THE UNIVERSITY OF VETERINARY MEDICINE AND PHARMACY IN KOŠICE

STUDY GUIDE BOOK AT THE UVMP IN KOŠICE

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**Public Procurement Department**

*Head of department:* Vladimír Katona, Mgr.

Miroslav Bartko, Ing.
Lucia Verebová, Mgr.
Andrea Návesňáková, Mgr.

**Vice-Rector:**
Martin Tomko, DVM, PhD

**Study Office**

*Head of office:* Renáta Božíková, Ing.

*Study Programmes in Slovak Language:*
Zuzana Szabová

*Student Registry and Social Support:*
Soňa Katreniaková
Lenka Žuravlovová, Mgr.

*Study Programmes in English Language:*
Michaela Paulíková, Ing.
Diana Sokoliová, Mgr.
Lenka Rendošová, Mgr.
Vice-Rector: Prof. Juraj Pistl, DVM, PhD

PhD Study Section: L’ubica Hajdeckerová

Science and Research Section: Michaela Krčmáriková, Mgr.

Vice-Rector: Prof. Zita Faixová, DVM, PhD

International Relations
Student and Staff Mobility: Katarina Hájovská, DVM, PhD
Mario Segurado Benito

Rigorous Examination Procedures

Vice-rector: Prof. Jozef Nagy, DVM, PhD

Quality Assurance: Assoc. prof. Peter Korim, DVM, PhD

Information and Communication Technologies
Head of department: Igor Michaľov, Ing.

Central Application Systems: Zuzana Balajtyová, Ing.
Matej Roško, Mgr.

Information Technologies and Networks:
Róbert Schrèter, Ing.
Štefan Grančák, Ing.
Ján Lipták, Ing.
Martina Moňoková, Ing.
Richard Barát
Marek Macko

Vice-rector: Prof. Alexandra Trbolová, DVM, PhD

Clinical Activities and Professional Relations:
Assoc. prof. Oskar Nagy, DVM, PhD
**LIST OF DEPARTMENTS AND TEACHERS**

**Department of Anatomy, Histology and Physiology**  
*Head of department: Assoc. prof. Drahomíra Sopková, DVM, PhD*

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<td>L. Krešáková, DVM, PhD</td>
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<td>Anatomy II.</td>
<td>K. Vdoviaková, DVM, PhD</td>
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<td>Assoc. prof. E. Petrovová, DVM, PhD</td>
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<td>R. Vlčková, DVM, PhD</td>
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<td>M. Maloveská, DVM, PhD</td>
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**Department of the Environment, Veterinary Legislation and Economy**  
*Head of department: Assoc. prof. Peter Korim, DVM, PhD*

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<td>Prof. J. Kottferová, DVM, PhD</td>
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<td>G. Gregová, DVM, PhD</td>
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<td>G. Gregová, DVM, PhD</td>
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<td>Basics of ecology</td>
<td>I. Miňo, Ing., PhD</td>
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<td>Basics of law for veterinary medics</td>
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<td>Behaviour disorders in domestic animals</td>
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<tr>
<td>Biomedical statistics and informatics</td>
<td>L. Takáč, Ing., PhD</td>
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<td>Economy</td>
<td>J. Korimová, DVM, Ing., PhD</td>
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<tr>
<td>History of veterinary medicine</td>
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<td>Professional ethics</td>
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**Department of General Education Subjects**  
*Head of department: Andrea Eibenová, Mgr.*

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### Department of Biology and Genetics

**Head of department:** Assoc. prof. Katarína Beňová, DVM, PhD

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<td>Clinical genetics</td>
<td>Assoc. prof. B. Holečková, RNDr., PhD</td>
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<td>Laboratory diagnostics</td>
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<td>Radiobiology</td>
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<td>Zoology</td>
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### Department of Epizootiology and Parasitology

**Head of department:** Assoc. prof. Anna Ondrejková, DVM, PhD

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<td>Contagious diseases of animals</td>
<td>Prof. J. Mojžišová, DVM, PhD, Dr. h. c.</td>
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<td>Diseases of laboratory animals and management of clinical experiments</td>
<td>Z. Hurníková, DVM, PhD</td>
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<td>Epizootology</td>
<td>Prof. J. Mojžišová, DVM, PhD, Dr. h. c.</td>
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<td>Infectious and parasitic diseases of small animals</td>
<td>Prof. J. Mojžišová, DVM, PhD, Dr. h. c.</td>
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<td>Introduction to veterinary epizootology</td>
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<td>Parasitology</td>
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<td>Preventive veterinary medicine</td>
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<td>Preventive veterinary medicine, sanitation and public health</td>
<td>Prof. J. Mojžišová, DVM, PhD, Dr. h. c. Assoc. prof. N. Sasáková, DVM, PhD</td>
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<td>Protection of animals used in biomedical research according to EU legislation</td>
<td>Z. Hurníková, DVM, PhD</td>
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<td>Zoonoses</td>
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### Department of Pharmacology and Toxicology

**Head of department:** Prof. Jaroslav Legáth, DVM, PhD

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### Department of Food Hygiene and Technology

**Head of department:** Assoc. prof. Slavomír Marcinčák, DVM, PhD

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<td>Food borne diseases</td>
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### Department of Chemistry, Biochemistry and Biophysics

**Head of department:** Assoc. prof. Zuzana Kostecká, DVM, PhD

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### Department of Microbiology and Immunology

**Head of department:** Prof. Ludmila Tkáčiková, DVM, PhD

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<td>Immunology</td>
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<td>Microbiology</td>
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<td>Microbiology, immunology and parasitology</td>
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**Department of Pathological Anatomy and Pathological Physiology**  
*Head of department: Prof. Zuzana Ševčíková, DVM, PhD*

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**Department of Nutrition, Dietetics and Animal Breeding**  
*Head of department: Assoc. prof. Pavel Nadí, DVM, PhD*

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<td>Z. Farkašová, DVM, PhD</td>
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<td>Animal husbandry and technology of animal production</td>
<td>F. Zigo, DVM, PhD</td>
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**Clinic of Horses**  
*Head of clinic: Prof. Igor Valocký, DVM, PhD*

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## Clinic of Ruminants

*Head of clinic: Prof. Pavol Mudroň, DVM, PhD, Dipl. ECBHM*

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<td>G. Lazar, DVM, PhD</td>
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## Small Animal Clinic

*Head of clinic: Tatiana Weissová, DVM, PhD*

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<td>A. Valenčáková, DVM, PhD</td>
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<td>General surgery and anesthesiology</td>
<td>Assoc. prof. I. Capík, DVM, PhD</td>
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<td>T. Weissová, DVM, PhD</td>
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<td>Neurology in small animals</td>
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<td>Radiographic anatomy</td>
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<td>Radiology and imaging diagnostics</td>
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<td>Reproduction of small animals</td>
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<td>Reproductive endocrinology</td>
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<td>Surgery and orthopaedics of small animals</td>
<td>Prof. V. Ledecký, DVM, PhD</td>
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<td>Veterinary dermatology in small animals</td>
<td>Assoc. prof. M. Fialkovičová, DVM, PhD</td>
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<td>Veterinary stomatology</td>
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## Clinic of Swine

*Head of clinic: Prof. Peter Reichel, DVM, PhD*

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<td>R. Link, DVM, PhD</td>
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<td>Diseases of pigs I.</td>
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<td>Diseases of pigs II.</td>
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Clinic of Birds, Exotic and Free Living Animals

*Head of clinic: Ladislav Molnár, DVM, PhD*

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<td>Diseases of bees</td>
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</tr>
<tr>
<td>Diseases of exotic, ZOO animals and reptiles</td>
<td>L. Molnár, DVM, PhD</td>
</tr>
<tr>
<td>Diseases of poultry</td>
<td>L. Molnár, DVM, PhD</td>
</tr>
<tr>
<td>Diseases of small mammals and laboratory animals</td>
<td>V. Vrabec, DVM</td>
</tr>
<tr>
<td>Falconry and wild life rehabilitation</td>
<td>L. Molnár, DVM, PhD</td>
</tr>
</tbody>
</table>
STUDY OFFICE

Opening hours:
- Monday: 08:30 – 11:00
- Tuesday: CLOSED
- Wednesday: 12:30 – 14:30
- Thursday: 12:30 – 14:30
- Friday: 09:00 – 11:00

Opening hours during the period from July 15 to August 15:
- Monday: 08:30 – 11:00
- Tuesday: CLOSED
- Wednesday: 08:30 – 11:00
- Thursday: CLOSED
- Friday: 08:30 – 11:00

VICE-RECTOR FOR EDUCATION
Martin Tomko, DVM, PhD
Telephone: +421 918 413 553
E – mail: martin.tomko@uvlf.sk

STUDY PROGRAMMES IN ENGLISH LANGUAGE
- Michaela Paulíková, Ing.
  Telephone: +421 915 742 534
  E – mail: zas@uvlf.sk
- Diana Sokoliová, Mgr.
  Telephone: +421 917 841 426
- Lenka Rendošová, Mgr.
  Telephone: +421 915 984 004

STUDY PROGRAMMES IN SLOVAK LANGUAGE
- Renáta Božíková, Ing.
  Telephone: +421 915 984 003
  E – mail: renata.bozikova@uvlf.sk
- Zuzana Szabová
  Telephone: +421 915 986 723
  E – mail: zuzana.szabova@uvlf.sk

Student Registry and Social Support
- Soňa Katreniaková
  Telephone: +421 915 984 722
  E – mail: sona.katreniakova@uvlf.sk
- Lenka Žuravlovcová, Mgr.
  Telephone: +421 905 899 433
  E – mail: lenka.zuravlovo@uvlf.sk

For any formal requests addressed to the Study Office or to the Rector, please use the Request form available on the UVMP website. The form must be fully completed by pen, legible, signed and dated. We accept e-mailed Request forms or their hard copies delivered to our office.
STUDENTS WITH SPECIFIC NEEDS

Coordinator for students with specific needs:
Assoc.prof. Zuzana Kostecká, DVM, PhD
Telephone: +421 915 984 621
E – mail: zuzana.kostecka@uvlf.sk

Administrator for students with specific needs:
Lenka Rendošová, Mgr.
Telephone: +421 915 984 004
E – mail: zas@uvlf.sk
UNIVERSITY LIBRARY

Lending room

Contact: Mária Gomolčáková  Telephone: +421 915 991 463
E–mail: maria.gomolcakova@uvlf.sk

Opening hours:
- Monday: 09:00 – 12:00  13:00 – 16:00
- Tuesday: 08:30 – 12:00
- Wednesday: 08:30 – 12:00  13:00 – 14:30
- Thursday: 08:30 – 12:00  13:00 – 14:30
- Friday: CLOSED

Opening hours during the period from July 15 to August 15:
- Monday – Friday: CLOSED

Opening hours during the period from August 16 to August 31:
- Monday – Friday: 08:00 – 12:00

Study room

Opening hours:
- Monday: 09:00 – 16:00
- Tuesday – Thursday: 08:00 – 18:00
- Friday: 08:00 – 15:00
- Saturday: 09:00 – 17:00

Opening hours during the period from July 15 to August 15:
- Monday – Friday: 08:00 – 12:00

Opening hours during the period from August 16 to August 31:
- Monday – Friday: 08:00 – 12:00

EDITORIAL CENTRE AND BOOKSHOP

Contact: Marta Novysedlaková, Mgr.  Telephone: +421 915 992 808
E–mail: marta.novysedlakova@uvlf.sk

Opening hours:
- Monday: 08:00 – 11:00  12:00 – 15:30
- Tuesday: 08:00 – 11:00  12:00 – 15:30
- Wednesday: 08:00 – 11:00  12:00 – 13:30
- Thursday: 08:00 – 11:00  12:00 – 15:30
- Friday: 08:00 – 12:00
# ACADEMIC YEAR 2019/2020

## List of lecture rooms of the UVMP in Košice

<table>
<thead>
<tr>
<th>Lecture room</th>
<th>Floor</th>
<th>Door No.</th>
<th>Building (Pavilion); Workplace</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture room 1</td>
<td>P-1</td>
<td></td>
<td>Pavilion No. 1; Institute of biology, zoology and radiobiology; Institute of epizootology and preventive veterinary medicine</td>
</tr>
<tr>
<td>Lecture room 2</td>
<td>P-2</td>
<td>2nd floor</td>
<td>Pavilion No. 2; Institute of parasitology; Institute of breeding and diseases of animals and fish</td>
</tr>
<tr>
<td>Lecture room 6</td>
<td>P-6</td>
<td>ground floor</td>
<td>Pavilion No. 6; Institute of meat hygiene and technology</td>
</tr>
<tr>
<td>Lecture room 9</td>
<td>P-9</td>
<td>1st floor 13</td>
<td>Pavilion No. 9; Department of finance; Legal affairs and internal audit department; Section of safety and emergency management</td>
</tr>
<tr>
<td>Lecture room 10/B</td>
<td>P-10/B</td>
<td>ground floor</td>
<td>Pavilion No. 10; Institute of milk hygiene and technology; Office for foreign studies</td>
</tr>
<tr>
<td>Lecture room 13/A</td>
<td>P-13/A</td>
<td>ground floor</td>
<td>Pavilion No. 13; Institute of biology, zoology and radiobiology; Museum of history of veterinary medicine</td>
</tr>
<tr>
<td>Lecture room 13/B</td>
<td>P-13/B</td>
<td>ground floor</td>
<td>Pavilion No. 13; Institute of biology, zoology and radiobiology; Museum of history of veterinary medicine</td>
</tr>
<tr>
<td>Lecture room 17/A</td>
<td>P-17/A</td>
<td>ground floor</td>
<td>Pavilion No. 17; Clinic of ruminants; Clinic of swine; Clinic of horses; Small animal clinic</td>
</tr>
<tr>
<td>Lecture room 17/B</td>
<td>P-17/B</td>
<td>ground floor</td>
<td>Pavilion No. 17; Clinic of ruminants; Clinic of swine; Clinic of horses; Small animal clinic (section of surgery, orthopaedics, roentgenology and reproduction)</td>
</tr>
<tr>
<td>Lecture room 26</td>
<td>P-26</td>
<td>2nd floor 47</td>
<td>Pavilion No. 26; Small animal clinic (section of internal diseases); Clinic of birds, exotic and free living animals</td>
</tr>
<tr>
<td>Lecture room 32/A</td>
<td>P-32/A</td>
<td>ground floor</td>
<td>Pavilion No. 32; Institute of animal hygiene and environmental protection</td>
</tr>
<tr>
<td>Lecture room 32/B</td>
<td>P-32/B</td>
<td>ground floor</td>
<td>Pavilion No. 32; Institute of animal hygiene and environmental protection</td>
</tr>
<tr>
<td>Lecture room 34</td>
<td>P-34</td>
<td>ground floor</td>
<td>Morphological Pavilion</td>
</tr>
<tr>
<td>Lecture room 35</td>
<td>P-35</td>
<td>ground floor</td>
<td>Chemical Pavilion</td>
</tr>
<tr>
<td>Lecture room 36/101</td>
<td>P-36/101</td>
<td>1st floor 101</td>
<td>Pharmaceutical Pavilion</td>
</tr>
<tr>
<td>Lecture room 36/201</td>
<td>P-36/201</td>
<td>2nd floor 201</td>
<td>Pharmaceutical Pavilion</td>
</tr>
<tr>
<td>Lecture room 36/301</td>
<td>P-36/301</td>
<td>3rd floor 301</td>
<td>Pharmaceutical Pavilion</td>
</tr>
<tr>
<td>Lecture room 36/401</td>
<td>P-36/401</td>
<td>4th floor 401</td>
<td>Pharmaceutical Pavilion</td>
</tr>
<tr>
<td>Lecture room 36/501</td>
<td>P-36/501</td>
<td>5th floor 501</td>
<td>Pharmaceutical Pavilion</td>
</tr>
<tr>
<td>Lecture room 39</td>
<td>P-39</td>
<td>ground floor</td>
<td>Pavilion No. 39</td>
</tr>
</tbody>
</table>
Registration days

September 2, 2019  6th year GVM, 6th year post BSc.
8:00 a.m. P17/A (Clinic of ruminants)

September 9, 2019  1st year GVM, 3rd year post BSc.
9:00 a.m. P39 (Old anatomical auditorium)

September 10, 2019  2nd, 3rd year GVM, 4th year GVM, post BSc., post BSc. JSP
9:00 a.m. P39 (Old anatomical auditorium)

September 11, 2019  5th year GVM, post BSc., 3rd year JSP
9:00 a.m. P39 (Old anatomical auditorium)

February 5, 2020  2nd year JSP
09:00 a.m. P1 (Institute of epizootiology and Preventive Veterinary Medicine)

Other important events

Opening ceremony of the new academic year:
September 16, 2019

Golden graduation ceremony:
September 11, 2019 at 10:00 a.m. in P34 (Morphological pavilion)

Matriculation ceremony:
October 25, 2019

Graduation ceremony:
June 25 or June 26, 2020 at the State Theatre, Košice
Study schedule of the academic year 2019/2020

Schedule of the academic year for the 1\textsuperscript{st}, 2\textsuperscript{nd}, 3\textsuperscript{rd}, 4\textsuperscript{th} and the 5\textsuperscript{th} year students

\textit{Winter semester:}

Education period: September 16, 2019 – December 13, 2019
Examination period: December 16, 2019 – February 7, 2020

\textit{Spring semester:}

Education period: February 10, 2020 – May 8, 2020
Examination period: May 11, 2020 – July 14, 2020
August 17, 2020 – August 31, 2020

Schedule of the academic year for the 6\textsuperscript{th} year students

\textit{Block teaching process:} September 2, 2019 – June 5, 2020

Students of the 6\textsuperscript{th} year of study are divided by alphabetical order into 4 groups (1, 2, 3, 4) and follow separate study schedule organisation.

State exams

State exams for the 5\textsuperscript{th} year students

| Contagious diseases, protection of environment and veterinary legislation 5\textsuperscript{th} year GVM | January 16, 2020 |
| Contagious diseases, protection of environment and veterinary legislation 5\textsuperscript{th} year post BSc. | June 4, 2020 – June 5, 2020 |
| Food hygiene, safety and quality | July 2, 2020 – July 3, 2020 |

State exams for the 6\textsuperscript{th} year students

| Diseases of ruminants | group 1 | group 4 | group 3 | group 2 May 13, 2019 |
| Diseases of pigs | group 2 | group 3 | group 4 | group 1 |
| Diseases of small animals | group 3 | group 2 | group 1 | group 4 |
| Diseases of horses | group 4 | group 1 | group 2 | group 3 |

Diploma thesis and Bachelor thesis submission April 3, 2020


Bachelor thesis defense/State exam for 3\textsuperscript{rd} year JSP June 2, 2020 – June 4, 2020
## Schedule of professional and clinical experience

<table>
<thead>
<tr>
<th>Year</th>
<th>GVM, post BSc.</th>
<th>Hours</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>4th</td>
<td>Extramural practice (June – August 2020)</td>
<td>80</td>
<td></td>
</tr>
<tr>
<td>5th</td>
<td>Extramural practice (June – August 2020)</td>
<td>80</td>
<td></td>
</tr>
<tr>
<td>5th</td>
<td>Clinic of birds, exotic and free living animals</td>
<td>60</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Small animal clinic</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clinic of horses</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clinic of ruminants</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>6th</td>
<td>Small animal clinic</td>
<td>80</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clinic of horses</td>
<td>80</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clinic of ruminants</td>
<td>60</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clinic of pigs</td>
<td>60</td>
<td></td>
</tr>
</tbody>
</table>

## Year tutors

**Study programme General Veterinary Medicine**

<table>
<thead>
<tr>
<th>Year</th>
<th>Tutor Name</th>
<th>Title</th>
<th>Institute</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st year GVM</td>
<td>Jana Koščová, DVM, PhD</td>
<td></td>
<td>Institute of Microbiology and Gnotobiology</td>
</tr>
<tr>
<td>3rd year post BSc.</td>
<td>Gabriela Gregová, DVM, PhD</td>
<td></td>
<td>Institute of Animal Hygiene and Environmental Protection</td>
</tr>
<tr>
<td>4th year post BSc. JSP</td>
<td>Marcela Maloveská, DVM, PhD</td>
<td></td>
<td>Institute of Anatomy</td>
</tr>
</tbody>
</table>

**Joint study programme Animal Science**

<table>
<thead>
<tr>
<th>Year</th>
<th>Tutor Name</th>
<th>Title</th>
<th>Institute</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd year JSP</td>
<td>Boris Vojtek, DVM, PhD</td>
<td></td>
<td>Institute of Epizootiology and Preventive Veterinary Medicine</td>
</tr>
</tbody>
</table>
Tuition and study related fees

Tuition fees

Registration for the academic year is conditional upon the proof of payment of the university fees. Payment can be made by bank transfer (draft) or by cash at the university cash desk. Proof of the payment should take the form of a payment certificate.

Bank details:
Štátna pokladnica
Radlinského 32
810 05 Bratislava 15, Slovakia
Account number: 7000072188/8180
IBAN: SK71 8180 0000 0070 0007 2188
S.W.I.F.T.: SPSRSKBA

Study related fees

<table>
<thead>
<tr>
<th>Fees concerning the entrance exams</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Application fee to the combined first and second level of higher education</td>
<td>50 EUR</td>
</tr>
<tr>
<td>Application fee to the third level of higher education</td>
<td>30 EUR</td>
</tr>
<tr>
<td>Additional entries of missing information to the application form</td>
<td>10 EUR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fees concerning the study</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student’s identity card with ISIC licence</td>
<td>20 EUR</td>
</tr>
<tr>
<td>Student’s identity card renewal (ISIC licence + TransData, public transport)</td>
<td>12 EUR</td>
</tr>
<tr>
<td>Transcript of study records for undergraduate students</td>
<td>10 EUR</td>
</tr>
<tr>
<td>Transcript of study records and/or study confirmation letters for graduates</td>
<td>50 EUR</td>
</tr>
<tr>
<td>Record book of clinical and professional practice</td>
<td>full price</td>
</tr>
<tr>
<td>Insurance</td>
<td>6 EUR</td>
</tr>
<tr>
<td>Making changes in the student’s registration form outside the time frame intervals</td>
<td>10 EUR</td>
</tr>
<tr>
<td>Registration fee for newly accepted students (1st year GVM, 3rd year post BSc.)</td>
<td>200 EUR</td>
</tr>
<tr>
<td>Registration fee for the following year of study</td>
<td>10 EUR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fees concerning the duplicates</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Duplicate of Diploma</td>
<td>35 EUR</td>
</tr>
<tr>
<td>Duplicate of bilingual Diploma</td>
<td>70 EUR</td>
</tr>
<tr>
<td>Duplicate of Certification of the State exams</td>
<td>35 EUR</td>
</tr>
<tr>
<td>Duplicate of Supplement to the Diploma</td>
<td>35 EUR</td>
</tr>
<tr>
<td>Duplicate of student’s identity card with ISIC licence (due to loss, damage, etc.)</td>
<td>17 EUR</td>
</tr>
<tr>
<td>Duplicate of student’s identity card with ISIC licence (due to theft, upon confirmation from the police department)</td>
<td>9 EUR</td>
</tr>
</tbody>
</table>
Insurance

Each student has to arrange a private medical insurance either in their home country or in the Slovak Republic.

