



Jihočeská univerzita
v Českých Budějovicích
University of South Bohemia
in České Budějovice

The Ministry of Education, Youth and Sports registered, pursuant to Section 36(2) of Act No. 111/1998, on Higher Education Institutions and on Amendments and Supplements to Other Acts (Higher Education Act), on 19 February 2026 under ref. no. MSMT-3238/2026-2 the Study and Examination Regulations for Bachelor's and Master's Degree Programmes at the University of South Bohemia in České Budějovice.

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STUDY AND EXAMINATION REGULATIONS FOR BACHELOR'S AND MASTER'S DEGREE PROGRAMMES OF THE UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

PART ONE GENERAL PROVISIONS

Article 1 Scope of the Study and Examination Regulations

1. These Study and Examination Regulations of the University of South Bohemia in České Budějovice (hereinafter referred to as the 'Study and Examination Regulations') apply in particular to academic staff (Article 4(2) of the Statutes of the University of South Bohemia in České Budějovice; hereinafter referred to as the 'USB Statutes') and students (Article 4(3) of the USB Statutes) of the University of South Bohemia in České Budějovice (hereinafter referred to as 'USB') enrolled in a bachelor's or master's degree programmes, including programmes consecutive from a bachelor's degree, unless otherwise specified, as well as other persons involved in instruction or its organisation.
2. When deciding on the rights and obligations of students, deans and the Rector are bound by the provisions of the Study and Examination Regulations. Where deans are mentioned in these regulations, this also refers to the authorised vice-deans. Exceptions to these Study and Examination Regulations are not permitted, unless otherwise specified below.
3. These Study and Examination Regulations apply to academic staff and students of the University of South Bohemia (USB) when undertaking a degree programme carried out in cooperation with another higher education institution in the Czech Republic or abroad, or with another legal entity referred to in Section 81(1) of Act No. 111/1998, on Higher Education Institutions and on Amendments and Supplements to Other Acts (Higher Education Act), as amended (hereinafter referred to as the 'Act'), unless the agreement on mutual cooperation in the implementation of the degree programme provides otherwise. In particular, the agreement may regulate admission to studies, set out details regarding the organisation of the part of the degree programme carried out at a foreign higher education institution or other legal entity and the conditions for its completion, details regarding certificates of completion of that part of the degree programme, and the recognition of examinations taken or other study requirements fulfilled at another legal entity. The agreement must comply with the provisions of the Act and the conditions of the relevant accreditation.
4. The Vice-Rector for Student Affairs is responsible for interpreting the Study and Examination Regulations.

5. Both USB and the faculties shall ensure compliance with the rules laid down in the Study and Examination Regulations and related regulations. If it transpires that a breach of these rules by a faculty has placed a student in a worse position than they would have been in had the breach not occurred, staff with the relevant authority are obliged to take all available measures to remedy the situation.

Article 2

Authorising provisions

1. For the implementation of these Study and Examination Regulations, deans shall issue ordinances concerning studies in bachelor's and master's degree programmes (hereinafter referred to as 'ordinances'). The deans' ordinances shall specify, in particular:
 - a. the method of authorising the record of the conduct and result of the state examination or part thereof (Article 5(6)(b));
 - b. the organisational arrangements for the conduct of the final state examination (hereinafter referred to as the 'state examination'), including any requirements for enrolment in a course of study the subject of which is the sitting of the state examination or a part thereof, or for registration for a date of the state examination not divided into parts, the date of the relevant part or a date common to several parts (Section 26(7));
 - c. the deadline for selecting a thesis (Article 27(2)); this shall not apply if the deadline is set by the timetable;
 - d. details concerning the selection, formulation of the topic, supervision, submission and assessment of the thesis, as well as requirements regarding its content and form, including requirements for the proper use of sources and artificial intelligence tools (Article 27(3));
 - e. the deadline for submitting the thesis in order to be eligible to defend it (Section 28(1)); this shall not apply if the deadline is specified in the timetable;
 - f. other necessary or appropriate parameters for the organisation and conduct of the state examination or part thereof (Article 29(2)).
2. In the deans' ordinances, deans may further specify, in particular
 - a. the inclusion of redundant B modules in the conditions for admission to the state examination or a part thereof pursuant to Article 9(2);
 - b. faculty standards for the conditions for successful completion of a course (Article 9(6));
 - c. the minimum number of students who must enrol in a course in a given semester for it to be taught (Article 12(2));
 - d. other cases in which additional enrolment or withdrawal from a course is permitted, as well as defining the period during which this is possible and, where applicable, specifying the conditions under which a student's request will be granted (Article 14(7));
 - e. the obligation of the lecturer to allow a student with overlapping course timetables, provided the conditions under Article 15(2) are met, to have a lower attendance requirement than that specified in the course description;
 - f. a different deadline for sitting the regular state examination, which is not divided into parts or its final part (hereinafter also collectively referred to as the 'final part of the state examination'), for students during a recognised period of parental leave or students in *joint/double/multiple degree programmes*, provided the conditions set out in Article 42(5)(f) are met;

- g. a lower number of theses that a supervisor may supervise than that specified in Article 27(6)(a);
 - h. additional languages permitted for the preparation of the thesis and related rules in accordance with Article 27(8);
 - i. the possibility of extending the deadline for the submission of a thesis in order to allow for the defence to take place within the relevant period (Article 28(1));
 - j. the deadline, calculated from the date of enrolment, by which the student is required to submit the thesis (hereinafter also referred to as the 'maximum deadline for submission of the thesis'), in accordance with Article 28(2);
 - k. cases in which a course linked to the preparation of a thesis may be recognised as having been completed (Article 30(10)(b));
 - l. cases in which a course cannot be recognised as having been completed if recognition is sought on the basis of a course from another degree programme that has been successfully completed (Article 30(11));
 - m. any other requirements for an application for recognition of a course (Article 31(7));
 - n. details of the organisational arrangements for recognising a course as having been successfully completed, as well as the potential role of the degree programme coordinator or course coordinator in assessing the conditions for recognition (Article 31(14));
 - o. further rights and benefits for persons during recognised parental leave (Article 44(1));
 - p. details of the procedure for deciding on an individual study schedule, including the possible involvement of relevant persons (Article 46(4));
 - q. further conditions for submitting an application to change the form of study or the model study plan, or for granting such an application (Article 47(5)).
3. In the ordinance, deans may also lay down further rules that are appropriate or necessary for the proper provision of educational activities at the relevant faculty. The ordinance may impose duties on staff relating to the delivery and organisation of instruction beyond the scope of the duties imposed on them by these Study and Examination Regulations; however, it must not extend or restrict the scope of duties incumbent upon students, nor deprive students of the rights granted to them by these Study and Examination Regulations; they may only specify the procedures or conditions for their implementation. It shall not be considered an extension or narrowing of the scope of duties or a deprivation of rights if the dean's ordinance merely specifies the content of an obligation or right laid down in the Study and Examination Regulations, particularly where such specification is appropriate for organisational reasons.
4. If the faculty conducts a bachelor's or master's degree programme in a foreign language or participates in its implementation as part of inter-faculty or inter-university cooperation, it is obliged to publish a translated text of the Dean's ordinance in that foreign language; if it is implemented in multiple languages, publication in any of the relevant languages shall suffice.
5. If a faculty offers courses taught in a foreign language to so-called exchange students or students in foreign degree programmes conducted in a foreign language, without the faculty itself conducting a bachelor's or master's degree programme, it is obliged to publish, in the language of the courses taught, an extract from the dean's ordinances containing the rules relating to such courses. This does not apply if ignorance of the relevant rules cannot have a negative impact on the status of a student attending a foreign-language course.

Article 3
Studies at USB and evidence thereof

1. A student has the right to study within one or more degree programmes offered at the same faculty of USB, at multiple faculties of USB, or at USB and another higher education institution. This does not apply if it is prevented by an international obligation to which the Czech Republic is bound. All studies are recorded separately. With the exception of the procedure under Section 54b(6) of the Act, decisions and other acts under these Study and Examination Regulations relating to one course of study do not give rise to rights or obligations in relation to other courses of study.
2. Within a single course of study, a student enrolls in one degree programme. A degree programme may be delivered in collaboration with several faculties (inter-faculty studies) or several higher education institutions (inter-university studies). This does not affect the student's right to undertake multiple concurrent courses of study in several degree programmes in accordance with paragraph 1.
3. Studies commence on the date of enrolment in accordance with Section 51(1) of the Act or, where applicable, Section 54b(6) of the Act. On the date of enrolment, the student acquires all the rights and obligations of a student under the Act and these Study and Examination Regulations, in particular the right to select courses and draw up a personal study plan (Article 8(4)) in accordance with the rules of the degree programme in which the student is enrolled; this does not apply if the creation of a personal study plan is restricted by an international obligation to which the Czech Republic is bound. The right to choose courses and create a study plan in accordance with the rules of the degree programme (Section 62(1)(b) of the Act) is exercised by the student through the registration of courses (Article 14). It is deemed that the right referred to in the preceding sentence is not affected in the case of a student for whom, in accordance with the organisational needs of the faculty, the student affairs office carries out the enrolment of courses for the first semester of their studies; in such a case, the authorised staff member is responsible for ensuring compliance with the conditions for course enrolment in accordance with Article 13.
4. Subject to the conditions laid down by law and these Study and Examination Regulations, studies may be interrupted (Part Eight).
5. Studies are duly completed on the day the student takes the state examination prescribed at the end of their studies or its final part (Part Six), or otherwise than in due course pursuant to Section 56(1) of the Act, in particular by abandoning studies (Article 50) or by termination of studies due to failure to meet the requirements arising from the degree programme pursuant to Section 56(1)(b) of the Act (hereinafter referred to as 'failure to meet study requirements') – on the date specified in Section 56(2) of the Act. The date of termination of studies due to failure to meet study requirements (Article 51) is the date on which the decision to terminate studies became final.
6. An academic transcript within the meaning of Section 57(1)(b) of the Act is deemed to be an extract of data from the Student Remit Information System (hereinafter referred to as 'IS/STAG'), officially certified by the faculty, which the faculty's student affairs office shall issue in printed form to the student upon request. A certificate of examinations taken or a confirmation of enrolment is issued upon request from the individual concerned; the request may also be submitted via IS/STAG. If the applicant has requested this in their application for its issue, the certificate of examinations taken or confirmation of enrolment is delivered via IS/STAG, with USB affixing a qualified electronic seal to the relevant document.

Article 4

Duration of studies

1. In accordance with Sections 45 and 46 of the Act, the standard duration of studies is determined separately for each degree programme that USB is authorised to offer, and is specified in the detailed information on individual degree programmes in IS/STAG.
2. The maximum duration of studies

- a. in a bachelor's degree programme, it is 2 years more than the standard duration of studies;
 - b. in a master's degree programme that is not consecutive to a bachelor's degree programme (hereinafter referred to as the 'master's degree programme'), it is three years more than the standard duration of studies;
 - c. in a master's degree programme consecutive to a Bachelor's degree programme (hereinafter referred to as the 'consecutive master's degree programme'), it is 2 years more than the standard duration of studies.
3. The maximum duration of studies under paragraph 2 is reduced upon recognition of courses with a total credit value of at least 30 credits in the manner specified in Article 30(7).
4. Reaching the maximum duration of studies is considered a failure to meet the study requirements; as a result, deans shall decide to terminate the student's studies (Article 51). Deans may, if, in view of the student's progress to date and any other circumstances worthy of special consideration, the termination of studies due to reaching the maximum duration of studies would be unduly harsh on the student, permit the student to exceed the maximum duration of studies by a maximum of one year.
5. The period of interruption of studies shall not be counted towards the maximum duration of studies. This does not apply in the case of a suspension of studies due to temporary loss of medical fitness (Article 36(4)(b)) and non-payment of tuition fees (Article 36(5)); the duration of such a suspension is counted towards the maximum duration of studies.

Article 5

Study records and digital communication

1. The function of the USB digital information system within the meaning of Sections 57 and 68 to 69b of the Act, which further ensures access to information on degree programmes, study regulations and study-related requirements within the meaning of Government Regulation No. 274/2016, on standards for accreditation in higher education, is fulfilled at USB by IS/STAG.
2. Students are required to submit applications via IS/STAG; decisions and other official documents are also delivered to them via IS/STAG. For all other written communication relating to their studies, students are required to use the email account set up upon enrolment, which includes their university email address. Where the Study and Examination Regulations stipulate an obligation on the part of an academic staff member or other USB employee, or any other person involved in instruction or its organisation, to inform a student, without this constituting an act in administrative proceedings, they are obliged to do so via their University email to the student's University email address; a person who is not an employee or student of USB may ensure that the student is informed via the University email of another suitable person who is an employee of USB.
3. IS/STAG also performs the following functions in particular:
 - a. recording of students, studies, information and requirements arising from degree programmes and their study plans, as well as recording of other data and actions necessary or appropriate for the administrative management of studies at USB;
 - b. a database of theses within the meaning of Section 47b of the Act;
 - c. a means of communication within the meaning of Government Regulation No. 274/2016, on standards for accreditation in higher education.
4. The USB Centre of Information Technology, established in accordance with the USB Statutes, is responsible for the functionality of IS/STAG and the management and protection of the data stored therein.

5. Academic staff and other USB employees are responsible for the completeness, timeliness and factual accuracy of the information held in IS/STAG, in accordance with their respective roles and responsibilities as set out in the internal regulations of USB and the individual faculties.
 6. The persons authorised to make selected entries into IS/STAG are, in particular:
 - a. the lecturer of a course concluded with a credit, the examiner of a course concluded with a colloquium or examination, or, in justified cases, another suitable person authorised by the course guarantor or the head of department, or the course guarantor themselves;
 - b. the chair of the state examination board or a person authorised by them, in the case of a record concerning the conduct and assessment of the state examination or part thereof. If the record is made by a person other than the chair of the state examination board, the chair is obliged to authorise the record within seven working days; the method of authorisation is determined by an ordinance issued by the dean;
 - c. deans, employees of the student affairs offices (Article 7(5)) or another person authorised by the dean, where the record concerns the recognition of a course (Article 30), the crediting of a foreign course (Article 32), the interruption of studies (Part Eight) or other exceptional circumstances under Part Nine.
 7. The authorised person is obliged to make the entry referred to in paragraph 6 without undue delay following the relevant event.
 8. The authorised person under paragraph 6(a) or (b) is obliged to make the assessment record no later than the next working day after the assessment is awarded and, at the same time, no later than the seventh working day from the date on which the student submitted the written work that is the last submitted piece of work or the sole basis for awarding such an assessment. This does not apply in the case of an examination leading to the award of a certificate issued by an external body which conducts its own external assessment for this purpose. In such a case, the student must be informed in the course description (Article 9(4)) that the examination assessment will be recorded in IS/STAG at a later date.
 9. Students are required to check their assessments without undue delay once they have been recorded; to this end, they must ensure that the relevant notification settings are enabled in IS/STAG. In the event of any doubt as to the accuracy of the assessment, the student is required to inform the person who entered the assessment into IS/STAG via their University email address within seven working days of its entry into IS/STAG. If they fail to do so, their right to a possible correction shall lapse.
 10. If the authorised person under paragraph 6 discovers that the entry in IS/STAG does not correspond to the facts, they may correct it themselves but only within seven working days of its entry into IS/STAG. If this comes to light later, the correction of the assessment may only be made by:
 - a. the dean, a member of the student affairs office or another person authorised by the dean, in the case of a correction under Article 34(5),
 - b. the dean in other cases, and only if it can be reliably ascertained what assessment was awarded. In doing so, they shall ensure that the student's good faith is protected.
- Paragraphs 9 and 10 apply analogously to the case of a corrected assessment.
11. In the event of a discrepancy between an entry in the official study records in IS/STAG and another record of the same fact, including where a particular fact is not recorded in IS/STAG, the entry in IS/STAG or its absence shall be deemed correct. This does not affect the possibility of correcting the record in IS/STAG in accordance with paragraph 10.

12. The student affairs office carries out administrative tasks relating to the admissions process, enrolment, study, interruption, and termination of studies on the basis of data recorded in IS/STAG.

Article 4

Advisory services and support measures

1. USB provides students with information, advisory, and support services relating to their studies and the career prospects of graduates of degree programmes through the Equal Opportunity Centre.
2. USB provides prospective students and current students with appropriate support measures to ensure equal opportunities to study at USB, provided this does not conflict with the health requirements for studying the relevant degree programme offered by the faculty. USB provides accessible services, scholarships and other support measures to ensure equal opportunities for students with special needs to study at USB, whereby:
 - a. in the area of equalising study conditions for students with special needs, it acts in accordance with generally binding legal regulations;
 - b. ensures that all its staff adopt an informed and respectful approach towards students and applicants with special needs;
 - c. ensures that the services provided and adjustments made with the aim of making academic life accessible to students with special needs do not lead to a reduction in academic standards.
3. Details regarding the provision of support measures to ensure equal opportunities to study at USB are set out in USB's internal regulations.
4. Deans are responsible for ensuring that the faculty's admissions and study organisation systems effectively guarantee equal access to study for all applicants and all students at the USB.

Article 7

Definition of certain terms

1. The term 'lecturer' refers to the course coordinator or another person carrying out teaching activities in relation to a specific course. If the lecturer is not an academic staff member employed at USB, the course coordinator is responsible for ensuring that the lecturer fulfils their obligations under these Study and Examination Regulations.
2. The term 'course coordinator' refers to the person assigned the role of 'coordinator' for the course in question in the IS/STAG system.
3. The term 'degree programme guarantor' refers to an academic staff member as defined in Section 44(6) and (7) of the Act.
4. The term 'department' also refers to an institute, studio, section, or other organisational unit of the faculty responsible for instruction.
5. For the purposes of the Study and Examination Regulations, the term 'student affairs office' also refers to another unit of the faculty, provided that, at the faculty's discretion, it performs, in relation to a specific group of persons, studies or courses, the tasks of the student affairs office entrusted to the student affairs office by these Study and Examination Regulations.
6. Depending on the type of degree programme, the term 'thesis' refers to a bachelor's thesis, if required by the degree programme, or a master's thesis.

PART TWO

ORGANISATION OF STUDIES

Article 8

Degree programme and study plan

1. The definition and requirements of a degree programme are governed by Section 44 of the Act. An overview of the degree programmes offered by individual faculties is recorded in IS/STAG; this includes detailed information on individual degree programmes, covering not only the name, type, form of study and standard duration of studies, but also the graduate profile and rules for creating study plans in the form of a visualisation of the study plan.
2. Studies in an accredited degree programme are carried out in accordance with the study plan. The study requirements included therein generally take the form of study modules.
3. A model study plan sets out the chronological and content-based sequence of modules during the standard course of study and may also specify the division of modules into semesters and academic years within the meaning of Section 52(1) of the Act. In accordance with the documentation on the basis of which accreditation was granted, a degree programme may include one model study plan or several model study plans.
4. By selecting the modules that students enrol in each semester via IIS/STAG in accordance with the rules and conditions for creating study plans (Article 14), students create their own personal study plan.

