

In accordance with Article 36, subsection 2 of the Act No. 111/1998 Coll. on Higher Educational Institutions and on Modification and Amendment of other Acts (the Higher Education Act), the Czech Ministry of Education, Youth and Sports registered The Study and Examination Rules for Bachelor and Master Study Programmes of the Czech University of Life Sciences Prague on 20 February 2014, under the reference No.MSMT-6151/2014.

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Mgr. Karolina Gondková.
Director of the Higher Education Section

Study and Examination Rules For Bachelor and Master Study Programmes

Czech University of Life Sciences Prague

Issued on 20 February 2014

Part One General Provisions

Article 1 Introductory Provisions

(1) The Study and Examination Rules in Bachelor and Master Study Programmes of the Czech University of Life Sciences Prague (hereinafter referred to as "CULS") are issued in accordance with Article 17, subsection 1, letter f) of the Act No. 111/1998 Coll. on Higher Education Institutions and on Modification and Amendment of other Acts (hereinafter referred to as "the Act") and in accordance with Article 18 of the CULS Bylaws, as internal regulations of CULS.

(2) These Study and Examination Rules are binding for all students of the bachelor, master and subsequent master programmes in all forms of study, and for academic workers and other employees taking part in the educational activities carried out at the CULS, its faculties and higher education institutes within the framework of accredited study programmes.

Article 2 Study Programmes

(1) CULS and its Higher Education Institutes or Faculties (hereinafter referred to as "Faculty") provide higher education within the framework of accredited study programmes

(2) The bachelor study programme is aimed at qualifying for specific professional activities and for the subsequent master study programmes. Undergraduates of bachelor study programmes are awarded the academic degree of bakalář (i.e. "Bachelor", abbreviated as "Bc.") in accordance with Article 46 of the Act. The standard length of study is stipulated in Enclosure No.1 to the CULS Statute.

(3) The follow up master study programme is subsequent to the completion of the bachelor study programme and is aimed at acquiring theoretical knowledge and the capacity to apply this knowledge in practice. Graduates of master study programmes are awarded the academic title and documents confirming his/her graduation in accordance with Sect. 46 of the University Act and the accreditation of the specific study programme.

(4) The responsibility for the quality of education and the implementation of study programmes lies with the Faculty that has been given official accreditation for the relevant study programme and study branch.

(5) The list of accredited study programmes and study fields, including their further division, study forms and duration, are available on the official information board.

Article 3 **Forms of Study**

- (1) Studies in the study programmes mentioned in Article 1, Subsection 2, are carried out in a daily (full-time) or combined (distance) form.
- (2) In the daily (full-time) form, students attend lectures, trainings, seminars and other educational activities which are part of the curriculum.
- (3) The combined (distance) form is based on the daily (full-time) form, but implies more independent studies.

Part Two **Studies**

Chapter I **Enrolment in Studies**

Article 4 **Enrolment in Studies**

- (1) General regulations for the admission of applicants to studies in the study programmes and for the entrance proceedings are stipulated by Article 48 and 49 of the Act.
- (2) The applicant is entitled to enrol in studies in a particular accredited study programme and study branch upon receiving a notification on admission in studies.
- (3) Terms and organization of the enrolment are set by the Dean or the Director of the Higher Education Institute (hereinafter only "the Dean").
- (4) An applicant becomes a student from the date of enrolment in studies. If the applicant fails to attend on the enrolment day and does not present a written justification, submitted five (5) working days before the enrolment date, his/her right to enrol in studies is suspended.

