

The Ministry of Education, Youth and Sports registered pursuant to Section 36(2) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (Higher Education Act), under Ref. No. MSMT-28888/2025-3, the Study and Examination Regulations of Jan Evangelista Purkyně University in Ústí nad Labem on the date of signing the registration.

STUDY AND EXAMINATION REGULATIONS OF JAN EVANGELISTA PURKYNĚ UNIVERSITY IN ÚSTÍ NAD LABEM OF 2 DECEMBER 2025

PART ONE BASIC PROVISIONS

Article 1 Introductory provisions

1. These study and examination regulations are based on the relevant provisions of Act No. 111/1998 Coll., on higher education institutions and on amendments and supplements to other acts (the Higher Education Act), as amended (hereinafter referred to as the "Act") and the Statutes of Jan Evangelista Purkyně University in Ústí nad Labem and regulate the rules of study at Jan Evangelista Purkyně University in Ústí nad Labem (hereinafter referred to as "UJEP").
2. Further rules for studying in study programmes offered by the faculty may be laid down in accordance with these study and examination regulations by internal regulations of the faculty¹.
3. More detailed conditions for the organisation of study in study programmes implemented by the faculty are set by the dean. The dean's directive, which regulates the conditions for the organisation of study, must be in accordance with these study and examination regulations and the internal regulations of the faculty pursuant to paragraph 2.

Article 2 Study programme

1. UJEP and its faculties offer bachelor's, master's and doctoral study programmes on the basis of study programme accreditation or on the basis of authorisation to offer study programmes resulting from institutional accreditation.
2. The study programme includes the requirements specified in Section 44(2) of the Act.
3. The form of study indicates whether the study is:
 - a) full-time, in which the study programme is implemented according to a study plan that requires the student's presence in the teaching facilities of UJEP (enabling regular attendance at lectures, seminars, exercises and other educational activities led by academic staff),
 - b) distance learning, in which the study programme is carried out according to a study plan that assumes mainly independent preparation by the student using special teaching aids and new information and communication technologies (without regular participation in educational activities),
 - c) combined, in which the study programme is carried out according to a study plan that combines the principles of full-time and distance learning.
4. A standard period of study² and a maximum period of study are set for each study programme. The maximum period of study for fulfilling all the requirements of the study programme, including the final state examination, is 2 years longer than the standard period of study for a bachelor's study programme³ and a master's study programme that follows on from a bachelor's study programme⁴; For the master's study

¹ Section 33(2)(f) of the Act.

² Section 44(2) of the Act.

³ Section 45(2) of the Act.

⁴ Section 46(2) of the Act.

programme that does not follow on from the bachelor's study programme⁵ and for the doctoral study programme, the maximum duration of study is 3 years longer than the standard duration of study.

5. The basic unit of the study programme is the study subject (hereinafter referred to as "subject"), which can be combined into modules. The study programme distinguishes subjects according to their status as:
 - a) compulsory, the completion of which is a condition for completing the study programme in question,
 - b) compulsory elective subjects, which are part of a module from which a specified minimum number of subjects must be completed or a specified minimum number of credits must be obtained in order to complete the study programme,
 - c) elective, which are the other subjects of the relevant study programme.

The study programme distinguishes between module statuses in a similar manner.

6. The list of study programmes offered by UJEP and its faculties, including their type and profile, form of study, standard duration of study, information on their accessibility for persons with disabilities, and the name of the faculty offering the relevant study programme, is published by UJEP in the public section of its website.

Article 3 Organisation of the academic year

1. The academic year lasts 12 calendar months, and its start date is set by the rector⁶.
2. The academic year is divided into a winter and summer semester. Each semester consists of a teaching period, an examination period and a holiday period.
3. The UJEP schedule for the relevant academic year is set by the Rector after consultation with the deans. The UJEP schedule specifies, in particular, the beginning and end of each period and the dates, which are determined by the UJEP schedule based on the internal regulations or standards of UJEP.
4. The faculty schedule for the relevant academic year is announced by the dean in accordance with the UJEP schedule.

Article 4 Enrolment

1. Enrolment takes place on the dates specified in the faculty schedule.
2. Applicants are required to appear in person on the specified date for enrolment in studies. Before this date and in exceptional cases no later than 5 days after this date, applicants may submit a written excuse; if the excuse is deemed valid, an alternative enrolment date will be set for the applicant. The dean decides on the validity of the excuse.
3. If the applicant does not submit a written excuse within the specified period, or if they do not appear for enrolment on the specified alternative date, their right to enrol in the programme shall expire. This provision shall not apply if the applicant did not appear on the alternative date for particularly serious reasons.
4. The applicant becomes a student on the date of enrolment.

Article 5 Medical fitness

1. During their studies, students are required to be medically fit to study the relevant study programme, if this fitness was a condition for admission to the programme.
2. Students are required to notify the faculty of any loss of medical fitness that was a condition for admission to the programme⁷.
3. In justified cases, the faculty is entitled to request that the student submit a current document confirming their continued medical fitness to study the relevant study programme.
4. If a student permanently loses their medical fitness to study the relevant study programme, they have failed to meet the requirement set out in these study and examination regulations and their studies will be terminated in accordance with Section 56(1)(b) of the Act.

⁵ Section 46(2) of the Act.

⁶ Section 52(2) of the Act.

⁷ Section 63(3)(c) of the Act.

PART TWO

STUDY IN BACHELOR'S AND MASTER'S STUDY PROGRAMMES

Article 6

Study plans

1. Bachelor's and Master's study programmes may be specified by means of a study plan for study without specialisations, specific study plans for study with specialisations, or a major study plan and a minor study plan for combined study.
2. Study plans set out the sequence of subjects and their modules in terms of time and content in the form of a recommended study plan divided into academic years and semesters.
3. The study plan also specifies the status of individual subjects, the form of their study, the scope of teaching, the form of study assessment, the number of credits assigned, the status of individual modules and the limits for their completion.
4. The fulfilment of the study plan is determined by a credit system that allows students to choose their own pace of study, subject to the rules of the relevant study programme.
5. The credit system is based on the principles of the European Credit Transfer System (ECTS). The recommended annual study plan is evaluated at 60 credits. The number of credits assigned to each subject expresses the average study load required for its successful completion in accordance with the ECTS principles.
6. Adherence to the recommended study plan allows students to complete their studies within the standard period of study.

Article 7

Organisation of studies

1. The study plans for all study programmes offered by the faculty in the academic year are published in the STAG electronic information system (hereinafter referred to as the "STAG system") on a date specified in the UJEP schedule. This date always precedes the start of electronic enrolment for courses for the relevant academic year or semester.
2. Study plans in the scope of compulsory subjects and modules may only be changed in exceptional cases for students who commence their studies in accordance with them. The dean decides on changes to the study plan in the scope specified in the first sentence.
3. Students may supplement their study plans with subjects from other study programmes offered at UJEP, at the same faculty or other faculties of UJEP, or at other universities in the Czech Republic or abroad. By completing these subjects or lifelong learning subjects, which are implemented within study programmes or within the field of education for which the relevant higher education institution has institutional accreditation, or subjects of accredited educational programmes of higher vocational schools, it is possible to replace the completion of subjects prescribed by the study plan.
4. The rules for replacing a subject prescribed by the study plan are set out in Article 17.
5. Annotations of all subjects offered by the faculty for a given semester, subject content, completion requirements, study literature and other study resources must be published in the STAG system no later than the first week of teaching in the relevant semester. The department, centre, institute or studio providing the course (hereinafter referred to as the "workplace") is responsible for publishing this information.
6. The timetables for all courses offered by the faculty for a given semester must be published in a manner allowing remote access no later than one week before the start of classes in the relevant semester.
7. Classroom-based teaching takes the form of lectures, seminars, tutorials, courses, excursions, studios, workshops, plain air sessions, practical training, consultations, independent study and independent creative work. For seminars, exercises, studios, workshops, courses, excursions, plain airs and practical training, participation to a predetermined extent is a condition for completing the course.
8. Teaching in the combined form of study takes place mainly in the form of group consultations, working seminars, practical training, independent study and independent creative work. For group consultations, working seminars, practical training and any other forms of direct teaching, participation to a predetermined extent is a condition for passing the course.
9. Students who are unable to attend compulsory classes for serious reasons may be assigned an alternative method of fulfilling the study requirements by the teacher.