Article 9

Courses and their descriptions

1. A course may have the following status in relation to the relevant degree programme:
 - a. compulsory course (A) – it is not possible to successfully complete the degree programme without completing this course;
 - b. compulsory elective course (B) – it is sufficient to have earned the specified number of credits for courses designated as compulsory elective courses within the relevant block of compulsory elective courses in order to successfully complete the degree programme; or
 - c. an elective course (C) – a course which a student enrolls in beyond the scope of compulsory and compulsory-elective courses, including at another faculty of USB or another higher education institution (C courses enrolled in outside the study plan), to an extent sufficient to ensure that, upon completion, the credits obtained, together with those from compulsory and compulsory-elective courses, reach at least the minimum credit requirement for the degree programme (Article 10(3)).
2. The requirement to successfully complete a specific compulsory or compulsory elective course may be replaced in the study plan by course recognition (Article 30) or by the transfer of credits for a successfully completed course taken abroad (Article 32). If so provided by an ordinance of the dean, the following applies: if, after earning the required number of credits for compulsory elective courses, or within the relevant block of compulsory elective courses, a student completes additional compulsory elective courses (hereinafter 'excess B courses'), for the purposes of fulfilling the conditions for admission to the state examination or a part thereof (Article 26, paragraphs 3 and 6), these excess B courses shall be considered elective courses. The compulsory-elective status of these courses as indicated in IS/STAG is not affected by the preceding sentence.
3. The status of a course is displayed in IS/STAG in the study plan visualisation.
4. Other parameters of the course are listed in the course description (or syllabus) in IS/STAG, including, among other things:
 - a. prerequisite and co-requisite modules, excluded modules (Section 12(1)), as well as other conditions and recommendations regarding a student's eligibility to enrol in or complete a given module,

- b. the credit value of the course (credits),
 - c. the language of instruction for the course,
 - d. the names of the course coordinator and lecturers,
 - e. the course objectives and content,
 - f. core and recommended reading, or other study materials,
 - g. the competencies acquired (learning outcomes),
 - h. student requirements, constituting the conditions for successful completion of the course,
 - i. the method of course completion (Article 18(1)) and its form.
5. The conditions for successful completion of the course may include, in particular
- a. the level of compulsory attendance at seminars and tutorials,
 - b. requirements for preparation for classes,
 - c. requirements for work completed outside of class,
 - d. the setting of interim assessments.
6. If the course description does not specify any of the above conditions, it is deemed that the condition in question does not apply for the successful completion of the course; this does not apply to compulsory attendance at practical training, seminars or consultations in the context of full-time studies (Article 17(3)(a)) and compulsory attendance at practical training or seminars in the context of part-time studies. The course description may also specify a condition that does not fall into any of the categories set out in paragraph 5. An ordinance issued by the dean may establish faculty standards for the conditions for successful completion of a course in accordance with this Article, which the course description must respect, even if only in relation to a specific group or type of course.
7. The requirements for students must also include any specifications regarding a colloquium, examination, or any credit test, or information stating that these will be set out in the course programme to be made available at a later date (paragraph 14).
8. Where attendance at lectures is compulsory, the course description shall specify the manner in which a single absence may be compensated for in order to successfully complete the course; it may also specify a greater number of absences that may be compensated for in this way, provided that the absence is justified and the student provides evidence of the reasons for it at the lecturer's request. It is possible to allow for the compensation of absence due to proven health reasons even if the course description does not specify a greater number of justified absences. If the course description does not specify the manner in which a single absence may be compensated for, it is deemed that a single absence is permitted even without compensation.
9. Preparation requirements may be of a material nature, consisting of specifying the full range of materials necessary for participation in lessons, or of an intellectual nature, consisting of specifying the expected content or scope of home preparation per teaching lesson (unit) or in total for the course. Details for each teaching hour (unit) are set out in the course description or in the syllabus made available at a later date (paragraph 14).
10. If successful completion of the course is conditional upon work carried out outside instruction, e.g. a term paper or other written or non-written output, the course description shall specify the form and, where applicable, the content of the output; and if this is a term paper, it shall also specify its expected scope. The course description may specify more than one such assignment, including different types. The subject (content), submission deadline and any other relevant details shall be specified in the course description or in the curriculum made available at a later date (paragraph 14).

11. If the student's acquired competencies are assessed through continuous assessment, the course description shall specify the form of such assessment and the extent to which it is reflected in the final assessment of the course. Unless the course description specifies otherwise, the student shall have only one attempt at each continuous assessment. Failure to complete the continuous assessments by the specified deadlines may in itself be grounds for exclusion from successful completion of the course; in such a case, however, it is necessary to specify the permissible scope and method of making up for the continuous assessments. Details may be set out in the course syllabus made available at a later date (paragraph 14).
12. The information contained in the course description as of the first day of course registration for the relevant semester is binding on both students and lecturers for the entire period to which the course registration applies, and therefore may not be altered. Subsequent changes to the information may be made during the relevant period only by the course coordinator and lecturers, where justified, and furthermore where such changes are more favourable to students, provided that students are informed of them without undue delay in accordance with Article 5(2).
13. The course coordinator is responsible for the accuracy, currency, and completeness of the information, as well as for the immutability of the course description in accordance with paragraph 14.
14. In addition to the course description, a course may have a syllabus which further specifies the information and requirements set out in the course description. Such specification consists merely of adding details relating to the individual conditions set out in paragraphs 6 to 11, as determined on the first day of course registration; its purpose is solely to clarify details without any real impact on students' rights and obligations, not to introduce new or different conditions. If the lecturer uses a syllabus, they are obliged to make it available to students on the *Moodle* e-learning platform or in the group for the course created in *MS Teams*, no later than the end of the first week of the course. Any clarification of the information and requirements set out in the course description provided in a form other than the syllabus, at a later date, or without the required method of making it available and informing students of it, is invalid. The syllabus may also apply only to a specific seminar group or a study group for practical training, if these are taught by different lecturers within the course.
15. For a course concluded with a credit, the content of which consists solely of training in accordance with specific legal regulations, the special regime set out in the course description applies. The rules under Article 19 and other provisions of these Study and Examination Regulations shall not apply to such a course, unless the course description expressly states otherwise.

Article 10 **Credit system**

1. USB uses the *European Credit Transfer and Accumulation System* (ECTS). A credit is a unit expressing the level of study load required to achieve the expected learning outcomes defined for a given course.
2. One credit corresponds to an average total study load of between 25 and 30 hours of student work, comprising both attendance at organised instruction and self-studying, as well as other student activities required to fulfil the course requirements.
3. The total number of credits a student must obtain to successfully complete their studies is 60 times the standard duration of their studies expressed in years. This corresponds to a recommended semester study load of 30 credits.
4. The same course has the same credit value for all USB students, regardless of the course's status (Article 9(1)), which may vary between different degree programmes.

5. A student earns credits by successfully completing a course, i.e.
 - a. for courses concluded with a credit, by obtaining a credit;
 - b. for courses concluded with a colloquium, by successfully passing the colloquium;
 - c. for courses concluded with an examination or a credit and an examination, by successfully passing the examination.

Article 11

Academic year organisation and the timetable

1. The academic year begins on 1 September and ends on 31 August of the following calendar year.
2. The academic year is divided into a winter semester and a summer semester.
3. A semester is divided into a teaching period, an examination period, and a holiday period.
4. The teaching period is primarily intended for the delivery of instruction, for the ongoing assessment of learning outcomes, where specified in the course description, and for consultations on taught topics or theses.
5. The examination period is intended primarily for the final assessment of learning outcomes, particularly in the form of a colloquium or examination, for consultations on examined topics or theses, and for the conduct of state examinations or parts thereof.
6. The holiday period is intended primarily for the rest and relaxation of students and lecturers and, where appropriate, for self-studying or the independent preparation of theses. Its total duration in the academic year is at least eight weeks.
7. Specific dates relating to the organisation of the following academic year at USB shall be determined, to the extent necessary to ensure the educational activities of USB, by the USB Rector in an ordinance issued by the end of February. In this ordinance, the USB Rector shall, among other things, lay down rules for the preparation of the faculty's academic year timetable.
8. The academic year timetable (hereinafter referred to as the 'timetable') for the following academic year shall be drawn up and published in the public section of the faculty's website in accordance with these Study and Examination Regulations and in accordance with the USB Rector's ordinance on the organisation of the academic year for the relevant faculty by the dean no later than 30 April.
9. The ordinance on the organisation of the academic year shall specify, in particular, the timetable for teaching, examination periods, holidays, enrolment dates and other deadlines relating to the organisation of studies.
10. The academic year timetable shall specify:
 - a. the deadline for course registration (Article 14(1)), including specific details;
 - b. the last day on which a course (hereinafter also referred to as the 'deadline for completing courses') registered for in the winter semester may be successfully completed (Article 18(2));
 - c. the deadline for completing courses from the first semester of studies (Article 24(2));
 - d. the deadline for completing courses from the relevant year of study (Article 24(4));
 - e. the deadline by which a student must fulfil the conditions for admission to the final part of the state examination in the relevant period (hereinafter also referred to as the 'deadline for fulfilling the conditions for admission to the final part of the state examination') pursuant to Article 26(3);

- f. the last day on which the student must fulfil the conditions for admission to the part of the state examination for which they are applying separately in the relevant period (hereinafter also referred to as the 'deadline for fulfilling the conditions for admission to the part of the state examination') pursuant to Article 26(6); if such a state examination is held at the faculty;
 - g. the period in which state final examinations are held at the faculty in question, or more than one such period;
 - h. the deadline for registering for the state examination (Article 26(7));
 - i. the deadline for selecting a thesis pursuant to Article 27(2); this shall not apply if it is specified by an ordinance of the dean;
 - j. the deadline for submitting the thesis in order to be eligible to defend it (Article 28(1)); this does not apply if the deadline is set by the dean's ordinance.
11. The academic calendar may also specify, in particular, the deadline for the student affairs office to register a student for a course retrospectively and/or to deregister a student from a course retrospectively (hereinafter also referred to as 'retrospective deregistration') in accordance with Article 14(7).

PART THREE COURSE REGISTRATION AND TIMETABLE

Article 12

Restrictions on course registration and instruction in a given semester

1. In terms of course registration conditions relating to the course itself, courses are classified as:
 - a. a course with no compulsory links to other courses, although the course description may list courses recommended for information purposes – any student may enrol in this course;
 - b. a course for which enrolment is conditional upon another prerequisite course (a so-called hard prerequisite) – this course may be enrolled in only after the hard prerequisite has been completed;
 - c. a course for which access to the final assessment test, colloquium or examination is conditional upon the successful completion of another course (a so-called soft prerequisite) – this course may be registered for at the earliest concurrently with the soft prerequisite, but the final credit test, colloquium or examination may only be taken after the soft prerequisite has been completed;
 - d. a course that is mutually exclusive with another, or excluded (contraindication) – this course cannot be registered for if a course has already been successfully completed or is being taken concurrently, where the successful completion or concurrent registration of that course precludes registration for this course;
 - e. a course reserved for students who meet certain conditions specified in the course description;
 - f. a course for which enrolment is limited by a maximum capacity for students in whose study plan the course has the status of a compulsory elective or optional course;
 - g. a course with restricted enrolment for students from high-risk countries.
2. Deans may, taking into account the faculty's staffing, space, and financial resources, as well as the number of students for whom the course is a compulsory elective, set a maximum number of students who may enrol in the course in a given semester via IS/STAG. Where justified, the actual capacity of a course with status B or C may, in exceptional cases, be limited by means other than setting a maximum number of students who may enrol in the

course in a given semester, and the allocation of available places may be based on a mechanism other than the order of enrolment (hereinafter also referred to as a 'course with capacity allocated by selection'). In such a case, the course description (Article 9(4)) must include information on the actual number of available places, as well as information on the mechanism by which students who have enrolled in the course will be selected to fill those places; the enrolment of other students in the course will be cancelled (Article 14(4)). Deans may also, by means of a dean's ordinance, set a minimum number of students who must enrol in a course in a given semester for it to be taught; deans may do so separately for individual courses or groups of courses.

3. The setting of a maximum or minimum number of students under paragraph 2, or the cancellation of enrolment in a course that has not met the minimum capacity under Article 14(4)(a), must not restrict a student's ability to complete, in the given semester, a course that is compulsory or a compulsory elective in their programme, but which cannot be replaced in that semester by another compulsory elective course for the purpose of fulfilling the conditions for admission to the state examination or a part thereof (Article 26(3) and (6)) in that or the following semester.

Article 13

Rules for course registration by students

1. Students are required to register for modules in such a way as to comply with the rules and conditions for drawing up study plans for the relevant degree programme, meet the conditions regarding the sequence and optional nature of courses, and aim to complete their studies within the standard duration of studies or a similar timeframe by enrolling in courses totalling approximately 30 credits each semester and at least 20. The requirement to enrol for at least 20 credits does not apply if the student has enrolled in or has previously completed all the courses in their study plan scheduled for that semester which remain for them to gain access to the final part of the state examination (Article 26(3)). In such a case, the student is exempt from the requirement to enrol in courses with a total minimum credit value of 20 credits; however, they are required to enrol in all courses in their study plan scheduled for that semester which remain for them to gain access to the final part of the state examination. At the same time, the student is deemed to have enrolled in courses totalling at least 20 credits if they have applied for a preliminary assessment of the transferability of a foreign course due to study mobility abroad, or if such an assessment has already been carried out; however, this does not relieve the student of the obligation to obtain the number of credits required to continue their studies (Article 24(2), (4) and (5)). A first-semester student is also obliged to enrol in all courses included in the first semester, the successful completion of which is a condition for continuing their studies (hereinafter referred to as 'prerequisite courses').
2. A student may enrol in courses with a total credit value of no more than 90 credits in the two immediately following semesters within a single course of study. Upon a justified request, deans may permit enrolment in courses with a higher total credit value.
3. A student is not permitted to re-enrol in a course that they have successfully completed, which has been recognised (Article 30) or credited (Article 32 or Article 34). This does not apply in the case of a completed or credited course for which re-enrolment is permitted in IS/STAG. A student is not permitted to enrol in a course included in the curriculum of their degree programme in a different mode of study if that course is identical to a course in their curriculum that has the status of a compulsory or compulsory elective course. If it transpires that they have done so, their enrolment in the course will be cancelled, even if they have already successfully completed the course.
4. A student is entitled to enrol in a course a second time if they have not successfully completed it. If a student fails to successfully complete a course enrolled in for a second time by the end of the relevant academic year, this is considered a failure to meet study requirements, as a result of which the dean shall decide to terminate the student's studies

(Article 51). It is not possible to enrol in a course that a student has failed to complete successfully for a third time.

Article 14 **Procedure for course registration**

1. Students are required to register for courses for the relevant semester via IS/STAG within the deadline specified in the timetable; this does not apply to the extent that the student affairs office registers them on their behalf in accordance with the last sentence of Article 3(3). Deans may, upon a justified request in cases worthy of special consideration, particularly for health reasons, authorise the registration of courses at an alternative date. Deans may also grant such permission, including ex officio, to a person who has been permitted to enrol in a degree programme (Article 3(3)) or to re-enrol in a degree programme (Article 37(11)) only after the deadline for course registration has passed. When registering for courses, the student is obliged to comply with the rules for course registration set out in Article 13.
2. By registering for courses, the student exercises their right to enrol in the next stage of the degree programme in accordance with Section 62(1)(e) of the Act. Should the student fail to register for courses by the specified deadline or fail to register for courses totalling at least 20 credits, despite being obliged to do so in accordance with Article 13(1), or if a first-semester student fails to enrol in cross-disciplinary modules (Article 13(1), last sentence) within this deadline, where such modules are specified in their programme, this shall be deemed a failure to meet the study requirements. Consequently, the dean shall decide on the termination of studies (Article 51).
3. After the deadline for final enrolment passes, the student affairs office checks the course enrolment; in the case of a student who has applied for course recognition, it will do so only after a decision has been made on their application. If it is found that a student has enrolled in a course in breach of the rules for course enrolment (Article 13), in particular that the student has enrolled in courses totalling fewer than 20 credits, the student affairs office shall propose to the dean that proceedings be initiated to terminate the student's studies.
4. If, during the check referred to in paragraph 3, the student affairs office finds that a student has enrolled in a course in contravention of Article 13, it shall cancel the enrolment. Furthermore, it shall cancel the enrolment in the course, even during the course enrolment period, but no later than seven working days after the end of the supplementary enrolment period:
 - a. due to the course not meeting the minimum capacity specified in the dean's ordinance (Article 12(3));
 - b. on the basis of a decision by the dean or a notification from the guarantor department that, for objective reasons, it cannot provide instruction for the course in question in the relevant academic year; or
 - c. due to failure to be selected for an available place on a course with a capacity filled by selection (Article 12(2), second and third sentences).

This does not apply in the case of a course which is compulsory under the student's programme or which is a compulsory elective under the student's programme but which cannot be replaced in the given semester by another compulsory elective course for the purpose of fulfilling the conditions for admission to the state examination or a part thereof (Article 26(3) and (6)) in the given or following semester.

5. If, as a result of the cancellation of a course registration in accordance with paragraph 4, a student's total number of credits relating to registered courses falls below 20, and unless they are exempt from this obligation pursuant to the second sentence of Article 13(1), they are obliged to supplement their course registration accordingly. If this is not possible due to the expiry of the course registration period, including the supplementary registration period, they are obliged to request the student affairs office to carry out additional registration for

another available course within seven working days of becoming aware of the cancellation of the course registration that resulted in the number of credits falling below 20. Failure to do so shall be deemed a failure to meet the study requirements; as a result, the dean shall decide on the termination of the student's studies (Article 51). A student who is not obliged to do so is also entitled to additional enrolment in an available course under similar conditions.

6. At the student's request, the student affairs office shall also subsequently enrol the student in an available course that was announced only after the course registration period had expired.
7. An ordinance issued by the dean may specify further cases in which it is possible to request the student affairs office to carry out late enrolment or late withdrawal from a course for other reasons; it may also define the period during which this is possible. In other cases, the student affairs office may only carry out late enrolment in or withdrawal from a course within the timeframe specified by the dean's ordinance or the schedule for late enrolment and/or late withdrawal, and, where applicable, only under the conditions set out in the dean's ordinance; after this period has expired, such action may only be taken with the dean's consent.

Article 15

Timetable and allocation of students to study groups

1. The faculty shall publish the timetable in IS/STAG before the course registration deadline. If this is not possible for organisational reasons for certain courses, the timetable for those courses shall be published at the earliest possible later date. The faculty is entitled to amend the timetable for organisational reasons, in particular with regard to the requirements arising from the course registration carried out by students.
2. The timetable must be drawn up in such a way that, whilst fulfilling their standard study requirements in a single degree programme, students are able to attend all compulsory and compulsory elective modules registered for the first time. This does not apply to inter-faculty or inter-university degree programmes. For courses that a student has enrolled in during the recommended semester of their studies or that are not offered every year, the following applies: if a student's attendance in a compulsory or compulsory elective course overlaps with attendance in another compulsory or compulsory elective course within the same degree programme, the lecturer may, upon the student's request submitted without undue delay after becoming aware of the overlap, a lower attendance requirement than that specified in the course description, by at least half the extent to which the instruction overlaps in the case of two overlapping courses, or by the relevant extent enabling the completion of all overlapping courses in the case of multiple overlapping courses. An ordinance issued by the dean may stipulate that the lecturer is obliged to allow the student to do so. This does not affect the student's right to make up for one absence from a course in the manner specified in the course description (Article 9(8), last sentence) or the right to request additional withdrawal from a course pursuant to Article 14(7).
3. The faculty guarantees that there will be no change to the course timetable during the course of the course. This does not apply if a change to the timetable is necessary and organisationally feasible in order to resolve timetable clashes for students who have enrolled in the course. However, in such a case, the timetable change should not cause a timetable clash for students for whom the originally published timetable did not cause one. If this does occur, the third to fifth sentences of paragraph 2 shall apply to them analogously.
4. If the organisational arrangements for instruction a given course require students to be placed into groups and this process cannot be resolved through the course timetable, the students shall be placed into groups by the student affairs office or the course coordinator. In doing so, care shall be taken to ensure that this does not affect the students' rights under Section 62(1)(b) and (c) of the Act. The reallocation of a student after the start of instruction

is possible but is subject to both the student's consent and the consent of the lecturer into whose study group the student is to be newly placed.