Chapter II **Studies**

Article 5 **Curricula**

- (1) A study programme is usually divided into study branches. Tuition in study branches at each Faculty is delivered on the basis of curricula.
- (2) The curricula specifies the chronological succession, links of contents and scope (methods of studies, allocation of lecturing hours and number of credits) pertaining to the subjects of studies (courses) and the form of study performance assessment. The teaching period is set by the academic calendar, which is binding for CULS and all its units.
- (3) Subjects are classified into compulsory, compulsory/optional and the optional courses. Field trips, practical and outdoor training may constitute component parts of the curricula. Compulsory subjects are determined by the curriculum of a given study branch; students inscribe compulsory/optional subjects from a list of subjects in the relevant study branch; they inscribe optional subjects from a list of subjects in the relevant study branch, for the given academic year, according to the academic calendar.
- (4) Each subject is guaranteed by a specialized department, the subject guarantor is appointed by the head of the department.
- (5) Any changes in the curricula, resulting from student mobility, must be approval of the Deputy Dean for Studies and Education, or Director of a Higher Education Institute.

Article 6

Organization of studies

- (1) The academic year starts on 1 September and ends on 31 August of the following year. It consists of pre-semester periods, teaching periods, examination periods and vacations. The pre-semester period is set apart for second examinations (re-sits) and enrolment in the next year of studies. The study period is divided into the summer semester and the winter semester. The duration of the semester is set by the academic calendar. The examination periods follow upon the completion of the summer semester or the winter semester and usually take five (5) weeks. In the examination period of each semester, the student must attend examinations of each subject on at least one of the examination dates. A student who does not register for examinations on any of the announced dates will be assessed with the mark „failed“. Practical trainings and field trips may be organized during vacation.
- (2) The academic calendar for both daily (full-time) combined (distance) forms of study in each academic year is published by the Rector at the latest by 30 April.
- (3) Tuition forms are: lectures, seminars, exercises, trainings, field trips, individual and group tutorials, team and individual seminar papers, bachelor and diploma thesis, independent studies, specialized field trips and internships.
- (4) Lectures are delivered by professors, associate professors and academics holding with the "PhD" or "Dr." Subject to prior approval by the Dean of the faculty, lectures may be delivered by assistant lecturers, researchers, external experts and visiting guest lecturers.
- (5) Seminars and practical trainings are conducted by professors, associate professors, nominated assistants and external lecturers. Under their guidance, seminars and practical trainings may also be conducted by students of PhD study programmes.
- (6) Teachers from departments organize tutorials for students. The tutorial hours of teachers must be published.
- (7) Professional training is an integral part of studies. The contents of the training and the means of their organization are specified by the guarantor of the relevant field of study, as directed by the Deputy Dean for Study and Education or the Director of the Higher Education Institute.
- (8) During the first week of the semester, the subject guarantor works out and announces to students the particularities of the subject(s), i.e. outline of lectures and exercises, schedules and timetables, conditions for granting of credits and examination requirements.
- (9) Attendance at all forms of tuition is obligatory. The subject guarantor may declare the attendance at some specific forms of tuition as non-obligatory.
- (10) A student who cannot attend lessons/lectures/seminars/exercises/field trips etc. for serious reasons and wants to complete the subject within the given academic year must apply with the subject guarantor on alternative means to fulfil the terms for awarding credits and passing an examination.
- (11) With reference to child care a student is entitled to prolong his/her studies, provided he/she did interrupt his/her studies, for a period that corresponds to the time of his/her maternity leave. The student must furthermore apply for individual study plan (further only "ISP").
- (12) Students enrolled in any given year of studies are generally divided into study groups.

Article 7

Credits and Examinations

- (1) Studies in a particular subject are completed by the awarding of a prescribed credit, awarding of a prescribed credit and subsequent examination, or an examination.
- (2) A prescribed credit is awarded upon fulfilment of the prescribed conditions (Art.6, subsection 8). The awarding of a prescribed credit is effectuated by the lecturer at latest within 5 working days after its awarding in the university electronic data base and subsequently in the student's record book (Index), by an entry stating "credited", with the date of entry and the signature of the lecturer. The awarding of credits takes place during the last week of the specific semester.

