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# Rector's Directive No. 66/2017

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To implement: Section 47a paragraph 2 of Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws ("the Higher Education Act"), as amended, and Article 19 paragraph 5 of the Code of Study and Examination of Charles University

Date of effect: 15 October 2017

## **Exceptions to the rules of study provided in the Code of Study and Examination of Charles University for study in international joint programmes of study such as joint-degree and multiple degree and essential elements concerning study of agreements on inter-university study**

### **Article 1 – Introductory Provision**

This Directive provides the exceptions to the rules of study stipulated in the Code of Study and Examination of Charles University ("the Code of Study and Examination") for study in international joint programmes of study such as joint-degree and multiple-degree and essential elements concerning study of agreements on inter-university study made under section 47a (2) of Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws ("the Higher Education Act"), as amended and Article 22 (5) of the Constitution of Charles University ("agreement on inter-university study").

### **Article 2 – Exceptions to the Rules of Study Provided in the Code of Study and Examination**

1. The following rules provided in the Code of Study and Examination are not applied ipso facto to study in international joint programmes of study of joint-degree and multiple-degree type:
  - a. Duty to take a matriculation oath (Art. 4 (2) of the Code of Study and Examination);
  - b. Determined share of the number of credits for passing optional subjects for the purposes of current continuous assessment (Art. 5 (13) of the Code of Study and Examination);
  - c. Setting of the minimum number of credits required for registration for the next unit of study (Art. 5 (11) second part of second sentence beginning with "or" and third sentence of the Code of Study and Examination);
  - d. Permission to have an individual curriculum for one or more units of study (Art. 5 (14) to (16) of the Code of Study and Examination);
  - e. Repeated registration for a subject (Art. 7 (9) of the Code of Study and Examination);
  - f. Transfer of a student to a different form of study by the dean within the same programme of study (Art. 5 (17) and Art. 10 (11) of the Code of Study and Examination);
  - g. Possibility to appoint more reviewers of dissertation (Art. 11 (10) second sentence of the Code of Study and Examination).
2. The following rules provided in the Code of Study and Examination are not applied to study in international joint programmes of study of joint-degree and multiple-degree type as the relevant regulation is contained in particular in the agreement on inter-university study, in the regulations of foreign partner universities, in the internal regulations of the relevant faculty, or in other regulations:
  - a. Setting of the time limit for enrolment into study (Art. 4 (1), third sentence of the Code of Study and Examination);
  - b. Duty to publish the dates of registration for study in the publicly accessible part of the website of the faculty (Art. 4 (7) of the Code of Study and Examination);
  - c. Recognition of the fulfilment of assessment of a subject (equivalent credit) completed within another study (Art. 8 (16) of the Code of Study and Examination);
  - d. Time limits for publishing the dates for the taking of state examinations and the consequences of the failure to appear on the date of the state examination or its part (Art. 9 (12), second, third and fourth sentence, of the Code of Study and Examination);

- e. Time limits for publishing the date of state doctoral examination and defence of dissertation (Art. 11 (15), second sentence, of the Code of Study and Examination);
- f. Duty of the board to determine whether it is necessary to re-write or supplement the dissertation if the board uses the grade “fail” (“neprospěla”), and the earliest date for repeated defence of dissertation (Art. 11 (12) of the Code of Study and Examination).

### **Article 3 - Exceptions to the Rules of Study Provided in the Code of Study and Examination, where the Relevant Regulation is Contained in the Agreement on Inter-university Study**

