

*The Ministry of Education, Youth and Sports has registered under Section 36 (2) of the Act No. 111/1998 Coll., on higher education and on amendments and supplements to other acts (Act on Higher Education), under no. MSMT-16723/2025-2 Study and Examination Regulations for Students of Doctoral Study Programmes of the Silesian University in Opava as of the date of signing the registration.*

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Director of the Department of Higher Education*

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# **Study and Examination Regulations for students of doctoral study programmes of the Silesian University in Opava of 7 July 2025**

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## **PART ONE BASIC PROVISIONS**

### **Article 1**

#### **Introductory provisions**

- 1) The Study and Examination Regulations for Students of Doctoral Degree Programmes of the Silesian University in Opava (hereinafter referred to as "the Regulations") are internal regulations of the Silesian University in Opava (hereinafter referred to as "the University") pursuant to Section 17(1)(k) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter referred to as "the Act").
- 2) The Regulations regulate the rules of study in accredited doctoral study programmes carried out by the University together with a higher education institute or its faculties. When doctoral study programmes are carried out jointly with a foreign university (Section 47a of the Act), another university or another legal entity (Section 81 of the Act), the relevant provisions of the Regulations shall apply in accordance with the agreement of the parties involved.
- 3) In the event that a study programme is implemented by the University together with a higher education institute, the director of the higher education institute shall act as dean, the deputy director shall act as the relevant vice-dean and the faculty shall be understood as the higher education institute, unless otherwise stipulated by these Regulations or other internal regulations of the University.

- 4) At individual faculties, these Regulations may be specified by an internal regulation or internal standard only in the cases provided for in these Regulations.

## **PART TWO**

## **STUDY**

### **TITLE I**

### **DISCIPLINARY COUNCIL**

#### **Article 2**

##### **Mission of the Board of Studies**

- 1) For each doctoral programme of study (hereinafter referred to as "DSP"), a subject council shall be established and shall be responsible for its activities to the dean.
- 2) The field council shall monitor and evaluate studies in the doctoral programme, in particular
  - a) initiating proposals for possible adjustments to the doctoral study programme,
  - b) monitors and discusses the creative, i.e. scientific or artistic, work of DSP students,
  - c) proposes to the Dean the appointment of supervisors and their dismissal,
  - d) discusses and approves the Individual Study Plans (hereinafter also referred to as "ISP") of students, including any changes thereto,
  - e) approves the topics of dissertation theses,
  - f) determines the scope of the requirements for taking the State Final Examination,
  - g) proposes to the Dean opponents for the defence of dissertation theses,
  - h) proposes to the Dean the composition of the State Final Examination Committee, the date and place of the examination,
  - i) proposes to the Dean the conditions of the admission procedure and the composition of the admission committee for admission to study in the relevant DSP,
  - j) ensure compliance with the principles of the credit system of study, if the study is conducted according to the principles of the credit system,
  - k) proposes the reduction or withdrawal of doctoral scholarships in accordance with the University's Scholarship Regulations, as amended,
  - l) proposes the termination of studies in accordance with Article 25,

- m) discusses other matters related to studies in the DSP in accordance with the provisions of these Regulations.
- 3) The branch council shall submit a report on its activities for the previous academic year to the dean no later than the end of January of the following year.

## **Article 3**

### **Members of the Board of Studies**

- 1) The Branch Council shall have at least six members, at least two of whom shall not be employees of the University. The members of the Board shall be appointed and dismissed by the Dean with the prior approval of the Faculty's Research Council. A person may be reappointed as a member of a disciplinary council.
- 2) The chairperson of the subject council is the supervisor of the doctoral study programme. The dean may appoint the vice-chair of the subject council from among its members.
- 3) Only leading academic and scientific staff of the University and of other universities and scientific research or artistic institutions may be members of the Board of Studies.
- 4) The term of office of the subject council is the same as the term of validity of the accreditation of the respective DSP.

## **Article 4**

### **Meetings of the Board of Studies**

- 1) The Board shall meet at least once a year. Meetings of the Board of Studies shall be convened by its chairman. The first meeting of the Board of Studies shall be convened by the Dean of the faculty concerned.
- 2) A quorum shall be present if more than half of its members are present. A resolution of the branch council is adopted if two-thirds of the members present agree with it.
- 3) Minutes of the proceedings of the branch council shall be taken and submitted by the branch council to the dean without undue delay.
- 4) Between meetings, the chairperson or vice-chairperson of the branch council shall represent the branch council.
- 5) More detailed conditions of the proceedings of the branch council may be regulated by an internal norm of the dean.

