MEDICAL FACULTY

STUDY PROGRAMME OF GENERAL MEDICINE
Academic year 2014/2015

Bratislava 2014
Slovak Medical University in Bratislava

Slovak Medical University (hereinafter in the text referred to as SMU) was established by the Law No. 401/2002 on establishing Slovak Medical University and on changing of the Law No. 131/2002 on universities and on the Law. 209/2002 as amended with the effect of September 1, 2002. Slovak Medical University is legal successor of Slovak Postgraduate Academy of Medicine.

Full wording of the university is Slovak Medical University in Bratislava.

Slovak Medical University is state university belonging to the Ministry of Health Care.

Faculties of Slovak Medical University:

- Faculty of Medicine
- Faculty of Public Health
- Faculty of Nursing and Professional Health Studies
- Faculty of Health in Banská Bystrica

The University follows the constitutions of Magna Charta Universitatum of world universities, follows the values of democracy, humanism, tolerance as apolitical institution. It leads students to adhering the the Hippocratic Oath principles and to the protection of life and health from the conception to the dignified natural death.

Membership of SMU in international organizations

- Slovak Postgraduate Academy of Medicine, the predecessor of Slovak Medical University on completing top criteria became a member of the IAMP in Tokyo in May 2000.

- The Council of European University Association by its resolution from 17th January, 2003 accepted Slovak Medical University as regular individual member of EUA.

- Slovak Medical University became a member of UNESCO/CEPES and accepted the invitation to participate in the activities of Central European Universities within the committee UNESCO/CEPES in Bucharest.

- In 2003 Slovak Medical University became 21st European and 2nd Slovak university to sign the Bologna Declaration and accepted to respect academic rights and freedom.

- Slovak Medical University is a member of UEMS / Union Européenne des Médecins Specialistes/ In October 2003 SMU was included in the UEMS - the Advisory Organ of European Commission in Brussels in the area of training of medical doctors - specialists.

- Slovak Medical University co-operates with the European Commission in the implementation of the EC guidelines in university education doctor - specialists. Slovak Medical University established contacts with the secretariat of High Commissioner Prof. Friis Bolkenstein, responsible for free mobility of persons. The subject of non contractual co-operation is the implementation the EC guidelines in the area of mutual recognition of diplomas of medical specialists and the organisation of the university education into the legislature of the Slovak Republic.
Dr. h. c. prof. PhDr. Dana Farkašová, CSc.
Rector
Slovak Medical University in Bratislava
ACADEMIC FUNCTIONARIES OF
SLOVAK MEDICAL UNIVERSITY IN BRATISLAVA

RECTOR OF SMU
Dr.h.c.Prof.PhDr. Dana Farkašová, PhD.

VICE-RECTORS

First Vice-Rector and Vice-Rector for Postgraduate Education
Prof. MUDr. Peter, Šimko, CSc.

Vice-Rector for Awarding Pedagogical-Scientific Titles and Scientific-Academic Degrees
Prof. Peter Bujdák, MD, PhD.

Vice-Rector for Scientific-Research Activities
Assoc. Prof. Martin Gajdoš, MD, PhD.

Vice-Rector for Practical Education in Health Care Establishments
Prof. Jaroslav Kresánek, MD, PhD.

Vice-Rector for Undergraduate Study
Assoc. Prof. RNDr. Viktor Majtán, PhD., profesor adjunct

Vice-Rector for International Relations
Prof. Ján Slezák, MD, D.Sc.

CHAIRPERSON OF ACADEMIC SENATE OF SMU
Prof. Andrej Černák, MD, D.Sc.

TREASURER OF SMU
Ing. Milan Cagáň, MPH

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Dean

Medical Faculty of SMU in Bratislava
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DEAN
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Assistant: Mgr. Zuzana Šériová

VICE-DEAN
First Vice-Dean
Alojz Rakúš, MD

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☎ +421 59370 351
e-mail: dekanat.lf@szu.sk
ACADEMIC SENATE OF MEDICAL FACULTY OF SMU

Prof. Štefan Krajčík, MD, PhD.

Chairperson

Milica Suchánková, MD, PhD.

Members of Academic Senate of Medical Faculty

1. doc. MUDr. Darina Šturovičková, CSc.
2. MUDr. Viera Smetanová, PhD.
3. MUDr. Milan Onderčanin, PhD.
4. Bc. Peter Porubský (the student of 5th year MF)
5. Michal Maurský (the student of 5th year MF)

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The Deputy head of MF SMU
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PhDr.Zuzana Porubská,
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SCHEDULE OF ACADEMIC YEAR 2014/2015

Enrollment for students for the first year: 9th September 2014
Enrollment for students for the second year: 10th September 2014
Enrollment for students for the third year: 11th September 2014

Beginning of academic year: 16th September 2014

Educational process in winter semester, (14 weeks):
16th September, 2014 – 19th December, 2014

Examination period in winter semester: 5th January, 2015 – 6th February, 2015

Educational process in summer semester, (14 weeks):
9th February, 2015 – 30th April, 2015

Examination period in summer semester: 18th May, 2015 – 10th June, 2015

Mandatory holiday experience for the 3rd year: July – August, 2015

FORM OF STUDY

AT MEDICAL FACULTY OF SMU IN BRATISLAVA

List of study programmes in academic year 2014/2015

<table>
<thead>
<tr>
<th>Study programme</th>
<th>Duration of study in years</th>
<th>Opening year of the study</th>
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<tbody>
<tr>
<td>General Medicine</td>
<td>6</td>
<td>1st – 2nd (full-time study)</td>
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</table>
STUDY FIELD GENERAL MEDICINE

Study field – 7.1.1. General medicine
The competence acquired to exercise the occupation of health care professional – medical doctor

Degree of university study
2nd degree – doctoral study

Guarantors of the field:
Prof. Peter Šimko, MD, PhD.
Prof. Róbert Hatala, MD, PhD.

