



**STUDY AND EXAMINATION REGULATIONS  
OF THE TECHNICAL UNIVERSITY IN LIBEREC**

*In accordance with Section 36 (2) of the Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to some Other Acts (the Act on Higher Education Institutions), the Ministry of Education, Youth and Sports registered the Statutes of the Technical University of Liberec under the file number MSMT- 19028/2025-2 on the date of signing the registration.*

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Head of the Department of Higher Education

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## **STUDY AND EXAMINATION REGULATIONS OF THE TECHNICAL UNIVERSITY OF LIBEREC**

### **PART ONE INTRODUCTORY PROVISIONS**

#### **Article 1 General Provisions**

- (1) The Study and Examination Regulations of the Technical University of Liberec (hereinafter referred to as the "Study and Examination Regulations") are internal regulations pursuant to Act No. 111/1998 Coll., on Higher Education and on Amendments and Supplements to Other Acts (the "Higher Education Act"), as amended (hereinafter referred to as the "Act") and the Statutes of the Technical University of Liberec (hereinafter referred to as the "Statutes").
- (2) These Study and Examination Regulations regulate the rules of study in accredited study programmes implemented by the Technical University of Liberec (hereinafter referred to as "TUL") or its faculties in all forms of study and are binding for all students and for all academic and pedagogical employees of TUL teaching in these study programmes and other professionals involved in education (hereinafter referred to as "teachers").
- (3) Studies in a bachelor's, master's, or doctoral degree programme may be conducted in cooperation with a foreign or other domestic university that implements a related study programme. The conditions of study are regulated by the agreement of the participating universities. The contract is concluded by the Rector on behalf of TUL.
- (4) For studies in study programmes implemented by individual faculties, the details may be determined by a directive of the Dean. These directives must comply with the law, the Statutes, and these Study and Examination Regulations.

#### **Article 2 Study Programmes, Curricula and Courses of Study**

- (1) The definition and requirements of an accredited study programme are regulated by Section 44 of the Act.
- (2) A list of study programmes implemented by TUL or its faculties, their types and profiles, forms of education, standard duration of study, and information about their accessibility for persons with disabilities is published in the public section of the TUL website.
- (3) Study in an accredited study programme shall be carried out in accordance with the curriculum of the given study programme. The curriculum shall specify the chronological order and content of study courses, the form of their study, and the method of assessment of study results to achieve the study objectives and graduate profile.
- (4) Study courses (hereinafter referred to as 'courses') may have the status of courses:
  - a) compulsory - their completion is a condition for graduation from a given study programme,
  - b) compulsory elective - the student must obtain a specified number of ECTS from each block of compulsory elective courses,
  - c) elective – other courses of the study programme or courses of other study programmes.
- (5) The study may be conducted according to:
  - a) a curriculum leading to the acquisition of knowledge and skills in one study programme,

- b) a curriculum with a specialisation, which leads to the acquisition of knowledge and skills in a given study programme and, at the same time, to their deepening through the selection of a specified block of courses in the specialisation,
- c) a curriculum for combined study which leads to the acquisition of knowledge and skills in the relevant study programme and to their extension according to a minor plan of study.

(hereinafter collectively referred to as 'the curriculum')

(6) During the course of study, a student may apply to the Dean for a change of the curriculum within the study programme in which he or she is enrolled.

(7) In connection with the curriculum, the student creates a personal curriculum by enrolling in individual courses or, in the case of students in doctoral programmes, an individual curriculum.

(8) A student may request the Dean to approve an extraordinary personal curriculum for serious reasons. In the extraordinary personal curriculum, the dean may set individual conditions for the fulfillment of study obligations.

(9) In terms of creating a student's personal curriculum, the courses listed in the study programme are divided into:

- a) Courses without restrictions, which any student may enroll in.
- b) Prerequisite courses, which are a necessary condition for enrolling in a follow-up course.
- c) Exclusionary courses; if another course or group of courses is listed as exclusionary for a given course. This course can only be enrolled in if the student has not enrolled in or completed any of the exclusionary courses. Courses with similar content are listed as exclusionary in particular.
- d) Courses reserved for a specific group of students – this limited enrollment option must be specified in the course syllabus.

(10) A separate part of the description of the study programme are the syllabi of individual courses published in the information system of the study agenda (hereinafter referred to as "IS/STAG"), which contain in particular:

- a) the name of the course and its abbreviation,
- b) scope of the course, ECTS award, method of completion,
- c) the content and aim of the course,
- d) the requirements of the student in relation to the completion of the course,
- e) an overview of the material covered,
- f) study literature,
- g) the conditions for any restrictions on enrolment in the course (prerequisite or exclusion courses).

### **Article 3** **Organisation of Studies**

- (1) The academic year lasts 12 calendar months; its beginning is set by the Rector in the TUL academic year schedule (hereinafter referred to as the 'TUL schedule'). The Rector announces the TUL schedule at least three months before its beginning.
- (2) The academic year is divided into a winter semester, a summer semester, and a holiday period. The semester consists of periods of teaching and periods without teaching; in the periods without teaching, examinations and other activities take place according to the study programmes.
- (3) In the TUL schedule, the Rector determines in particular the beginning and end of teaching periods, the beginning and end of periods without teaching, the beginning and end of holidays, the dates of state examinations, and the dates of graduation.
- (4) The Dean sets the faculty schedule. The faculty schedule includes, in particular, the dates of enrolment for individual types, forms, or years of study, and the organisation of the last semester of study concerning the dates of state examinations.

**Article 4**  
**ECTS System**

- (1) Study in bachelor's and master's degree programmes is conducted using an ECTS system. In doctoral degree programmes, study is conducted using an ECTS system if the degree programme is so accredited.
- (2) Each course listed in the study programme is assigned a certain number of ECTS. Identical courses have the same ECTS value for all forms of study in the relevant study programme.
- (3) Students gain ECTS after completing a course, i.e., for courses completed with a credit after obtaining a credit, for courses completed with a classified credit after obtaining a classified credit, and for courses completed with an exam (or credit and exam) after passing the exam. A course that a student enrolls in during a given academic year must be completed no later than the date specified in the TUL schedule for the given academic year.
- (4) ECTS may be gained only once for each course (including substitute courses) during the course of study in the study programme. This provision does not apply to non-specialized physical education and any other skill-based courses specified in the study programme; for these courses, the maximum total number of ECTS that may be earned is specified in their syllabi.
- (5) The study programme requires students to gain several ECTS equal to sixty times the number of years of standard study duration during their studies, in a composition determined by the study programme and curriculum.

**PART TWO**  
**BACHELOR'S AND MASTER'S DEGREE PROGRAMMES**

**Article 5**  
**Forms of Teaching**

- (1) The basic forms of teaching are lectures, exercises, laboratory and field exercises, seminars, studios, projects, consultations, excursions, courses, camps, practice, and independent study.
- (2) The course guarantor is responsible for the professional level of teaching of individual courses. The head of the department or institute (hereinafter referred to as "department") is responsible for the organisational arrangements for teaching.

**Article 6**  
**Organisation of Teaching**

- (1) Attendance at classes is compulsory for students, except for lectures and consultations, unless otherwise specified by the course guarantor at the beginning of the semester. The requirement to attend other forms of teaching may be replaced by other requirements, if specified in the course syllabus. In the first semester of study, attendance at lectures is compulsory, unless otherwise specified by the course guarantor.
- (2) A student who, for serious reasons, is unable to attend compulsory classes may be assigned by the teacher an alternative way of fulfilling their study obligations within deadlines that do not conflict with the TUL schedule, or the student may ask the Dean for approval of an extraordinary personal curriculum in accordance with Article 2, paragraph 8.
- (3) Details of the organisation of the combined form of study shall be determined by the Dean before the beginning of the relevant academic year or semester.
- (4) The announced conditions for awarding credits and passing exams cannot be changed during the semester. The conditions for completing the course are announced in IS/STAG at the beginning of the semester, but no later than the second week of classes.

**Article 7**  
**Enrolment**

- (1) A candidate becomes a student on the date of enrolment.
- (2) A student may be enrolled in the next academic year or semester if he/she meets the conditions for enrolment in the next year or semester of study laid down in the relevant study programme and in these Study and Examination Regulations.

(3) Students meet the conditions for enrollment in the second semester of study if they have earned at least 15 ECTS by the end of the examination period for the first semester of study. This number does not include ECTS for courses recognized as prior study at TUL or another faculty or university (not applicable to courses recognized under the ERASMUS+ programme and comparable exchange study programmes).

(4) The conditions for enrolment in the following academic year are met by a student who:

- has obtained
  - at least 35 ECTS for the first year of study for courses enrolled in the given academic year; the curriculum may specify specific courses that the student is required to take in the first year of study,
  - in the subsequent academic years of study, at least 35 ECTS for the courses enrolled in the given academic year,
  - at least 15 ECTS in the given academic year if the student has had a break in studies for one semester in the given academic year,
- has completed the pre-registration of courses.

