

The Code of Studies of the Faculty of Education, Trnava University in Trnava

The Academic Senate of the Faculty of Education of the Trnava University in Trnava (hereinafter as "the Academic Senate of the Faculty") has agreed under Section 27 (1) letter a) and under Section 33 (3) letter a) of Act No. 131/2002 Coll. on Universities and on change and amendment of certain acts, as amended (hereinafter as "Act") on 7 October 2010 on this Code of Studies of the Faculty of Education of the Trnava University in Trnava:

PART ONE

BASIC PROVISIONS

Article 1

Introductory Provisions

The Code of Studies of the Faculty of Education of the Trnava University in Trnava (hereinafter as "FoE") defines basic rights and duties of the participants of the education process and rules governing the study at the FoE.

PART TWO

RIGHTS AND DUTIES OF STUDENT

Article 2

Rights of the Student

- (1) The applicant admitted to the study becomes the student of FoE on the day of enrolment to the university study programme carried out on FoE.
- (2) The student has a right namely to:
 - a) study the study programme he/she has been admitted to,
 - b) create their plan of studies consistent with the study programme rules (Section 51 (4) letter g) of the Act on Universities),
 - c) Enrol in the following study programme part after having fulfilled duties/obligations given by the study programme and the Code of Studies,
 - d) while respecting the time and capacity limitations given by the Code of Studies, the study programme and the schedule of courses to choose the pace of the study, order of completing units of the study programme while maintaining their prescribed sequence and to choose the teacher for courses taught by more teachers,
 - e) apply for studies at other university even abroad within their study,
 - f) participate in research, development or artistic activities and other creative activities of the University,
 - g) to participate in development and activities of independent associations active on the campus (societies, unions, professional associations) in compliance with legal regulations,
 - h) at least once a year express their views on the quality of teaching and teachers by means of an anonymous questionnaire,

- i) express their views and comments on university education freely,
 - j) information and counselling services related to study and practice possibilities for graduates,
 - k) if the obligation to pay tuition due to concurrent study of two or more study programmes at the same degree of study applies to them, to decide in which study programme will they study for free in the respective academic year, if they are entitled to free university study (Section 92 of the Universities Act),
 - l) under the terms given in the study programme change their study programme within the same or similar field of study,
 - m) personal data protection.
- (3) General regulations on occupational health and safety apply to the student who participates in practical lessons or professional practice.

Article 3 Duties of the Student

- (1) Study duties of student arise from relevant study programme and the Code of Studies.
- (2) The student is obliged to observe internal regulations of the University and their amendments.
- (3) The student is obliged to observe the statutory ethical standards of quoting, paraphrasing and using texts of other authors, avoid plagiarism and other incorrect conduct in their seminar, semestral, grade-level, final and other works.
- (4) The student is further obliged to:
- a) protect and economically use the property, means and services of the university,
 - b) pay tuition and study-related fees in terms of Section 92 of the Universities Act and valid directive of TU and to truthfully provide facts important for their determination,
 - c) announce the faculty the address for delivery of documents as well as facts important for registration into the students register (Section 73 of the Universities Act),
 - d) show up in person to the written summons by the Chancellor, Dean or an employee of the university or faculty authorized by them to discuss issues concerning the course or end of student's study or in relation to student's rights and duties,
 - e) inform the faculty in writing about the study programme they will study for free during concurrent study, no later than on 30 September of the respective academic year,
 - f) create the enrolment sheet for the respective academic year or to adjust it in the academic information system (MAIS) within set dates (enrolment for courses, enrolment) and to pay attention to its actual content, accuracy and completeness,
 - g) monitor and check their MAIS account and pay attention to its compliance with other study documents and papers, to report possible irregularities and to request remedy with the competent employee,
 - h) provide FoE with necessary personal data required for admission, performance and completion of study.