10. In the case of a course taught by more than one teacher, the student has the right to choose a teacher within the capacity and timetable options.
11. Students studying in a study programme conducted in a foreign language pursuant to Section 58(4) of the Act have the right to have classes, course assessments, final state examinations and administrative matters related to their studies conducted in the language in which the relevant study programme is conducted.

Article 8

Electronic enrolment in subjects

1. Students have the right to choose subjects and create a personal study plan in accordance with the rules of the study programme in which they are enrolled.
2. Students choose their personal study plan for the following academic year or semester by means of electronic course registration, i.e. by registering for compulsory, compulsory-elective or elective courses for the following academic year or semester in the STAG system. Course registration may be conditional upon the successful completion of another course.
3. The dean may allow a student to correct their electronic course registration based on a written request.
4. Electronic course registration takes place on the date specified in the faculty schedule.
5. The dean shall initiate proceedings to terminate the student's studies in accordance with Section 56(1)(b) of the Act and Article 15(3)(b) if the student fails to enrol electronically for the relevant academic year or semester within the specified period and does not provide a written excuse within 5 days or if their excuse is not accepted by the dean. This provision shall not apply if the student has fulfilled the conditions for taking the state final examination pursuant to Article 11(6) and (7).

Article 9

Study obligations

1. When studying a bachelor's or master's degree programme, the student's study obligations are:
 - a) successfully complete the compulsory subjects and compulsory modules specified in the study plan (Article 10),
 - b) to fulfil the conditions of study (Article 11),
 - c) successfully pass the final state examination specified by the study programme (Article 12).
2. The basis for checking the fulfilment of study obligations are the study results recorded in the STAG system.
3. Students are required to continuously monitor their study results and other records related to their studies recorded in the STAG system. In the event of any discrepancies, they are entitled to raise an objection at the relevant department or the faculty's study department.

Article 10

Monitoring of coursework

1. A subject is successfully completed by passing the assessment of the subject. The forms of assessment of subjects are credit, examination, a combination of credit and examination, or a final examination.
2. During the academic year, students are entitled to take credits and sit examinations or final examinations only in subjects that they have registered for in the STAG system for that academic year.
3. Credits are awarded by the lecturer for the fulfilment of pre-determined requirements. If the award of credits is subject to the successful completion of a written test, oral or practical examination, the student has the right, upon each enrolment in the subject, provided that they have met the other specified requirements, two retake dates for this part of the credit, i.e. if they fail this part of the credit the first time, they are entitled to a first retake date, and if they fail this part of the credit again, they are entitled to a second retake date, within the dates set for this part of the credit in the given academic year.
4. Credits are usually awarded by the end of the examination period of the relevant semester. The assessment is: credit awarded - credit not awarded. The lecturer records the award or non-award of a credit in the STAG system. The lecturer is obliged to make the entry in the STAG system within 5 working days after the award or non-award of the credit. Instead of the lecturer, another employee of the relevant department may do so if authorised by the head of the department.
5. For a course in which both a credit and an examination are required by the study programme, obtaining a credit is a prerequisite for taking the examination. The examiner will check that this condition has been met before the examination begins.

6. In the case of repeated enrolment in a subject completed with a credit and an examination, the teacher may, at the student's request, recognise the credit obtained during the previous study of this subject.
7. The examination may be oral, written, practical or combined.
8. The examiner shall publish the exam dates in the STAG system, unless the dean decides otherwise. The exam dates must be published at least two weeks before the start of the exam period for the given semester so that students have the opportunity to spread them evenly throughout the exam period. The number of scheduled dates must be appropriate to the number of students. The examiner may also schedule exams at other times during the academic year. If these times coincide with holidays, the exam may only be held with the student's consent.
9. Students are required to register for exam dates in the STAG system. This provision does not apply if the examiner does not schedule exam dates in this system in accordance with paragraph 8.
10. Each time a student enrolls in a course, they are entitled to two resit dates, i.e. if they fail the exam the first time, they are entitled to a first resit date, and if they fail the exam again, they are entitled to a second resit date, within the dates announced for this exam in the given academic year. No extraordinary retake is permitted. In the case of a course where there are multiple examiners, the student has the right to choose an examiner within the capacity limits. However, the retake exam for the same course registration must be taken with the same examiner, unless the head of the department decides otherwise. The examination must be taken by the end of the relevant academic year.
11. The examination is graded as follows: excellent (1), very good (2), good (3) and fail (4). The examiner records the pass or fail result in the STAG system. The examiner is required to make the entry in the STAG system within 5 working days after the examination. Instead of the examiner, another employee of the relevant department may do so if authorised by the head of the department.
12. The student has the right to withdraw from the examination no later than 24 hours before its start. If the student was unable to attend the examination for serious reasons without being able to withdraw within the deadline specified in the first sentence, they are obliged to apologise to the examiner within 5 days of the examination date. If a student fails to attend without an excuse or if the excuse is found to be unjustified, they shall be assessed as if they had failed the examination. The examiner shall decide on the validity of the excuse.
13. Upon written request by the student or the examiner, the head of the department shall schedule a retake examination before a three-member committee appointed by him or her. If the examiner is the head of the department, the committee shall be appointed by the dean. The chair of the committee shall assume the rights and obligations of the examiner specified in paragraphs 11 and 12. The retake examination before the committee shall be counted towards the maximum number of retake dates permitted under paragraph 10. A written report on the retake examination before the committee shall be filed in the student's documentation.
14. The final examination is held before a committee appointed by the dean. The final examination must be taken by the end of the relevant academic year. Paragraphs 7 to 9, 11 and 12 apply *mutatis mutandis* to the final examination; the rights and obligations of the examiner specified in paragraphs 11 and 12 are assumed by the chair of the committee.
15. A student may take the final examination at most once during each enrolment in the course; this does not apply if the student has been granted an extraordinary retake date on the basis of a written request. Only one extraordinary retake date for the final examination may be granted to a student during each enrolment in the course.
16. If a student has seriously violated the rules for completing a credit, they will be assessed as "not credited". If a student has seriously violated the proper conduct of an examination or final examination, they will be classified as "failed". Gross violations of the rules during an examination, final examination or when fulfilling the requirements for a credit, such as unauthorised manipulation of a written test, examination questions, use of unauthorised materials, information or aids, including mobile communication devices, constitute a disciplinary offence within the meaning of Section 64 of the Act.