Accommodation

Accommodation is available in the Student dormitory for each student on request. The dormitory is located at the distance of approximately 400 – 500 meters from the campus. Students may have a private phone installed in his/her room for a nominal fee, plus the phone bill. Telephone bills are not included in the accommodation fee. Both must be paid monthly. Meals are being served in the Student canteen.
Conditions for completion of study with honours and Rector’s Award

Students will graduate with honours if they fulfill all of the following conditions:

a) average result during the whole study equal to or better than 1.50;

b) grades ("D") satisfactory or ("E") sufficient not received on any subject;

c) state exams passed with grades ("A") excellent or ("B") very good.

In exceptional cases, the Rector may allow a student, upon a student’s request, to retake an exam on maximum two subjects in which they received, during the whole study, grades ("D") satisfactory or ("E") sufficient. Applications for a date of new exam may be filed by a student one month prior to the last state exam. The result of retaken examination is then considered in the calculation of the average result.

State exam retake for the purpose of grade improvement is not allowed.

Student’s entitlement to graduate with honour ceases to exist in case of repeated registration for a state exam.

Graduates will be awarded with Rector's Award if they fulfill all of the following conditions:

a) average result during the whole study equal to or better than 1.20;

b) grades ("D") satisfactory or ("E") sufficient not received on any subject;

c) state exams passed with grades ("A") excellent or ("B") very good.

In case of exam retake for the purpose of grade improvement, the Rector’s Award may not be awarded.

Rector’s Award shall not be awarded to a student who was repeatedly registered for a subject after the first unsuccessful completion thereof.
Professional and clinical experience

Professional experience

Completion of 80 hours under supervision of private veterinary doctors after the 4th and 5th year of study (experience can be obtained abroad). The experience has to be completed by the end of academic year (i.e. no later than by August 31) and a written, signed and stamped confirmation has to be presented at the registration to the next year of study.

The aim of professional experience is to get acquainted with the organisation and practical work of private veterinary doctors. The students are practising in veterinary surgeries and clinics, performing veterinary duties (preventive, prophylactic and therapeutic actions), keeping evidence of the experience and participating in preventive and medical actions under the supervision of veterinary doctors in agreement with the legislative provisions of the respective country.

Conditions, organisation and acquirement of professional experience are arranged individually by the student of the UVMP.

Clinical experience

Specified number of hours is designated for the student’s clinical experience in the 5th and 6th year of study within the prescribed teaching hours. Clinical experience is organized by clinics of the UVMP and teachers in the chosen clinic.

Conditions, organisation and acquirement of clinical experience are arranged by the respective clinics of the UVMP.
STUDENT CODE OF ETHICS
of the University of Veterinary Medicine and Pharmacy in Košice
Internal Regulation No. 68
Preamble

The Student Code of Ethics of the University of Veterinary Medicine and Pharmacy in Košice (hereinafter referred to as the "Code of Ethics" and "UVMP") regulates basic rules of student behaviour, which they are obliged to observe in terms of ethics of social interaction with students, university teachers and other physical and legal persons. The aim of the Code of Ethics is to contribute to ensuring that UVMP students are dignified representatives of the UVMP.

Art. I

General principles of ethical behaviour of the student of the UVMP

1. Student Code of Ethics of the UVMP is binding for all students of the UVMP.
2. UVMP students are proud of their belonging to the UVMP; they are loyal to it and have a positive attitude towards it.
3. In full application of the Code of Ethics, UVMP students exercise their rights and respect their duties specified in Act No. 131/2002 Coll. on Universities and on amendments and supplementation of certain acts, as amended, Statute of the UVMP and other legislation and internal regulations of the UVMP related to the study at the UVMP.
4. Behaviour of the UVMP student is based on the principles of humanity, freedom, democracy, justice, fairness, honesty and adherence to good behaviour.
5. UVMP student is obliged to follow generally accepted principles and rules of social behaviour.
6. UVMP student does not support and tolerate discrimination based on age, race, gender, ethnicity, sexual orientation, family and health status, social background or property status.
7. UVMP student always achieves their study results in an honest way, does not cheat and use dishonest practices, does not commit plagiarism and does not present work of others as their own.
8. UVMP student freely expresses their professional opinions, respects the freedom of speech and critical thinking, free exchange of views and information.
9. During the study, UVMP student is obliged to follow relevant legislation, UVMP internal regulations and instructions of UVMP employees when handling animals.
10. UVMP student protects UVMP property from being destroyed, damaged and does not misuse it for private purposes.
11. UVMP student dresses well, in accordance with good morals and adequately to individual events conducted under the auspices of the UVMP.
12. UVMP student rejects any form of corruption.
13. Student has the same rights and freedoms guaranteed by the Constitution of the Slovak Republic as other community members. Student is entitled to respect and protection of their moral and civil rights. The student respects the same rights and freedoms of others.

Art. II

Ethical Committee

1. Cases of violation of the Code of Ethics are discussed by the Ethical Committee of the UVMP. An application for an assessment of the Code violation is submitted to the UVMP Rector.
2. Ethical Committee of the UVMP is the Rector's advisory body.
3. Ethical Committee is appointed by the UVMP Rector for each case individually (ad hoc). The number of committee members must be odd.

4. Ethical Committee of the UVMP is capable to hold a session and adopt resolutions if an absolute majority of its members are present. The minutes of the hearing shall be submitted to the Rector by the Chairman of the Ethical Committee within 30 days from the date of receipt of the application for the assessment of the Code of Ethics violation.

Art. III
Final provisions

The Student Code of Ethics of the University of Veterinary Medicine and Pharmacy in Košice shall enter into force and become effective on the day of its signature.

In Košice, on 15th August 2017

Prof. Jana Mojžišová, DVM, PhD, Dr. h. c.

Rector
Explanatory notes:

WS – winter semester
SS – spring semester
CS – compulsory subject
COS – compulsory optional subject
OS – optional subject
c – credit
cc – classified credit
e – exam
SE – state exam

* – subjects which pregnant students may not attend
## Study programme General Veterinary Medicine (GVM)

### General Veterinary Medicine

#### 1st year of study

<table>
<thead>
<tr>
<th>Compulsory subjects</th>
<th>Credits</th>
<th>WS</th>
<th>SS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>lectures</td>
<td>practice</td>
</tr>
<tr>
<td>Biophysics</td>
<td>5</td>
<td>2</td>
<td>2e</td>
</tr>
<tr>
<td>Chemistry*</td>
<td>6</td>
<td>2</td>
<td>3e</td>
</tr>
<tr>
<td>Biology</td>
<td>6</td>
<td>2</td>
<td>3e</td>
</tr>
<tr>
<td>Latin terminology</td>
<td>2</td>
<td>0</td>
<td>2e</td>
</tr>
<tr>
<td>Zoology</td>
<td>5</td>
<td>2</td>
<td>2e</td>
</tr>
<tr>
<td>Biochemistry*</td>
<td></td>
<td>2</td>
<td>3c</td>
</tr>
<tr>
<td>Biomedical statistics and informatics</td>
<td>4</td>
<td>1</td>
<td>2e</td>
</tr>
<tr>
<td>Anatomy* I</td>
<td>6</td>
<td>2</td>
<td>3e</td>
</tr>
<tr>
<td>Feed plant biology and toxic plants</td>
<td>5</td>
<td>2</td>
<td>2e</td>
</tr>
<tr>
<td>Histology and embryology</td>
<td>12</td>
<td>2</td>
<td>3c</td>
</tr>
<tr>
<td>Slovak language</td>
<td>0</td>
<td>2c</td>
<td>0</td>
</tr>
<tr>
<td>History of veterinary medicine</td>
<td>3</td>
<td>0</td>
<td>2e</td>
</tr>
</tbody>
</table>

#### Compulsory optional subjects

| Basic of ecology                                               | 3       | 2   | 2e  |
| Cynology                                                       | 3       | 0   | 3c  |
| Biophysical methods in medicine                                | 3       | 0   | 3c  |

#### Optional subjects

| Physical education*                                            | 0       | 2c  | 0   |

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<th>Scale</th>
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<td>lectures</td>
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| Amount of credits per semester CS | 5 | 0 | 2 |
| Amount of credits per academic year CS (CS+COS) | 54 (60) |
| Number of hours per week (semester duration 13 weeks) | 25 (8 + 17) | 28 (11 + 17) |
| Amount of exams / classified credits / credits | 5 / 0 / 2 | 5 / 0 / 2 |
## General Veterinary Medicine

### Compulsory subjects

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<tr>
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### Compulsory optional subjects

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### Optional subjects

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### Guarantor of the subject

- Assoc. prof. Zuzana Kostecká, DVM, PhD
- Assoc. prof. Daniela Takáčová, DVM, PhD
- Prof. Jana Kottferová, DVM, PhD
- Assoc. prof. Beáta Holečková, RNDr., PhD
- Katarína Vdoviaková, DVM, PhD
- Silvia Ondrašovičová, DVM, PhD
- František Zigo, DVM, PhD
- Andrea Eibenová, Mgr.
- Jana Korimová, DVM, Ing., PhD
- Prof. Juraj Pistl, DVM, PhD
- Assoc. prof. Mária Demeterová, DVM, PhD
- Libuša Bodnárová, DVM
- Assoc. prof. Daniela Takáčová, DVM, PhD
- Michaela Špalková, DVM, PhD
- Mária Figurová, DVM, PhD
- Assoc. prof. Anna Sobeková, Ing., PhD
- Vladimir Hura, DVM, PhD
- Michaela Karamanová, DVM, PhD
- Peter Smrčo, DVM, PhD
- Beáta Gajdošová, PaedDr.

### Amount of credits per semester CS

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### Number of hours per week (semester duration 13 weeks)

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### Amount of exams / classified credits / credits

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## General Veterinary Medicine

### 3rd year of study

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<tr>
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<td>8</td>
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<td><strong>Propedeutics</strong></td>
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<tr>
<td><strong>Feed quality control and production health of animals</strong>*</td>
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<td><strong>Diseases of bees</strong></td>
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**Diploma thesis (optional)**

| **Scale** | **Guarantor of the subject** |
| WS | SS |
| lectures | practice | lectures | practice |
|  | |

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<th><strong>SS</strong></th>
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<td><strong>Applied virology</strong>*</td>
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<td><strong>Basics of genetic engineering</strong>*</td>
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<table>
<thead>
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<p>| <strong>Amount of credits per semester CS</strong> | 24 | 30 |
| <strong>Amount of credits per academic year CS (CS+COS)</strong> | 54 (60) |
| <strong>Number of hours per week (semester duration 13 weeks)</strong> | 26 (12 + 14) | 34 (16 + 18) |
| <strong>Amount of exams / classified credits / credits</strong> | 4 / 0 / 2 | 6 / 0 / 3 |</p>
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<td>2e</td>
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<tr>
<td>Propedeutics*</td>
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<td>2e</td>
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<td>Andrology and artificial insemination</td>
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<td>Radiology and imaging diagnostics*</td>
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<tr>
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4th year GVM
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<td>Veterinary legislation and forensic veterinary medicine</td>
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<td>Internal diseases of small animals*</td>
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### Compulsory optional subjects

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<th>Scale</th>
<th>Guarantor of the subject</th>
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</thead>
<tbody>
<tr>
<td>Clinical oncology of animals*</td>
<td>3</td>
<td>1 2e</td>
<td>Alexandra Valenčáková, DVM, PhD</td>
</tr>
<tr>
<td>Diagnostics of metabolic disorders*</td>
<td>3</td>
<td>1 2e</td>
<td>Prof. Pavol Mudroň, DVM, PhD</td>
</tr>
<tr>
<td>Crisis management and biotechnics in reproduction</td>
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<td>1 2e</td>
<td>Prof. František Novotný, DVM, PhD</td>
</tr>
<tr>
<td>Food borne diseases</td>
<td>3</td>
<td>1 2e</td>
<td>Assoc.prof. Monika Pipová, DVM, PhD</td>
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<td>Clinical genetics</td>
<td>3</td>
<td>2 2e</td>
<td>Assoc.prof. Beáta Holečková, RNDr., PhD</td>
</tr>
<tr>
<td>Zoonoses*</td>
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<td>Assisted reproduction</td>
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<td>Reproductive endocrinology</td>
<td>3</td>
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### Optional subjects

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### Amount of credits per semester CS

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### Amount of credits per semester SE

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### Amount of credits per academic year CS+SE (CS+SE+COS)

<table>
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### Number of hours per week (semester duration 13 weeks)

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<th>39 (16 + 23) 30 h of practice/s</th>
<th>37 (16 + 21) 190 h of practice/s</th>
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### Amount of exams / classified credits / credits

<p>| Amount of exams / classified credits / credits | 3 / 0 / 9 1 SE | 2 / 0 / 13 1 SE |</p>
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<thead>
<tr>
<th>Compulsory subjects</th>
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<tr>
<td></td>
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<td>practice</td>
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<td>30 h</td>
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<td>60 h</td>
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<td></td>
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<td>practice</td>
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<td>1</td>
<td>2e</td>
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<td>1</td>
<td>2e</td>
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<tr>
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<td>3c</td>
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<tr>
<td>Neurology in small animals</td>
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Amount of credits for compulsory subjects | 6 | 16 |
Amount of credits for sate exams | 10 | 25 |
Amount of credits per academic year | 57 (60) |
Number of hours per week (semester duration 13 weeks) | 41 (17 + 24) | 120 h of practice/s |
Amount of exams / classified credits / credits | 0 / 0 / 13 | 0 / 0 / 4 |
| | 2 SE | 3 SE |
## Post bachelor study programme General Veterinary Medicine (post BSc.)

### post BSc. General Veterinary Medicine

#### 3rd year of study

<table>
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<tr>
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<th>Credits</th>
<th>WS</th>
<th>SS</th>
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<tbody>
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<td>Biomedical statistics and informatics</td>
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<td>Ladislav Takáč, Ing., PhD</td>
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<td>Anatomy* I</td>
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<td>3e</td>
<td>Lenka Krešáková, DVM, PhD</td>
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<td>Katarina Vdoviaková, DVM, PhD</td>
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<td>2e</td>
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<tr>
<td>Animal hygiene and welfare*</td>
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<td>Gabriela Gregová, DVM, PhD</td>
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<table>
<thead>
<tr>
<th>Compulsory optional subjects</th>
<th>Credits</th>
<th>WS</th>
<th>SS</th>
<th>Guarantor of the subject</th>
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<td>Andrea Eibenová, Mgr.</td>
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<tr>
<td>Chemistry and biochemistry</td>
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<td>2c</td>
<td>Assoc.prof. Anna Sobková, Ing., PhD</td>
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<tr>
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<tr>
<td>Radiobiology*</td>
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<td>2e</td>
<td>Michaela Špalková, DVM, PhD</td>
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<table>
<thead>
<tr>
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<th>Credits</th>
<th>WS</th>
<th>SS</th>
<th>Guarantor of the subject</th>
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Amount of credits per semester CS

<table>
<thead>
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<tbody>
<tr>
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<td>21</td>
<td>33</td>
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Amount of credits per academic year CS (CS+COS)

| Credits | 54 (60) |

Number of hours (semester duration 13 weeks)

| Hours | 31 (12 + 19) |

Amount of exams / classified credits / credits

| Credits | 5 / 0 / 3 |

| Credits | 5 / 0 / 2 |

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49
### Compulsory subjects

<table>
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<th>Subject</th>
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<th>SS lectures</th>
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<td>2e</td>
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<td>2e</td>
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<td>2c</td>
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<td>2e</td>
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<th>SS lectures</th>
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<td>2e</td>
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<td>Vladimir Vrabec, DVM</td>
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<td>2e</td>
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<td></td>
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<td>Scale</td>
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<td>lectures</td>
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<td>practice</td>
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<td>2c</td>
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<td></td>
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<td>Beáta Gajdošová, PaeDr.</td>
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<p>| Amount of credits per semester CS                     | 22      | 32                         |
| Amount of credits per academic year                  |         | 54 (60)                    |
| CS (CS+COS)                                         |         |                            |
| Number of hours                                     | 43 (19 + 24) | 36 (15 + 21) |
| (semester duration 13 weeks)                        |         | 80 h of practice /s        |
| Amount of exams / classified credits / credits       | 5 / 0 / 6 | 6 / 0 / 4                  |</p>
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<tr>
<th>Compulsory subjects</th>
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<th>WS</th>
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<td><strong>lectures</strong></td>
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| **Amount of credits per semester CS** | 17 | 17 |
| **Amount of credits per semester SE** | 20 |
| **Amount of credits per academic year CS+SE (CS+SE+COS)** | 54 (60) |
| **Number of hours (semester duration 13 weeks)** | 43 (17 + 26) 30 h of practice/s | 51 (23 + 28) 190 h of practice/s |
| **Amount of exams / classified credits / credits** | 6 / 0 / 7 | 3 / 0 / 14 2 SE |
### Compulsory subjects

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<td>Prof. Pavol Mudroň, DVM, PhD</td>
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<tr>
<td>Diseases of horses</td>
<td>10</td>
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<td>Prof. Igor Valocký, DVM, PhD</td>
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<tr>
<td><strong>SSE</strong> Diseases of horses* II</td>
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### Clinical practice (hrs per semester)

| Clinic of ruminants | 4 | 30 h /c | 30 h /c | Prof. Pavol Mudroň, DVM, PhD |
| Clinic of pigs | 4 | 30 h /c | 30 h /c | Jaroslav Novotný, DVM, PhD |
| Small animal clinic | 4 | 40 h /c | 40 h /c | Prof. Valent Ledecký, DVM, PhD |
| Clinic of horses | 4 | 20 h /c | 60 h /c | Prof. Igor Valocký, DVM, PhD |

### Compulsory optional subjects

| Veterinary ophthalmology* | 3 | 1 | 2e | Prof. Alexandra Trbolová, DVM, PhD |
| Veterinary stomatology* | 3 | 1 | 2e | Assoc.prof. Igor Capík, DVM, PhD |
| Clinical syndromes in dog and cat | 3 | 0 | 2c | Tatiana Weissová, DVM, PhD |
| Veterinary dermatology in small animals | 3 | 0 | 3c | Assoc.prof. Mária Fialkoviočová, DVM, PhD |
| Neurology in small animals | 3 | 0 | 3c | Aladár Maďari, DVM, PhD |

### Optional subjects

| Homeopathy in small animals | 2 | 0 | 3c | Assoc.prof. Mária Fialkoviočová, DVM, PhD |
| Physical education* | 0 | 2c | 0 | 2c | Beáta Gajdošová, PaedDr. |

### Amount of credits for compulsory subjects

- Amount of credits for compulsory subjects: 16
- Amount of credits for sate exams: 25

### Number of hours per week (semester duration 13 weeks)

- Amount of exams / classified credits / credits: 0 / 0 / 4
- Amount of exams / classified credits / credits: 2 SE / 3 SE

### Amount of credits per academic year

- Amount of credits per academic year: 57 (60)
### Compulsory subjects

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### Compulsory optional subjects

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Explanatory notes:

WS – winter semester
SS – spring semester

CS – compulsory subject
COS – compulsory optional subject
OS – optional subject

c – credit
cc – classified credit
e – exam
SE – state exam

* – subjects which pregnant students may not attend
Joint study programme Animal Science

1st year of study – Nord University

<table>
<thead>
<tr>
<th>Compulsory subjects</th>
<th>Credits</th>
<th>Scale</th>
<th>Guarantor of the subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aquaculture</td>
<td>10</td>
<td>WS 4</td>
<td>Assoc.prof. S. Bolla</td>
</tr>
<tr>
<td>Chemistry and biophysics</td>
<td>10</td>
<td>SS 7</td>
<td>Assoc.prof. E.S. Egeland</td>
</tr>
<tr>
<td>Zoophysiology</td>
<td>10</td>
<td></td>
<td>Assoc.prof. C. Johnsen</td>
</tr>
<tr>
<td>Ecology and biodiversity</td>
<td>10</td>
<td>WS 4</td>
<td>Prof. G.G. Hoarau</td>
</tr>
<tr>
<td>Laboratory safety</td>
<td>3 (total)</td>
<td>e</td>
<td>Assoc.prof. E.S. Egeland</td>
</tr>
<tr>
<td>Genetics and evolution</td>
<td>10</td>
<td>WS 4</td>
<td>Prof. J.T. Nordeide</td>
</tr>
<tr>
<td>Cell biology and biochemistry</td>
<td>10</td>
<td></td>
<td>Prof. M.F. Brinchmann</td>
</tr>
</tbody>
</table>

Amount of credits per semester CS: 30
Amount of credits per academic year CS: 60
Number of hours (semester duration 13 weeks): 16 (15 + 1) 15 (12 + 3)
Amount of exams / classified credits / credits: 3 / 0 / 1 3 / 0 / 0

2nd year of study – Nord University – University of Veterinary Medicine and Pharmacy in Košice

<table>
<thead>
<tr>
<th>Compulsory subjects</th>
<th>Credits</th>
<th>Scale</th>
<th>Guarantor of the subject</th>
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</thead>
<tbody>
<tr>
<td>Microbiology</td>
<td>10</td>
<td>WS 4</td>
<td>Assoc.prof. I.N. Vatsos</td>
</tr>
<tr>
<td>Histology and embryology</td>
<td>10</td>
<td></td>
<td>Assoc.prof. I.N. Vatsos</td>
</tr>
<tr>
<td>Molecular cell biology</td>
<td>10</td>
<td>WS 4</td>
<td>Prof. M.F. Brinchmann</td>
</tr>
<tr>
<td>Microbiology, immunology and parasitology</td>
<td>5</td>
<td></td>
<td>Prof. Emil Pilipčinec, DVM, PhD Assoc.prof. Dagmar Mudrohvá, DVM, PhD</td>
</tr>
<tr>
<td>Biochemistry</td>
<td>5</td>
<td>WS 3</td>
<td>Assoc.prof. Zuzana Kostecká, DVM, PhD</td>
</tr>
<tr>
<td>Latin terminology</td>
<td>3</td>
<td></td>
<td>Valéria Bartková, PhDr.</td>
</tr>
<tr>
<td>Veterinary ethics and legislation</td>
<td>3</td>
<td></td>
<td>Prof. Jana Kottferová, DVM, PhD Assoc.prof. Daniela Takáčová, DVM, PhD</td>
</tr>
<tr>
<td>Animal husbandry</td>
<td>4</td>
<td>WS 2</td>
<td>Zuzana Farkašová, DVM, PhD</td>
</tr>
<tr>
<td>Veterinary anatomy and histology</td>
<td>7</td>
<td></td>
<td>Marcela Maloveská, DVM, PhD</td>
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</table>

Compulsory optional subjects

<table>
<thead>
<tr>
<th>Compulsory optional subjects</th>
<th>Credits</th>
<th>Scale</th>
<th>Guarantor of the subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slovak language</td>
<td>3</td>
<td></td>
<td>Andrea Eibenová, Mgr.</td>
</tr>
<tr>
<td>Breeding of game</td>
<td>3</td>
<td></td>
<td>Assoc.prof. Peter Lazár, DVM, PhD</td>
</tr>
</tbody>
</table>

Amount of credits per semester CS: 30 27
Amount of credits per academic year CS (CS+COS): 57 (60)
Number of hours (semester duration 13 weeks): 17 (12 + 5) 22 (9 + 13)
Amount of exams / classified credits / credits: 3 / 0 / 0 6 / 0 / 0
### Compulsory subjects