(3) The acquired knowledge, competencies and skills of the student are assessed in an examination. The examination can be oral, written, practical, or combined. The outcomes of ongoing study performances may be included in the examination results.

(4) Students take their examinations usually with the subject guarantors, in certain cases with teachers who lectured on the given subject or other teachers, with the approval of the Department Head.

(5) The scheduled dates of examinations are generally set in the examination period. Examinations may be held by the subject guarantor two (2) weeks prior to the end of semester.

(6) Students register for their examinations through the CULS on line registration system for the announced examination dates. Registration for examination is mandatory. No later than two (2) weeks before the start of the examination period a sufficient and, if possible, an even number of possible dates for examination, with adequate capacity, must be published and open for registration. The subject guarantor has the right to cancel the student's option to refuse an examination date.

(7) The examiner assesses the aggregate outcomes of the examination by a single mark within the following grading system (as indicated in Annexe Nr. 2):

- a) Excellent – (1)
- b) Very good – (2)
- c) Good – (3)
- d) Failed – (4)

(8) The examiner records the passing of an examination, at latest two working days after the examination took place, by entering the date of the passing of the examination, entering the relevant mark in words according to subsection 7) in to the university electronic data base and subsequently into the student's record book (Index) adding his/her signature. In case of a "failed" mark, only the date of the unsuccessful examination is recorded by the examiner in the student's record book.

(9) Records of credits and examinations are permanently kept by the departments in the form of examination books and also in the CULS information system.

(10) The student's performance is assessed with the mark "failed" if he/she:

- a) Fails at the examination
- b) Gives up the examination or refuses to accept its results
- c) Does not present him/herself at the examination and does not provide a proper justification for his/her absence within three days after the examination date.

Article 8 Second Examinations and Credits

(1) If a student's performance is assessed at the examination with the mark "failed", he/she can repeat it in a maximum of two additional examination sessions, according to the examination schedules published before the start of the examination period. Partial results, achieved in the first examination session, may be accepted during the second examination.

(2) An examination which was passed with the grades "good" or "very good" can exceptionally be repeated, upon previous approval by the Dean, for the purpose of improving the grade.

(3) Upon written request, submitted either by the student or the examiner, a second examination may take place in front of a commission. The members of the commission are selected by the Head of Department and approved by the Deputy Faculty Dean or Deputy Director of the Higher Education Institute, where the student is enrolled for studies. The re-sit examination in front of a commission can take place twice.

(4) If a student fails to fulfil the condition for being credited on the set date, he/she has the right to fulfil these conditions at least once at an ulterior date.

Article 9

Enrolment in subsequent years of studies

- (1) Enrolment in subsequent studies is conditional to the fulfilment of duties prescribed in the curricula. Prior to enrolment in subsequent studies students submit their record book to the Study Administration Office at the relevant Faculty for assessment or, in the case of students enrolled in a study programme carried out by a Higher Education Institute at CULS, to the Study Administration Office of that Higher Education Institute.
- (2) The dates for enrolment in subsequent years of studies are set by the Dean in accordance with the academic calendar, whilst the last date must be announced at latest one week before the start of the winter semester. Enrolment in subsequent years of studies is mandatory for all enrolled students, as well as students who are repeating a year, even with an individual study plan (ISP). Only students who interrupted their studies are exempt from enrolment. The dates for enrolment are binding.
- (3) The student may apply to the Dean for transfer of a maximum of two uncompleted subjects into the subsequent year. In case a student transfers a subject to a subsequent year, repeats a year, or follows an individual study programme, he/she may study in one study programme, including transferable subjects, the same subject at most twice.
- (4) When enrolling in a subsequent year of studies, the student enters in his/her record book subjects listed in the current curricula of his/her chosen study branch for the next academic year (see Art. 5, subsection 3).
- (5) Subjects which have not been completed (as referred to in subsection 3) become an integral part of the student's study programme in the current year of studies. The subject guarantor may dispense the student of a subject from the obligation of attending at a course, while at the same time allocating a credit. However, the subject must be completed by the time of enrolment in a subsequent year of studies.
- (6) Before the start of the summer semester, students in the first year of study of a bachelor study programme must acquire at least three credits and pass at least two examinations, as set by the curricula of the winter semester, failing which the student's studies are terminated, in accordance with Section 56, Subsection 1, Letter b), of the Act. The decision is governed by Section 68 of the Act. In exceptional cases the Dean may decide otherwise, on the basis of a substantiated application submitted