PART THREE
STUDY AT FoE IN BACHELOR'S, MASTER'S AND PHD
STUDY PROGRAMME

Article 4
Admission Procedure and Admission Examination

- (1) The admission procedure is a process in which the applicant for bachelor's, master's or PhD study proves the fulfilment of set requirements for the study to become a student of the chosen study programme at FoE.
- (2) Basic requirements for admission to the study are defined by the Universities Act. The FoE can define further requirements for admission to the study of a respective study programme and methods of their assessment.
- (3) The admission procedure begins for the applicant with the delivery of their written application for study within the period given for filing the application for study. The application must be submitted on a prescribed form, signed by the applicant. Proof of payment of admission procedure fee is part of the application.
- (4) The FoE enables to register the application for study also in electronic form through the academic information system. The applicant with registered electronic application is obliged to submit within given period also the printed and in his/her own hand signed application, registered in the system, together with attachment and the proof of payment of the admission procedure fee.
- (5) The applicant can file application for more study programmes at the FoE. The applicant is obliged to present for each study programme an individual application with attachments and the proof of payment of admission procedure fee for every study programme.
- (6) Should the application not contain all required information and attachments, it will be discarded from the admission procedure.
- (7) The FoE may set further requirements for admission to study at individual study programmes to ensure that applicants with required skills and qualifications are admitted to the study. Admission examination may also be part of further requirements.
- (8) FoE shall determine the form and contents of the admission examination.
- (9) The admission examination takes place on a given date. Providing the applicant is not able to take part in the admission examination for serious reason, the Dean may set a substitute date of admission examination on the basis of applicant's written request. The Dean of the FoE may in a well-founded case cancel the admission examination in a given study programme.

Article 5
Decision on Admission

- (1) The Dean of the FoE decides on admission to study on the basis of proposal of the admission committee whose members are appointed by the Dean of the FoE.

- (2) The decision on the result of admission procedure shall be issued in writing within 30 days after verification of meeting the requirements for study.
- (3) Act No. 71/1967 Coll. on administrative procedure (Code of Administrative Procedure) does not apply to decision on admission.

Article 6

Enrolment to study and enrolment for courses

- (1) The right to enrol to study arises to the applicant on the moment of announcement of admission to study. The FoE shall set and announce the date, place and method of enrolment to the admitted applicant.
- (2) The applicant's right to enrol to study under paragraph 1) shall cease to exist when the applicant responds negatively to the question of the FoE whether he/she will enrol to the study or fails to answer until the set date.
- (3) The applicant for study becomes a student of the FoE on the day of enrolment.
- (4) The student is obliged to perform enrolment for courses of the prescribed study programme for the next period of study (with the exception of first years of bachelor's and master's study) prior to the commencement of each academic year.
- (5) The student can ask the study counsellor for deletion of enrolled courses or for enrolment of new course for the respective academic year in the MAIS system within the period set in the academic year schedule.
- (6) The enrolment to next years is performed electronically after submission of a sworn affidavit, list of completed courses and grades from the MAIS system, proof of payment of extension stamp. The student is obliged to submit the above mentioned requirements to the faculty's student affairs office within the period set in the schedule for respective academic year. Should the student fail to meet the prescribed requirements within the set period, it is considered to be the student's application for abandonment of study.

Article 7

Levels, Forms and Standard Length of Study at the FoE

- (1) The FoE provides university education in the bachelor's study programme as the first degree of university education, in the master's study programme as the second degree of university education and in the PhD study programme as the third degree of university education.
- (2) The FoE may provide study programmes in cooperation with other faculties of the Trnava University in Trnava as well as with other universities on the basis of agreement on joint study programmes.
- (3) The university study is carried out through accredited study programmes listed and published by the faculty as stated by the Universities Act.

- (4) The study programmes take place in a full-time and part-time form of study. The full-time and part-time form of study is carried out through attendance method or distance method or through combination thereof.
- (5) The full-time form of study is defined by student's daily participation on education activities. In case of study programmes of first and second degree, teaching with direct contact between the university teacher and the student to the extent of a minimum of 18 hours a week in the part of academic year in which the teaching takes place is required.
- (6) The standard length of study is stated on the accreditation file of the study programme. The standard length of study at FoE is 3 years for the bachelor's study programme, 2 years for the master's study programme, 3 years for the PhD study programme in full-time form and 5 years for the PhD study programme in part-time form.
- (7) Study according to study programme cannot exceed its standard length by more than two years.

