made by the Doctoral Studies Board.
- (6) Supervisors can assign a specialist supervisor to their students in line with the specialisation of their dissertation, who must be approved by the dean. The specialist supervisor must be included in the instructions to the graduation thesis.

Article 29 An Individual Curriculum

- (1) Studies in doctoral degree programmes follow an individual curriculum.
- (2) An individual curriculum must be discussed and approved by the Doctoral Studies Board within three months from the date on which the student enrolled in their studies. The individual curriculum is designed in the UIS application. The Chair of the Doctoral Studies Board submits the individual curriculum to the dean for approval. In justified cases, the supervisor or student with a statement from the supervisor may request that their individual curriculum be changed, which again must be discussed and approved by the Doctoral Studies Board.
- (3) An individual curriculum sets out the content specialisation of the student's independent scientific, research, art and development activities and his/her own educational activities. It specifies the topic of his/her dissertation, the methodological frameworks for its implementation, courses and publication activities that the student is required to complete and their study timetable. The individual curriculum also regulates which internships and placements in other workplaces are to be undertaken.

- (4) With the approval of the supervisor and the Doctoral Studies Board, students may spend a part of their studies in a doctoral degree programme abroad, on the grounds of an agreement entered into by the university and higher education institution, regulating the conditions for study and the manner in which this part of study and the exams passed will be recognised. This provision is also applicable in cases where joint degree programmes are implemented under Sections 47a and 81 of the Act.

Article 30
Study in Doctoral Degree Programmes

- (1) Doctoral degree programme students must complete at least three specialised courses and pass an examination in English, or any other world language. The foreign language examination can be substituted by passing a professional examination taken in the relevant foreign language. Professional examinations can be taken at a different higher education institution, provided that the supervisor and the Doctoral Studies Board agree to it.
- (2) The course of study for each student is entered into the UIS study records.
- (3) Each year, the supervisor writes an assessment in the UIS application, evaluating the study in a doctoral degree programme, to which the Doctoral Studies Board subsequently adds its comments within the time limit specified in the schedule of the academic year.
- (4) The organisation, conduct and dates of examinations relevant in the year studied are specified in the individual curriculum of the particular degree programme. The examination is normally taken before a commission, takes place either in person or via remote communication tools and is conducted in the form of scientific discourse. Each examination can also be attended by the supervisor, who is there as an assisting examiner. If a course examiner is the student's supervisor, the examination must be taken before a commission, which must consist of a minimum of two members. The decision on the result of an examination is made by the Board of Examiners or the examiners, and the result is recorded in the UIS.
- (5) At the request of students of a doctoral degree programme, the dean may recognise courses relevant to their studies that they have completed at another university or another legal entity during other or previous studies in a doctoral degree programme under Art. 15 of these Regulations, as appropriate.
- (6) Upon a written request made by a student, the dean may permit him/her to change the form of study, provided that this form is provided in the relevant doctoral degree programme.
- (7) The provisions of Art. 7 apply to all other obligations of students in doctoral degree programmes. If the studies in a doctoral degree programme are organised in years, Art. 7 is applied as appropriate.

Article 31
An Interruption of Studies

- (1) The standard length of studies in doctoral degree programmes is at least three, and at most four years, and the studies are organised in study years. The maximum length of studies equals the standard length of studies extended by one year. The dean can interrupt students' studies at their request and can do so on more occasions. The standard length of studies does not include the times when studies are interrupted under sub-section 4.
- (2) An interruption of studies in doctoral degree programmes is usually set for a definite period of time defined in the decision on interruption. The longest total duration of interruption of studies must not exceed the standard length of studies for which the degree programme was accredited. The duration of interruption of studies as described in sub-section 4(b) and the time after the dissertation and other requisites defined in Art. 35(2) are submitted do not count towards the total duration of the interruption of studies.
- (3) Students can have their studies interrupted either at their request or ex officio.
- (4) Apart from cases where reasons for the termination of studies are presented, the dean can interrupt students' studies at their request
 - a) when they have met the requirements to be enrolled in the next year and simultaneously will not exceed the total permissible length of an interruption of studies,
 - b) in connection with pregnancy, childbirth or parenthood covering the entire recognised period of parenthood; the right to interrupt studies is also granted to students during this period when they take a child into care replacing the care normally given by parents, on the grounds of a decision issued by a relevant authority in compliance with the Civil Code or legislation regulating state social security,
 - c) due to their participation in representing the Czech Republic in a sports team, or because they need time to prepare for it, provided that the students submit a document issued by a sports organisation representing the relevant sports branch in the Czech Republic confirming the above circumstances,
 - d) due to serious health reasons of the students,

