

## **Faculty of Humanities**

### **1. §**

/to §2. of the Rules/

- (1) The educational committee (hereinafter: Educational Committee) is composed of ten members, five teachers and five students. In the event of a tie, a decision shall be made in favor of the student. The Committee shall be chaired by the incumbent Vice Dean for Academic Affairs. The Secretary of the Committee is the Head of the Registrar's Office, who attends the meetings without the right to vote.
- (2) A subcommittee of the Educational Committee is the Credit Transfer Committee, whose members are elected by the Educational Committee from its own members.
- (3) The Educational Committee is responsible for the following matters: transfer from another institution, change of course, change of degree program, individual study arrangements, termination or suspension of student status, transfer from fee/self-financed courses to state-funded/state scholarship courses, evaluation of student requests related to tuition fees/self-financed courses, and matters relating to the training, study and examination requirements of students with disabilities.
- (4) The Educational Committee may delegate from its powers to the chairman of the Committee in order to ensure the continuity of its tasks. In the event of delegation of powers, the Chairperson of the Educational Committee shall seek the opinion of the departments in matters requiring a professional opinion.

### **2. §**

/to §3. of the Rules/

- (1) The prerequisite for the establishment of a student status is admission or transfer to one of the faculty's degree programs or enrollment in a parallel course.
- (2) The duration of any break in student status (passive semesters) requested after admission may not exceed two semesters. The request for deferral must be submitted to the Registrar's Office at the beginning of each semester to be deferred, by 14 October at the latest for fall semesters and by 14 March at the latest for spring semesters. If the student does not request a passive semester by this date, the semester is considered an active semester even if the student does not attend classes and does not meet any of the curricular requirements.
- (3) In the case of self-financed students, the condition for returning to the state scholarship program is the submission of an application (application form) to the Registrar's Office of the Faculty by the deadline set by the Faculty and published on the Faculty's website.  
Further conditions for return:
  - completion of two semesters on a self-financing basis,
  - completion of a minimum total of 36 credits in the two semesters,

- achieve the weighted average of the two semesters as defined in the Appendix 10 of 87/2015. (IV.9.) Government Decree,
- the applicant's scholarship index must be higher than the scholarship index of a student ranked in the bottom fifth of the student scholarship index,
- the successful completion of the subject for which the student was admitted to the self-financed program.

- (4) State-funded students starting their first year in September 2012 – and then in ascending system – must be reclassified to fee-paying training at the end of the academic year if they have not obtained at least fifty percent of the credits required (30 credits) in the model curriculum in the last two active semesters where the student status was not interrupted. This provision must be applied for the last time to students starting their studies in the 2015/2016. academic year.

The student status of a fee paying student is terminated if he/she completes zero credits on average in the last two active semesters (unless the student completes a subject with the credit value of zero, without a grade and requiring a signature only during the semester).

The student status of a self-financed student is terminated if he/she completes zero credits on average in the last two active semesters (unless the student completes a subject with the credit value of zero, without a grade and requiring a signature only during the semester).

- (5) For a student whose student status has been terminated but who has been re-admitted to the degree program in question, the faculty does not determine a different number of credits for the two consecutive active semesters than the main rule.

- (6) The number of active semesters of fee paying students or students who have been reclassified for any reason, who have started their studies in the academic year 2020/2021 at the latest, is not limited by the faculty until they receive their final degree, but the student is obliged to pay the tuition fee for each active semester, regardless of the number of credits taken and completed in the semester.

The number of active semesters of students enrolled in or reclassified to a self-financed mode of financing who start their studies in the academic year 2021/2022 or afterwards until they obtain their final certificate is equal to twice the duration of the training: 12 semesters in bachelor training, 8 semesters in disciplinary master training, 20, 22 or 24 semesters in undivided teacher training, 4 or 8 semesters in specialized further education. The number of active semesters shall include all active semesters in the degree program, regardless of the form of financing. If a student does not complete his/her studies with at least a pre-degree certificate (absolutorium) within the time limit for the level of the course, he/she will be dismissed by the faculty for unsatisfactory academic performance.