PART FOUR

INSTRUCTION, STUDY REQUIREMENTS AND VERIFICATION OF STUDIES

Article 16

Basic parameters of instruction

1. Instruction is carried out by lecturers (Article 7(1)). A doctoral student who is not a member of the academic staff of the USB may act as a lecturer only in justified cases, in particular for the purpose of sharing the results of their own research with students, or for the purpose of conducting research where the instruction is the subject or tool of such research, or for the purpose of acquiring and improving their teaching skills.
2. Instruction in a degree programme conducted in the Czech language shall be carried out in Czech or Slovak. The instruction of selected courses in a degree programme accredited in the Czech language may, in accordance with the documentation on the basis of which accreditation was granted, also be carried out in a foreign language; Instruction in a degree programme focused on a foreign language may be conducted in that foreign language to a greater extent than in Czech.
3. Instruction in a degree programme conducted in a foreign language is carried out in that language. This does not affect the student's right to enrol in courses in other languages as part of their personal study plan; however, if they do so, they bear full responsibility for understanding the instruction and for demonstrating that they have achieved the required learning outcomes.
4. The forms of instruction delivered primarily on the USB campus include:
 - a. lectures, which serve to systematically explain the theoretical knowledge and fundamental principles of the field of study;
 - b. tutorials, which focus on the practical application of acquired knowledge;
 - c. seminars, which develop the ability to think independently, argue a case and work with sources through discussion, presentations and written work by students; and
 - d. consultations, which take the form of individual or group sessions designed to clarify and supplement the subject matter or to provide methodological guidance in fulfilling study obligations.
5. Depending on the allocated time, instruction takes place at regular weekly or fortnightly intervals throughout the teaching period (Article 11(4)), unless it is a block-taught module, where instruction is concentrated into a shorter period.
6. Instruction takes place primarily on the premises of USB. Instruction or other educational activities may also take place outside the premises of USB, in particular in the case of:
 - a. a course comprising several days of instruction at facilities within the Czech Republic or abroad;
 - b. an excursion which, as part of the course, takes place within the CR or abroad;
 - c. a work placement, which consists of performing activities at other organisations to acquire practical skills and habits, organised on the basis of a contractual relationship;
 - d. a study placement or work placement related to studies, during which the student, with the knowledge or organisational support of USB, participates in instruction or other educational activities at another educational institution or performs work at another organisation, thereby acquiring practical skills and habits or contributing to the fulfilment of the USB's third role.

7. For a course intended for students studying in a part-time or distance learning format, the course coordinator, in collaboration with the lecturer, shall specify and provide teaching resources and information materials that will replace face-to-face instruction for students (hereinafter referred to as 'study materials'), specifies instruction using computer technology and the internet, the method of contact with the lecturer, including the consultation system, and ensures the possibility of communication between students. Study aids for a course taught in a foreign language must be available in the relevant foreign language.

Article 17

Instruction in the relevant semester

1. Instruction in the relevant semester is carried out in accordance with the course description available in IS/STAG (Article 9(4)) and, where applicable, also with the instruction schedule specifying the course description (Article 9(14)).
2. Instruction in the relevant course may be cancelled in a given semester:
 - a. if the minimum course capacity specified in the dean's ordinance is not met (Article 12(2)); or
 - b. in the event that the faculty is unable to provide instruction for objective reasons.

In such cases, the student's enrolment in the course will be cancelled, with the possibility of substitution by another course (Article 14(5)). This does not apply if the course is compulsory or a compulsory elective in the student's programme but cannot be replaced in that semester by another compulsory elective course for the purpose of fulfilling the conditions for admission to the state examination or a part thereof (Article 26(3) and (6)) in that or the following semester. Instruction in the case of such a course must take place but may exceptionally be delivered through forms of instruction other than those specified in the course description, in particular through consultations.

3. Attendance at lectures is optional in all forms of study. The extent to which attendance at tutorials, seminars and consultations is compulsory is set out in the course description (Article 9(4)). Unless the course description states otherwise, the following applies:
 - a. under the full-time format, attendance at tutorials, seminars and consultations is compulsory in full;
 - b. under the part-time format, attendance at tutorials and seminars is compulsory in full, whilst attendance at consultations is not compulsory; and
 - c. under the distance learning format, attendance is not compulsory for tutorials, seminars or consultations.

Further rules regarding attendance are set out in the course description.

4. Further requirements for students, relating in particular to preparation for lessons, the completion of assignments outside of lessons and continuous assessment, as well as specifications regarding colloquia, exams or any credit tests, are set out in the course description (Article 9(4)) or, in accordance with it, in the course syllabus available on the *Moodle* e-learning platform or in the group for the course created in *MS Teams* (Article 9(15)).
5. Students are required to complete any interim assessments by the deadlines set out in the course syllabus; they are required to complete the course, i.e. pass it, by the deadline specified in Article 18(2) at the latest.

Article 18

Completion of the course

1. The main ways of completing a course are by obtaining credits, a test, an examination and a state examination. A course is considered to have been passed, i.e. successfully completed, if the student

- a. has obtained a credit,
- b. has successfully passed the colloquium,
- c. has successfully passed the examination,
- d. has obtained a credit and successfully passed the examination.

depending on the method of completion specified for the course in the course description (Article 9(4)).

2. The deadline for completing courses is set by the timetable (Article 11(10)(b) to (d)); the timetable may set different deadlines for different types or groups of courses, as well as different deadlines for students in their final year of study. However, the latest date for completing a course may in fact be an earlier date if this naturally follows from the range of reasonably spaced dates for colloquia, examinations or credit tests, or from the nature of instruction delivered in a block format.
3. The lecturer or examiner is obliged to retain all written materials, including their own, on the basis of which they awarded the course mark in accordance with Articles 19 to 21, at least until the end of the teaching period of the semester following the semester in which the student submitted the written material; this does not apply if the written materials exist in electronic form and are stored automatically.

Article 19

Credit

1. A credit is awarded by the lecturer upon fulfilment of the requirements set out in the course description (Article 9(7)).
2. In IS/STAG, the award of a credit is indicated by the word 'passed'; the assessment record must include the date the credit was awarded and the lecturer's name.
3. If a final credit test forms part of the requirements for obtaining a credit, the following applies:
 - a. The lecturer shall publish in IS/STAG, no later than three weeks before the start of the examination period, the scheduled date for the credit test – which may also be scheduled for the final class session – and at least two further dates for the credit test, scheduled at least one week apart, for the purpose of resits or retakes; Further dates may be announced later if necessary.
 - b. If a student fails the credit test on their first attempt, they may retake it on the dates set by the lecturer in accordance with point (a), up to a maximum of two times.
 - c. When re-enrolling for the course, a student may request the dean to have the unsuccessful assessment of their second resit credit test, or the credit test constituting their final attempt upon re-enrolling for the course, reviewed by a committee, whether it is a regular or resit attempt. In such a case, the dean shall, without undue delay, appoint a three-member committee, which shall also include the person who assessed the relevant credit test. The other two members of the committee shall re-assess the relevant test and submit their written assessment to the dean. The dean, in the presence of all committee members and after consulting with them, if necessary, shall draw up a final assessment of the credit test on the basis of the submitted materials, including the original assessment. A written record shall be made of the committee's review. If the committee concludes that the credit test was successful, the relevant assessment in IS/STAG shall be replaced with the word 'passed'. However, if the award of the credit is subject to further requirements which the student has not yet met, the committee shall do so only after these have been met, at the latest on the last day of the deadline set for the student for this purpose.

4. If, by a certain date, the student can no longer obtain the credit because it is clear that they can no longer meet the requirements set out in the course description, including failure to pass any credit test even in the second resit or the final scheduled sitting, the lecturer shall award them a grade of 'not passed'; the record in IS/STAG must include the date on which the credit requirements were not met and the lecturer's name.

Article 20

Colloquium

1. A colloquium refers to a specialist discussion on a pre-determined sub-topic of a given course, which may be preceded by the completion of a written assignment dealing with a specific aspect of the course. The participants in the colloquium are the student and the lecturer, or another suitable person appointed by the course coordinator or head of department to assess the student's ability to succeed in the academic discussion (hereinafter also referred to as the 'examiner'). The colloquium may be held in the presence of several examiners (a so-called panel discussion), as well as in the presence of several students; in such a case, every student must have the opportunity to participate actively in the discussion.
2. The student undertakes the colloquium on the date for which they are registered in IS/STAG (Article 22).
3. In IS/STAG, successful completion of the colloquium is marked with the word 'passed'; unsuccessful completion with the words 'not passed'. The assessment record must include the date of the colloquium and the name of the examiner.
4. The assessment in the event that a student fails to attend the colloquium, withdraws during it, or seriously breaches the rules governing its conduct is governed by Article 22(6) and (9).
5. If a student fails the colloquium, they are entitled to a resit. If a student fails the colloquium even on the resit date, they may retake the colloquium on a second resit date within the dates set by the examiner, or they may instead request the dean to arrange a second resit date for the colloquium in the form of an oral examination before a panel.
6. A student is entitled to request that the colloquium be held on the second resit date in the form of a panel discussion no later than five working days after the unsatisfactory result (not passed) for the resit date of the colloquium has been recorded in IS/STAG; if they fail to do so, their right to the second resit date of the colloquium in the form of a panel discussion shall lapse. Upon receipt of the request, the dean shall, without undue delay, appoint a three-member panel, set a suitable date for the oral examination, and inform the student thereof. The set date for the oral examination is binding on the student. If the student fails to attend the panel discussion, a note shall be made in IS/STAG stating that they did not attend and a 'not passed' grade shall be entered; this does not affect their right to excuse their absence from the session in accordance with Article 22(7). The panel shall decide on the grade following a joint consultation without the student being present. A written record shall be made of the panel discussion; the second sentence of Article 29(10) shall apply analogously to the written record. The dean may also decide to hold a second resit of the colloquium in the form of a committee discussion at the proposal of the examiner for whose session the student is registered to sit the second resit, made without undue delay after the dean becomes aware of the student's registration for that session. If the dean accepts the examiner's proposal, he or she shall appoint a three-member panel, which shall include the relevant examiner, instruct it to conduct a panel discussion with the student on the date for which the student is registered, and inform the student thereof without delay. If this is not possible for reasons of time, the dean shall decide only on the appointment of a three-member committee and shall instruct the examiner to inform the student of the oral examination and to agree with the student and the members of the committee on a suitable date for it to take place. Article 22(4) to (10) shall apply analogously to the oral examination. A student may withdraw from a panel discussion held at the examiner's request even after

the deadline specified in Article 22(4) but no later than the start of the panel discussion. If a student withdraws from the date of the panel discussion, regardless of whether it was to be held at their request or at the examiner's suggestion, they thereby forfeit their right to a second resit date for the colloquium; this does not affect their right to provide an excuse for their absence in accordance with Article 22(7). If, in such a case, the excuse is deemed valid, the dean shall set an alternative date for the examination panel discussion and inform the student thereof.

7. If a student does not register for any colloquium session in the given semester, or if by the end of the period in which they could have taken the colloquium they have not received any assessment under paragraphs 3 or 4, the course coordinator or a lecturer appointed by them shall award the assessment 'not passed' with the date of the last day of the relevant period. This fact shall be recorded in IS/STAG within the time limit specified in Article 5(8).

Article 21 **Examination**

1. The purpose of the examination is to assess the learning outcomes acquired through the study of a course concluded by an examination, even where the examination assesses outcomes relating to several courses that are interconnected in terms of content.
2. If a course is concluded with a credit and an examination, access to the examination is conditional upon obtaining the credit.
3. The examination is passed if the student, in the manner specified in the course description and on the date for which they are registered in IS/STAG, demonstrates that they have acquired the required learning outcomes. Depending on the quality of their performance, the student is awarded a grade according to the following grading scale:

Grade	1	1.5	2	2.5	3
Verbal formulation	Excellent	Very good minus	Very good	Very good minus	Good
Appropriate mark	A	B	C	D	E

4. If a student fails to demonstrate in the examination that they have achieved the required learning outcomes, they will be awarded a grade of '4'. The verbal formulation is 'not passed', which corresponds to the mark 'F' on the grading scale.
5. Grading in the event that a student fails to attend the examination, is not admitted to it due to failure to obtain a credit, withdraws during the examination, or seriously breaches the rules governing its conduct, is governed by Article 22(6) and (9).
6. The examiner is the lecturer or course coordinator for the subject in question, unless the head of the relevant department decides otherwise. Depending on the department's regulations, the head of department may appoint more than one examiner for the same course.
7. The student takes the examination on the date for which they are registered in IS/STAG (Article 22).
8. In IS/STAG, a pass is marked with the relevant grade in accordance with paragraph 3, and a 'not passed' with the number '4' (paragraph 4). The person authorised to record the assessment (Article 5(6)(a)) shall add the date of the examination and, if they are not the examiner themselves, shall also add information about the examiner.
9. If a student fails the examination, they are entitled to sit a resit examination. If a student fails the examination even at the resit date, they may, within the dates set by the examiner, retake the examination at a second resit date or, alternatively, request the dean to arrange a

second resit examination in the form of an oral examination before a panel examination; This also applies in cases where the course description otherwise specifies a written or combined form for the examination.

10. A student is entitled to request a second resit examination in the form of an oral panel examination no later than five working days after the unsatisfactory result (4) of the resit examination has been recorded in IS/STAG; if they fail to do so, their right to a second resit examination in the form of a panel examination shall lapse. Upon receipt of the request, the dean shall, without undue delay, appoint a three-member panel, set a suitable date for the board examination and inform the student thereof. The date set for the panel examination is binding on the student. If the student fails to attend the examination before the panel, a note shall be entered in IS/STAG stating that they did not attend and a grade of '4' (not passed) shall be recorded; this does not affect the student's right to excuse their absence from the scheduled date in accordance with Article 22(7). The panel shall decide on the examination grade following a joint consultation without the student being present. A written record shall be made of the panel examination; the second sentence of Article 29(10) applies analogously to the written record. The dean may also decide to hold a second resit examination in the form of an oral examination by a committee upon the proposal of the examiner for whose session the student is registered to sit the second resit examination, made without undue delay after the dean becomes aware of the student's registration for that session. If the dean accepts the examiner's proposal, he or she shall appoint a three-member panel, which shall include the relevant examiner, instruct it to examine the student on the date for which the student is registered, and inform the student thereof without delay. If this is not possible for reasons of time, the dean shall decide only on the appointment of a three-member panel and shall instruct the examiner to inform the student of the panel examination and to agree with the student and the panel members on a suitable date for it to take place. Article 22(4) to (10) shall apply analogously to the panel examination. A student may withdraw from a panel examination held at the examiner's request even after the deadline specified in Article 22(4), but no later than the start of the examination. If a student withdraws from a panel examination, regardless of whether it was to be held at their request or at the examiner's suggestion, they thereby forfeit their right to a second resit; this does not affect their right to provide an excuse for failing to attend the examination in accordance with Article 22(7). If, in such a case, the excuse is deemed valid, the dean shall set an alternative date for the examination and inform the student thereof.
11. If a student does not register for any examination date in the given semester, or if by the end of the period in which they could have taken the examination they have not received any assessment under paragraphs 3, 4 or 5, the course coordinator or a person authorised by them shall award them a grade of '4' (not passed) with the date of the last day of the relevant period. This fact shall be recorded in IS/STAG within the time limit specified in Article 5(8). This shall not apply if the student was not admitted to the examination due to failure to obtain a credit, which is duly recorded in IS/STAG.

Article 22

Common provisions regarding the dates of colloquia or examinations

1. The examiner shall announce a reasonable number of dates for colloquia or examinations, spread appropriately throughout the examination period, no later than three weeks before the start of the examination period. The examiner may also specify which dates are reserved for first attempts and which for second attempts or resits only. The examiner may announce further resit dates at a later stage; in exceptional cases, the examiner may also announce an individual resit date.
2. The course coordinator is responsible for ensuring that every student who fails a colloquium or examination has the opportunity to register for at least one resit date during the given examination period. A student who, due to the unavailability of free dates on the day they learn that they have failed a colloquium or examination, but no later than three working days

after the day on which the failed result was recorded in IS/STAG, they are obliged to inform the examiner of this, and if they are unable to arrange a date with the examiner, then the course coordinator. If the student fails to do so, they cannot claim that it was impossible to register for the resit.

3. Students register to sit a colloquium or examination via IS/STAG. Students are obliged to register for and sit the scheduled colloquium or examination on the date set aside for the first sitting; this does not apply if they have provided a valid excuse for missing the scheduled sitting and their excuse has been accepted.
4. A student may withdraw from a colloquium or examination session no later than 24 hours before it begins; however, if the session settings in IS/STAG allow for a later withdrawal deadline, they may withdraw even later. A student who withdraws from a colloquium or examination session in good time is treated as if they had not registered for that session. If a student withdraws from a colloquium or examination, they bear the risk of a possible shortage of available dates for which they could subsequently register. This does not apply if they can demonstrate that they withdrew for serious reasons, particularly health reasons. In such a case, the procedure set out in the second and third sentences of paragraph 2 applies analogously.
5. If a student does not withdraw from a colloquium or examination session, the session is binding on them.
6. If a student fails to attend the examination on the date for which they are registered in IS/STAG, or, in the case of a course under Article 18(1)(d), is not admitted to the examination because they have not obtained the credit required to sit the examination, the examination date is deemed to have been forfeited. In both cases, a note shall be entered in IS/STAG stating that the student did not attend, and a grade of '4' (not passed) shall be recorded.
7. A student may, for serious and proven reasons, particularly health reasons, excuse themselves from attending the session for which they were registered, even retrospectively, but no later than the fifth working day following the relevant session. The excuse must be addressed to the examiner, who will decide on its validity. If the examiner deems the student's excuse valid, they shall remove the grade '4' (not passed) from IS/STAG and indicate that the student has provided an excuse, without undue delay, no later than the next working day after the excuse has been deemed valid. Depending on the availability of alternative dates, the examiner shall, in consultation with the student, take further steps to ensure that the student has the opportunity to sit the examination on an alternative date. Special conditions apply to students who would otherwise be on maternity leave (Article 44(5)(b)).
8. If a student attends a colloquium or examination, it is deemed that there are no relevant reasons preventing them from sitting it, including health reasons, whether arising from a long-term illness or a sudden deterioration in health immediately prior to the start of the examination or at the very moment the examination begins. If a student decides to sit the examination despite the existence of reasons for which their 'performance' might be even potentially impeded, they assume all risks and consequences of their decision, in particular the risk of failure or a lower mark than if their 'performance' had not been impeded.
9. If a student withdraws from the examination after it has begun or seriously breaches the examination rules, this is regarded as a failure of the examination; in IS/STAG, this is marked with the word 'not passed'. If a student withdraws from an examination after it has begun or seriously breaches the examination rules, this is deemed a failure of the examination; in IS/STAG, this will be marked with a grade of '4'.
10. In other cases, the examiner shall decide on the assessment of the colloquium or examination based on the student's performance.