Article 8 Academic Year and Its Organisation

- (1) The academic year begins on September 1 of a regular year and ends on August 31 of the following year.
- (2) The schedule of the academic year is established by the Chancellor of the Trnava University in Trnava.
- (3) The academic year is divided into winter and summer term. Each term consists of a teaching part and an examination period. Teaching in each semester lasts a minimum of 12 and maximum of 15 weeks. The Dean may modify the teaching schedule in the last term of the study. The examination period lasts a minimum of 4 weeks and follows after the end of respective teaching period of given term.
- (4) The student is obliged to perform enrolment for courses of the prescribed study programme for the next period of study prior the commencement of each academic year. This provision shall not apply to newly admitted applicants.
- (5) The schedule for course enrolment shall be set by FoE.

Article 9 Credit System of the Study

- (1) The university education at the FoE is based on the credit system of study in terms of Decree of the Ministry of Education of the Slovak Republic No. 614/2002 Coll., on the credit system.
- (2) The total amount of credits necessary for a due end of the bachelor's study is 180 credits, 120 credits for a due end of master's study and 180 credits for a due end of PhD study.

- (3) The obligation for advancement into next year of study of the bachelor's and master's study student is to acquire a minimum of 40 credits for the previous year of study. Should the student acquire less than 40 credits within a year of study and less than 20 credits for the winter term, he/she shall be expelled from the study for failure to meet requirements arising from the Code of Studies. This requirement shall not apply to students of the last year of study.
- (4) The student shall acquire credits in the composition as set out in the study programme.
- (5) It is possible to acquire credits only once for a given course within one study programme.
- (6) Should the student complete a part of the study at a different faculty or at another university in the Slovak Republic or abroad, the acquired credits are counted on the basis of the result statement, produced by the faculty or university where he/she acquired them.
- (7) Rules for credit cumulation in the PhD study are governed by the directive on PhD study at the FoE.

Article 10 Study Programme Units, Study Plans

- (1) The study programme is divided into courses; a course consists of a study programme unit or group of study programme units aimed at provision of education in the defined area.
- (2) Graduation thesis is also deemed a course.
- (3) State examination is not deemed a course.
- (4) Each course takes/lasts one term. It is defined by its code and name. Basic information about the nature of the course, credit and hour allocation, guarantor and implementor, about requirements for its enrolment, completion and assessment, goals, content and recommended literature are shown in the course information sheet. The guarantor of each course is responsible for updating the course information sheet prior to the commencement of each term.
- (5) Courses included in the study programme are divided as follows:
 - a) Compulsory courses – their successful accomplishment is a prerequisite for a part or a whole study programme successful accomplishment.
 - b) Elective courses,
 - c) Optional courses - other courses the student can enrol for to complement his/her study and to acquire sufficient amount of credits in a given part of the study. Optional courses shall mean all courses of other study programmes of the given study degree, taught at the FoE. The student can enrol for optional courses also through other courses at TU faculties, and their enrolment is subject to approval of the Deans of respective TU faculties.
- (6) Courses included into the study programme are divided according to sequence as follows:

- a) courses without a sequence - enrolment for such course is not conditioned by completion of another course (a prerequisite),
 - b) courses conditioned by successful completion of other courses.
- (7) On the basis of the study programme a recommended study plan is compiled, which determines time and content sequence of study programme units and the form of study results assessment. It is compiled in a way that through its completion the student could meet requirements for successful completion of study within standard length of study corresponding to the study programme.
- (8) The student compiles the study plan according to the rules of the Code of Studies and the study programme. The student cooperates with the study counsellor during compilation of the study plan.
- (9) The student counsellor provides counselling services to students during compilation of the study plan.
- (10) The Dean of FoE appoints and recalls the study counsellor from among university teachers for each study programme.
- (11) In all forms of studies the student is obliged to complete study programme units he/she enrolled for, for the respective period of study. Non-attendance in study programme units without excuse is assessed as failure to meet requirements for successful completion of respective course.
- (12) The teacher may excuse student's absence in study programme units for health or other serious reasons which the student will support with documents by providing them to the teacher.
- (13) Teaching of study programme units is conducted according to the schedule of courses, which is published on the faculty's website prior to the commencement of each semester.