Graduate´s profile

Medical doctor is a qualified health care worker who acquired professional competence to perform professional work activities upon attaining university education of the 2nd degree of doctoral study program. The study programs in full-time form lasts 6 years comprising at least 5 500 hours of theoretical and practical education and fulfils the minimum requirements of the study program content.

During this period the graduate acquires adequate knowledge in sciences and scientific disciplines which form the base of medicine. Apart from consistent theoretical preparatation, the graduate acquires practical knowledge and relevant skills, which upon completing the study, are inevitable for independent performance of activities in curative-preventive care for human health.

In theoretical area, the graduate gains the knowledge about morphology and function of single organs and system of healthy human. Later he expands his horizon by theoretical knowledge on etiology and clinical symptoms of functional and morphological changes in ill man. Gradually he becomes acquainted with basic examination methods in medicine, manual and examination procedures by simple medical equipment. Upon acquirement of basic principles of proper case history taking and basic examination of patient within propedeutic clinical disciplines he will come to the conclusion the human organism has to be understand as one whole responding very sensitively and often individually to external environmental effects, psychic changes as well as social and family factors. By gradual expansion and deepening of his/her theoretical knowledge and practical experiences he/she extends the spectrum of examination methods which will lead to the first diagnostic conclusions and proposals how to treat the patient. At the same time he/she realizes the importance of differential diagnostics.
By deepening of theoretical knowledge, practical capabilities and achieving skills in all medical fields in diagnostics, therapy and prevention, the graduate will learn how to master both basic protocols and basic principles of intensive medical aid.

Simultaneously he obtains the knowledge on medical ethics and psychology, health documentation, economic relations towards health insurance companies, maintaining the principles of pharmacology, basic rights and obligations of medical doctor and patient in the frame of medical law, mastering electronic media both in the relation to the education and routine work of a doctor. The graduate acquires basic knowledge on principles of disability evaluation, bases of social medicine, health care organization and bases of scientific work.

He obtains the information on primary, secondary and tertiary prevention of diseases, adherence to the principles of prevention of the risk of transmissible diseases and principles of hygiene of working environment.

Prior to the termination of the study the graduate will understand that current medicine is based on wide-scale interdisciplinary cooperation with non-medical disciplines, as well. The graduate will understand that modern medicine is run by the principles of evidence-based medicine. A good command of at least one international language is a prerequisite of obtaining new knowledge from literature or from personal international contacts.

The required level of the knowledge and competencies of the graduate of doctoral study in the study field 7.1.1 general medicine is in harmony with the European Comission Regulation No, 93/16EC of the EU member states, which is accepted also by the Slovak legislation.

The graduates of the study programme general medicine can find application in the following address:

1. **Curative-preventive:**
   Primary, secondary and tertiary health care.

2. **Scientific-research:**
   The research focused on exogenous and endogenous determinants of health, on prevention, etiology, incidence and treatment of diseases in cooperation with health sector and non-health sector research institutions.

3. **Management:**
   Organs of state administration and self-government in management of providing health care delivery, health legislation, audit, etc.

4. **Public health**
   Management of public health and preventive medicine area.

5. **Insurance industry**
Assessment and audit activities within social insurance system and health insurance system, assessment of health status of the insurants of social insurance company in as related to the altered working ability, disability, etc., assessment of procedures in prevention, diagnostics and treatment of the insurants of health care by review physicians.

6. Pharmacy

Development of drugs, clinical testing of drugs, their presentation, etc.
### Study programme

**Study field: 7.1.1. general medicine**

**1st year**

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Type of subject</th>
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C – compulsory subject
OOS – obligatory optional subject

E – examination
CE – current evaluation
### Academic year 2014/2015

**Study field: 7.1.1. general medicine**

**2nd year**

<table>
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<th>Subjects</th>
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</table>

C – compulsory subject
E – examination
CE – current evaluation

**OS - optional subject**

1. January -week winter sports training camp
2. July-week summer sports training camp

14 weeks of education
## Academic year 2014/2015
### Study field: 7.1.1. general medicine
#### 3rd year

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Type of subject</th>
<th>Teaching staff</th>
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<td>Internal Propedeutics</td>
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<tr>
<td>Surgical Propedeutics 1</td>
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<td>Microbiology 2</td>
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<td>Assoc.Prof. Majtán</td>
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C – compulsory subject
E – examination
CE – current evaluation

14 weeks of education
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MUDr. Michal Gergel, PhD.
MUDr. Martin Hladík
MUDR. Alexander Mayer
Study Regulations

Slovak Medical University in Bratislava

Pursuant to Art. 9 Sect. 1(b) of Act No. 131/2002 of the Coll. on Universities and on changing and amending certain acts, approved by the Academic Senate of (the) Slovak Medical University, on July 7th, 2011 approving by the Academic Senate of (the) Slovak Medical University in Bratislava.