Article 23

Weighted grade point average

1. The weighted grade point average serves as the criterion for assessing the quality of a student's academic performance; it is calculated for each student for each academic year, or for each semester, and for the entire course of study prior to sitting the state examination.
2. The weighted grade point average is calculated as the quotient of the sum of all marks multiplied by the credit value of the relevant modules and the total sum of credits available from the modules taken and concluded with an examination during the assessed period.
3. Courses for which credit has been awarded (Article 30) are included in the weighted grade point average solely for the purpose of calculating the degree of academic achievement in accordance with Article 25(2).
4. Courses that have been credited to the student prior to their studies (Articles 32 and 34) shall also be included in the calculation of the weighted grade point average.

PART FIVE

CONTINUATION AND COMPLETION OF STUDIES

Article 24

Conditions for continuing studies

1. The condition applicable in the period between enrolment and the start of instruction in the first semester of study is that the student must have registered for courses in accordance with the rules set out in Article 13. It is irrelevant whether, at the faculty in question, the student registers for courses for the first semester of study themselves, or whether this is carried out by the student affairs office in accordance with the faculty's organisational requirements.
2. The condition for continuing studies applicable at the end of the first semester of study is:
 - a. the acquisition of at least 20 credits from courses registered for in the first semester of study; this does not apply if, in accordance with the provisions of Article 13(1), second sentence, the student was entitled to register for courses worth fewer than 20 credits in the first semester, and at the same time;
 - b. the completion of all cross-disciplinary modules (Article 13(1)), where these are specified.

The student is required to fulfil this condition by the deadline for completing first-semester courses as set out in the timetable.

3. The condition applicable in each subsequent semester of study is that course registration must be carried out in accordance with the rules set out in Article 13; registration for the second and each subsequent semester of study is always carried out by the student themselves.
4. The condition applicable at the end of the first year of study is
 - a. the acquisition of at least 40 credits from courses registered for in the first two semesters of study; this does not apply if, in accordance with the provisions of Article 13(1), second sentence, the student was entitled to register for courses worth fewer than 20 credits in the first or second semester, and at the same time;
 - b. the successful completion of a course enrolled in for the second time, if the student has such a course enrolled for the second semester of study.

The student is obliged to fulfil this condition by the deadline for completing courses from the relevant year of study as set out in the timetable. The timetable must not specify a date later than the date on which the teaching period begins in the following WS.

5. The requirement applicable at the end of each subsequent academic year is:

- a. the acquisition of at least 80 credits from courses enrolled in over four consecutive semesters of study; this does not apply if, in accordance with the provisions of Article 13(1), second sentence, the student was entitled to enrol in courses worth fewer than 20 credits in any of the semesters in question, and at the same time;
- b. the successful completion of a course enrolled in for a second time, if the student has such a course enrolled in any of the semesters of the relevant year of study.

The student is required to fulfil this condition by the deadline for completing courses from the relevant year of study as set out in the timetable.

6. The condition relating to the student's thesis, which they are preparing as part of their studies (Article 27(1)), is:
 - a. the selection of its topic by the deadline set by the timetable or by a dean's ordinance (Article 27(2));
 - b. submission of the thesis by the maximum deadline for submission, if such a deadline is set by a dean's ordinance (Article 28(2)); if the dean's ordinance does not set a maximum deadline for submission, this condition shall not apply at the faculty in question.
7. The condition relating to the final part of the state examination (Article 2(2)(f)) is:
 - a. taking the final part of the state examination on the scheduled date no later than the end of the academic year following the academic year in which the student fulfilled the conditions for admission to the final part of the state examination (Article 26(3));
 - b. successful completion of the final part of the state examination no later than the resit date (Article 26(13)).
8. The condition relating to the interruption of studies is, in accordance with Article 37(11), re-enrolment within five working days of:
 - a. the expiry of the period for which studies were suspended; or
 - b. from the expiry of the day on which the interruption of studies was definitively terminated by a decision of the dean.
9. Provided the above conditions are met, a student may continue their studies only until the maximum duration of studies is reached (Article 4(2)).
10. If, on the relevant date, a student fails to meet the relevant condition for continuing their studies or reaches the maximum duration of studies, their studies will be terminated. Details are set out in the relevant provisions of these Study and Examination Regulations and summarised in Article 51.
11. The faculty's student affairs office or a person authorised by the dean shall verify the conditions for continuing studies without undue delay following the expiry of the date on which the relevant condition was to be met in accordance with the Study and Examination Regulations and the schedule specifying them. If it is found that a student does not meet any of the conditions for continuing their studies, a request to comment on the grounds for the decision shall be made without undue delay, and no later than 30 days, via IS/STAG, a request for comments on the grounds for the decision, by which, in accordance with Section 68(3) of the Act, proceedings are initiated to terminate studies for failure to meet study requirements pursuant to Section 56(1)(b) of the Act.
12. The dean may, for serious reasons duly substantiated by the student, upon the student's request submitted no later than before the decision on termination of studies is issued:
 - a. grant the student an exemption consisting of a reasonable extension of the deadline for fulfilling the obligation which they have failed to meet, thereby fulfilling the condition for termination of studies, supplemented by;

- b. the setting of individual deadlines, dates or other measures relating to the nearest semester of study, or the nearest two semesters of study if the condition cannot be met in the following semester, with the aim of enabling the student to fulfil the condition in question within a reasonable time and with the necessary cooperation from the faculty.
13. If, despite the individual measures set out, the student fails to fulfil the relevant obligation even after the deadline for its fulfilment has been extended in accordance with paragraph 12, failure to fulfil the obligation upon expiry of the extended deadline shall constitute a separate ground for termination of studies. The dean shall decide on the matter without undue delay; he is no longer authorised to grant a further exemption under paragraph 12.
14. An exemption may be granted to the same student for the same reason only once, even across different courses of study; this does not apply to an exemption granted for multiple courses of study simultaneously. An exemption may be granted to the same student in a given course of study for another reason only on the condition that it was not reasonable to expect them to prevent the repeated failure to fulfil any of the above-mentioned study obligations by interrupting their studies.

Article 25

Ways of completing studies

1. In accordance with the provisions of Section 54 of the Act, studies at a higher education institution are duly completed by passing the relevant degree programme, on the date of successful completion of the final part of the state examination prescribed at the end of the studies. The conditions for admission to a state examination that is not divided into parts, or to its final part, are laid down in Article 26(3).
2. The overall assessment of the completed course of study reflects the student's academic performance throughout their studies and is classified as either 'graduated with distinction' or 'graduated'. A student has graduated with distinction if their weighted average mark (Article 23) for the entire duration of their studies did not exceed 1.5 and they passed the state examination with an overall grade (Article 26(12)) of 'excellent'; in all other cases, the student has merely completed their studies.
3. Graduates are awarded the relevant academic degrees in accordance with Sections 45 and 46 of the Act, and certificates are issued in accordance with Section 55(2) and Section 57(1)(c) and (f) of the Act. Graduates of master's degree programmes and consecutive master's degree programmes who have been awarded the academic title of 'Magistr' may sit a state rigorosum examination in the same field of study, part of which is the defence of a rigorosum thesis (Article 52).
4. Other than in the normal manner, i.e. unsuccessfully, studies are terminated in one of the ways specified in Section 56(1) of the Higher Education Institutions Act. Most commonly, this is by a decision to terminate studies for failure to meet study requirements (Article 51), by withdrawal from studies (Article 50) or by expulsion from studies for committing a disciplinary offence (Section 64 of the Act).

PART SIX

STATE EXAMINATION

Article 26

Structure of the state examination, access to it and assessment

1. The state examination in a bachelor's degree programme may consist of several parts; if so stipulated by the accreditation of the degree programme, one of these is the defence of the bachelor's thesis. The state examination in a bachelor's degree programme cannot consist solely of the defence of the bachelor's thesis.

2. The state examination in a master's or consecutive master's degree programme may consist of several parts; it includes the defence of the master's thesis. If so stipulated by the accreditation, the state examination in a master's or consecutive master's degree programme consists solely of the defence of the master's thesis.
3. A student may sit the final part of the state examination during the relevant period (Article 2(2)(f)) provided that, by the date specified in the timetable (the deadline for fulfilling the conditions for admission to the final part of the state examination), they have obtained, in the combination of subjects prescribed by the degree programme, at least a number of credits equal to 60 times the standard duration of their studies expressed in years, and have prepared and duly submitted a bachelor's or master's thesis (hereinafter also collectively referred to as the 'thesis'), if required by accreditation. Uncompleted modules taken in excess of the requirements set out in the first sentence do not constitute an obstacle to sitting the state examination.
4. Regardless of the result, the student must sit the final part of the state examination by the end of the academic year following the academic year in which they fulfilled the conditions set out in paragraph 3, or, in the case of a student during a recognised period of parental leave, by the end of the academic year following the academic year in which they completed the recognised parental leave period, whichever of these situations occurs later. This obligation is not affected by any interruption of studies. However, it is also fulfilled if the student is excused from sitting the state examination (paragraph 8) and their excuse is deemed valid. If the student does not sit the state examination by the deadline specified in the first sentence, this is considered a failure to meet the study requirements, as a result of which the dean shall decide to terminate the student's studies (Article 51).
5. The student must successfully complete the final part of the state examination before the maximum duration of studies expires (Article 4(2)), otherwise this is considered a failure to meet the study requirements, as a result of which the dean shall decide to terminate the student's studies (Article 51).
6. If the state examination is divided into several parts for which the student registers separately, they may sit the relevant part of the state examination in the relevant period provided that, by the date specified in the timetable, they have obtained, within the course structure prescribed by the degree programme, a number of credits corresponding to the relevant part of the degree programme which is concluded by that part of the state examination; if such a part is the defence of a thesis, Article 28(1) shall also apply. Paragraph 3 remains unaffected.
7. A student shall register to sit a state examination that is not divided into parts, or a part thereof, via IS/STAG by the deadline specified in the timetable; if the student registers directly for a specific date of the state examination (Article 29(7)), the composition of the state examination committee (hereinafter referred to as the 'committee') need not be specified in IS/STAG. The obligation to register for the state examination also applies to a student candidate (Article 36(1)(b)) who had their studies interrupted at the time of registering to sit the state examination. If a candidate whose studies have been interrupted is unable, for technical reasons, to register for the state examination via IS/STAG, they shall register by submitting a written application for registration for the state examination via IS/STAG, a data box or a printed, hand-signed application. In exceptional cases, a candidate with interrupted studies is entitled to register for the state examination at a later date, at the latest as a student on the day following re-enrolment; in such a case, however, they bear the risk that their inclusion in the relevant state examination session may not be possible for organisational or time-related reasons. The organisational arrangements for the conduct of the state examination, including any requirements for enrolment in the course of study whose subject matter is the taking of the state examination or a part thereof, or for registration for a date of the state examination not divided into parts, the date of the

relevant part or a date common to several parts (hereinafter collectively referred to as the 'date of the state examination'), shall be determined by a dean's ordinance.

8. The date of the state examination for which the student is registered is binding. If the student fails to attend the state examination or any part thereof on that date, the opportunity is deemed to have been forfeited. In IS/STAG, it will be noted that the student did not attend and a grade of 4 (not passed) will be entered; this does not apply if the student has provided a valid excuse for their absence from the state examination and their excuse has been accepted. A student may only excuse themselves from attending the state examination for serious, proven reasons, particularly health-related ones, and may do so retrospectively, but no later than the fifth working day following the date of the state examination. The excuse must be addressed to the dean. If the dean considers the student's proven reasons to be serious, they shall remove the grade '4' (not passed) from IS/STAG and indicate that the student has been excused, without undue delay, no later than the next working day after the excuse has been accepted as valid. Where possible and appropriate, the dean shall also schedule the student for another suitable date within the given semester (hereinafter referred to as the 'alternative date'). Any alternative date is binding on the student. The provisions of this paragraph apply analogously to the alternative date.
9. If a student attends the state examination or a part thereof, it shall be deemed that there are no relevant reasons preventing them from sitting it, including health reasons, whether arising from a long-term illness or a sudden deterioration in health immediately prior to the start of the state examination or a part thereof, or at the very moment of the start. If a student decides to sit the state examination or a part thereof despite the existence of reasons for which their 'performance' could be even potentially impeded, they assume all risks and consequences of their decision, in particular the risk of failure or a lower mark than if their 'performance' had not been impeded. Once the state examination or part thereof starts, the student may no longer claim an exemption under paragraph 8 or the subsequent annulment of the state examination or part thereof (Article 29(11)) for any reason existing at the time of the start, including health reasons.
10. If a student withdraws from the state examination or a part thereof after the examination starts, or if they seriously breach the rules governing its conduct, this shall be deemed a failure; in IS/STAG, this shall be recorded with a mark of '4' (not passed).
11. The examination committee decides on the assessment of a state examination that is not divided into parts, or on the mark for a part of a state examination, based on the student's performance. Depending on the quality of their performance, the student is awarded an assessment according to the following grading scale:

Grade	1	2	3	4
Verbal formulation	Excellent	Very good	Good	Not passed
Appropriate mark	A	C	E	F

A grade of '4' (not passed) indicates that the student has failed the state examination, which is not divided into parts, or the relevant part thereof; other grades indicate that the student has passed the state examination, which is not divided into parts, or the relevant part thereof.

12. If the state examination is divided into several parts, the overall grade is '4' (not passed) if the student has failed any of its parts. If the student has passed all its parts, the overall grade for the successfully passed state examination is determined on the basis of the marks for the individual parts, as follows:

Arithmetic mean	Less than 1.5	Less than 2.5	2.5 or higher
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Lowest acceptable mark for a part	2 (very good)	3 (good), no more than twice	3 (good)
Overall grade	1	2	3
Verbal formulation	Excellent	Very good	Good
Appropriate mark	A	C	E

13. If a student fails a state examination that is not divided into parts or fails a part of a state examination that is divided into parts, i.e. if they do not pass it, they may retake the state examination or the part in which they failed, or each such part, once. The provisions of paragraphs 8 to 12 apply analogously to the resit.
14. If a student fails the defence of their thesis, the committee shall decide (including whether the student is required to revise the thesis, whether revision is recommended, or whether, due to shortcomings relating exclusively to the defence and not to the thesis itself, a resit defence of the original thesis will be held; in such a case, the original assessments shall remain valid for the resit defence.
15. If the student fails to meet the requirements even at the resit, this is considered a failure to meet the study requirements. Consequently, the dean shall decide to terminate the student's studies (Article 51).

Article 27 **Thesis**

1. A student on a bachelor's degree programme does not produce a thesis if, in accordance with the valid accreditation, the defence of a bachelor's thesis is not included in their programme. All other students produce a bachelor's or master's thesis.
2. Students select the topic of their thesis electronically via IS/STAG by the deadline set in the academic calendar or by a dean's ordinance. If a student fails to select a thesis topic by the specified deadline, this is considered a failure to meet study requirements; as a result, the dean shall decide to terminate the student's studies (Article 51).
3. Details concerning the selection, formulation of the assignment, supervision and submission of the thesis, including the link between its submission and the awarding of the final credit relating to the thesis, the assessment of the thesis, as well as requirements regarding its content and form, including requirements for the proper use of sources and artificial intelligence tools, shall be laid down by the dean in such a way that the established rules ensure the quality of the thesis, transparent, predictable and equal conditions for the student who prepares and defends it, and also aim to prevent plagiarism or any other unlawful or unethical method of preparing the thesis. The dean is authorised to delegate the setting of rules to heads of departments where this is appropriate in order to respect disciplinary differences. In such cases, the dean's ordinances shall specify which rules the heads of departments are to amend or supplement in his stead, in what form and by what date they are to do so, as well as under what conditions they may alter them.
4. The supervisor of a thesis may be:
 - a. an academic or research staff member belonging to the relevant faculty who is a graduate of a doctoral degree programme or an equivalent degree programme;
 - b. an academic staff member belonging to another faculty of USB or to another higher education institution, who is a graduate of a doctoral degree programme or an equivalent degree programme;

- c. an employee of a contractual partner of USB or a cooperating foreign higher education institution (hereinafter referred to as a 'partner institution'), who is a graduate of a doctoral degree programme or an equivalent degree programme;
 - d. a practising professional who is a graduate of a master's degree programme;
 - e. in the case of a bachelor's thesis, also an academic staff member of USB or another higher education institution who is a graduate of a master's degree programme; exceptionally, also a doctoral student who is not an academic staff member;
 - f. in the case of a diploma thesis, exceptionally also a doctoral student, provided that a supervisor is appointed who is an academic staff member of the relevant USB faculty and who is a graduate of a doctoral degree programme or an equivalent degree programme.
5. The assessment of a course related to a thesis shall be discussed by the thesis supervisor—who is not a member of the academic staff at the University of South Bohemia—with the head of department or the faculty supervisor of the thesis, or a similar person who, in such cases, is responsible for entering the assessment within the time limit specified in Article 5(8).
6. Unless the dean specifies a lower number in a regulation, the following shall apply:
- a. A thesis supervisor who is an academic staff member of USB may not supervise more than 15 theses; the dean's ordinance may specify a lower maximum number of theses supervised.
 - b. An academic staff member belonging to another higher education institution, acting as a supervisor under paragraph 4(c) and (d), may not supervise more than 3 theses.
 - c. A doctoral student who is not an academic staff member may supervise a maximum of 1 thesis.

Theses already submitted or theses of students who have interrupted their studies are not counted towards this limit. Theses that have a consultant (paragraph 7) are counted only with a coefficient of 0.5.

7. In addition to the supervisor of the thesis, who is an academic staff member of USB, the thesis may have a consultant who, given their area of expertise, assists with the academic supervision of the student and contributes appropriately to the preparation of the supervisor's assessment. A supervisor may only be an employee or a doctoral student belonging to the relevant faculty, an academic staff member belonging to another higher education institution, or a practitioner. The decision on the involvement of a supervisor is made by the thesis supervisor; the student may suggest this.
8. The thesis must be written in the language of the degree programme. If this is Czech, the thesis may be written in Slovak or English, subject to agreement with the supervisor; if the language of the degree programme is English, this may also be done with the consent of the person designated by the dean's ordinance. In the case of a thesis written in English, the head of department is responsible for ensuring that the supervisor, the external examiner and the members of the defence committee have an adequate knowledge of English (at least at B2 level), provided that, in accordance with the dean's ordinance, the thesis is also to be defended in English. To this end, the student may be informed of which of the scheduled dates they may register for or may request a change of registration or make the change themselves. A thesis in a degree programme focused on a foreign language may be written in the relevant foreign language without further ado. The obligations and rights under sentences 3 and 4 apply analogously in this case. The dean's ordinance may also specify other permissible languages for the thesis that differ from the language of the degree programme. In such a case, the supervisor and the person designated by the dean's

ordinance under sentence 2 must consent to the thesis being written in that language; sentences 3 and 4 shall apply analogously in this case as well.