The required number of ECTS under (a) does not include ECTS for courses recognised for previous studies at TUL or another faculty or university (not applicable to courses recognised under ERASMUS+ and comparable exchange programmes).

(5) The details of enrolment, the method of verifying the accuracy, the form and the dates of enrolment in the academic year or relevant semester shall be determined by the Dean. In the case of students starting their studies after an interruption of their studies, enrolment shall take place within five working days of termination of the interruption of studies.

(6) If a student needs to gain fewer than 35 ECTS to successfully complete their studies when enrolling for the relevant academic year, the student may, when enrolling for the next academic year in accordance with paragraph 4(a), ask the Dean to enroll them without fulfilling the 35-ECTS requirement.

(7) A student who fails to enroll in the relevant academic year by the specified deadline and does not provide an excuse and request an alternative enrollment date or a interruption of studies within five working days of this deadline, or whose request is rejected by the Dean, shall have their studies terminated in accordance with Section 56(1)(b) of the Act.

(8) The enrollment of students, verification of the correctness of the courses they have enrolled in, and any changes to the enrolled courses are carried out via IS/STAG by the study department of the faculty Dean's Office (hereinafter referred to as the "study department"), which the student belongs to.

**Article 8**  
**Preliminary Enrollment in Courses**

(1) Students enrol in courses to comply with the structure of courses specified by the study programme in terms of their status (Article 2(4)) at each phase of their studies. Students may enroll in any TUL course as an elective course, subject to the approval of the Dean of the faculty at which the student is enrolled, provided that the head of the department offering the course agrees for capacity reasons.

(2) Students choose their personal curriculum for the following academic year from the curriculum by pre-enrolling in courses in IS/STAG, i.e., by registering to study the given courses in the next academic year, within the deadlines specified in the IS/STAG schedule. The specific organization of pre-enrollment in courses is determined by the rector. The Dean may determine further organizational conditions for preliminary course registration in an internal regulation.

(3) During preliminary enrollment, students select compulsory and compulsory elective courses according to the curriculum of the relevant study programme, as well as elective courses, so that they can fulfill the conditions for enrollment in the following academic year according to Article 7, paragraphs 3 and 4, by completing the enrolled courses in the academic year.

(4) For applicants who have been enrolled in the first year of a bachelor's degree programme or a master's degree programme that does not follow on from a bachelor's degree programme, the study department will carry out preliminary enrollment for courses in the winter semester in IS/STAG, unless the Dean decides otherwise.

(5) Preliminary enrollment in courses is mandatory; without enrolling in a course in IS/STAG, it is not possible to complete the course in the given semester and obtain ECTS.

(6) The head of the department providing the course determines, with the Dean's approval, the minimum and maximum number of students for whom individual courses will be open. If these numbers are not specified, it is assumed that the course will be open to any number of enrolled students. The student is obliged to inform himself/herself of the outcome of this decision and to make any corrections to the preliminary enrollment in courses.

(7) Changes to preliminary enrollment in courses after the deadline may occur if:

- the course will not be available due to low student interest,
- the student was not selected to study the course due to an excessive number of applicants,
- the courses selected by the student conflict with each other due to an additional change in the schedule,
- the student failed to obtain ECTS from a prerequisite course at the end of the semester,
- the canceled course is replaced by re-enrollment in a course that the student enrolled in during the previous academic year and failed to complete,
- the Dean has approved the requested change.

(8) If a student fails to complete preliminary enrollment in courses by the specified deadline and in the prescribed manner, he or she may request the Dean to waive preliminary enrollment in courses if there are serious reasons for doing so. The student will be enrolled in further studies through an exceptional form of enrollment. If a student who has not completed preliminary course registration does not request a waiver within five days after the deadline for preliminary enrollment, or if the Dean decides not to grant the request, this will be considered as a reason for termination of studies pursuant to Section 56(1)(b) of the Act.

### **Article 9** **Enrollment in Courses**

(1) Students may modify their personal curriculum within the deadlines specified in the IS/STAG schedule. Changes to the student's individual curriculum outside the specified deadlines are approved by the Dean at the student's request.

(2) A student who enrolls for only one semester due to re-enrollment after a break in studies or for other reasons is required to enroll in courses with a total ECTS value of at least 15 ECTS. This number does not include ECTS for courses recognized as prior study at TUL or another faculty or university (not applicable to courses recognized under the ERASMUS+ programme and comparable exchange study programmes).

(3) Paragraph 2 shall not apply to students who need to obtain fewer than 15 ECTS to complete their studies, unless the Dean stipulates otherwise in the Dean's directive.

(4) A student's enrolled courses may be canceled by decision of the Dean:

- for serious health reasons preventing the student from studying the course (this applies in particular to physical education and courses),
- based on notification from the department that it cannot ensure the teaching of the course in the relevant academic year for serious reasons,
- if the number of students enrolled in the course decreases below the number previously announced by the department providing the course,
- if the course is enrolled for the summer semester and the student is no longer able to gain ECTS from any of the prerequisite courses before the start of the summer semester, or if an additional change to the student's individual curriculum for the summer semester results in an unresolvable conflict,
- if it is found that the student has enrolled in a course in violation of the conditions for course enrollment.

(5) If certain courses are canceled pursuant to Paragraph 4, students are required to enroll in another course to replace the canceled course so that the conditions outlined in Article 7(3) and (4) are met. The Dean may determine which course will be replaced as an equivalent substitute for the canceled course.

(6) If a student fails to meet the conditions for gaining ECTS for a course, he or she must re-enroll in that course in the following academic year. If the course is taught in both the winter and summer semesters, the student may re-enroll in the same academic year in case of failure. An exception is made for courses that must be completed in the first year of study in accordance with Article 7(4)(a). The first and second sentences of this paragraph apply mutatis mutandis to studio courses, as determined by the Dean.

- (7) If a student fails to meet the conditions for gaining ECTS even after enrolling in the course a second time, the Dean may, at the student's request, decide to allow a third enrollment in the course in exceptional and justified cases. It is the student's responsibility to apply for a third enrollment in the course without undue delay after discovering that they have failed the course, even after enrolling for the second time, but no later than the date specified in the TUL schedule.
- (8) Failure to meet the conditions for completing a course after the second enrollment in the course, except for elective courses, and failure to grant an exception under Paragraph 7, is grounds for termination of study under Section 56(1)(b) of the Act.

**Article 10**  
**Forms of Control in Studies**

- (1) The basic forms of study assessment are credit, graded credit, examination, and state final examination (Article 13). For all forms of study assessment, students are required to present a valid student ID card.
- (2) Credit is awarded for fulfilling the requirements specified by the instructor in accordance with the course syllabus and the instructions of the course guarantor.
- (3) Credits are awarded by the teacher of the relevant course, unless the head of the department decides otherwise. In IS/STAG, the awarding of credits is recorded with the word "passed" followed by the date of awarding and the name of the teacher.
- (4) A teacher may set an alternative date for a student who has not been awarded credit within the specified period. If credit is not awarded and the student submits a request in IS/STAG, the head of the department will refer the case to a committee for review.
- (5) Classified credits are used to evaluate seminar, project, graphic, design, programming work, or practical exercises in courses where this is stipulated by the study programme and where no examinations are held. Students are entitled to two retake dates for classified credits if the nature of the evaluated work or exercise allows this. The number of retake dates will be specified by the course guarantor in IS/STAG.
- (6) In IS/STAG, the award of a classified credit is recorded with the word "passed," stating the classification according to Article 11(1), and the date of award and the name of the teacher are added.
- (7) The examination verifies the student's knowledge of the relevant course and their ability to apply the knowledge acquired through study. The form of the examination (written, oral, combined) and the basic requirements for the examination are specified in the course syllabus.
- (8) In a course where both a credit and an exam are required by the curriculum, obtaining a credit is a prerequisite for taking the relevant examination.
- (9) Students have the right to take two retake exams within the deadlines set for the relevant course. Retake exams cannot be taken for courses taught in the studio format.
- (10) The Dean may, in exceptional cases, grant a third retake exam date based on a student's request submitted via IS/STAG and based on the opinion of the teacher of the given course.
- (11) Based on a request submitted via IS/STAG, the Dean may grant a student whose exam was graded lower than "excellent" an extraordinary retake date, except for studio courses, for a maximum of two courses throughout the entire course of study.
- (12) Exams and retakes are usually held by the teachers who taught the course, in exceptional cases also by other teachers designated by the head of the department. Based on a request from the student in IS/STAG or the examiner, the Dean will determine whether to retake the exam before a committee appointed by them.
- (13) In the case of all forms of study assessment, students have the right to inspect their corrected work, provided that the assessment is carried out in writing, but no later than 15 calendar days after the study assessment has been carried out.
- (14) Exams and retakes are usually held during periods without classes as specified in the TUL schedule. Upon agreement with the examiner, exams and retake exams may also be taken during holidays or at the end of a semester, but no later than the deadline specified in the TUL schedule. The examiner determines the dates for the examinations in the courses in sufficient number, capacity, and advance notice (usually 5 days) and enters them into IS/STAG. The student takes the exam on the specified date, typically within a single day.