2014
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**Article 1**

**Basic Provisions**

(1) These Study Regulations of the Slovak Medical University in Bratislava (hereinafter referred to as study regulations) under Act No. 131/2002 Coll. on universities and amending certain laws, (hereinafter referred to as Higher Education Act) as an internal regulation of the Slovak Medical University in Bratislava (hereinafter referred to as the University) issued pursuant to Art. 15 Sect. 1 (b) of Higher Education Act

a) governs the legal relations arising in the provision, organization and provision of higher education (the study) within the accredited study programs at the university and faculty,

b) define the rights and obligations of the university teachers within the legal relations under subparagraph a)

(2) All the academic freedoms and rights are guaranteed as a legal right by the university and the faculty. The Faculty guarantees any and all academic rights and freedoms. The students have the right to learn in particular, while maintaining freedom of choice of study in accredited study programs, freedom of teaching consisting especially in openness to different opinions and scientific research methods.

In relation to the studies they are mainly the students’ right to study while availing themselves of the free choice of the study within the accredited study programs and the freedom in teaching consisting mainly in the openness to various scientific opinions, research methods and the possibility of expressing one’s own opinion.

**STUDY**

**Article 2**

**Levels of Study**

(1) The study is provided by the University at the faculties in accredited programs

a) the Bachelor’s study (1<sup>st</sup> degree)

b) in Master’s study (2<sup>nd</sup> degree)

c) in the doctoral study (1<sup>st</sup> degree and 2<sup>nd</sup> degree)

d) in postgraduate doctoral study (hereinafter referred to as the Postgraduate study) (3<sup>rd</sup> degree)

(2) The University allows students within their study also apply to study in another faculty or another university in the Slovak Republic or abroad.¹)

(3) The Dean is responsible for providing, organizing study programs according to the schedule of study, its content in accordance with the Law and in compliance with general binding legal regulations, university status and the status of faculty and faculty study regulations.

¹) Art. 70 Sect. 1(e) of Act No. 131/2002 of the Coll. on Universities and on changing and amending certain acts
Article 3

Forms of Study

(1) Study programs are organized in full-time study and part-time study.

(2) Full-time study is organized as a daily student participation in learning activities.

(3) Part-time study is organized mainly as a separate study, consultations and one-week-training.

Article 4

Methods of Study

Study program in full-time study and part-time study takes place by means of

a) teaching by direct contact of the university teacher and the student (pre… method)

b) communication via communicative means based on computer nets and study materials (distant learning method) or

c) combination of the methods a) and b) (combined method)

Article 5

Standard Study Length

(1) The standard course of Bachelor’s study lasts including practice (at least) 3 to 4 years in day-time Bachelor’s study and external undergraduate programs. (part-time programs)

(2) Master’s study including clinical practice lasts at least 1 year and not more than 3 years so that the total standard study length according to Bachelor’s study and of follow-up Master’s study in the same or related curriculum is 5 years in day-time study and external (part-time) study.

(3) Standard study length in Bachelor’s study and Master’s study cannot be shorter than minimum study length determined for a given field of study at an accredited Bachelor’s study and accredited Master’s study.

(4) The doctoral study lasts six years in day-time study including clinical practice.

(5) Postgraduate study lasts
a) three to four years in day-time study
b) not more than 5 years in external study.

(6) The study according the curriculum cannot exceed the standard length expressed in academic years under paragraphs 1 to 4 by more than 2 years.

(7) Prolongation of the standard length of study is approved by the dean after a written request of a student to interrupt study under Article 24.

Article 6

Academic Degrees

(1) These degrees are conferred by the University
a) in Bachelor’s study (Bachelor) (Bc.)
b) in Master’s study (Master) (Mgr.)

c) in doctoral study - Medicinae universae doctor (Doctor of Medicine MD) (MUDr.)
d) in postgraduate study - (philosophiae doctor, PhD after the surname)

(2) Rules of this Study Regulation regulate the doctoral study in a suitable way.
(3) Rules governing the doctoral study are regulated by law and concretized in the internal direction of the University and Faculty.

(4) Graduates of a Master’s degree may take/pass the rigorous exam which is part of the thesis defense. After its successful completion they are conferred by the university academic degree Doctor of Philosophy (PhDr. at the beginning of the names) is conferred by the university. Rules governing the doctoral exams completion are regulated by the internal provision of the Faculty.

Article 7

Foreign Students

(1) This Study Regulation is applied in the same way in case of foreign citizens being applicants for the study and students.

(2) The Dean may adjust with the approval of the Academic Senate further conditions for admission of foreigners differently from those set in this Study Regulation.

(3) If the candidate for study who is a foreign student wishes to study in Slovak language, generally a part of his/her admission procedures is verifying knowledge of the Slovak language. This does not apply if the applicant is a person whose mother tongue is Czech language.

(4) Dean shall withdraw the verification pursuant to paragraph 3 if the foreigner passed the language exam in Slovak language at a university.

(5) A contract is signed between the University and the foreign student at the faculty the foreign student enrolled. The faculty provides the study program for the student.