9. The thesis must include a declaration by the student as specified by the relevant USB Rector's ordinance. If the thesis is written in a language other than Czech, the student shall provide the corresponding wording of the declaration in the relevant language. The student shall append the date, their first name and surname to the aforementioned declaration. In the electronic version of the thesis, which the student submits via IS/STAG, they shall append the suffix 'm.p.' after their first name and surname, whereby their declaration is deemed to have been signed. If, in accordance with the rules laid down in paragraph 3, the student also submits a printed copy of the thesis, they shall affix their handwritten signature to their first name and surname in that copy.
10. A text constituting a submitted thesis or part thereof may not be submitted as the text of another thesis or part thereof; this does not apply to clearly relevant text of a reasonable length from a previously defended thesis, provided that it is properly cited in the later thesis. In the case of concurrent or further study, a single thesis may not be submitted for assessment as part of a state examination in two or more different programmes; this does not apply to *double/multiple degrees*, provided that this is stipulated in the cooperation agreement.
11. A student who has submitted a thesis in a previous unsuccessful degree programme may, regardless of whether the defence took place or its outcome, apply for permission to work on the same or a similar topic. They shall attach to their application the assignment for the previous thesis, its introduction and the opinion of the original supervisor; if subsequently requested to do so, they are obliged to submit the entire draft or, where applicable, the entire submitted thesis. The relevant person shall assess the suitability of the topic in relation to the degree programme, or its specialisation, if any, and, if appropriate, shall grant the student's request; this shall not apply if there are other serious reasons preventing this, the existence of which is demonstrated by the original supervisor. The supervisor is not bound by the terms of the original thesis. When writing a newly assigned thesis on the same or a similar topic, the student is entitled to use text produced as part of a previous thesis, without this being regarded as plagiarism. However, the student is obliged to indicate in the introduction to the thesis that the new thesis contains previously submitted text, clearly specifying which parts of the new thesis have been taken over in this way. The new thesis must always reflect current academic knowledge; in particular, it must be based on the most recent sources.

Article 28

Submission, assessment, and publication of the thesis

1. The student submits the thesis electronically via IS/STAG by the deadline set out in the timetable for the relevant academic year or by a dean's ordinance; in addition to this, the faculty may require (Article 27(3)) the submission of a printed copy of the thesis, or multiple such copies. However, submission via IS/STAG always has the legal effect of submission of the thesis. If a student fails to submit their thesis by the deadline specified in the first sentence, they may not be admitted to its defence in the relevant period. A measure issued by the dean may stipulate that the deadline for submitting the thesis for the purpose of being admitted to the defence in the relevant period under this paragraph may be extended.
2. The dean's ordinances may specify a maximum deadline for the submission of a thesis; this deadline does not run during a period of interruption of studies. If a student whose course of study includes a thesis (Article 27(1)) fails to submit the thesis by the maximum deadline for submission, this shall be deemed a failure to meet the study requirements, as a result of which the dean shall decide to terminate the student's studies (Article 51).
3. The submitted thesis is assessed by at least two examiners, one of whom is the supervisor. Before preparing their assessment, the supervisor is obliged to evaluate the results of the

automatic similarity check in IS/STAG and, based on the findings, state whether they consider the thesis to be plagiarism or not. If, on the basis of their own assessment of the results of the automatic similarity check, they conclude that the thesis constitutes plagiarism, they shall explicitly state this in their assessment and shall also comment therein on how they guided the student to ensure that the student did not commit plagiarism or any other unlawful or unethical conduct whilst preparing the thesis, and how the student responded to this.

4. The student must be given access to the opponents' reports via IS/STAG at least five working days before the defence.
5. The submitted thesis shall be made available to the public via IS/STAG at least five working days before the defence; this does not apply to a thesis or part thereof whose publication has been deferred (paragraph 7). Anyone may, at their own expense, make extracts, copies or reproductions of the published thesis. The reviews shall not be made available to the public prior to the defence.
6. Without undue delay following the defence, the following shall be made available to the public via IS/STAG:
 - a. the opponents' reviews;
 - b. a record of the proceedings and the outcome of the defence (Article 30(9)).

This shall not apply if the defence has been annulled (Article 29(11)).

7. The disclosure of a thesis or part thereof to the public in accordance with paragraph 5 may be deferred for the duration of the obstacle to disclosure (footnote 31 in the Act) but for no longer than five years. Instead of the thesis being made available, or in conjunction with the disclosure of a part thereof, information regarding the postponement of disclosure, together with the reasons therefor, must be made available to the public. Documents referred to in paragraph 6 must always be made available.

Article 29

Content and procedure of the state examination

1. The parts of the state examination, or the fact that the state examination is not divided into parts, shall be determined by the accreditation of the degree programme.
2. The subject areas, or specific questions, or the form of their publication ensuring their immutability for the given academic year and their binding nature, the form of the state examination, prohibited or mandatory aids or materials, any subdivision of a part of the state examination into further parts held within the relevant examination period for that part, as well as other necessary or appropriate parameters for the organisation and conduct of the state examination or a part thereof ensuring, inter alia, transparent, predictable and equal conditions for students, shall be determined by an ordinance issued by the dean. Where appropriate in order to respect differences between fields of study, the dean may further delegate the determination of the relevant parameters to a designated person. In such a case, the dean's ordinance shall specify which parameters the heads of departments are to amend or supplement in his or her stead, in what form and by what date they are to do so, as well as under what conditions they may alter them.
3. A state examination that is not divided into sections must be conducted orally. If a part of the state examination or any of its sub-parts is conducted in written form, the procedure set out in paragraph 2 must also specify the time allowed for its completion and the rules for its assessment; the other rules laid down in these Study and Examination Regulations shall apply analogously to the sub-part conducted in written form. If a part of the state examination is divided into separately assessed sub-parts, the rules for determining the final assessment of that part of the state examination in accordance with Article 26(12) must also be established by the same procedure.

4. The state examination shall be held before an examination committee; its conduct and the announcement of the results are public by law.
5. The committee shall have at least three members appointed by the dean from among persons who are professors, associate professors or adjunct professors, or other experts approved for examining in the state examination by the faculty's scientific board; one of the members of the committee shall be appointed as its chair (hereinafter referred to as the 'chair of the committee'). The chair of the committee is responsible for the proper conduct of the state examination, in particular for compliance with the rules laid down in these Study and Examination Regulations and the rules laid down in accordance with paragraph 2.
6. The dean shall appoint a separate committee for each session of the state examination. Additional members of the board may be appointed by the Ministry of Education, Youth and Sports in accordance with Section 53(3) of the Act.
7. An examination date is defined as the oral examination of one or more students or the defence of the thesis of one or more students, held on a single day at a single location before a committee sitting in the same composition; this does not preclude the immediate temporal and spatial succession of several sittings in a row. In the case of the written part of the state examination, an examination date refers to the written examination of one or more students concerning the same part of the state examination taking place simultaneously at one or more locations, for which a single examination committee is appointed.
8. The examination committee is authorised to conduct examinations only in the presence of all its members appointed by the dean; this does not apply to the written part of the state examination, for which the presence of the chair of the examination committee is sufficient when setting and marking the paper, or the presence of another member of the examination committee if the written examination is taking place at several locations simultaneously. However, all members of the committee must be involved in the marking of the written examination of each student being examined. The justified short-term absence of one member of the committee does not conflict with the requirement set out in the first sentence. If it transpires that a member of the committee appointed by the dean cannot be present on the date of the state examination for serious reasons, the dean shall remove him or her from the committee without undue delay and appoint another member in his or her place; this shall not apply if, following the removal of the member who is unable to attend, the committee retains at least three members and, at the same time, a composition capable of assessing the student's performance. If this becomes apparent only after it is no longer reasonable to expect the dean to proceed in accordance with the preceding sentence, it shall suffice for the dean to appoint another authorised person to act as a member of the committee and to inform the chair of the committee thereof; these actions may also be carried out orally. A member so appointed shall be deemed to have been duly appointed by the dean.
9. The assessment of a state examination not divided into parts, as well as the assessment of the relevant part of a state examination, shall be recorded in IS/STAG within the time limit specified in Article 5(8). In the case of a part of the state examination held in written form, the student is subsequently entitled, for a period of seven working days from the date of recording the assessment in IS/STAG, to inspect the assignment, the written work and the assessment of their written performance at the student affairs office. In the case of a part of the state examination held in oral form, state examinations not divided into parts, as well as in the case of the overall result of the state examination, the result shall be announced publicly, in addition to being recorded in IS/STAG, and this shall be done orally on the day of the examination. If this is not possible, the result shall be announced publicly on a later date; in such a case, the faculty shall publish on the public section of its website the date, time and place of the public announcement of the result of the state examination or the relevant part thereof, at least five working days in advance.

10. A written record of the conduct and outcome of a state examination that is not divided into parts, or of a part thereof, shall be drawn up and kept in the IS/STAG system. If a student fails the state examination or a part thereof held orally, the record must clearly state the reasons for this failure, in as much detail as possible to allow for a potential review; if, in the case of the defence of a thesis, the findings and conclusions of the committee differ from those stated in the reviews, the record must explain the reasons for this. The chair of the committee is responsible for the accuracy and content of the record enabling a possible review (paragraph 11), as well as for submitting the assessment within the time limit specified in Article 5(8). The record of the proceedings and the result of the defence of the thesis shall be made available to the public in accordance with Article 28(6)(b); the record of the proceedings and the result of other parts of the state examination shall not be published.
11. If a student has any objections to the conduct of the state examination, they must submit them in writing via IS/STAG no later than seven working days after the relevant date; otherwise, their right to raise objections lapses. The dean shall, through the chair of the examination committee, request a written opinion from the committee regarding the objections and, where necessary, any further supporting documentation, in particular written opinions or personal statements from other individuals. The dean may review the state examination only in terms of procedure, not in terms of content or the adequacy of the assessment of the student's performance. The dean shall decide on the student's objections within 30 days. If the dean concludes that, at the time of the state examination, there was a breach of these Study and Examination Regulations or of the rules laid down in accordance with paragraph 2, and this breach has or could have affected the assessment of the state examination or part thereof, he or she shall decide to annul it and to enrol the student for the next date of the state examination or part thereof that corresponds in content. If the student requests this via IS/STAG, the dean is obliged to set a separate date for them even earlier, so that it takes place no sooner than one week and no later than three weeks from the date on which the student made the request; the student may request a separate date at the same time as submitting their objections. If the dean does not decide to annul the state examination, he shall reject the student's objections, even if the student cites health or other serious reasons, although the consideration of such reasons is expressly excluded (Article 26(9)). The dean may also annul the state examination or part thereof on his own initiative, having first sought the opinion of the board.

PART SEVEN

RECOGNITION AND CREDITING OF COURSES

Article 30

Status, consequences, and conditions for the recognition of a course as completed

1. A decision to recognise a course as completed declares that the learning outcomes achieved by the student as part of their previous or concurrent studies at USB or another higher education institution in the Czech Republic or abroad, or at a higher vocational school, are comparable to the learning outcomes the student would have achieved had they successfully completed the course in the standard manner as part of their studies at USB. The recognition of a course must not compromise the quality of the student's education.
2. A course may also be recognised as completed if the student has achieved the expected learning outcomes through lifelong learning, but only on condition that:
 - a. they have successfully completed the lifelong learning programme;
 - b. the successful completion of an examination or fulfilment of another study requirement, from which the expected learning outcomes arise, is formally confirmed by a certificate in accordance with Section 60(2) or a micro-certificate; and
 - c. the relevant examination or other study requirement which they have fulfilled as part of lifelong learning is included in the curriculum of an accredited degree programme or

a degree programme which the higher education institution implements on the basis of institutional accreditation, or such an examination or other study requirement fully corresponds in terms of its content, scope and level of difficulty.

3. A compulsory module may also be recognised as having been completed if the student has achieved the required learning outcomes through another compulsory module completed within the same degree programme, provided that the module is part of a different degree programme and it is clear that it covers the subject matter of the module for which recognition is sought.
4. The credit value of a recognised course is determined by the course description in IS/STAG (Article 9(4)). Credits obtained through the recognition of a subject are counted towards the total number of credits a student must obtain to successfully complete their studies (Article 10(3)) but are not counted towards the number of credits required for progression to the next year of studies (Article 24(2), (4) and (5)).
5. A course completed by a credit or a colloquium is recognised with the grade 'pass'. A course completed by an examination is recognised with the grade awarded to the course on the basis of which the student is applying for recognition of a course taught at USB, provided that the grade corresponds to the grading scale under Article 21(3). If the course was graded with a different mark, or if the student is applying for recognition on the basis of several courses simultaneously, the course is recognised with a grade of 3 (good). The dean or an employee designated by the dean shall record the recognition of the course in IS/STAG and attach the date on which the course was recognised as completed.
6. Upon recognition of a course as completed, the student loses the right to enrol in it; this does not apply if the course permits re-enrolment.
7. The recognition of courses with a total credit value of at least 30 credits results in a reduction of the maximum duration of studies by 6 months for every 30 credits completed.
8. Only courses whose total credit value does not exceed 60% of the total number of credits that the student must obtain for successful completion of their studies may be recognised as completed (Article 10(3)). This does not apply
 - a. if the student has achieved the learning outcomes on the basis of which they are applying for recognition exclusively as part of their previous studies at the same faculty of USB;
 - b. if the decision on recognition is issued in connection with a decision to authorise a transfer (Article 48), or
 - c. where a decision on recognition is issued in connection with the continuation of studies following the withdrawal of accreditation (Article 49).

Paragraphs 9 and 10 remain unaffected.

9. A module may only be recognised as having been completed if no more than seven years have elapsed since the successful completion of an examination or the fulfilment of another study requirement or a requirement fulfilled as part of lifelong learning, or since the date of issue of a micro-certificate verifying the relevant learning outcomes on the basis of which recognition of the module is sought (hereinafter also referred to as the 'module from previous studies'), no more than seven years have elapsed if the course is to be recognised in a master's degree programme that is not consecutive to a bachelor's degree programme, or five years in other cases.
10. A course cannot be recognised as having been completed:
 - a. the content of which involves sitting a state examination or part thereof;
 - b. linked to the preparation of a thesis; this does not apply in cases where the dean's decision permits it;

- c. the successful completion of which results in learning outcomes that do not correspond to the expected learning outcomes acquired by the student in their previous or concurrent studies or in lifelong learning.

11. The dean's decision may specify further cases in which a module cannot be recognised as having been completed if recognition is sought on the basis of a module from another course of study that has been successfully completed.

Article 31 **Recognition procedure**

1. The dean decides on the recognition of a course on the basis of a student's application or ex officio.
2. A student is obliged to submit an application for the recognition of a course taught at USB based on a course from another course of study, which was completed prior to the date of enrolment in the current course of study, or for the recognition of several such courses, without undue delay following their enrolment in the course of study, no later than the end of the first week of the teaching period of the first semester of their studies, if the application relates to a course the student has enrolled in during the first semester, or by the end of the first semester of study in the case of courses the student has not enrolled in during the first semester. The dean shall reject any application submitted later on the grounds of delay.
3. A student is entitled to submit a request for the recognition of a course taught at USB based on a course from another programme completed after the date of enrolment in the current programme, or for the recognition of several such courses, at any time during their studies; however, in relation to a currently enrolled course, this must be done no later than the end of the course registration period. If a student applies for recognition of a course after this date, the dean will reject the application for recognition of the relevant course on the grounds of late submission.
4. In relation to courses included in a student's personal study plans for their multiple concurrent studies at USB, priority is given to the recognition of a concurrently enrolled course (Article 34); the condition is that the identical course is enrolled in the identical semester.
5. Foreign courses completed as part of *joint/double/multiple degrees* (Article 42) are not recognised if they are included directly in the study plan of an accredited degree programme; in such cases, they are completed directly by the student. Foreign courses completed as part of a study stay abroad or distance learning of foreign courses (Article 40) are not recognised; they are counted towards the curriculum of another degree programme (Articles 32 and 33).
6. By submitting an application for the recognition of a course, the student acknowledges that:
 - a. By having a course recognised as completed, the student loses the right to enrol in it.
 - b. A course concluded with an examination, which is recognised on the basis of a course completed in another programme, where the grade does not correspond to the grading scale under Article 21(3), shall be recognised with a grade of 3 (Good) in accordance with Article 30(5).
 - c. The credit value of the recognised course is counted towards the total number of credits the student must obtain to successfully complete their studies (Article 10(3)), but is not counted towards the number of credits required for progression to the next stage of studies (Article 24(2), (4) and (5)).
 - d. Where courses totalling at least 30 credits are recognised, the dean shall decide to reduce the maximum duration of studies such that, for every completed multiple of 30 credits, the duration of studies is reduced by the corresponding multiple of 6 months (Article 30(7)).

7. The student submits the application for recognition of a course electronically via IS/STAG; it is assumed that the application contains all necessary identification details. In the application, the student shall specify the course or courses taught by USB for which they are seeking recognition, and the course or courses from another programme of study on the basis of which they are making this request. The application must be accompanied by documents proving completion of the specified courses from another programme of study, typically a certificate of examinations passed or a diploma supplement, as well as information on these courses enabling an assessment of the mutual similarity of the courses; both in a reliable form, preferably an electronically issued document and a link to a detailed description of the course on the higher education institution's publicly accessible website. The documents and information referred to in the third sentence do not apply to courses from another programme if that programme was at USB. Further requirements for the application may be specified by an ordinance issued by the dean.
8. The dean shall assess the student's application and its annexes, or any further supporting documents obtained for the purpose of the decision, and the dean shall recognise the course if he concludes that:
 - a. the learning outcomes achieved by the student in their previous or concurrent studies are comparable to the learning outcomes they would have achieved had they successfully completed the course taught by USB;
 - b. the other formal conditions under Article 30(8) and (9) and paragraphs 2 and 3 of this Article are met, and
 - c. there are no formal obstacles to recognition under Article 30(10) or (11).However, if the Dean has doubts as to whether the condition under point (a) has been met, the recognition of the course shall be subject to the student sitting a supplementary examination (paragraphs 10 and 11).
9. In the written decision on recognition issued upon request, the dean shall decide on all subjects to which the application for recognition relates, even if he grants the application in part and rejects it in part, or, in part, makes the granting of the application conditional upon a supplementary examination.
10. If the dean has made the recognition of the relevant subject conditional upon the student sitting a supplementary examination, the decision shall specify the content, form and other parameters of the supplementary examination, as well as the examiner and the date on which it is to be held, which must not be earlier than seven working days after the decision becomes final. The procedure for the make-up examination shall be conducted in accordance with the provisions of Article 22(6) to (10); however, the student shall not register for the make-up examination but shall attend it on the date specified in the dean's decision on the recognition of the course. The make-up examination may take the form of a colloquium.
11. A pass mark is awarded for a successfully completed supplementary examination; in all other cases, the student is deemed not to have passed the supplementary examination. No resit date is available for the supplementary examination, even if the student failed to pass the supplementary examination by failing to attend on the scheduled date; this does not affect Article 22(7). The result of the supplementary examination is merely communicated to the student and, with the examiner's signature, is noted or entered into the file. On the date of successful completion of the supplementary examination, the course is deemed to have been passed.
12. The dean shall recognise one or more courses as having been passed ex officio:
 - a. at the same time as the decision to authorise a transfer (Article 48(9)(b));
 - b. to a student who continues their studies following the withdrawal of accreditation (Article 49), where the recognition of courses is appropriate;

- c. to a student who has changed the form of study or the model study plan (Article 47), if the recognition of courses is appropriate;
 - d. or in other cases where the recognition of courses is appropriate and the dean has sufficient supporting documentation for the recognition.
13. Before issuing a decision on recognition, the dean is obliged to verify the possible existence of previously recognised courses. If the dean finds that, together with the courses he or she intends to recognise, the previously recognised courses fulfil the condition for shortening the maximum duration of studies pursuant to Article 30(7), the dean shall simultaneously decide on the corresponding shortening of the maximum duration of studies.
14. Details regarding the organisational arrangements for recognising a course as completed, as well as the possible role of the programme coordinator or course coordinator in assessing the conditions for recognition, may be laid down by a dean's ordinance.