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
<th>WS Lectures</th>
<th>WS Practice</th>
<th>SS Lectures</th>
<th>SS Practice</th>
<th>Guarantor of the Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Veterinary clinical sciences</td>
<td>4</td>
<td>3</td>
<td>2c</td>
<td>1</td>
<td>2e</td>
<td>Mríán Kadáši, DVM, PhD</td>
</tr>
<tr>
<td>Animal nutrition</td>
<td>4</td>
<td>2</td>
<td>2e</td>
<td></td>
<td></td>
<td>Tomáš Mihok, DVM, PhD</td>
</tr>
<tr>
<td>Animal hygiene, welfare and behaviour of animals</td>
<td>5</td>
<td>2</td>
<td>2e</td>
<td></td>
<td></td>
<td>Gabriela Gregová, DVM, PhD</td>
</tr>
<tr>
<td>Introduction to veterinary epizootology</td>
<td>5</td>
<td>2</td>
<td>2e</td>
<td></td>
<td></td>
<td>Boris Vojtek, DVM, PhD</td>
</tr>
<tr>
<td>Introduction to pharmacology</td>
<td>4</td>
<td>2</td>
<td>2e</td>
<td></td>
<td></td>
<td>Peter Váczi, DVM, PhD</td>
</tr>
<tr>
<td>Veterinary anatomy and histology</td>
<td>5</td>
<td>2</td>
<td></td>
<td>3e</td>
<td></td>
<td>Marcela Maloveská, DVM, PhD</td>
</tr>
<tr>
<td>Fish breeding</td>
<td>5</td>
<td></td>
<td>2</td>
<td>2e</td>
<td></td>
<td>Štefan Koudelka, DVM, PhD</td>
</tr>
<tr>
<td>Preventive veterinary medicine, sanitation and public health</td>
<td>4</td>
<td>1</td>
<td></td>
<td>2e</td>
<td></td>
<td>Prof. Jana Možišová, DVM, PhD, Dr.h.c.</td>
</tr>
<tr>
<td>Food safety</td>
<td>5</td>
<td></td>
<td>2</td>
<td>2e</td>
<td></td>
<td>Prof. Jozef Nagy, DVM, PhD</td>
</tr>
<tr>
<td>Biomedical statistics and informatics</td>
<td>3</td>
<td></td>
<td></td>
<td>2</td>
<td>2e</td>
<td>Ladislav Takáč, Ing., PhD</td>
</tr>
<tr>
<td>Bachelor thesis</td>
<td></td>
<td></td>
<td>0</td>
<td>2c</td>
<td></td>
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### Defending of bachelor thesis

<table>
<thead>
<tr>
<th>Credits</th>
<th>SE</th>
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</thead>
<tbody>
<tr>
<td>5</td>
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</table>

### State exam

<table>
<thead>
<tr>
<th>Credits</th>
<th>SE</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

### Compulsory optional subjects

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
<th>WS Lectures</th>
<th>WS Practice</th>
<th>SS Lectures</th>
<th>SS Practice</th>
<th>Guarantor of the Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pathological physiology</td>
<td>3</td>
<td>2</td>
<td>2e</td>
<td></td>
<td></td>
<td>Prof. Zita Faixová, DVM, PhD</td>
</tr>
<tr>
<td>Basics of laboratory diagnostics</td>
<td>3</td>
<td>2</td>
<td></td>
<td>2</td>
<td>2e</td>
<td>Assoc.prof. Oskar Nagy, DVM, PhD</td>
</tr>
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</table>

### Optional subjects

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
<th>WS Lectures</th>
<th>WS Practice</th>
<th>SS Lectures</th>
<th>SS Practice</th>
<th>Guarantor of the Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cynology</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
<td>3c Assoc.prof. Peter Lazár, DVM, PhD</td>
</tr>
</tbody>
</table>

### Amount of credits per semester

- **CS**: 27 credits
- **SE**: 20 credits

- **CS+SE (CS+SE+COS)**: 57 (63) credits

### Number of hours (semester duration 13 weeks)

- **24 (11 + 13)** hours
- **18 (8 + 10)** hours

### Amount of exams / classified credits / credits

- **5 / 0 / 2**
- **5 / 0 / 1**
- **1SE**
PROFILE OF THE STUDY PROGRAMME AND PROFESSIONAL ORIENTATION OF THE GRADUATE

PROFILE OF GENERAL VETERINARY MEDICINE STUDY PROGRAMME

Profile of the graduate of the General Veterinary Medicine study programme is formed during a study, in particular, on professional activities in the field of state administration, the Chamber of Veterinary Surgeons as a private veterinarian, in laboratory practice, the private sphere of agriculture, food, pharmacy, education, scientific research and environmental protection.


In the first years of study in theoretical and preclinical disciplines the student acquires knowledge of the biological laws of living nature in relation to veterinary medicine, he learns about the issues of living matter in broader contexts with respect to the ecosystem and their mutual interaction. The aim of this study is the knowledge of biochemical processes in complex with physiology of organs and systems of microorganisms and macroorganisms with differences in individual animal species.

Basic knowledge is applied in the study of subjects, which are focused on the health and hygiene issues of animal breeding. For medical work he draws knowledge mainly from the fields of anatomy, histology, nutrition and dietetics, physiology and pathological physiology, as well as pharmacology, toxicology, laboratory and clinical diagnostics. For application in practice serves theoretical and practical training in vocational subjects in the veterinary and therapeutic fields, but particularly preventive sphere, with a focus on environmental protection, ecology and production of safe and healthy food and products of animal origin. Graduate is ready to deal with wasteless technologies, the options of harmless disposal of waste, or their further use. Knowledge of residual substances and their impact on the quality of products and food of animal origin within the food chain will be used to protect animal health and the environment with a direct impact on human health.

Priority of the study is theoretical and practical training in specialized clinical subjects following different animal species from the aspect of internal, infectious, invasive and toxic diseases, metabolism disorders and organism damage by radiation and other adverse environmental influences.

During his studies, graduate acquires knowledge of diseases common for humans and animals, thus contributing to the protection of human health and the reduced occurrence of zoonoses in the human population.

Part of the study is the teaching of food hygiene subjects, which enables the graduate to supervise the hygiene of food production and supervise the protection of state borders from the veterinary and hygienic aspect.

The study plan is designed to allow the graduate to practice in agriculture sector and to continue to acquire further professional knowledge in postgraduate study.

Professional orientation of the graduate

Preparation of graduates of the mentioned study branch is aimed on implementation of the professional orientation and proving that the graduate is fully competent:

- to perform veterinary inspection, solve and arrange elimination of shortcomings discovered in the sphere of state veterinary administration,
- to perform inspection in import, export and transport of animals, animal products and foodstuffs in accordance with the current legislation,
- to determine conditions regarding use of feedstuffs and check their observation,
to perform inspection in import and export of food and biological products,

to perform slaughter inspection of animals and meat as well as of additional animal products and to decide about their transport and use,

to perform epidemiological and epizootic activities in veterinary and health institutions,

to develop emergency plans, preventive and control measures in case of occurrence of diseases included in the international O.I.E. classification on A, B lists and of other diseases,

to develop preventive and control measures including complex sanitation in case of infectious and invasive diseases in animal breeding,

to monitor diseases involving natural foci and to perform measures focused on protection of human health and the environment,

to perform complete laboratory diagnostics of infectious, invasive and productive diseases complying with current requirements on laboratory methods,

to plan, organise, control and perform specific activities related to protection and management of the environment,

to work in the sphere of primary animal production and in plants producing food and feed stuffs,

to fulfil tasks associated with leading positions in animal production and in plants processing raw materials of animal origin,

to occupy different positions in hygienic, epidemiological, inspection, control and laboratory activities, to carry out scientific, advisory and expertise activities,

to work as a private veterinary doctor in the diagnostic, therapeutic, consultative and prevention spheres related to diseases of farm, domestic and exotic animals (local veterinary doctor in veterinary ambulances, clinics, etc.),

to work in production, research, development and distribution of bio-preparations, medicines, diagnostics, and veterinary tools

to work as a research worker in scientific and development institutions of medical orientation in educational sphere and agriculture,

to get a teaching position in secondary schools, technical schools and universities,

to work in EU countries and other countries of the world.

PROFILE OF ANIMAL SCIENCE JOINT BACHELOR STUDY PROGRAMME

Bachelor programme of Animal Science is a joint study programme of the University of Veterinary Medicine and Pharmacy in Košice and Nord University in Bodø, Norway. The first year of study of three-year programme includes study of chemistry and biophysics, ecology and biodiversity, aquaculture, zoophysiology, genetics and evolution, biochemistry and cell biology. The second year of study is focused on microbiology, histology and embryology, physiology, Latin terminology, veterinary ethics, animal husbandry and veterinary anatomy and histology. Last year introduces students to veterinary medicine by study of veterinary clinical sciences, animal nutrition, animal hygiene, introduction to veterinary epizootology and pharmacology, preventive veterinary medicine, fish farming, food safety and biomedical statistics and informatics.

Graduates of Animal Science study programme acquire knowledge of the biological laws of living nature in relation to veterinary medicine, he learns about the issues of living matter in broader contexts with respect to the ecosystem and their mutual interaction. The aim of this study is the knowledge of biochemical processes in complex with physiology of organs and systems of microorganisms and macroorganisms with differences in individual animal species. Graduates have a broad understanding of the structure and physiology of domestic animals, understand the basic principles of pathogenesis, diagnosis and treatment of common diseases of domestic animals, they are familiar with the research and development in the field of
animal science, they have knowledge of the historical development, traditions and societal relevance of animal husbandry and veterinary medicine and they know how to update their own knowledge on the care, health and welfare of domestic animals.

Graduates of joint bachelor study programme, after obtaining the bachelor degree in Animal Science, have acquired theoretical and practical knowledge based on current knowledge of science, and mastered their use in the execution of their profession in private veterinary sector, in the field of food safety or in consultancy, research and teaching area or in further university studies in the field of veterinary medicine doctoral degree or master’s degrees in biology and aquaculture.

**Graduates acquire the ability to:**

- apply appropriate routine diagnostic methods and tools used in veterinary medicine,
- assess their own performance and outcomes of events, make changes to their practice under supervision,
- efficiently collect and critically analyze various sources of information and distinguish between various forms of bias and use it to solve professional problems,
- use appropriate tools and techniques for effective communication with experts in similar professional field,
- understand the legal and ethical responsibility towards the welfare of domestic animals and public health,
- solve professional problems in farming and animal husbandry, individually and as a team member,
- communicate theories and opinions in a manner that promotes the development of good practice,
- apply scientific methods in veterinary medicine.
SPECIAL INTEREST CLUBS

Cynological club UVMP
Cynological club brings together students who are dedicated to training staff dogs. They actively participate in competitions and prepare their dogs for performance tests. Many are also dedicated to dog breeding and successfully represent UVMP at exhibitions. Every year they organize a race for the Rector’s cup. Training is conducted at the training area Anička or at the UVMP cynological complex Za haťou.

Tutor: Renáta Karolová, Ing.
Contact: kk@uvlf.sk

Hunting cynology club
Club brings together students who are dedicated to training hunting dog breeds. Training is conducted at the UVMP cynological complex Za haťou. They cooperate with University Facility for Breeding and Diseases of Game, Fish and Bees in Rozhanovce.

Tutor: Assoc. prof. Peter Lazár, DVM, PhD
Contact: kpk@uvlf.sk

Cynological club DARCO
DARCO is a club of dog trainers, breeders and owners of various breeds and crossbreeds, with a focus on training in agility, dogdancing, obedience, canistherapy and rescue work

Tutor: Ján Čurlík, DVM, PhD
Contact: kkdarco@uvlf.sk

AQUA TERRA club
Students working in Aqua Terra (AT) club are dedicated to breeding exotic fish, reptiles and amphibians. In addition to aquariums and terrariums with many rare species, there is also breeding of mice, guinea pigs and crickets. Membership in AT club brings students unique opportunity to learn many things about breeding and fixation, but also about diseases of exotic animals.

Tutor: Vladimir Petrilla, DVM, PhD; Miloš Halán, DVM, PhD
Contact: aquaterra@uvlf.sk

Falconry and raptor rehabilitation club
Falconry and raptor rehabilitation club is a club of breeders and trainers of birds of prey. The primary objective of the club is to create conditions and provide care for disabled and rehabilitated birds of prey that come to clinics and chain of rehabilitation stations in Slovak Republic. Clinical treatment is carried out as a part of practical clinical experience, which increases its attractiveness; students participate in national and international activities.

Tutor: Ladislav Molnár, DVM, PhD
Contact: ksrdrd@uvlf.sk

Small mammal and exotic bird breeders club
Club is a club of breeders and owners of small mammals and exotic birds. Club fulfils its mission by developing and improving relationship to breeding, animal ethology or anatomy knowledge, by supporting professional development of its members through contact with common diseases of small animals and their therapy, by cooperation with experts in the field, and by implementation of temporary care for homeless animals.

Tutor: Edina Sesztákóvá, DVM, PhD
Contact: kchmcev@uvlf.sk
Breeders club
Breeders club brings together people interested in husbandry, breeding and exhibiting of rabbits, pigeons, fowls and small rodents with a certificate of origin. Its mission is to create and enhance relationship to husbandry, breeding and knowledge of breeds of rabbits, pigeons, fowls and small rodents.
Tutor: František Zigo, DVM, PhD
Contact: chk@uvlf.sk

Flora club
Members of Flora club are dedicated to cultivation of medicinal, decorative and exotic plants.
Tutor: Assoc. prof. Jarmila Eftimová, Ing., PhD
Contact: fk@uvlf.sk

Mineralogy club
Mineralogy club is a club of students interested in mineralogy, paleontology, geology, collecting of minerals and fossils in the field and subsequent cleaning, archiving and exhibiting minerals in the UVMP collection.
Tutor: Prof. Michal Toropila, RNDr., PhD
Contact: mk@uvlf.sk

Bee breeders club
Club brings together breeders of bees and other beneficial insects (solitary bees and bumblebees). Club fulfils its mission by developing and improving relationship to breeding of bees and other beneficial insects, to bee products, by building relationship to the nature and by promoting ecological approach to bee breeding.
Tutor: Rastislav Sabo, DVM, PhD
Contact: vk@uvlf.sk

Sports
“Slávia” UVMP club has basketball, volleyball, water polo, karate and canoeing teams. The Riding Club has also a long tradition. Riding and show-jumping are the main activities.

Hygiena Alimentorum club
Club brings together students of all study programs interested in fulfilment of the following club mission: to provide practical demonstrations and support of pedagogical process in focusing on food hygiene, to promote the interest about food hygiene and quality, to organize professional lectures, workshops, and the education of food products and their quality, and to help in the development of public life and other forms of health. Club also cooperates with organizations involved in the food processing and production of animal and plant origin.
Tutor: Boris Semjon, DVM, PhD
Contact: kha@uvlf.sk

IVSA – International Veterinary Students’ Association
The International Veterinary Students’ Association (IVSA) is a non-profit organization run by volunteer veterinary students that was founded in 1953.
The mission of IVSA is “To benefit the animals and people of the world by harnessing the potential and dedication of veterinary students to promote the international application of veterinary skills, education and knowledge.” IVSA helps to expand the worldwide collaboration of over thirty thousand students, enriching their student experience and improving their skills as future veterinarians. The way in which this is achieved is by arranging annual meetings (congresses and symposia), facilitating exchanges between our
members and many projects and educational opportunities focusing on animal welfare, one health, education, soft skills and wellness.

IVSA allows students of the UVMP to acquire professional experience abroad, organizes group exchanges with foreign veterinary universities, informs about international events in other countries, provides participation of UVMP students at student congresses and symposia, and is involved in organization of social and sporting events at the UVMP campus.

**Tutor:** Monika Drážovská, DVM, PhD  
**Contact:** ivsaslovakia@gmail.com

**Association of Norwegian Students Abroad (ANSA)**

ANSA Košice is a local team of organization ANSA, which is an Association of Norwegian Students Abroad. Here in Košice, members are mostly veterinary students studying at UVMP but also an increasing number of Norwegian medicine students studying in Košice. This organization is here to help its members when needed, for example in case of emergencies, consultations about legal rights or insurance, or just being someone to talk to. The local team, among other social events where students can come together, also arranges events like celebration of Norway's constitution day or the traditional “julebord”.

**Contact:** kosice@ansa.no

**ARDO – UVMP student’s magazine**

Student’s magazine was published for the first time in 2010. Behind its origin stands enthusiasm of students who felt an absence of media, which would address students of all study programmes of our university. Paper version of the magazine has proved to be still the most interesting form of communication with the general public readership. The magazine is published twice a semester.

**Contact:** ardo.redakcia@uvlf.sk
STUDY GUIDELINES
of the University of Veterinary Medicine and Pharmacy in Košice

Internal Regulation No. 2

Pursuant to the Act No. 131/2002 Coll. on Universities and on amendment and supplementation of certain acts, as amended, approved by the Academic Senate of the University of Veterinary Medicine and Pharmacy in Košice on 1st July 2016

Study Guidelines of the University of Veterinary Medicine and Pharmacy in Košice dated January 7, are effective from September 1, 2016.

Decision-making on issues related to study at the University of Veterinary Medicine and Pharmacy in Košice, which are not expressly specified by these Study Guidelines, is governed by the Act No. 131/2002 Coll. on Universities and on amendment to certain acts, as amended, and related legal regulations issued after September 1, 2016.
SECTION A

STUDY GUIDELINES
of the University of Veterinary Medicine and Pharmacy in Košice
for students of the first level, second level and the combined first and
second level of higher education
Section I
General Provisions

Article 1
Introductory Provisions

1. The Study Guidelines of the University of Veterinary Medicine and Pharmacy in Košice (hereinafter referred to as “Study guidelines“ and “UVMP“) is the internal regulation of the UVMP, specifying the rules applicable to the studies in accredited study programmes at the UVMP.

2. The Study Guidelines of the University of Veterinary Medicine and Pharmacy in Košice are binding for all students, university teachers, and other employees who participate in the provision of the studies at the UVMP.

Article 2
Levels and Forms of Study at the UVMP and Standard Duration of the Study

1. The UVMP provides higher education in accredited study programmes
   - at the first level: bachelor’s study programmes,
   - at the second level: master’s study programmes,
   - at the combined first and second level: doctoral study programmes and a master’s study programme.

2. Study programmes at the UVMP have standard duration, depending on the approved accreditation, as follows:
   a) first-level study programmes (bachelor’s study programmes)
      - full-time form – three years (6 semesters),
      - part-time form – four years (8 semesters),
   b) second-level study programmes (master’s study programmes)
      - full-time form – two years (4 semesters),
      - part-time form – three years (6 semesters),
   c) study programmes of the combined first and second level (master’s study programme) – five years (10 semesters),
   d) study programme of the combined first and second level (doctoral study programmes) – six years (12 semesters).

3. Graduates from the university study of bachelor’s study programmes are awarded the “Bachelor” academic degree (abbreviation “BSc.”); graduates from the master’s studies at the combined first and second level and at the second level of studies are awarded the “Master” academic degree (abbreviation in Slovak “Mgr.”); graduates from the doctoral studies at the combined first and second level are awarded the degree of “Doctor of Veterinary Medicine” (abbreviation “DVM”).

4. The UVMP performs higher education in the full-time and the part-time forms of studies, applying the presence method, i.e. the direct contact method.

5. A full-time form of study is organised so that the study corresponds, in compliance with the recommended study plan, depending on a study programme and in terms of time requirements, to the work of student in the extent of 1,500 – 1,800 lessons per academic year, including individual study and individual creative activities.

6. A part-time form of study is organised so that the study corresponds, in compliance with the recommended study plan, depending on a study programme and in terms of time requirements, to the work of student in the extent of 750 – 1,440 lessons per academic year, including individual study and individual creative activities.
Section II
Study Organisation

Article 1
Basic Requirements for Admission to Study

1. A basic requirement for the admission to the bachelor’s study or to the combined first and second level of tertiary study is obtaining complete general secondary education or complete secondary vocational education.

2. A basic requirement for the admission to a study programme of the master’s level is obtaining the bachelor’s degree or the master’s degree, where the number of obtained credits for previous study, under which the academic degree was awarded, and number of credits necessary for proper completion of a master’s study programme, for which an applicant is applying, must amount to minimum 300 credits.

Article 2
Other Requirements for Admission to Study

1. Applicants express their interest in studying at the UVMP by submitting the application for study.

2. The application shall contain the following:
   - curriculum vitae,
   - a certified photocopy of the A-level examination results,
   - a document certifying the payment of the admission fee.

3. Applicants submit applications at the UVMP usually by 15th March of the calendar year, using the form prescribed by the Ministry of Education, Science, Research and Sport of the SR (hereinafter referred to as “MESRS SR”). The UVMP offers the possibility to submit applications electronically without a guaranteed electronic signature, via the information system enabling an applicant for the study to verify the registration of the application in the information system since the submission date until the admission procedure termination date. Applicants submitting applications electronically are obliged to post a hard copy of the application, including the documents listed in paragraph 2 of this Article.

4. If the application contains formal deficiencies, or if any of the data are incorrect, incomplete, or improperly documented, the Office for Foreign Studies of the UVMP shall request the applicant to remove such deficiencies, supplement the application, or supplement the data within 10 working days. If the applicant fails to remove the deficiencies within the specified period, the UVMP shall not include such applicant in the list of applicants and notify the applicant in writing.

5. Within the admission procedure, an applicant shall submit the following:
   - the letter of invitation,
   - their identity document,
   - a certified photocopy of the A-level examination results, unless already submitted.

6. If the verification of competency for the study comprises also the entrance examination, a special form of entrance examination and a relevant method of the execution thereof shall be determined for applicants with specific needs, upon their request and on the basis of assessment of such special needs.

Article 3
Procedure of Admission to Study

1. Admission procedure is the process enabling an applicant who documents fulfilment of certain requirements for the admission to study to become a student of a selected study programme at the UVMP. An applicant who fails to document fulfilment of the basic requirements for the
admission to study at the time of verification thereof may be admitted to study conditionally; in such case, the applicant is obliged to document the fulfilment of the basic requirements for the admission to study no later than on the enrolment date.

2. Admission of an applicant to the study at the UVMP is conditioned by successful passing of the admission procedure, including admission tests, unless different admission requirements were approved.

3. Applicants for study in individual study programmes shall be arranged in the descending order by their achieved aggregate scores.

4. If an applicant is repeatedly admitted to the study of the same study programme from which they were expelled for not having met the study requirements, such applicant is entitled to apply for the recognition of the exams already passed. Upon a written application for the recognition of the exams passed, submitted within 15 days of the delivery date of the decision on admission to study, the Rector of the UVMP (hereinafter referred to as „Rector“) is entitled to recognise the exams passed during the previous study of the same study programme, unless the period from the completion of such subject exceeds six years for doctoral study programmes (study programmes of the combined first and second level), five years for master’s study programme (study programme of the combined first and second level), two years for full-time master’s study programmes (master’s degree study programmes), and three years for part-time master’s study programmes (master’s degree study programmes), three years for full-time bachelor’s study programmes (bachelor’s degree study programmes), and four years for part-time bachelor’s study programmes (bachelor’s degree study programmes).

5. Prior to the admission procedure, applicants with specific needs are entitled to seek consulting with the coordinator for applicants with specific needs.

**Article 4**

**Admission Committee and Communication of the Admission Procedure Results**

1. To assess the qualification of applicants for study at the UVMP, Rector appoints the admission committee as the Rector’s advisory body. Rector proposes number of applicants to be admitted for the first year, which is approved by the Academic Senate of the UVMP (hereinafter referred to as „AS“).

2. Rector decides on admission or non-admission of an applicant to the study, following the recommendation provided by the admission committee which evaluates the applicant’s results of the admission procedure.