Article 10 Repetition of the Academic Year

- (1) A student who has not fulfilled the conditions for enrolment in a subsequent year of studies, in accordance with Art. 9, can apply to repeat an academic year.
- (2) During his/her studies a student may repeat:
 - a) One year in the bachelor study programme
 - b) One year in the subsequent master study programme
- (3) When enrolling in a repeated academic year of studies the student enters in his/her record book subjects not completed in the previous academic year and other uncompleted subjects, as prescribed by the curricula, for the repeated academic year.
- (4) Examination and credits for subjects, where examination is not mandatory, are recognised in the repeated academic year.

Article 11 Interruption of Studies

- (1) The student may apply for an interruption of studies.
- (2) Studies may be interrupted for a minimum period of one semester. The maximum interruption period is: 3 years in a bachelor study programme, 2 years in a subsequent master study programme.
- (3) Studies may always be interrupted with reference to pregnancy, delivery or maternity leave for the legally designated period of maternity leave. This interruption is not added to the total time of interruption of studies. The date of the subsequent enrolment in studies is set by the Dean.
- (4) The Dean can, out of his own initiative, decide to interrupt the studies of a specific student, who did not pay his/her fees related with studies at a Higher Education Institution, in accordance with Art. 58, Sect. 3 or 4, of the Czech Act on Higher Education Institutions, within the deadline set for payment of a study fee. This decision

may be suspended if the circumstances are deemed justified by the Dean and a request for a reduced, waived or postponed payment, if deemed applicable; in this case a request should be submitted to the Rector, without delay. In a written notification the Dean will thereby instruct the student about his/her right to produce evidence that his/her obligation of paying fees did not arise, expired, and/or that the student is eligible for a reduced, waived or postponed payment. If the student explicitly requests to be heard before any decision is taken, he/she will be invited for a personal interview at the earliest date possible.

(5) If fees have duly been paid by a student and subsequently the student requests that his/her studies be interrupted /terminated, the Dean will assess this request and issue a decision on the interruption/termination of studies, at latest on the last day of the semester, during which this request has been submitted, or on the last day of the academic year, if the request was submitted during the summer semester or during academic holidays.

(6) Interruptions of studies are recorded in the student's record book.

(7) A student must enrol in subsequent studies at latest five days after the end of the interruption period. If he/she does not comply with this rule, and fails to submit a valid explanation/excuse, his/her studies will be terminated. The validity of the student's excuse is assessed by the Dean.

(8) During his/her interruption of studies, the concerned person is not a student.

Article 12

Individual Study Plan

(1) In specific cases the student may apply for an individual study plan; this request may be granted by decision of the Dean.

(2) An individual study plan enables the student to distribute or change the schedule of his/her prescribed individual study plan in a particular academic year, or to study subject curricula of several academic years simultaneously.

(3) Studies in an individual study programme must conform with the standard time of studies, as stipulated by the Czech Ministry of Education, Youth and Sport in its official accreditation decision concerning a particular study programme or study branch.

Article 13

Transfers and Recognition of Studies

(1) The relocation of studies to CULS from another higher educational institution, from the Czech Republic or from abroad, from another CULS faculty, another study programme or field or form of study, is possible only by decision of the Dean, on the basis of a student's request.

(2) The permission to relocate one's studies, according to section (1), is awarded on the condition of the completion of the current year of studies and the presentation of documents concerning previous studies. During the period in question the applicant must be a student.