1. The following rules provided in the Code of Study and Examination are not applied to study in international joint programmes of study of joint-degree and multiple-degree type providing that they are contained in the agreement on inter-university study:
  - a. Division of the academic year and academic calendar, organisation of study (Art. 3 (2) and (3) of the Code of Study and Examination);
  - b. Units of study (Art. 4 (6), second sentence of the Code of Study and Examination);
  - c. Registration for units of study and consequences of failure to comply with this duty (Art. 4 (8) and (9) of the Code of Study and Examination);
  - d. Number of credits required for registration for the next unit of study and consequences of the failure to acquire the credits (Art. 5 (11), second sentence, first part of the sentence before “or” of the Code of Study and Examination);
  - e. Maximum period of study (Art. 4 (12) and (13) of the Code of Study and Examination);
  - f. Interruption of study (Art. 6 of the Code of Study and Examination);
  - g. Number of resit dates for an examination (Art. 8 (14) and Art. 10 (5) of the Code of Study and Examination);
  - h. Composition and mode of appointment of the examination board for state examination, where the duty to obtain approval from the relevant research board remains applicable (Art. 9 (3) first, third and seventh sentence of the Code of Study and Examination);
  - i. Mode of grading of the state examination (Art. 9 (4) of the Code of Study and Examination);
  - j. Prerequisites for taking the state examination (Art. 9 (8) and (9) second sentence of the Code of Study and Examination);
  - k. Structure of the total number of credits required for taking the state examination (Art. 9 (10) of the Code of Study and Examination);
  - l. The set number of possible dates for taking the state examination (Art. 9 (12) first sentence of the Code of Study and Examination);
  - m. Requirements for graduation with distinction (Art. 9 (13) of the Code of Study and Examination);
  - n. Rules for assessment of the fulfilment of the individual curriculum in a doctoral programme of study and the consequences of failure to fulfil the requirements of the individual curriculum (Art. 10 (8) and (10) of the Code of Study and Examination);
  - o. Doctoral programmes of study are not divided into units of study and the credit system is not applied in doctoral study (Art. 10 (1) and (2) of the Code of Study and Examination);
  - p. Composition and mode of appointment of the state doctoral examination board and the board for the defence of dissertation, where the duty to obtain approval from the relevant research board remains applicable (Art. 11 (3), (5) and (7) first sentence of the Code of Study and Examination);
  - q. Mode of grading of the state doctoral examination and the defence of dissertation, the set number of possible dates for taking the state doctoral examination and the defence of dissertation (Art. 11 (11), (14), (16) and (17) of the Code of Study and Examination);
  - r. Setting of a regular date and a resit date of state doctoral examination and the defence of dissertation (Art. 11 (15) first and fifth sentence of the Code of Study and Examination);
  - s. Mode of appointment of reviewers by the board for the defence of dissertation (Art. 11 (10) first sentence of the Code of Study and Examination);
  - t. List of requirements of the programme of study which constitute reasons for the termination of study, if not fulfilled, with the exception of reasons stated in Article 2 herein.
2. If the agreement on inter-university study does not contain the regulation under paragraph 1, the Code of Study and Examination shall apply.
3. If the regulation contained in the agreement on inter-university study is identical to a provision of the Code of Study and Examination that was excluded in this Article or in Article 2, or with partial regulation within the scope of validity of such provision, or if the agreement on inter-university study contains an exclusive reference to such provision or regulation, the original provision of the Code of Study and Examination shall be used within the scope of the relevant regulation instead of the agreement on inter-university study.

### **Article 4 – Essential Elements Concerning Study of the Agreement on Inter-university Study**

1. Concerning study, the agreements on inter-university study regulate in particular the organisation of study, rules of study and credit system, curriculum including study requirements and assessment of their fulfilment, state

examinations, state doctoral examinations and dissertations, individual curriculum in doctoral programme of study, completion of study and the rights and duties of students. Agreements on inter-university study further regulate the admission to study and documents on graduation.