- e) due to other reasons worth to be taken into special consideration.
- (5) Where students do not meet the requirements to be enrolled in the next year, a decision on an interruption will be made based on an assessment of an application in which the students provide proof of their serious reasons.
- (6) The dean interrupts students' studies ex officio
 - a) if they are behind their payment of the fee for studying in a foreign language, except in cases where the students are duly fulfilling the terms of their instalment agreement,
 - b) when the standard or maximum length of study has passed, excluding the periods of study interruption.
- (7) The dean can interrupt a student's study ex officio if this is necessary to avert harm that may be inflicted on the student, provided that its cause does not lie in the failure to fulfil his/her study obligations and it cannot be averted by the student himself/herself.
- (8) A person is not a student during the time his/her studies are interrupted. Persons who had their studies interrupted become students again on the day their re-enrol in their studies.
- (9) Once the period of interruption of studies has ended, the persons whose studies were interrupted are obliged to re-enrol in studies. If those persons whose studies were interrupted fail to re-enrol in studies within 7 calendar days after the period of interruption of studies ended, or fail to apply for a further interruption of studies, they are deemed not to have met the requirements arising from their degree programme as defined in these Regulations, and the studies of such persons is terminated in accordance with Art. 32(2)(b).

Article 32 The Closure of Studies

- (1) Studies in a doctoral degree programme are completed in due form when all study requirements arising from the relevant degree programme under these Regulations have been met, a state doctoral examination has been successfully passed and a dissertation defended.
- (2) Studies also come to an end:
 - a) when a student withdraws from his/her studies; students must notify the dean of their withdrawal from studies in the form of a written statement of withdrawal from study,
 - b) when students fail to meet the requirements arising from a degree programme under these Regulations,
 - c) when the accreditation of a degree programme is revoked,
 - d) when the accreditation of a degree programme ceases to exist,
 - e) when a degree programme is no longer being implemented due to the reasons specified in Section 81b(3) of the Act,
 - f) when the authorisation to implement a degree programme ceases to exist (Section 86(3) and (4) of the Act),
 - g) when a student is expelled from their studies under Section 47e(3) or Section 47g of the Act,
 - h) when a student is expelled from their studies under Section 65(1)(c) or Section 67 of the Act.
- (3) The date of the termination of studies is the date defined in Section 56(2) of the Act. If studies are terminated as per sub-section 2(b), the date on which the studies are terminated is the date on which the decision on termination of studies comes into legal force.
- (4) The university will issue a bilingual Czech-English degree certificate and diploma supplement to graduates who have completed their studies.

Article 33 State Doctoral Examination

- (1) The state doctoral examination verifies the ability and readiness to independently perform activities in the fields of research and development, or independently perform theoretical and creative activities in the area of fine arts.
- (2) The Chair, Deputy Chair and members of the Board of Examiners established for state doctoral examinations and authorised to conduct examinations are appointed by the dean in accordance with Section 53(2) and (3) of the Act. The appointment of the Board is regulated by a contract when doctoral degree programmes are

implemented in partnership with higher education institutions or their constituent parts, or another legal entity. The Board of Examiners must have at least five members, and neither the supervisor nor the specialist supervisor of a student may be members of the Board.