Article 32

Status, consequences and conditions for the recognition of a foreign course

1. The crediting of a foreign course means that a course delivered by a foreign higher education institution (hereinafter referred to as a 'foreign course'), which a student has successfully completed as part of study mobility abroad or the distance learning of foreign courses (Article 40), or multiple such courses, fully replaces a course, or multiple courses, taught by USB, which are normally included in the relevant student's study plan. The recognition of a foreign course does not apply to courses that are constituent parts of an accredited *joint/double/multiple degree* study plan (Article 42).
2. The student's obligation to complete the substituted course in order to be eligible for the state examination or a part thereof (Article 26(3) or (6)) is thus fulfilled by the inclusion of the relevant foreign course in their study plan. However, the recognition of a foreign course does not in any way affect the content or scope of the state examination or a part thereof. Where the state examination or part thereof assesses learning outcomes acquired at USB through the successful completion of a course that has been replaced in the student's study plan by a recognised course, the student is responsible for independently acquiring the relevant knowledge, skills or other learning outcomes. To this end, they are entitled to attend lectures for the course in question, subject to capacity, and to make use of consultation hours.
3. The crediting of a foreign course also fulfils the prerequisite (Article 12(1)(b)) or, where applicable, the exclusion (Article 12(1)(d)) arising from the course taught at USB that has been replaced by the credited course.
4. The foreign course is credited including:
 - a. the credit value assigned to the course by the foreign higher education institution; and
 - b. the assessment awarded by the course lecturer, including any failed assessments that preceded the successful assessment of the course; details shall be laid down by the Rector in a regulation.
5. The credit value of the recognised course is included in the number of credits required to continue studies in accordance with Article 24(2), (4) and (5).
6. The recognition of a course is based on a preliminary assessment of the course's eligibility for recognition (Article 33(3)). This is carried out on the basis of an assessment of learning outcomes and how the course in question contributes to fulfilling the graduate profile, rather than on the basis of the correspondence or similarity of the relevant courses. In the preliminary assessment, or recognition of a foreign module, with a view to completing studies within the standard duration of studies or a period close to it, emphasis is placed on the foreign module primarily replacing a compulsory module (A) or a compulsory elective

module (B). If this is not possible, the foreign course will be assigned the status of an elective course (C).

7. It is not possible to exclude a successfully completed foreign course from being credited.
8. If the degree programme allows for a practical placement abroad to form part of a student's personal study plan, the provisions of this article shall apply analogously to its implementation.

Article 33 **Crediting procedure**

1. Before commencing a study stay abroad or in appropriate advance prior to registering for a foreign course, the student is required to request a preliminary assessment of the creditability of the foreign course or courses (hereinafter referred to as the 'preliminary creditability assessment') for inclusion in the study plan of the degree programme they are pursuing. Without a preliminary assessment of credit transferability, a course cannot be credited. The credit transferability of a foreign course refers to its eligibility to be credited.
2. The student submits the application for a preliminary assessment of credit transfer electronically via IS/STAG. In the application, the student shall list the foreign courses they intend to enrol in, and for each of them:
 - a. provide information on the learning outcomes associated with its completion by the foreign higher education institution (in the form of a file comprising the course syllabus or a link to the syllabus available online); and
 - b. propose a course taught by USB, normally included in the student's study plan, which they believe, based on the stated learning outcomes, will contribute to fulfilling their graduate profile to the extent that it replaces the course taught by USB.
3. The outcome of the preliminary assessment is information on which course taught by USB, normally included in the student's study plan, or several such courses, will be replaced by the recognition of the foreign course, or several foreign courses, should the student successfully complete the foreign course. The person conducting the preliminary assessment is not bound by the student's proposal under paragraph 2(b). The preliminary assessment of credit transferability is binding for the recognition of a successfully completed course; this does not apply if it transpires that the learning outcomes of the successfully completed foreign course do not correspond, to a relevant extent, to the learning outcomes assessed during the preliminary assessment.
4. Should circumstances arise at the foreign higher education institution that prevent the student from enrolling in or completing the provisionally assessed foreign courses, but which allow them to enrol in other courses instead, the student is obliged to submit, without undue delay, a supplementary application for preliminary assessment of credit transferability, setting out a complete list of the foreign courses they will undertake, indicating those courses where there is a change from the original application.
5. No later than 15 days after receiving the official *Transcript of Records* or, in the case of distance learning for a foreign course where no *Transcript of Records* is issued, on the basis of another appropriate document issued or certified by the foreign higher education institution proving the successful completion of the foreign course, the student is required to upload the relevant document or an electronic copy thereof to IS/STAG. The credit transfer will then be processed and duly recorded in IS/STAG.
6. If a student does not receive the document referred to in paragraph 5 by the deadline for completing courses (Article 18(2)), they shall request a deferral of the study review via IS/STAG.
7. The details of the procedure for crediting a course taken abroad, as well as the student's related obligations, shall be laid down by the Rector in an ordinance.

8. If the degree programme allows for a practical placement abroad to form part of the student's personal study plan, the provisions of this Article shall apply analogously to its implementation.

Article 34

Recognition of a concurrently enrolled course in multiple concurrent degree programmes

1. A student who is concurrently enrolled in multiple degree programmes at USB, in which they have the same course registered in the same semester, shall complete that course only once. The final assessment achieved in the course shall be credited to both, or all, of their concurrent programmes in which the course is enrolled in parallel, including any unsuccessful attempts. The credits earned by successfully completing the course shall be counted towards each of the programmes concerned in the same way as they would have been counted had the student successfully completed the course in each of these programmes separately.
2. If instruction for a course in which the student is enrolled concurrently is scheduled for multiple study groups, the student is required to select the same study group in all programmes in which they are enrolled in the course, so that a place in the class is reserved for them only once. If this is not possible for organisational reasons, the student shall request that all their enrolments for the course be placed in the same study group via or the student affairs office. No later than at the start of the course, they shall inform the lecturer or the course coordinator that they are taking the course in parallel across multiple programmes. If another authorised person enters the course assessment into IS/STAG, they shall also inform that person, in an appropriate manner, of this fact and the resulting implications for the recognition of the course assessment.
3. In the case of a course concluded by a colloquium or examination, the student is obliged to register for the same examination or colloquium date for that course in both of their degree programmes. If this is not possible for capacity reasons, the student shall inform the examiner in accordance with the procedure set out in Article 5(2); in such a case, it is sufficient to be registered for the date in one of their programmes in order to sit the examination or colloquium. A student is obliged not to be registered for more than one examination or colloquium date at any given time across their multiple programmes of study. A breach of this obligation may be classified as a disciplinary offence; as a result, the student may even be expelled from their studies.
4. A person authorised to enter an assessment into IS/STAG (Article 5(6)(a)) is obliged to record the awarded assessment in all parallel course entries, including the same date and, where applicable, the same information regarding the person who awarded the assessment unless that person is the person awarding the assessment.
5. If a student discovers that an authorised person has, in contravention of this Article, recorded the assessment for the relevant course in only one of their concurrent degree programmes, they are obliged to notify the authorised person of this without delay. A breach of this obligation may be classified as a disciplinary offence; as a result, the student may be expelled from their studies. If, on the basis of a student's notification under the second sentence or in any other context, it becomes apparent that a grade has been incorrectly recorded in contravention of this Article, the grade shall be corrected without delay to the date on which it should have been correctly recorded. The date and reason for the correction shall be noted by the person making the correction in the IS/STAG notes.

PART EIGHT

INTERRUPTION OF STUDIES

Article 35

Definition and consequences of interruption

1. Studies may be interrupted, even multiple times. The maximum total duration of an interruption of studies permitted under Section 54(1) of the Act is eight years in the case of

an interruption pursuant to Article 36(4)(b) or (5), and two years in all other cases. The period of interruption of studies for recognised parental leave (Article 44(1)) is not counted towards the total duration of the interruption of studies.

2. Interruption of studies consists of a temporary suspension of the duration of studies and a temporary loss of student status. A person whose studies have been interrupted does not have the rights and obligations of a student under the Act, other legal regulations, or USB's internal regulations.
3. A person whose studies have been interrupted is not entitled to attend lectures, sit course examinations, attend consultations, or otherwise use the USB's infrastructure intended for its students. They are entitled to use the USB's dormitory accommodation only until the end of the relevant academic year, and only if this is agreed with the Director of Dormitories and Refectories. A person whose studies have been suspended is entitled to use the accommodation and catering facilities of the dormitories and refectories, or to use other USB services subject to direct payment, under the same conditions as other persons not affiliated with USB.
4. The interruption of studies does not affect the obligation to pay a legally enforceable fee associated with studies pursuant to Section 58(3) or (4) of the Act, even if the decision on the assessment of the fee issued prior to the interruption of studies only becomes legally enforceable at the time of the interruption. The interruption of studies does not affect the right to appeal against the decision on the assessment of the fee.
5. No later than the fifth working day after the expiry of the period for which studies were interrupted, a person whose studies have been interrupted is entitled to re-enrol in their studies. If they fail to do so and do not request an alternative enrolment date within five working days at the latest, or if they do not enrol even on the alternative date, this is deemed to be a failure to meet study requirements, as a result of which the dean shall decide to terminate their studies (Article 51). In such a case, the interruption of studies is deemed to continue until the date of termination of studies as referred to in the preceding sentence.

Article 36

Conditions for interruption

1. A student is entitled to a suspension of studies if:
 - a. in a semester in which the teaching period has already ended, has earned at least 20 credits (hereinafter also referred to as a 'student in good standing' for the purposes of Part Eight), and at the same time applies for the interruption (Article 39(1)) no later than the day preceding the teaching period of the following semester. A student is deemed to have fulfilled the condition of having earned at least 20 credits if, in accordance with Article 13(1), second sentence, they were not required to enrol in courses with a total credit value of at least 20 credits in the semester in which the teaching period has already ended; or
 - b. has already fulfilled all the study requirements remaining for admission to the final part of the state examination (hereinafter also referred to as a 'candidate') in accordance with Article 26(3), even if they have already failed the state examination once; or
 - c. is a student on recognised parental leave (Article 44).

This does not apply to a student under points (a) or (b) if, on the date of the decision on their application, they are a party to proceedings for the termination of studies under Article 51, disciplinary proceedings under Section 69 of the Act, or proceedings for expulsion from studies under Section 67 of the Act.

2. A student in a *joint/double/multiple degree* programme who is also enrolled at a partner higher education institution is entitled to an interruption only to the extent that their studies at the partner higher education institution are also interrupted.
3. A student may, upon request, have their studies interrupted even if they do not meet the conditions set out in paragraph 1, provided they demonstrate that there are serious reasons, in particular health or social reasons, preventing them from continuing their studies, which cannot or should not be addressed by other available measures, in particular an individual study schedule (Article 46).
4. The dean shall interrupt a student's studies ex officio:
 - a. if this is necessary to protect their rights; the detriment that the interruption of studies may cause the student must not be greater than the detriment averted by the interruption of studies;
 - b. in the event of a temporary loss of medical fitness, where this was a condition for admission to the programme;
 - c. in the case of an ex officio student at USB pursuant to Article 42(5)(c).
5. The dean may also interrupt a student's studies ex officio if, despite a reminder issued after the due date for payment of tuition fees pursuant to Section 58(3) or (4) of the Act, the student remains in arrears with such payment.
6. With the exception of a student on recognised parental leave (paragraph 1(c)) and a student whose studies must be suspended by order of the authorities to protect their rights (paragraph 4(a)), a student's studies may not be interrupted if they are a party to proceedings for the termination of studies under Article 51, a party to disciplinary proceedings under Section 69 of the Act, or proceedings for expulsion from studies under Section 67 of the Act.

Article 37

Period of interruption of studies, re-enrolment

1. Studies are interrupted:
 - a. from the first day of the semester commencing after the submission of the application by a student in good standing (Article 36(1)(a)) or from the date specified in the application by a prospective student or a student on recognised parental leave; however, at the earliest from the date on which the decision to interrupt studies becomes final;
 - b. from the first day of the semester following the date on which the dean determines that the student is in arrears with the payment of tuition fees pursuant to Section 58(3) or (4) of the Act, but no earlier than the date on which the decision to interrupt studies becomes final;
 - c. from the date on which the decision to interrupt studies becomes final in all other cases.
2. Studies shall be interrupted until the last day of the final semester specified in the application by a student who is duly fulfilling their obligations, but no later than the last day of the semester preceding the semester in which the student would exceed the maximum total duration of the interruption (Article 35(1)).
3. A candidate's studies shall be interrupted until the day preceding the nearest period in which the state examinations for which the candidate is awaiting are held at the relevant faculty. If the candidate's application indicates an intention to sit the state examination at a later date, the studies shall be interrupted until the day preceding that later date; this shall not apply if serious circumstances prevent it. The first sentence applies analogously to a candidate whose studies are interrupted by the dean ex officio for the purpose of protecting their

rights (Article 36(4)(a)). A student whose studies have been interrupted is entitled, during the period of the interruption, to register for the state examination within the timeframe set out in the schedule. Details are set out in Article 26(7).

4. A student's studies during the recognised period of parental leave shall be interrupted until the date specified in the application but no later than the date on which the recognised period of parental leave ends.
5. A student whose studies are interrupted at their request, without them being entitled to an interruption of studies (Article 36(3)), shall typically have their studies interrupted:
 - a. until the last day of the semester in which the interruption of their studies commenced or the following semester, provided they applied for the interruption during the teaching period; or
 - b. until the last day of the teaching period of the semester following the semester in which the interruption began, or the semester after that, if the student applied for an interruption of studies during the examination period.

If it is appropriate in view of the student's progress in fulfilling their study obligations, the dean may also interrupt studies until another suitable date.

6. When determining the last day of an ex officio interruption for the purpose of protecting the student's rights (Article 36(4)(a)), the dean shall proceed in a similar manner to that set out in paragraph 5, with the proviso that the procedure under (a) or (b) shall be determined by the date of the decision rather than the date of submission of the application.
7. If the dean interrupts studies ex officio on the grounds of temporary loss of medical fitness (Article 36(4)(b)) or non-payment of tuition fees (Article 36(5)), the studies shall be interrupted until the date on which the student reaches the maximum duration of studies pursuant to Article 4(2).
8. If the dean interrupts a student's studies ex officio (Article 36(4)(c)), the interruption shall apply until the date on which the student's studies are interrupted at their home partner institution.
9. A student who has been granted an interruption of studies upon request (Article 36(1) or (3)), or a student whose studies have been interrupted for the purpose of protecting their rights, is entitled to request the dean to shorten or extend the period of the interruption; the procedure is set out in Article 39(6). The dean shall grant the request if it meets any of the conditions for interruption under Article 36(1) or (3), but shall set the new end date of the interruption with regard to the student's ability to continue their studies without interruption, taking into account the principles for determining the last day of the interruption under paragraphs 2 and 5.
10. A student whose studies have been interrupted by the dean due to non-payment of tuition fees (Article 36(5)) is entitled to request the early termination of the suspension; the procedure is set out in Article 39(6). The dean shall grant the request if the student proves that the tuition fee, the non-payment of which was the reason for the interruption of studies, has been paid or has been recovered against the student's will. In such a case, the interruption of studies shall be terminated on the earliest suitable date allowing the student to continue their studies without interruption, but no earlier than the date on which the decision on the early termination of the interruption becomes final. Where a student whose studies have been interrupted due to temporary loss of medical fitness (Article 36(4)(b)) demonstrates that they have regained such fitness, this paragraph shall apply analogously.
11. No later than the fifth working day following the expiry of the period for which studies were interrupted, or following the expiry of the day on which the interruption of studies was definitively terminated by a decision of the dean in accordance with paragraph 10, a person whose studies have been interrupted is entitled to re-enrol in their studies. If they fail to do

so and do not request an alternative enrolment date within five working days at the latest, or if they do not enrol even on the alternative date, this shall be deemed a failure to meet study requirements, as a result of which the dean shall decide to terminate their studies (Article 51). In such a case, the interruption of studies is deemed to continue until the date of termination of studies as referred to in the preceding sentence.

Article 38

Impact of the interruption on enrolled modules

1. At the same time as deciding on the interruption of studies, the dean shall decide to cancel the enrolment of any courses enrolled in that relate to the semester affected by the interruption of studies. This does not apply:
 - a. if the dean grants a request for interruption submitted during the examination period;
 - b. if the dean issues a decision ex officio pursuant to Article 36(3) on a date falling within the examination period.
2. If the dean decides to cancel the enrolment in a course, that course shall be treated as if it had not been enrolled in during the semester in question, and any previous work completed by the student in that course shall be treated as if it had never been undertaken.
3. In all other cases, the student's courses remain registered, including all grades obtained prior to the interruption of studies, as well as any examination slots the student had used up prior to the interruption. Any unused slots remain available to the student during the examination period in which they re-enrol. Partial study requirements fulfilled prior to the interruption of studies in courses which the student had not successfully completed by the date of the interruption shall be counted as fulfilled for the purpose of further fulfilling study requirements, enabling the student to successfully complete the as yet uncompleted course during the relevant examination period.
4. If a student re-enrols during an examination period, the dean may, at the student's request, decide on the student's right to sit examinations in that examination period for a course in which they are enrolled but which was not taught in the relevant semester. If the dean does so, they shall instruct the course coordinator to ensure that the student's right is upheld.