Article 11

Recording, Checking and Assessing of Study Results

- (1) The assessment of student's study results within the study is organised mainly by:
- a) continuous checking of study results during the teaching part of given study period,
 - b) final checking of study results during the examination period of the study,
 - c) overall assessment of study results consisting of summary of continuous and final checking.
- (2) The actual checking method as well as dates of the continuous checking shall be determined by teachers after the agreement with students in the first week of semester. The continuous checking of study results must be finished by the student as well as the teacher within 5 business days after the end of respective semester.
- (3) Assessment of learning outcomes is carried out using grading scale consisting of the following six marks:
- A – excellent (excellent results) = 1,

B – very good (above-average results) = 1.5
C – good (average results) = 2,
D – satisfactory (acceptable results) = 2.5,
E – sufficient (results meeting minimum criteria) = 3,
FX – insufficient (additional work is required) = 4.

- (4) The course is completed successfully if the student obtained grades A to E. The student shall acquire credits for successfully completed course only. Should the student fail to have the course graded within the A - E scale in the MAIS system by the date set by the schedule for completion of study results recording, the respective course is graded with the FX grade.
- (5) The student is graded with FX if:
 - a) he/she registered for the examination, did not appear to take or within 3 business days failed to excuse himself/herself in writing to the teacher or the teacher did not accept reasons of his/her non-attendance,
 - b) he/she withdrew from the examination,
 - c) he/she was expelled from the examination by the teacher,
 - d) he/she failed to meet requirements for passing the examination
 - e) he/she failed to acquire grades A - E within the period set by the schedule.
- (6) The student graded with FX grade is entitled to two resits.
- (7) Should the student obtain the FX grade also in the second resit, he/she failed to complete the compulsory course successfully and he/she is entitled to enrol for it once again in the next period of study at the beginning of the academic year. Should the student fail to be graded with at least the E grade in the first resit of the re-enrolled course, he/she shall be expelled from the study.
- (8) The elective course enrolled for but not completed successfully can be enrolled for once again during the study, or any other course out of the elective courses can be chosen instead.
- (9) The student is expelled from the study after the second failed attempt to complete the chosen elective course.
- (10) Optional course enrolled for but not completed successfully can be enrolled for once again during the study, or any other course out of the optional courses can be chosen instead.
- (11) Providing the student achieves required number of credits, he/she does not have to enrol for any elective course.
- (12) The examiner is obliged to announce sufficient number of dates so that they were adequately distributed during the examination period, so they will take into account the number of students and so there were at least two for the ordinary examination date. The examination dates are announced by the examiner by means of the academic information system in the last week of the teaching period.

- (13) The final assessment shall take place in the examination period of the semester in which the student completed the course.
- (14) The student is obliged to register for examination using the academic information system.
- (15) The examiner records the results of the final or overall assessment into the academic information system within 5 business days after the examination.
- (16) The student is obliged to check the correctness and completeness of results recorded in the academic information system no later than during the first week after the examination period of given semester. In case of any discrepancies the student is obliged to contact the respective teacher in order to remove the existing discrepancies.
- (17) Weighted study average is used for assessment of study results. Also courses graded with FX, which the student was not obliged to re-enrol for, count towards the average.
- (18) It is necessary for a successful completion of study that the student successfully completed all courses of the study plan, acquired the prescribed amount of credits, successfully passed the state examinations and defended the final thesis.
- (19) The student affairs office of the FoE performs the administrative control of study continuously after the end of the examination period of respective semester and after registration for the final state examination.

Article 12

Acknowledging the Courses, Credit and Marks Transfer

- (1) The student may apply for acknowledgement of completed courses and transfer of credits from the previous study, if no more than 5 years passed since the acquisition thereof.
- (2) The completed courses may be acknowledged if they are part of the respective study programme as compulsory or elective courses and were graded with the A to E marks or with equivalent thereto.
- (3) Credits acquired for successfully completed courses in the previous degree of study cannot be acknowledged in the master's and PhD study.
- (4) Should the number of credits of the acknowledged courses differ from the number of credits of given course in the study programme the student is studying at the FoE, the number of credits set out in the FoE study programme the student is studying shall be awarded.
- (5) The student shall apply with the Dean of the FoE for acknowledgement of completed courses in writing by the end of September of the respective academic year. The student is obliged to attach syllabuses of the completed courses to the application, if needed. Students who completed identical courses at the FoE TU in the previous study shall submit to the heads of departments providing guarantee for individual courses the grading lists from the previous study from the MAIS system. Students, who completed courses in other institutions, must apply for acknowledgement on a prescribed form,

available at the FoE TU website, which they submit to the respective heads of departments.