**3. §**  
(to § 4 of the Rules)

If an internship takes place outside the academic year - in the summer - the student activity applies for the semester immediately following the internship, and the corresponding course/subject enrollment and completion data are entered into the electronic academic system in the first fall semester following the internship.

**4. §**  
/to §5. of the Rules/

(1)

a) Students who started their studies before September 2012

- students who are on fee-based funding may complete the credit of a subject by registering a maximum of six times and a total of twelve examinations, otherwise their student status will be terminated by the Dean, in his powers delegated by the Rector;

- students in state-funded training may complete the credits of a subject by registering a maximum of three times and a total of six examinations, otherwise their student status will be terminated by the Dean, in his powers delegated by the Rector. The student status shall not be terminated if the student continues his/her studies on a fee-paying basis at his/her own request.

The number of subject registrations and the number of examinations taken are added together in the financing forms of students who change from state-funded to fee-based financing. The dean shall terminate the student status of such a student if the student fails to obtain the credits for the course after a total of six subject registrations or twelve examinations, irrespective of the form of financing.

b) Students who started their studies in September 2012 or later

- students who are on fee-based funding may complete the credit of a subject by registering a maximum of six times and a total of six examinations, otherwise their student status will be terminated by the Dean, in his powers delegated by the Rector;

- students who are studying with state (partial) scholarship may complete the credit for a subject with a maximum of six examinations, otherwise their student status will be terminated by the Dean, in his powers delegated by the Rector. The student's status shall not be terminated if the student continues his/her studies on a self-financed basis at his/her own request, provided that he/she has exhausted the number of subject registrations but has not taken the six examinations.

The number of subject registrations and the number of examinations taken are added together in the financing forms of students who change from state scholarship to fee-based financing. The dean shall terminate the status of such a student if the student fails to obtain the credits of the subject after a total of six subject registrations or six examinations, regardless of the form of financing.

(2) The enrollment, registration and notification requirements for students studying in correspondence training are the same as for full-time students.

- (3) For students enrolled in bachelor programs (BSc, BA), master programs (MSc, MA), in postgraduate specialized training courses, and in higher-level vocational trainings, part-time trainings, the data in the electronic academic system is the primary document.
- (4) Registration and deregistration for subjects and courses is open until the end of the third week of the semester (including registration week), i.e. until midnight on Sunday of the third week.
- (5) In exceptional cases, upon request with a supporting proposal from the instructor and payment of a special procedural fee as set out in the regulations, a change of course enrollment may be requested for an additional week. The deadline for submission of requests to the Registrar's Office is 12.00 on Friday of the fourth week of the semester.

#### **5. §**

/to §6. of the Rules/

- (1) In the bachelor degree program, in addition to completing the first 50-credit module (minor, specialization) required for the award of the degree, the student has the possibility to take a second 50-credit module. The detailed rules for the module selection procedure are published by the faculty on the faculty website each spring semester, specifying the amount of the fee to be paid for the completion of the additional credits.

#### **6. §**

/to §11. of the Rules/

- (1) Practical grades must be obtained during the semester. The instructor must ensure that the grade is entered into the electronic academic system by the end of the third week of the examination period following the end of the term.
- (2) Seminars and practicals assessed with an insufficient grade or a failing grade cannot be corrected in the same semester, but only by a new course and subject registration in the following semester.

#### **7. §**

/to §12. of the Rules/

- (1) The faculty and the Centre for Foreign Languages offer foreign language courses to ensure that the language examination requirements for qualifications and diplomas are met.  
Possibilities for registration to the language courses offered by the Centre for Foreign Languages to prepare for the language examination required for the diploma:
  - 2 semesters of preparatory courses for the intermediate language examination for bachelor (BA) students free of charge,
  - students enrolled in a master program (MA) can take 1 semester of their choice of course free of charge,
  - students enrolled in the undivided teacher training program may take 2 semesters of a preparatory course for the intermediate language examination and 1 semester of an optional course free of charge;

- students can take all other language courses for a fee. Free language courses can be taken in different semesters.  
The fees for the courses are published by the Centre for Foreign Languages on its website and in the course announcements in the e-learning system.
- (2) State language examination(s) (or equivalent language examination certificate, advanced level language certificate) obtained before starting higher education studies exempt(s) the student from the obligation to attend language courses. To claim exemption, the original of the relevant documents must be presented to the Registrar's Office.

