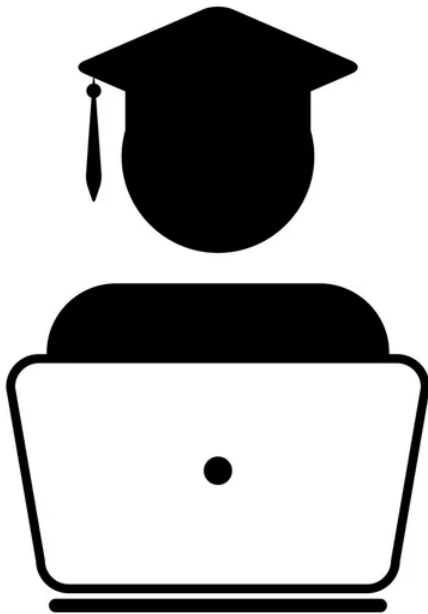


## Study Regulations concerning exams

### Student's rights and obligations

## § 2

### 1. The Student is entitled to:



- a) develop their own scientific interests and use the University's didactic rooms, facilities and resources and to the help of academic teachers,
- b) study according to an individual plan of study and curriculum,
- f) take examinations, undertake an apprenticeship and fulfill other requirements specified in the study plan.

## § 2

### 2. The Student is obliged to:



a) act in accordance with the content of the oath,



e) use an individual university email account, use electronic and IT systems used at the University,



and

use their own electronic devices during classes that meet the technical requirements specified by the University,

### § 2



g) take exams, complete internships and meet other requirements included in the study programme,



i) respect copyrights specified in separate regulations which are due to authors of books, manuals, scripts and other learning aids, ethical preparation of final papers and obtain credits and take exams for all classes,



n) respect the dignity and good name of academic teachers and administrative Staff.

### § 4

#### Remote exams

6. Teaching classes and verification of learning outcomes may be conducted using distance learning methods and techniques, in accordance with applicable regulations.

### § 6

#### Exam sessions

2. Class schedule and duration of examinations and re-sit sessions created after seeking the opinion of the Student Government, is announced before the beginning of each semester in the electronic study course management system.

# § 10

## Rules for awarding Individual Organization of Studies (IOS)

### IOS—exams and credits

3. Individual organization of studies may depend on:
  - 1) modifying the method of achieving the goals and learning outcomes set in the study programme, a sequential system of classes and examinations, modifications to the form of assessments and exams, the number of ECTS points required to complete a year of studies, the order of didactic classes
  - 3) extramural completion of classes, in consultation with the teacher
  - 4) changes in the dates of exams and credits.

### IOS—dates of exams and credits

7. After obtaining the Dean's consent, within 14 days, the student is obliged to make arrangements with the teacher concerning the schedule of tests and examinations, and then submit it to the Dean for approval. The methods and dates of obtaining credits and taking exams are decided by the teachers, and these dates cannot be later than the last day of the re-sit examination session.

## § 12

Scope of topics to revise for the exam

5. At the beginning of the semester the teacher is obliged to provide students with the information about the learning outcomes specified in the curriculum and conditions for obtaining them, as well as conditions for passing classes. In the case of subjects ending with an exam, the examiner presents students with the basic requirements for the exam. An exam is a test of the knowledge, skills and competences acquired by the student.

## § 12

### Conditions for passing the semester

7. The condition for passing the semester is achieving the learning outcomes specified in the study programme. This is confirmed by receiving credits and passing exams within the time specified in the study schedule. It is also obligatory to complete the internship and obtain the required number of ECTS points within the time specified in the study schedule.

### Examiner

14. The exam is conducted by the person who teaches a given subject. In particularly justified cases the Rector, at the request of the Dean, may appoint a second examiner.

### Theoretical and practical exam

15. In the case of medical fields, the exam may consist of practical and theoretical part. At least a satisfactory grade is required to pass the exam in each part of the exam. The subject syllabus may contain reservations that admission to the second part of the exam is conditional according to the result from the first part.





## § 12

### Conditions for passing the subject

16. The fact that the student achieves the learning outcomes assumed in the course programme is reflected in the positive grades from the credit(s) and exam(s). The course/subject is passed on the basis of positive grades obtained by the student in current tests, papers, exercises, projects or other forms confirming learning progress. The decision on this matter is made by the teacher who specifies the requirements at the beginning of the semester.

### Dates of exams, attempts 0,1,2

17. After meeting the condition specified in paragraph 16, the student is entitled to a "zero" date /attempt exam (the examiner does not enter unsatisfactory grades, except for situations in which the student violates the independence of work during the exam; student's presence is not obligatory). If the student does not attend the "zero date/attempt" exam or obtains a negative grade from it, they are obliged to take the regular „first date/attempt” exam or the „second date/attempt” exam (in case of failure to pass the exam at the „first date/attempt”).  
A student who receives a positive grade in the „zero day/attempt” exam has the right to resign from the grade and take the „ first date/ attempt” exam.  
In this case the grade obtained on the first date will apply.