Article 8

Admission Requirements

(1) The regulation for admission to the study (admission procedure) is stated by the Dean of the Faculty and approved by the Academic Senate

(2) The required prerequisite for admission is

(a) in Bachelor’s study Secondary School Certificate (either general or vocational)

(b) in Master’s study - completion of Bachelor’s study

(c) in doctoral study - Secondary School Certificate (either general or specialized)

(d) in postgraduate study - Master’s study or study completion of first and second grade as one unit

(3) The Faculty shall announce on the official bulletin board of the University or Faculty and on the University website
(a) deadline for submitting the applications for the study

(b) requirements for admission

(c) dates and ways of verifying of successful fulfillment of the conditions for admission

(d) form and thematic content of the exam, if admission exam is a part of admission procedure

(e) criteria of evaluating results

(f) information about the planned number of applicants to be accepted to the study of particular study program

(4) Deadline for the period required to meet the obligations under paragraph 3 is at the latest
a) till September 20 in the academic year, which is preceded by the academic year, in which is the study due to begin, if concerning a Bachelor’s study program or a study program in which Ministry after the Accreditation Commission statement with regard to the specific study program allowed joining the 1st and 2nd degrees of study into one unit,²) b) two months before the last date for submission of applications, in case of other study programs

(5) Requirements for admission to the Master’s study program in medical study disciplines is
a) Bachelor’s degree in the relevant field of study
b) passing the state examination in the Bachelor’s study program

(6) The Dean can decide about other requirements needed for study admission. ³)

²) pursuant to Art. 53 Sect. 3 of the Higher Education Act

³) pursuant to Art. 57 Sect. 1 of the Higher Education Act

Admission Procedure

Article 9

Organizational Support for the Admission Procedure

(1) Preparation, organization and the process of admission procedure is provided by the University.

(2) The Dean of the Faculty decides on number of students admitted after the prior Rector’s consent.

Article 10

Admission Procedure

(1) The admission procedure starts on the delivering with the Application for Admission

(2) The Application for Admission (hereinafter referred to as the application) must be submitted on an approved application form.

(3) The application form, signed by the applicant him/herself is submitted until the deadline given by the University. The required documents (an integral part of the application) are stated by the University including the applicant’s proof of payment for the admission procedure (hereinafter
referred to as a complete application). The submitting applicant is responsible for the accuracy, completeness and correctness of the data contained in the complete application.

(4) The complete application is delivered

a) via electronic devices

b) in written form by regular post

c) in the written form to the University post room

(5) If the application is sent by means of electronic devices, the delivery date to the electronic address is important. The applicant is bound to submit the complete application in written form too, no later than 5 calendar days. Unless the application is sent within 5 days by post, the date of the stamp or the University post room stamp is considered submission date.

(6) If the application is sent in written form, the date of the stamp or the University post room date is regarded as submission date. Envelope with postage stamp is filed in the written records kept on the University applicant.

(7) It is possible to apply for more study programs. One application can be submitted to each study program.

(8) If it is possible to apply for more study programs which are organized by one Faculty sec.7 shall apply in the same way.

(9) Unless the applicant submits the complete application (sec.3) at an alternative date stated by the University after obtaining his/her incomplete application, the application procedure is ceased and the incomplete application is considered undelivered. Cessation of admission procedure is not subject to general regulations on administrative proceedings.

(10) The Dean has the right to set the admission exam rules. The conduct rules during the admission exam are a part of them; these rules are a part of the invitation to the admission exam.

(11) The admission exam can be divided into more parts and can be taken in one or more days. Before the beginning of the admission exam or its part, the identity of the applicant has to be proven on behalf of the identity card or other identity papers (the passport).

(12) The admission exam is written unless it is stated in the Study Regulation in a different way.

(13) The evaluation of the written tests is anonymous.

(14) If the applicant misconducts in the examination according to sec.10-13 the Dean or an employee in charge shall terminate admission exam or its part. The results of an interrupted admission exam of such an applicant are not assessed, and his/her admission exam is regarded invalid.

(15) For earlier termination of the admission examination, general regulations on administrative proceedings shall not be applied.
Article 11

Decision on the Results of Admission Procedure

(1) The general regulation on administrative proceedings doesn’t apply to decision on the results of the admission procedure.

(2) Admission to the study based on the results of the admission procedure is decided by the Dean.

(3) The applicant after receiving the Refusal Letter can submit an Appeal against Refusal of Admission - an application for reviewing this decision. The application must be submitted to the Dean, who made the decision, within the term of 8 days from the day of the delivery. The Dean can acquit the application herself/himself, if she/he finds out, that the decision was made contrary to the Higher Education Act or to the internal provision of the University otherwise he/she forwards the application to the Rector.

(4) The Rector can change the decision, if it was made contrary to the Higher Education Act or the internal provision of the University or he/she refuses the request and confirms the previous decision. The reply to the reviewing of the decision has to be sent to the applicant within 30 days from the day of the application for reviewing delivery.

Article 12

Student Mobility

(1) The University can accept for a part of the study, usually for one semester, a student from another higher education institution too, including a foreign university and a university of other non-EU member state without admission procedure in compliance with the requirements of the exchange program or on the basis of contract concluded between the university and the sending (home)school.

(2) The (visiting) exchange student admitted to study has the rights and obligations of home university student with respect to the conditions of the exchange program or the inter-institutional agreement.

(3) The University shall issue an acknowledgment about his/her being a student of university and his/her enrolment and shall indicate the period of study duration. The student will be issued a student identity card unless it can be replaced by a similar document issued by the sending (home) university.

(4) The University can only accept another university student who will, upon finishing the study program, continue and finish the studies initiated at his/her home sending (another) university. Student who is a non-EU country citizen is obliged to submit documents to his/her application to provide evidence of his previous study at the sending/home university.

(5) Sections 1 to 4 do not apply to a student during his/her studies at another university in case he/she completed only some units of study programs at host university in the relevant part of the academic year and completed the other units at the home university.

(6) Details of student mobility are provided in the internal provision of the university.
Article 13

Enrolment

(1) The student status is recognized from the day of registration; from that day he/she acquires all the rights and obligations stated in the Higher Education Act and the internal regulations of the Faculty.