### 8. §

/to §14. of the Rules/

- (1) Courses with a practical grade cannot be obtained without participation in practices, seminars, not even with a separate examination or a report. Exceptions are students receiving part-time education abroad, distance learning courses and project works, and students who have received permission for an individual study plan.
- (2) The maximum number of absences from seminars/practical sessions is three. If the student exceeds the maximum number of absences, a grade will not be given and the student will be marked as "refused" in the electronic academic system. Exemption from this requirement may only be granted by the Vice Dean for Academic Affairs, after consultation with the course instructor, upon submission of a duly justified request, authorizing to obtain the practical grade. Exceptions may be made for students who have been approved for individual study plan, in accordance with the faculty regulations on individual study plans.
- (3)
- a) The Educational Committee may, upon a student's justified request, set an individual study and/or examination schedule for the semester in question. Individual study arrangements may be granted to a student who
- attends a part-time course at a foreign higher education institution during the semester in question, on the basis of an intergovernmental or interuniversity scholarship program, for the duration of the stay abroad,
  - is a successful athlete in an Olympic sport at NB1 (National Championship) or OB1 (Nationwide Championship) level and has achieved 1st-6th places in the 3 years preceding the request,
  - proves a case deserving special consideration (childbirth, family reasons) and has completed at least 80% of the credits required for the semesters completed up to that point.

Individual study arrangements may not be granted to students who

- spend the semester abroad on a private trip, as an employee or on a work assignment,
- as a full-time student is doing a teaching professional practice or has taken up a job,
- is in parallel training,

- is a correspondence student.

In the case of teaching practice or serious illness, the student may request exemption from part of the attendance from the head of the institute or department concerned if the absence exceeds the level specified in the regulations. In the case of serious illness, if the number of absences exceeds 50% of the number of hours, the student may request a subsequent passivation of the semester as described in the regulations.

b) Students with an individual study plan are exempted from the obligation to attend classes during their official stay abroad, but students who are entitled to an individual study plan for other reasons are not exempted from attending classes.

In both cases, the student entitled to an individual study plan and/or examination schedule must send a list of the subjects/courses taken for the current semester - together with a photocopy of his/her granted request - to the institute or department, on the basis of which the head of the institute or department - in consultation with the relevant instructors - will decide on the way of completing the subjects/courses, informing the student, the instructors concerned and the authorizing body in writing.

c) A justified request for an individual study or examination schedule must be submitted by the end of the second week of the academic term at the latest, using the form provided for this purpose, which can be downloaded from the faculty website. A photocopy of the supporting documents must be attached to the completed form. Requests which are not accompanied by any supporting documents or which are incomplete will be rejected by the Educational Committee without further examination.

d) If the circumstances giving rise to the individual study and/or examination schedule arise during the year, the student has the right to submit a request for an individual study and/or examination plan within 8 days of the date on which the circumstances arise, in accordance with the formal requirements set out in point b).

e) Applications for individual study and individual examination plans may also be submitted separately. The Educational Committee is entitled to grant only an individual study plan or only an individual examination schedule to a student who requests an individual study plan or an individual examination schedule. A student who is entitled to an individual study plan only may not benefit from any preferential treatment for taking examinations.

f) An authorization for an individual study plan or an individual examination schedule may be withdrawn if

- the reason justifying the request ceases to exist,
- the student requests it,
- it is proven that the student has provided false information to the Educational Committee in order to make the request. In this case, disciplinary proceedings will be initiated against the student.

g) Students who are entitled to an individual study plan and/or an individual examination schedule are not exempted from the payment of fees for courses and examinations not completed during the semester.