Article 39

Decisions on the interruption of studies

1. A student who is in good standing (Article 36(1)(a)) is obliged to submit an application for an interruption by the end of the examination period in which they are eligible for such a leave. If the application is submitted later, the student loses their entitlement to an interruption; this does not preclude the application being granted in accordance with Article 36(3).
2. In other cases, the student is entitled to submit an application at any time after the grounds for doing so arise.
3. By submitting the application, the student acknowledges that, in the event of an interruption of studies:
 - a. due to the likely postponement of the date of successful completion of their studies, there is an increased risk of a change or withdrawal of accreditation for the degree programme they are studying;
 - b. as a result of the duration of the interruption of studies, by the date on which course registration or registration for colloquium or examination dates begins at the faculty, their ability to register for a course or for a date may be limited by the registration or enrolment of students who exercised their right earlier;
 - c. in accordance with Article 38(1), their course enrolment will be cancelled;
 - d. in all other cases, the courses shall remain registered, including all related consequences;

- e. during the interruption of studies, they may request an extension or reduction of the duration of the interruption.
4. The student submits the application via IS/STAG; it is assumed that the application contains all the necessary identification details. In the application, the student specifies the period during which they wish their studies to be interrupted, states the reasons for the application and, unless the information is already known to USB from its official records, attaches evidence to support their claims. The dean shall take the period specified in the application into account when making a decision but only to the extent permitted by the relevant provision of Article 37.
5. The dean shall decide on the student's request without undue delay. He shall decide *ex officio* within 30 days of ascertaining the facts under Article 36(4) or at any time after ascertaining the facts under Article 36(5).
6. A person whose studies have been interrupted is entitled to submit a request for a reduction or extension of the period of interruption (Article 38(9)) or for the early termination of the interruption (Article 38(10)) via IS/STAG no later than the last day of the interruption of studies. Submission of the application automatically extends the period for which studies have been interrupted, at least until the date on which the decision becomes final.

PART NINE

OTHER EXCEPTIONAL CIRCUMSTANCES AND PROCEDURES DURING STUDIES

Article 40

International study mobilities and distance learning of foreign courses

1. A student's personal study plan (Article 8(4)) may, in addition to courses delivered by USB, also consist of courses delivered by a foreign higher education institution (hereinafter 'foreign courses'). Unless it concerns *joint/double/multiple degrees* (Article 42), the completion of such courses in relation to the study plan is voluntary. Voluntary completion of foreign courses may consist of:
 - a. the participation of a USB student in instruction delivered by a foreign higher education institution and the associated stay of the student at the institution's location (hereinafter referred to as 'study mobility abroad'), usually without simultaneous participation in instruction delivered by USB; or
 - b. the distance participation of a USB student in instruction provided by a foreign higher education institution, usually whilst simultaneously attending instruction provided by USB, without the student residing in the country where the relevant foreign higher education institution is located and being a regular student there aiming to successfully complete their studies at that foreign higher education institution (hereinafter also referred to as 'distance completion of foreign courses').
2. All parameters of the foreign course, including the method of its completion, credit value and conditions for successful completion of the course, as well as all organisational rules relating to the course, are determined by the relevant foreign higher education institution. Other parameters of study, including the conditions for continuing studies (Article 24), are governed by USB's rules. Where these Study and Examination Regulations link certain consequences or conditions to the credit value of a course (in particular Article 14(2) and Article 24(2), (4) and (5)), this also refers to the credit value of a foreign course.
3. The list of courses that can be taken as part of study mobility abroad is published by the relevant foreign higher education institution. Students are required to enrol in courses from this list which, upon successful completion, will lead to the successful completion of their studies within the standard duration of studies or a period close to it, provided that these courses have a total credit value of approximately 30 credits and at least 20 credits (Article 13(1)).

4. Successfully completed courses taken abroad are counted towards the study plan as duly fulfilled study requirements. Details are set out in Articles 32 and 33.
5. If the degree programme allows for a practical placement abroad to form part of a student's personal study plan, the procedure for its implementation shall be governed analogously by the provisions on study mobilities abroad.

Article 41

Studies of students participating in study mobilities abroad

1. During the semester in which a student participates in a study mobility abroad, they remain a student of USB but are not required to enrol in courses taught by USB – a special regime applies to them in accordance with Article 13(1), fourth sentence. However, if they voluntarily enrol in courses taught by USB, they are responsible for successfully completing them.
2. The lecturer of a course for which attendance is compulsory in accordance with Article 9(4) or Article 17(3) may, at the request of a student participating in a study mobility abroad who has enrolled in courses taught by USB, set an appropriate alternative requirement in place of compulsory attendance. This does not apply if the nature of the instruction or the competencies being acquired does not allow for attendance in class to be adequately substituted. The student is obliged to apply for alternative assessment without undue delay after enrolling in the course; they shall attach supporting documentation proving the scope of their study mobility abroad to the application. If the student is not permitted to undertake alternative arrangements, they are obliged to cancel their enrolment in the course. If they fail to do so, they shall bear full responsibility for any consequences arising from their absence from the taught sessions of the enrolled course and the associated assessment.
3. If a student participating in study mobility abroad has been directly recommended by the relevant person to enrol in certain courses taught by USB, taking into account the nature of the study plan or the student's progress in their studies, they may be granted an individual study schedule for the purpose of completing these courses (Article 46).
4. An individual study schedule may also be granted to a student participating in a study mobility abroad if, due to differences in the organisation of the academic year at the foreign higher education institution and USB, different semesters of study overlap to such an extent that the proper fulfilment of study obligations at both higher education institutions, although situated in different semesters of study, would require the student's presence in two different locations simultaneously.

Article 42

Studies under joint/double/multiple degree programmes

1. A mandatory part of the *joint/double/multiple degree* study plan consists of compulsory courses taught by these higher education institutions; these may also include compulsory elective and elective courses. A student in a *joint/double/multiple degree programme* is generally required to undertake the foreign courses at the location of the relevant higher education institution, which entails the need to reside at that location for the purposes of studies; this does not preclude a different arrangement for the completion of the *double/multiple degree*.
2. Courses that are included in the curriculum of a *joint/double/multiple degree programme* from the outset are naturally part of that programme, even if they are taught abroad; they are therefore not subject to any requirement for recognition or credit transfer under Part Seven. This does not affect the right of a *joint/double/multiple degree* student enrolled at USB to undertake other study mobilities abroad or to complete other foreign courses under the provisions of Article 40, provided this is in accordance with the valid accreditation, or to apply for their recognition in other cases.
3. All parameters of a foreign course included in the *joint/double/multiple degree* study plan, including the method of completion, credit value and conditions for successful completion of

the course, as well as all organisational rules relating to the course, are determined by the relevant partner institution. The parameters of a course taught by USB are governed by USB's rules. Where these Study and Examination Regulations link certain consequences or conditions to the credit value of a course (in particular Article 14(1) and Article 24(2), (4) and (5)), this also refers to the credit value of a foreign course included in the *joint/double/multiple degree* programme.

4. Other parameters of studies, unless otherwise specified in these Study and Examination Regulations with regard to the cooperation agreement between USB and the partner institution, are governed by the Study and Examination Regulations.
5. The following also applies to *joint/double/multiple degrees*:
 - a. The acquisition of student status and the procedure leading up to it, including any conditions for admission, are governed by the rules of the higher education institution granting the student that status.
 - b. If the dean admits an applicant who is not a student of the partner higher education institution to a *joint/double/multiple degree* programme, he or she shall proceed in full accordance with the provisions of Sections 48 to 51 of the Act.
 - c. If a mutual cooperation agreement on the implementation of a degree programme grants a student of a partner institution the right, by virtue of their status as a student of that institution (hereinafter referred to as the 'home partner institution'), to also become a student of USB (hereinafter referred to as an 'ex officio USB student'), the dean shall, on the basis of their application for studies and after verifying that they meet the conditions for admission under Section 48 of the Act, admit them to study in the relevant *joint/double/multiple degree programme*; the decision shall specify the method and deadline for enrolment.
 - d. The interruption of a USB student's studies is governed by USB regulations. However, if a USB student's studies have been interrupted by their home partner institution, the dean shall, by virtue of his or her official authority, also interrupt their studies at USB to the same extent; the resumption of studies for an ex officio USB student is contingent upon their resumption of studies at the home partner institution.
 - e. The timetable may specify different dates where this is justified for *joint/double/multiple degrees*.
 - f. If justified in view of the organisation of the academic year at the partner higher education institution, the dean's ordinance may set a different deadline for the final part of the state examination for *joint/double/multiple degrees* than that specified in Article 24(7)(a).
 - g. The conditions for the continuation of studies by a USB student, including an ex officio USB student, are governed by the provisions of Article 24; this does not apply:
 - i. to conditions relating to course registration (Article 24(1) and (3)) in the semester in which the student is undertaking a study placement at a partner institution; and
 - ii. to the conditions relating to the award of credits for successfully completed courses (Article 24(2), (4) and (5)) in the semester in which the student is undertaking a study placement at a partner institution.
 - h. Any outcome other than the successful completion of an ex officio USB student's studies at the home partner institution is deemed a failure to meet the study requirements; consequently, the dean shall decide to terminate the student's studies (Article 51).
 - i. A USB student successfully completes their studies at USB by sitting the state examination or its final part under the conditions and in accordance with the

procedure set out in Part Six and completes their studies at the partner higher education institution under the conditions and in the manner determined by that institution. If the part of the state examination is conducted at the partner higher education institution in accordance with the valid accreditation, the relevant part of the state examination shall be held under the conditions and in accordance with the procedure set out in the relevant regulations of the partner higher education institution.

Article 43

Studies of students with special needs

1. In specified situations, as certified by the Head of the Equal Opportunity Centre at USB, a student with special needs is entitled to an extension of the deadlines for fulfilling study obligations, as well as for meeting the conditions for progression to the next semester or year of studies, provided that they do not interrupt their studies during this period. This right is exercised through an individual study schedule (Article 46).
2. Details, as well as other support measures to ensure equal opportunities to study at USB and the conditions for their use, are set out in the Rules on the Provision of Support Measures at the University of South Bohemia in České Budějovice.

Article 44

A student's studies during the recognised period of parenthood

1. The recognised period of parenthood is the period during which maternity leave or parental leave would otherwise be taken by the parents or other persons who have taken the child into care in place of the parents (hereinafter referred to as 'other persons'). Both the mother and father, or other persons, are entitled to take parental leave at the same time. Only one of the parents, or another person, is entitled to take maternity leave. In the context of delivering accredited degree programmes, faculties are obliged to take appropriate measures to facilitate the studies of parents and other persons during the recognised period of their parenthood, in particular through the following rights and benefits; further rights and benefits may be set out in an ordinance issued by the dean.
2. Unless it is determined that, in accordance with the relevant legal regulations, the period is to be set differently in a specific case, it is deemed that the period during which maternity leave would otherwise last shall commence on the first day of the eighth week before the expected date of childbirth and shall end on the last day of the twenty-second week after the expected date of childbirth, or the thirty-first week in the case of twins or multiple births.
3. Unless it is established that, in accordance with the relevant legislation, the period is to be determined differently in a specific case, the recognised period of parenthood is deemed to last for the mother for the entire duration that maternity leave would otherwise have lasted and further until the child reaches the age of 3, and for the father from the date of birth until the child reaches the age of 3.
4. The following applies to studies during the recognised period of parenthood:
 - a. Throughout the entire period, the student has the right to interrupt their studies (Part Eight), and the period of interruption during the recognised parental leave period is not counted towards the maximum period of interruption.
 - b. If they do not do so, they are entitled to make use of an individual study schedule (Article 46) or other appropriate measures as may be determined by USB or the faculty.
 - c. The period of studies during the recognised parental leave period is not counted towards the period of studies relevant for the calculation of tuition fees under Section 58(3) of the Act.

5. In connection with pregnancy and childcare, if the student does not interrupt their studies during the relevant period, they are entitled, for the duration that their maternity leave would otherwise have lasted, to:
 - a. an extension of the deadlines for fulfilling study obligations, as well as for meeting the conditions for continuing their studies (Article 24);
 - b. a repeated change to the date of an examination due to pregnancy or childcare.
6. The right under paragraph 5(a) is exercised through an individual study schedule (Article 46) and applies analogously outside the recognised period of parenthood in the event of urgent childcare lasting longer than one month.
7. USB is unable to ascertain the relevant facts without the student's cooperation; therefore, in order to exercise the rights and benefits under paragraphs 4 and 5, it is necessary to provide evidence of the facts relevant to assessing the student's status during the recognised parental leave period, or to demonstrate that the student is entitled to the period during which they would otherwise have taken maternity leave. The student may do this uniformly for all faculties and future procedures by applying via IS/STAG for the determination of the recognised period of parental leave. The student shall attach to the application an electronically issued or converted in an authorised fashion:
 - a. pregnancy card or a similar document which, for the purposes of USB, certifies pregnancy and maternity from the date of issue until the end of the 8th week after the expected date of birth;
 - b. the child's birth certificate certifying paternity and maternity for the period following the birth;
 - c. or, where applicable, a document proving the status of another person in accordance with Section 21(1)(f) of the Act.

If they fail to do so, they are obliged to assert and prove the legal title for the required right or benefit individually in the relevant legal proceedings.

Article 45

Studies of national team athletes and other students facing exceptional difficulties

1. A student who is a national sports representative for the Czech Republic in a particular sport is entitled, in connection with this, to adjustments to their degree programme that will enable them to participate in national team activities and undertake the necessary training. This right may be exercised:
 - a. through an individual study schedule, or
 - b. by a one-off cancellation of enrolment in one or more courses.
2. The student must apply for the status of national sports representative via IS/STAG. They must attach to the application an electronically issued or a confirmation converted in an authorised fashion that they are a national sports representative of the Czech Republic in a particular sport, issued by the sports organisation representing that sport in the Czech Republic.
3. The measure referred to in paragraph 1 may also be applied in favour of another student who demonstrably fulfils strategic or otherwise socially significant tasks, in particular in the case of a student who has been assigned to the active reserve under the Defence Act, where the purpose is to enable them to participate in military exercises under the same Act, or who is participating in an organised manner in the management of the extensive consequences of natural disasters and other emergencies, or, where applicable, for the benefit of a student who, at the initiative or with the consent of the dean, is undertaking a study placement or work placement through which they make an exceptional contribution to fulfilling the third role of the University of South Bohemia.

Article 46
Individual study schedule

1. An individual study schedule consists of measures allowing for flexibility in the timing and/or content of studies in cases where this is expressly permitted by the Study and Examination Regulations (Articles 41, 43 to 45). In exceptional cases, it may also include the student's right to have the course coordinator or a lecturer appointed by them set an appropriate alternative form of assessment in place of compulsory attendance; this does not apply if the nature of the instruction or the competencies being acquired does not allow attendance to be adequately replaced. In such a case, the student is obliged to apply for alternative arrangements without undue delay after the individual study schedule has been granted; the student shall attach the decision on the individual study schedule to the application.
2. An extension of the study period involves a reasonable extension of the deadlines relating to the ongoing fulfilment of study requirements, a postponement of the date by which a module may be successfully completed (Article 18(2)), or the deadline for the submission of a thesis (Article 28(1)), or in the extension of the maximum duration of studies pursuant to Article 4(2) or the maximum deadline for the submission of a thesis pursuant to Article 28(2).
3. Flexibility in the content of studies consists of permission to enrol in and complete courses with a lower credit value than required (Article 13(1) and Article 24(1) and (3)) but at least half the required value. This does not apply if the USB Equal Opportunity Centre proposes a lower permitted number of credits.
4. The dean decides on an individual study schedule on the basis of a justified and duly substantiated application from the student or ex officio and on the basis of a proposal from the USB Equal Opportunity Centre. In their application, students are required to state what specific measures they propose and the reasons relating to their specific situation under Articles 41, 43, 44 or 45. They are required to provide evidence to support their claims. The dean is not bound by the student's proposal but is entitled to consult with the student regarding the individual study schedule prior to issuing a decision. The details of the procedure for deciding on an individual study schedule, including the possible involvement of relevant persons, shall be laid down by the dean in a dean's ordinance.
5. The dean shall grant a relaxation of the study schedule in the event of a relatively short-term impediment to the student's ability to properly fulfil their study obligations, particularly where this relates to studies during a period that would otherwise constitute maternity leave. In such a case, the dean shall extend the study period so that the deadlines for fulfilling study obligations, as well as for meeting the conditions for progression to the next semester or year, do not expire until after the period during which maternity leave would otherwise have lasted.
6. The dean shall grant a relaxation of the degree programme in terms of content in the event of a long-term impediment to the student's ability to properly fulfil their study obligations, in particular in the case of studies undertaken during a recognised period of parenthood, or in the case of a student with special needs whose state of health prevents them from attending classes to the standard extent or from performing intellectually demanding activities to the standard extent.
7. In his decision on the individual study schedule, the dean shall specify:
 - a. the period to which the individual study schedule relates;
 - b. the courses concerned and/or the deadlines, dates or other obligations that are being relaxed;
 - c. the manner in which they are relaxed.

8. The individual study schedule ceases to apply upon the expiry of the period to which it relates, upon its replacement by a newer individual study schedule, or upon the termination or interruption of studies.

Article 47

Change of format of studies or the model study plan

1. During their studies, a student may apply to the dean for a change in the format of studies or a change to the model study plan. The condition for granting the application is that the student has obtained at least 20 credits within their current studies and that the degree programme coordinator agrees to this.
2. A change to the model study plan may be subject to a differential examination; the provisions of Article 31(10) and (11) shall apply analogously to its conduct.
3. Unless there are serious reasons preventing this, the application must be submitted before the deadline for course registration for the following semester. The application must state the reasons for the change in question, and if these can be substantiated (for example, health or social reasons), the relevant supporting evidence must be attached to the application.
4. A change cannot be permitted if, at the time of the decision on the application, there is a reasonable risk that the student's studies will be terminated due to failure to meet study requirements.
5. Further conditions for submitting an application or for its approval may be laid down by a dean's ordinance.

Article 48

Transfers

1. At USB, transfers are permitted between degree programmes offered by individual faculties, including between degree programmes offered by different faculties of USB (inter-faculty transfer). This does not apply to degree programmes offered in the form of *joint/double/multiple degrees* (Article 42) or other inter-university programmes in which the student is also enrolled at other higher education institutions.
2. Inter-university transfer is not possible.
3. A transfer consists of commencing studies in a so-called continuing degree programme (Section 54b(1), first sentence of the Act) immediately following the completion of studies in a so-called initial degree programme (Section 54b(1), second sentence of the Act). The consequences of a transfer are set out in Section 54b(7) of the Act. A transfer does not constitute a change in the format of studies within a degree programme offered in both formats under a single accreditation, nor does it constitute a change to the model study plan (Article 47).
4. A transfer may be authorised upon application by the student or a person whose studies have been interrupted, addressed to the dean of the faculty offering the continuing degree programme. The application must be substantiated and the facts stated therein must be duly documented.
5. Applications may only be submitted during the period specified in the timetable of the faculty offering the continuing degree programme for course registration. If submitted by a student, the application may only be approved if, on the date of the decision, the student:
 - a. has obtained the relevant number of credits or completed the relevant number of enrolled courses in accordance with Article 24(2), (4) or (5);
 - b. has passed all courses re-enrolled in; and
 - c. has not exceeded the standard duration of studies.

This does not apply if the student is requesting a transfer because a permanent or long-term change in their state of health prevents them from continuing their studies in the initial degree programme, whereas their state of health would allow them to study in the continuing degree programme.