(2) Registration will be held on the dates designated by the Dean. Published registration dates are binding and unchanging and shall be released by the end of March of the academic year preceding the academic year in which the study will start.

(3) Article 18 applies to the conditions for registration to the next study period.

Article 14

Study Program, Study Subject

(1) The program of study or curriculum is a set of educational activities and a set of rules designed in such a way that a successful completion of these activities, while maintaining the above mentioned rules, enables the student to acquire university degree.

(2) The study program is divided into study subjects. A study subject is formed by a study program unit or a group of study program units focused on providing university education in the specific area (such as lecture and corresponding seminar).

(3) Study program units are given by the gestor Program Coordinator unless they are stated in the Study Program. Study program units are particularly lectures, seminars, exercises, laboratory exercises, practical exercises (practices), final theses, project work, term papers, internships, field trips, professional experience (clinical skills), teaching experience, courses and supervised self-study.

(4) Study subjects included in the study program, according to obligation to of their completion are divided into
a) compulsory – their successful completion a prerequisite for successful completion of the study or the study program
b) obligatory optional – A successful completion of specified number of these subjects according student’s selection/choice is a prerequisite for successful completion of the study or the study program in the structure given by the study program.
c) elective – other subjects, the student has the opportunity to enroll in order to complete the studies.

(5) Subjects included in the study program are divided according to the prerequisites required
a) prerequisite subjects - which require completion of other subjects; enrolment of such subject is determined by a successful completion of other subject or other subjects, unless it is stated in the Study Regulation of the Faculty in a different way.
b) without prerequisite subjects; enrollment of this subject is not determined by completion of other subject.

(6) Final thesis is an integral part of each study program. (Article 22, sec.1); its defense ranks among state exams. Final thesis is regarded as a study subject evaluated according to Article19.
(7) If, with a prior consent of the university or faculty, the final thesis is written and defended in a different language than state language, an abstract in state language is its integral part.

(8) State exam is not considered a study subject.

(9) Study program in full-time form of study is composed in the way that the number of lessons of the study program units in a week wouldn’t exceed given limits, except regulated professions. Full-time study program is usually designed with no more than 6 compulsory exams per semester. This restriction doesn’t apply to part-time studies, individual study, study of two-study programs simultaneously, study of obligatory optional and elective subjects and differential exams.

(10) No changes are carried out in the study program during the semester.

(11) Postgraduate study program and its changes are proposed by the PhD supervisor

(12) Student participation in all prescribed study program units is compulsory, except lectures, unless the university teacher, regarding to the character of the subject, decides otherwise.

(13) If the student misses part of the compulsory study subject, an alternative task can be assigned by the university teacher.

(14) The university teacher of the particular study subject shall, regarding to the character of the subject and amount of absences, decide on non-completion of the study subject or not permitting to sit for an exam. The Dean shall decide, based on student’s written request, about the further procedure.

(15) Completion of a study program (in the field of study) with a university degree required as a part of professional competence to perform the medical profession, is carried out in accordance with the Slovak Republic Government Regulation concerning competence for performance of the medical profession and concerning the way of further education of healthcare professionals in the specialized training courses system and certified system of professional work activities.

**Article 15**

**Schedule of Studies**

(1) The academic year begins on September 1 of the current year and ends on August 31 of the following year. The academic year is divided into the winter semester, the summer semester and a period of holiday.

(2) The Schedule of Studies is planned for the following academic year by the Dean; The Schedule of Studies is for the entire academic community binding.

(3) Each semester consists of at least 12 weeks of instruction, followed by a minimum 4-week exam period. If a continuous clinical practice follows the instruction weeks of the semester, minimum 4-week exam period starts after the end of this continuous clinical practice. The Dean shall adjust the last year students in the summer semester, the number of instruction weeks differently.

**Credit System**

**Article 16**
The University Credit System Principles

(1) Organization of the study programs and study forms is based on the credit system.
(2) Each study subject in question has corresponding credit points which the student gains after a successful completion of the subject. Number of credits allocated to a study subject corresponds with the number of credits allocated to study program units forming a study subject and expresses a partial, study part necessary for its successful completion.
(3) Conditions for the enrolment to the following study period are set by the Faculty Study Regulations.
(4) It is possible to gain the credit points for the subject in question only once within the course of studies.
(5) Further predetermined control study stages shall be stated after each semester in the study program. The student is obliged to prove the fulfillment of the control stages by the Study Record Book (the Index) on the first day of the beginning of the following semester.
(6) Unless the student finishes his/her studies till the deadline stated by the study program, he/she ceases to be the university student by the end of the academic year in which he/she should finish his or her studies.

Article 17

Credit Accumulation

The credit points gained by the student for successful completing the subjects during the time he/she was enrolled to one study program are added up. Credits gained are added up:

a) within study program studies in case of their full completion,

b) if the student carries out a part of the studies at a different faculty of the University,

c) if the student carries out a part of the studies at a different university in Slovakia or abroad on the basis of a Study Agreement with a credit transfer formalities according to Article 20.