- (3) The state doctoral examination is conducted before the Board of Examiners; its course and announcement of the result are public under Section 53(1) of the Act. If students or members of the Board are prevented from being on the university premises in person due to measures and decisions issued by public power authorities, a state doctoral examination can take place using remote communication tools. The Chair, or the Deputy Chair of the Board of Examiners are responsible for determining the course of the state doctoral examination procedure.
- (4) Students can register for the state doctoral examination once they have met the requirements arising from the relevant degree programme under these Regulations. A state doctoral examination precedes the defence of a dissertation.
- (5) The dean publishes the date and place of the state doctoral examination in the public section of the faculty's website at least one month before the examination takes place.
- (6) The Board of Examiners established for state doctoral examinations has a quorum if at least two-thirds of its members are present either in person or via remote communication tools. The Chair, or the Deputy Chair of the Board of Examiners are always required to be present either in person or via remote communication tools. State doctoral examinations are assessed using a grading scale of 'passed' and 'failed'. A decision on the result of an examination is made on the grounds of the majority of votes cast by all members of the Board of Examiners in a secret ballot. If any of the members of the Board are present via remote communication tools, the secret ballot shall be held in electronic form.
- (7) If the grade of a state doctoral examination is 'failed', the exam may be attempted again on a resit date. Students who do not attend their examination without an excuse and fail to submit a written excuse to the dean within the next five working days will be given a 'failed' mark. If the students submit an excuse and this excuse is accepted, their exam date registration will be withdrawn. If the students do not pass their state doctoral examination on a resit date, they are deemed not to have met the requirements arising from their degree programme under these Regulations, which is grounds for the termination of studies.
- (8) State doctoral examinations are conducted in the language for which the doctoral degree programme was accredited. With the student's approval or at his/her request, the Doctoral Studies Board can decide on conducting the defence procedure in a different language commonly used in the branch.

Article 34 Dissertations

- (1) Dissertations must include both original and published results, or the results received to be published.
- (2) Dissertations are submitted in the Czech, Slovak or English languages. Where degree programmes are accredited for a foreign language, the dissertations must be submitted in that language. Papers can be submitted in a different language only with the dean's approval. A dissertation written in Czech or another language must include a summary in the English language. A dissertation written in English or another foreign language must include a summary in the Czech language.
- (3) A dissertation can be submitted together with a dissertation abstract written in Czech which includes an English-language summary; if the doctoral degree programme was accredited for a foreign language, the dissertation abstract is to be written in that language and must include a summary in both the English and Czech languages. The dissertation abstract must include the student's professional curriculum vitae and a list of his/her published works.

Article 35
Dissertation Defence

- (1) The Chair, Deputy Chair and members of the Board of Examiners established for dissertations defence procedures are appointed by the dean upon a proposal made by the Doctoral Studies Board, in compliance with Section 53(2) and (3) of the Act. The appointment of the Board is regulated by a contract when doctoral degree programmes are implemented in partnership with higher education institutions or their constituent parts, or another legal entity. The Board of Examiners must have at least five members, and neither the supervisor nor the specialist supervisor may be members of the Board. The Board is normally joined by readers for dissertations, who are appointed in accordance with sub-section 3.
- (2) Applicants submit their dissertation defence applications to the dean, together with:
 - a) their bound dissertation in four copies, and post the electronic version to the UIS, including further bibliographic information,
 - b) dissertation abstracts, if they are required,
 - c) a document confirming the publication of the original results of their dissertation, or the results of their dissertation received to be published under Section 47(4) of the Act.
- (3) Upon a proposal made by the Doctoral Studies Board, the dean appoints at least two readers for dissertations, of whom at least two are not members of the academic community at the university. At least one of the readers must be a professor, associate professor or a doctor of science.
- (4) Once the readers' reports are received, the Chair or Deputy Chair of the Doctoral Studies Board propose a date for defence. The dean determines and announces the date for defence.
- (5) The date and place of the defence of a dissertation must be published at least one month in advance in the public section of the faculty's website, and the applicant, readers and members of the Board for dissertation defence must be informed of the date and place. Dissertations must be available for inspection by interested persons at the study department of the faculty five days before the defence takes place; if the degree programme was provided by the university, then the paper must be available at the Pedagogical Department of the Rectorate, and if the degree programme was provided in partnership with other universities, then the paper must be available in a unit of the higher education institution or another legal entity where the defence of the dissertation is going to take place. All readers' reports are sent to members of the Board for dissertation defence.
- (6) The defence of a dissertation takes place before the Board of Examiners established for dissertation defence procedures. If students or members of the Board are prevented from being on the university premises in person due to measures and decisions issued by public power authorities, dissertation defence procedures can take place using remote communication tools. The Chair, or the Deputy Chair of the Board of Examiners are responsible for determining the course of the defence procedure. At least one reader must be present during a defence procedure either in person or via remote communication tools. A reader who has given a negative report must always be present during a defence procedure. The Board of Examiners established for dissertation defence procedures has a quorum if at least two-thirds of all its members are present either in person or via remote communication tools. The Chair or the Deputy Chair of the Board of Examiners are always required to be present either in person or via remote communication tools. The Board of Examiners takes decisions by secret ballot. If any of the members of the Board are present via remote communication tools, the secret ballot shall be held in electronic form. The result of the defence can be either a 'passed' or 'failed' mark. For a successful defence, it is necessary that the majority of all members of the Board of Examiners vote in favour of a 'passed' mark. The course of the defence of a dissertation and the announcement of the results are public.
- (7) The defence of dissertations is conducted in the language for which the doctoral degree programme was accredited. With the student's approval or at his/her request, the Doctoral Studies Board can decide on conducting the defence procedure in a different language commonly used in the branch.
- (8) If the grade of the defence of a dissertation is 'failed', the defence may be attempted again on a resit date. If the students do not pass their defence on a resit date, they are deemed not to have met the requirements arising from their degree programme under these Regulations, which is grounds for the termination of their studies. Students who do not attend their defence appointment without an excuse and fail to submit a written excuse to the dean within the next five working days will be given a 'failed' mark. If the students excuse their absence at the defence appointment and this excuse is accepted, their defence date registration will be withdrawn.
- (9) The Board of Examiners established for dissertation defence procedures produces a report on the course of dissertation defence, which must be signed by all present Board members; the readers' reports will be attached to the report.