3. For the purpose of verification of the admission procedure result and the decision on admission to study, Rector appoints and cancels the committee „ad hoc“ for the respective academic year in which the admission procedure is carried out.

4. Interim results of admission tests are published daily, during the admission procedure, at the university website (www.uvlf.sk), via the link connecting it with the Academic Information System (hereinafter referred to as „AIS“).

5. Admission procedure results are announced by the UVMP at the UVMP website, via the link connecting it with the AIS, on the admission committee meeting date, no later than within 5 working days of the final completion of the admission procedure at the UVMP, and by a written notice delivered personally to each applicant within 30 days of the verification whether the requirements for the admission to study have been met. The decision on the admission procedure result shall contain the verdict, the rationale, and instructions on the option to appeal against the decision. The decision must be elaborated in a written form and delivered to applicants personally within 30 days of the verification whether the requirements for the admission to study have been met. As for the applicants whose place of residence is not known, the decision shall be delivered by placing it on the official notice board of the UVMP for the period of 15 days. The last day of this period shall be regarded as the delivery date.

6. Applicants are entitled to appeal against the decision on the admission procedure result by sending the appeal to the Rector within 8 days of the decision delivery date. Rector
himself/herself is entitled to allow the appeal, in case he/she finds that the decision was made in conflict with the law or with the internal regulation, or with the requirements specified in Section 57 paragraph 1 of the Act No 131/2002 Coll. on Universities and on amendments and supplementation of certain acts, as amended (hereinafter referred to as “Act”). Otherwise, Rector shall advance the request to the AS. AS shall change the decision, if it was made in conflict with the law, or with the internal regulation, or with the requirements specified in Section 57 paragraph 1 of the Act. Otherwise the Rector shall dismiss the appeal and validate the initial decision. The decision made by the AS is final. Appeal against the decision on the admission procedure result is not subject to any general legal regulation on the administrative proceeding. The reply to the appealing party shall be sent within 30 days of the appeal delivery date.

7. Applicants who receive the decision on non-admission to the study are entitled to apply with the Rector in writing for a personal inspection of their tests, under the presence of Vice-rector for foreign studies and a competent teacher; such application must be sent within 8 days of the date when the decision on non-admission to the study was delivered.

8. The UVMP is entitled to inquire applicants on whether they intend to enrol in the study. Applicants are obliged to provide such information before the beginning of the academic year (1st September of the current year).

9. If an admitted applicant expresses in writing they are not interested in the study at the UVMP, or fails to provide such information within the specified period of time, such applicant’s right to enrol in a particular study programme ceases to exist and the Rector cancels the decision by which the applicant with the following position in the order of result success was not admitted and replaces it with a new decision on admission of such applicant to the study.

Article 5
Academic Year and the Organisation thereof

1. Academic year begins on 1st September of the current year and terminates on 31st August of the following year.

2. Study schedule for the following academic year is determined by the Rector upon discussions at the meeting of the UVMP management. Within one academic year, the study is divided into two semesters. Each semester consists of the education period and the examination period. Duration of the education in one semester is 13 weeks.

3. Examination period definition:
   a) examination period in the winter semester – begins by 14th week after the education period commencement, lasts for minimum seven weeks, and terminates prior to the commencement of the education period of the spring semester;
   b) examination period in the spring semester – begins by 14th week after the commencement of the education period in the spring semester, lasts to 14th July, and continues from 16th August till the end of the academic year, i.e. till 31st August of the respective calendar year, when students may also take their exams from the winter semester;
   c) examination period during the main summer holidays – during the main summer holidays, i.e. from 15th July to 15th August, exams are not taken, as this period is reserved for taking leaves.

4. In the block education system, Rector is entitled, after discussions at the meetings of the UVMP management, to amend the study schedule otherwise.

5. In September, students of the first year of the study of all study programmes shall pass the introduction to study at the UVMP and the field experience, depending on their study plans, aimed at becoming familiar with the issues related to their studies in the special facilities of the UVMP.
Article 6
Educational Activities and the Organisation thereof

1. Basic forms of direct education include lectures, seminars, practicals, thesis, traineeships, field experience, professional experience, and clinical experience.
2. Students are given lectures by professors, associate professors, guarantors of particular subjects, and selected chapters are also presented by senior lecturers and reputable experts from scientific facilities, from the field practice and from aboard.
3. Seminars are led by professors, associate professors, senior lecturers, assistants, and experts from scientific facilities and from the field practice.
4. Practicals and traineeships are led by professors, associate professors, senior lecturers, assistants and scientists, lecturers, and experts from scientific facilities and from the field practice.
5. Participation of students in the direct education is compulsory in the extent specified by the guarantor of a particular subject.

Article 7
Study Programme, Study Plan

1. A study programme is a set of subjects consisting of educational activities, mainly lectures, seminars, practicals, thesis, project papers, laboratory papers, traineeships, excursions, professional experience, state exams, and combinations thereof, and a set of rules compiled so that the successful completion of these educational activities, while respecting the rules, qualifies a student for being awarded an academic degree. The preparation and execution of a study programme falls within the responsibility of the guarantor of a particular study programme.
2. A study programme also contains a recommended study plan, compiled so that a student who completes such study plan meets the requirements for the successful completion of the studies in the standard duration.
3. Study plans define the contents and the extent of education in individual study programmes.
4. Study plans contain the list of subjects by years of study and semesters, basic forms of education, number of lessons in a week and in a semester, and the number of credits in the credit system of the study. Study plans also define in which subjects, in which years and semesters, it is compulsory to obtain credits, graded credits, and pass exams.
5. Study plans, number of lessons of lectures, seminars, practicals, duration of experience and traineeships are discussed and commented by the AS and subsequently approved by the Scientific Board of the UVMP (hereinafter referred to as “SB”).
6. Changes in study plans which do not amend their extent and contents are approved by the Rector, following the discussions at the meeting of the UVMP management, and announced by the Rector via the Office for Foreign Studies to all pedagogical employees and students of the UVMP.
7. Rector is entitled, upon a written request by a student with specific needs, to approve an individual study plan, considering specific needs of such student.
8. Individual study enables students to organise specifically their studies and adjust the duration of their studies.
9. Individual study plan is compiled by a student, in cooperation with the Vice-rector for foreign studies, guarantor of a particular study programme, and guarantor of a particular study subject, in compliance with the Study guidelines.
10. Rector is entitled to appoint a study consultant for individual study programmes. The role of the study consultant is to:
   a) inform students on the structure of individual study programmes, on possible subjects to choose from, and provide them with the consulting assistance when compiling their personal study plans,
b) notify the UVMP management on potential problems in the educational process,
c) cooperate with the Office for Foreign Studies when dealing with the study-related issues of the UVMP students.

Article 8
Study Programme Subjects

1. Study programme is divided into subjects. A subject consists of a study programme unit or a group of study programme units, aimed at the provision of education in the determined area (lecture, seminar, practical, field experience, professional experience, and clinical experience, traineeship, etc.), whereas particular forms and proportionality of the performance thereof are defined by the study schedule.
2. Each subject contains a code and a name. Basic data on the subject characteristics are contained in the course information letter. Guarantor of a study subject is obliged to elaborate and regularly update the course information letter and also to enter it in the AIS and publish for students.
3. By the level of their obligatory nature, subjects included in a study programme are divided into:
   a) compulsory - successful completion of this type of subjects is the precondition for the successful completion of certain part of the study or of the complete study programme,
   b) compulsory optional – successful completion of certain part of the study or of the complete study programme is conditioned by the successful completion of the specified number of these subjects, depending on a student’s choice, in the structure defined by the study schedule,
   c) optional – other subjects which students may choose for their studies and for the purpose of obtaining sufficient amount of credits within a respective part of the study.
4. Depending on their continuity, subjects included in the study programme are divided into:
   a) independent subjects – choosing such subject is not conditioned by previous completion of any other subject,
   b) subjects conditioned by successful completion of other subjects – choosing such subject is conditioned by the previous completion of another subject (prerequisite) or subjects.
5. A state exam is regarded as a subject.
6. The study also comprises, depending on each study programme, elaboration of a thesis which represents, together with the defence thereof, one subject; a thesis defence belongs to state exams, it is assigned a grade and credits.

Article 9
Plan of Educational Activities

1. A head of a department or of a clinic is reliable for the elaboration of the plan of educational activities for subjects led by the teachers from a relevant department or a clinic.
2. Plans of educational activities contain, for each subject, mainly the following:
   - educational contents and schedule, according to the curricula, containing first names and surnames of relevant teachers,
   - requirements for exams, including questions (or areas of questions), and requirements for awarding credits; such requirements must be available to students in the first week of the course on a particular subject,
   - requirements for the participation in and recognition of practicals and seminar practicals,
   - plan of consulting activities and method of compensatory attendance to practicals during the semester and during the examination period, upon agreement with students,
   - specification of the requirements for a partial exam, which is not compulsory.
3. Vice-rector for foreign studies, in cooperation with the committee for field practice and professional experience and traineeships, shall elaborate the schedule of practicals and traineeships, requirements for the recognition thereof, and possibilities of the compensatory
attendance thereto.

4. Guarantor of a study subject and guarantor of a state exam subject are appointed by the Rector, upon the nominations by the head of department or by the head of clinic, from among professors, associate professors, and senior lecturers.

5. Heads of filed experience, professional, and clinical experience and traineeships are appointed by the Rector, upon the nominations by the Vice-rector for foreign studies.

**Article 10**

**Credit System of the Study**

1. Organisation of all levels and forms of higher education at the UVMP in Košice is based on the credit system which enables the evaluation, by means of credits, of a student’s workload related to the completion of individual subjects in accordance with the rules set by the study programme.

2. Credits are numerical values assigned to subjects, expressing the quantity of work needed for achieving the prescribed results of the educational process. A standard student workload throughout the academic year in the full-time and part-time forms of study lasting three years is 60 credits, 30 credits for one semester. A standard student workload throughout the academic year in the part-time form of study lasting four years is maximum 48 credits. For the successful completion of the bachelor’s study at the first level of higher education, a student must earn at least 180 credits; for the successful completion of the doctoral study of the combined first and second level of higher education a minimum of 360 credits is required; and for the master’s study of the combined first and second level of higher education a minimum of 300 credits must be earned. For the successful completion of the master’s study at the second level of higher education it is necessary to earn a minimum of 120 credits.

3. Each subject of a study programme is assigned a number of credits granted to a student upon the successful completion of the subject. Number of credits assigned to a subject expresses a proportional work of a student necessary for the successful standard performance per academic year. Credits for each subject may only be awarded once during the study.

4. Credits awarded for the successful completion of all subjects are summarised. One of the requirements for the continuation with the study is earning the required number of credits determined by the study programme.

**Article 11**

**Year Tutor and Study Group Tutor**

1. Year Tutors (YT) and Study Group Tutors (SGT) are appointed by the Rector upon the nominations by the Vice-rector for foreign studies, applying only to students in their first year of studies.

2. The main duty of the YT s and the SGTs is to help students cope with the transition from the secondary to the higher education system, to provide expert supervision during the field practice, and possibly provide consulting regarding the credit system of studies.

**Article 12**

**Study Certifying Documents**

1. Study certifying documents include:
   - student’s identity card (student’s card)
   - student’s study record book (the so-called “INDEX“),
   - record book of clinical and professional practice in the General Veterinary Medicine and Food Hygiene study programmes (SPs),
   - record book of professional pharmacy practice in the Pharmacy SP,
   - record book of professional practice in the Man-Animal Relationship and its Use in
Canister therapy and Hippotherapy SP,
- record book of cynological and clinical traineeships in the Cynology SP (hereinafter referred to as “Record book”),
- study results extract.

2. The student’s identity card (student’s card) is a document confirming a student’s legal status under which they are entitled to exercise student’s rights and benefits resulting from the law, from the university internal regulations, and from agreements with other legal entities. This document also serves for the purpose of proving the data contained therein. A student’s ID card is issued at the registration with the register of students. It is issued by the UVMP, in compliance with Section 67 paragraph 2 of the Act.

3. A student’s study record book (INDEX) is a document containing particularly records of studied subjects and the results of study success rate assessment and study performance evaluation. It is issued by the UVMP.

4. Record books of clinical and professional practice, record books of professional pharmacy practice, record books of professional practice, and record books of cynological and clinical traineeships are documents containing the records of experience and traineeships completed during the study. They are issued by the UVMP.

5. Study results extract contains the data on study obligations fulfilled by a student within a particular study programme. It is issued for a student upon a student’s written request, in compliance with Section 67 paragraph 5 of the Act.

Article 13
Registration of Students

1. Upon the registration for the study, students become eligible for the participation in all forms of education, receive credits, graded credits, and take exams. The Office for Foreign Studies performs the registration of students and inspects the correctness of the subject choices.

2. The Rector determines the date, place and method of registration, following the discussion at the meeting of the UVMP management. The specified registration schedule is binding for students.

3. At the enrolment in the university study, students are obliged to complete the academic oath at the matriculation ceremony.

4. An applicant who gives negative answer to the enquiry of the UVMP whether they plan to enrol for the study, or fails to respond to this enquiry within the specified time, forfeits the right to enrol for the study, as specified in Section 59, paragraph 3 of the Act. An applicant admitted to studies conditionally, forfeits the right to enrol for the study, as specified in Section 59, paragraph 1 of the Act, if they fail to document the fulfilment of the basic admission requirements by the enrolment date.

5. Should a student fail to arrive to the registration prior to the commencement of the upcoming education period, or fail to arrive to the repeated registration after the interruption of studies, the UVMP shall invite such student in writing to arrive for the registration within 10 working days of the invitation delivery date.

6. Should the invited student fail to appear for the registration within the specified period, or fail to apply for the extension of such period for health problems which prevent them from appearing for the registration, the date of such intended repeated registration shall be regarded as the date of the student’s withdrawal from the study.

Article 14
Registration for and Completion of Subjects

1. By registering for study subjects (hereinafter referred to as “subjects”) students determine which portion of their obligations, prescribed by the study programme, they intend to complete in the relevant following study period.
2. Students register for subjects in such total credit value and of such type (compulsory, compulsory optional, and optional) so that criteria for the continuation with the study are met in each stage of the study evaluation.

3. Students are obliged to create a registration form in the AIS for the respective academic year and enter all subjects in the registration form, according to the study plan of the respective study programme for the given academic year.

4. In case of the failure to complete successfully a compulsory subject, repeated registration is allowed. In case of repeated registration of the subject, a student is obliged to attend to all lessons, in case they failed to obtain the credit. In case of the failure to complete a compulsory subject repeatedly registered for, a student is expelled from the studies.

5. Students are allowed to repeatedly register for a compulsory optional subject in case of unsuccessful completion thereof, or they may register for a different compulsory optional subject. In case of repeated registration of the same subject, a student is obliged to attend to all lessons, in case they failed to obtain the credit. In case of the failure to complete a compulsory optional subject repeatedly registered for, a student is expelled from the studies.

6. Students are allowed to repeatedly register for an optional subject, in case of unsuccessful completion thereof, or they may register with a different optional or compulsory optional subject from among compulsory optional subjects not yet completed. If a student gained sufficient number of credits, they are not obliged to register for any optional subjects. If a student failed to gain sufficient number of credits (for a given academic year), following the second unsuccessful attempt for the completion of a selected optional subject they are expelled from the studies. In case of repeated registration of the same subject, a student is obliged to attend to all lessons, in case they failed to obtain the credit.

7. Actual launching of the course on a particular compulsory optional and optional subject is conditioned by the minimum of five students for study programmes at the first level of higher education (bachelor’s study programmes) and at the second level of higher education (master’s study programmes), and the minimum of eight students for the combined first and second level of higher education (doctoral and master’s study programmes). Exceptions from the above stated number of students are determined by the Vice-rector for foreign studies, together with the guarantor of a study subject, based on the capacity of the respective workplace.

Article 15
Credit

1. In case of the subject, for which the study plan requires a credit, a student has to earn the credit to be able to sit an exam on such subject.

2. The requirements for granting a credit are specified by the guarantor of the respective subject, in accordance with Article 9, paragraph 2 of these Study guidelines, and announced by the guarantor in writing in the first week of course on such subject.

3. The method of recognition of practicals and seminars is determined by the guarantor of the subject, tutor of bachelor or diploma thesis, or tutor of experience and traineeships.

4. The credit is granted by the teacher of the subject, usually after the last practical in the semester.

5. Granted and not granted credits are entered in the AIS by the teacher and the guarantor shall send a printed and signed credit statement to the Office for Foreign Studies within a specified period of time.

6. Should a student fail to earn credit on the regular date, the teacher may allow for the fulfilment of the requirements for being granted a credit on two retake dates.

7. If a student is not capable of arriving to the credit winning procedure for health-related or any other reasons (e.g., representing the university), the guarantor of the subject may determine another alternative date, as specified in paragraph 8 of this Article.

8. Students are obliged to earn the credits prescribed for the winter semester not later than one week prior to the commencement of the following spring semester. Students who failed to earn
credits in the winter semester, may register for a particular subject again in new academic year. If the course on the subject in which a student failed to gain a credit for the winter semester continues in the spring semester, a student is not allowed to attend to such course in the spring semester.

9. All credits for the spring semester must be earned by 14th July of the current year.

**Article 16**
**Compensatory Attendance to Missed Lessons**

1. Requirements for the compensatory attendance to the missed direct education process are specified by the guarantor of a study subject or by tutors of experience and internships, in compliance with Article 9, paragraph 2 of these Study guidelines. Students are allowed to miss 3 practicals on a respective subject in one semester, out of these, one practical may be missed without compensation and the remaining two they are obliged to compensate, usually in the first three weeks after the end of semester. A student may be given at most two compensatory dates for the completion of two missing practicals and seminars on each subject. In disputable cases, the Vice-rector for foreign studies decides about the recognition of practicals. Students who have missed more than 3 practicals on one subject are not entitled to be granted the credit.

2. In case of a long-lasting disease, study visit outside the UVMP, representation of the UVMP, or other serious reasons, the Rector may decide individually about allowing the compensation, upon the discussions at the meeting of the UVMP management.

3. Attending a practical or a seminar in the same week with a different study group shall not be regarded as the compensation for the missing lesson. A student may be allowed to attend a practical with another study group by the teacher who conducts the practicals, while considering the capacity, materials and other conditions objectively hindering such possibility.

**Article 17**
**Graded Credit**

1. Graded credit is one of the principal forms of study inspection.

2. Graded credit is granted to students who satisfy the requirements for being granted a credit, announced at the beginning of the semester. The following rules apply to the granting of a graded credit:
   a) the form and granting of the graded credit is fully within the competence of the guarantor of the subject,
   b) graded credit shall not have the nature of examination,
   c) graded credit shall be assessed by grades, the same as used in exams,
   d) graded credit is granted to students who have completed the required extent of educational activities by the end of the academic year,
   e) should a student fail to earn the graded credit on the regular date, a teacher may offer to such student maximum two retake dates to earn it, prior to the end of the academic year.

**Article 18**
**Exams**

1. The purpose of an exam is to verify a student’s knowledge of a relevant subject and their ability to apply the theoretical knowledge, in a creative manner, to the evaluation of practical phenomena.

2. The examinations may be of the following forms:
   - written,
   - oral,
   - oral and written,
   - oral and practical,
- written and practical.

3. All examinations are open to public.

4. Teachers are obliged to enable students inspect their corrected credit tests, exam tests or any other written tests.

5. Students are examined by the guarantor of the study subject or by teachers authorised by the guarantor who were teaching the relevant subject. Nominations of teachers who are authorised to perform examinations are submitted by the guarantor of the study subject to the Vice-rector for foreign studies and are approved by the Rector.

6. The guarantor of the subject is obliged, no later than 3 weeks prior to the semester termination, to announce the exam dates in the AIS for the entire examination period of a relevant semester, using the pattern specified in paragraph 13 of this Article, so that a student may register for an exam at least 5 days prior to an exam.

7. Students are obliged to register for/deregister from the exam electronically in the AIS. They may deregister from the exam no later than three days prior to the exam date, without losing the exam date.

8. The examination is conducted in one day. Oral examination should not last more than 30 minutes.

9. Students are evaluated as specified in Article 20 of these Study guidelines.

10. Results of all exams, including the grade \(FX\) – failed, shall be recorded in the AIS and the printed and signed examination statement shall be sent to Office for Foreign Studies.

11. If a student is not capable of taking an exam on the registered date, they are obliged to submit an excuse to the examiner in advance. For serious reasons, primarily health-related reasons, students may submit their excuse additionally, within 5 days of the exam date, in form of an adequate document. Legitimacy of an excuse is decided on by the examiner; in disputable cases by the Vice-rector for foreign studies. If a student fails to submit an excuse for their absence, or if they withdraw from the exam, they are given the grade \(FX\) - failed.

12. Upon reasonable request submitted by a student or by a guarantor of the subject, the Vice-rector for foreign studies may decide on exam take or retake before a committee to be appointed by the Vice-rector. The guarantor of the subject acts as the chairman of such committee.

13. Examinations are held on dates scheduled by the guarantor of the respective subject prior to the end of the education period in the respective semester (as specified in paragraph 5 of this Article), whereas the total number is calculated using the formula: total number of students registered for the subject divided by the maximum number of students who may register for one exam date (for example, 8, 10, 12, 15 students, etc.), multiplied by the coefficient of 1.5, including retakes, evenly distributed throughout the entire examination period, with the minimum of five exam dates for the whole examination period.

14. For taking exams on subjects that terminate by a final subject exam in the winter semester, the guarantor of the study subject is obliged to offer at least one exam date once in three weeks also during the regular examination period of the spring semester. The first offered date shall be during the first week of the regular examination period of the spring semester, whereas the entire examination period must contain at least five dates.

15. The guarantor of the subject is obliged to inform the students about their exam results and enter them in the AIS - for oral exams on the exam date and for written exam within two working days.

16. Students are entitled to improve their initial exam grade no later than by the end of the respective academic year.

**Article 19**

**Retake Exams**

1. In case a student was given the grade \(FX\) – failed on the regular exam date, they are entitled to the two retake exams on the given subject.
2. Retake of an exam may be carried out on any exam date.
3. Students are entitled to the exceptional - third - exam date for 2 subjects within two academic years. For this purpose, the Vice-rector for foreign studies appoints the examination committee, usually consisting of 3 teachers (two teachers teaching the given subject and one teacher teaching a related subject). The guarantor of the examined subject acts as the chairman of the committee. The guarantor of the subject shall prepare a record of the course of third exam date.