- (15) Students register for and unregister from exams via IS/STAG. Students have the right to unregister from an exam no later than the date specified in IS/STAG. Students who unregister from an exam in a timely manner are treated as if they had not registered for the exam.
- (16) If a student withdraws from an exam after it has begun, fails to attend the exam without a valid excuse, or seriously violates the exam rules, they will be graded as "failed." Students may submit an excuse for serious reasons, particularly health reasons, at a later date, but no later than five calendar days after the scheduled date of the exam. The examiner will decide on the validity of the excuse.
- (17) Data on study results must be recorded in the credit or examination catalog and in IS/STAG within five working days after the credit has been awarded or the examination has been taken, but no later than the last day of the deadline for fulfilling the obligations for the given academic year as specified in the TUL schedule.
- (18) The central register of academic results of students enrolled in study programmes offered by the faculty is maintained and verified by the study department – verification is performed by the student registry department.
- (19) The maximum duration of study in the study programme in which the student is enrolled is twice the standard duration of study in the study programme plus one year. The maximum duration of study does not include the period of interruption of study for an accepted period of parental leave. After the maximum period of study has expired, the student is not entitled to fulfill study obligations or take the state final examination; if he/she does so, the result will be invalidated. If the student does not complete his/her studies properly within the maximum period of study, this fact is assessed as a case referred to in Article 34(1).
- (20) If the condition for admission to study was the student's medical fitness and the student loses this fitness during their studies, this fact is considered to be a case referred to in Article 34(1).
- (21) Students must not engage in any form of misconduct while fulfilling their study obligations. Details are regulated by the Disciplinary Code of the relevant faculty.

## **Article 11** **Assessment of Study Results**

- (1) The result of the graded credit, as well as the exam, is graded by the examiner using the following marks: "excellent" (1.0), "very good" (1.5), "good" (2.0), "satisfactory" (2.5), "sufficient" (3.0), and "failed" (4.0).
- (2) The following conversion table shall be used to evaluate the transfer of study results for international mobility:

| Classification | Numerical value | ECTS Grade |
|----------------|-----------------|------------|
| Excellent      | 1,0             | A          |
| Very good      | 1,5             | B          |
| Good           | 2,0             | C          |
| Satisfactory   | 2,5             | D          |
| Sufficient     | 3,0             | E          |
| Failed         | 4,0             | F          |

- (3) The final grade for the study results is entered by the examiner (in exceptional cases, by the head of the department or an employee authorized by him/her) into IS/STAG, along with the date.
- (4) A student who receives a grade of at least "good" on the exam has fulfilled the conditions for completing the course and gains the relevant number of credits.
- (5) The weighted grade point average, which is calculated for each student for each academic year, or for each semester and for the entire course of study before taking the state final examination, serves as the criterion for evaluating the quality of a student's academic results.
- (6) The weighted grade point average is calculated as the sum of the products of the final grades and credit ratings of the relevant courses divided by the sum of credits earned from enrolled courses completed with a classified credit or exam for the evaluated period. The weighted grade point average is rounded to two decimal places according to the rounding rules: 1 to 4 downwards, 5 to 9 upwards.
- (7) The weighted grade point average is applied in the overall evaluation of studies pursuant to Article 14(2); it may also be applied in various competitive selection processes.

**Article 12**  
**Bachelor's and Master's Theses**

- (1) The uniform formatting and publication of bachelor's and master's theses is governed by the Rector's Directive.
- (2) Bachelor's theses are evaluated by the thesis supervisor and, in general, also by an opponent. Master's theses are evaluated by the thesis supervisor and an opponent. Opponents of bachelor's and master's theses are appointed by the head of the department that assigned the thesis. In the case of master's theses, the opponent is not usually an employee of TUL.
- (3) The supervisor of the bachelor's or master's thesis shall prepare a written assessment, and the opponent shall prepare a written opponent's assessment of the thesis.
- (4) The opponent's review of a bachelor's or master's thesis shall include:
  - a) a statement whether the thesis meets the objectives of the assignment,
  - b) an evaluation of the content and form of the thesis,
  - c) a statement whether the thesis meets the requirements for the award of the corresponding academic degree,
  - d) a statement whether the thesis is recommended for defense,
  - e) proposed grade: "excellent" (1.0), "very good" (1.5), "good" (2.0), "satisfactory" (2.5), "sufficient" (3.0), and "fail" (4.0).
- (5) In addition to the requirements of an opponent's review, the review of the bachelor's or master's thesis supervisor shall include an assessment of the student's approach to the thesis and a comment on the results of the check to ensure that there has been no intentional unauthorized use of another person's work in gross violation of the legal regulations governing the protection of intellectual property <sup>1)</sup>.
- (6) If a bachelor's or master's thesis is not recommended for defense, the student may defend it during the state final examination. If the student decides not to defend the bachelor's or master's thesis in such a case, the student will be graded "fail" in this part of the state final examination. Subsequently, the student may ask the Dean for a new assignment, or revise the thesis.
- (7) The student has the right to acquaint himself/herself with the review of the supervisor of the bachelor's or master's thesis and, if prepared, also with the opponent's review of the bachelor's or master's thesis at the workplace that assigned the thesis or in IS/STAG no later than three working days before the defense.
- (8) The bachelor's or master's thesis, including reviews and defense results, will be stored in accordance with the TUL File Rules.
- (9) The bachelor's or master's thesis, including reviews and defense results, is written in the language in which the study programme is accredited, unless the Dean specifies otherwise.

**Article 13**  
**State Final Examination**

- (1) Bachelor's and master's degree programmes are concluded with a state final examination. The study programme determines the content of the state final examination. The state final examination may be divided into several parts, which may take place on different dates. The dates of the state final examination or its parts, its organization, the method of registration and withdrawal, as well as the procedure for preparing and submitting the bachelor's or master's thesis are determined in accordance with the TUL schedule for the academic year by the Dean's internal regulations. State final examinations are usually held three times a year during periods without classes.
- (2) The state final examination is held before the state final examination committee (hereinafter referred to as "the Committee"). A separate committee may also be appointed for individual parts of the state final examination.
- (3) The Committee consists of at least three members, one of whom is the chairperson. The members of the Committee and its chairperson are appointed by the Dean in accordance with Section 53 of the Act. Additional members of the Committee may be appointed by the Ministry. The work of the Committee is managed by its chairperson or, in his or her absence, by a member of the Committee authorized by him or her

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<sup>1)</sup>Act No. 121/2000 Coll., on Copyright, on Rights Related to Copyright and on Amendments to Certain Acts (Copyright Act).

(4) A student may take the state final examination or its final part if he or she has fulfilled the following conditions:

- a) he or she has fulfilled all study obligations of the personal curriculum except elective courses and has obtained the number of credits specified by the study programme in the composition of courses prescribed by the study programme,
- b) he or she has completed a bachelor's or master's thesis on a given topic and submitted it within the specified deadline, in the required scope, if prescribed by the study programme.

(5) The state final examination consists of:

- a) for bachelor's studies, the defense of a bachelor's thesis, if so specified by the accreditation of the study programme; for master's studies, always the defense of a master's thesis,
- b) other parts specified by the study programme pursuant to Section 44(2)(f) of the Act.

If the accreditation of the master's study programme so provides, the state final examination may consist only of the defense of the master's thesis.

(6) The defense of a bachelor's or master's thesis is managed by the chairperson or a member of the Committee appointed by the chairperson. At the beginning of the defense of a bachelor's or master's thesis, the student presents the assignment and objectives of the thesis to the Committee, briefly describes the procedure and chosen method of solution, and presents the main results. In the next part of the defense, the Committee will review the reviews, and the student will respond to the comments contained therein and to questions from Committee members relating to the topic of the bachelor's or master's thesis.

(7) Other parts of the state final examination (Paragraph 5(b)) are managed by the chairperson or a member of the Committee authorized by the chairperson.

(8) The Committee votes on the result of the state final examination or part thereof in a closed session. The Committee may decide that the vote on the result will be conducted by secret ballot. The Committee has a quorum if at least three members of the Committee are present. The Committee decides by a simple majority of the votes of the members present. In the event of a tie, the chairperson has the deciding vote.

(9) The Committee first determines whether the student has passed or failed. If the student has passed, the grade is determined as "excellent" (1.0), "very good" (1.5), "good" (2.0), "satisfactory" (2.5), "sufficient" (3.0), separately for the defense of the bachelor's or master's thesis and for each other part of the state final examination. A student who withdraws from the state final examination or part thereof, or fails to appear without excuse, is graded "failed".