- (6) The student shall submit, together with the application for acknowledgement of completed courses, the proof of payment of fee in terms of the directive in force.
- (7) The Dean of the FoE decides on recognition of completed courses on the basis of opinions of the heads of departments providing guarantee for respective courses. The Dean of the FoE shall issue a written decision that shall be sent to the student within 30 days.

Article 13 Suspending Studies

- (1) The studies of the study programme may be suspended upon the written application of the student.
- (2) Suspension of the studies is approved by the Dean of the FoE.
- (3) Studies may be suspended for one semester or its integral multiples. Studies may be suspended repeatedly.
- (4) The Dean of the FoE shall issue a written decision that shall be sent to the student within 30 days.
- (5) The student who suspended studies shall cease to be a student on the day of suspending the studies (day of the decision).
- (6) The period of suspending studies does not count towards the standard length of the studies.

The application for suspension may be filed prior to the commencement of the academic year, no later than on 31 August, after proving completion of duties for the previous academic year or at the beginning of summer semester, no later than 15 February after proving completion of duties for the previous semester of the respective academic year. The Dean may permit the suspension to the student for serious reasons also in case of not meeting the said conditions.

Article 14 Leaving Studies

- (1) Should the student want to leave the studies, he/she shall announce that in writing to the dean.
- (2) Leaving the studies shall also include the fact that the student fails to enrol for courses for the next period of studies or after the suspension of studies within given date, as well as he/she fails to pay the fee for the extension stamp and fails to submit required documents for enrolment into next period of studies within given date.

- (3) The faculty will issue the list of completed courses for the student who left studies, upon his/her request.

Article 15
Expulsion from the Studies

- (1) The student shall be expelled from the studies, if:
 - a) he/she fails to obtain the required amount of credits as of the time of checking,
 - b) he/she enrolled for compulsory or elective course twice and failed to acquire credits for it,
 - c) he/she fails to pay the tuition, in case the obligation to pay tuition shall apply,
 - d) he/she failed the state examination or failed to defend the bachelor's or diploma thesis in ordinary as well as resit dates.
 - e) he/she was imposed expulsion from study under Section 72 (c) of the Universities Act for disciplinary offence .
 - f)

Article 16
Change of Study Programme and Change of the Form of Studies

- (1) On the basis of student's written application, the Dean of FoE may permit the change of the study programme within the same or related field of study or combination of fields of study.
- (2) The student may apply for a change of study programme prior to the commencement of the academic year after a successful completion of first year no later than on 31 August.
- (3) The student shall have completed the study duties from the first year of studies.
- (4) For a successful completion of studies the student shall be obliged to meet requirements set in the study programme he/she studies after the change.
- (5) Change of the form of studies from full-time to part-time or from part-time to full-time shall be considered as the change of a study programme.
- (6) The Dean may permit the change of a study programme and the change of the form of study to the student due to serious reasons also in case of not meeting the said conditions.

Article 17
Transfer from Another University

- (1) Also student who was admitted for studying the study programme of respective degree in the same field of study or in related field of study at another university may enrol for the FoE, providing he/she applies for that in writing no later than by 31 July of respective year. The Dean may permit the transfer to the student for serious reasons also in case of not meeting the said conditions.
- (2) The application shall include:
 - a) list of completed duties for previous study, verified by a respective university,

- b) proof of payment of fee in terms of valid directive on fees.
- (3) The condition for transfer is acquisition of at least 40 credits for the last year of study at the previous university.
- (4) For a successful completion of studies, the student is obliged to meet requirements set in the study programme that he/she studies after the transfer.
- (5) Paragraph (4) shall not apply if the student acquired all credits for compulsory and elective courses set out by the study plan of the previous university.