Article 20
Evaluation of Study Results

1. Evaluation of a student’s study results within the study of the subject is carried out primarily by:
   a) continuous revision of a student’s study results during the educational period of the particular study period (control questions, written tests, assignments for individual work, semester papers, seminar reports, etc.),
   b) an exam for the respective period of study.
2. Main forms of study inspection include credits, graded credits, exams and final exams.
3. Completion of the subject is evaluated by awarding a grade. The grade reflects the quality of the acquired knowledge or skills in accordance with the purpose of the subject defined in the course information letter.
4. Grades are awarded according to a six-point grading scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Name and characteristic of the grade</th>
<th>Number of acquired points or percentage (%) of demonstrated knowledge</th>
<th>Mark (numerical value of the grade)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>excellent</td>
<td>91 – 100 %</td>
<td>1</td>
</tr>
<tr>
<td>B</td>
<td>very good</td>
<td>81 – 90 %</td>
<td>1.5</td>
</tr>
<tr>
<td>C</td>
<td>good</td>
<td>71 – 80 %</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>satisfactory</td>
<td>61 – 70 %</td>
<td>2.5</td>
</tr>
<tr>
<td>E</td>
<td>sufficient</td>
<td>51 – 60 %</td>
<td>3</td>
</tr>
<tr>
<td>FX</td>
<td>failed</td>
<td>50 and less %</td>
<td>4</td>
</tr>
</tbody>
</table>

5. Students may only earn credits for a subject evaluated by a grade, upon successful completion thereof, and provided that their results were awarded one of the grades from A to E.
6. Credit is awarded and entered in the AIS by the teacher of the subject.
7. Student may only take an exam, if they have been granted the credit.
8. The requirement for a successful passing of an exam with a prescribed credit, and thus obtaining credits for the subject, is to obtain at least 51% allocated for the credit and the exam. Each student is entitled to take an exam and obtain the maximum of 100%. If both, the credit and the exam, are required for the subject, the distribution of the percentage for the credit
(continuous inspection of a student’s study during the semester) and for the exam falls within the competency of the guarantor of the subject, whereas the distribution shall be arranged so that the minimum of 20% and the maximum of 40% points are assigned to the credit. The overall evaluation of a student consists of the sum of the percentage gained at the exam and the percentage gained for the credit. If the student gains at least 51%, the examiner shall enter the exam result in the AIS. Exam results are evaluated by grades, as specified in paragraph 4 of this Article.

9. The course and the form of the graded credit and the exam are specified in Article 17 and Article 18 of these Study guidelines.

10. Evaluation of the overall study results of students in the specified period is carried out using the weighted study average. It is calculated by summarising the products of the number of credits and numerical evaluation of the grade for all subjects for which the student registered in the evaluation period. The sum is then divided by the sum of credits gained by the student in the given period.

\[
V_p = \frac{\sum_{i=1}^{n} Z_i x K_i}{\sum_{i=1}^{n} K_i}
\]

11. As for the subjects registered for and not passed, the weighed study average is calculated using grade 4. Non-graded subjects are not included in calculation of the weighted study average.

**Article 21**

Requirements for Registration for the Following Year of Study and Study Inspection

1. Students advance to the following year of study, if they:
   a) obtain all credits, pass all exams, and gain the relevant number of credits, specified in their selected study plan, by the end of the academic year (i.e., by 31st August of the current year),
   b) fail to obtain all credits or pass all exams, as specified in their selected study plan, by the end of academic year (i.e., by 31st August of the current year), in compliance with paragraph 6 of this Article.

2. Students are obliged to record all failed subjects in the AIS in the registration form for the new academic year, while designating the repeated registration for a particular subject, according to the schedule of registration and instructions for a given academic year.

3. Students are only entitled to register for subjects conditioned by the successful completion of other subjects in their study plan upon successful completion of the conditional subjects.

4. Students are entitled to use all exam retake dates, as specified in Article 14, even in case of repeated registration for the subject.

5. Study defined in the study programme shall not exceed the standard duration in more than two years.

6. Inspection of the study (number of obtained credits) for the purpose of advancing to the following year of study, shall be carried out on the following dates:
   a) **first level of study - bachelor’s study programmes (3-year study):**
      - after the first year of study, each student must obtain the minimum of 45 credits,
      - after the second year of study, each student must obtain the minimum of 90 credits,
      - after the last state exam, each student must have obtained at least 180 credits.
   b) **first level of study - bachelor’s study programmes (4-year study):**
      - after the first year of study, each student must obtain the minimum of 36 credits,
      - after the second year of study, each student must obtain the minimum of 72 credits,
      - after the third year of study, each student must obtain the minimum of 108 credits,
- after the last state exam, each student must have obtained at least 180 credits.

c) **second level of study - master’s study programmes (2-year study):**
- after the first year of study, each student must obtain the minimum of 45 credits,
- after the last state exam, each student must have obtained at least 120 credits.

d) **second level of study - master’s study programmes (3-year study):**
- after the first year of study, each student must obtain the minimum of 30 credits,
- after the second year of study, each student must obtain the minimum of 60 credits,
- after the last state exam, each student must have obtained at least 120 credits.

e) **combined first and second level of study - master’s study programme (5-year study):**
- after the first year of study, each student must obtain the minimum of 45 credits,
- after the second year of study, each student must obtain the minimum of 90 credits,
- after the third year of study, each student must obtain the minimum of 135 credits,
- after the fourth year of study, each student must obtain the minimum of 180 credits,
- after the last state exam, each student must have obtained at least 300 credits.

f) **combined first and second level of study - doctoral study programme (6-year study):**
- after the first year of study, each student must obtain the minimum of 45 credits,
- after the second year of study, each student must obtain the minimum of 90 credits,
- after the third year of study, each student must obtain the minimum of 135 credits,
- after the fourth year of study, each student must obtain the minimum of 180 credits,
- after the fifth year of study, each student must obtain the minimum of 225 credits,
- after the last state exam, each student must have obtained at least 360 credits.

7. Students who failed to obtain the number of credits, as specified in paragraph 6 of this Article, shall be expelled from the study.

8. Students are only entitled to apply in writing for the recognition of a subject passed at a different university or at the UVMP in Košice in the same study programme or in a related study programme, if such subject terminated by the exam, provided that the student obtained credits.

9. Students are obliged to submit the application for recognition no later than in the second week of the semester in which they intend to attend such subject. The application shall also contain the information letter of the completed subject, upon which the student applies for the subject recognition.

10. Recognition may only apply to subjects which were completed maximum six years ago. Recognition of the number of credits specified in the study programme is decided on by the Vice-rector for foreign studies, on the basis of the statement provided by the guarantor of the study subject.

11. In disputable cases, the Rector is entitled to decide on the recognition of subjects.

**Article 22**

**Formal Requirements for Transfer of Credits**

1. Completion of a part of the study at a different university is formally ensured by:
   a) an application for the exchange programme,
   b) agreement on the study,
   c) study results extract.

2. Agreement on the study is a trilateral agreement concluded between a student, the home university and the host university, prior to the commencement of the study at the host university.

3. Subjects with assigned credits, completed at the host university, are recognised to a student on the basis of the study results extract issued for the student by the host university at the end of the study. The extract becomes a part of a student’s personal study documentation maintained by the UVMP.
Article 23
Field Experience and Internships

1. Field experience, professional experience, clinical experience, and traineeships represent a compulsory part of the study, as specified in the study plans. A teacher supervising the professional experience and traineeships shall grant a credit to a student who passes the professional experience and the traineeship and registers it in the AIS.

2. Clinical experience and traineeships of students shall be carried out at relevant clinics, recorded in the study records, and their course shall be recorded in the record books of clinical and professional practice in the General Veterinary Medicine and Food Hygiene SPs, in the record books of professional pharmacy practice in the Pharmacy SP, in the record books of professional practice in the Man-Animal Relationship and its Use in Canistherapy and Hippotherapy SP, in the record books of cynological and clinical traineeships in the Cynology SP (hereinafter referred to as „Record book“), aimed at recording the work and tasks performed by a student.

3. In case a student fails to complete the experience or the traineeship, they shall proceed as specified in Article 14 of these Study guidelines.

Article 24
State Exams

1. Passing a state exam or state exams is the required criterion for the successful completion of a study programme.

2. A state exam is an oral exam.

3. Subjects for compulsory state exams are listed in the approved study plans for individual study programmes.

4. A state exam is taken in front of the state examination committee.

Article 25
State Examination Committee

1. Only university teachers holding the positions of professors and associate professors, as well as other experts approved by the Scientific Board of the UVMP, are entitled to conduct the state examination. In case of bachelor’s study programmes, such authorisation applies also to university teachers holding the positions of senior lecturers with the completed higher education of the third level.

2. Members of state examination committees are appointed by the UVMP Rector from among the persons authorised to perform examination, as specified in paragraph 1 of this Article, for the provided study programmes. The state examination committees usually comprise also renowned experts in a given academic discipline from other universities, legal entities conducting research and development in the Slovak Republic, or experts from the field practice. At least two members of the state examination committee shall be university teachers holding the positions of professors or associated professors. For the bachelor’s study programmes, there is at least one university teacher holding the position of a professor or an associate professor.

3. State examination committee consists of at least four members.

4. Several state examination committees may be appointed for a single state examination subject.

5. In case an approved member of the state examination committee is absent, the Rector shall appoint a new member of the state examination committee, upon the nomination by the committee chairman.
Article 26
State Examination Preparation and Course

1. Only students who meet all the prescribed requirements and complete all subjects related to a given state exam at least 5 calendar days prior to the state exam date shall be allowed to take the state exam.
2. Dates of state exams are specified by the Rector.
3. The course of the state exam and the announcement of results are open to public. The decision making of the committee regarding the state exam results takes place at a closed meeting of the committee.
4. The course of the state exam is managed by the committee chairman, responsible for the work of the committee. The state examination of one student may not exceed one hour.
5. A state exam may only be carried out under the presence of the committee chairman or of an appointed deputy and at least two committee members.
6. State examination course and results shall be recorded first in the AIS, subsequently the protocol shall be printed out to be signed by the committee chairman and members.
7. State exams are aimed at the verification whether students:
   - have acquired the complex knowledge required by their study plans,
   - are prepared to perform their profession,
   - have acquired the necessary knowledge in the subjects included in the state exam,
   - are capable of applying the obtained knowledge when resolving the real-life tasks,
   - are able to find and process relevant expert literature sources, interpret experiment results correctly, and draw logical conclusions, employable in the development of the respective branch of science and needs of the practice.

Article 27
State Exam Grading

1. State exam results are graded by the state examination committee, using the applicable grade scale for exam grading. The overall evaluation of state exams falls within the competence of the Rector, based on the achieved results, and the resulting grade is either “passed” or “failed”.
2. The state exam result is decided on by the examination committee, in form of the secret ballot by the present committee members. The resulting grade is the mean grade of the secret ballot and is recorded in the joint protocol by the chairman.
3. Results of individual state exams are graded independently.
4. Students who failed at a state exam or did not arrive to a state exam without any excuse may only retake such state exam upon a written application, with the date of retake being no sooner than one month after the initial date. The retake date shall be specified by the Rector.
5. If a student fails to arrive to a state exam on the specified date for acceptable reasons, the Rector shall determine a second date of such state exam. Such student is obliged to provide their written excuse within 3 working days of the state exam date.
6. Should a student fail at the first retake of the state exam, the Rector may allow the second retake, upon a written application, to be held no sooner than three months after the first retake.
7. In case of the failure at the retake of a state exam, a student is entitled to proceed as specified in Article 14 paragraph 4, unless the prescribed study duration is exceeded.

Article 28
Theses

1. Each study programme includes a thesis, representing, together with the defence thereof, one subject. Thesis defence belongs to state exams.
2. Thesis means:
   a) in the bachelor’s study – a bachelor thesis,
   b) in the master’s and doctoral study – a diploma thesis.
3. Thesis is written in the template available at the UVMP website. Adherence to the prescribed template is compulsory.
4. Thesis extent is as follows:
   a) bachelor thesis: minimum 30 and maximum 40 pages,
   b) diploma thesis: minimum 50 and maximum 60 pages.
5. Theses are elaborated by students at individual departments and clinics of the UVMP. Upon the consents provided by the Rector and by the head of an external workplace, the theses may also be elaborated at the workplaces of the Slovak Academy of Science that cover research activities of the nature compliant with the contents of the university education at the UVMP, at the workplaces of the State Veterinary and Food Administration of the Slovak Republic (SVFA SR), Chamber of Veterinary Doctors of the Slovak Republic (CVD SR), and at other universities and specialised workplaces of a similar nature, approved by the Rector, whereas the thesis tutor must be a teacher or a scientist of the UVMP, and the consultant is an employee from a respective workplace. Partial tasks within a thesis may also be carried out at foreign universities, departments, and research institutes.
6. The nature of a bachelor thesis can be experimental, specialised, based on applied knowledge, or theoretical. The nature of diploma thesis in the master’s study at the second level of education must be experimental, specialised, based on applied knowledge, or compilatory and comparative. The nature of a diploma thesis in the doctoral and master’s studies at the combined first and second level of education must be experimental, specialised, or based on the applied knowledge, but not theoretical.
7. The purpose of a diploma thesis is to verify the knowledge and skills that a student acquired during the study, as well as their capability of using them when elaborating the diploma thesis focused on the issues related to a particular research project of the respective workplace (department, institute, clinic).
8. Thesis topics shall comply with the needs of the social practice, scientific-research activities of the university, or related scientific-research institutions. Thesis elaboration shall be carried out while respecting the principle of compliance with a graduate’s profile.
9. The thesis topics are entered in the AIS by teachers or researchers of the UVMP by 20th September, so that they can be approved by the head of the workplace by 30th September of the respective academic year.
10. Students select the topics for their theses only from the topics announced in AIS; for the winter semester by 15th October of the relevant academic year, and for the spring semester by 28th February of the relevant academic year. The teacher or a scientist (tutor) is obliged to accept one student from among all applicants by 30th October in the winter semester and by 15th March in the spring semester. After accepting the student, the tutor is obliged to print out and sign the assignment for the thesis in two copies, one copy for the student and one for the Office for Foreign Studies.
11. After printing out the assignment of the thesis, a student shall record the thesis in the registration form in the AIS.
12. During the elaboration of a thesis – at least two semesters in case of a bachelor thesis and a diploma thesis at the second level of higher education, and at least three semesters in case of a diploma thesis in doctoral and master’s studies at the combined first and second level of higher education – a student receives credits for the thesis. Duration of the thesis elaboration does not include the semester, in which the thesis is submitted.
13. Elaboration of a thesis is considered a subject; it is therefore evaluated at the defence by a respective grade A-FX and is assigned certain number of credits, in compliance with the study plan.
14. Students are obliged to submit their theses to the tutor for evaluation no later than 10 working days prior to the determined thesis submission date for the given academic year. In case a
student fails to respect the date, a tutor shall not prepare the tutor’s assessment and the thesis shall not be recommended for the defence.

15. According to the instructions for the respective academic year, students registered for the thesis defence insert their theses in the AIS in a “pdf” format. They are obliged to submit one hard copy of the thesis, together with a CD containing the thesis in “pdf” format, a tutor’s assessment, consultant’s assessment, (if appointed in writing), and signed licence agreements to the Office for Foreign Studies.

16. In case a student suffers from a long-term disease or is hospitalised, they are entitled to request the Vice-rector for foreign studies for a compensatory date of the thesis submission.

17. Result of the thesis originality verification shall be printed by the tutor and delivered to the Office for Foreign Studies not later than 14 days prior to the thesis defence.

18. The assessment and grading of the thesis shall be carried out by the tutor and one opponent in the AIS. Opponent must be an expert in the given area.

19. The opponent is nominated by the tutor, assessed by the Vice-rector for foreign studies, and approved by the Rector.

20. The opponent’s assessment printed out from the AIS and signed must be submitted to the Office for Foreign Studies not later than 10 calendar days prior to the thesis defence.

21. Thesis defence is not allowed for students with the final evaluation in the tutor’s, consultant’s, or opponent’s assessment stating “not recommended for the defence”.

22. A thesis is defended in front of a committee consisting of at least 4 members, selected from among professors, associate professors, senior lecturers, or other experts nominated by the Rector and approved by the Scientific Board. Committees are always appointed for a relevant academic year.

23. At each thesis defence, the thesis shall be accompanied with one hard copy of the thesis, electronic form of the thesis in the “pdf” format, opponent’s assessment, tutor’s assessment, consultant’s assessment (if appointed), licence agreements, and the result of originality verification. All the costs associated with the direct preparation of the thesis shall be borne by the student (printing, binding, photos, and other labour costs).

24. The thesis defence committee chairman manages the thesis defence and is responsible for the committee’s activities.

25. The thesis defence may last for the maximum of 30 minutes.

26. After the defence, the committee evaluates the thesis and the defence by grades at the closed committee meeting and the evaluation result is entered in the AIS; subsequently the protocol is printed out and signed by the committee chairman and members.

27. The student is informed about the defence result immediately after the evaluation by the committee.

28. Should the student fail to defend the diploma thesis (was assigned the grade FX and the record “temporarily undefended” is made in the AIS), they are entitled to apply in writing for an alternative date to repeat the defence, not earlier than one month of the date of unsuccessful defence.

29. A thesis defence may be repeated once, as specified in Article 27 items 4 and 6 of these Study guidelines. In case of unsuccessful repeated defence, a student is entitled to proceed as specified in Article 14 paragraph 4, unless the prescribed duration of the study is exceeded.

**Article 29**

**Regular Study Completion**

1. The study at the UVMP in the respective study programme is completed when a student:
   a) completed all obligatory subjects and the requested number of compulsory optional subjects,
   b) earned during the study the requested number of credits assigned to the respective study level,
   c) successfully passed state exams, as required by the study programme, and successfully defended the thesis.
2. The study at the UVMP is completed as the bachelor’s, master’s, or doctoral study. The study is completed in due form by passing the state exams and defending the thesis, namely defence of a bachelor thesis in the bachelor’s study, defence of a diploma thesis in the doctoral and master’s studies.

3. All students in their final year of the study terminate the study at the UVMP on the date of passing the last state exam and defending their thesis. The study termination date is the date when the last one of the requirements specified for the proper completion of the given study programme is met.

4. The overall result of the study and the average study result for the entire study are evaluated at the last state exam, considering the final results of exams, including exam retakes permitted by the Rector, as specified in paragraph 5 of this Article.

5. A student graduates with honours, if their average result during the whole study was equal to or better than 1.50, they have not received the grade (“D”) satisfactory or (“E”) sufficient on any of their subjects, and have passed their state exams with grades (“A”) excellent or (“B”) very good. In exceptional cases, the Rector may allow a student, upon a student’s request, to retake an exam on maximum two subjects in which they received, during the entire studies, grades (“D”) satisfactory or (“E”) sufficient. The result of retaken examination is then considered in the calculation of the average result for the entire study. Student’s entitlement to graduate with honour ceases to exist in case of repeated registration for a state exam.

6. **Rector’s Award** is granted to graduates who, during their entire study, achieved an average grade equal to or better than 1.20 and passed their state exams with grade (“A”) excellent and (“B”) very good. **Rector’s Award** shall not be awarded to a student who was repeatedly registered for a subject after the first unsuccessful completion thereof. In case of exam retake for the purpose of grade improvement, the **Rector’s Award** may not be awarded.

7. State exam retake for the purpose of grade improvement is not allowed.

8. Applications for a date of new exam, for the purpose of achieving graduation with honour, may be filed by a student one month prior to the last state exam. A new exam must be carried out at least three days prior to the last state exam. The guarantor of a subject shall send, without any delay, a written document certifying the performance of the new exam to the Office for Foreign Studies.

**Article 30**

**Graduation Certifying Documents**

1. Documents certifying the graduation from a study programme in a particular academic discipline include:
   - Diploma,
   - Certificate of State Examination,
   - Diploma Supplement.

2. Diploma is a document certifying the completion of higher education in the accredited study programme in a particular academic discipline and being awarded the academic degree. The Diploma is awarded by the UVMP. As a rule, Diplomas are presented to graduates at the official graduation ceremony.

3. Certificate of State Examination is a document certifying that a graduate passed the state exams and defended the diploma thesis and the bachelor thesis, including the parts thereof, as well as the results achieved. It is issued by the UVMP in the Slovak or English languages. Diploma, Certificate of State Examination, and Diploma Supplement shall be designated with the date of the last state exam.

4. Diploma Supplement is a document containing the details about the completed study programme. The data to be included in the Supplement are specified by the generally binding legal provisions issued by the MESRS of the SR. The Diploma Supplement is issued by the UVMP. Graduates receive it together with the Diploma.

5. Graduation documents are public documents.
6. Following the regular completion of studies at the UVMP, students receive the Diploma in a combination of the official language and the English language. Diploma Supplement is issued in these languages as well, as a single document.

Article 31
Interrupting Study

1. Interruption of study is decided by the Rector on the basis of the application submitted by a student for health-related reasons or other serious reasons.
2. Students may submit the application for interruption of study throughout the academic year but not later than on 15th August of the respective year and a newly admitted student in the first year of study may submit the application for interruption of study no earlier than on 15th November of the respective year.
3. Interruption of study is recorded in the AIS. After the interruption period elapses, a student enrols in the year of study, in which the study was interrupted. The exams passed and credits earned before the interruption, as well as the exam dates used, shall be recognized.
4. Rector is entitled, upon a student’s application, to extend or prematurely terminate the interruption of study.
5. During the interruption period, the student has no rights or obligations of a student.
6. In the bachelor’s study, the interruption period may last for two years. In the master’s and doctoral studies, the maximum time period of continuous interruption of study is 3 years.
7. If the study is interrupted due to child care, the interruption may only last till the child reaches the age of three years.
8. If the study is interrupted for health-related reasons, the student must present a medical report.
9. At the registration following the termination of the study interruption for health-related reasons, the student must present a physician’s statement and consent to the study continuation.

Article 32
Study Plan for Pregnant Students

1. Pregnant students are entitled to compile their individual study plan exclusively from the subjects that do not represent threat to their health. Such subjects are designated in the recommended study plan.
2. The individual study plan is compiled on the basis of the current study plan in collaboration with the Vice-rector for foreign studies and subjects guarantors, whereas a pregnant student is not obliged to earn the minimum number of credits required for the respective year of study.
3. Such student must apply for an individual study plan or study interruption within 8 days of the pregnancy confirmation.

Article 33
Other Types of Study Termination

1. In addition to regular termination of study, study may also be terminated by:
   a) withdrawal from study,
   b) exceeding the standard duration of study by more than two years,
   c) exclusion from the study for the failure to satisfy the requirements resulting from the respective study programme and from the Study guidelines,
   d) exclusion from the study for a disciplinary offence, as specified in Section 72 paragraph 2 (c) of the Act,
   e) cancellation of a study programme, as specified in Section 87 paragraph 2 of the Act, unless a student accepts the offer of a university to continue with the study of a different study programme,
   f) death of a student.
2. The study termination date shall be:
   a) as specified in paragraph 1 item a) the date of delivery of the written declaration of the student about withdrawal from the study,
   b) as specified in paragraph 1 item b), the last day of the academic year in which the student was expected to complete the university study,
   c) as specified in paragraph 1 items c) and d), the date when the decision on the exclusion from study came into force,
   d) as specified in paragraph 1 item e), the date on which the study programme cancellation was announced by the university.

Article 34
Withdrawal from Study

1. A student wishing to withdraw from the study shall notify the Rector in writing. In such case, the date of delivery of the written declaration of the student about his withdrawal from the study shall be regarded as the study termination date.
2. In case a student fails to register for a respective year of study on the registration date, not even after having received an invitation to the registration, as specified in Article 13 of these Study guidelines, the date when such student was expected to register for the following study period or repeatedly register, shall be regarded as the withdrawal date.