(10) The final assessment of the state final examination is decided by the Committee at which the student takes the last part of the examination. The final assessment of the state final examination is determined as the arithmetic mean of the assessments from the individual parts, rounded to the nearest grade or half-grade according to the mathematical rules for rounding. If a student fails one part of the state final examination, the final assessment is also " failed".

(11) After the Committee session, the student is informed whether he or she has passed the state final examination or part thereof. The chairperson announces the result of the examination (grade).

(12) A record of the course and result of the final examination is kept in the language in which the study programme is accredited.

(13) A student who has fulfilled the conditions for taking the state final examination or its final part in a given academic year must pass the state final examination no later than the two immediately following academic years. Failure to meet this condition is grounds for termination of studies pursuant to Section 56(1)(b) of the Act.

(14) A student who has fulfilled the conditions under paragraph 4 in a given academic year but has not taken the state final examination or its last part may, upon request and by decision of the Dean, have their studies interrupted until the date of the state final examination, starting from the following academic year.

(15) If the state final examination or part thereof is not passed, it may be repeated twice, always no later than in the academic year immediately following the previous date of the examination, but no earlier than the next date of the state final examination. In the event of failure in one part of the state final examination, the student repeats only the part in which he or she failed. However, if there is a further division into individual courses or sub-courses within one component and the student has failed in one of the courses or sub-courses, he or she repeats the entire part.

**Article 14**  
**Overall assessment of studies**

- (1) The overall result of the study is evaluated after completing individual parts of the state final examination according to the achieved study results and the final evaluation of the state final examination. The assessment can be "passed with distinction," "passed," or "failed." At the recommendation of the committee, the Dean may award the "Dean's Award," and at the recommendation of the Dean, the Rector may award the "Rector's Award." Details are set out in the internal regulation entitled Scholarship Regulations of the Technical University of Liberec.
- (2) A student passes with distinction if they achieve a weighted grade point average of no less than 1.5 for the entire period of study and pass the state final examination with an overall grade of "excellent" (1.0) or "very good" (1.5). A student is graded "failed" (4.0) if they have not passed the state final examination within the period specified in Article 13(13) or (15). Other students are graded "passed".

**PART THREE**  
**RIGOROUS PROCEDURE**

**Article 15**  
**Introductory provisions**

- (1) The state rigorous examination is held in the same field of study in which the graduate obtained the academic title of "Master" and in which the faculty implements a master's study programme, provided that it is authorized within the scope of its accreditation to award the relevant academic title pursuant to Section 46(5) of the Act.

**Article 16**  
**Application For The State Rigorous Examination**

- (1) An application for a state rigorous examination may be submitted by a graduate of a master's degree programme in the same field of study as the state rigorous examination.
- (2) Applications are submitted via IS/STAG. Applications may be submitted at any time during the academic year. The application must specify the field of the state rigorous examination. If the applicant does not pay the fee within the specified time frame, the application will be considered withdrawn. The focus of the rigorous thesis must be consistent with the field of the rigorous examination.
- (3) Through the rigorous thesis, the applicant demonstrates the ability to work independently and creatively. The applicant has the right to propose the topic of their rigorous thesis. A defended doctoral dissertation may be submitted as a rigorous thesis. In exceptional cases, the Dean may recognize a defended master's thesis as a rigorous thesis if it meets the requirements for a rigorous thesis and the reviews of the opponents expressly recommend it. A collection of published scientific papers, supplemented by commentary, may also be submitted as a rigorous thesis.
- (4) Further requirements for the rigorous thesis may be specified by the Dean in an internal regulation.
- (5) Applicants must attach the following to their application for the state rigorous examination:
  - a) a structured professional CV,
  - b) documents proving completion of a master's degree, including a diploma supplement, or, in the case of graduates of foreign universities, a certificate of recognition of higher education in accordance with Sections 89 and 90 of the Act,
  - c) a rigorous thesis.
- (6) If the application for the state rigorous examination contains formal and content deficiencies, the Dean of the relevant faculty requests the applicant to correct the errors within 30 days. If the errors are not corrected within the specified deadline, it is assumed that the applicant has withdrawn the application.
- (7) Within 60 days of receiving the application, the faculty shall inform the applicant of the details of the state rigorous examination, in particular the examination requirements and the conditions for providing consultations.

**Article 17**  
**State Rigorous Examination**

- (1) The state rigorous examination consists of two parts. The first part is an oral examination and the second part consists of the defense of a rigorous thesis.
- (2) The state rigorous examination committee is appointed by the Dean from among professors, associate professors, and other experts approved by the scientific board of the relevant faculty. Additional members of the committee may be appointed by the Ministry. The state rigorous examination committee consists of a chair, vice-chair, and at least three other members. At least one member of the committee must be a person from outside the TUL academic community. A majority of all members of the state rigorous examination committee must be present during the examination, including the chair or vice-chair.
- (3) The rigorous thesis is assessed by at least two opponents, who are appointed by the Dean upon the recommendation of the chair of the committee. Opponents may only be prominent experts in the relevant field; at least one of them must be a professor or associate professor (or foreign equivalent). No more than one opponent may be a member of the TUL academic community. Opponents are entitled to attend the defense of the rigorous thesis and may be members of the state rigorous examination committee.
- (4) The date of the state rigorous examination is set by the Dean of the relevant faculty. The invitation to the state rigorous examination is sent to the candidate at least 30 days before the date of the examination. The opponents' reviews are attached to the invitation.
- (5) The course and announcement of the results of the state rigorous examination are public.
- (6) A protocol of the state rigorous examination is taken and signed by the chair and all members of the committee present. In the non-public part of the state rigorous examination, the committee evaluates the course of the rigorous procedure and decides on its classification by secret ballot, with the classification grades being "passed" or "failed". To achieve a classification of "passed", a majority of positive votes from all members of the examination committee for the state rigorous examination is required. If the candidate fails only one part of the state rigorous examination, he or she shall repeat only the part that was graded "failed".
- (7) In case of failure, the state rigorous examination may be repeated no more than once.
- (8) The rigorous thesis, including the opponents' reviews and the results of the state rigorous examination, will be archived in accordance with the TUL File Rules.
- (9) After successful completion of the state rigorous examination, TUL will issue the diploma to the graduate, stating the academic title that has been awarded. The diploma is usually handed out during the graduation ceremony at TUL.

**PART FOUR**  
**DOCTORAL STUDY PROGRAMMES**

**Article 18**  
**Study in Doctoral Study Programmes**

- (1) The doctoral study programme (hereinafter referred to as "DSP") focuses on scientific research and independent creative activity in the field of research or development, or on independent theoretical and creative activity in the field of art. The study is oriented toward scientific work in a given field, and the level of knowledge is demonstrated by a state final examination.
- (2) Study in the DSP is conducted according to an individual study plan (hereinafter referred to as "ISP") under the guidance of a supervisor and, where appropriate, with the participation of a consultant. The supervisor and consultant for a given DSP student are appointed and dismissed by the dean after discussion in the Field Board.
- (3) The ISP is the fundamental document for the individual professional training of students studying in the DSP. The ISP specifies:
  - a) the courses and their sequence in terms of time and content, the method of verifying the study results of DSP students in accordance with the study programme,
  - b) the topic of scientific research or creative activity in the field of research, development, and the arts; the general definition of the topic forms the basis of the dissertation,
  - c) any study and internships, or practical training at other workplaces, including abroad.

- (4) The ISP is compiled by the supervisor in agreement with the DSP student. The supervisor submits the ISP to the Field Board for approval no later than one month after the start of the study. Once approved, the ISP is binding.
- (5) Changes to the content of the ISP, the time schedule, the form of study, or the supervisor are only possible based on a written request addressed to the field board. The request must include the reasons for the changes, statements from the DSP student and the supervisor, and, in the case of a change of supervisor, statements from both supervisors.
- (6) Study in the DSP includes:
  - a) generally, a study part focused on studying and taking exams in courses from the accredited DSP,
  - b) a scientific-research or creative part focused on elaboration of the dissertation and concluded with a state final exam consisting of the defense of the dissertation.
- (7) The studies in the DSP are monitored and evaluated by a Field Board established pursuant to Article 20.
- (8) The fulfillment of the ISP is subject to regular evaluation by the Field Board, at most once a year. The evaluation concludes with one of the following statements:
  - a) the DSP student is fulfilling the ISP,
  - b) the DSP student is not fulfilling certain parts of the ISP without serious reasons,
  - c) the DSP student is not fulfilling certain parts of the ISP for serious reasons,
  - d) the DSP student has not fulfilled the obligations of the ISP.

In the cases referred to in points (b) and (d), the Dean may terminate the study programme within the meaning of Article 34(1).