6. The application cannot be granted if:
 - a. the applicant does not meet the prior education requirement under Section 48 of the Act;
 - b. the transfer would result in the circumvention of the conditions for admission to study;
 - c. the capacity of the degree programme does not permit it.
7. With the exception of applications for transfer on health grounds as defined in paragraph 5, a repeated transfer, i.e. a transfer from a degree programme to which the student or a person who has interrupted their studies has already transferred in the past, may not be permitted.
8. A transfer to a degree programme conducted in a language other than that of the original degree programme may only be permitted if the applicant demonstrates proficiency in the language in which the continuing degree programme is conducted at a level of at least B2. Proficiency in the language in which the degree programme is conducted is deemed to have been demonstrated if the applicant proves that the relevant language is their native language, or if they prove that they have passed a school-leaving examination or equivalent examination in the relevant language, or have successfully completed a degree programme conducted in the relevant language. For the purposes of this provision, the Czech and Slovak languages are considered interchangeable.
9. If the dean approves the transfer:
 - a. He or she shall specify in the decision a deadline for enrolment; if deciding on an application from a person whose studies have been interrupted, he or she shall set the deadline so that it commences only after the expiry of the period for which the person's studies in the original degree programme were interrupted.
 - b. He or she shall simultaneously decide on the recognition of part of the studies, examinations or fulfilment of other study obligations undertaken or fulfilled by the applicant as part of their studies in the initial degree programme; in recognising these, the dean shall be guided by the rules set out in Part Seven.
 - c. He or she shall also decide on placement in the relevant semester or year of study in the continuing degree programme.
10. The dean may also decide on:
 - a. extending the deadlines for fulfilling study obligations or for meeting the conditions for progression to the next semester or year of study in the continuation degree programme;
 - b. a modification of the conditions for continuing studies, in particular regarding the number of credits a student is required to obtain in order to continue their studies, applicable as of at the end of the first and/or subsequent year of study (Article 24(4)(a) and Article 24(5)(a));
 - c. an extension of the maximum duration of studies specified in Article 4(2);
 - d. an extension of any maximum deadline for the submission of a thesis pursuant to Article 28(2).
11. On the date of enrolment in the continuing degree programme, the applicant becomes a student of that programme; the day preceding said enrolment is the date of completion of studies in the initial degree programme.

12. Any membership of a student in the faculty academic senate, the faculty disciplinary committee or any other body operating within the faculty, where membership is conditional upon membership of the faculty's academic community, shall not cease as a result of an intra-faculty transfer. An inter-faculty transfer terminates any membership of a student in the faculty's academic senate, the faculty's disciplinary committee or any other faculty body operating within the faculty, where membership is conditional upon membership of the faculty's academic community, as well as in the USB Academic Senate. Any membership of the USB Internal Evaluation Board is not terminated by the transfer.

Article 49

Continuation of studies following the expiry of accreditation

1. A student enrolled in a degree programme the accreditation of which expires before the student has reached the maximum duration of studies (Article 4(2)) may apply for a transfer in accordance with Article 48; in such a case, the student is not bound by the application period specified in Article 48(5). In such a case, the dean may authorise the transfer even if, on the date of submission of the application, the student does not meet the conditions set out in Article 48(5) or Article 48(7).
2. A student enrolled in a degree programme the accreditation of which is due to expire in the current or following semester shall be offered, by the faculty responsible for the programme, no later than two months before the end of the accreditation, the opportunity to continue their studies in another degree programme or programmes to be determined by the faculty. In the offer, it shall, in particular, set out the procedure by which the student may accept the offer and shall draw the student's attention to the fact that, if they fail to do so, their studies will be terminated on the date of expiry of the accreditation.
3. The dean may, at the student's request, extend the maximum duration of studies for a student who continues their studies after the expiry of accreditation; however, this extension is permitted only to the extent that it is necessitated by any incompatibility between the degree programmes.

Article 50

Withdrawal from studies

1. A student may, at any time during their studies, including during a period of interruption or after the commencement of proceedings for the termination of studies pursuant to Section 56(1)(b) of the Act, withdraw from their studies by submitting a written declaration of withdrawal via IS/STAG; on the day they do so, their studies are deemed to have been terminated without success.
2. A person who has withdrawn from their studies is obliged to settle all their obligations towards the faculty and other parts of USB no later than seven working days from the date of termination of studies; the faculty shall notify them of this obligation.
3. Withdrawal from studies does not affect the obligation to pay a legally enforceable fee associated with studies pursuant to Section 58(3) or (4) of the Act, even if the decision on the assessment of the fee issued prior to withdrawal from studies becomes legally enforceable only after withdrawal from studies. Withdrawal from studies does not affect the right to appeal against the decision on the assessment of the fee.

Article 51

Termination of studies due to failure to meet study requirements

1. The dean shall decide on the termination of studies due to failure to meet study requirements if the student:
 - a. who is obliged to do so (in particular Article 24(1) and (3)), fails to enrol in courses by the deadline set for the final course selection and does not provide an excuse within

five working days, or their excuse is not accepted, or does not apply for an interruption within five working days, or does not take an interruption at that time (Article 14(2));

- b. who is obliged to do so (in particular Article 24(1) and (3)), fails to enrol in courses totalling at least 20 credits by the deadline set for the final enrolment of courses, if obliged to do so in accordance with Article 13(1), or if a first-semester student fails to register for prerequisite courses by this deadline (Article 13(1), last sentence), where such modules are specified in their course of study (Article 14(2));
- c. fails to request, contrary to Article 14(5), that the student affairs office carry out a supplementary enrolment to cancel the enrolment of courses in accordance with Article 14(4);
- d. by the end of the first semester of study, by the deadline for completing first-semester courses as set out in the timetable:
 - i. fails to obtain at least 20 credits from courses enrolled in during the first semester of study, unless exempted from this requirement in accordance with Article 24(2)(a); or
 - ii. fails to complete all prerequisite courses (Article 13(1)), where these are specified in their programme;
- e. by the end of the first year of study, by the deadline for completing courses from the relevant year of study as set out in the timetable:
 - i. fails to obtain at least 40 credits from courses enrolled in during the first two semesters of study, unless exempted from this requirement in accordance with Article 24(4)(a); or
 - ii. fails to successfully complete all courses, where applicable, enrolled in for a second time (Article 24(4)(b));
- f. by the end of each subsequent year of study, by the deadline for completing courses from the relevant year of study as set out in the timetable:
 - i. fails to obtain at least 80 credits from courses enrolled in over four consecutive semesters of study, unless exempted from this requirement in accordance with Article 24(5)(a); or
 - ii. does not successfully complete all courses, where applicable, enrolled in for a second time (Article 24(5)(b));
- g. who is undertaking it as part of their studies (Article 27(1)), fails to select a thesis by the deadline set in the timetable or by a dean's ordinance (Article 24(6)(a));
- h. who is working on it as part of their studies (Article 27(1)), fails to submit the thesis by the maximum deadline for its submission, if such a deadline is set by a dean's ordinance (Article 24(6)(b));
- i. fails to sit the final part of the state examination (Article 2(2)(f)) by the end of the academic year following the academic year in which they met the conditions for admission to the final part of the state examination in accordance with Article 26(3) (Article 24(7)(a)), or by the end of a differently specified deadline for a student during a recognised period of parental leave, or for a *joint/double/multiple degree* student, if such a deadline is set by a dean's ordinance;
- j. fails to pass even the resit session of the state examination (Article 26(15));
- k. reaches the maximum duration of studies (Article 4(2)).

2. The dean shall also decide to terminate studies for failure to meet study requirements in the case of a student:

- a. in a *joint/double/multiple degree* who is a full-time student at USB (Article 42(5)(c)), if they have not successfully completed their studies at the home partner institution;
 - b. enrolled in a degree programme in which medical fitness was stipulated as a condition for admission, provided that they have permanently lost the relevant medical fitness;
 - c. who has been granted an exemption under Article 24(12) and who has failed to fulfil the relevant obligation even after the deadline for fulfilling it has been extended (Article 24(13)).
3. The dean shall also decide to terminate studies for failure to meet study requirements in the case of a person whose studies have been suspended, namely if that person:
 - a. after the expiry of the period for which their studies were suspended, or after the expiry of the date on which the suspension of studies ended, fails to re-enrol within the specified deadline (Article 37(11)) and, within five working days of the specified deadline, fails to request an alternative deadline for re-enrolment, or fails to re-enrol even by the alternative deadline;
 - b. if their studies were interrupted due to a temporary loss of medical fitness (Article 36(4)(b)) or due to non-payment of tuition fees (Article 36(5)), has, in accordance with the last sentence of Article 4(5), reached the maximum duration of studies under Article 4(2) during the period of interruption.
4. A student may avert the termination of studies under paragraph 1(a), (b) or (c), but no more than once during their studies, provided that, at the latest in response to a request to comment on the supporting documents, they apply for additional enrolment in courses and specify in their application the courses for which they are seeking additional enrolment. In such a case, if, on the basis of their application, additional enrolment is carried out in accordance with the enrolment rules set out in Article 13, the proceedings for termination of studies shall be suspended.
5. A student may also avert the termination of studies under paragraph 1(g) if, at the latest in response to the request for comments on the supporting documents, they choose to write a thesis. In such a case, the proceedings for the termination of studies shall be suspended.
6. A person whose studies have been suspended may avert the termination of studies under paragraph 3(a), but no more than once during their studies, provided that they re-enrol in their studies no later than in response to a request to comment on the supporting documents. In such a case, the proceedings for the termination of studies shall be suspended.
7. In accordance with Article 3(5), the date of termination of studies for failure to meet study requirements is the date on which the decision to terminate studies became final, including in the case of termination of studies for a person whose studies have been suspended under paragraph 3.
8. A person whose studies have been definitively terminated is obliged to settle all their obligations towards the faculty and other parts of USB no later than seven calendar days from the date of termination of studies; the faculty shall notify them of this obligation.
9. Termination of studies does not affect the obligation to pay a legally enforceable fee associated with studies pursuant to Section 58(3) or (4) of the Act, even if the decision on the assessment of the fee issued prior to the termination of studies becomes final only after the decision on the termination of studies has become final. Termination of studies does not affect the right to appeal against the decision on the assessment of the fee.

PART TEN PROCEDURES BEYOND STUDIES

Article 52
State Rigorosum Examination

1. Graduates of master's degree programmes who have been awarded the academic title of 'Magistr' may sit a state rigorosum examination in the same field of study, part of which consists of the defence of a rigorosum thesis. The higher education institution may set a fee for the procedures associated with the acceptance of an application for this examination and the conduct of the examination, which shall not exceed twice the base amount specified in Section 58(2) of the Act; if the candidate fails to pay the fee within the specified time limit, the application shall be deemed to have been withdrawn.
2. The conditions and procedure for the state rigorosum examination (in particular the nature of the rigorosum thesis to be submitted) shall be laid down by the faculty's internal regulations. The faculty's internal regulations shall also lay down the qualification requirements for persons supervising rigorous theses and the maximum number of rigorosum theses that may be supervised by one person.
3. A certificate of completion of the state rigorosum examination is issued in accordance with Section 46(6) of the Act.

Article 53
Proceedings for declaring the invalidity of a state examination

1. Proceedings for declaring the invalidity of a state examination are governed by Sections 47c to 47e of the Act; in matters not covered by these provisions, the procedure shall be governed by Act No. 500/2004, the Administrative Procedure Code, as amended (hereinafter referred to as the 'Administrative Procedure Code').
2. The opinion of the review committee forms part of the evidence on which the decision in proceedings to declare invalidity is based. The review committee has seven members, six of whom are appointed by the Rector from among professors, associate professors, adjunct professors or other experts, with at least one of these six members of the review committee having no employment relationship with USB; the seventh member of the committee is appointed by the Rector from among USB students. The members of the committee must include representatives of the academic community from at least three faculties of USB. No member may have such a relationship to the matter, to a party to the proceedings or to their representative that it could be assumed they have an interest in the outcome of the proceedings. The review committee shall decide by a majority of the votes of all its members; voting on the opinion shall be by secret ballot.

PART ELEVEN
GENERAL AND FINAL PROVISIONS

Article 54
Decisions on applications and other submissions by students

1. Where the dean decides, in accordance with these Study and Examination Regulations, on a matter governed by Section 68 of the Act, he shall proceed in accordance with the relevant provisions of the Act and the Administrative Procedure Code.
2. Where the dean decides in accordance with these Study and Examination Regulations on other matters, the procedural provisions of the Act and the Administrative Procedure Code shall not apply, unless this Article provides otherwise. However, in making his or her decision, the dean is obliged to ensure compliance with the fundamental principles governing the activities of administrative authorities as set out in Sections 2 to 8 of the Administrative Procedure Code.
3. For decisions on matters not covered by Section 68 of the Act, the following applies:
 - a. A request or other submission by a student seeking a decision by the dean (hereinafter referred to as the 'request') shall be submitted by the student in the

Czech or Slovak language. A student enrolled in a degree programme conducted in a foreign language may submit a request or other submission in English. The dean or an employee authorised by him shall communicate with the student and, where applicable, issue a decision in the Czech language; if the student has, in accordance with the second sentence, submitted an application or other submission in English, he shall communicate with the student and, where applicable, issue a decision in English.

- b. The dean shall decide on the application without undue delay, no later than 30 days from the date on which the student submitted the application.
- c. If the grounds stated in the application are not properly substantiated, or if the application is marred by other defects (hereinafter referred to as 'defects in the application'), the dean shall invite the student to remedy them within 15 days. Upon the issuance of the request, the period referred to in point (b) shall be suspended; upon rectification of the defects, the 30-day period referred to in point (b) shall recommence. If the student fails to rectify the defects within 15 days of the date of the request, the application shall be deemed to have been withdrawn. The student may not resubmit a withdrawn application.
- d. The dean does not issue a decision granting the request; instead, he or she carries out the required action or the action specified in these Study and Examination Regulations as being associated with the granting of the request, or instructs the relevant person to carry it out, and indicates the manner in which the request has been granted in the relevant field in IS/STAG. If granting the request is not directly linked to any specific action, the dean shall enter the outcome of their decision in the relevant field in IS/STAG and, if it has legal implications for the student, shall briefly state the reasons for it or, where appropriate, provide instructions on how the student should proceed. The dean shall always record a decision rejecting a request in the relevant field and provide an appropriate justification; in the case of a decision on an exemption under Article 24(12) and on objections to the state examination (Article 29(11)), the dean shall also draw up a full decision in electronic form and deliver it to the student via IS/STAG. Such a decision shall include an appropriate justification and standard instructions.
- e. The student may not appeal against the dean's decision; this does not apply in the case of a decision on an exemption under Article 24(12) and on objections to the state examination (Article 29(11)).
- f. The provisions of Sections 14, 40, 41, 51(1) and (3), 52 and 80 of the Administrative Procedure Code shall apply analogously,

unless otherwise provided for in other provisions of these Study and Examination Regulations.

- 4. If a decision grants a student a right which entails an obligation or cooperation on the part of a faculty member, the dean shall ensure that the member in question is informed without delay of their obligation or required cooperation. If a decision imposes an obligation on a student, it must include the information necessary for its fulfilment, where such information exists.
- 5. If an appeal is admissible in accordance with paragraph 3(e), the appeal proceedings shall be conducted in accordance with the relevant provisions of the Administrative Procedure Code. However, when reviewing the Dean's decision and the proceedings preceding it, the USB Rector limit himself to reviewing the correctly established facts, the correct application of the provisions of these Study and Examination Regulations, or the dean's ordinances, and, if the student expressly raises this in their appeal, also to reviewing whether the student's legitimate expectations were breached and whether the person who issued the decision was biased. If the Rector finds that any of the aforementioned errors have occurred which have or could have influenced the outcome of the dean's decision, he or she shall revoke the decision

and, with his objections, refer the matter back to the dean for reconsideration. Otherwise, he shall confirm the dean's decision.

6. The dean shall also proceed in accordance with paragraphs 3 and 4 in cases not covered by the law or these Study and Examination Regulations, provided that a decision on such matters is required by an ordinance issued by the dean pursuant to Article 2.
7. Where the Study and Examination Regulations or an ordinance issued by the dean delegate the power to decide on a student's application to a person other than the dean, this Article shall apply analogously to that person's decision-making.

Article 55 **Transitional provisions**

1. A Rector's ordinance on the organisation of the academic year issued prior to the effective date of these Study and Examination Regulations shall be deemed to be a Rector's ordinance on the organisation of the academic year issued in accordance with these Study and Examination Regulations. The academic calendar issued prior to the effective date of these Study and Examination Regulations shall be deemed to be the academic calendar issued in accordance with these Study and Examination Regulations.
2. The organisation of the 2025/2026 academic year shall be finalised in accordance with the existing regulations, even if it extends beyond the effective date of these Study and Examination Regulations. However, from the date of their entry into force, these Study and Examination Regulations shall apply where they contain a provision that is more favourable to the student.
3. Proceedings commenced prior to the date of entry into force of these Study and Examination Regulations shall be concluded in accordance with the previous Study and Examination Regulations unless these Study and Examination Regulations contain a provision that is more favourable to the student.
4. From the date of entry into force of these Study and Examination Regulations, the weighted average mark in IS/STAG shall be calculated and displayed in accordance with Article 23 of these Study and Examination Regulations. However, a student whose studies commenced in the 2025/2026 academic year or earlier may, no later than seven working days from the date on which they registered to sit the final part of the state examination (Article 26(7)), request a recalculation of the weighted average mark relating to the period prior to the effect of these Study and Examination Regulations in accordance with the previous Study and Examination Regulations; if they fail to do so within the specified period, the weighted average mark displayed in IS/STAG shall be deemed binding. If, following the recalculation, it transpires that the student who requested the recalculation achieved a weighted average of no more than 1.20 over the entire duration of their studies, this shall be deemed grounds for initiating proceedings for the award of a merit-based scholarship in accordance with the Scholarship Regulations of the University of South Bohemia in České Budějovice. Any conversion pursuant to the first sentence shall also govern the overall assessment of studies in accordance with Article 25(2) of these Study and Examination Regulations. If a student does not request a recalculation, the assessment of studies shall be carried out on the basis of a recalculation performed in accordance with Article 23 of these Study and Examination Regulations.
5. Faculties are required to bring their practices regarding the supervision of theses into line with Article 27(6) by 31 August 2029.
6. The student's obligation to apply for recognition of a course taught at USB by the end of the first week of the teaching period of the first semester of their studies, where the application relates to a course for which the student is enrolled in the first semester, pursuant to Article 31(2), shall apply for the first time to students enrolled in studies after 1 June 2027. The other provisions of Article 31(2) remain unaffected by this provision.

7. Faculties shall issue deans' ordinances pursuant to Article 2 by 1 September 2026, with effect from 1 September 2026.

Článek 1

Final provisions

1. The Study and Examination Regulations of the University of South Bohemia in České Budějovice, registered by the Ministry of Education, Youth and Sports on 22 May 2017 under ref. no. MSMT-12766/2017, are hereby repealed.
2. These Study and Examination Regulations were approved by the USB Academic Senate on 16 February 2026, pursuant to Section 9(1)(b)(3) of the Act.
3. These Study and Examination Regulations come into force in accordance with Section 36(4) of the Act on the date of their registration by the Ministry of Education, Youth and Sports.
4. These Study and Examination Regulations take effect on 1 September 2026.

prof. Ing. Pavel Kozák, Ph.D., m.p.

Rector