**TITLE II**  
**DOCTORAL STUDY PROGRAMME**  
**Article 5**

**Study programme and field of study**

- 1) A list of the DSPs in progress, including the form of study, the standard duration of study and information on their accessibility for persons with disabilities, the language of study and the academic degree awarded, is published in the public section of the University's website and is continuously updated.
- 2) The doctoral study programme is aimed at scientific research and independent creative activity in the field of research or development or independent theoretical and creative activity in the field of art.
- 3) The doctoral study programme shall include the requirements referred to in Section 44(2) of the Act.
- 4) The doctoral study programme shall be conducted in accordance with the specific requirements under the Government Regulation on Standards for Accreditation in Higher Education, in one of the following forms:
  - a) full-time, i.e. usually at the workplace sponsoring the student's ISP,
  - b) distance, i.e. mainly outside the workplace guaranteeing the student's ISP,
  - c) combined, i.e. a combination of full-time and distance learning, usually in the form of tutorials.
- 5) Each doctoral study programme has its own guarantor who, in particular, coordinates the content preparation of the DSP, supervises the quality of its implementation, evaluates the DSP and develops it. The guarantor is appointed and dismissed by the dean in accordance with Article 15(2) of the Rules of the System for Quality Assurance of Educational, Creative and Related Activities and Internal Evaluation of the Quality of Educational, Creative and Related Activities of the University, as amended. The dean may by decision designate a competent vice-dean responsible for the organisation of studies in the DSP at the faculty.
- 6) A doctoral study programme belongs to only one field of education if the state final examinations verify profiling knowledge or skills in the basic subject areas belonging to one field of education. A doctoral study programme shall be a study programme belonging to more than one field of education if the state examinations test profiling knowledge or skills in the core subjects belonging to more than one field of education.
- 7) The standard period of study is set by accreditation and is at least three and not more than four years, with a maximum of four academic years longer than the standard period of study in the relevant DSP. If the standard period of study increased by four years expires during the last three months of an academic year, the maximum period of study is extended until the end of that academic year.
- 8) The maximum period of study does not include any interruption of studies during a recognised period of parenthood, i.e. the period of time during which the student's parents would otherwise be on maternity or parental leave or in connection with the child's taking into care in lieu of parental care on the basis of a decision of the competent authority under the Civil Code or legislation governing state social support.

- 9) The period of study does not include periods when studies have been interrupted.

## **Article 6**

### **Admission procedure**

- 1) Admission to study shall be in accordance with Sections 48 to 50 of the Act.
- 2) The admission procedure shall be governed by the University Admission Procedure Regulations.
- 3) Admission to study is decided by the Dean.

## **Article 7**

### **Student**

An applicant admitted to study pursuant to Sections 48 to 50 of the Act shall become a student on the date of enrolment in the relevant doctoral study programme for which he or she has fulfilled the admission requirements.

## **Article 8**

### **Supervisor**

- 1) Supervisors shall be appointed and dismissed by the dean on the proposal of the departmental board after prior approval by the faculty's scientific board.
- 2) The supervisor may be a professor or associate professor, or an eminent specialist in a given field of education with the academic rank of Doctor of Science (DrSc., DSc.), Candidate of Science (CSc.) or with the academic title of Doctor (Dr., Ph.D., PhD.).
- 3) The supervisor is the professional guarantor of the student's scientific education, including the methodological guidance of the dissertation, his/her involvement in grants and projects as well as in teaching and publishing activities. On the proposal of the supervisor, on the basis of a regular evaluation of the student by the departmental board or on the basis of a written request of the student, the departmental board may propose to the Dean a change in the person of the supervisor.
- 4) The supervisor shall in particular:
  - a) in cooperation with the student, prepares a proposal for the student's individual study plan,
  - b) proposes advisors and, in agreement with the student, the topic of the dissertation,
  - c) monitors the progress of the student's studies, guides his/her professional preparation and provides consultations,
  - d) evaluates, in cooperation with the student, the fulfilment of the student's individual study plan and submits the resulting evaluation of the student for discussion by the departmental board,
  - e) cooperates with the subject board in determining the requirements for the final state examination.

- 5) The standards of the supervisor may be regulated university-wide by an internal standard of the Rector.

## **Article 9**

### **Consultant-Specialist**

- 1) The dean may, after consultation with the departmental council, appoint a student as a consultant-specialist to an eminent expert in a given field
  - a) on his/her own initiative, if the study is conducted under the supervision of a supervisor from a department other than the University,
  - b) on the proposal of the supervisor.
- 2) A consultant-specialist is a person with whom the student consults on special problems in the topic of his/her dissertation.

## **Article 10**

### **Organisation of studies**

- 1) The academic year lasts 12 months, the beginning of which is determined by the Rector.
- 2) Studies in the DSP are conducted according to an individual study plan under the guidance of a supervisor.
- 3) Studies in the DSP are monitored and evaluated by a departmental board established in accordance with Articles 2 to 4 of the Regulations.