(3) The Dean decides on the recognition of previous studies, carried out at a different higher educational institution, in the Czech Republic or abroad, at another CULS Faculty, in another study programme, field or form of study, encompassing passed examinations and acquired credits, enrolment in a particular year or scope of qualifying examinations, in accordance with the relevant study programme. Study outcomes may be recognized within a maximum of five years from the date of the passed examinations.

Article 14

Termination of Studies

(1) In accordance with Article 55 of the Act, studies are ended upon the completion of the relevant study programme. The final date of studies is the date of passing the final state examination (hereinafter referred to as "FSE").

(2) As a termination of studies, in accordance with Article 56, Section 1, letter b) of the Act concerning non-compliance with the requirements of a study programme, is considered:

a) Non-fulfilment of conditions for enrolment in the subsequent academic year of study (Art.9);

- b) Failure to enrol in the subsequent academic year of study on the set date (Art.9) and to submit a written justification to the Dean within five working days from this date; The validity of the justification is assessed by the Dean.
 - c) Failure to enrol after the end of the interruption of studies (Art.11), provided that the student does not submit a written justification to the Dean within five working days from the date of enrolment. The validity of the justification is assessed by the Dean.
 - d) Termination of study for another non-compliance with the requirements resulting from the study programme and these Study and Examination Rules.
- (3) The procedure of deciding matters outlined in section (2) is governed by Article 68 of the Act and these Study and Examination Rules.
- (4) The day of terminating of studies according to Article 56, section 1, letters b) and e), is the day on which the decision on termination of studies gains legal force. The date of gaining legal force is set one after the deadline for submitting an request for revision of the decision, in accordance with Art. 68 of the Act, or after delivery of the decision by the Rector.
- (5) The student is entitled to desist from his/her right to submit a written request for revision of the decision. In that case, the decision gains legal force on the date of delivery of desisting letter.
- (5) The student must, without delay, settle any financial remittance and/or obligations he/she may have towards CULS.

Article 15

Combined form of Studies

- (1) The combined (distance) form of study enables the student to study an accredited study programme largely in the form of self-study according to a set time schedule (Art. 6, Section 2).
- (2) Tuition delivered in the combined (distance) form of study is organized in group, block and individual tutorials, training and seminars.
- (3) For a student enrolled in the combined (distance) form of studies, attendance of tutorial meetings with the teacher/tutor, as well as other educational activities, in the terms set by the time schedule, is compulsory.
- (4) The examination and credit requirements for students enrolled in the combined (distance) form of studies are the same as those for students enrolled in the full-time form of studies.

Chapter III

Completion of Studies

Article 16

Bachelor study programme

- (1) Studies in the bachelor study programme are duly completed with the SFE. The student must pass the SFE at the latest after two years upon completing all study requirements, set in the curriculum of the last year of the study programme.
- (2) The SFE in the bachelor study programme takes place in front of a commission for the SFE (hereinafter referred to as "commission") in subjects specified by the curricula of the study programme, and the defence of a bachelor diploma thesis. The student is entitled to have access to the assessment of his/her bachelor diploma thesis at least one week before the date of the SFE.
- (3) The SFE takes place in front of a commission. The proceedings and announcement of results are open to the public in accord with Article 53 of the Act. The members of the commission, eminent specialists in their respective subject area, are nominated and their numbers are determined, considering all relevant SFE subjects, by the Dean.
- (4) The criteria for the assessment of the aggregate result of the SFE and the overall result of study are listed in Enclosure No. 1.
- (5) The SFE can only be repeated once, at latest within two years upon completion of the prescribed period of studies. Studies are suspended for the student until the date of his/her repeated SFE. The period of suspension of studies does not comprise interruption of studies in accordance with Art. 11., Sect.2.