Article 18

Enrolment and Subject Completion

(1) Through enrolment a student compiles his/her part of the study duties he/she wants to complete in the following study period in accordance with the study program for the next study period to which the enrolment applies (semester or academic year).
(2) The student is obliged to enroll the subjects in such a way that the total credits number are sufficient for the period given.
(3) The conditions for a subject re-enrolment are given in the Study Regulations of the Faculty.
(4) Enrolment of a subject may be done by means of an electronic device(s). Details of such enrolment are found in the Study Regulations of the Faculty.
(5) A recommended study plan is given by the faculty for each study program. Study plan is composed so that after completion the student fulfills the conditions necessary for a successful completion of his/her studies within a standard length of studies, corresponding to the study program.
Article 19

Study Results Evaluation

(1) Evaluation of study results within the subject is carried out particularly as follows:
   a) ongoing control of the study achievements during the instruction period of the given study
      period (control questions, written tests, assignment tasks, semester papers, seminar papers,
      practical performance and the like);
   b) examination during the given study period;
   c) keeping attendance records of compulsory forms of learning.

(2) The ECTS information sheet to each subject is published in Slovak and English language on Faculty website.

(3) Subject Study may be finished by:
   a) a subject exam;
   b) successful completion of the subject and gaining the required number of credits due.

(4) Other criteria for evaluation of a successful subject completion and gaining of the required number of credits, according to sec.3 letter b), are given by the Study Regulation of the Faculty.

(5) The subject exam is usually held during the semester exam period in which the attendance of the subject was completed, no later than end of the corresponding academic year.

(6) The university teacher, in exceptional cases authorized by the Head of the Pedagogic Department university teacher, enters assessment to the Study Record Book (the Index) and the exam record sheet (hereinafter referred to as the Record). The university teacher is obliged to submit the Record no later than 10 days after the end of exam period.

(7) At the beginning of the semester the university teacher is obliged to announce the particular way of control of subject study, including the dates (deadlines) and their ways of evaluation.

(8) The exam is classified only by the examiner or the Examining Board appointed by the Dean.

(9) To evaluate the study results, the University applies the grading scale consisting of 6 grades:
   A - excellent (outstanding results) (numeric value 1)
   B - very good (above average results) (1.5)
   C - good (average results) (2)
   D - satisfactory (acceptable results) (2.5)
   E - sufficient (results meet minimum criteria) (3)
   Fx – fail (results do not meet the minimum criteria) (4) ±

(10) The student gains credit points for the subject if he/she got evaluation grades from A to E. The Faculty shall, in some chosen subjects, decide on not assessing the subjects by grades and different criteria shall be stated for their successful completion to gain the credits.

(11) For assessment of overall student’s results, Weighed Average of Study Results (WASR) is used. WASR due to appropriate academic year/semester is established as follows:
final mark (numeric value in Section 9) reached in subject is multiplied by a credit evaluation pertaining to this subject. The values acquired are counted. The total is divided by the total of credit points for respective period, the result equals WASR. Also those subjects are included in WASR which were evaluated by Fx mark (4) or which a student has not passed. The subjects not assessed by grades are not included in the average (WASR).

(12) The dates of examinations are posted no later than two weeks before the beginning of the examination period in reasonable quantity and time schedule. The student shall register to the assigned dates according to the university teacher instructions.

(13) A student who failed the examination, or didn’t accept the grade, can re-take the examination in the respective examination period. (1st re-examination and 2nd re-examination)

(14) 1st re-examination and 2nd re-examination dates are posted by the examiner in the examination period of the corresponding semester.

(15) When repeating a course a student has only a regular examination and 1st re-examination. The student can re-enrol the exam only with a prior consent of the examiner.

(16)In case of a request for commission exam, members of the Commission Board are appointed by the dean.

(17) The student, already having studied at the University, and was re-enrolled to the studies, may request the dean, in writing, for recognition of those subjects which had been passed no more than five year before.

(18) Study results evaluation of the subject can be done by means of electronic devices. Details on study results evaluation of the subject by means of electronic devices are governed by the Faculty Study Regulation.

± The Decree of the Ministry of Education of the Slovak Republic. No. 614/2002 of Law Code on the credit system

Article 20

Transfer of Credits

(1) Completion of part of the study at other university must fulfil formal requirements
a) application for exchange study,
b) contract of study results.

(2) The contract on university study is concluded between the student, sending (home) university and host university prior to student’s enrolment for entry examination.

(3) The study subjects accomplished at the host university are recognized by home university according to the transcript of study results made by host university at the end of the student’s study. The transcript of study results shall become a part of student’s study documentation issued by the university.

(4) Details on credit transfer obtained at university abroad are regulated by internal provision of the Faculty.
Article 21

Principles of Holding Final State Examinations and Doctoral Examinations

(1) The faculty holds the following exams in relevant study fields:
   a) final state examination in bachelor, master and doctoral study programs. Practical examination, defense of final thesis (Article 22, section 1) and oral or written examination are components of final state examination,
   b) doctoral examinations and defense of doctoral theses,
   c) dissertation examinations and defense of dissertation in PhD graduate course. Details on dissertation examination and defense of dissertation are in compliance with internal provision of the University.

(2) Final state examination is held before Examination Commission (hereinafter referred to as “commission”). The course of final state examination and announcement of state examinations are open to public to attend. The decision on final state examination results is conducted on closed session of the commission. The same conditions and procedure apply to doctoral examinations.

(3) University teacher in the positions of professor and associate professors and other experts approved by the Scientific Board have the right to examine at final state and doctoral examinations; in case of bachelor study program, university teachers in the position of senior assistant with the 3rd grade university. Significant experts in relevant study program from other universities are also members of commission for final state examinations.

(4) Members of the State examination commission entitled to examine pursuant to section 3 are appointed by the Dean for study programmes conducted at the Faculty or by the Rector if conducted by the University. The members of commission for final state examination are also significant specialists in relevant field from other universities, from juridical entities conducting research in the area of Slovak Republic or other experts. At least 2 members of the commission shall be university teachers in the positions of professor and associate professor; in case of bachelor study program, at least one university teacher in the position of professor or associate professor.