### **Article 19 Study Process in the Doctoral Study Programme**

- (1) More detailed provisions on the organization, study process, study evaluation, and state final examination process are set out in the Dean's Directive.
- (2) Full-time study in the DSP is carried out at a workplace that guarantees the ISP of the DSP student and organizes their activities and stay at the workplace (hereinafter referred to as the "training workplace"). The combined study takes place mainly outside the training workplace, primarily on the basis of independent study by the DSP student.
- (3) If exams are prescribed in the ISP, the DSP student may take them a maximum of three times, i.e., they are entitled to two retakes. Exam results are classified as "passed" or "failed" and are registered in IS/STAG and in the exam protocol. The conditions for retaking the exam are set by the course guarantor.
- (4) DSP students have the right to attend any course offered at TUL. In agreement with their supervisor, DSP students may also take other elective courses that do not require a final exam.
- (5) The deadline for passing the state final examination in all forms of study is no later than six years from enrollment in the study programme, unless the Dean decides otherwise in exceptional cases. This period does not include any interruptions in study.

### **Article 20 Field Board**

- (1) The study programme is monitored and evaluated by the DSP Field Board.
- (2) The Field Board is the basic professional, conceptual, supervisory, and evaluative advisory authority of the Dean for the relevant DSP. The Field Board reports to the Dean for its activities. The Field Board has at least five members.
- (3) The Field Board for each DSP is appointed and dismissed by the Dean after discussion in the Faculty Scientific Board.
- (4) The period of function of the Field Board is identical to the period of validity of the accreditation; in the case of new accreditation, or extension or expansion of accreditation, a new Field Board is appointed.
- (5) Membership in the Field Board expires before the end of the period of function by resignation, death, or dismissal from the position of member of the Field Board.

- (6) The chair of the Field Board is the DSP guarantor. The DSP guarantor is appointed in accordance with the TUL Accreditation Rules. The Field Board may appoint a vice-chair from among its members, whom the chair may authorize to represent him or her in ordinary matters when he or she is unable to perform his or her duties.
- (7) The Field Board in particular:
  - a) discusses proposals for dissertation topics announced within the framework of the DSP,
  - b) comments on the members of the DSP admissions committees,
  - c) comments on the proposal of a DSP supervisor,
  - d) discusses the ISP,
  - e) comments on the members of the committees,
  - f) proposes the chair, vice-chair, and members of the state final examination committee and dissertation opponents,
  - g) monitors the development of the DSP and initiates proposals for changes,
  - h) evaluates the course of study, discusses the annual evaluation of DSP students, and submits it to the Dean,
  - i) in the case of non-fulfillment of the ISP, proposes to the Dean a reduction or withdrawal of the doctoral scholarship, or termination of study.
- (8) The Field Board meets as decided by its chairperson as needed, but at least once a year. Copies of the minutes of the Field Board meetings are sent to the Dean. In exceptional cases, if the Dean so decides after consultation with the chair of the Field Board, the Field Board meeting may be held online in real time via videoconference or in a hybrid form combining in-person and videoconference participation.
- (9) The chairperson, or a vice-chairperson authorized by the chairperson, or another member of the Field Board approved by the chairperson, represents the Field Board in between meetings.
- (10) If the Field Board fails to act on any matter under paragraph 7(a) to (i) for a period longer than 60 days, the Dean may decide without discussion in the Field Board. The Dean shall notify the relevant Scientific Board of this fact at its next meeting.

## **Article 21** **The Supervisor, Consultant, and Guarantor of the Course**

- (1) The supervisor is responsible for the DSP student's specialized programme and dissertation theme. The DSP student consults with the supervisor primarily on matters related to their studies. The supervisor has the right to participate in all discussions concerning the course of the DSP student's studies, except disciplinary proceedings. The supervisor comments on all requests made by the DSP student and is informed without undue delay of the decisions made regarding these requests.
- (2) The supervisor may be a professor or associate professor, or another prominent expert approved by the relevant scientific or artistic council at the Dean's suggestion. The supervisor is the professional guarantor of the DSP student. Details are set out in the Rector's Directive entitled Standard of Supervisor.
- (3) The supervisor creates the ISP with the DSP student. He or she provides professional and organizational guidance to the DSP student during their studies, checks the student's study obligations and their fulfillment in cooperation with the course guarantors, and comments on requests for interruption of studies. He or she also guides the DSP student in the preparation of their dissertation. The supervisor has the right to participate in the DSP student's exams as part of their studies.
- (4) The supervisor continuously monitors the fulfillment of the ISP of the DSP student. Regularly, at least once a year, he or she submits a written evaluation of the fulfillment of the ISP to the Field Board. In the event of non-fulfillment of the ISP, the supervisor may initiate an extraordinary evaluation of the fulfillment of the ISP, which he or she requests from the Field Board.
- (5) The supervisor has the right to participate in the state final examination during the defense of his or her DSP student's dissertation, including the non-public part. The supervisor cannot be a member of the state final examination committee that decides on his or her DSP student.
- (6) The Dean may, at the supervisor's suggestion, appoint a prominent expert in the field as a consultant for the selected range of topics in the dissertation.

- (7) In the case of proven failure to fulfill the obligations of a supervisor, or if the supervisor is unable to perform his or her duties, the Dean may change the supervisor.
- (8) The guarantor of the DSP course is responsible for teaching the course in the study programme. At the same time, he or she is also the examiner. The guarantor of the DSP course is usually a professor or associate professor.

**Article 22**  
**Monitoring the Progress of Doctoral Studies**

- (1) Ongoing assessment of studies in the form of colloquiums, summative examinations, or thesis defenses is determined by the Dean's Directive. This Directive specifies the form of assessment and the requirements for students.
- (2) If the organization of doctoral studies at the relevant faculty includes the preparation and defense of dissertation theses, then the defense of theses takes the form of a public presentation to a committee appointed by the Dean; the thesis contains, in particular, a summary and evaluation of the knowledge gained in the field of research, the methodology and schedule of the research, a list of related works, and a structured professional CV of the DSP student.

**Article 23**  
**Dissertation Thesis**

- (1) A dissertation thesis is the result of solving a specific scientific task, demonstrates the ability of a doctoral student to work independently in a creative manner in a scientific or artistic field, and must contain original results of scientific or artistic work. A dissertation is a coherent thesis that contains the published results of the scientific and creative work of a doctoral student or results accepted for publication.
- (2) A dissertation is written in the language in which the study programme is accredited, or in English, unless the Dean determines otherwise.
- (3) The dissertation consists of the following parts in particular:
  - a) an overview of the current state of the topic that is the subject of the dissertation, with references to the sources used,
  - b) the objectives of the dissertation,
  - c) a description of the author's own solution,
  - d) original results and their application, particularly in publicly reviewed publications and projects,
  - e) evaluation of the results for the scientific field and practice,
  - f) recommendations for continuing work in the given topic and field,
  - g) list of published works by the DSP student (including all co-authors of published works and their respective contributions) and any citations thereof,
  - h) a list of references,
  - i) a statement on intellectual property or copyright, which is included in a special statement in the introduction to the dissertation,
  - j) an abstract in the language in which the DSP is accredited, an abstract in English, or an abstract in another world language.
- (4) A dissertation may consist of a collection of previously published or accepted works on a given topic to which the doctoral student has contributed significantly. In such a case, the DSP student shall provide the collection of works with a comprehensive introduction to the issue and commentary, in which they shall clarify their own contribution to the results and supplement all the information specified in paragraph 3 necessary for the evaluation of the dissertation.
- (5) The approximate scope of the dissertation and other conditions may be further adjusted by the field board or the relevant Dean's directive.
- (6) A dissertation that was created as part of a research project carried out by a wider team of researchers must include, among the mandatory documents, a statement from the project leader and researchers confirming that the DSP student is the author of the part of the work that he or she is submitting, and stating the percentage contribution of the DSP student to the project.

(7) The dissertation is accompanied by an autoreferat, which aims to inform the scientific community about the main results of the work. The autoreferat contains a summary of the dissertation, structured in accordance with paragraph 3, with an emphasis on the results achieved. The autoreferat also includes a structured professional CV of the doctoral student. The autoreferat is written in Czech or English.

**Article 24**  
**State Final Examination in the Doctoral Study Programme**

(1) After fulfilling all requirements set by the ISP, study and examination regulations, and relevant internal faculty regulations, the DSP student applies to the Dean to take the state final examination, which is accompanied by a statement from the supervisor recommending or not recommending the defense of the dissertation. The application includes the required number of copies of the dissertation, autoreferates, the supervisor's assessment, a list of the DSP student's publications, and a structured professional CV of the DSP student.

(2) The relevant department of the faculty formally assesses the materials submitted in accordance with Paragraph 1 and, if the formal requirements are met, accepts the documents and confirms the submission of the dissertation to the student on a copy of the application. The materials are forwarded to the chair of the field board. Based on the submitted materials, the Dean appoints a committee for the state final examination and the opponents of the dissertation in accordance with the faculty's internal regulations.