Article 11 **Monitoring of study progress**

1. A student who passes all course assessments prescribed by the study plan shall receive the credits assigned to that course.
2. If a student does not meet the conditions for obtaining credits for a subject in accordance with paragraph 1, they may enrol in this subject no more than once. This does not apply to subjects with a final examination

- prescribed by the recommended study plan for the first year of study; repeated enrolment in such subjects is not permitted.
3. A student fulfils the condition for progression to the second semester of study if they obtain at least 15 credits for the subjects enrolled in the first semester of study. This provision does not apply to students enrolled in the Faculty of Art and Design at UJEP.
 4. The following applies to students enrolled in the Faculty of Art and Design at UJEP for progression to the next year of study:
 - a) the student meets the conditions for progression to the second year of study if they obtain at least 52 credits for the subjects enrolled in the first year of study and successfully pass the final examinations prescribed by the recommended study plan for the first year of study,
 - b) students meet the conditions for progression to the third and higher years of study if they fail no more than three of the study checks prescribed by the recommended study plan for the given year of study.
 5. The following applies to students enrolled in this programme at the Faculty of Environment of the University of Jan Evangelista Purkyně in Ústí nad Labem for advancement to the next year of study:
 - a) the student fulfils the conditions for progression to the second year of study if they obtain at least 30 credits for the subjects enrolled in the first year of study,
 - b) a student shall meet the conditions for advancement to the third year of study if they obtain at least 70 credits for the subjects enrolled in the first and second years of study,
 - c) a student who is not enrolled in a follow-up master's degree programme shall meet the conditions for progression to the fourth year of study if they obtain at least 110 credits for the subjects enrolled in the first to third years of study.
 6. For students who are not covered by paragraphs 4 and 5, the following applies for progression to the next year of study:
 - a) a student shall meet the conditions for progression to the second year of study if they obtain at least 45 credits for subjects enrolled in the first year of study,
 - b) a student shall meet the conditions for progression to the third year of study if they obtain at least 85 credits for subjects enrolled in the first and second years of study,
 - c) a student who is not enrolled in a follow-up master's degree programme shall meet the conditions for progression to the fourth year of study if they obtain at least 125 credits for subjects enrolled in the first to third years of study.
 7. The total number of credits set as the minimum for taking the state final examination in a study programme corresponds to sixty times the number of years of its standard duration of study, reduced by the number of credits assigned to the state final examination.
 8. In order to take the state final examination, students must always complete all compulsory subjects and compulsory modules specified in the study plan of the relevant study programme.
 9. In follow-up master's study programmes focused on the preparation of secondary school teachers or secondary school teachers, in order to take the pedagogy and psychology exam, if this exam is part of the state final exam, the student must complete all compulsory subjects and compulsory modules of pedagogical-psychological training specified in the study plan of the relevant study programme. Paragraphs 7 and 8 shall not apply to this part of the state final examination.

Article 12

State final examination

1. In bachelor's degree programmes, the defence of the bachelor's thesis may be part of the state final examination, but the state final examination cannot consist solely of the defence of the bachelor's thesis. In master's degree programmes, the defence of the master's thesis must be part of the state final examination, but the state final examination may consist solely of the defence of the master's thesis. The content and form of the state final examination are determined by the study programmes.
2. The state final examination is held before an examination board. Only professors, associate professors, extraordinary professors and experts approved by the relevant scientific or artistic council have the right to examine at the state final examination. The Ministry of Education, Youth and Sports (hereinafter referred to as "MEYS") may appoint additional members of the examination board from among leading experts in the field.

3. The examination board is appointed by the dean. The board has at least three members, i.e. it consists of a chairperson and at least two members. If the examination board has at least four members, it may also include a vice-chairperson who, in the absence of the chairperson, assumes his or her rights and duties.
4. A student who has fulfilled all the conditions set out in the study plan for taking the state final examination (Article 11(6) and (7)) must complete all parts of the examination no later than the time remaining until the maximum period of study.
5. Students register for the state final examination or part thereof and take the state final examination or part thereof on the date specified in the faculty schedule. The dates for state final examinations and parts thereof are usually announced twice a year.
6. Bachelor's and Master's theses (hereinafter referred to as "final thesis") shall be written in the language in which the study programme is conducted, or in another language if required by the study programme. With the consent of the head of the department, the final thesis may be written in English, unless the requirements of the study programme preclude this. If the first sentence applies to the English language, the consent of the head of the department is not required.
7. State final examinations may be held in the presence of the chair or vice-chair and at least two members of the examination board. The state final examination and the announcement of the results are public, but the proceedings of the examination board are not.
8. The individual parts of the state final examination are graded as follows: excellent, very good, good and failed. The examination committee decides on the classification in a closed vote on the day of the relevant part of the state final examination. The examination board decides by a majority of votes of those present; no one may abstain from voting. In the event of a tie, the chair of the examination board has the casting vote; in his or her absence, the vice-chair has the casting vote.
9. If a student is unable to attend the state final examination for serious reasons, they are obliged to submit a written apology to the dean no later than 5 days after the date of the state final examination. If the dean finds the excuse justified, he or she shall set an alternative date for the student to take the state final examination. If the student fails to attend without an excuse or if the excuse is found to be unjustified, he or she shall be assessed as if he or she had failed the state final examination.
10. If at least one review does not recommend the student's final thesis for defence, the student may withdraw from the defence of such thesis. The student is obliged to notify the dean in writing of their withdrawal from the defence of the final thesis, at the latest before the date of the defence. A student who withdraws from the defence is assessed as if they had failed the defence of their final thesis.
11. If a student is classified as having failed the defence of their final thesis or due to their withdrawal from the defence of their final thesis, the examination board shall decide whether the student shall rework the thesis or prepare a final thesis with a different assignment. The examination board shall state the reasons for its decision in a written report on the state final examination.
12. Overall, the state final examination is graded as follows: excellent, very good, good, and failed. If any part of the state final examination is graded as failed, the overall result of the state final examination is failed. A student who has been graded no more than once with a very good and the rest with excellent in the state final examination has passed the state final examination with an overall grade of excellent. A student who received no more than one grade of good and the rest excellent or very good in the state final examination has passed the state final examination with an overall grade of very good. In other cases, the student has passed the state final examination with an overall grade of good.
13. A student may take the state final examination a maximum of three times; the student always repeats only the part of the state final examination in which he or she failed. No extraordinary retake date for the state final examination is permitted. Students who fail to meet the requirements of this study assessment, i.e. who do not pass the state final examination, even on the third attempt, will be subject to proceedings for termination of study in accordance with Section 56(1)(b) of the Act and Article 15(3)(h).
14. A written report on the state final examination shall be signed by all members of the examination board present, and this report shall then be filed in the student's documentation. An electronic version of the record of the course and result of the defence shall be entered into the STAG system.
15. The study department of the relevant faculty or another department authorised by the dean shall ensure that the classification of the individual parts of the state final examination and the overall assessment of the state final examination are entered into the STAG system.
16. If it is found that the final thesis violates the basic principles of independent work ethics (in particular, the intentional unauthorised use of another person's work in gross violation of the legal regulations governing

the protection of intellectual property under Section 47c(2) of the Act, or the work having been written by another person), a proposal to initiate disciplinary proceedings will be submitted. The defence of such a thesis is not permitted.

17. For gross violations of the proper conduct of the state final examination, the provisions of Article 10(16) shall apply *mutatis mutandis*.

Article 13 **Overall assessment of studies**

The overall assessment of studies expresses the degree of the student's success throughout their studies. It is concluded after the completion of the state final examinations and is classified on a scale: graduated with honours, graduated, did not graduate. A student has passed with honours if they have achieved a simple arithmetic average of less than 1.5 for the entire duration of their studies, have been graded excellent or very good in all examinations, and have passed the state final examination with an overall grade of excellent. A student is assessed as not having graduated if their studies were terminated in accordance with Section 56 of the Act. In other cases, they are assessed as having graduated.