## **Article 11**

### **Individual study plan**

- 1) The ISP of an accredited DSP shall be determined in accordance with the accreditation in force
  - a) the time and content distribution of compulsory and compulsory elective courses and other study obligations and the scope of study, scientific research and creative artistic activity in accordance with the accredited ISP,
  - b) the language of instruction, the form and method of verification of the results of the fulfilment of study obligations and other activities,
  - c) the framework definition of the topic of independent scientific work and creative activities set out in accordance with the relevant DSP,
  - d) information about a stay at a foreign institution of at least one month or a description of the student's participation in an international creative project with results published or presented abroad, or a specification of another form of direct participation of the student in international

cooperation in accordance with the applicable accreditation.

- 2) The ISP shall be prepared by the student and the supervisor in accordance with the applicable accreditation and approved by the relevant disciplinary board, normally no later than the end of the calendar year in which the student is enrolled. A similar procedure is followed when updating the ISP for each academic year.
- 3) With the approval of the supervisor and the subject board, a student may fulfil part of the ISP at another university. The conditions of study, the method of recognition of courses and other study obligations are regulated by the contract between the faculty and the other university.
- 4) The fulfilment of the ISP is subject to regular evaluation at least once a year. The documents for the evaluation are submitted by the supervisor in cooperation with the student to the departmental board for approval.
- 5) In connection with pregnancy and childcare, a student has the right to extend the time limits for the fulfilment of his/her study obligations by the period during which his/her maternity leave would otherwise last<sup>1)</sup>, provided that he/she does not interrupt his/her studies during this period. The dean shall decide on the extension of the time limit and the manner of fulfilling the study obligations within the extended period within 30 days from the date of the student's written request.
- 6) A student who submits a certificate stating that he or she is a sports representative of the Czech Republic in a sporting branch, issued by a sports organisation representing that sporting branch in the Czech Republic, is entitled to adjustments to the course of study in connection with that fact to enable him or her to participate in the representation and the necessary preparation. The Dean shall decide on the adjustment of the course of study within 30 days from the date of the student's written request.

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<sup>1)</sup>Sections 195, 197 and 198 of Act No. 262/2006 Coll., the Labour Code, as amended.

## **Article 12**

### **Credit system, credit evaluation of courses**

- 1) In accordance with the accreditation in force, studies may be conducted according to the principles of the ECTS credit system. In such a case, the recommended annual study plan is evaluated by 60 credits, the student must complete at least 40 credits to progress to the next academic year, and the student must earn a number of credits for the entire study equal to at least 60 times the standard study period in the DSP and the relevant ISP. The minimum requirement of 40 credits does not apply if the student has already fulfilled all study requirements and is working only on the dissertation.
- 2) Each course listed in the DSP is allocated a number of credits which reflects the level of study load of the student in his/her studies. A credit represents 1/60 of the average study load during the academic year.
- 3) A student may only earn credits once for a given course in a given DSP, unless an exception is made in the course syllabus to allow repeated credit earning.

## **TITLE IV**

### **VERIFICATION OF RESULTS AND HODNOCATION OF STUDIES**

## **Article 13**

### **Verification of learning outcomes**

- 1) The learning outcomes are verified by continuous assessment of the ISP during the course of study, the overall assessment of the course at the end of the credit or examination, the overall assessment of the study at the end of the state final examination.
- 2) During the evaluation of studies, the student is obliged to present a valid student ID (or a digital version thereof) with a current photograph or the student identifies himself/herself through the information system.
- 3) The data on the result of the evaluation of the study shall be entered by the relevant lecturer into the study information system to the following extent within 5 days of the completion of the credit or examination:
  - a) the date of the credit or examination,
  - b) an indication of whether the examination or examination was taken on a regular or a remedial date,
  - c) whether or not the student has fulfilled the conditions for the award of credit,
  - d) the result of the examination.
- 4) The record of the student's learning outcomes shall be kept by the relevant science and research department or other department which maintains the student's learning record (hereinafter referred to as the "science department"). Another responsible person may also be entrusted with the entry

of the results of the assessment of studies in accordance with paragraph 3 on the basis of a written mandate from the head of the institute, department, institute or other department.

- 5) Responsible employees of the faculty (department, institute, institute or other workplace) are obliged to use the unified study information system and unified student e-mail accounts within the framework of their studies and when verifying study results, to follow the rules of the unified study information system accurately and consistently, in particular the rules on the DSP and the results of study assessment, and to follow the instructions of the Rector or the Dean.
- 6) Students are obliged to use the Unified Student Information System and the student e-mail accounts established by the University in the course of their studies and in the verification of their study results.
- 7) The printed output from the student information system is decisive for proving the results of studies. This output, certified by the relevant science department, is considered to be a study report within the meaning of Section 57(3) of the Act.
- 8) Study assessment results not recorded in the study information system no later than the date of fulfilment of the study obligations according to the ISP shall be regarded as not having been carried out. The student has the right to submit his/her requests for correction of the discrepancies found or completion of the missing data within 5 working days following the last day of the respective academic year to the respective lecturer.

