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Guarantor: Rector's Office In Košice, 22 March 2021 Ref.: REK000420/2021-UPA/795

**Rector** **'s Decision no. 7/2021**

**issuing the Accreditation Rules of Pavol Jozef Šafárik University
in Košice**

The Accreditation Rules of Pavol Jozef Šafárik University in Košice (hereinafter the “Accreditation Rules of UPJŠ”) were issued in accordance with the provision of Section 15(1)(b) of Act no. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Acts, as amended (hereinafter the “Higher Education Institutions Act”) and Art. 18(1)(b) of the Statute of Pavol Jozef Šafárik University in Košice, as amended (hereinafter the “Statute of UPJŠ”) and is an internal regulation of Pavol Jozef Šafárik University in Košice (hereinafter the “University” or “UPJŠ”) regulating the internal system for assurance and verification of the quality of education, research, development, artistic or other creative activity (hereinafter the “creative activity”) and support activities at Pavol Jozef Šafárik University in Košice (hereinafter the “internal quality system” or “IQS”).

**Article 1**

**Introductory provisions**

1. The Accreditation Rules of UPJŠ are issued in accordance with the Higher Education Institutions Act, Act no. 269/2018 Coll. on Quality Assurance in Higher Education and on Amendments to Act No. 343/2015 Coll. on Public Procurement and on Amendments to Certain Acts, as amended (hereinafter the “Quality Assurance Act”), Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic no. 614/2002 Coll. on the Credit System of Study, as amended (hereinafter Decree no. 614/2002 Coll.), Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic no. 244/2019 Coll. on the System of Study Fields of the Slovak Republic (hereinafter “Decree no. 244/2019 Coll.”).
2. The Accreditation Rules of UPJŠ set out the rules for the design, approval, modification, extension, suspension, and cancellation of each study programme at UPJŠ at the 1st, 2nd, joint 1st and 2nd, and 3rd level of higher education.
3. The implementation of studies at UPJŠ is regulated by the following internal regulations of UPJŠ:
* Study Rules of Procedure of Pavol Jozef Šafárik University in Košice for the 1st, 2nd and Combined 1st and 2nd Level of Study (hereinafter the "UPJŠ Study Rules of Procedure")
* PhD Study Rules of Procedure at Pavol Jozef Šafárik University in Košice (hereinafter the "UPJŠ PhD Study Rules of Procedure").
1. The provisions of the Accreditation Rules of UPJŠ apply to study programmes that will be submitted for approval after the implementation of the principles of the internal quality system at UPJŠ in accordance with the Quality Assurance Act.

**Article 2**

**Background and objectives of the study programme**

1. Study programme is a set of courses and a set of rules compiled in such a way that its successful completion allows to obtain a university degree. Study plan determines the time and content sequence of courses and forms of evaluation of study results. Details are determined by the Higher Education Institutions Act.
2. The rules for designing study programmes at UPJŠ are based mainly on:
3. internationally recognized practices, in particular the Standards and Guidelines for Quality Assurance (ESG) in the European Higher Education Area,
4. generally binding legal regulations, in particular the provisions of the Higher Education Institutions Act, the Quality Assurance Act, Decree no. 614/2002 Coll., Decree no. 244/2019 Coll.,
5. the Standards for the Study Programme of the Slovak Accreditation Agency for Higher Education (hereinafter the “Standards for the Study Programme”) and other recommendations of the Slovak Accreditation Agency for Higher Education (hereinafter the “Agency”), other internal regulations of UPJŠ, in particular the Statute of UPJŠ, and the Rector’s Decision issuing the Rules of the internal quality assurance and verification system of education, scientific, research, development, artistic or other creative and support activities at Pavol Jozef Šafárik University in Košice,
6. the Rules of the Internal Quality Assurance and Verification System at UPJŠ.
7. The aim of the Accreditation Rules of UPJŠ is that the study programmes and the related study plans created at UPJŠ in accordance with the provision of Sections 50 to 54a of the Higher Education Institutions Act:
8. are subject to a transparent and demanding institutional approval process,
9. reflect the objectives of higher education recommended by the Council of Europe,
10. are in accordance with the current level of scientific knowledge and with the level of creative activity of UPJŠ in the relevant field of study,
11. are in accordance with the institutional strategy of UPJŠ or its parts,
12. have the clearly identified persons responsible for the implementation, development and quality assurance, as well as the defined learning objectives and outcomes in accordance with the required level of the qualifications framework,
13. are prepared in cooperation with students and with the aim of meeting the expectations for the performance of the profession with other stakeholders,
14. are clear, understandable, balanced and form a logical whole,
15. define the conditions for admission to study,
16. define the expected workload on students and the requirements for successful completion of studies, including the emphasis on adherence to the principles of the academic or professional ethics,
17. are student-oriented and provide students with an administratively and organizationally smooth course of study and the opportunity to comply with the declared graduate profile,
18. have adequate human, spatial, material, technical, and information resources for their delivery.