Article 14 **Interruption of studies**

1. The dean decides on the interruption of studies at the student's request or *ex officio*.
2. The student submits a written request for interruption of studies, always stating the reason and the period for which he or she intends to interrupt his or her studies.
3. If a student requests interruption of studies due to pregnancy, childbirth or parenthood for the period that would otherwise be covered by maternity or parental leave in the event of the birth of a child, or due to the assumption of parental care of a child on the basis of a decision by the competent authority in accordance with the Civil Code or legal regulations governing state social support for a period corresponding to maternity or parental leave, the dean shall grant this request⁸.
4. The studies of the student referred to in paragraph 3 shall be interrupted for the duration of the entire semester, or extended by the period remaining until the end of the semester in which the request was submitted. The period of interruption of studies according to the previous sentence shall not be counted towards the total period of interruption of studies. Studies may be interrupted repeatedly in this manner.
5. In other cases not covered by paragraph 3, the dean may interrupt studies at the student's request a maximum of twice, for the duration of entire semesters, or extended by the period remaining until the end of the semester in which the request was submitted. The total period of interruption of studies according to the first sentence may not exceed three years.
6. With the exception of serious reasons, particularly health reasons, studies pursuant to paragraph 5 may be interrupted only after the number of credits necessary for advancement to the second year of study has been attained (Article 11(3)(a) and (4)(a)).
7. If the reasons for the interruption of studies cease to exist, the dean may, upon written request of the person whose studies have been interrupted, terminate the interruption of studies even before the expiry of the specified period of interruption of studies.
8. The dean may, *ex officio*, interrupt the studies of a student who is obliged to pay a tuition fee pursuant to Section 58(3) and (4) of the Act and who has not paid this fee. The student's studies shall be interrupted for a maximum period of one year. If the fee is paid and the person whose studies have been suspended requests in writing that the suspension of studies be terminated, the dean shall grant this request and decide to terminate the suspension of studies no later than the last day of the semester in which the request was submitted. Studies under this paragraph may be interrupted repeatedly.
9. Due to a delay in paying the fee associated with studies, studies under paragraph 8 cannot be interrupted if the student duly fulfils the agreed instalment agreement.
10. Studies cannot be interrupted retroactively. On the date of interruption of studies, or in the case of concurrent study programmes, on the date of interruption of studies in the last of these, the person ceases to be a student of UJEP. The period of interruption of studies is not counted towards either the standard or maximum period of study.

⁸ Section 54(2) of the Act.

11. Upon expiry of the period for which the studies were interrupted, the person is entitled to re-enrol in their studies. The date of re-enrolment is specified in the dean's decision on the interruption of studies⁹. On the date of re-enrolment, the person whose studies were interrupted becomes a student of UJEP.
12. The provisions of Article 4(2) to (4) shall apply mutatis mutandis to re-enrolment in studies. Proceedings to terminate studies shall be initiated in accordance with Section 56(1)(b) of the Act and Article 15(3)(a) in respect of a person whose right to re-enrol in studies has expired.
13. UJEP and its faculties do not guarantee that the study programme will not be changed or cancelled during the period of interruption of studies. In the event of the termination of the accreditation of a study programme or the termination of the authorisation to implement a study programme, UJEP is obliged to ensure that the student has the opportunity to continue studying the same or a similar study programme at UJEP, its faculties or another higher education institution.

Article 15 Completion of studies

1. Studies are duly terminated in accordance with Section 55(1) of the Act by completing the relevant study programme. The date of termination of studies is the date on which the final state examination prescribed at the end of the studies or its last part was taken.
2. Studies are also terminated by:
 - a) by discontinuing studies¹⁰,
 - b) if the student fails to meet the requirements of the study programme in accordance with these study and examination regulations¹¹,
 - c) transfer to another study programme¹²,
 - d) other ways according to the law¹³.
3. Failure to meet the requirements of the study programme in accordance with these study and examination regulations means:
 - a) failure to re-enrol in the programme within the deadline specified in Article 14(12) if the person whose studies have been interrupted does not provide a written excuse within five days of this deadline or their excuse is not accepted, or on the alternative deadline pursuant to Article 14(12) if such an alternative deadline has been set,
 - b) failure to complete electronic enrolment in courses within the specified deadline pursuant to Article 8(5) if the student does not provide a written excuse within five days of this deadline or if their excuse is not accepted,
 - c) exceeding the maximum period of study pursuant to Article 2(4),
 - d) failure to meet the study requirements even upon second enrolment in the same course pursuant to Article 11(2), first sentence, or upon enrolment in a course specified in Article 11(2), second sentence,
 - e) failure to meet the conditions of individual study programmes for progression to the second semester of study pursuant to Article 11(3),
 - f) failure to meet the conditions of individual study programmes for progression to the next year of study pursuant to Article 11(4) to (6), unless the dean has determined otherwise in accordance with Article 16(8),
 - g) failure to meet the conditions for progression to the next year of study set by the dean in accordance with Article 16(8),
 - h) failure to meet the requirements of the state final examination even in the third term of its conduct pursuant to Article 12(13),
 - i) permanent loss of the student's medical fitness to study, if this fitness was a condition for admission to study.

⁹ Section 68(1)(c) of the Act.

¹⁰ Section 56(1)(a) of the Act.

¹¹ Section 56(1)(b) of the Act.

¹² Section 56(1)(c) of the Act.

¹³ Section 56(1)(d) to (h) of the Act.

4. In the case of assessing the deadlines under paragraph 3(c), the period between enrolment in the programme and the start date of the first teaching period in the student's programme shall not be included in the total duration of study compared to the maximum duration of study under Article 2(4), provided that enrolment in the programme preceded this date.
5. The provisions of paragraph 3(d) to (f) shall not apply if the dean grants the student an exemption from the relevant provisions of Article 11(2) to (6).
6. A student may discontinue their studies in the relevant study programme at any time¹⁴. In such a case, the student shall deliver a written statement of discontinuation of studies to the faculty at which they are enrolled.
7. The date of termination pursuant to paragraph 2(a) shall be the date of delivery of the student's written declaration of withdrawal from studies.
8. The date of termination of studies pursuant to paragraph 2(b) is the date on which the relevant decision becomes final. A decision is final if it has been notified and can no longer be appealed. The decision becomes final on the day after the deadline for filing an appeal has expired without result, or on the day on which the student has waived his or her right to appeal in writing, or on the day on which the rector's decision was notified to him or her.
9. The date of termination of studies pursuant to paragraph 2(c) is the day preceding enrolment in a continuing study programme¹⁵.

Article 16

Transfers between study programmes and change of form of study

1. A student or a person with interrupted studies may apply for permission to transfer from the initial study programme to a continuing study programme.
2. The dean of the faculty offering the continuing study programme shall decide on the request for permission to transfer. The dean may grant permission to transfer if the faculty's personnel and capacity allow and if the request for transfer was submitted within the deadline set by the dean's directive.
3. If the applicant's health is a condition for admission to the continuing study programme, this condition also applies to the transfer to this continuing study programme.
4. If the condition for admission to a continuing study programme is the similarity of study programmes pursuant to Section 49(1) of the Act, this condition shall also apply to transfer to this continuing study programme.
5. Within the faculty, the following transfers may be permitted, among others:
 - a) exchange of the main and secondary study plans of a combined study programme,
 - b) a change of study programme within the same field of education,
 - c) a change of study programme in cases where a student or a person with interrupted studies cannot continue their initial study programme due to permanent loss of medical fitness to study.
6. Transfers between UJEP faculties may be permitted, among other things, for the following:
 - a) exchange of the main and secondary study plans of combined studies,
 - b) a change of study programme in cases where a student or a person whose studies have been interrupted is unable to continue in their initial study programme due to permanent loss of health fitness for study.
7. Transfer is not permitted:
 - a) within a study programme implemented by several UJEP faculties,
 - b) if disciplinary proceedings are being conducted against the student.
8. If the dean of the faculty offering the continuing study programme approves the transfer request, they shall also decide on the recognition of the study obligations fulfilled by the student or person with interrupted studies within the initial study programme and on their placement in the relevant semester and year of study in the continuing study programme. At the same time, he or she may extend the deadlines for fulfilling the

¹⁴ Section 56(1)(a) of the Act.