Article 35
Exclusion from Study

1. In case of the culpable violation of legal provisions, or Internal Regulations of the UVMP, or the public order, Rector may decide to exclude a student from the study, as specified in Section 72 paragraph 2 (c) of the Act.
2. A student who fails to meet the requirements resulting from the study programme and the Study guidelines shall be excluded from the study, as specified in Section 66 paragraph 1 (c) of the Act.
3. A decision on the exclusion from the study shall be in a written form, contain the rationale, and instructions on the option to appeal against the decision, and shall be delivered to the student’s personally.
4. The study termination date is the date when the decision on exclusion from the study came into force.
5. Student is entitled to appeal against the decision on exclusion from the studies within 8 days of the decision delivery date, by delivering the appeal to the Rector.
6. Rector is entitled to accept the appeal and amend or cancel the decision; otherwise the decision shall be advanced, within 10 days of the delivery date, including the complete documentation, to the AS for the decision-making, while supplementing the documentation with the Rector’s own opinion on the appeal against the decision on exclusion from the studies.
7. AS shall amend or cancel the Rector’s decision, if it was made in conflict with the Act, internal regulation of the UVMP; otherwise the appeal shall be dismissed and the Rector’s decision shall be confirmed. AS shall dismiss the appeal, if it was filed late or by an unauthorised person.
8. AS is obliged to make a decision within 30 days of the appeal delivery date. A decision made by the AS shall be final and may not be appealed against.
9. Decision which may not be appealed against is valid. Rector’s decision on the exclusion from the study, which was not appealed against by a student, becomes effective on the date when the eight-day period elapses. AS’s decision regarding the appeal against the Rector’s decision becomes effective on the date it is delivered to a student.
Article 36
Rights and Obligations of Students

1. Rights and obligations of students are specified in Section 69, Section 70, and Section 71 of the Act, in the UVMP Statute, and in these Study guidelines.
2. Students who become liable to pay tuition fees (part-time study, parallel study, exceeded standard duration of study, a student studying exclusively in a language other than the official language) are required, upon the receipt of the decision of levying the tuition fees for the respective academic year, to pay the tuition fees by the date specified in the Internal Regulation No. 38 - Scholarship and Fees Related to Studies at the UVMP in Košice, applicable to a current academic year. In case of a failure to adhere to the specified deadline, such student shall be expelled from the studies.
3. Students are obliged to inform the Office for Foreign Studies in writing about any changes in their personal data within 8 working days of such change.
4. Students are obliged to carry with them, during the entire education process, including the exams, a student’s identity card.
5. Students are not entitled, without a teacher’s consent, to make any audio or audiovisual records of the educational process, nor distribute such records.
6. Students are entitled to inspect their corrected credit tests, exam tests, or any other written tests.

Article 37
Study Abroad

1. Students of the UVMP are entitled, as specified in Section 1 paragraph 4 (k) of the Act, to study at universities based in foreign countries within the execution of international projects and under bilateral agreements.
2. During their studies abroad, students remain to be the students of the UVMP in Košice.
3. At universities based abroad, students of the UVMP shall attend lectures, practicals, professional experience, traineeships, and exams for a particular year of study.
4. Credits, exams, undergone professional experience, and traineeships abroad shall be recognised to students. In case of significant differences in the teaching process of a particular subject, students are obliged to undergo, upon an agreement with the Vice-rector for foreign studies and the guarantor of a study subject, compensatory practicals at the UVMP.
5. Advancement to a following year of study is specified in Article 21 of these Study guidelines.

Article 38
Scholarship

1. The procedure of awarding and provision of scholarships at the UVMP is regulated by the Internal Regulation No. 40 - Scholarship Procedure of the UVMP in Košice.

Article 39
Recognition of Education Documents Issued by Universities in Foreign Countries

1. Diplomas or other documents certifying the higher education in veterinary disciplines or the passed exams, as well as documents certifying obtaining an academic degree (hereinafter referred to as “Study Document”) issued by universities in foreign countries, shall only be valid in the Slovak Republic, if explicitly recognised. Recognition of Study Documents is governed by a special act.
Article 40
Transfer from a Different University and Change of a Study Programme

1. Transfer from a different university is only possible for the students who passed the admission interview. Recognition of completed subjects is specified in Article 3 paragraph 4 of these Study guidelines.

2. Student of the UVMP is entitled to file an application for the change of a study programme within the same academic discipline, or a related academic discipline, at the Office for Foreign Studies by 15th July of the current year. Such application may not be filed by a student whose studies are interrupted or terminated at the time of filing the application. The application shall be decided by the Rector. Change of a study programme shall be effective out since 1st September of the current year.

Article 41
Academic Mobility

1. The UVMP is also entitled to admit for a part of studies, usually in the duration of one semester, a student from a different university, including universities based out of the Slovak Republic, without the admission procedure, in compliance with the exchange programme requirements, or on the basis of an agreement between the home university and the host university.

2. A student is only entitled to participate in the academic mobility, if registered as a proper student, and if their study plan is comparable to the study plan of a host university.

3. During the studies at a different university, students are obliged to meet the minimum requirements for being awarded credit in the registered subjects. If a student fails to pass the exams during the mobility, exams shall be taken after the student returns back, obtaining thus the required number of credits.

4. In case some of the subjects are missing, students participating in the academic mobility are entitled to repeatedly register with such subjects at the registration for the following year of the study, upon the prior consent by the Vice-rector for foreign studies.

5. After completion of mobility, students are obliged, within 7 days, to deliver the documents to the Office for International Programmes and to the Office for Foreign Studies.
SECTION B

STUDY GUIDELINES
of the University of Veterinary Medicine and Pharmacy in Košice
for students of the third level of higher education
Section I
General Provisions

Article 1
Introductory Provisions

1. The Study Guidelines of the University of Veterinary Medicine and Pharmacy in Košice (hereinafter referred to as “Study guidelines“ and “UVMP“) is the internal regulation of the UVMP, specifying the rules applicable to the studies in accredited study programmes at the UVMP.

2. The Study Guidelines of the University of Veterinary Medicine and Pharmacy in Košice are binding for all students, university teachers, and other employees who participate in the provision of the studies at the UVMP.

Article 2
Postgraduate Study Programme at the UVMP, Standard Duration of Study

1. The UVMP provides higher education in accredited study programmes at the third level of higher education: postgraduate study programmes (hereinafter referred to as “postgraduate study“).

2. The UVMP provides higher education at the third level in the full-time and the part-time forms of study.

3. Postgraduate study, as the study programme of the third level (Section 2 paragraph 5 of the Act No 131/2002 Coll. on Universities and on amendments and supplementation of certain acts, as amended, hereinafter referred to as “Act“) is focused on obtaining the knowledge based on the current level of scientific and artistic knowledge and primarily on a student’s own contribution to such knowledge resulted from the result of the student’s research and independent creative activities in the field of science or technology, or independent theoretical and creative activities in the field of arts. Graduates from postgraduate study programmes acquire the third level of higher education.

4. Standard duration of the postgraduate study at the UVMP:
   a) in the full-time form of study is four academic years; number of credits required for the proper completion of study, for the full-time postgraduate study in the standard duration, is 240 credits,
   b) in the part-time form of study is five academic years; number of credits required for the proper completion of study, for the part-time postgraduate study in the standard duration, is 240 credits.

5. Postgraduate study is carried out in compliance with the individual study plan, under the surveillance of the supervisor. It is performed at the training unit, which may be either a workplace of the UVMP or of its organisational units (department, clinic, institute), which shall create for a postgraduate student professional, material, and technical conditions required for the elaboration of the dissertation, or at an external educational institution with which the UVMP has concluded a framework agreement and with which the UVMP shall conclude a separate agreement for each postgraduate student.

6. The position of a supervisor for a given study branch may be held by teachers teaching at the university, where the postgraduate study is carried out, as well as other experts, upon the approval by the university’s Scientific Board. The position of a supervisor for the topics announced by a non-university institution that acquired the entitlement to participate in the provision of a study programme in an study branch, as specified in Section 86 of the Act (external educational institution), may be held by supervisors approved by such institution. The external educational institution shall provide to the Scientific Board of UVMP (hereinafter referred to as “SB“) with the scientific and pedagogical characteristics of these supervisors. The rules regarding the approvals of supervisors are contained in the documents provided to the
Accrediting Committee as specified in Section 82 paragraph 5 of the Act, with regard to assessing the capability of a university or an external educational institution to carry out a postgraduate study programme (Section 82 paragraphs 2 (a) and (b) of the Act).

7. Proper completion of the postgraduate study is conditioned by passing the dissertation examination that is regarded as a state examination, and by the dissertation defence. A dissertation is a form of the final thesis (Section 51 paragraph 3 of the Act).

8. Graduates from the postgraduate study at the third level of higher education are awarded the academic degree of “doctor” (“philosophiae doctor“, abbreviated as „PhD“).

9. Postgraduate study in individual study branches is monitored and evaluated by Branch of Study Committees that provide a respective study programme. For individual study branches, the UVMP establishes common Branch Committees, members of which are approved by the SB. A Branch of Study Committees is chaired by the guarantor of the study branch. If the UVMP provides the postgraduate study in cooperation with an external educational institution, such external educational institution is adequately represented in the Branch of Study Committees.
Section II
Study Organisation

Article 1
Basic Requirements for Admission to Study

1. A primary requirement for the admission to the study at the third level of higher education in the full-time and in the part-time forms of study in accredited study programmes at the UVMP is the completion of the Master’s study programme of the second level or of the joint first and second level of higher education in the respective study branch and passing the admission tests.

2. The UVMP Rector (hereinafter referred to as “The Rector”) shall announce the dissertation topics to apply for within the admission procedure, upon the proposal by the guarantor of the study programme; such announcement shall be made at least two months prior to the deadline for the submission of applications for the postgraduate study; in case of topics announced by an external educational institution, the name of such institution shall be stated in such announcement as well. For each announced topic, the following information shall be stated:
   a) code and name of the study branch, form of study (full-time, part-time), supervisor’s name,
   b) place of submission of the application for the postgraduate study and the place where students may obtain the information on dissertation topics, on supervisors and the requirements for the admission to the postgraduate study,
   c) deadline for the submission of applications and admission procedure date.

3. Dissertation topics in the Slovak and English languages, including the essentials defined in Article 2 paragraph 2, are published in the Academic Information System (hereinafter referred to as “AIS”) and at the UVMP website.

Article 2
Other Requirements for Admission to Study

1. Applicants express their interest in studying at the UVMP by submitting the application for study.

2. The application for the postgraduate study shall contain the following:
   a) applicant’s name and surname, academic degrees, birth registration number (ID or passport number), date and place of birth, and permanent address,
   b) code and name of the study branch of the postgraduate study and the selected dissertation topic,
   c) form of postgraduate study applied for.

3. The applicant shall submit the application together with:
   a) the curriculum vitae,
   b) certified copies of documents certifying the achieved education (university diploma and the state exam certificate),
   c) a framework project for the selected topic of the postgraduate study,
   d) the list of published expert and scientific papers,
   e) certificate of professional experience, if the applicant was employed prior to the commencement of the postgraduate study,
   f) a document certifying the payment of the admission fee.

4. Applicants shall submit their applications for the study at the UVMP by 15th June of the respective year. Applications for the postgraduate study shall be submitted using the form prescribed by the Ministry of Education, Science, Research and Sport of the SR (hereinafter referred to as “MESRS SR“) and shall be delivered by the deadline announced by the UVMP.

5. If the application contains formal deficiencies, or if any of the data are incorrect, incomplete, or improperly documented, the Office for Postgraduate Study of the UVMP shall request the applicant to remove such deficiencies, supplement the application, or supplement the data within 10 working days. If the applicant fails to remove the deficiencies within the specified
period, the UVMP shall not include such applicant in the list of applicants and shall notify the applicant in writing.

6. Within the admission procedure, an applicant shall submit the following:
   a) the letter of invitation,
   b) the identity document,
   c) a certified copy of the diploma certifying the proper completion of the second level of the higher education, unless already submitted.

7. If the verification of competency for the study comprises also the admission examination, a special form of admission examination and a relevant method of the execution thereof shall be determined for applicants with specific needs, upon their request and on the basis of assessment of such special needs.

**Article 3**  
**Procedure of Admission to Study**

1. Admission procedure is the process enabling an applicant who documents fulfilment of the defined requirements for the admission to study to become a student of a selected study programme at the UVMP. An applicant who fails to document the fulfilment of the basic requirements for the admission to study at the time of verification thereof may be admitted to study conditionally; in such case, the applicant is obliged to document the fulfilment of the basic requirements for the admission to study no later than on the enrolment date.

2. Admission of an applicant to the postgraduate study at the UVMP is conditioned by the successful completion of the admission procedure.

3. Prior to the commencement of the admission procedure for the postgraduate study, the UVMP as well as external educational institutions contracted with the UVMP, shall announce the dissertation topics for individual study programmes which may be applied for within the admission procedure. For each topic, a supervisor shall be appointed.

4. Proposal of a dissertation topic consist of the following parts – brief and pertinent name of the topic, name and surname of the supervisor, workplace, code and name of the study branch, theses of the topic processing, substantiation of the need to deal with a given topic from the scientific and social points of view, relation to a scientific grant.

5. Dissertation topics for the respective study programmes are approved by the guarantor of the study branch, in line with the long-term plan of the UVMP.

6. Approved dissertation topics shall be published on the official notice board and at the university’s website. Supervisor is obliged to arrange uploading of the announced dissertation topic in the AIS.

7. Applicants for the postgraduate study shall register for one of the announced topics.

8. If an applicant for the postgraduate study registers for one of the dissertation topics announced by an external educational institution, such external educational institution must approve their admission.

9. Admission to the postgraduate study is carried out through the admission procedure held on dates announced usually once, maximum twice within one calendar year. Admission requirements shall be published by the university no later than 2 months prior to the last day reserved for the submission of applications for the postgraduate study.

10. Admission tests date and the contents thereof shall be determined by the Rector. The Rector shall invite an applicant to the admission tests at least 14 days prior to the admission tests date.

11. If an applicant is repeatedly admitted to the study of the same study programme from which they were expelled for not having met the study requirements, such applicant is entitled to apply for the recognition of the exams already passed. Upon a written application for the recognition of the exams passed, submitted within 15 days of the delivery date of the decision on admission to study, the Rector of the UVMP is entitled to recognise the exams passed during the previous study of the same study programme, unless the period from the completion of the subject exceeds five years.
12. Prior to the admission procedure, applicants with specific needs are entitled to seek consulting with the coordinator for applicants with specific needs.

**Article 4**

**Admission Committee and Communication of the Admission Procedure Results**

1. For the purpose of the assessment of the qualification of applicants for the study at the UVMP, the Rector appoints the admission committee, being the Rector’s advisory body.

2. Admission tests for the study of a postgraduate study programme shall take place before the admission committee consisting of the chairman and at least three members appointed by the Rector. As a rule, one of the committee members shall be the guarantor of the respective or the related study programme. At least one of the committee members must hold the academic degree of professor in science and pedagogy or a scientific degree of doctor of science, or must be a researcher employee who achieved the qualification level I. Other members may include associate professors and employees who achieved the qualification level II a.

3. The Rector decides on admission or non-admission of an applicant to the study upon the recommendation provided by the admission committee which evaluates the applicant’s admission procedure results.

4. If an applicant for the postgraduate study selects a topic for the postgraduate study announced by an external educational institution, the admission tests shall be held before the committee consisting of the UVMP representatives and members appointed by the head of such external educational institution. The UVMP members for the study programmes are appointed and approved by the Rector. Upon the agreement between the UVMP and the external educational institution, it may also be held in the premises of the external educational institution, under the presence of UVMP representatives.

5. Admission committee shall evaluate the admission tests result at the closed meeting. The committee shall consider the knowledge of subjects representing the theoretical base of the selected study programme, the quality of the framework project for the selected dissertation topic, and foreign language skills; in case of foreign applicants, in addition to the above listed items, also language skills in the Slovak language and one of the world languages are considered. The committee also considers the Student Scientific and Professional Activities (SSPA) carried out during the studies at the second-level of higher education.

6. Applicants for study in individual study programmes shall be arranged in the descending order by the evaluation concluded by the admission committee in a particular study programme.

7. Result of the admission tests shall be recorded in the minutes. Admission committee shall submit the proposal to admit a successful applicant to the Rector. In case of a topic announced by an external educational institution, such institution must approve the admission of the applicant.

8. On the basis of the admission tests result, the Rector shall decide on the admission of the applicant within 30 days of the admission tests date.

9. Admission procedure results shall be announced by the UVMP in a written form, delivered personally to each applicant within 30 days of the verification whether the requirements for the admission to study have been met. The decision on the admission procedure result shall contain the verdict, the rationale, and instructions on the option to appeal against the decision. The Rector’s decision shall also contain the name of the supervisor.

10. Applicants who receive the decision on non-admission to the postgraduate study are entitled to appeal against the decision on the admission procedure result by sending the appeal to the Rector within 8 days of the decision delivery date. Rector himself/herself is entitled to allow the appeal, in case he/she finds that the decision was made in conflict with the law or with the internal regulation, or with the requirements specified in Section 57 paragraph 1 of the Act. Otherwise, the Rector shall advance the appeal to the Academic Senate (hereinafter referred to as “AS”). AS shall change the decision, if it was made in conflict with the law, or with the internal regulation, or with the requirements specified in Section 57 paragraph 1 of the Act.
Otherwise the AS shall dismiss the appeal and validate the initial decision. The decision made by the AS is final. Appeal against the decision on the admission procedure result is not subject to the general legal regulation on the administrative proceeding. The reply to the appealing party shall be sent within 30 days of the appeal delivery date.

11. Applicants who receive the decision on admission are obliged to confirm with the UVMP their intention to register for the study by the determined deadline, in form of a return slip; otherwise their entitlement to register for the postgraduate study ceases to exist (Section 58 paragraph 9 of the Act).

12. Admitted applicants become students of the postgraduate study on the registration date specified by the Rector.

13. If an admitted applicant declares in writing they are not interested in the study at the UVMP, or fails to provide such information within the specified period of time, such applicant’s right to enrol in a particular study programme ceases to exist and the Rector cancels the decision by which the applicant with the following position in the order of result success was not admitted and replaces it with a new decision on admission of such applicant to the study.

14. If a postgraduate student registers for a dissertation topic announced by an external educational institution which has acquired the right to participate in the study programme provision, such student shall carry out the scientific part of their postgraduate study in the external educational institution. In such case, the UVMP shall conclude a separate agreement with the external educational institution regarding the postgraduate study of the postgraduate student.

**Article 5**

**Professional Supervision of a Postgraduate Student—Supervisor and Supervisor-Consultant**

1. The position of a supervisor for a study programme may only be held by senior teachers – professors and associate professors at the UVMP, where the postgraduate study is carried out, as well as other renowned experts from the workplaces of the Slovak Academy of Science and other research institutions, approved by the SB, who achieved the scientific qualification levels I and II a.

2. Supervisor is obliged to perform regular discussions and consultations with the postgraduate student regarding all issues related to their postgraduate study plan.

3. Supervisor:
   - supervises the study preparation, acts as a professional guarantor of the scientific preparation of a postgraduate student during their postgraduate study, and proposes internship of a postgraduate student in other domestic or foreign scientific, educational and research institutions,
   - grants the prescribed amount of credits to a postgraduate student for the completion of particular stages of their individual study of scientific literature, for the completed stages of the scientific part of their study plan, and for the dissertation, if accepted for the defence,
   - submits to the Rector the proposal to exclude a postgraduate student from the postgraduate study and provides their opinions to the applications of postgraduate students for the interruption of their study,
   - is obliged to fulfil all the supervisor’s obligations related to the AIS: upload the dissertation topics announced for the admission interview, upload for the admitted postgraduate student the name and objectives of the dissertation and the list of literature sources in the Slovak and English languages, upload the supervisor’s assessment/review of the dissertation, record the dissertation methodology, a foreign language, and check the upload of the opponent’s reviews of the dissertation,
   - at the end of each academic year, performs annual evaluation of activities performed by a doctoral student, using the prescribed form (Annual Evaluation of the Postgraduate Student for Year...), including a clearly expressed approval of further continuation with the study or the proposal to terminate the study. The annual evaluation shall be delivered to the Office for Postgraduate Study by 15th September of the respective year.
4. Supervisor is a member of the examination committee before which a postgraduate student takes the dissertation examination.

5. Supervisor provides the review of the activities performed by the postgraduate student (a postgraduate student’s work characteristics containing the evaluation of the whole study course) to be attached to the postgraduate student’s application for the permission to defend the dissertation, and is present at the dissertation defence. Supervisor delivers one copy of the review to the Office for Postgraduate Study together with the dissertation.

6. In case the dissertation topic is of the interdisciplinary nature and exceeds the scope of the given study programme, a supervisor-consultant may be appointed for the postgraduate study.

7. The position of the supervisor-consultant may be held, upon the approval, by university teachers holding at least the PhD academic degree, or by other renowned experts from research institutions and from the practice, holding the PhD academic degree.

8. Such consultant is appointed by the respective vice-rector upon the nominations by the supervisor and the guarantor of the study branch and approved by the Rector.

9. Supervisor-consultant is appointed exclusively for the postgraduate student’s dissertation topic, for the period of the postgraduate study duration.

10. Supervisor-consultant participates in the fulfilment of the tasks related to the professional preparation of a postgraduate student by providing consultations and laboratory equipment required for the execution of experiments in the scientific discipline that facilitates the interdisciplinary solution of the basic scientific issues.

11. Supervisor-consultant is obliged to upload to the AIS the opinion on the postgraduate student’s work and activities.

12. Supervisor is only entitled to determine the topics for the postgraduate study, if the conditions at the workplace are suitable for experimental activities and for the fulfilment of other activities related to the postgraduate study.

**Article 6**

**Academic Year and the Organisation thereof**

1. Academic year begins on 1st September of the current year and terminates on 31st August of the following year. Within one academic year, the study is divided into two semesters.

2. A study schedule for the following academic year is determined by the Rector upon the discussions at the meeting of the UVMP management.

**Article 7**

**Study Schedule and Organisation**

1. Postgraduate study is focused on the scientific research and individual creative activities in the field of research and development.

2. Postgraduate study is carried out in compliance with the individual study plan, representing a part of the postgraduate student’s study documents in the AIS.

3. Individual study plan consists of the study part and the scientific part. It is compiled by the supervisor and approved by the branch of study committee (Section 54 paragraph 8 of the Act).

4. The study part of the postgraduate study consists of lectures, seminars, practical education, and individual study of the literature required in terms of the dissertation topic.

5. The scientific part of the postgraduate study consists of individual work or the team scientific work of a postgraduate student, related to the dissertation topic, as well as of the presentation of the scientific work results at scientific events and internships in the home country and abroad.

6. Proper completion of the postgraduate study is conditioned by passing the dissertation examination, which is regarded as a state exam (Section 54 paragraph 3 of the Act), and the dissertation defence, which is regarded as the final thesis. Dissertation defence (defence of the final thesis) is a state exam (Section 54 paragraph 3 of the Act) and is carried out within the respective study programme before the branch of study committee.
7. The full-time postgraduate study (Section 54 paragraph 11 of the Act) includes also pedagogical activities or other professional activities related to the pedagogical activities, in the extent of maximum 4 hours per week on average per one academic year in which the education is provided.

**Article 8**

**Study Programme, Study Plan**

1. Basic requirements for study plans at the third level of higher education in the full-time and the part-time forms of study in accredited study programmes at the UVMP are defined by Article 7 of these Study guidelines - Section A – accordingly.

2. Specific requirements for study plans at the third level of higher education in the full-time and the part-time forms of study in accredited study programmes at the UVMP are defined in the framework study plans (Tables 1 and 2) and in the following paragraphs of this Article.

3. Accredited study programme of the postgraduate study in the full-time and the part-time forms of study defines the prescribed composition of subjects and the offered subjects, on the basis of which the postgraduate student elaborates, in cooperation with the supervisor, their individual study plan and fills out the registration sheet in the AIS.

4. The contents of the postgraduate study are defined by the supervisor in form of an individual study plan. The study plan is elaborated using the standard form, within the period of one month of the commencement of the study, specifically with regard to the dissertation topic, and is approved by the guarantor of the study branch.