Article 18 Completion of Studies

- (1) The student shall duly end the studies by meeting all requirements set out by the study programme.
- (2) The day of study completion is the day of fulfilment of the last of the prerequisites set out for a due completion of studies in the given study programme.
- (3) Documents confirming due completion of studies are the University diploma, Supplement to the diploma and State examination certificate.
- (4) Apart from a due completion, the studies are completed:
 - a) upon the student's own decision,
 - b) by exceeding the standard length of study by more than 2 years,
 - c) if the student cannot continue the study due to termination of the study programme he/she is studying and he/she refused the offer to continue studying in another study programme,
 - d) when the student transferred to another university,
 - e) by expulsion from the study,
 - f) upon the death of the student.
- (5) The day of the studies completion in terms of paragraph (4) is:
 - a) the day when the student's written application for leaving the studies was delivered to the university,
 - b) upon exceeding the standard length of studies by more than 2 years, the day of the studies completion is the last day of the academic year when the student had to complete the studies at university,
 - c) the effective day of the decision on expulsion.

Article 19 Final thesis

- (1) Final thesis is:
 - a) bachelor's thesis
 - b) diploma thesis
 - c) dissertation thesis.

- (2) With the bachelor's and diploma thesis the student should prove the ability to creatively work in the field of study in which he/she completed the study programme.
- (3) The ability of individual scientific and conceptual activity is proven with the dissertation thesis.
- (4) Course of defence of dissertation thesis is specified by the FoE Directive on PhD study.
- (5) Basic requirements the final thesis shall meet are shown in the TU Dean's directive.
- (6) The student elaborates the final thesis under the guidance of the head of final thesis (the supervisor) who grades the final thesis in the same way as a course of respective study programme. If he/she grades the final thesis with the FX mark, the thesis is not submitted to the examiner.
- (7) The bachelor's and diploma thesis is reviewed by one examiner.
- (8) The dissertation thesis is reviewed by two examiners.
- (9) The examiner elaborates a written opinion on final thesis, which is the student authorized to be informed about no later than 5 days prior to the defence of final thesis.
- (10) After the agreement with the programme's guarantor, the respective department shall publish topics for bachelor's and diploma theses for students in the penultimate year of study of given degree of study by the end of October on the website of the faculty (department) and in the academic information system.
- (11) The student may choose a topic at his/her discretion, however it has to be approved by the head of respective department after agreement with the study programme's guarantor.
- (12) The student shall register electronically with the head of final thesis in the academic information system in the last year of study and based on the agreement between the head of final thesis and the student, a protocol on assignment of final thesis, which is to be approved by the head of department no later than by 31 January of given academic year, shall be made.
- (13) The student is obliged prior to submission of the final thesis to upload its electronic version to the final theses storage, print twice the licence agreement and the analytic sheet. The student shall submit to the Dean's secretariat within the period set in the academic year schedule the final thesis printed in two copies and in electronic version on a CD together with the analytic sheet and signed licence agreements.
- (14) The final thesis defence belongs to state examinations. The result of the final thesis defence is graded with marks A to FX. In case the result of defence is FX and the student has the assessment by the supervisor and examiner between the marks A to E, he/she may defend the thesis on a resit date again. In case the examiner's assessment of the thesis was FX and also the result of defence was FX, the student has to rework the thesis and defend it in the next academic year. With permission of the head of respective department it is possible to change the topic as well as the supervisor of the thesis.

- (15) The student has right to attend the defence of final thesis also in case the examiner graded the final thesis with the FX mark.
- (15) If the head of final thesis or the examiner are not members of the examination committee, he/she can be called to the thesis' defence and be in advisory capacity during its assessment. The committee decides about the result of the final thesis' defence by a vote.
- (16) The final thesis is made in Slovak language and if the Dean approves, then also in other, usually English language. In study programmes focused on foreign language the final thesis can be made also in the language of these study programmes.