¹⁵ Section 54b(6) of the Act.

conditions for progression to the next year of study in accordance with Article 11(4) to (6). The maximum duration of study shall not be extended¹⁶.

9. Paragraphs 1 and 2, second sentence, shall apply *mutatis mutandis* to decisions on changes in the form of study.

Article 17 **Recognition of fulfilment of study obligations**

1. A student may request recognition of the completion of a subject or module of subjects prescribed by the study plan. The dean may grant such a request if a similar study obligation has been fulfilled
 - a) in study programmes implemented at UJEP, at the same or other faculties of UJEP, at another higher education institution in the Czech Republic or abroad,
 - b) in lifelong learning programmes implemented as part of study programmes or within the field of education for which the relevant higher education institution has institutional accreditation, whereby the student may obtain a maximum of 60% of the credits required for the successful completion of their studies through such recognition,
 - c) in an accredited educational programme at a higher vocational school, or
 - d) as a state or internationally recognised foreign language examination.
2. A student sent abroad by UJEP to study is recognised as having completed a subject or module of subjects prescribed by the study plan if a similar study obligation was fulfilled as part of this foreign study in accordance with the study agreement. The procedure for administering this recognition is set out in the Rector's guidelines.
3. The dean will not grant the request if the student applies for recognition of the state final examination or part thereof.
4. The faculty may modify other conditions for the recognition of the fulfilment of study obligations in its internal regulations.

PART THREE **STUDY IN DOCTORAL STUDY PROGRAMMES**

Article 18 **Study plans**

1. In doctoral study programmes, the sequence of subjects and their modules in terms of time and content is determined by each student's individual study plan.
2. In accordance with the accreditation or authorisation to implement a doctoral study programme, the fulfilment of the individual study plan may be determined by a credit system based on the principles of the European Credit Transfer System (ECTS). In such a case, the recommended annual study plan is evaluated at 60 credits, and the number of credits assigned to each subject expresses the average study load necessary for its successful completion in accordance with the principles of ECTS.

Article 19 **Field Council**

1. A field council is established for each doctoral study programme, which monitors and evaluates study in that programme.
2. The chair of the programme board is the guarantor of the doctoral study programme. His or her appointment and dismissal by the dean, as well as his or her powers, authority and responsibilities, are determined by Article 18 of the UJEP Statutes and, within its limits, also by these study and examination regulations.
3. The members of the field council are appointed by the dean for a period of five years, based on a proposal by the guarantor of the doctoral study programme and after consultation with the scientific or artistic council of the faculty.

¹⁶ Section 54b(3) of the Act.

4. The function of a member of the field council shall expire:
 - a) upon expiry of the term for which they were appointed,
 - b) on the date of delivery of a written statement of resignation to the dean,
 - c) on the date of dismissal by the dean after prior consultation with the guarantor of the doctoral study programme and the scientific or artistic council of the faculty, in the case of a doctoral study programme carried out in cooperation with another institution in accordance with a concluded agreement,
 - d) on the date on which the accreditation of the doctoral study programme expired or on which the authorisation to implement the doctoral study programme expired.
5. The field council shall, in particular:
 - a) proposes to the dean the composition of examination boards for entrance examinations,
 - b) proposes student supervisors to the dean,
 - c) determines the requirements for individual study plans and dissertations,
 - d) approves the student's individual study plan, including the topic of their dissertation, at the supervisor's suggestion,
 - e) approves changes to the student's individual study plan at the suggestion of the supervisor or at the student's request,
 - f) proposes a student consultant to the dean at the supervisor's suggestion,
 - g) regularly, at least once a year, discusses and evaluates the fulfilment of the student's individual study plan,
 - h) based on the conclusions of the evaluation, proposes to the dean students for the award of a special scholarship and, if necessary, students for the reduction, withdrawal or non-award of a doctoral scholarship,
 - i) proposes to the dean the composition of the examination board for the student's final state examination and the opponents of his/her dissertation,
 - j) proposes to the dean the date of the student's final state examination,
 - k) comments on the student's request to change the form of study,
 - l) proposes to the dean to initiate proceedings for the termination of a student's studies in accordance with Section 56(1)(b) of the Act.
6. As part of its other activities, the field council approves proposals for additional conditions for admission to doctoral study programmes, in particular the form and general content of the entrance examination, the criteria for its evaluation, any requirements for the applicant's medical fitness, and the maximum number of applicants to be admitted. Similarly, it also approves any proposal for different conditions for admission pursuant to Section 49(3) of the Act.
7. The proposed content of the entrance examination pursuant to paragraph 6 usually includes a professional discussion, which, based on evidence of the applicant's own creative work (in particular, diploma theses, publications), will enable an assessment of their aptitude for independent creative work in the field and their ability to communicate in at least one world language.
8. The field council shall assess the documentation of the creative and pedagogical activities of each supervisor proposed for the first time.
9. The subject area board shall be governed in its activities by the law, valid accreditation or authorisation to implement a doctoral study programme, these study and examination regulations, and furthermore:
 - a) in the case of the activities referred to in paragraph 5(b), the Rector's directive regulating the standards for supervisors and the Dean's directive specifying the requirements for the supervision of dissertations,
 - b) in the case of activities referred to in paragraph 5(h), the UJEP Scholarship Regulations,
 - c) in the case of activities referred to in paragraph 6, also Articles 20 to 22 of the UJEP Statutes.
10. The chair of the field council is responsible for its activities.

Article 20
Supervisor and consultant

1. The supervisor is appointed and dismissed by the dean on the recommendation of the field council.
2. The supervisor is responsible for the professional guidance of the student, with an emphasis on ensuring the quality of the dissertation.
3. In particular, the supervisor:
 - a) cooperates with the student in preparing a draft individual study plan, including a proposal for the topic of the dissertation, and submits the final draft to the programme board for approval;
 - b) continuously monitors the fulfilment of the student's study obligations and provides them with consultations,
 - c) methodically supervises the preparation of the student's dissertation,
 - d) may propose a consultant for the student to the programme board,
 - e) regularly, at least once a year, evaluates the fulfilment of the student's individual study plan and submits the resulting evaluation report to the programme board for discussion; at the same time, he or she may submit a proposal to the programme board to change the student's individual study plan,
 - f) comments on the student's request to change the individual study plan,
 - g) in cooperation with the programme board, prepares a proposal for the possible reduction, withdrawal or non-award of a doctoral scholarship,
 - h) comments on the student's request to change the form of study.
4. In their activities, supervisors are governed by the law, valid accreditation or authorisation to implement doctoral study programmes, these study and examination regulations, and other internal regulations and standards of the UJEP, including the supervisor standard issued by the rector's directive.
5. A change in the person of the supervisor is proposed to the dean by the field council on the basis of an evaluation of the fulfilment of the student's individual study plan by the field council, at the suggestion of the supervisor, at the request of the student, or due to the inactivity of the supervisor.
6. If the person appointed as supervisor fails to fulfil their duties, the dean shall dismiss them at the proposal of the programme board and, without undue delay, appoint a new supervisor for the student at the proposal of the programme board. If necessary due to the risk of delay, the chair of the programme board shall perform the duties of supervisor to the extent necessary until the situation is remedied.
7. The consultant supplements the professional activities of the supervisor and provides the part of the student's professional guidance agreed upon with the supervisor.
8. The consultant is appointed and dismissed by the dean on the recommendation of the subject area board; paragraph 5 applies mutatis mutandis to changes in the person of the consultant. In the event of the dismissal of a consultant, a new consultant need not be appointed for the student.