(5) Members of the commission for doctoral examination entitled to examine pursuant to section 3, are appointed by the Dean for study programs conducted by the Faculty and by the Rector for study programs conducted elsewhere.

(6) The commission for final state examination is composed of at least 4 members and is governed by the Act on higher education institution.

Article 22

Defense of Final Thesis

(1) Final thesis in the study is:
   a) bachelor’s diploma thesis according to bachelor study program
   b) diploma thesis according to master study program or doctoral study program
   c) dissertation according to PhD graduate study program.

(2) The commission shall hold defense of final thesis of student upon obtaining the
information on verification of the degree of originality from Central register of final, doctoral and habilitation theses.

**Article 23**

**Evaluation of Final State Examination and Doctoral Examination**

(1) The result of final state examination is evaluated by the classification scale of the credit system. If final state examination has several parts, each part is rated/evaluated separately. This also applies to the defense of final state examination. If one part of final state examination is evaluated by failing grade “FX- unacceptable”, the overall result rating of final state examination is “fail”.

(2) The student is admitted to defend final thesis unless verification of the degree of originality of final thesis has been provided by Central register of final, doctoral and habilitation theses.

(3) The required degree of originality of final thesis based on the information from Central register of final, doctoral and habilitation theses verification is evaluated by the commission.

(4) Full-time student is admitted to defend final thesis only after successful completion of practical part of final state examination. Part-time student is admitted to pass theoretical part of state examination after successful defense of final thesis. The student with “FX-fail” result of defense of final thesis may complete theoretical part of final state examination after successful defense of final thesis in remedial date set by the Dean.

(5) In case of reached weighed average up to 1.2 and one part of exam is evaluated as “E-good”, the student is permitted to ask the Dean in written form for remedial examination for resit date from the relevant part.

(6) If the results of state final examination are classified by a mark “fail”, the student is permitted to repeat final state examination from the parts rated by the grade “FX-unacceptable”.

(7) Final state examination can be repeated twice. Details on passing repeated final state examination and the fee for passing the repeated final state examination is in compliance with the internal provision of the University.

**CHANGES IN THE STUDY**

**Article 24**

**Interruption of Study**

(1) The Dean shall allow interruption of the study upon the student’s request. The dean decides by appointing the date of the beginning and end of interruption of the study pursuant to the sections 2-5 up to 30 days since the delivery of the request. The decision on interruption of study is sent by recommended letter.
(2) The study shall be interrupted if the study subject is a part of the study program, within which such work is carried out, that is forbidden to pregnant women in purview of special regulation or when such work endangers pregnancy according to medical opinion unless the regulations state otherwise. The student is obliged to announce pregnancy to the Dean in written form without delay.

(3) During the study the student is permitted to ask for interruption of the study for no more than 2 years.

(4) The students looking after at least 2 children can ask for interruption of the study for no more than 3 years during the whole study.

(5) In relation to the delivery and subsequent care for a newborn, the student may ask for interruption of the study for 34 weeks, if she gives birth to one child or for 43 weeks if she gives birth to twins or more children. She shall do so at the beginning of the 6th week prior to the expected date of delivery appointed by the doctor.

(6) The dean is entitled to accept the request for interruption of the study pursuant to the sections 4 and 5.

(7) The student is permitted to interrupt the study by the end of the first semester at the earliest. This is not so if the student submits written certification of the attending doctor about his/her serious health problems.

(8) During interrupting the study the student loses rights and obligations of a university student.

(9) Interruption of the study in a PhD graduate student, who applied for the final doctoral thesis announced by external educational institution, shall be approved pursuant to sections 3-7 by the Dean after being approved by a statutory representative of the external educational institution.

**Article 25**

**Transfer**

(1) The student may transfer to other study program within the Faculty or to other university (Faculty) solely after successful completion of the class in which the student is enrolled. The transfer shall be realized to the admission date. In substantiated cases any exceptions shall be approved by the Dean.

(2) The Dean approves the transfer of the student to any related degree program within the Faculty or from other university to the Faculty, considering successful completion of exams in the study program at the Faculty or other university. The Dean shall decide about differential exams, entry exam and the date of their completion.

**Article 26**

**Duly Completion of Study**
The study is duly completed upon completing the study in accordance with a particular study program. The day of study completion is the day when the last criteria required for duly completion of a particular study program are met.

**Article 27**

**Other Ways of Completion of Study**

(1) The study can be completed by
   a) abandoning the study
   b) by not completing the study on the appointed date
   c) excluding a student from studies for not satisfying the requirements ensuing from the study program and Study regulations
   d) excluding from the study due to violating legal rules or internal provisions of the University or Faculty or public order,
   e) cancelling the study program and not accepting the offer to continue in the study of other study program,
   f) student’s death.

(2) The day of completion of study is
   a) in abandoning the study, the day of delivering to the university the written announcement of the student about abandoning the studies,
   b) in not completing the study in the required date, the end of academic year in which the student had to finish his/her studies
   c) in excluding/expelling from the study for not meeting the required criteria of the study program and Study regulations of the University and in excluding from the study due to violation of legal rules or internal provisions of the University or Faculty or public order, the day when the decision on excluding from the study shall be effective,
   d) in cancellation of study program and not accepting the offer of continuing in the study or other study program, the day when the University announced the study program cancellation.

**Article 28**

**Abandoning Study**

(1) The student who intends to abandon the study, shall announce this fact in writing to the Dean.