2. Concerning the organisation of study, the agreements on inter-university study regulate:
  - a. Division of academic year and academic calendar;
  - b. Division of study into units and their characteristics, division of units of study into periods of instruction, examination, vacations, and course registration periods.
3. Concerning the rules and course of study, credit system, curriculum, study requirements and assessment of their fulfilment, agreements on inter-university study regulate:
  - a. Requirements, circumstances, modes of setting the dates of enrolment, if any, including the statement that the applicant becomes a student of the University on the date of enrolment to one of the higher education partner institutions where the study will take place and the consequences of failure to fulfil this duty;
  - b. The duty to issue a student identity card at all higher education partner institutions where the study will take place;
  - c. The curriculum of the programme of study/specialisation, mode and criteria of assessment of study, number of credits assigned to individual study requirements including the overall structure of credits and the possibility to change the curriculum in the course of study;
  - d. Conversion table of grades for study requirements, number of resit dates, the rule for setting resit dates, and the circumstances of holding the resit dates;
  - e. Setting the units of study for assessment of study, requirements for registration for or advancement to the next unit of study and consequences of failure to fulfil this duty;
  - f. Requirements for completion of study, and requirements for graduation with distinction, if any;
  - g. Maximum period of study;
  - h. Mode and dates of providing information on students, the course of their study and fulfilment of the study requirements including the mode of sharing information via information system;
  - i. Interruption of study, including the requirements, circumstances, and process of permitting interruption of study and the maximum period of interruption of study.
4. Concerning state examination, state doctoral examination and dissertation agreements on inter-university study regulate:
  - a. Composition of the examination board for the state examination, state doctoral examination, and the board for the defence of dissertation in accordance with the rule that every higher education partner institution in which the student was enrolled and completed at least one unit of study is represented in the examination board where the examination board must have at least 3 members;
  - b. Mode of appointment, designation, or other appointment of the members of the examination board;
  - c. Mode of appointment and number of reviewers of dissertation and preparing of reviewer's reports;
  - d. Mode of grading of the state examination, state doctoral examination, and defence of dissertation, conversion table of grades, if any;
  - e. Content and form of record of the course of the state examination, state doctoral examination, and defence of dissertation;
  - f. Obstacles to taking the state examination, state doctoral examination, and defence of dissertation;
  - g. Prerequisites for taking the state examination, or parts thereof;
  - h. Number of dates for taking the state examination, state doctoral examination, and defence of dissertation, where at least one resit date must be set.
5. Concerning individual curriculum in a doctoral programme of study agreements on inter-university study regulate:
  - a. Requirements for the creation, form, and content of individual curriculum;
  - b. Number and mode of designation of supervisors and advisors;
  - c. Frequency and principles of evaluation of fulfilment of individual curriculum including the findings of the evaluation.
6. Concerning the termination of study, agreements on inter-university study regulate the modes of termination of study (other than completion):
  - a. Withdrawal from study based on a student's expression of will to do so;
  - b. Failure to fulfil the requirements of study including the detailed description of circumstances of failure to fulfil the requirements of study and the related process;
  - c. Expulsion from study due to infringement of disciplinary rules by the student including the exact definition of the infringement.
7. Concerning the rights and duties of students, agreements on inter-university study regulate the rights and duties of students arising from the character of study in an international joint programme of study of joint-degree and multiple-degree type.
8. Concerning the admission to study, agreements on inter-university study ensure equal admission criteria for all applicants and state that the admissions board must contain at least one representative of the University.
9. Concerning the documents on graduation, agreements on inter-university study ensure that a graduate of a joint-degree and multiple degree programme of study shall receive, depending on the circumstances, either a joint diploma the elements of which are stipulated in a separate Rector's directive , or a relevant number of separate diplomas from higher education partner institutions under the legal order of the relevant states. Further details are stipulated in a joint-degree methodology.

## **Article 5 - Effect**

1. Agreements on inter-university study made by Charles University before this directive became effective shall not be governed by this directive and must be brought into compliance with this directive during the next change or amendment after the date of effect of this directive to such agreement on inter-university study.
2. This directive is issued under Art. 19 (5) of the Code of Study and Examination after the Academic Senate of Charles University commented upon it .
3. This directive becomes effective on 15 October 2017.
4. Rector's Directive No. 7/2015 is hereby repealed.

In Prague on 12 October 2017

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