Article 21
Individual study plan of the student

1. The doctoral study programme is conducted according to an individual study plan under the supervision of a supervisor and, where appropriate, with the participation of a consultant. The individual study plan is proposed by the supervisor after consultation with the student and approved by the programme board. The plan is binding on all parties involved.
2. The individual study plan must be drawn up for the student at the beginning of their studies in such a way as to enable them to complete their studies within the standard period of study. Depending on the student's progress in their studies, it may be changed by the subject area board during the evaluation of its fulfilment. Changes to the individual study plan are discussed and approved in the same way as the initial individual study plan; this does not apply if the change is requested by the student, in which case paragraph 5 applies.
3. The individual study plan specifies the following for the student:
 - a) the topic of the dissertation, together with a specification of the specific activities for its preparation,
 - b) the subjects with forms of assessment and their modules, which the student is required to complete,
 - c) the study schedule set in accordance with paragraph 2 and, in the case of the credit system, also in

accordance with Article 18(2).

4. The subjects specified in the individual study plan pursuant to paragraph 3(b) include:
 - a) subjects with teaching (lectures, seminars or guided independent study with consultations),
 - b) subjects related to the student's creative activity, in particular the publication of creative results, study stays and internships at other workplaces in the Czech Republic and abroad, involvement in scientific and research projects, participation in professional conferences, seminars, summer schools, etc.,
 - c) any other subjects arising from the specific requirements of the doctoral study programme in accordance with the valid accreditation or authorisation to implement the doctoral study programme, including subjects related to the development of the student's teaching skills.
5. The student has the right to request a change to their individual study plan; the change is approved by the subject area board based on the supervisor's opinion.

Article 22 Student study obligations

1. When studying a doctoral study programme, the student's study obligations are:
 - a) successfully complete the compulsory subjects and compulsory modules specified in the student's individual study plan (Article 23),
 - b) to fulfil the conditions of study set out in the student's individual study plan (Article 24),
 - c) successfully pass the final state examination (Articles 25 and 26).
2. The basis for checking the fulfilment of study obligations is:
 - a) in the case of obligations under paragraph 1(a) and (c), the study results recorded in the STAG system,
 - b) in the case of obligations under paragraph 1(b), the assessment of the fulfilment of the student's individual study plan by the field council.
3. Another obligation of the student related to the organisation of studies is the obligation to prepare, within the deadline set by the dean, a written document for the evaluation of the fulfilment of the individual study plan by the supervisor.

Article 23 Assessment of study subjects

1. A subject is successfully completed by passing the assessment of the subject. The forms of subject assessment are a credit or an examination.
2. In the case of subject assessment by means of a credit, the following applies:
 - a) the student has the right to take credits in the academic year only from subjects that have been approved for that year in their individual study plan,
 - b) if the programme board so decides, the credit may be taken before a committee,
 - c) for subjects with teaching, the student is entitled to one retake in one academic year and two retakes in total during the entire course of study, always within the deadlines set for this credit,
 - d) Credits are assessed as follows: passed – failed.
 - e) if a student is unable to attend the credit assessment for serious reasons, they are obliged to excuse themselves to the teacher or chair of the committee within 5 days of the credit assessment date. If a student fails to attend without an excuse, or if their excuse is deemed unjustified, they will be graded as not passed. The lecturer or the chair of the committee will decide on the validity of the excuse.
 - f) Credits awarded are recorded in the STAG system.
3. In the case of assessment of a subject through an examination, the following applies:
 - a) a student has the right to take examinations in the academic year only in subjects that have been approved for that year in their individual study plan,
 - b) if the departmental board so decides, the examination may be held before a committee,
 - c) exam dates are usually announced during the exam period, but may also be announced at other times during the academic year; if this period coincides with holidays, the exam is subject to the student's consent,

- d) For courses with instruction, students are entitled to one resit date per academic year and a total of two resit dates during their entire studies, always within the dates scheduled for that examination; no special resit dates are permitted.
 - e) Exams are graded as pass/fail.
 - f) If a student is unable to attend an examination for serious reasons, they are required to notify the examiner or the chair of the examination board within 5 days of the examination date. If a student fails to attend without an excuse, or if their excuse is deemed unjustified, they will be assessed as if they had failed the examination. The examiner or the chair of the examination board will decide on the validity of the excuse.
 - g) and the exam results are recorded in the STAG system.
- 4. The awarding or non-awarding of credits is recorded in the STAG system by the lecturer or the chair of the committee, and the exam result is recorded by the examiner or the chair of the committee. Instead of them, another faculty employee authorised by the dean may also make the entry in the STAG system.
 - 5. In doctoral study programmes that use a credit system, students earn credits assigned to specific courses upon completion of the courses specified in their individual study plans.
 - 6. If a student seriously disrupts the proper conduct of a credit or examination, they are classified as not credited for the credit and as failing the examination. Gross violations of the rules during an examination or when fulfilling the requirements for a credit, such as unauthorised manipulation of a written test, examination questions, use of unauthorised materials, information or aids, including mobile communication devices, constitute a disciplinary offence within the meaning of Section 64 of the Act.

Article 24

Evaluation of the fulfilment of the individual study plan

- 1. The fulfilment of the individual study plan is subject to regular assessment, which must be carried out at least once a year. The dates related to the organisation of the assessment are set by the dean.
- 2. The following applies to the organisation of the evaluation pursuant to paragraph 1:
 - a) in accordance with Article 22(3), the student shall submit to the supervisor a written document for the regular evaluation of the fulfilment of the individual study plan by the supervisor,
 - b) based on the written documentation submitted by the student and in accordance with Article 20(3)(e), the supervisor shall submit an evaluation report on the fulfilment of the student's individual study plan to the subject area board,
 - c) based on the evaluation report submitted by the supervisor and in accordance with Article 19(5)(g), the programme board discusses and evaluates the fulfilment of the student's individual study plan.
- 3. The conclusion of the evaluation is a statement by the programme board that the student
 - a) is fulfilling the individual study plan, or
 - b) is not fulfilling certain study obligations arising from his or her individual study plan, or
 - c) is seriously failing to fulfil the study obligations arising from his or her individual study plan.
- 4. If the evaluation shows that the student is seriously failing to fulfil their study obligations, the programme board may propose to the dean:
 - a) to reduce, withdraw or not award the student a doctoral scholarship; in this matter, it shall be governed by Article 11 of the UJEP Scholarship Regulations,
 - b) initiate proceedings to terminate the student's studies in accordance with Section 56(1)(b) of the Act.
- 5. The conclusion of the evaluation pursuant to paragraph 3 and the proposals of the programme board pursuant to paragraph 4 shall be signed by the chair of the programme board on behalf of the programme board.

Article 25

Dissertation and its reviews

- 1. A dissertation is a professional output of the student's independent creative work.
- 2. The dissertation shall be written in the language in which the doctoral study programme is conducted, or in another language if required by the study programme. It is always permissible to write it in English, unless the requirements of the study programme exclude this.