Article 17
Subsequent master study programme

- (1) Studies in the subsequent master study programme are duly completed by the SFE. The student has to pass this examination at the latest after two years upon completing all study requirements, as set in the curricula of the last year of the study programme.
- (2) The SFE in the subsequent master study programme takes place in front of a commission and concerns subjects which are specified by the curriculum of the relevant study programme, as well as the defence of a master diploma thesis. The student is entitled to become acquainted with the assessment of his/her master diploma thesis at least one week before the date of the SFE.
- (3) The SFE takes place in front of a commission. The proceedings and announcement of result are open to the public, in accord with Article 53 of the Act. The number of members of the commission is established on the basis of the number of subjects of the SFE. The members of the commission are appointed by the Dean and are eminent specialists in their respective subject area.
- (4) The criteria for the assessment of the aggregate result of the SFE and the overall result of study are listed in Enclosure No. 1.
- (5) The SFE can only be repeated once, at latest within two years upon completion of the prescribed period of studies. Studies are suspended for the student until the date of his/her repeated SFE. The period of suspension of studies does not comprise interruption of studies in accordance with Art. 11., Sect.2

Part Three
Students

Article 18
Rights and obligations of students

Rights and obligations of students are stipulated in Articles 62 and 63 of the Act and in the CULS Bylaws.

- (1) Rights and obligations of students are stipulated in Articles 62 and 63 of the Act, and subsequent regulations, in CULS Bylaws and Faculties and Institutes Bylaws.
- (2) The student should contribute, by his/her behaviour and activities, to the positive and creative environment of the university, and represent, by his/her behaviour and activities, the academic environment, within the university campus, as well as in the public.
- (3) The student must be regardful and considerate of whatever property and/or devices that was given to his/her care.
- (4) The student must, without delay, compensate for any damage he/she has caused to property and/or devices.
- (5) The student must pay to a specified date any fees related to his/her studies, in accordance with Art. 58, Section 3 and 4 of the Act (the fee concerns a longer period of studies than the standard period, and fees for a new study programme).
- (6) The student must return to a specific date any instruments and/or objects he/she has used on behalf of CULS, its faculties, institutes, or any other units; in case of loss of the above mentioned instruments and objects the student is obliged to replace them, or must pay for their replacement.

Article 19
Honours and Prizes

- (1) Honours and prizes are awarded to students who study successfully and are actively engaged in scientific, research or expert activities.
- (2) Upon the recommendation of the commission for the SFE, students of a bachelor a master or a subsequent master programme, who have passed their SFE with honours, may be awarded with:

- a) The Rector's Prize, provided their study average was at least 1, 20 (according to CULS grading) during their entire period of studies;
- b) Mentions of honour by the Dean, provided their study average was at least 1, 50 (according to CULS grading) during the entire period of studies.

Article 20

Decisions on the rights and obligations of students

The rights and duties of students are determined with reference to Article 68 of the Act. In the bachelor and master study programme these rights and duties are determined with reference to the CULS Bylaws and the present Study and Examination Rules.

Article 21

Delivery

(1) Registered delivery, into the own hands of the recipient, concerns the following documents:

- a) Decision on acceptance, or non acceptance, to studies in the relevant study programme,
- b) Decision on the termination of studies,
- c) Decision on the interruption of studies,
- d) Other decisions, where registered delivery is stipulated by the Act.

(2) If a decision, according to subsection (1), cannot be delivered into the own hands of the recipient, it is sent through an alternate delivery, according to Article 36, subsection 3, letter f) of the CULS Bylaws.

(3) Wherever the Study and Examination Rules refer to the time of implementation upon reception, this implies the time from the day of actual delivery, meaning the day the recipient actually received the delivery, or an alternate day of delivery.

(4) A student must report to the Faculty/Department Study Administration Office, or in the case of students enrolled in the study programmes taught at a Higher Education Institute at CULS, to the Study Administration Office of the relevant Higher Education Institute, in writing:

- a) Any change of his/her place of residence
- b) Any absence from the given place of residence which exceeds one (1) month

In case of the non-fulfilment of duties referred to under letters a) and b) the student is assumed to be living at the reported residence.