5. Study plan is supplemented with the basic dissertation methodology. The methodology shall be prepared by the postgraduate student in cooperation with the supervisor, within three months of the commencement of the study, containing mainly the description of the current situation in the given field, basic scientific, social, and objectives and the schedule of experimental activities.

6. The study plan of a postgraduate student consists of the study part, ending with the dissertation examination, the scientific part, and the dissertation defence.

7. Individual subjects within the study part and the activities within the scientific part are assigned credits (ECTS, Article 10, Credit System).

8. The study part represents 1/3 of the study programme coverage. It is focused on the acquisition of deep theoretical knowledge and the acquisition of the methodology system supported by the knowledge of selected subjects.

9. The individual study plan of the postgraduate student shall contain the list of subjects, including the expert terminology in a foreign language, that the postgraduate student is to complete; the list of subjects for the dissertation examination, selected from the list approved by the branch of study committee; and the list of prescribed and recommended literature that the postgraduate student is to study within their individual preparation for the dissertation examination.

10. Compulsory subjects are determined for a student depending on the requirements for the profile of a graduate from a particular study branch. A student shall select compulsory and compulsory optional subjects from the subjects offered within a study programme (Catalogue of Compulsory and Compulsory Optional Subjects for the third level of higher education), in line with the dissertation topic; these subjects are used to obtain the required number of credits. Completion of a subject usually ends with an examination.

11. The scientific part represents 2/3 of a study programme. It is carried out systematically, by individual activities and team activities in science and research, focused on the dissertation topic. The study also includes the active participation of a student in conferences, seminars, as well as publications.

12. The individual study plan of a postgraduate student shall contain the dissertation topic which may be amended in the registration sheet of a postgraduate student by the supervisor, upon the
approval by the branch of study committee chairman and by the UVMP management prior to the dissertation examination.

Table 1 Framework Study Plan for Postgraduate Students with the Full-Time Form of Study

<table>
<thead>
<tr>
<th>Year of study</th>
<th>Study part</th>
<th>Ends with</th>
<th>Number of credits</th>
<th>Scientific Part</th>
<th>Ends with</th>
<th>Number of credits</th>
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<tbody>
<tr>
<td>1.</td>
<td>Compulsory subject 1</td>
<td>E</td>
<td>15</td>
<td>Dissertation methodology</td>
<td>C</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>Compulsory subject 2</td>
<td>E</td>
<td>15</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Compulsory optional subject 1</td>
<td>E</td>
<td>5</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Compulsory optional subject 2</td>
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<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Foreign language – course</td>
<td>C</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td>20</td>
</tr>
<tr>
<td>2.</td>
<td>Foreign language – exam</td>
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<td>10</td>
<td>Experimental work</td>
<td>C</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Compulsory subject 3</td>
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<td>15</td>
<td>Dissertation project and dissertation examination</td>
<td>C</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Pedagogical activities</td>
<td>C</td>
<td>5</td>
<td></td>
<td>C</td>
<td>20</td>
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<td>Publications</td>
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Legend: E – exam, C – credit
### Table 2 Framework Study Plan for Postgraduate Students with the Part-Time Form of Study

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<th>Year of study</th>
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<th>Number of credits</th>
<th>Scientific Part</th>
<th>Ends with</th>
<th>Number of credits</th>
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<td>1.</td>
<td>Compulsory subject 1</td>
<td>E</td>
<td>15</td>
<td>Dissertation methodology</td>
<td>C</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>Compulsory optional subject 1</td>
<td>E</td>
<td>5</td>
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</tr>
<tr>
<td></td>
<td>Foreign language – course</td>
<td>C</td>
<td>10</td>
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<td>Sum</td>
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<td>Compulsory subject 2</td>
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<td>Experimental work</td>
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<td>10</td>
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<tr>
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<td>Compulsory optional subject 2</td>
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<td>Dissertation project and dissertation examination</td>
<td>C</td>
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<td>-</td>
<td>Experimental work</td>
<td>C</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Publications</td>
<td></td>
<td></td>
<td><strong>30</strong></td>
</tr>
<tr>
<td></td>
<td>Sum</td>
<td></td>
<td><strong>50</strong></td>
<td></td>
<td></td>
<td><strong>50</strong></td>
</tr>
<tr>
<td>5.</td>
<td>-</td>
<td>-</td>
<td>Dissertation</td>
<td>30</td>
<td>E</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Publications</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sum</td>
<td></td>
<td><strong>50</strong></td>
<td></td>
<td></td>
<td><strong>50</strong></td>
</tr>
<tr>
<td></td>
<td>Total number of credits: <strong>240</strong></td>
<td></td>
<td><strong>80</strong></td>
<td></td>
<td></td>
<td><strong>160</strong></td>
</tr>
</tbody>
</table>

Legend: E – exam, C – credit

### Article 9

**Study Programme Subjects**

1. A study programme consists of subjects. A subject consists of a study programme unit or a group of study programme units, aimed at the provision of education in the determined area: lecture, seminar, practical education (professional experience and clinical experience), whereas particular forms and proportionality of their use are defined by the study schedule.

2. Each subject contains a code and a name. Basic data on the subject characteristics are contained in the subject information sheet in the AIS. Guarantor of a study subject is obliged to elaborate and regularly update the subject information sheet and also to enter it in the AIS and publish for students.

3. By the level of their obligatory nature, subjects included in a study programme are divided into:
   a) compulsory – successful completion of this type of subjects is the precondition for the successful completion of certain part of the study or of the complete study programme,
   b) compulsory optional – successful completion of certain part of the study or of the complete study programme is conditioned by the successful completion of the specified number of these subjects, depending on a student’s choice, in the structure defined by the study schedule.

4. The list of compulsory or compulsory optional subjects for individual postgraduate study programmes is proposed by the guarantors of the branch of study committees or common the branch of study committees and approved by the Scientific Board. At the UVMP level, compulsory or compulsory optional subjects are listed in the Catalogue of Compulsory and Compulsory Optional Subjects for the third level of higher education (hereinafter referred to as “Catalogue of subjects”).
5. The extent of education in case of compulsory study subjects is 26 lectures and 10 practicals, in line with the dissertation topic.

6. The extent of education in case of compulsory optional study subjects is 12 lectures and 8 practicals, in line with the dissertation topic.

7. During the postgraduate study, postgraduate students carry out scientific language preparation in at least one world language, unless they submitted, at the admission interview, a valid document certifying that they passed a state exam in at least one world language.

8. Depending on their continuity, subjects included in the study programme are divided into:
   - independent subjects – choosing such subject is not conditioned by previous completion of any other subject,
   - subjects conditioned by successful completion of other subjects – choosing such subject is conditioned by the successful completion of another subject (conditional subject) or subjects.

9. Individual subjects within the study programme must contain mainly the following:
   - educational contents and education schedule, according to the curricula, containing names of relevant teachers,
   - requirements for exams, including questions (or areas of questions), and requirements for awarding credits; such requirements must be available to students in the first week of the course on a particular subject,
   - requirements for the participation in and recognition of practicals,
   - plan of consulting activities and the method of compensatory attendance to practicals during the semester,
   - specification of the requirements for a partial exam, which is not compulsory.

10. Completion of a subject consists especially of seminars, consultations, practicals, individual work of postgraduate students, and an exam.

11. A postgraduate student shall complete the compulsory or compulsory optional subjects approved in the individual study plan.

12. In case of any change in the study branch and the consequent change in the study plan, a new study plan must be elaborated or the original study plan must be amended.

13. The main form of the postgraduate study is the individual study.

14. Completion of study subjects and documenting the language skills is the necessary precondition for the performance of the dissertation examination.

15. Dissertation examination, being a state exam, is regarded as a subject.

16. The study also includes, depending on a particular study programme, the final thesis – a dissertation that represents, together with the defence, a single subject; dissertation defence belongs to state examinations and is assigned credits.

17. Guarantor of a study subject and guarantor of a state exam subject are appointed by the Rector, upon the nominations by the guarantor of the study programme, from among professors, associate professors, and senior lecturers. Upon the nomination by the guarantor of the study subject or the guarantor of a state exam subject, the Rector appoints the deputy of the guarantor of the study subject or the deputy of the guarantor of the state exam subject such deputy is entitled to perform examination in case the guarantor of the study subject or the guarantor of the state exam subject is absent.

Article 10
Credit System of the Study

1. Organisation of all levels and forms of higher education at the UVMP in Košice is based on the credit system which enables the evaluation, by means of credits, of a student’s workload related to the completion of individual subjects, in accordance with the rules defined in the study programme.
2. Credit is a unit of the workload of a postgraduate student and for the postgraduate study it is defined analogically to the Bachelor’s study, Master’s study, and Postgraduate study. In all forms of postgraduate study the credit system is applied.

3. The main segment of the study is a year. The advancement to the following segment of study is obtaining the prescribed number of credits in the given academic year.

4. Credits are numerical values assigned to subjects, expressing the quantity of work required to achieve the prescribed results of the educational process.

5. A standard workload of a postgraduate student per academic year in the full-time form of study is 60 credits (Table 1). Successful completion of the postgraduate study requires 240 credits (Section 54 paragraph 2 of the Act).

6. The standard workload of a postgraduate student per academic year in the part-time form of study is in average 48 credits (40-55-45-50-50 credits; Table 2). Successful completion of the postgraduate study requires 240 credits (Section 54 paragraph 2 of the Act).

7. During the study, a postgraduate student receives credits for the following activities:
   a) completion of the study part consisting especially of specialised postgraduate subjects, depending on a study plan of a postgraduate student; the study plan in form of the registration sheet in the AIS is compiled by the postgraduate student, upon the approval by the supervisor, from among the subjects offered for study programme approved by the branch of study committee in the prescribed structure (Catalogue of Compulsory and Compulsory Optional Subjects for the third level of higher education),
   b) individual creative activities in the field of science (publications, experimental activities, completion of the defined stage in the student’s own research work, etc.),
   c) performance of pedagogical activities at the UVMP (e.g. running practicals, supervision of Bachelor theses, papers written within the SSPA, etc.),
   d) a study part, ending with the dissertation examination; a postgraduate student obtains 20 credits in total for the successful dissertation preparation (a written thesis handed over and positively assessed by the opponent), defence, and passing the dissertation examination,
   e) a postgraduate student obtains 30 credits in total for the elaboration and defence of the dissertation, provided the dissertation was accepted for the defence and successfully defended.

8. Number of credits for the activities listed in paragraphs 7 (a), b), and a c) shall be specified by the SB.

9. The postgraduate programme may also include the study at other universities, scientific centres and other institutions, including those based aboard. If a postgraduate student completes a part of the study at a different workplace, all the credits obtained at such workplace shall be counted in, provided that the postgraduate student was assigned to such workplace in compliance with their study plan.

10. In case of any change in the training unit, change in the form of postgraduate study, or change in the study programme, the credits obtained by a postgraduate student prior to such change may only be recognised, if it complies with their new study plan. Otherwise a postgraduate student must complete all subjects related to the new study programme.

11. In the full-time and the part-time forms of postgraduate study, a postgraduate student may register for the dissertation examination upon obtaining at least 80 credits for subjects within their study part and the scientific part.

12. A graduate from the part-time or the full-time forms of postgraduate study must obtain at least 240 credits, if the full-time study lasts four years. As soon as the postgraduate student obtains 210 credits during their study, and upon the supervisor’s recommendation to accept their dissertation for the defence, a graduate may apply for the permission to defend the dissertation.

13. Within the credits system, a graduate from the full-time and part-time forms of postgraduate study must obtain at least 30 credits for articles published in a scientific journal of the A or B categories, provided that the student is the first author of at least one of such articles and the articles are related to the dissertation topic.

14. Number of credits for publications is specified in Table 3.
Table 3 Number of Credits Granted for Publications – Scientific Papers, Monographs, and Patents

<table>
<thead>
<tr>
<th>Publication category</th>
<th>Publication type</th>
<th>Number of credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>1. Scientific monographs published by renowned foreign publishers</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>2. Studies in publications of the scientific monograph type, published by renowned foreign publishers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Chapters in scientific monographs published by renowned foreign publishers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. Scientific papers in journals with the impact factor &gt;0.8</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5. Accepted application for a patent in a foreign country</td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>1. Scientific monographs published by renowned domestic publishers (Veda, Osveta, SAP)</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>2. Chapters in scientific monographs published by foreign publishers, not included in the A category</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. University coursebooks published by foreign publishers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. Chapters in university coursebooks published by foreign publishers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5. Scientific papers in journals with the impact factor ≤0.8</td>
<td></td>
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<tr>
<td></td>
<td>6. Scientific papers published in any of the proceedings from a global congress/conference published by a renowned foreign publisher</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7. Patents registered in the home country</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>1. Chapters in scientific monographs published by domestic publishers</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>2. University coursebooks published by domestic publishers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Chapters in university coursebooks published by domestic publishers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. Scientific papers in indexed journals</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5. Scientific papers in foreign non peer-reviewed scientific journals, monographs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6. Published articles at foreign scientific conferences</td>
<td></td>
</tr>
<tr>
<td></td>
<td>7. Published articles at national scientific conferences</td>
<td></td>
</tr>
<tr>
<td></td>
<td>8. Scientific papers in foreign and national peer-reviewed scientific journals, monographs, unless included in the B category</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>1. Scientific papers in national non peer-reviewed scientific journals, monographs</td>
<td>5</td>
</tr>
</tbody>
</table>
Table 4 Credits Granted for Individual Activities in the Scientific Part of the Study Plan of the Postgraduate Student with the Full-Time and the Part-Time Forms of Study

<table>
<thead>
<tr>
<th>Activity</th>
<th>Execution</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Date</td>
</tr>
<tr>
<td>Dissertation methodology</td>
<td></td>
</tr>
<tr>
<td>Dissertation thesis project to the dissertation examination</td>
<td></td>
</tr>
<tr>
<td>Dissertation</td>
<td></td>
</tr>
<tr>
<td>Publications</td>
<td></td>
</tr>
<tr>
<td><em>Scientific papers, monographs, and patents of:</em></td>
<td></td>
</tr>
<tr>
<td>a) A category</td>
<td></td>
</tr>
<tr>
<td>b) B category</td>
<td></td>
</tr>
<tr>
<td>c) C category</td>
<td></td>
</tr>
<tr>
<td>d) D category</td>
<td></td>
</tr>
<tr>
<td><em>Scientific papers published in:</em></td>
<td></td>
</tr>
<tr>
<td><em>peer-reviewed scientific journals:</em></td>
<td></td>
</tr>
<tr>
<td>a) foreign</td>
<td></td>
</tr>
<tr>
<td>b) national</td>
<td></td>
</tr>
<tr>
<td><em>non peer-reviewed scientific journals:</em></td>
<td></td>
</tr>
<tr>
<td>a) foreign</td>
<td></td>
</tr>
<tr>
<td>b) national</td>
<td></td>
</tr>
<tr>
<td><em>peer-reviewed proceedings:</em></td>
<td></td>
</tr>
<tr>
<td>a) foreign</td>
<td></td>
</tr>
<tr>
<td>b) national</td>
<td></td>
</tr>
<tr>
<td><em>non peer-reviewed proceedings:</em></td>
<td></td>
</tr>
<tr>
<td>a) foreign</td>
<td></td>
</tr>
<tr>
<td>b) national</td>
<td></td>
</tr>
<tr>
<td><em>Abstracts:</em></td>
<td></td>
</tr>
<tr>
<td>a) foreign conferences</td>
<td></td>
</tr>
<tr>
<td>b) national conferences</td>
<td></td>
</tr>
<tr>
<td><em>Active presentations at conferences in:</em></td>
<td></td>
</tr>
<tr>
<td>a) English language</td>
<td></td>
</tr>
<tr>
<td>b) Slovak language</td>
<td></td>
</tr>
<tr>
<td><em>Research projects – co-investigator:</em></td>
<td></td>
</tr>
<tr>
<td><em>Experimental work:</em></td>
<td></td>
</tr>
<tr>
<td>According to the framework study plan</td>
<td></td>
</tr>
</tbody>
</table>

| Total credits for the scientific part:                                  |           |         |                  |

Note: Publications shall be documented with a copy of an article.

Article 11
Study Certifying Documents

1. Documents certifying a postgraduate student’s study in the full-time and the part-time forms of the third level of higher education in accredited study programmes at the UVMP are defined in Article 12 of these Study guidelines – Section A – accordingly.
Article 12
Registration of Students

1. Basic requirements for the registration of a postgraduate student for the study at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 13 of these Study guidelines – Section A – accordingly.

Article 13
Registration for and Completion of Subjects

1. Basic requirements for the registration for and completion of a subject of a postgraduate student at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 14 of these Study guidelines – Section A – accordingly.

Article 14
Credits

1. Basic requirements for granting credits at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 15 of these Study guidelines – Section A – accordingly.

Article 15
Compensatory Attendance to Missed Lessons

1. Requirements for the compensatory attendance to the missed lessons at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 16 of these Study guidelines – Section A – accordingly.

Article 16
Exams

1. Basic requirements for the performance of exams at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 18 of these Study guidelines – Section A – accordingly.

Article 17
Evaluation of Study Results

1. Basic requirements for the evaluation of study results at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 20 of these Study guidelines – Section A – accordingly.

2. Exam results are entered in the AIS by the subject guarantor.

Article 18
Requirements for Registration for the Following Year of Study and Study Inspection

1. Basic requirements for the registration for the following year of study and study inspection at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 21 of these Study guidelines – Section A – accordingly.

2. Every year, by 15th September of the given calendar year, the supervisor is obliged to send the annual evaluation of a postgraduate student for the previous academic year to the Office for
Postgraduate Study, containing the statement on continuation or termination of the postgraduate study in the following year.

**Article 19**
**Formal Requirements for Transfer of Credits**

1. Basic formal requirements for the transfer of credits at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 22 of these Study guidelines – Section A – accordingly.

**Article 20**
**State Exams**

1. Passing a state exam or state exams is a required precondition for the successful completion of a study programme.
2. A state exam is an oral exam.
3. Subjects of an accredited study programme, on which the state exams are compulsory, are listed in the Catalogue of Compulsory and Compulsory Optional Subjects for the third level of higher education at the UVMP.
4. In the postgraduate study, a state exam is the dissertation examination. Dissertation examination consists of the verbal and the written sections.
5. A state exam is taken in front of the state examination committee.
6. Dissertation defence is regarded as a state exam.

**Article 21**
**State Examination Committee**

1. State exams at the third level of study include the dissertation examination and the dissertation defence.
2. Only university teachers holding the positions of professors and associate professors, as well as other experts approved by the Scientific Board, are entitled to conduct the state examination.
3. Members of examination committees for dissertation examination are appointed by the Rector, upon the nominations by the guarantor of the study branch, from among the persons authorised to conduct examinations in the respective postgraduate study programmes (Catalogue of Compulsory and Compulsory Optional Subjects for the third level of higher education at the UVMP).
4. Dissertation examination is conducted before the committee consisting of at least four members. It consists of the chairman, supervisor of the postgraduate student, another member from a workplace out of the UVMP, where a postgraduate student performs their activities, and the opponent of the dissertation thesis project to the dissertation examination. The chairman and other members of the examination committee are appointed by the Rector upon the nominations by the chairman of the branch of study committee. At least one member of the committee must hold the degree of professor in science and pedagogy, or hold the position of a professor, or hold the scientific degree of Doctor of Science, or a researcher employee with the qualification level I.
5. Supervisor shall be present, but not entitled to make decisions regarding the dissertation examination result.
Article 22
Preparation and Course of State Examination – Dissertation Examination

1. Basic requirements for the preparation and course of the state exam at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 26 of these Study guidelines – Section A – accordingly.

2. Dissertation exam is a state exam and is open to the public (Section 54 paragraph 3 of the Act).

3. A postgraduate student with the full-time form of study is obliged to register for the dissertation examination within the period of 18 months of the study commencement date and with the part-time form within the period of 36 months of the study commencement date.

4. Taking the dissertation examination in the full-time and the part-time forms after the above specified period of time is only allowed in justified cases, upon the request submitted by the postgraduate student containing the supervisor’s opinion and the opinion of the chairman of the branch of study committee or the common branch committee and upon the consent by the Rector.

5. In justified cases, a postgraduate student may request for the interruption of study. The request for the interruption of study shall be accompanied with the opinion of the supervisor and the chairman of the branch of study committee. Interruption of study of a postgraduate student who registers for the dissertation topic announced by an external educational institution shall be approved by the Rector, upon the affirmative statement by the head of the relevant external educational institution.

6. Dissertation examination is held on subjects specified in the individual study plan (minimum 3, maximum 5 subjects).

7. Granting the approval for the performance of dissertation examination is conditioned by:
   a) obtaining minimum 80 credits for the study part and the scientific part of the study plan,
   b) completion of all prescribed compulsory and compulsory optional subjects listed in the individual study plan of a postgraduate student,
   c) passing the language exam,
   d) elaboration of a dissertation thesis project (written paper) including the theses of dissertation, in the extent of minimum 40 and maximum 50 pages.

8. A postgraduate student submits an application for the dissertation examination to the Office for Postgraduate Study, upon the opinions by the chairman of the branch of study committee and the recommendation by the supervisor.


10. Dissertation thesis project (theses) contains the summary of theoretical bases for the intended elaboration, current level of knowledge on the given topic, and the analysis of the methodological approach to the processing of the given topic.

11. An opponent shall elaborate the review of the dissertation thesis project to the dissertation examination. The opponent is appointed by the Rector, upon the nomination by the supervisor and upon the consent by the chairman of the branch of study committee, within three weeks of the dissertation thesis project delivery date.

12. Opponent of the dissertation thesis project to the dissertation examination may only be appointed from among the experts who do not work at the training unit where the postgraduate student performs their activities (i.e. at the department, institute, or clinic) and who are not the postgraduate student’s co-authors of any publications.

13. Dissertation examination consists of two parts: defence of the dissertation thesis project and the part in which the postgraduate student is to prove their theoretical knowledge of the specified subjects of the dissertation examination within the given study branch.

14. Date, time, and place of the dissertation examination shall be determined by the committee chairman, upon an agreement with other committee members, within the period of two months of the date when the application was delivered to the Office for Postgraduate Study.
Article 23
Dissertation Examination Grading

8. Dissertation examination result shall be decided on by the examination committee at the closed session, by voting. The decision is effective, if voted for by the absolute majority of the present committee members. In case of a tie vote, the chairman’s vote is decisive.

9. The course of both parts of the dissertation examination shall be evaluated by the committee in a comprehensive manner, by expressing the result “passed” or “failed”. The course of the examination is recorded in the minutes, containing the opponent’s review. The minutes are signed by the chairman and the present committee members.

10. Passing the dissertation examination shall be certified for the postgraduate student in writing by the training unit.

11. If a postgraduate student is not able, for serious reasons, to take the dissertation examination on the specified date and submits their excuse to the chairman of the examination committee, the chairman is entitled to determine an alternative date. A postgraduate student’s withdrawal from the examination or unexcused absence at the examination shall be graded according to the grading scale defined in Article 20 of these Study guidelines – Section A (FX – failed).

12. A postgraduate student who fails the examination is only entitled to retake the examination once, no sooner than three months and no later than one year of the date of the failed dissertation examination.

13. If a postgraduate student fails again at the retake of the dissertation examination, they are excluded from the study.

14. Validity of the dissertation examination lasts for the period of five years of the examination date.

Article 24
Dissertation and Preparation for Dissertation Defence

1. Each study programme includes a thesis, representing, together with the defence thereof, one subject. The thesis defence is regarded as the state examination.