## **Article 14**

### **Credit**

- 1) Credit shall be awarded on fulfilment of the requirements for obtaining it, which shall be published by the teacher of each course in the course syllabus available to students in the University's information system.
- 2) A student who has not been awarded credit by the deadline shall be given a remedial deadline by the instructor for obtaining credit, but no later than the end of the academic year in question.
- 3) The student has the right to withdraw from the deadline for obtaining credit, normally 24 hours in advance, unless the instructor specifies otherwise. A student who has withdrawn in this way is treated as if he/she had not registered for the set deadline. For serious reasons, especially health reasons, he/she may excuse himself/herself additionally, but no later than 5 calendar days from the date set for obtaining the credit. The instructor will decide whether the excuse is justified.

## **Article 15**

### **Examination**

- 1) The examination tests the student's knowledge of the relevant subject and his or her ability to apply the knowledge acquired during the course of study. The framework conditions and characteristics of the examination shall be published by the guarantor or other authorised person in the course syllabus available to students in the University's information system.
- 2) If a student fails the examination, he/she has the right to take a make-up examination, but no later than the end of the relevant academic year.

- 3) The student has the right to withdraw from the examination or make-up examination, as a rule, 24 hours before its commencement. A student who opts out in this way is treated as if he or she had not registered for the examination. For serious reasons, in particular health reasons, he/she may also excuse himself/herself subsequently, but no later than 5 calendar days from the date set for the examination.
- 4) The student has the right to reschedule the examination due to pregnancy or childcare.

## **Article 16**

### **State final examination**

- 1) The studies are duly concluded with a state final examination consisting of the defence of the dissertation.
- 2) The dissertation must include the original results of the creative activity of the student submitting the dissertation, published in the manner usual for the publication of the results of research, development or other creative activity usual in the relevant field, or the results so accepted for publication.
- 3) The dissertation may include an artistic output or a functional prototype of a technical device, a patent application for an invention or technical documentation produced in the course of research, development or innovation activities, or other application-implemented result of research, development or innovation.
- 4) A DSP student may take the state final examination if he/she has fulfilled all study obligations prescribed in the relevant ISP in accordance with the accredited doctoral study programme and has prepared and submitted a dissertation on the assigned topic within the specified deadline.
- 5) The language in which the dissertation is prepared, defended and evaluated, if applicable, is usually determined by the accreditation dossier of the relevant ISP, unless an international treaty stipulates otherwise. Any preparation of the dissertation in a language other than Czech or English beyond the previous sentence is subject to the prior approval of the relevant disciplinary board.
- 6) The student must take the final state examination no later than the end of the maximum period of study of the relevant study programme as laid down in Article 5(7).
- 7) The student shall register for the state final examination at the time and in the manner laid down by the dean in an internal standard. Article 15(3) shall apply mutatis mutandis to withdrawal from the final examination.
- 8) The state final examination shall be held before an examination board; at least five members of the board must be present. Only professors, associate professors, special professors and experts approved by the relevant scientific council shall be entitled to sit the final examination.
- 9) The course of the state final examination and the announcement of the results are public.
- 10) The Examination Board shall deliberate on the result of the State Final Examination in closed session and shall reach a decision by an absolute majority of the members present. A student is graded "failed"/N if he/she fails to meet the conditions for successful completion of the state final examination (dissertation defence), withdraws from the examination after it has begun or fails to appear for the examination without a proper excuse, or seriously violates the proper conduct of the examination.

- 11) If the Examination Board has determined a classification of "failed"/N for the state final examination, it shall also determine whether the dissertation must be revised or completed; a date for the revision may be set no earlier than 6 months after the first date of the examination.
- 12) In the event of failure, the State final examination may be repeated no more than once, subject to the maximum period of study laid down in Article 5(7).
- 13) The dean may lay down more detailed specifications for the holding of the state final examination, its organisation, the assignment, preparation, evaluation and defence of dissertations in an internal standard.
- 14) Public access to dissertation theses shall be governed by the relevant internal regulation of the University.
- 15) The record of the state final examination shall be made in electronic form.