## 9. §

/to §15. of the Rules/

(1) The faculty conditions for student transfers are as follows:

- a student transferring from another higher education institution may apply for admission to a degree program in which he/she is an active student at the time of application.

- a student of the university or faculty can only be admitted to another degree course as a result of a national admission procedure.
- in the case of transfer, the applicant must have completed at least two semesters, have an average of minimum 3.50 adjusted credit index over the last two semesters and have completed at least 50 credits in total. If the student fulfils these conditions, the host department may not change the type of work schedule specified in the application unless the specified work schedule does not include a course in the department concerned.
- students who have been admitted may continue their studies in the year indicated in the admission decision. The Credit Transfer Committee decides on the recognition of credits, taking into account the opinion of the institutes and departments concerned.
- The time spent at the previous institution is included in the period of training of the student transferred.
- The deadline for transfer applications is 15 July each year. Applications received after the deadline and applications with insufficient documentation of academic performance will be rejected by the faculty without further consideration.
- The Credit Transfer Committee may ask the institutions/departments concerned for their opinion on possible differential examinations, other obligations and exemptions.
- From another higher education institution, the student can be admitted to a self-financed / fee-based training. A student may be transferred to a state scholarship or state-funded training if the faculty's available state scholarship/state-funded headcount allows this.
- The transferred student must earn at least 1/3 of the required total credits in the training program of the faculty for which the faculty is awarding the degree.

### **10. §**

/to §16. of the Rules/

- (1) The faculty supports the acceptance of subjects within the same level of education or completed at a higher level of education for a lower level of education, both for degree courses and optional subjects, provided that the correspondence between the knowledge materials is at least 75% in accordance with the legislation.

The faculty will support the acceptance of courses and credits completed at a lower level for a higher level of education as a strict exception in the following cases:

- a) from the higher-level vocational education to the bachelor training, those completed subjects are accepted whose acceptance for each bachelor training is prescribed by the higher-level vocational education starting material;
- b) in the case of a correspondence training aimed at obtaining a new teaching qualification for single-subject teacher training, the subjects to be completed additionally from the bachelor training are recognized in the event that the name and content of the subject of the master and

- the bachelor subjects are the same, or the student has completed his/her studies with at least an absolutorium in the bachelor training which in the admission procedure represents an entry requirement of 50 credits;
- c) recognizes credits earned at a lower level of training that also satisfy the requirements of the higher level of training. In this case, the instructor who recommends the course for acceptance must provide a substantive justification for the acceptance of a subject as a master training subject. The Credit Transfer Committee rejects the supportive proposal, which is not documented or does not contain a substantive reason, for reasons of form or content.
- (2) The student must have obtained at least 1/3 of the required total credits in the training program of the faculty for which the faculty issues the degree.
- (3) A student participating in a part-time course abroad is also obliged to register for the semester in question in accordance with these regulations and to submit an application for an individual study plan and/or examination schedule as described in §8.
- (4) Students from other higher education institutions may only attend lectures and practical sessions in the framework of a transfer with the permission of the Educational Committee, and the opinion of the relevant department/institute must be sought for the decision. Exceptions to this rule are students on official exchange programs.

#### **11. §**

/to §17. of the Rules/

In order to transfer from the specialization of the bachelor degree training to an undivided teacher training, the student must meet the following study requirements: in the last two completed semesters of the bachelor training

- a. complete a minimum total of 45 credits in the subject area,
- b. have an average scholarship index of at least 4.00.

#### **12. §**

/to §18. of the Rules/

- (1) The Faculty of Humanities offers modules corresponding to the bachelor courses of the faculty, with the exception of the library and information science, community coordination, international relations, political science, psychology, sociology and social work bachelor trainings. To apply for a course in order to acquire partial knowledge, an application form must be submitted, which can be downloaded from the faculty's website (btk.unideb.hu), by the deadline.