2. The thesis at the third level of higher education is the dissertation, possessing the characteristics of the original scientific paper.

3. By the dissertation, students demonstrate their capability and readiness to perform individual scientific and creative activities in the field of research or development. It must possess the features of the high-level analysis and synthesis of the knowledge, as well as sufficient awareness of the existing scientific literature.

4. The paper must be original, created by the author, while respecting the rules of working with information sources. The study paper must not include plagiarism; it must not violate the copyrights of other authors. Author is obliged to provide a thorough citation of the used information sources, state accurately and specifically the results of research carried out by other authors or collectives of authors by providing the citations of a respective source, describe accurately the used methods and working procedures of other authors or collectives of authors, document laboratory results and field research carried out by other authors or collectives of authors. The citation method is governed by the best practices in the given area of science, while respecting the standards. In the entire study paper, the same citation method must be used.

5. A postgraduate student may submit an application for the permission to defend the dissertation to the Office for Postgraduate Study, upon obtaining at least 210 credits, excluding the credits assigned for the acceptance of the dissertation to the defence (30), whereas it is required to complete all compulsory activities during the postgraduate study (e.g. dissertation examination, compulsory subjects). A postgraduate student shall submit the application no later than three months prior to the completion of their postgraduate study.
6. A postgraduate student shall possess the documents, certified by the Institute for Scientific Information and Library, certifying the authorship of the minimum required number of publications, according to the general criteria of the credits system, provided that the student obtained, within the credit system of the full-time and part-time forms of study, at least 30 credits for publications in a scientific journal of the A or B categories, being the first author of at least one of such publications, and provided that they are related to the dissertation topic (Table 3).

7. Prior to the submission of the application, a postgraduate student is obliged to send the dissertation to the Central Register of Theses (CRT) for the originality verification and sign the licence agreement. A training unit is obliged to submit the originality verification result to the Office for Postgraduate Study as a part of the defence documentation. The UVMP shall arrange dispatch of opponent’s reviews to the CRT.

8. The application for the dissertation defence shall be submitted by a postgraduate student together with:
   a) the application for the dissertation defence confirmed by the supervisor and the head of the relevant training unit,
   b) curriculum vitae,
   c) list of published papers, including complete bibliography data and respective feedback,
   d) dissertation in the Slovak language in four copies,
   e) CD (PDF and WORD formats),
   f) reviews by the supervisor and the supervisor-consultant, if appointed,
   g) dissertation examination certificate,
   h) outline of the dissertation – 35 pc,
   i) protocol on originality verification,
   j) licence agreement on using the output – 3 copies,
   k) licence agreement on using the dissertation – 3 copies.

9. A postgraduate student shall submit the dissertation for the defence in the Slovak language, written, as a rule, in the plural form of the first person in the past tense. Upon the proposal by the chairman of the branch of study committee and the Rector’s consent, the dissertation may also be submitted in a language other than Slovak.

10. A dissertation usually contains a theoretical introduction that analyses the current knowledge in the given field, characteristics of the objectives, a detailed description of the used procedures (methods of work, material), achieved results, evaluation of results, discussion, conclusion (with the emphasis on the benefit for the practice) and the references.

11. The extent and graphical form of the dissertation are specified in the Methodical Guideline for Thesis Elaboration. The recommended font is Times New Roman, size 12. Recommended page setup - line spacing 1.5, left page margin 3.5 cm, right page margin 2 cm, top and bottom margins 2.5 cm, upright page format, A4 format. A dissertation must be written in compliance with the applicable rules of the Slovak language (or a foreign language used), elaborated in the printed form, bound in a hardcover binding (in hard boards), single-side printed.

12. After the delivery of the application for the permission to defend the dissertation, the Office for Postgraduate Study advances it to the branch of study committee together with the dissertation and other accompanying materials, and requests the chairman of the branch of study committee for a respective study programme studied by the postgraduate student, to nominate three opponents.

13. The chairman of the branch of study committee provides their statement, within 30 days, on whether the dissertation’s quality and form meets the requirements and whether it is recommended for the defence. If the statement of the branch of study committee is affirmative, the chairman also nominates three opponents to be approved by the Rector.

14. Upon the nominations by the guarantor of the study branch and the chairman of the branch of study committee and the common branch committee, and upon meeting all the requirements, the Rector shall appoint three opponents, while only of them may be from the UVMP.
15. The Office for Postgraduate Study shall send the postgraduate student’s dissertation and the outline to the appointed opponents together with the request for the review.

16. Within 4 weeks of the dissertation delivery date, an opponent elaborates and sends the opponent’s review to the branch of study committee chairman, or notifies the branch of study committee chairman within 1 week that elaboration of the review is not possible. If the opponent fails to deliver the opponent’s review of the dissertation within this period and fails to do so within 10 days upon the subsequent request, the Rector shall appoint a new opponent, upon the nomination by the branch of study committee chairman.

17. Supervisor shall arrange that the dissertation containing the respective identification data for the purpose of originality verification is sent to the central register. Supervisor is obliged to obtain two protocols on the dissertation originality, i.e. from the central register, sign and deliver it without any delay to the Office for Postgraduate Study. Supervisor shall also elaborate the supervisor’s review, containing the statement regarding the result of the originality protocol and uploads it in the AIS.

18. Licence agreements are signed by the Rector, or by a person authorised by the Rector, within 30 days of the delivery date. One copy of each licence agreement shall be delivered to the author; the second copy is filed in the student’s personal file at the Office for Postgraduate Study.

19. After the delivery of all opponent reviews, the Office for Postgraduate Study shall advance, within 15 days, the postgraduate student’s application for the dissertation defence, including all essentials and opponent reviews, to the defence committee chairman.

20. After the delivery of all opponent reviews, the branch of study committee chairman proposes to the Rector, within 15 days, the date and place of the dissertation defence. The branch of study committee chairman proposes the defence date so that the defence takes place prior to the date of postgraduate study termination. The date shall be published at the official notice board and at the UVMP website.

21. Defence place and time shall be determined by the Rector who shall invite in writing the committee members, opponents, the supervisor, and the postgraduate student. The Rector shall also publish the notice on the defence at the UVMP website, together with the information on where and how the dissertation and the outline are available to any interested persons.

22. Any person interested in the examined topic and the dissertation defence is entitled to provide their statements to the chairman of the defence committee, no later than one week prior to the defence date, or present their comments verbally at the defence. During the dissertation defence, the postgraduate student shall provide their opinion on such statements or comments.

Article 25
Dissertation Opponents and Opponent Reviews

1. The Rector appoints the opponents upon the nominations by the branch of study committee chairman, who may apply the supervisor’s nominations. Opponents are chosen from among the experts in the particular area or specialty of the study branch of the postgraduate study; at least two opponents shall not be employees of the UVMP.

2. Dissertation is assessed by three opponents. At least one opponent must hold the degree of professor in science and pedagogy or hold the position of a professor, or hold the scientific degree of the Doctor of Science, or a researcher employee with the qualification level I. Other opponents may be persons holding the scientific and pedagogic degree of associate professor, renowned experts with an academic degree PhD, or an older equivalent of the academic degree.

3. Opponent shall not be a co-author of postgraduate student’s publication, their relative, direct superior or subordinate colleague in the employment or in a similar labour relationship.

4. The opponent’s review shall contain mainly the statements regarding:
   a) topicality of the selected topic,
   b) selected methods of elaboration,
c) achieved results, including the statement on what new knowledge is brought by the dissertation,

d) benefit for further development of science, technology,

e) whether the dissertation fulfilled the determined objective.

5. In their review, an opponent presents their comments, questions, and noted to the dissertation, as well as statements regarding formal aspect of the dissertation. The review shall explicitly contain the statement whether the submitted paper meets the requirements specified for the dissertation.

6. Opponent shall evaluate the dissertation with regard to current knowledge of the given area existing at the time when the postgraduate student applies for the permission to defend the dissertation. In the concluding part, an opponent’s review contains a clear statement of the opponent on whether they recommend or not, on the basis of the submitted dissertation, granting the PhD academic degree. Without such statement the opponent’s review may not be regarded as complete.

7. By virtue of the letter of appointment and the request for the opponent’s review, the opponent shall, within four weeks of the dissertation delivery date, two copies of the opponent’s review, containing the original signature, to the Office for Postgraduate Study. An electronic form of the review shall also be sent to the Office for Postgraduate Study.

8. If the opponent’s review fails to meet the requirements specified in paragraph 4 of this Article, the Rector shall return it to the opponent to be supplemented or amended, and shall determine the period for the repeated submission thereof, not exceeding 30 days.

**Article 26**

**Dissertation Defence**

1. Dissertation defence is a state exam subject and must be performed by 31st August of the last academic year of the standard duration of the study. The dissertation defence exceeded standard duration shall be performed within the period of two years of the elapse of the standard duration of the study and no later than on 31st August of the second year of the exceeded standard duration of the study. In such case, a postgraduate student in the full-time form of the postgraduate study shall not receive the scholarship and continues fulfilling the tasks in the training unit.

2. Dissertation defence is open to the public.

3. Defence is performed before the members of the branch of study committee or the common branch of committee for the dissertation defence approved by the SB.

4. Dissertation defence may only be performed, if the absolute majority of the committee members are present, out of the total number of voting members, including the chairman.

5. Out of the three opponents, only one may be absent. The presence of the opponent is necessary, if such opponent stated in their review that the thesis does not meet the dissertation requirements.

6. Opponents are members of the committee and have voting rights. Supervisor is present at the defence and if the supervisor is also a member of the committee, they have voting rights.

7. Dissertation defence is chaired by the committee chairman, in exceptional cases by the deputy chairman or by an authorised committee member (excluding the supervisor and opponents).

8. Dissertation defence is performed in form of a brief presentation of research objectives and dissertation results, as well as a scientific discussion among the postgraduate student, the opponents, other defence committee members, and other defence participants, regarding the obtained knowledge and the dissertation’s benefit. During the dissertation defence, validity and credibility of dissertation conclusions and suggestions are assessed as well.

9. The defence result is decided on by the committee at the closed meeting, under the presence of the committee members, opponents and the supervisor. At the closed meeting, the course and result of the defence are evaluated, as well as the potential to use the dissertation results in
practice. The committee and opponents decide by secret ballot on whether they propose to award the postgraduate student with the academic degree or not.

10. The voting is carried out using ballot papers containing the text “I agree - do not agree with awarding the academic degree”. Voters cross the text they do not agree with. No other form of a ballot paper is valid. Voting result is decided by the absolute majority of all committee members authorised to vote.

11. Voting result shall be recorded in the minutes signed by the chairman and all present committee members.

12. Voting result shall be announced by the committee chairman at a meeting open to public.

13. The course of the defence, the questions asked and answers given shall be recorded in writing and attached to the personal file of the postgraduate student, and the result shall be entered in the AIS.

14. The proposal of the defence committee to award or not to award the academic degree of “doctor” (“philosophiae doctor”, abbreviated as “PhD”) to the postgraduate study graduate, as well as the documentation regarding the defence and the complete material of the postgraduate student, shall be assessed by the Rector.

15. If the dissertation defence is found not to be in compliance with the law and this Internal regulation, the Rector shall order repeated performance thereof.

16. The Rector shall send to the postgraduate student, within 30 days, a written notice on awarding or not awarding the academic degree. The notice shall be delivered to the postgraduate student personally.

17. Documents certifying the completion of study shall be issued within 45 days of the proper completion of the study, excluding the cases when a graduate agrees with issuing such documents at a later date (Section 68 paragraph 7 of the Act).

18. In case of the postgraduate study performed in cooperation with an external educational institution, the diploma shall also contain the name of such institution.

19. If the respective branch of study committee finds the application of the postgraduate student for the permission to defend the dissertation, or the dissertation, not meeting the determined requirements, they shall request the student to remove the deficiencies within the specified period of time or to withdraw the dissertation.

20. A postgraduate student may withdraw the submitted dissertation and the application for the dissertation defence by the time when the Rector invites in writing the branch of study committee members, defence committee members, opponents, the supervisor, and the postgraduate student. If a postgraduate student withdraws their submitted dissertation and the application for the dissertation defence after such date, the defence committee shall vote on whether such action has the same consequences as the committee’s decision not to award the academic degree.

21. A postgraduate student for whom the defence committee proposed, due to the dissertation defence result, or due to their unexcused absence at the defence, not to award the academic degree, such student is entitled to apply repeated for the permission to perform the defence in the same study programme no sooner than one year of the date when the defence of their dissertation was held or was supposed to be held. The dissertation defence may only be repeated once, no later than two years of the elapse of the standard duration of study.

22. If the repeated defence is not successful, the postgraduate study is regarded as definitively terminated and unsuccessful.

23. UVMP postgraduate student is entitled to perform the dissertation defence, in case an agreement on joint dissertation defence has been concluded, at a foreign university before the dissertation defence committee with the equal representation of UVMP members, appointed in compliance with Section 63 paragraph 4 of the Act, and members appointed by the foreign university.

24. Dissertation defence of a postgraduate student from a foreign university at the UVMP is carried out as described above.

25. The dissertation defence represents the termination of the postgraduate study.
Article 27
Dissertation Outline

1. A postgraduate student shall submit for the dissertation defence also the outline, i.e. a brief summary of the main results, definition of the benefit, and the feedback data.
2. Outline shall be prepared and printed out in the A5 format, in the extent of maximum 24 pages, in the quantity of 35 copies.
3. Outline shall be submitted in the Slovak language, containing the summary in the English language, consisting of: introduction, brief review of the issues included, dissertation objectives, selected methods of processing, achieved results, benefit for further development of science and for practice.
4. The outline shall also contain the list of all published papers of the postgraduate student that are related to the examined topic, as well as the feedback, stating accurate bibliographic data, and the references.
5. Outline shall be sent, no later than 6 – 8 weeks prior to the defence, to opponents, members of the branch of study committee, and respective workplaces, as specified in the instructions given by the branch of study committee chairman.

Article 28
Branch of Study Committees or Common Branch Committees

1. Branch of study committees are established for individual postgraduate study programmes. Members of branch of study committees may be appointed from among the employees holding the position of a professor or an associate professor, and experts who are not employed by the UVMP and hold the scientific qualification levels II a or II b.
2. Members of branch of study committees are nominated by the Rector, upon the consultation with the guarantor of the study programme, and approved by the SB; in case of common branch of study committees, also respective scientific boards of faculties and scientific boards of research centres.
3. Branch of study committees approve the study plan, provide the Rector with the nominations of members of committees for the admission of students to postgraduate study programmes, dissertation examination committees and dissertation defence committees, and participate in such committees, provide their statements to the dissertation methodology and to the annual evaluations of students.
4. The chairman of the branch of study committee is usually the guarantor of the study branch.

Article 29
Proper Completion of Postgraduate study

1. The study in the respective study programme is properly completed when a student:
   a) completes all compulsory subjects and the prescribed number of compulsory optional subjects,
   b) earns during the study the prescribed number of credits assigned to the respective study level,
   c) successfully passes the state exam defined by the study programme and successfully defends the thesis.
2. Students of the postgraduate study complete their study on the dissertation defence date. The study termination date is the date when the last one of the requirements specified for the proper completion of the given study programme is met.
Article 30
Scholarship and Fees Related to Postgraduate study

1. Scholarship and fees related to study at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in the Internal Regulation No. 38 – Scholarship and Fees Related to Study at the UVMP in Košice, applicable to the respective academic year.

Article 31
Documents Certifying Completion of Postgraduate study

1. Documents certifying completion of a study programme at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 30 of these Study guidelines – Section A – accordingly.

Article 32
Interruption of Postgraduate study

1. Interruption of the postgraduate study is governed by the provisions of the Act. A postgraduate student with the full-time form of study is entitled to interrupt their study (also repeatedly) with the aggregate duration of the interruption period of maximum 2 years, excluding the child care, until the child reaches the age of three years. A postgraduate student’s application for the interruption of study shall be commented by the supervisor.
2. Interruption of study is decided by the Rector on the basis of the application submitted by a student for health-related reasons or other serious reasons.
3. The Rector is entitled, upon a student’s application, to extend or prematurely terminate the interruption of study.
4. Interruption of study is recorded in the AIS. After the interruption period elapses, a student shall enrol in the year of study, in which the study was interrupted. The exams passed and credits earned before the interruption, as well as the exam dates used, shall be recognized.
5. During the interruption period, a postgraduate student has no rights or obligations of a student.
6. If the study is interrupted for health-related reasons, a postgraduate student must present a medical report.
7. At the registration following the termination of the study interruption for health-related reasons, a postgraduate student must present a physician’s statement and consent to the study continuation.

Article 33
Study Plan for Pregnant Students

1. Basic requirements for the organisation of study for pregnant students studying at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 32 of these Study guidelines – Section A – accordingly.

Article 34
Other Types of Study Termination

1. Basic requirements for other types of termination of the study at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 33 of these Study guidelines – Section A – accordingly.
Article 35
Withdrawal from Study

1. Basic requirements for the withdrawal from the study at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 34 of these Study guidelines – Section A – accordingly.

Article 36
Exclusion from Study

1. Basic requirements for the exclusion from the study at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 35 of these Study guidelines – Section A – accordingly.

Article 37
Rights and Obligations of Postgraduate Students

1. Rights and obligations of students are specified in Sections 69, 70, and 71 of the Act, in the UVMP Statute, and in these Study guidelines.
2. The UVMP training units are obliged to create such working conditions for a postgraduate student with the full-time form of study that enable the student to perform all parts of their study plan, including the registration of their presence at the training unit workplace. The work obligations of a postgraduate student also include the individual study which may be performed out of the workplace, but only upon the supervisor’s consent.
3. A postgraduate student with the full-time form of study is obliged to inform the Office for Postgraduate Study in writing about each change in their personal data (marital status, permanent residence, change of health insurance agency) within 8 working days.
4. Postgraduate students in the full-time and the part-time forms of study are obliged to undergo the occupational safety and health training. The training shall be arranged by the UVMP in cooperation with the Office for Postgraduate Study. Completion of the training shall be recorded in writing and filed in the postgraduate student’s personal file.
5. Presence of a postgraduate student with the full-time form of postgraduate study at the workplace is recorded at the workplace of the training unit to which the postgraduate student is assigned. A postgraduate student with the full-time form of study is entitled, upon the supervisor’s approval, to take time off during the winter and summer holidays, as specified in the academic year schedule. A postgraduate student is entitled to be present at the workplace also during the holidays, in order to perform in the full extent the approved individual study plan and the scientific plan.
6. The main organisational document of the work carried out by a postgraduate student is their individual study plan and the resulting lectures, seminars, and other tasks assigned by the supervisor.
7. The basic obligations of a postgraduate student include:
   a) in cooperation with the supervisor, to select subjects from the catalogue of subjects,
   b) complete all prescribed compulsory and compulsory optional subjects,
   c) take the dissertation examination on the prescribed date,
   d) submit to the Central Register of Theses an electronic version of the thesis, identical to the printed version,
   e) upload the dissertation in the AIS, print out the originality test and 2 copies of a filled out and signed licence agreement on the use of school output,
   f) submit the thesis for the originality verification upon the supervisor’s consent in a manner avoiding disturbance of the supervisor’s scientific work.
8. In case the Rector grants the time off to students of the first and second levels and the joint first and second level, such time off applies also to postgraduate students with the full-time form of study.

Article 38
Study Abroad

1. Basic requirements for the study abroad at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 37 of these Study guidelines – Section A – accordingly.
2. Postgraduate study at the UVMP may also be studied in the Slovak language by foreign students coming from the EU countries and foreign postgraduate students (tuition fee payers) studying in the English language, to whom these Study guidelines shall apply in the full extent.
3. Postgraduate study may be studied within an intergovernmental agreement with the provision of scholarship, as agreed in the convention between the respective countries.

Article 39
Scholarship

1. The procedure of assigning and provision of scholarship at the UVMP is defined in the Internal Regulation No. 40 – Scholarship Procedure of the UVMP.
2. The UVMP provides scholarship to students in the postgraduate study programme with the full-time form of study. Students of the postgraduate study programme with the full-time form of study with the permanent residence in a member state is entitled to receive the scholarship throughout the standard duration of study of the study programme to which they were admitted, unless a student has already acquired the third level of higher education (Section 54 paragraph 18 of the Act).
3. Student at the third level of higher education is entitled to receive the scholarship:
   a) until the dissertation examination date, in the minimum amount relevant to the 9th pay class and the first pay grade, as specified in the Act No 553/2003 Coll. on Remuneration of Performance of Work in the Public Sector and on amendments and supplementation of certain acts, as amended,
   b) after the dissertation examination date, in the minimum amount relevant to the 10th pay class and the first pay grade, as specified in the Act No 553/2003 Coll. on Remuneration of Performance of Work in the Public Sector and on amendments and supplementation of certain acts, as amended.
4. An external educational institution provides scholarships from the funds reserved for such purpose in their budget.
5. A postgraduate student shall not receive the scholarship during the study interruption period and after the study duration terminates.
6. Provision of scholarships for postgraduate students with the full-time form of study shall terminate on the last day of the month when the dissertation is successfully defended.

Article 40
Recognition of Education Documents Issued by Universities in Foreign Countries

1. Diplomas or other documents certifying the higher education in veterinary disciplines or the passed exams, as well as documents certifying obtaining an academic degree (hereinafter referred to as “Study Document”) issued by universities in foreign countries, shall only be valid in the Slovak Republic, if explicitly recognised. Recognition of Study Documents is governed by a special act.
Article 41
Transfer from a Different University and Change of Study Programme

1. A postgraduate student of the UVMP is entitled to apply for the change of a study programme (including a form of postgraduate study), of a supervisor, or a training unit during their postgraduate study in justified cases, mainly if it results in creating more favourable conditions for the postgraduate students’ performance of the study programme.

2. The changes of a study programme is decided on by the Rector, on the basis of an application filed by a postgraduate student and upon the statements provided by the supervisor and the guarantor of the study branch.

3. Duration of the postgraduate study includes also an aliquot part of the duration of the studied study programme prior to the change of a postgraduate study programme.

4. Filing such application is not allowed for students whose study is interrupted or terminated at the time of filing the application.

5. Transfer from a different university is only allowed upon passing the admission interview. Recognition of the completed subjects is defined in Article 3 paragraph 11 of these Study guidelines.

Article 42
Academic Mobility

1. Basic requirements for the academic mobility at the third level of higher education in the full-time and the part-time forms in accredited study programmes at the UVMP are defined in Article 41 of these Study guidelines – Section A – accordingly.
Section III

Article 1
Transitional Provisions

1. Provisions of Article 21 of these Study guidelines – Section A – apply to students admitted to the study at the UVMP since the academic year 2016/2017.

Article 2
Concluding Provisions

1. Decisions regarding the issues related to the study at the UVMP not explicitly specified herein, fall within the Rector’s competence.
2. The Study guidelines of the UVMP, including any and all amendments thereto, are subject to the approval by the AS of the UVMP, upon which they become effective. These Study guidelines of the UVMP become effective on 1st September 2016.
3. These Study guidelines of the UVMP were approved at the meeting of the Academic Senate of the UVMP, held on 1st July 2016. Since the effective date of these Study guidelines of the UVMP, the Study guidelines of the UVMP dated 15th August 2013 become void.

In Košice, on 1st July 2016

Prof. Peter Reichel, DVM, PhD
Chairman of the Academic Senate of the University of Veterinary Medicine and Pharmacy in Košice

Prof. Jana Mojžišová, DVM, PhD
Rector of the University of Veterinary Medicine and Pharmacy in Košice