## **Article 17**

### **Evaluation and overall assessment of studies**

- 1) Credit shall be classified as "credited"/Z or "non-credited"/N.
- 2) The result of the examination and the result of the make-up examination shall be graded "pass"/P or "fail"/N.
- 3) The ISP assessment is classified verbally as follows:
  - a) the student passes the ISP without reservation;
  - b) the student fulfils the ISP with minor reservations,
  - c) the student fulfils the ISP with major reservations,
  - d) the student fails to meet the ISP and is recommended for termination of studies under 56(1)(b) of the Act.
- 4) The overall assessment of the ISP and the assessment of the final state examination is expressed by two classification levels:
  - a) "pass"/V,
  - b) "pass"/N.

## **Article 18**

### **Revision of evaluation**

- 1) A student has the right to request a revision of the examination grade, the ISP grade or the state final examination grade.
- 2) A duly substantiated written request must be delivered to the faculty within 10 days of the recording of the assessment in the student information system. Any member of academic staff may also initiate a revision of the assessment in favour of the student.

- 3) The dean shall cancel a contested evaluation if a legal regulation or an internal regulation of the university or faculty has been violated in determining the evaluation, or if the evaluation was determined arbitrarily. In such a case, the dean shall take the measures necessary to restore the violated rights of the student.
- 4) If the evaluation has been cancelled, the dean shall set a new date for the evaluation, taking into account the standard course of events in the relevant academic year.

**TITLE V**  
**COURSE OF STUDY AND MONITORING**

**Article 19**

**Enrolment and enrolment in the academic year**

- 1) A candidate who has been notified of a decision on admission to study shall be entitled to enrolment for the academic year for which he or she was admitted.
- 2) Enrolment, which is identical to enrolment in the first academic year, shall take place at the faculty which implements the relevant DSP. The date is set by the dean in accordance with the timetable for the relevant academic year and is communicated to the applicant at the same time as the decision on admission to the programme. The Rector shall determine the form of enrolment in the relevant academic year by issuing a methodological instruction from the Rector. If an applicant has enrolled in studies before the expiry of the deadline for lodging an appeal against the decision on admission to studies, he or she shall be deemed to have waived the right to lodge an appeal by enrolling. If an applicant enrols after an appeal has been lodged during the appeal procedure, the appeal procedure shall be terminated by the enrolment; no decision on the termination of the procedure shall be issued.
- 3) For students who, for objective reasons, are allowed to enrol in their studies according to the timetable of the relevant academic year only during the winter semester of the academic year, the course and conditions of fulfilment of the ISP for the relevant academic year will also be adjusted on the basis of an individual decision of the Dean.
- 4) Enrolment in studies, which is re-enrolment in studies after a specified period of interruption of studies, takes place at the faculty which implements the relevant ISP. Re-enrolment may be carried out no later than 10 working days after the end of the interruption of studies.
- 5) Enrolment in the academic year shall take place at the faculty in accordance with the timetable for the relevant academic year. A student may be enrolled in an academic year if he/she has fulfilled the obligations specified in the ISP for the previous academic year and has successfully completed all re-enrolled courses no later than the date of the review of studies for the previous academic year.
- 6) An alternate date for enrolment may be set by the Dean of Studies upon written request, supported by documentation demonstrating circumstances that prevent attendance.
- 7) If a study applicant fails to appear for enrolment in studies by the deadline or for enrolment on an alternative date and does not excuse himself/herself within 5 working days, this is considered as a resignation of his/her right to enrol in studies.
- 8) If a person fails to appear for re-enrolment or re-enrolment at an alternative date after the expiry of the prescribed period of interruption of studies and does not excuse himself or herself within 5 working days or request an extension of the interruption of studies in accordance with these Regulations, he or she shall cease to be a student and the studies shall be terminated in accordance with section 56(1)(b) of the Act.
- 9) If a student fails to meet the conditions for enrolment in the academic year and does not excuse himself/herself within 5 working days, he/she shall cease to be a student in accordance with Section 56(1)(b) of the Act.

- 10) Enrolment under paragraphs 2 to 5 may also be made by an agent who proves his or her authority to represent the student by written power of attorney. The power of attorney may also be given orally on the record. Only one attorney may be elected at a time in the same case.
- 11) Enrolment in a course of study shall be completed if the applicant for studies, the person referred to in paragraph 8 or the proxy referred to in paragraph 10 confirms his or her consent to enrolment in the relevant DSP, on the prescribed form or in another equally evidentiary form if so provided in the Rector's methodological instruction issued pursuant to paragraph 2.
- 12) Enrolment in an academic year is fulfilled if the student updates the ISP fulfilment for the relevant academic year and the related registration of courses in the student information system within the stipulated deadline. The student does not enrol in courses if he/she has already completed all of them.