Conditions for admission:

- a) a Bachelor's or Master's or Master's degree in teaching in the humanities or social sciences (or in the arts if you choose the ethnography module),
- b) an additional condition for partial language training:
  - in the case of the English module, an A-level (advanced level



secondary school leaving certificate) in English or a C1 (previously advanced level) complex (written and oral) (formerly C level) state-recognized language examination, or an equivalent certificate or diploma;

- for German, Italian and French modules, an A-level or B2 (formerly intermediate level) complex (written and oral) (previously type C) state-recognized language examination or an equivalent certificate or diploma in the relevant language;
- in the case of a German or English language module, an advanced school-leaving certificate in English or German or Dutch, or a state-recognized B2 (formerly intermediate) complex (written and oral) language examination (formerly type C) or equivalent school-leaving certificate, or a diploma.

Candidates must enclose with their application a photocopy of the documents required for admission. The start of modules depends on the number of applicants. Applicants will be informed in writing of the admission decision and of any further actions to be taken.

- (2) The fees for training to acquire partial knowledge are the same as for most of the courses offered in the bachelor degree programs.
- (3) In the case of training for partial knowledge, students in a bachelor degree program where all three years of the bachelor degree program are taught on a correspondence basis are enrolled in correspondence courses, and in bachelor degree program where there is no correspondence course or not all years are taught on a correspondence basis, students may take courses as correspondence students, but on a full-time basis according to their individual schedule.

### 13. §

/to §19. of the Rules/

- (1)
  - a) The Educational Committee may, upon a student's justified request, issue an individual examination schedule for the semester in question. An individual examination timetable may be granted to a student who
    - attends a part-time course at a foreign higher education institution during the semester in question, on the basis of an intergovernmental or interuniversity scholarship program,
    - is a successful athlete in an Olympic sport at NB1 (National Championship) or OB1 (Nationwide Championship) level and has achieved 1st-6th places in the 3 years preceding the request,
    - proves a case deserving special consideration (childbirth, family reasons) and has completed at least 80% of the credits required for the semesters completed up to that point.
  - b) The application for an individual examination schedule shall be governed by the provisions of § 8.
  - c) Students with an individual examination schedule may take their examinations during the examination period or at a special time agreed with the instructor in advance, up to the time specified in the permit. Students with an individual examination schedule may take examinations beyond the examination period, as specified in their

permit, until 31 July in the spring semester and up to 28 February in the fall semester.

- d) Students who are only entitled to an individual examination schedule are not entitled to any exceptions from the obligation to obtain a signature or practical grade.

#### **14. §**

/to §20. of the Rules/

The internship takes place in the duration specified in the academic requirements of the training programs, in the training location corresponding to the qualification, taking into account the provisions of 230/2012 (VIII. 28.) Government Decree. If the duration of the traineeship is 6 weeks or more, a cooperation agreement with the traineeship center is obligatory. The further regulations concerning the internship and the obligatory forms are available on the website of the training programs - in the case of teacher training programs, on the website of the Teacher Training Centre.

#### **15. §**

/to §22. of the Rules/

- (1) The examination requirements are set out in the curriculum and are independent of the lecturer and the examiner. If accepted by the students concerned, the examination requirements may be completed electronically. In the event of an emergency, health crisis or health emergency, the colloquium requirements may be completed in electronic form, regardless of the consent of the students.
- (2) The online written examination/examination part can be implemented primarily through the use of the university's electronic system (e-learning). The online oral examination/examination part can be done by means of devices capable of transmitting images and sound simultaneously. In the case of an online oral examination/part of the examination, the student must be provided with documented information about the processing of his/her personal data in advance (before the examination or at the time of registration for the examination). At the start of the oral examination, the examiner must inform the student that, in accordance with the data protection rules in force, the examination may be audio and video recorded, bearing in mind that, in the case of e-learning or other electronic systems, the documents and data relating to the student's performance stored in the system during the examination are the basis for monitoring. The method of allocation of the examination topics must be communicated to the candidates by the instructor no later than the day before the start of the examination period and must be documented. The amount of preparation time and the amount of time allowed for students in oral examinations/examination sections with electronic image and sound transmission is decided by the examiner. The amount of preparation time and, where applicable, the fact that there is no preparation time must be communicated to the candidate no later than the day before the start of the examination period. If no preparation time is available, the candidate

should be given the opportunity to retake the examination once, in a new examination topic.