**Article 3**

**Design and approval of the study programme**

1. The study programme can be designed:
2. in the field of study and the level of study in which UPJŠ is authorized to design study programmes,
3. in the field of study or the level of study in which UPJŠ applies for the Agency accreditation.
4. In the field of study and the level of study in which UPJŠ is authorized to design study programmes according to para. 1(a) of this Article of the Accreditation Rules of UPJŠ, the dean of the relevant faculty or the deans of the relevant faculties, if the programme is delivered at several faculties, or the director of a university pedagogical or research department, if the programme is delivered at the University, shall submit a proposal of a study programme in accordance with the Quality Assurance Act and the related legislation. The proposal of study programme shall be submitted to the Board for Internal Quality Verification at UPJŠ (hereinafter the "Board"). The submitter shall attach to the proposal the opinion of the relevant scientific board of the faculty or scientific boards of the faculties. The proposal of study programme shall take into account the background and objectives defined in Article 2 of the Accreditation Rules of UPJŠ.
5. Designing a new study programme in the field of study or the level of study in which UPJŠ applies for the Agency accreditation pursuant to para. 1(b) of this Article of the Accreditation Rules of UPJŠ shall be preceded by an analysis of the societal interest or the need for the programme for practice. The analysis shall pay particular attention to:
6. the employability of graduates of the new programme on the labour market,
7. the level of creative activity in the relevant field at UPJŠ and the staffing of the new programme,
8. the level of material, technical, and spatial resources for the delivery of the new study programme.
9. The submitter shall submit the intention to accredit a new study programme in the field of study or the degree of study in which UPJŠ applies for the Agency accreditation pursuant to para. 1(b) of this Article of the Accreditation Rules of UPJŠ together with the analysis under para. 3 of this Article of the Accreditation Rules of UPJŠ for discussion by the Board.
10. In the case of approval of the intention, the Board shall invite the submitter to submit a proposal of study programme in the form as required by the Quality Assurance Act, the Standards for the Study Programme, and other related legal and methodological regulations. The submitter shall attach to the proposal the opinion of the relevant scientific board of the faculty or scientific boards of the faculties. The proposal of study programme shall take into account the background and objectives defined in Article 2 of the Accreditation Rules of UPJŠ.
11. In the case of joint study programmes pursuant to the provision of Section 54a of the Higher Education Institutions Act, the Board shall discuss the draft agreement of higher education institutions on a joint study programme and shall comment separately on those parts of the proposal of study programme for the delivery of which UPJŠ will be responsible.
12. The professional quality and content accuracy of the proposal of study programme shall be guaranteed by the person responsible for the study programme (hereinafter the "Person Responsible for the Study Programme"), i.e. a person with competencies and responsibility for the delivery, development and quality assurance of the study programme. The Person Responsible for the Study Programme shall be appointed on the basis of expertise and fulfilment of valid criteria by the dean of the relevant faculty or the deans of the relevant faculties if the programme is delivered at several faculties, or by the director of a university pedagogical or research department if the programme is delivered at the University.
13. In the case of minor deficiencies, the Board may invite the submitter to supplement or modify the proposal of study programme. In the case of serious deficiencies or in the case of non-completion or modification of the proposal of study programme within a reasonable period of time determined by the Board in accordance with the invitation, the Board shall suspend the procedure, informing the submitter thereof.
14. After discussing the proposal of study programme, the Board shall issue and deliver to the submitter a decision:
15. on the approval of the study programme if the Board decides to grant the authorization to deliver the study programme in the accredited field of study and level of study,
16. on the consent to the submission of the study programme to the Agency if the Board decides to submit the proposal of study programme to the Agency in the field of study or level of study for which the University does not have accreditation, or
17. on the rejection of the proposal of study programme, stating the reasons and instructing the submitter on the possibility of reviewing the decision.
18. In its decision under para. 9(a) of this Article of the Accreditation Rules of UPJŠ, the Board shall state all necessary information in accordance with the Quality Assurance Act.
19. The Board shall reject the proposal of study programme mainly due to:
20. non-compliance with generally binding legal regulations and internal regulations of UPJŠ,
21. non-compliance with the Standards for the Study Programme,
22. non-compliance with the long-term strategy of the University or the relevant workplace,
23. serious formal deficiencies.
24. The submitter may request the Rector of UPJŠ (hereinafter the “Rector”) to review the rejection decision of the Board. After the review, the Rector shall either confirm the decision or return the proposal to the Board for renegotiation. The decision of the Board after the renegotiation of the same intention or proposal is final.
25. After the approval of the proposal of study programme and the consent of the Board to the submission of the study programme to the Agency under the provision of Section 30 of the Quality Assurance Act and para. 9(b) of this Article of the Accreditation Rules of UPJŠ, the Rector shall apply to the Agency for the accreditation of the study programme without undue delay.
26. By a positive decision of the Board in the field of study and the level of study in which UPJŠ is authorized to design study programmes, or a positive decision of the Agency in the field of study or the level of study in which UPJŠ applies for the Agency accreditation, the applicant receives accreditation, i.e. the right to deliver the study programme and to award its graduates the corresponding academic degree.