## **Article 20**

### **Enrolment in courses**

- 1) When enrolling for the relevant academic year, the student shall record courses in the study information system according to the ISP of the relevant DSP in such a way that:
  - a) in the academic year, by successfully completing the enrolled courses or by having them recognised in accordance with Article 23, he/she can obtain a minimum of 40 credits for the previous study if he/she is studying in a DSP implemented according to the ECTS principles,
  - b) in the academic year, he/she has been able to meet the ISP updated for that academic year by successfully completing the courses enrolled in or recognised under Article 23,
  - c) has fulfilled the requirements for re-enrolment in accordance with Article 22,
  - d) have fulfilled the conditions set out in Article 16(5) by successfully completing the courses enrolled in for the entire course of study.
- 2) The student is obliged to enrol in courses in such a way as to comply with the structure of courses given by the accredited DSP, to comply with the conditions of conditionality, continuity and electivity of courses in terms of their nature and at the same time to comply with the maximum duration of study according to Article 5(7).
- 3) If, for objective reasons, a student has not been able to successfully complete a course enrolled in accordance with paragraph 1 in the relevant academic year, the relevant science department may cancel the enrolment of the course on the basis of a positive statement from the supervisor.
- 4) The enrolment of courses is organised by the relevant science department or by another responsible person listed in the catalogue of the relevant course in the University's information system.
- 5) More detailed conditions for course registration may be laid down in the internal standards of the faculties.

## **Article 21**

### **Control of studies**

- 1) Control of studies for the previous academic year is organised and administered by the relevant science department.
- 2) As a rule, the review of studies takes place at the same time as the registration for the academic year and the registration of courses.
- 3) The internal standards of the faculties may lay down more detailed conditions for the control of studies.

## **Article 22**

### **Re-registration of courses**

- 1) If a student fails to fulfil the conditions laid down for successful completion of a compulsory or compulsory elective course in the relevant academic year, he or she may enrol in that course no more than once more.
- 2) If a student re-enrolls in a compulsory or compulsory elective course referred to in paragraph 1 in the relevant academic year, he or she must successfully complete the course by the end of the relevant academic year. Failure to fulfil this obligation shall be grounds for termination of studies pursuant to Section 56(1)(b) of the Act.

## **Article 23**

### **Recognition of credits and examinations**

- 1) On the basis of a written request from a student, the dean may recognise credits or examinations for courses taken as part of a previous unsuccessful, not concurrent, study at the same faculty, another part of the university, another higher education institution in the Czech Republic or abroad.
- 2) The application for recognition of credits and examinations for successfully completed courses at another university must also be accompanied by the syllabus of the course, indicating its title, scope, classification and, if applicable, credit rating.
- 3) The application for recognition of credits and examinations for courses successfully completed as part of studies at the University may be submitted through the relevant application of the University's information system.
- 4) Further conditions for the recognition of credits or examinations may be laid down by the Dean.
- 5) Recognised credits and examinations are counted towards the number of credits specified in the condition for enrolment in the relevant academic year, provided that the study in the DSP is carried out in accordance with the principles of the ECTS credit system.

## **Article 24**

### **Interruption of studies**

- 1) The dean decides on the interruption of studies on the basis of a written request from the student.

- 2) The maximum period of interruption of studies is 24 months. The interruption of studies shall be recorded in the student record.
- 3) The request for interruption of studies shall be submitted by the student to the dean, together with a brief justification and any supporting documents demonstrating the circumstances that justify the interruption of studies.
- 4) If a student requests an interruption of studies for serious reasons, where the personal presence of students at education or examinations while studying at the University is restricted on the basis of a measure adopted under another law or the restriction of presence is of an individual nature, the Dean shall determine the beginning and end of the interruption of studies and this period of interruption of studies shall not be counted towards the maximum period of interruption of studies.
- 5) If the reason for the interruption of studies ceases to exist, the person may request in writing that the interruption of studies be terminated earlier than originally scheduled.
- 6) A student shall always have the right to interrupt his/her studies in connection with pregnancy, childbirth or parenthood, for the entire recognised period of parenthood. The period of interruption of studies for a recognised period of parenthood shall not count towards the maximum period of interruption of studies under paragraph 2.
- 7) A person shall not be a student during the period of interruption of studies; he/she shall become a student on the date of re-enrolment following the end of the interruption of studies. Further details of re-enrolment are set out in Article 19.
- 8) The interruption of studies does not affect the validity of the study requirements already successfully completed, but the student is obliged to respect any changes to the DSP curriculum that occur during the interruption of studies.
- 9) The student is obliged to settle his/her obligations to the University before the start of the interruption of studies.