(3) The Dean appoints the State Final Examination Committee on the proposal of the Field Board.

(4) The State Final Examination Committee has at least seven members and consists of a chairperson, vice-chairperson, and other prominent academic and scientific employees working at TUL, the faculty, other universities, and scientific institutions, or other prominent experts from the field. At least two members of the committee must be persons outside the academic community of TUL; at least four members of the committee must be professors or associate professors. Other experts must be approved by the relevant Scientific or Artistic Board of the faculty. Neither the supervisor nor the consultant is a member of the committee. Other members of the committee may be appointed by the ministry. Opponents, supervisors, and consultants may also participate in the committee's proceedings, including the non-public part.

(5) The relevant department of the faculty provides the committee members with the opponent reviews and access to the dissertation in electronic form. The chair of the committee establishes the date of the dissertation defense so that this date is known, as a rule, within 30 days of receiving the last review, unless the proceedings are terminated. The DSP student, supervisor, opponents, and committee members are informed of this date. The chair of the committee may entrust the relevant faculty department with setting the date.

(6) The place and date of the state final examination are published at least two weeks before it takes place on the public section of the faculty or TUL website. All members of the state final examination committee, the supervisor, and the DSP student are invited to the defense. With the invitation, everyone receives the opponent's reviews and the autoreferat.

(7) The state final examination is chaired by the chairperson and, in his or her absence, by the vice-chairperson of the State Final Examination Committee.

(8) The state final examination may only be held if the chair or vice-chair, at least one opponent, and at least two-thirds of the total number of committee members are present. The absence of no more than one opponent from the dissertation defense is possible if their review was positive. The review of the absent opponent is read during the state final examination. The absence of the supervisor at the state final examination is possible if the DSP student agrees to it.

(9) In reasonable cases, the Dean may allow certain members of the committee or opponents of the dissertation to participate online via real-time videoconference. If the committee is to vote secretly during a video conference, technical means shall be used to ensure the anonymity of the vote through a secret ballot.

(10) The state final examination and the announcement of the results are public.

(11) The state final examination is conducted in accordance with the procedures set out in the Dean's directive. It typically includes a presentation summarizing the dissertation's results, the supervisor's evaluation, the opponents' reviews, and a professional discussion of the dissertation. The DSP student is required to respond to the comments contained in the reviews and answer any further questions from the committee members.

(12) The vote on whether the DSP student has successfully defended their dissertation takes place only in the presence of the committee members, the opponents present, the supervisor, and, if applicable, the consultant. The committee members vote by secret ballot. The classification grades are "passed" or "failed". The committee's opinion is positive if a majority of all committee members vote for "passed".

- (13) The chair of the committee announces the result of the state final examination to the DSP student immediately after the voting has finished.
- (14) A report on the state final examination and the committee's decisions is kept and signed by the chair of the committee; a protocol on the voting is drawn up and signed by the chair of the committee.
- (15) Dissertations, including reviews by opponents and the results of the dissertation defense, will be stored in accordance with the TUL File Rules.
- (16) DSP students may repeat the dissertation defense once, after revising the dissertation within the deadline specified by the Dean's directive.

### **Article 25** **Dissertation Opponents**

- (1) The dissertation is reviewed by at least two opponents appointed by the Dean on the recommendation of the Field Board. Opponents may only be prominent experts in the relevant field; at least one of them must be a professor or associate professor (or foreign equivalent); this rule does not apply to artistic fields. No more than one opponent may be a member of the TUL academic community. The supervisor or consultant may not be an opponent.
- (2) The opponent is obliged to prepare a separate written review no later than one month after receiving the appointment as opponent of the dissertation, or to notify within 15 days of receipt that he or she is unable to prepare the review. If the opponent refuses to prepare the review or if the relevant faculty department does not receive the review within 45 days, the Dean may, at the proposal of the chair of the Field Board and after discussion in the Field Board, dismiss the original opponent and appoint a new one.
- (3) The opponent's review must include, in particular:
  - a) an evaluation of the significance of the dissertation for the field,
  - b) a statement on the approach to solving the problem, the methods used, and the fulfillment of the objectives set,
  - c) an opinion on the results of the dissertation and the significance of the original specific contribution of the author of the dissertation,
  - d) additional comments, in particular comments on the systematicity, clarity, formal layout, and language level of the dissertation,
  - e) comments on the publications of the DSP student,
  - f) a clear statement by the opponent as to whether he or she recommends or does not recommend the dissertation for defense.
- (4) The relevant department of the faculty informs the doctoral student and their supervisor of the opponents' reviews without undue delay. If the evaluation of one of the opponent's review points to serious shortcomings or does not recommend the dissertation for defense, the DSP student may withdraw his or her application to take the state final examination, and the dissertation defense procedure is terminated. Withdrawal of the application to take the state final examination during the preparatory proceedings until the start of the defense is possible only once. If the DSP student does not take advantage of the option to withdraw the application to take the state final examination, the proceedings continue. In the event of two negative evaluations, the dissertation must be reworked, and the proceedings are terminated.

### **Article 26** **Doctorate under Double Supervision**

- (1) A dual supervision doctorate (known as cotutelle) refers to joint study in a doctoral study programme at TUL and at a foreign university under the supervision of two supervisors from both institutions, based on an individual agreement between the universities. The agreement on joint supervision of the dissertation is concluded individually for each student. The agreement is signed by the Rector, the Dean of the TUL faculty, the statutory representative of the foreign university, the statutory representative of the relevant department of the foreign university, both supervisors, and the student.
- (2) The agreement on joint supervision of the dissertation includes, in particular:

- a) the names of the institutions to which the agreement applies,
- b) the student's identification details,
- c) the names of both supervisors,
- d) the title and language of the dissertation,
- e) the name of the institution where the state final examination will take place,
- f) the composition of the state final examination committee, whereby the number of committee members must comply with Article 24,
- g) the designation of the university that will be responsible for the administrative tasks associated with the state final examination,
- h) the determination of any fees associated with the study programme.

(3) A student enrolled in a double doctoral programme completes parts of their doctoral studies at both institutions. An agreement with the foreign university governs the specific content and scope of cooperation in a double doctoral programme.

(4) A student enrolled in a double doctoral programme must be enrolled in an accredited doctoral programme at TUL. At the same time, they must also be enrolled in a doctoral programme at a foreign university.

(5) Study in the DSP at TUL is conducted in accordance with the Higher Education Act and the internal regulations of TUL. Study in the DSP at a foreign university is conducted in accordance with its internal regulations and the laws of the country concerned.

(6) The parts of the study and the schedule for the preparation of the dissertation at the foreign university are specified in the ISP of the DSP student.

(7) The state final examination with the defense of the dissertation under dual supervision is held in accordance with Article 24 in front of a committee composed of members of TUL, members of the foreign university, and/or other members. Both supervisors are invited to the state final examination.

(8) Graduates of dual supervision studies shall receive a university diploma and a diploma supplement in accordance with the legal regulations of both countries. The cooperating foreign university is indicated in the TUL diploma.

(9) Further conditions for dual supervision doctorates may be set by internal faculty regulations.

## **PART FIVE COMMON PROVISIONS**

### **Article 27 Rights and Obligations of Students**

(1) The rights of students are defined in Section 62 of the Act, and the obligations of students are defined in Section 63 of the Act.

(2) Decisions on the rights and obligations of students are regulated by Sections 68 and 69 of the Act. The procedure for delivering decisions is outlined in the Act and Article 3(4) of the TUL Statutes.

(3) Students are obliged to use the university email address for communication at TUL. Submissions to TUL are governed by Article 3(5) of the Statutes.

(4) Students are obliged to participate in surveys aimed at reducing academic failure if so stipulated by the Rector or Dean.

### **Article 27a Measures to Equalise Study Opportunities at the University**

(1) In accordance with Section 21(5) of the Act, TUL provides reasonable support measures to equalise opportunities to study at the university, unless this conflicts with the health requirements for studying the relevant study programme.

- (2) Students and applicants for study may use the services of the Academic Counseling and Support Center of TUL (hereinafter referred to as the "Academic Counseling Center"), which offers a complex system of professional counseling and consultation. The Academic Counseling Center includes the Center for Students with Specific Needs, which provides support to applicants for study and students with specific needs to equalize opportunities to study at the university.
- (3) A student in a difficult social situation may be awarded a social scholarship, and in cases of special consideration, a disadvantaged student may be awarded a special social scholarship. Details are regulated by the internal regulation called the Scholarship Regulations of the Technical University of Liberec.
- (4) In accordance with Section 54a of the Act, a student has the right to ask the Dean for a special personal curriculum for fulfilling their study obligations and for meeting the conditions for advancing to the next semester, year, or block, for the period during which they would otherwise be on maternity leave, provided that they do not interrupt their studies during this period.
- (5) In accordance with Section 62(1)(j) of the Act, a student has the right to reschedule examinations on the grounds of pregnancy or childcare.