If the examination is interrupted for technical reasons but the audio-visual link is re-established within the time allowed for the examination, the examination may be resumed with a new examination topic or a new question.

If the examination is not held for technical reasons or is interrupted in such a way that the audio-visual link is not restored within the time allowed for the examination, the candidate has the possibility to request a new examination opportunity within the examination period in question, one time per subject/course. The re-examination does not count towards the number of examinations the student is allowed to take. The re-examination opportunity counts towards the number of examination opportunities for the student if the re-examination opportunity fails for technical reasons.

The above rules also apply to final examinations conducted online in electronic form.

Issues not covered in this paragraph shall be regulated by a dean's directive in the event of an emergency, health crisis or health emergency.

- (3) After the end of the examination period - the average calculation and the end of the semester - the faculty will, on the basis of the degree program certificate(s), determine that the student has fulfilled the conditions for the issue of the pre-degree certificate for his/her training program, and will issue the pre-degree certificate within 20 days of the date of completion. The faculty responsible for the completion certificate is:
  - a. the acquisition and full completion of the credits according to the model curriculum is certified by the representative of the degree program to the Registrar's Office;
  - b. in the case of a bachelor's degree, the completion of a 50 credit module not belonging to the student's degree but completed by the student is certified by the representative of the degree program that advertised the module to the Registrar's Office;
  - c. the completion of the minimum number of credits required for the diploma, the completion of physical education course(s) in full-time training and the completion of fire and occupational safety course(s) is checked by the staff of the Registrar's Office.

#### **16. §**

/to §23. of the Rules/

- (1) In the same subject, at least two (calendar) days must elapse between each colloquium and at least four (calendar) days between each comprehensive examination (basic examination). The time limit does not include the date of the failed examination or the date of the repeated examination.

#### **17. §**

/to §24. of the Rules/

- (1) A grade lower than the original grade may be given during the correction of a successful examination. In the same subject, at least two (calendar) days must elapse between each colloquium and at least four (calendar) days

between each comprehensive examination (basic examination). The deadline does not include the day of the examination or the day of the repeated examination.

A successful practical grade cannot be improved.

### **18. §**

/to §27. of the Rules/

- (1) The student must declare that the thesis, diploma thesis, dissertation, final thesis (hereinafter referred to as the thesis) is his/her own independent work, prepared in accordance with the international copyright rules, and the signed declaration stating this must be attached to the printed and/or electronic version of the thesis.
- (2) Each academic year, the institutes/departments must publish the thesis topics by the end of the first month of the fall semester. Students must choose from the topics announced by the end of the fourth semester in bachelor training, by the end of the second semester for the disciplinary master training and by the end of the sixth semester in undivided teacher training. The title of the thesis must be submitted to the institute/department concerned.
- (3) The content requirements of the thesis, the general criteria for evaluation and the number of credits allocated to the thesis are set out in the degree program credit lists and in information leaflets and regulations of the degree program.
- (4) A paper that has been awarded the main prize, a prize (1st, 2nd or 3rd place) or a special prize at the OTDK (National Scientific Students' Associations Conference), if it meets the requirements of the institute/department, may be accepted by the head of the institute/department without any special evaluation and with an excellent mark. Outstanding performance in other national or international competitions may be similarly graded on the basis of an institute/departmental opinion.
- (5) The thesis must be at least 40 pages without appendices (60 000 characters, without spaces) for traditional university- and college-level master trainings and at least 20 pages without appendices (30 000 characters, without spaces) for bachelor trainings.
- (6) The thesis must be submitted to the relevant institute/department by 30 November for the fall semester and by 31 March for the spring semester. Departments may make other arrangements depending on the date of the final examination, but they must inform the students and the Registrar's Office. The student must submit the thesis in the printed and/or electronic format specified by the teaching unit at the time of the topic selection. The evaluation(s) of the thesis must be sent to the author of the thesis at least one week before the final examination.