Article 20 State examinations

- (1) Passing the state examinations is one of the requirements for successful completion of the study programme.
- (2) The state examination can consist of more courses of the state examination.
- (3) The student may take the state examination after completion of all duties of the study programme, whose part in the bachelor's and master's study is also the elaboration of the final thesis, graded by the supervisor with A to E.
- (4) Dates of the state examination are determined by the Dean in accordance with the academic year schedule.
- (5) The student is entitled to one ordinary and two resit dates of state examinations.
- (6) The student registers for each part of the state examination in writing.
- (7) The student registers compulsorily for the first time for each part of the state examination on ordinary date according to the academic year schedule.
- (8) Should the student not register for the state examination on the ordinary date in the year in which his standard length of study ends, he/she may continue in study in the following academic year. He/she is obliged to be present at the enrolment and be duly registered. He/she may register for the state examination on the ordinary date according to the academic year schedule. If he/she does not do it, he/she continues the study for one, last year of study, when he/she can register for the state examination. This process is considered as extraordinary length of study and is subject to payment under the directive.
- (9) In case the student interrupts the study for one year after the end of standard length of study, he/she may register for the state examination only in the second year of the extraordinary length of study.
- (10) Should the student fail to register for and pass the state examination within 2 years after the ordinary length of study, he/she will be expelled from study.

- (11) Should the student be not able to attend the state examination he/she was registered for for health or personal reasons, he/she shall excuse his/her non-attendance in writing within 3 day from the state examination to the Dean of the FoE.
- (12) Should the student fail to excuse the non-attendance on the state examination or the Dean refused the student's excuse, the state examination shall be graded with the FX mark.
- (13) Each part of the state examination is graded separately. The individual parts of the state examination are graded with the marks A to FX.
- (14) The students resit on the resit date only that part of state examination, in which he/she was graded with FX.
- (15) The overall result of state examination is calculated as the average of grading of all parts of the state examination. The overall result of the state examination is determined from this calculated average as follows:
 - The average 1.00 - 1.25 - overall result of the state examination A (excellent).
 - The average 1.26 - 1.75 - overall result of the state examination B (very good).
 - The average 1.76 - 2.25 - overall result of the state examination C (good).
 - The average 2.26 - 2.75 - overall result of the state examination D (satisfactory/adequate).
 - The average 2.76 - 3.00 - overall result of the state examination E (acceptable).
- (16) If the student retakes any part of the state examination, he/she may not be awarded the excellent study results award.
- (17) If after all dates were exhausted any part of the state examination is graded with FX, the overall result of the state examination is FX.

Article 21
Overall Assessment of the Study

- (1) Overall result of a successful completion of the study is assessed with two grades:
 - passed cum laude/with honours,
 - passed.
- (2) A student passes study with honours, if each part of state examination was carried out within regular term, provided its final assessment is evaluated by mark A (excellent) and weighted study mean for the whole study is lower than 1.2.

PART FOUR
FINAL PROVISIONS

Article 22
Final Provisions

This Code of Studies applies to all students enrolled for the study under the study programmes of bachelor's, master's and PhD studies, accredited according to the Universities Act. The Directive on PhD study, adopted/approved in the academic senate of

the Trnava University in Trnava on 6 October 2011 specifying the rules of PhD study at the FoE is part of this Code of Studies.

Article 23

Effectiveness and Force of the Code of Studies

(1) This Code of Studies comes into effect on the day of its approval by Academic Senate of Trnava University in Trnava.

(2) This Code of Studies comes into force on the day of its publication on the FoE bulletin board of the FoE of Trnava University in Trnava.

**prof. PhDr. Ľubomír Held, CSc.
Híc, CSc.**

Chairperson of the Academic Senate
of the Faculty of Education of the
Trnava University in Trnava

doc. RNDr. doc. RNDr. Pavel

Dean of the Faculty of Education
of the Trnava University in Trnava

doc. JUDr. Soňa Košičiarová, PhD., m. prof.

Chairperson of the Academic Senate
of the Trnava University in Trnava

This Code of Studies was approved by the Academic Senate of Trnava University in Trnava on 6 October 2011 by resolution No. 6R-14/06102011. This Code of Studies was published on the bulletin board of the Faculty of Education of Trnava University in Trnava on 7 October 2011.