## **Article 25**

### **Termination of studies**

- 1) Studies are duly terminated in accordance with Section 55 of the Act by graduation from the relevant DSP. The date of completion of studies is the date on which the student has successfully passed the final state examination.
- 2) Studies shall be terminated in accordance with Section 56(1)(a) of the Act if the student has declared in writing that he/she is withdrawing from studies. The date of termination of studies shall be the date on which the student's written declaration of withdrawal is delivered to the faculty.
- 3) The study is terminated pursuant to Section 56(1)(b) of the Act if the student fails to meet the requirements of the accredited DSP on the date of the decision if:
  - a) the student fails to comply with the ISP and is assessed in accordance with Article 17(3)(d) of the Regulations,
  - b) the student is graded 'fail' in the remedial term of the examination,
  - c) the student fails to pass the final state examination even in the remedial term,

- d) the student fails to meet the conditions for the proper completion of studies within the maximum period of study,
- e) the person fails to re-enrol and the provisions of Article 19(8) of the Regulations are met.

If a student appeals against a decision issued by the Dean concerning the termination of studies under (a) to (e) within 15 days of the date of its notification, the date of termination of studies shall be the date on which the decision on the appeal confirming the Dean's decision becomes final.

- 4) Studies shall be terminated pursuant to Section 56(1)(d) of the Act upon the termination of the accreditation of the study programme; the date of termination of studies shall be the date on which the University notified the termination of the study programme or the date on which the accreditation granted expired.
- 5) Studies shall be terminated pursuant to Section 56(1)(e) of the Act by the termination of the study programme for the reasons specified in Section 81b(3) of the Act; the date of termination shall be the last day of the three-year period referred to in the first sentence of Section 81b(3) of the Act.
- 6) The study shall be terminated pursuant to Section 56(1)(f) of the Act by the termination of the authorisation to pursue the study programme (Section 86(3) and (4) of the Act); the date of termination of the study shall be the date on which the authorisation to pursue the study programme on the basis of institutional accreditation ceased.
- 7) The study shall be terminated by exclusion from the study pursuant to Section 47e(3) of the Act; the date of termination of the study shall be the date on which the decision pursuant to Sections 47c to 47e of the Act on the invalidity of the state final examination or a part thereof takes effect.
- 8) Studies are terminated under section 56(1)(h) of the Act by expulsion from studies under section 65(1)(c) of the Act for a disciplinary offence or under section 67 of the Act if the student has been admitted to study on the basis of his or her fraudulent conduct. The date of termination of studies shall be the date on which the decision to terminate studies becomes final. If a student appeals against a decision issued by the Dean within 15 days of the date of its notification, the date of termination of studies shall be the date on which the decision on the appeal confirming the Dean's decision becomes final.
- 9) The student shall be obliged to settle his/her obligations to the University upon graduation.

## **Article 26**

### **Change of form of study**

- 1) A student may apply for a change of form of study of the same DSP if the relevant DSP is accredited for different forms of study. The dean shall decide on the change within 30 days from the date of receipt of the student's written request.
- 2) The dean may allow a student fulfilling an ISP to study in full-time form after the standard period of study has expired, but for a maximum of one year. The written request must be reasoned and recommended by the supervisor and approved by the appropriate departmental board.
- 3) If the total period of full-time study exceeds the standard period of study, or the standard period of study extended in accordance with the preceding paragraph, the student must apply in writing for a change of form of study. The request must be accompanied by the opinion of the subject board.

The dean shall decide on the change of the form of study within 30 days from the date of receipt of the request or notification of the fact in question.

- 4) The change of the form of study shall not affect the validity of successfully completed study requirements.

## **PART THREE**

### **COMMON PROVISIONS**

#### **Article 27**

##### **Decision-making on students' rights and obligations**

- 1) Proceedings concerning the rights and obligations of students shall be conducted in the first instance at the faculty at which the student is enrolled.
- 2) Only the student shall be a party to proceedings concerning the rights and obligations of a student under the Act. In proceedings in matters under section 68(1)(c) to (f) of the Act, the University is not obliged to notify the student of the opportunity to comment on the grounds for the decision before issuing a decision on the matter, and the right to inspect the file is not granted to the student until after the decision has been notified.
- 3) The issuance of a decision is the first act of the University in proceedings in cases referred to in Section 68(1)(c) and (e) of the Act if they are initiated ex officio in accordance with the internal regulations of the University or the Faculty. The issuing of an invitation to comment on the decision documents shall be the first act of the University in cases referred to in Section 68(1)(g) of the Act, whereby the University may issue the invitation via the University's electronic information system.
- 4) The student may appeal against the decision within 15 days from the date of its notification. The suspensive effect of the appeal cannot be excluded.
- 5) The Rector shall decide on the student's appeal against the decision.
- 6) The Rector shall review the conformity of the contested decision and the procedure preceding the decision with the law and the internal regulations of the University and the Faculty.
- 7) Following the Rector's decision, the authorities of the University or its constituent parts shall, where necessary, take such measures as are necessary to ensure that the student's rights are restored and the consequences caused by the defective decision are eliminated or at least mitigated.
- 8) The service of documents on students is regulated in Article 25 of the University Statutes.