**Article 28**  
**Admission to Study**

- (1) Admission to study in a study programme is governed by Sections 48 to 50 of the Act and Article 4 of the TUL Statutes. If a study programme is divided into specialisations, students may be admitted to individual specialisations within the study programme or choose a specialisation during their studies.
- (2) An applicant becomes a student on the day of enrollment in the faculty that implements the study programme.

**Article 29**  
**Acceptance of Completed Parts of Studies**

- (1) The Dean decides on the acceptance of parts of studies or individual credits and exams (including individual credits and exams completed at a foreign university).
- (2) Upon written request, a student may be granted acceptance of completed parts of studies or individual credits and examinations:
  - a) completed in previous or concurrent studies in study programmes offered by TUL or its faculty,
  - b) completed in previous or concurrent studies at a university in the Czech Republic or abroad,
  - c) successful graduates of lifelong learning within accredited study programmes pursuant to Section 60(2) of the Act,
  - d) completed as part of a study in an accredited educational programme at a higher professional school pursuant to Section 68(1)(d) of the Act.
- (3) When deciding Paragraph 2, particular consideration is given to the focus of the completed studies or part thereof, the credit rating of individual completed courses in the study programme, and academic performance.
- (4) A student may be granted recognition for the entire completed study programme pursuant to Paragraph 2(a), (b) and (d); in the case of recognition of study in accordance with Paragraph 2(c), only up to 60 % of the ECTS required for the proper completion of the study programme, following consultation with the guarantor of the study programme.
- (5) The guarantors of the relevant courses recommend or do not recommend the acceptance of results from individual courses to the Dean.
- (6) The student must apply for acceptance pursuant to Paragraph 2 via IS/STAG no later than the first two weeks of the semester in which the course is taught. The application must include documents or copies of documents confirming completion of the course and documenting its scope and content, if the course was completed at a university in the Czech Republic or abroad. The course is entered into IS/STAG on the date of recognition of the credit, classified credit, or exam, including the grade.
- (7) All ECTS credits earned during study at a university abroad in accordance with the European Credit Transfer System (hereinafter referred to as "ECTS") and the study agreement concluded for this purpose are recognised; recognised courses with credit ratings are entered into IS/STAG.

**Article 30**  
**Interruption of Studies**

- (1) Interruption of studies is regulated by Section 54 of the Act.
- (2) A student may request the Dean, without giving any reason, to interrupt their studies, no later than before the start of classes in the relevant semester.
- (3) Interruption of studies during the first semester or immediately after the first semester of studies is possible only exceptionally for serious reasons, the urgency of which is decided by the Dean.
- (4) The Dean interrupts studies usually only for entire semesters. For serious reasons, the Dean may interrupt a student's studies during the semester at the student's request. The interruption of studies usually ends at the end of a semester. Studies may be interrupted at the latest until the end of the maximum period of study.
- (5) In exceptionally justified cases, the Dean may interrupt a student's studies on his own initiative without the student's prior request.
- (6) The Dean interrupts the studies of a student who is obliged to pay a fee related to their studies either pursuant to Section 58(3) of the Act and the student has not paid this fee within 90 days of the date of delivery of the decision on the assessment of the fee, or pursuant to Section 58(4) of the Act and the student has not paid this fee within 30 days of the date of delivery of the decision on the assessment of the fee. The student's studies are interrupted until the fee is paid, but for a maximum period of 60 days or until the maximum period of study, whichever occurs first. If the student pays the fee, he or she is obliged to inform the study department about the payment. He or she will then be enrolled in the study programme on the day following the crediting of the payment to the TUL account. If the student does not pay the amount due during this period of suspension, his or her studies will be terminated in accordance with Article 34(3).
- (7) If a student interrupts their studies during the semester, credits for any courses completed during the incomplete part of the semester are added to the results of the semester completed after the interruption of studies.
- (8) If curriculum change during the interruption of studies, the Dean may prescribe study obligations that the student must fulfill and a reasonable deadline for their fulfillment.
- (9) Upon expiry of the period for which studies were interrupted, the person whose studies were interrupted has the right to re-enroll in their studies.
- (10) The total duration of all interruptions of study within a given study programme may not exceed:
  - a) 12 months for a bachelor's study programme,
  - b) 12 months for a one- to three-year master's study programme that follows on from a bachelor's study programme,
  - c) 24 months for a four- to six-year master's study programme,
  - d) 24 months for a three- to four-year doctoral study programme.The total duration of study interruptions does not include the duration of study interruptions for recognized periods of parenthood.
- (11) For compelling reasons, the Dean may interrupt studies for up to 36 months.
- (12) If the reason for interrupting studies is no longer valid, the Dean may, at the request of the person whose studies have been interrupted, terminate the interruption of studies even before the expiry of the specified period of interruption.
- (13) After the interruption of studies has ended, the person is obliged to contact the study department of the relevant faculty within five working days. If the person does not enroll within five working days after the end of the interruption of studies and does not request another enrollment date or does not request an extension of the interruption of studies, or if their request is not granted, this is grounds for termination of studies pursuant to Article 34(1)(b).
- (14) The validity of course registration during the interruption of studies is suspended. The Dean may grant an exception in the sense of canceling a registered course and possibly replacing it with a new course after the end of the interruption of studies.
- (15) The interruption of studies is recorded by the study department in IS/STAG.

**Article 31**  
**Transfer to Another Study Programme in Case of Expiring Accreditation**

- (1) The Dean suggests that students studying in a study programme whose accreditation is being terminated transfer to the same or a similar study programme at TUL or another university (hereinafter referred to as "another study programme") in accordance with Section 80(5) of the Act.
- (2) Upon receiving the transfer request, the student must inform within 15 days whether they agree to the transfer to another study programme or not.
- (3) If a student does not complete the study programme whose accreditation is expiring by the date of expiry of the accreditation, their studies will be terminated in accordance with Section 56(1)(d) of the Act.
- (4) Only students who have not reached the maximum length of study pursuant to Article 10(19) as of the date of transfer may be transferred to another study programme. At the same time, students must meet the conditions for entry into the next semester, as outlined in Article 7.
- (5) The period of study in a study programme whose accreditation is expiring is included in the total period of study. Transfer to another study programme does not extend the maximum period of study.
- (6) Transfer to another study programme may only be carried out between semesters, but no later than the expiry of the accreditation. After transferring to another study programme, the student must fulfill the study obligations specified in the curriculum of the other study programme. After transferring to another study programme at TUL, the Dean decides *ex officio* on the recognition of part of the study, examinations, or fulfilment of other study obligations performed or fulfilled by the student within the study programme whose accreditation is expiring, and on the placement in the relevant year and semester in another study programme.
- (7) Study in another study programme begins on the date of enrolment in the other study programme. Study in a study programme whose accreditation is expiring terminates on the day preceding the enrolment in another study programme.
- (8) Transfer does not entitle the student to subsequent exemptions from the provisions of these rules or internal faculty regulations governing study.
- (9) Details of the organisation for transfer to another study programme may be laid down in an internal norm of the Dean.

**Article 31a**  
**Transfer Between Study Programmes at the Request of a Student**

- (1) A student enrolled in one of the faculty's study programmes (the "initial study programme") may apply to the Dean for transfer to another study programme at the same or another faculty (the "continuing study programme") in accordance with Section 54b of the Act. A person whose studies in the initial study programme have been interrupted may also apply for transfer. A student or person whose studies have been interrupted is hereinafter referred to as the "applicant".
- (2) The Dean of the faculty offering the continuing study programme decides on the transfer.
- (3) A transfer may be requested to the study department implementing the initial study programme via IS/STAG, which will forward the request to the faculty implementing the continuing study programme, only once per academic year and only between identical types of study programmes (bachelor's, master's, follow-up master's, doctoral). An exception is a master's study programme, from which it is possible to transfer to a bachelor's study programme.
- (4) The applicant must apply for the transfer at least 3 months before the start of the new academic year.
- (5) Only applicants who have not reached the maximum period of study pursuant to Article 10(19) on the date of their transfer application may transfer to a continuing study programme. At the same time, they must meet the conditions for progression to the next academic year, as outlined in Article 7. The period of study in the initial study programme is included in the maximum period of study.
- (6) If medical fitness is a condition for admission to a continuing study programme, the applicant must prove that he or she meets this medical fitness requirement together with the transfer application.
- (7) The Dean decides on the applicant's application, taking into account the capacity of the continuing study programme, the similarity of the content of the initial and continuing study programme, and the admission requirements of the continuing study programme.