## § 12



### Dates of exams, attempts 0,1,2

18. It is the student's responsibility to take each exam, subject to paragraph 17, on the dates specified in the examination session schedule. The teacher may conduct the exam before the beginning of the examination session (in consultation with the students) provided that all classes have been realized before the exam.

### Dates of individual exams

19. In exceptional cases (long-term illness, random event, etc.), the Dean may consent to the student taking the exam in an individual mode.

## § 12



Obligation to report an absence from the exam and justify it

20. Not attending a credit or an exam without a justifiable reason on the scheduled date (including the part of the examination described in section 15) is equivalent to the loss of this date/attempt. To justify their absence a student is obliged to present appropriate documents to the examiner within 7 days. Otherwise, the examiner gives the grade: fail (2.0). In case of justified absence on any date /attempt the teacher sets another exam date for the student on an individual basis.

One attempt in the resit session

21. A student who received the fail grade (2.0) in the „first date/attempt” credit may take the exam only once during the re-sit exam session, after passing this subject and receiving the credit within the re-sit period.

## § 12

### Condition continuation and conditional entry

22. If a positive grade is not obtained within the re-sit period, the student may, within 7 days, submit an application to the Dean for permission to repeat the semester or submit an application to the Dean for permission to conditionally continue studies in the next semester under penalty of taking the exam, getting credit for the subject and making up for the remaining points difference from the previous semester, within a period not exceeding the teaching period during the semester, or for a board exam. In justified cases The Dean may allow the extension of the deadline for taking the examination that is the basis of conditional entry. Conditional entry gives a student the right to take the exam once. Conditional continuation of studying is not permitted if the student fails to obtain a pass from a diploma or master's seminar.

### Repeating a semester

23. In the event of failure to obtain a positive grade in the exam or a conditional pass, the student may, within 7 days, submit an application to the Dean for permission to repeat the semester, in which the deadline for passing the classes conditionally expired.

## § 12

### Board exam

23. At the student's request submitted within 7 days from the date of announcement of the re-sit exam results, The Dean orders a board examination (in justified cases: reservations regarding form, mode and course of the examination). The board exam should be held within 14 days from the date of submission of the application. The verification of student's knowledge in the form of a board exam takes place before an examination board whose composition is determined by the Dean. The form of the final examination is determined by the head of the board who informs the student about it at least 7 days in advance before the scheduled date of the board examination. The board consists of the Dean or the vice-dean as the head of the board, the examiner who conducted the previous exam or the person conducting classes in a given subject and a second teacher representing the same specialization or the one related to the subject of the board exam and, at the student's request, a representative from a Student Government as an observer who does not participate in the substantive assessment. The examination board cannot be chaired by a teacher who previously examined the student. In justified cases, the Dean may exclude a person previously examining the student and appoint another teacher representing a specialization identical to the subject of the board examination in their place.

## § 12

### Documentation-grades

25. Grades from exams and tests are documented in student periodic achievement form and examination protocols.

### Deadline for publishing exam and pass results

27. The results of oral tests and examinations are made known to the student immediately after the exam and are documented in examination protocols. Results of written exam papers are made available to students directly through student's individual electronic accounts no later than within 7 days from the date of the exam and may be published on the Internet in compliance with the requirements specified in the Personal Data Protection Act.

### The right to see the exam paper

28. The student has the right to see their examination paper within two weeks after the results have been published if the grade is the basis for passing the course.

## § 12



Not independent work-unethical behaviour during an exam

34. If the examiner finds that the student's work was not independent, the work was plagiarized or there was a violation of rules i.e. the student used prohibited materials or devices, the student receives a fail grade (2.0) in the test, exam, paper. If the exam or assessment takes place on the first or zero date/attempt exam the student receives the fail grade (2.0) in the course/subject and loses the right to take credit or exam on the next date/attempt (i.e. the first date/attempt in the case of an exam taken at the zero attempt and the re-sit exam in the case of the first date/attempt exam).

## § 14

### Repeating a semester, passing a subject

9. A student who repeats a semester is not obliged to obtain course credits from the repeated semester again (credit tests and exams), provided they have already obtained positive grades from them and the programmes have not changed.
10. A student repeating a semester may, with the consent of the Dean and the teacher, pass selected subjects included in the study program for the higher semester.



## Chapter 10.

### Conditions for adapting the organization and proper implementation of the educational process to the special needs of students with disabilities

## § 25

#### Changing the form of the exam

8. In order to equalize opportunities, a student with disabilities may apply to the Dean to change the form of exams or form/mode of obtaining credits for a given subject/class, and the Dean may issue such a decision depending on the type of student's disability.
  
9. As part of a change in the form of the exam or obtaining credits it is possible to:
  - 1) extend the duration of the test or examination,
  - 2) use additional technical devices such as: computers, voice-adding software, Braille devices, alternative keyboards,
  - 3) use alternative forms of recording,
  - 4) change the written exam for an oral one or an oral exam for a written one,
  - 5) include third parties to participate in the exam, e.g. sign language interpreters, lecturers, assistants of the disabled.
  
10. If there is more than one possible alternative form of the learning outcomes verification, the form is chosen by the student.