**Article 4**

**Modification and extension of the study programme**

1. Modification of the study programme means addition or deletion of compulsory courses or compulsory elective courses, change of conditions for proper completion of studies or modification of the information sheet of compulsory course or compulsory elective course, except for updating the teacher, recommended reading list or evaluation of the course.
2. Extension of the study programme means extension to another form of study, specialization, extension to cooperation with another workplace, and the authorization to deliver a study programme in another language.
3. The Board shall decide on the modification or extension of the study programme by a resolution. The proposal to modify or extend the study programme shall be submitted in writing to the Board by the dean of the relevant faculty or the deans of the relevant faculties if the program is delivered at more than one faculty, or by the director of a pedagogical or research department of the University if the program is delivered at the University. The submitter of the proposal for the modification or extension of the study programme shall submit the opinion of the Person Responsible for the Study Programme and any other documents requested by the Board with regard to the nature of the modifications or extension of the study programme.
4. After discussing the proposal, the Board shall issue and deliver to the submitter a resolution approving or rejecting the modification or extension of the study programme. The Board shall justify the rejection of the proposal.
5. Resolution of the Board according to para. 4 of this Article of the Accreditation Rules of UPJŠ shall be final.

**Article 5**

**Suspension and cancellation of delivery of the study programme**

1. Suspension of delivery of the study programme means that it is not possible to admit applicants for the study programme, to take state examinations in the study programme, and to design another study programme in the relevant field of study and level of study.
2. The delivery of the study programme may be suspended by:
3. the decision of the Agency under the provision of Section 27 of the Quality Assurance Act,
4. the decision of the Board.
5. The Board shall decide on the suspension of delivery of the study programme if it finds that the study programme does not meet the standards and the identified deficiencies can be eliminated by modifying the study programme. In such a case, the Board shall invite the submitter in writing to submit a proposal for the modification of the study programme within a reasonable time pursuant to the provision of Section 27 of the Quality Assurance Act.
6. After the suspension of delivery of the study programme, the submitter of the study programme, in co-operation with the Person Responsible for the Study Programme, shall submit either a proposal for the modification of the study programme meeting the standards or a proposal for the cancellation of the study programme.
7. After discussing the proposed modification of the study programme, the Board shall issue and deliver to the submitter a decision:
8. on the consent to the submitted proposal for modification of the study programme to the Agency in the case of the study programme suspended by the Agency,
9. the approval of the modification of the study programme and the lifting of the suspension to deliver the study programme after the implementation of the modification in the study programme suspended by the Board, or
10. on rejection of the proposal for modification of the study programme, stating the reasons, and a request for the submission of a new proposal for modification of the study regulations, stating in the decision the time limit for submitting a new proposal, no more than twice.
11. Decision of the Board under para. 5 of this Article of the Accreditation Rules of UPJŠ shall be final.
12. After the approval of the proposal for modification of the study programme and the consent of the Board to the submission of the proposal for modification of the study programme to the Agency under para. 5(b) of this Article of the Accreditation Rules of UPJŠ, the Rector shall submit the proposal to the Agency without undue delay.
13. Cancellation of the study programme shall be ordered by the Agency pursuant to the provision of Section 28 of the Quality Assurance Act or by the Board.
14. The Board shall order the cancellation of the study programme if:
15. the submitter does not propose to modify the study programme within the set time limit after the suspension of delivery,
16. the Board rejects the proposal for modification of the study programme under para. 5(c) of this Article of the Accreditation Rules of UPJŠ, or
17. the submitter requests the cancellation of the study programme.
18. Upon entry into force of the decision on cancellation of the study programme, the teaching of the courses of the cancelled study programme is stopped and no state examinations may be held in it.
19. The submitter of the cancelled study programme shall ensure for students enrolled in the study of this programme the opportunity to continue their studies in the study programme delivered in the relevant field.

**Article 6**

**Final provisions**

1. This internal regulation was approved by the Scientific Board of UPJŠ in Košice on
26 February 2021 after discussion by the Academic Senate of UPJŠ in Košice on
17 December 2020.
2. This internal regulation shall enter into force on the day of its signing by the Rector of UPJŠ.

This is the English language translation of the original Slovak language version of internal regulation and is not an authorized translation. In the event of inconsistency or discrepancy between the Slovak language version and the English translation of this internal regulation, the original Slovak language version prevails.

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 prof. RNDr. Pavol Sovák, CSc. prof. RNDr. Pavol Sovák, CSc.

Chairman of the Scientific Board of UPJŠ in Košice Rector of UPJŠ in Košice