**PART FOUR
EXCEPTIONAL RESOURCES**

**Article 36
Exceptions Granted by the Rector**

The Rector is entitled to grant an exception to the provisions of these Regulations to students upon their submittal of a legitimate written request; it is not possible to appeal against a decision regarding this request.

**PART FIVE
TEMPORARY AND FINAL PROVISIONS**

**Article 37
Temporary and Final Provisions**

- (1) Any proceedings regarding the rights and obligations of students, except for proceedings on the closure of studies that have not been lawfully resolved before these Regulations took effect, will be finalised under the terms of the Study and Examination Regulations of Mendel University in Brno registered with the Ministry of Education, Youth and Sports under ref. No. MŠMT-23252/2017 on 25 August 2017, if this procedure is more advantageous for the students.
- (2) The provisions of Arts. 20 to 23 apply in a similar manner to persons who do not have the status of a student.
- (3) If any degree programmes accredited before 31 August 2016 consisted of specialised disciplines, the conditions that apply to degree programmes also apply to these disciplines, as appropriate.
- (4) These Regulations were approved pursuant to Section 9(1)(b) point (3) of the Act by the Academic Senate of Mendel University in Brno on 10 December 2018.
- (5) The Study and Examination Regulations of Mendel University in Brno registered with the Ministry of Education, Youth and Sports under ref. No. MŠMT-23252/2017 on 25 August 2017 are hereby revoked.
- (6) These Regulations shall come into force pursuant to Section 36(4) of the Act on the day on which they are registered by the Ministry of Education, Youth and Sports.
- (7) These Regulations take effect on the date of their registration.

Amendments to the Study and Examination Regulations of Mendel University in Brno were approved in accordance with Section 9(1)(b) point 3 of the Higher Education Act by the Academic Senate of Mendel University in Brno on 22 June 2020 and 21 December 2020.

Amendments to the Study and Examination Regulations of Mendel University in Brno shall come into force, pursuant to Section 36(4) of the Higher Education Act, on the day on which they are registered by the Ministry of Education, Youth and Sports.

The first amendment to the Study and Examination Regulations of Mendel University in Brno becomes effective on the first day of the second calendar month following the day on which the Regulations come into force.

The second amendment to the Study and Examination Regulations of Mendel University in Brno becomes effective on the date of its promulgation.

Prof. Ing. Danuše Nerudová, Ph.D., m. p.
Rector