- (8) If the Dean approves the transfer request, he or she at the same time decide ex officio to recognise the part of the studies, examinations or other study requirements taken or fulfilled by the applicant as part of his or her studies in the initial study programme and to assign him or her to the relevant year and semester in the continuing study programme. At the same time, he or she may extend the maximum period of study or the maximum period of interruption of study for a student in a continuing study programme, but not more than the standard period of study in the continuing study programme.
- (9) The right to enroll in a continuing study programme arises on the date of notification of the decision authorising the transfer. Enrollment in a continuing study programme is governed by Article 7.
- (10) The transfer becomes effective, and the applicant becomes a student of the continuing study programme on the date of enrollment in the continuing study programme. The day preceding that enrollment is the date on which the student ceased to be a student in the initial programme of study, and the applicant lost the possibility of future re-enrollment in the initial programme of study.
- (11) For the purposes of determining the fee for extended study and the conditions for awarding a scholarship, the period of study in the initial study programme is considered to be the period of study in the continuing study programme from the date of enrolment in the continuing study programme. The period of study in the initial study programme is also counted towards the maximum period of study in the continuing study programme, and the period of interruption of study in the initial study programme is counted towards the maximum period of interruption of study in the continuing study programme
- (12) If the applicant is a member of the faculty's self-governing authority, this membership terminates upon transfer to a study programme at another faculty. Membership in the faculty's self-governing authority does not terminate upon transfer to a study programme at the same faculty.

**Article 32**  
**Proper Completion of Studies**

- (1) The date of proper completion of studies in a bachelor's and master's study programme is the date on which the student successfully passed the state final examination prescribed at the end of the study programme or its last part.
- (2) The diploma and the diploma supplement serve as proof of proper completion of studies and acquisition of an academic title.

**Article 33**  
**Withdrawal from Studies**

- (1) A student who intends to withdraw from studies pursuant to Section 56(1)(a) of the Act notifies the Dean in a written statement. He or she may do so at any time during his or her studies.
- (2) The student may request a document proving the exams he or she has taken or a confirmation of study.

**Article 34**  
**Termination of Studies for Failure to Fulfill the Requirements of the Study Programme**

- (1) The Dean decides to terminate studies for failure to meet the requirements of the study programme (Section 56(1)(b) of the Act) if the student:

- a) fails to enrol in the relevant academic year by the specified deadline and fails to provide an excuse and request an alternative enrollment date or interruption of studies within five working days of this deadline, or the Dean decides not to grant the request pursuant to Article 7(7),
- b) fails to re-enrol within five working days after the end of the interruption of studies and does not request another re-enrollment date, or does not request an extension of the interruption of studies pursuant to Article 30(13), or his or her request is not granted,
- c) has not completed the preliminary enrollment of courses in accordance with Article 8 within the specified deadline and in the prescribed manner and has not requested a waiver within five days after the end of the stipulated deadline for preliminary enrollment of courses, or the Dean has decided not to grant his or her request for a waiver in accordance with Article 8(8),
- d) has not fulfilled the conditions for the first semester of study specified in Article 7(3), or has not fulfilled the conditions for entry into the next academic year specified in Article 7(4),
- e) has not fulfilled the conditions for completing a course even after its second or, where applicable, permitted third registration pursuant to Article 9(10),
- f) is no longer able to obtain the prescribed number of ECTS in any block of compulsory elective courses through their own fault,
- g) has not fulfilled the condition of submitting a bachelor's or master's thesis in accordance with Article 13(4)(b),
- h) has not passed the state final examination or its last part within the time limit pursuant to Article 13(13) or within the retake period in accordance with Article 13(15),
- i) the student has not completed his or her studies within the maximum period of study specified in Article 10(19),
- j) a condition for admission to study was the student's medical fitness, and the student lost this fitness during their studies pursuant to Article 10(20),
- k) the DSP student fails to fulfil certain parts of the individual study plan without serious reasons, or has not fulfilled the obligations of the individual study plan pursuant to Article 18(8).

(2) The Dean decides to end studies for not meeting the requirements of the study programme, also in the case of a first-semester student who, without serious reasons, does not attend courses in the first 7 weeks according to the TUL schedule; details are set out in the Rector's directive.

(3) The Dean on his or her own initiative decides to terminate the studies of a student who is obliged to pay a fee related to studies pursuant to Section 58(3) of the Act and the student has not paid this fee within 90 days of the date of delivery of the decision on the assessment of the fee, nor during the interruption of studies, or pursuant to Section 58(4) of the Act and the student has not paid this fee within 30 days of the date of delivery of the decision on the assessment of the fee, nor during the period of interruption of studies.

(4) The date of termination of studies is the date on which the decision to terminate studies became legally effective.

(5) A person whose studies have been terminated may request a document certifying the examinations taken or a confirmation of study.

**Article 35**  
**Expulsion from Studies**

(1) A person expelled from studies pursuant to Section 65(1)(c) or Section 67 of the Act may request a document certifying the examinations taken or a confirmation of study.

**Article 36**  
**Accessibility of Bachelor's, Master's, Rigorous, and Dissertation Theses**

(1) Accessibility of final theses is governed by Section 47b of the Act and the Rector's Directive.

- (2) TUL makes bachelor's, master's, rigorous, and dissertation theses that have been defended available without undue delay, including reviews by opponents and thesis supervisors, and records of the course and results of the defence. Access is provided by uploading electronic versions of bachelor's, master's, rigorous, and dissertation theses, electronic versions of opponents' reviews and supervisors' evaluations, defence results, and records of the defence process into IS/STAG and by making the database of bachelor's, master's, rigorous, and dissertation theses available online in the TUL university library. Opponents' reviews, evaluations by thesis supervisors, and records of the course and results of the defence are stored in accordance with the TUL File Rules; details are specified in the Rector's Directive.
- (3) Bachelor's, master's, doctoral, and rigorous theses submitted by applicants for defence are also made available to the public at least five working days before the defence at the workplace where the defence will take place.

### **Article 37**

#### **Proceedings to declare the invalidity of a state examination or part thereof**

Proceedings to declare the invalidity of a state examination or part thereof, or a state rigorous examination or part thereof, are governed by Sections 47c to 47e of the Act.

## **PART SIX** **TRANSITIONAL AND FINAL PROVISIONS**

### **Article 38**

- (1) Proceedings commenced under the previous study and examination regulations are completed in accordance with these study and examination regulations. The legal effects of acts that occurred in the proceedings before these study and examination regulations came into effect remain unchanged.
- (2) The rights and obligations of students who commenced their studies before the effective date of these Study and Examination Regulations are governed by these Study and Examination Regulations.
- (3) For the proper completion of studies by a student who enrolled in a study programme and whose first period of instruction within that programme began before March 1, 2025, § 45(3), Section 46(3), or Section 47(4) of the Act, as amended before the effective date of Act No. 52/2025 Coll., and the relevant provisions of the TUL Study and Examination Regulations of April 24, 2024, shall apply to the proper completion of studies by a student who enrolled in a study programme and whose first period of instruction within that study programme began before March 1, 2025.

### **Article 39**

- (1) The Study and Examination Regulations of TUL registered by the Ministry on April 24, 2024, under No. MSMT-6939/2024-2 are hereby repealed.
- (1) These Study and Examination Regulations were approved by the Academic Senate of TUL on July 29, 2025, pursuant to Article 9(1)(b)(3) of the Act.
- (2) These Study and Examination Regulations enter into force pursuant to Section 36(4) of the Act on the date of registration by the Ministry.
- (3) These Study and Examination Regulations enter into effect on September 1, 2025.

doc. RNDr. Miroslav Brzezina, CSc., dr. h. c., v. r.  
Rector

**Annex No. 1 to the Study and Examination Regulations**

**COMMON STUDY PROGRAMMES**

**A. DOCTORAL STUDY PROGRAMMES IMPLEMENTED IN COOPERATION BETWEEN TWO OR MORE FACULTIES OF TUL**

- (1) In doctoral study programmes carried out in cooperation between two or more faculties of TUL, the faculty that will admit applicants to study, enrol them in the programme and award graduates the relevant academic title, is determined by the general focus of research, development, or other creative activities of the cooperating faculty according to the table below relating to the specific study programme.
- (2) The conditions for the admission of applicants to a study programme are proposed by the joint disciplinary board of the study programme and approved by the Academic Senate of each of the cooperating faculties. The organisation of the study programme is specified in the accreditation file of the study programme. The rights and obligations of students are governed by the internal regulations of the faculty at which they are enrolled. This faculty and its authorities also decide on the rights and obligations of students.

**Doctoral programme Environmental Engineering (EE) and Doctoral programme Environmental Engineering (EI)**

Faculty of Mechatronics, Informatics and Interdisciplinary Studies (FM) and Faculty of Science, Humanities and Education (FP)

| <b>Research, development, or other creative activities</b> | <b>Faculty concerned</b> |
|--|--------------------------|
| Study of physical and chemical phenomena in nature         | FM                       |
| Study and evaluation of data in the environment            | FM                       |
| Study of biological phenomena in nature                    | FP                       |
| Study of ecological phenomena in nature                    | FP                       |