Part Four Concluding Provisions

Article 22

(1) The Study and Examination Rules in bachelor and master programmes of the CULS Prague, registered by the Czech Ministry of Education, Youth and Sport on 4 October 2011 under reference number 29 398/2011-30, are hereby forfeited.

(2) These Study and Examination Rules were approved by the Academic Senate of the CULS Prague of the Act on 20 February 2014.

(3) These Study and Examination Rules come into force on the day of their registration by the Czech Ministry of Education, Youth and Sports, in accordance with Article 36, subsection 4 of the Act.

(4) These Study and Examination Rules come into force on the day of their registration by the Czech Ministry of Education, Youth and Sports.

Prof. Ing. Jiří Balík, CSc, v.r.

Rector

Annexe No.1
To the Study and Examination Rules of CULS Prague

Criteria for the Assessment of the Final State Examination and Overall Study Results in Bachelor and Master Study Programmes

Assessment of the SFE

Result of the SFE	Defence of Bachelor or Master Diploma Thesis (Verdict of the Commission)	Marking of Examined Subjects
<i>Excellent</i>	excellent (1)	average < 1,5
<i>Very good</i>	very good (2)	average < 2,5
	excellent (1)	average $\geq 1,5$ and < 2,5
<i>Good</i>	good (3)	average ≤ 3
	very good (2)	average $\geq 2,5$
	excellent (1)	average $\geq 2,5$
<i>Failed</i>	Defence of bachelor or master diploma thesis (Verdict of the Commission) "failed" (4) ¹⁾ or Mark "failed" (4) in some of the SFE subjects	

Overall Study Result

Study Result	Result of the SFE	Result for the Whole Time of Study²⁾
<i>Passed with honours</i>	excellent	average < 1,5
<i>Passed</i>	excellent, very good or good	
<i>Failed</i>	failed	

Conditions for Repeating the SFE:

- Defence of bachelor or diploma thesis (verdict of the commission) with the marks "excellent" to "good" (1 to 3) and marking of some of the SFE subjects as "failed" (4) => *The student only repeats examinations in subjects marked as "failed" (4).*
- Defence of bachelor or diploma thesis (verdict of the commission) marked as "failed" (4), whereas marking of the SFE subjects as "excellent" to "good" (1 to 3) => *The student re-writes the bachelor or master diploma thesis; the re-sit SFE consists only of the repeated defence, the assessments of the successfully passed SFE subjects being recognized.*

¹⁾ *If either the study supervisor or the opponent assess the bachelor or master diploma thesis with the mark "failed" (CULS grade 4), the student may be admitted to the defence of the thesis. If both the supervisor and the opponent of the bachelor or diploma thesis assess the bachelor or master diploma thesis with the mark "failed" (CULS grade 4), the student is not admitted to the defence of the thesis and must re-write the thesis (until then the student is not qualified for passing the SFE).*

²⁾ *Simple arithmetic average of marks obtained in examined subjects in the framework of the studies.*

Enclosure No.2
To the Study and Examination Rules of the CULS Prague

The Credit System of Studies at CULS Prague

(1) The student's workload is assessed by the European Credit Transfer System (hereinafter referred to as "ECTS").

(2) 1 ECTS unit equals a workload of 25 hours for an average student

(3) The cumulative amount of credits per study equals:

a) 180 credits in the bachelor study programme (3 years)

b) 120 credits in the subsequent master study programme (2 years)

(4) The grading system applied at the CULS is translated into the ECTS grading system:

CULS grading scale in words	CULS grading scale in symbols	ECTS grading scale in symbols	ECTS grading scale in words
Excellent	1	A	Excellent
Very Good	2	B	Very Good
		C	Good
Good	3	D	Satisfactory
		E	Sufficient
Failed	4	F	Fail