- (7) In the case of students with an E-lecture book record - who started their studies in September 2011 or later - the data of the thesis are administered by the employee of the relevant institute/department in the electronic academic system.  
The uploading of the thesis to the DEA (Electronic Archive of the University of Debrecen) is checked and, if necessary, rejected by a member of the institute/department staff appointed by the head of the institute/department.
- (8) The deadline for uploading the thesis to the DEA is the same as the deadline for submitting a paper and/or electronic copy of the thesis.
- (9) A thesis with at least a satisfactory mark cannot be corrected.

**19. §**

/to §28. (2) of the Rules/

- (1) The final examination board shall consist of 2 to 6 members in addition to the chairman. The thesis supervisor shall be invited to attend the candidate's examination.

**20. §**

/to §29. of the Rules/

- (1) After the termination of the student status, a final examination can only be taken during the final examination period. Final examinations are organized in every examination period at the faculty.
- (2) For students who started their studies in the first semester of the 2006/2007. academic year at the earliest, but in the second semester of the 2011/2012. academic year at the latest, the faculty does not impose any special conditions for the final examination after the seventh year following the issue of the pre-degree certificate, but the requirements for the final examination can be fulfilled according to the requirements in force at the time of the final examination.  
Students who started their studies at the earliest in the 2012/2013. academic year or later may take a final examination in any final examination period within two years from the date of the issue of the absolutorium. After the second year, the faculty may make the passing of the final examination conditional. The student may not take a final examination after five years from the date of termination of the student status.
- (3) If the final examination consists of both a written and an oral part, and if any part of the written and oral part is failed, the final examination will also be graded as failed and the student will have to repeat the final examination, which may be taken at the earliest in the next final examination period.
  - a. If the written part of the examination preceding the oral examination ends with a failed grade, the student may not take the oral examination.
  - b. If the student fails to appear for the oral part of the final examination in the same examination period after passing the written part, the final examination will be graded as failed.

- c. If the oral part is composed of several parts and any of them is a failed grade, the student must repeat the final examination, which he/she may do at the earliest in the next final examination period. In the repeated final examination, the part previously marked as failed shall be corrected.
  - d. The grades of the successful parts of the final examination are inherited until the end of the second year after the issue of the absolutorium - up to the 4th final examination period - i.e. the student only has to repeat the failed parts of the final examination.
  - e. If the student does not pass the final examination by the end of the second year - up to the end of the 4th examination period - the partial results are not inherited, the student must pass all parts of the final examination in the repeated final examination, including the parts passed earlier, according to the regulations in force in the given final examination period.
- (4) A record of the final examination must be kept, which includes the partial results of the final examination. The final results of the final examination and the grade of the diploma must be entered in the traditional lecture book and in the electronic academic system.

#### **21. §**

/to §30. of the Rules/

- (1) A student who is required to submit a new thesis or who is required to repeat the final examination may take the final examination at the earliest in the next final examination period.

As the final examination is not linked to attendance at classes, enrollment is not required to take the final examination, the thesis must be submitted and the registration must be completed for the final examination.

#### **22. §**

/to §31. of the Rules/

- (1)
- (2) For the two-cycle bachelor (BA) and disciplinary master (MA) degree programs, as well as for higher-level vocational training, the qualification of the diploma is determined by the arithmetic average of the following partial grades:
  - (cumulative) weighted academic average calculated for the entire duration of studies
  - grade of the degree thesis
  - grade of the final examinations
- (3) For postgraduate specialized training courses, the qualification of the diploma is calculated on the basis of what is specified in the training program.
- (4) For undivided teacher training, the qualification of the teacher's diploma is awarded on the basis of the average of the aggregate grades of the subject-

disciplinary final examinations and the final teacher examination.

- (5) Before the diploma is issued - to check that the language requirement is met  
- the student must present the original language examination certificate(s)  
to the course supervisor in the Registrar's Office.