#### **Article 28**

##### **Evidence of studies**

- 1) Proof of studies shall be issued in accordance with Section 57 of the Act.
- 2) The university diploma issued to a graduate of a DSP shall be issued in the language in which the respective DSP is accredited.

- 3) The university diploma and the supplement to the diploma shall be issued by the university according to a uniform model; further details shall be laid down in a directive of the rector.
- 4) If the language of instruction and the language of assessment of the study was different for different study activities according to the applicable ISP, this fact will be indicated on the diploma supplement.

## **PART FOUR** **SPECIAL PROVISIONS**

### **Article 29**

#### **Special provisions for the study of persons with special educational needs**

- 1) The University shall provide reasonable support measures to equalise the opportunities to study at the University, provided that this does not conflict with the medical fitness requirements for the study programme.
- 2) The rules for the provision of reasonable support measures shall be set out in the relevant internal regulations of the University, as amended from time to time.
- 3) The acceptance of equal access to education and the provision of equal conditions for study shall not reduce the established study requirements and shall not affect the profile of the graduate in the definition of his/her output of general, professional and specialised knowledge and skills.

### **Article 30**

#### **Special provisions for the study of persons in recognised parenthood**

- 1) Recognised periods of parenthood shall be recorded by the relevant science departments.
- 2) The student shall demonstrate the exercise of the rights arising from the recognised period of parenthood by submitting a notification through the relevant academic department, giving entitlement to its registration.
- 3) The Rector's Instruction on Ensuring a Uniform Procedure for the Recording of Recognised Parenthood and Related Activities at the University, as amended, regulates the uniform procedure for the recording of recognised parenthood and related activities.

### **Article 31**

#### **Special provisions on the invalidation procedure for the state final examination**

- 1) The Rector shall decide in proceedings to invalidate the state final examination in accordance with Sections 47c to 47e of the Act.
- 2) The grounds for the decision in the invalidation proceedings pursuant to paragraph 1 shall include

the opinion of the review board. The review board shall consist of seven members, six of whom shall be appointed by the Rector from among professors, associate professors, special professors or other experts; no more than three of these six members may be members of the board before which the state final examination or part thereof was held; at least three of these six members may not be members of the academic community of the University. The seventh member of the Board shall be appointed by the Rector from among the students of the University. The rector shall request a proposal for a member of the review board referred to in the preceding sentence from the president of the student chamber of the Academic Senate of the University; the rector shall request a proposal for the other members from the head of the unit of the University at which the state final examination was held; the rector shall not be bound by these proposals.

## **PART FIVE**

### **TRANSITIONAL AND FINAL PROVISIONS**

#### **Article 32**

##### **Transitional provisions**

- 1) The proper completion of the studies of a student who has enrolled in a DSP programme and whose first period of study within the framework of that programme began before the date of entry into force of Act No 52/2025 Coll. amending Act No 111/1998 Coll, on higher education and on amending and supplementing other acts (the Higher Education Act), as amended, and other related acts (hereinafter also referred to as the Higher Education Act 52/2025), Section 47(4) of the Act, as in force before the effective date of this Act, and the provisions of the internal regulations of the University and the faculties as in force on 28 February 2025, shall apply.
- 2) The change in the manner of the orderly termination of studies in doctoral degree programmes as amended by these Regulations shall apply to a student who enrolled in a DSP accredited at a time before the date of entry into force of the Higher Education Act 52/2025, after the date of entry into force of this Act, and to a student who enrolled in such a DSP before the date of entry into force of this Act and whose first period of instruction in that degree commenced no earlier than 1 March 2025, in accordance with Section 47(4) of Act No. 111/1998 Coll, as in force from the date of entry into force of the Higher Education Act 52/2025.

#### **Article 33**

##### **Final provisions**

- 1) The Study and Examination Regulations for students of doctoral study programmes implemented by the University together with a higher education institute registered by the Ministry on 8 August 2017 under No. MSMT-14536/2017.
- 2) Provisions of the internal regulations and internal standards of the faculties that are in conflict with these Regulations shall cease to have effect, except as provided in Article 32.
- 3) Proceedings concerning the rights and obligations of students which have not been finally concluded before the entry into force of these Regulations shall be completed in accordance with the existing regulations.

- 4) These Regulations have been approved under Section 9(1)(b)(3) of the Act by the Academic Senate of the University on 10 June 2025.
- 5) These Regulations shall come into force in accordance with section 36(4) of the Act on the date of registration by the Ministry.
- 6) These Regulations shall come into force on 1 September 2025.

Ing. Lucie Kamrádová, Ph.D.  
Chair of the Academic Senate

doc. Mgr. Tomáš Gongol, Ph.D.  
Rector