(2) If the student does not enroll to the next period of study or does not appear to the re-enrolment, the university shall call on the student to appear for enrolment within the term of ten working days since the delivery of the call.

(3) If the student does not enroll within the appointed time since the delivery of the call and does not apply for prolonging of this period on health reasons that disable him/her to enroll to the next period of the study, otherwise is the day, on which the student shall enroll to the next period of the study or which she/he shall re-enrol considered for the day, on which the student abandoned the study. The information on abandoning the study will be filed in the student’s personal study record kept by the University.

(4) The student who abandoned the study will be provided by the Dean with the record of successfully completed subjects upon his/her application. There is a statement in this record that the student had not completed the study.
Article 29

Excluding from study
(1) Due to not satisfying the requirements ensuing from the study program, the Dean may exclude/expel the student from the study for not meeting the requirements for the next period of study. The student excluded for not meeting the requirements of the study program, will be provided by the Study department of the Faculty with the record on successfully completed exams, upon the student’s application.

(2) The Dean may impose conditional expelling or exclude the student from the study on the basis of disciplinary measure in accordance with the Disciplinary Rules of the University or Faculty.

Article 30

Individual study plan
(1) Individual study program may be permitted (sections 5, 6) upon written application of the student in maintaining the contents and scope of study subjects.

(2) The dean determines the date of beginning and the date of termination/end of the individual study plan within 10 days from the delivery of application. The resolution on individual study plan is sent by a registered letter.

(3) Individual study plan is a special organization of study from the aspect of the examination schedule in maintaining the scope of study as stated by the Curriculum.

(4) The applications for individual study plan are sent 3 weeks prior to the beginning of the next study period.

(5) Individual study plan may be permitted to the students due to serious health, family or other reasons.

(6) Individual study plan for two academic years may be permitted to a female student, if the study subject is a part of the study program, within which such work is carried out that is forbidden to pregnant women, in purview of special regulation or when such work endanger pregnancy according to medical opinion. The student is obliged to immediately announce pregnancy to the Dean in written form.

DOCUMENTS ON STUDY AND DOCUMENTS ON COMPLETING STUDY

Article 31

Documents on Study

(1) Documents on study are

a) student’s identity card,
b) index (study record book),
c) record book (transcript) of study results,
d) the record of clinical practice of student of the study program in medical study field that he conducted during supervised clinical practice.

(2) The use of documents of study is governed by the paragraph 67 of the Act on higher education institutions.
(3) The structure of data and design of the student’s identity card are in compliance with methodological directive of the Ministry of Education, Science and Sport of Slovak Republic.

(4) Using the index at the university is binding.

(5) The university will issue the record book of study results in English upon the student’s special request.

**Article 32**

Documents on Completion of Study

(1) Documents on study completion within study program in the study field are

a) university diploma
b) certificate on final state examination
c) diploma supplement

(2) Appropriateness of documents on completion of study and the way of conferring them upon the graduate are governed by the paragraph 68 of the Act on higher education institutions.

(3) Documents on completion of study are public papers.

(4) The University will issue the documents on completion of the study in English language without any fee upon the student’s special request.

**AWARDING OF STUDENTS**

**Article 33**

Academic Recognition, Rector’s Recognition Award and Dean’s Recognition Award

(1) Rector of the University can award Academic Recognition or Rector’s Award to students

a) with outstanding results (passed with honour)
b) who have successfully joined the research and scientific activities,
c) represent university in an excellent way both at home and abroad,
d) carried out exemplary performance or showed exceptional civil attitude,
e) elaborated diploma thesis on high professional level.

(2) The Dean may award Academic Recognition and Dean’s Award to the student for outstanding fulfillment of study obligations during the study and to the student with excellent results in the study program provided by the Faculty.

(3) Along with the award the student can be given financial reward, as well. The details on rewarding are regulated by the internal directive of the University.

(4) The proposal to Rector’s Award and Dean’s Award are submitted to the Dean by the chairperson of the Committee for final state examination.
(5) Granting Dean´s Academic Recognition to the student is confirmed by the certificate signed by the Dean.

(6) The Dean confers upon the student the Dean´s Award during graduation ceremony.

Article 34

Students´Offences against Discipline and Internal Provision of the University and Faculty

(1) Students´ offences against discipline and internal provisions of the University and Faculty are solved by the Disciplinary Committee of the University and Disciplinary Committee of the Faculty, if the student is enrolled in the study program of the Faculty.

(2) Disciplinary action may be imposed on the student who offends against discipline and internal provisions of the University and Faculty.

(1) The activities of disciplinary committees and disciplinary procedure are in compliance with the University and Faculty Disciplinary Rules for students.

Article 35

Repealing Provision

The Study regulations of Slovak Medical University in Bratislava of March 13, 2008 are repealed.

Article 36

Validity and Efficacy

(1) The study regulations of the SMU were approved by the Academic Senate of Slovak Medical University in Bratislava on July 7, 2011.

(2) The study regulations of SMU enter into force on the day of delivery of the decision of the Ministry to SMU in Bratislava about its registration and become effective on the day of delivery of the decision to Slovak Medical University about its registration by the Ministry.

Bratislava, 2014

Prof. Andrej ČERNÁK, MD, D.Sc. Dr.h.c. Prof. PhDr. Dana FARKAŠOVÁ, PhD.
Chairperson of Academic Senate Rector
Slovak Medical University Slovak Medical University

List of study literature in individual subjects will be given to the students at the first lecture.