3. The dissertation is submitted for review to two opponents, at least one of whom must be from outside the UJEP. Opponents of the dissertation are appointed and dismissed by the dean on the recommendation of the field council.
4. Opponents must be distinguished experts in the relevant field of science. The student's supervisor or consultant, or persons who participated in the preparation of the dissertation or part thereof as co-authors, cannot be appointed as opponents. Nor can a person who is the student's direct superior be appointed as an opponent. All opponents may not be employees or employers of the same legal entity.
5. The reviews of the dissertation opponents are written in the language in which the doctoral study programme is conducted or in the language in which the dissertation is written.
6. If the opponent does not prepare the review within two months of the date of appointment, the dean shall, at the proposal of the subject area board, dismiss the opponent and, without undue delay, appoint a new opponent to the student at the proposal of the subject area board.
7. The supervisor also prepares a review of the dissertation.
8. The reviews of the opponents and the supervisor must be made available to the chair and members of the examination committee, as well as to the student, at least 15 days before the date of the student's final state examination.

Article 26 **State final examination**

1. In doctoral study programmes, the state final examination consists of the defence of a dissertation¹⁷.
2. The state final examination is held before an examination board. Only professors, associate professors, extraordinary professors and experts approved by the relevant scientific or artistic council have the right to examine at the state final examination. The Ministry of Education, Youth and Sports may appoint additional members of the examination board from among leading experts in the field¹⁸.
3. The examination board shall have at least five members, i.e. it shall consist of a chair, a vice-chair and at least three members, at least two of whom must be from outside the UJEP. The positions of chair and vice-chair of the committee are incompatible with the positions of supervisor, consultant and opponent of the student's dissertation. The student's supervisor is usually also a member of the examination committee. The chair is responsible for the activities of the examination committee. In the absence of the chair, the vice-chair assumes his or her rights and duties.
4. The student must take the state final examination no later than the time remaining until the maximum duration of study.
5. Students may register for the state final examination after completing all the compulsory subjects and modules specified in their individual study plan. In the case of the credit system, students must also obtain at least the number of credits corresponding to sixty times the number of years of the standard period of study, reduced by the number of credits assigned to the state final examination.
6. Students take the state final examination on the date set by the dean on the recommendation of the programme board. If a student is unable to attend the state final examination for serious reasons, they are required to submit a written excuse to the dean no later than 5 days after the date of the state final examination. If the dean finds the excuse justified, he or she shall, at the suggestion of the subject area board, set an alternative date for the student to take the state final examination. If the student fails to attend without excuse or if the excuse is found to be unjustified, he or she shall be assessed as if he or she had failed the state final examination.
7. If at least one review does not recommend the dissertation for defence, the student may withdraw from the defence of such a dissertation. The student is obliged to notify the dean in writing of their withdrawal from the defence of the dissertation, no later than before the date of the relevant state final examination.
8. A student who withdraws from the defence of their dissertation is assessed as if they had failed the state final examination. Such a student has the right to revise the text of their dissertation and defend it in its new form during the retake period of the state final examination.
9. The state final examination requires the presence of the chair or vice-chair and at least two-thirds of the members of the examination committee, including the chair and vice-chair. The course and announcement of

¹⁷ Section 47(4) of the Act.

¹⁸ Section 53(3) of the Act.

- the results of the state final examination are public, but the proceedings of the examination committee are not.
10. During the state final examination, the student shall present the basic theses of their dissertation and the results achieved, listen to the reviews of the opponents and supervisors, with which they have been familiarised in advance, and respond to them. Anyone present may participate in the discussion of the dissertation.
 11. The state final examination is graded: passed/failed. The examination committee decides on the grading of the state final examination in a closed session after deliberation by vote. If requested by the chair, vice-chair or any member of the committee present, the vote shall be secret. The examination committee decides by a majority of the votes of those present; no one may abstain from voting. In the event of a tie, the chair of the committee has the casting vote; in his or her absence, the vice-chair has the casting vote.
 12. If a student fails the state final examination, they may retake it after completing their dissertation. The state final examination may only be retaken once, at the earliest six months and at the latest one year after the date of the unsuccessful examination. No extraordinary retake date for the state final examination is permitted.
 13. If a student fails to take the state final examination even on the retake date, proceedings to terminate their studies shall be initiated in accordance with Section 56(1)(b) of the Act.
 14. A written report on the state final examination shall be signed by all members of the examination board present, and this report shall then be filed in the student's documentation. An electronic version of the record of the course and result of the defence shall be entered into the STAG system.
 15. The study department of the relevant faculty or another department authorised by the dean shall ensure that the classification of the state final examination is entered into the STAG system.
 16. If it is found that the dissertation violates the basic principles of independent work ethics (in particular, the intentional unauthorised use of another person's work in gross violation of the legal regulations governing the protection of intellectual property under Section 47c(2) of the Act, or the work having been written by another person), a proposal to initiate disciplinary proceedings will be submitted. The defence of such a thesis shall not be permitted.
 17. For gross violations of the proper conduct of the state final examination, the provisions of Article 23(6) shall apply *mutatis mutandis*.

Article 27 **Interruption of studies**

1. The dean shall decide on the interruption of studies at the request of the student or *ex officio*.
2. The provisions of Article 14(2) to (5), (7) to (11) and (13) shall apply *mutatis mutandis* to decisions on the interruption of studies.
3. The provisions of Article 4(2) to (4) shall apply *mutatis mutandis* to re-enrolment in studies. Proceedings to terminate studies shall be initiated against a person whose right to re-enrol in studies has expired in accordance with Section 56(1)(b) of the Act and Article 28(3)(a).

Article 28 **Termination of studies**

1. Studies shall be duly terminated pursuant to Section 55(1) of the Act by completing the relevant study programme. The date of termination of studies in a doctoral study programme shall be the date on which the final state examination was taken.
2. Studies are also terminated:
 - a) by discontinuing their studies¹⁹,
 - b) if the student fails to meet the requirements of the study programme in accordance with these study and examination regulations²⁰,
 - c) other ways listed in Section 56(1)(d) to (h) of the Act.
3. Failure to meet the requirements of the study programme in accordance with these study and examination regulations means:

¹⁹ Section 56(1)(a) of the Act.

²⁰ Section 56(1)(b) of the Act.

- a) failure to re-enrol in the study programme within the deadline specified in Article 27(3) if the person whose study programme has been interrupted does not provide a written excuse within five days of this deadline or their excuse is not accepted, or on the alternative deadline pursuant to Article 27(3) if such an alternative deadline has been set,
 - b) failure to comply with the individual study plan, for which the field council pursuant to Article 19(5)(1) proposes to the dean to initiate proceedings to terminate the student's studies,
 - c) exceeding the maximum period of study pursuant to Article 2(4),
 - d) failure to meet the requirements of the subject examination even in the third term of its conduct pursuant to Article 23(2)(c) or Article 23(3)(d),
 - e) failure to meet the requirements of the state final examination even in the retake period pursuant to Article 26(13).
4. When assessing the deadlines under paragraph 3(c), the period between enrolment and the start date of the first teaching period in the student's studies is not included in the total length of study compared to the maximum length of study under Article 2(4), provided that enrolment preceded this date.
 5. A student may discontinue their studies in the relevant study programme at any time²¹. In such a case, the student shall deliver a written statement of discontinuation of studies to the faculty at which they are enrolled.
 6. The date of termination pursuant to paragraph 2(a) is the date of delivery of the student's written statement of withdrawal from studies.
 7. The date of termination of studies pursuant to paragraph 2(b) is the date on which the relevant decision becomes final. A decision is final if it has been notified and can no longer be appealed. The decision becomes final on the day after the deadline for filing an appeal has expired without result, or on the day on which the student has waived his or her right to appeal in writing, or on the day on which the rector's decision was notified to him or her.

Article 29

Transfers between study programmes and changes in the form of study

1. Transfers between doctoral study programmes are not permitted.
2. Article 16(1) and (2), second sentence, shall apply *mutatis mutandis* to decisions on changes in the form of study.

PART FOUR COMMON PROVISIONS

Article 30

Special provisions on the course of study

1. If a student requests the dean in writing to extend the deadlines for fulfilling her study obligations by the period during which she would otherwise be on maternity leave, provided that she does not interrupt her studies during this period, the dean shall grant this request²².
2. The period for which maternity leave would otherwise have been taken shall not be included in the deadlines decisive for the assessment of the course of study pursuant to Article 15(3)(c), (e) to (g) and Article 28(3)(c) and the fulfilment of the study schedule set out in Article 21(3)(c).
3. Provided that the student does not interrupt their studies during maternity leave, the dean may extend the deadline for fulfilling study obligations by up to one year; paragraph 2 shall apply *mutatis mutandis*.
4. The student shall have the right to interrupt their studies for the period that would otherwise be the duration of maternity or parental leave in the event of the birth of a child or the taking of a child into foster care on the basis of a decision of the competent authority under the Civil Code or legislation governing state social support (hereinafter referred to as the "recognised period of parenthood")²³.
5. The period of interruption of studies pursuant to paragraph 4 shall not be included in the total period of interruption of studies or in the maximum period of studies²⁴.

²¹ Section 56(1)(a) of the Act.

²² Section 54a(1) of the Act.

²³ Section 54(2) of the Act.

²⁴ Section 54(3) of the Act.

6. Due to pregnancy or childcare, students have the right to repeatedly change the date of an examination²⁵, namely:
 - a) in a bachelor's or master's study programme within the dates announced for the given academic year or when re-enrolling in a course,
 - b) in a doctoral study programme within the dates announced for the given academic year or on the basis of a change to the student's individual study plan approved by the subject area board.
7. A student who submits to the faculty a confirmation that he or she is a sports representative of the Czech Republic in a particular sport, issued by a sports organisation representing that sport in the Czech Republic, is entitled to adjustments to the course of study that will enable the student to participate in representation and necessary preparation²⁶. This adjustment may take the form of:
 - a) adjusting the extent of the student's participation in the form of teaching, where, in accordance with Article 7(7) and (8), participation to a predetermined extent is a condition for successful completion of the course,
 - b) enabling an alternative method of fulfilling the requirements for the assessment of the course in accordance with Article 7(9),
 - c) adjustment of the deadlines for progression to the next year of study in accordance with Article 11(4) to (6) or to the second semester of study in accordance with Article 11(3),
 - d) adjusting the deadlines resulting from the study schedule in accordance with Article 21(3)(c).
8. The final adjustment of the course of study shall be decided by the dean in accordance with paragraph 7. The maximum duration of study shall not be extended.

Article 31

Records of recognised parental leave

1. Recognised parental leave²⁷ is recorded exclusively on the basis of a written notification submitted by the student to the faculty, accompanied by documents proving the birth of a child or the transfer of a child into foster care on the basis of a decision by the competent authority in accordance with the Civil Code or legal regulations governing state social support.
2. The student is obliged to inform the faculty immediately of any changes that may affect the record of recognised parental leave.

Article 32

Access to final theses and dissertations

1. In accordance with special legal regulations²⁸, a final thesis submitted for defence be made available for public inspection at least five working days before the defence takes place at the UJEP workplace where the defence of the final thesis will take place. In the case of works of art, these will be made available to the public at the place of their exhibition or other presentation.
2. The final thesis, for which the defence has taken place, including the opponents' reviews and records of the course and results of the defence, is made available to the public on a non-profit basis via the electronic database of final theses and in accordance with special legal regulations¹ in the public section of the UJEP website. By submitting their final thesis, the author agrees to make their final thesis available to the public in accordance with the law, regardless of the outcome of the defence; the conditions for postponing access are set out in Section 47b(4) of the Act.
3. Details of the disclosure of final theses, including opponents' reviews and records of the course and outcome of the defence, and details of the administration of their electronic database are set out in the Rector's Directive.
4. Paragraphs 1 to 3 shall apply mutatis mutandis to the disclosure of dissertations. Dissertations that have already been made available to the public in another manner shall not be published.

²⁵ Section 62(1)(j) of the Act.

²⁶ Section 54a(2) of the Act.

²⁷ Section 21(1)(f) of the Act.

²⁸ Act No. 121/2000 Coll., on copyright, rights related to copyright and on amendments to certain acts, as amended.

Article 33

Submission and delivery of documents

1. Students and persons with interrupted studies shall submit documents to UJEP in accordance with these study and examination regulations in electronic form via the STAG system. Such submissions shall be considered signed within the meaning of Section 69b of the Act and shall be delivered to UJEP upon confirmation via the STAG system. UJEP shall also accept submissions made in other forms, which shall then be recorded in the STAG system.
2. The delivery of documents to applicants, students and persons with interrupted studies is governed by Article 24 of the UJEP Statutes.
3. Unless the law contains special provisions, Act No. 500/2004 Coll., the Administrative Procedure Code, as amended (hereinafter referred to as the "Administrative Procedure Code"), shall apply to proceedings on appeals against decisions of the rector or dean in matters under these study and examination regulations.

Article 34

Transitional provisions

1. For the proper completion of studies by a student who has enrolled in a bachelor's or master's degree programme and whose first period of study within that programme began before 1 March 2025, the second and third sentences of Article 9(1) of the Study and Examination Regulations for Bachelor's and Master's Degree Programmes at Jan Evangelista Purkyně University in Ústí nad Labem, registered by the MEYS on 17 July 2017 under ref. no. MSMT-19435/2017, as amended prior to 1 March 2025. According to this article, the state final examination in a bachelor's study programme usually includes the defence of a bachelor's thesis. In master's study programmes, the state final examination includes the defence of a master's thesis.
2. For the proper completion of studies by a student who has enrolled in a doctoral study programme and whose first period of study within that programme began before 1 March 2025, the first sentence of Article 11(1) of the Study and Examination Regulations for Doctoral Study Programmes at Jan Evangelista Purkyně University in Ústí nad Labem, registered by the MEYS on 17 July 2017 under ref. no. MSMT-19435/2017, as amended prior to 1 March 2025. According to this article, doctoral study programmes shall be completed by a public defence of a dissertation, which is conditional upon the prior successful completion of a state doctoral examination. The defence of a dissertation is not part of the state doctoral examination.
3. Students and persons with interrupted studies may submit applications to UJEP in a manner other than that specified in Article 33(1) until 30 September 2027, in accordance with the administrative rules.

Article 35

Final provisions

1. The Study and Examination Regulations of the UJEP for study in bachelor's and master's study programmes at the Jan Evangelista Purkyně University in Ústí nad Labem, registered by the MEYS on 17 July 2017 under ref. no. MSMT-19435/2017, as amended, and the Study and Examination Regulations for doctoral study programmes at Jan Evangelista Purkyně University in Ústí nad Labem, registered by the MEYS on 17 July 2017 under ref. no. MSMT-19435/2017, as amended, are hereby repealed.
2. These Study and Examination Regulations were approved in accordance with Section 9(1)(b)(3) of the Act by the Academic Senate of UJEP on 26 November 2025.
3. These study and examination regulations shall enter into force pursuant to Section 36(4) of the Act on the date of registration by the MEYS.
4. These study and examination regulations shall take effect on 1 October 2026.

doc. RNDr. Jaroslav Koutský, Ph.D., v. r.
Rector