



Guarantor: Rector's office

Košice, 08.02.2023
Č. j.: REK000386/2023-UPA/615

Rector's Decision no. 4/2023

on the determination of tuition fees, fees associated with studies and on the reimbursement of costs associated with increasing qualifications in the academic year 2023/2024 at UPJŠ in Košice
(hereinafter referred to as the "Fee Regulation")

February 2023

In accordance with the provisions of Section 92 of Act no. 131/2002 on Higher Education Institutions and on Amendments to Certain Acts as Amended (hereinafter referred to as the “Higher Education Act”), in accordance with the calculation of the basis for determining tuition and fees associated with studies at a public higher education institution, approved by the Ministry of Education and the Slovak Republic. Act no. 126/2015 on libraries and on the amendment of Act no. 206/2009 on Museums and Galleries and on the Protection of Objects of Cultural Value and on the Amendment of Act of the Slovak National Council no. 372/1990 on offenses as amended by later regulations as amended by Act no. 38/2014, I hereby

issue

Rector's decision no. 4/2023 determining tuition fees, fees associated with the study and the reimbursement of costs associated with the increase of qualifications in the academic year 2023/2024 at UPJŠ in Košice (hereinafter referred to as the “Fee Regulation”).

Pursuant to these regulations, the faculties of UPJŠ and the Institute of Physical Education and Sports of UPJŠ in Košice are entitled to require tuition fees and fees associated with studies at UPJŠ in Košice in the academic year 2023/2024 as follows:

Art. 1

Tuition fees in study programmes I. - III. level degrees

- 1. Tuition fees due for studying longer than the standard length of study for the particular programme are determined as a proportional part of the annual tuition fee or tuition fee per academic year for the programme according to the table below, depending on the number of credits to be obtained by the student in the respective academic year in relation to the student's standard workload, in accordance with Section 92(6) of the Act on Higher Education Institutions.**

The annual tuition fee for the academic year (hereinafter referred to as the “AY”)	
Faculty of Medicine: combined I. and II. level degree “General medicine”	€1 300.00 / AY
Faculty of Medicine: combined I. and II. level degree “Dental medicine” Faculty of Law I. and II. level degree	€1 500.00 / AY
Faculty of Medicine, Faculty of Science, Faculty of Arts I. and II. level degree	€800.00 / AY
Faculty of Medicine, Faculty of Science, Faculty of Law and Faculty of Arts III. level degree	€1 200.00 / AY

Institute of physical education and sport (referred to as the "IPEaS")	€600.00 / AY
Faculty of Public Administration I., II. and III. level degree	€1 200.00 / AY

- If a student has been concurrently listed in more than one study programme in the same academic year, only one year is counted towards the total period of study.
- Tuition fees in study programmes of I. – III. level degree of in other cases and fees for material support of the admission procedure for applicants for study programmes of I. – III. level degree are determined in the following amount:

a)	Tuition fees for students studying in I., II. and combined I. and II. level degree in a language other than Slovak:
-----------	--

	Faculty of Medicine: combined I. and II. level degree "Dental medicine"	€11 000.00 / AY ¹
	Faculty of Medicine: combined I. and II. level degree "General medicine"	€10 500.00 / AY ¹
	Faculty of Science	€3 000.00 / AY ²
	Faculty of Law	€5 000.00 / AY
	Faculty of Arts - "Psychology" programme, II. level degree	€4 500.00 / AY
	Faculty of Public Administration - "European public administration" programme, I. level degree	€5 000.00 / AY
b)	Tuition fees for students studying a III. Level degree in a language other than Slovak:	€600.00 / AY
	Scholars of all UPJŠ faculties (financed from the UPJŠ budget)	€0.00 / AY
	Faculty of Medicine	€5 000.00 / AY
	Faculty of Science - "Informatics, Mathematics" programmes	€4 500.00 / AY
	Faculty of Science – programmes in "other fields"	€5 000.00 / AY
	Faculty of Law	€5 000.00 / AY

¹ Contractual relations concluded with contractual partners or foreign students studying in English at UPJŠ LF before the entry into force of this Decision shall be governed by the existing internal regulations of UPJŠ and the contracts concluded until then.

² This is the maximum amount that can be reduced at the dean's suggestion (e.g. in the case of multiple prospective students, grant funding for studies, etc.)

	Faculty of Arts	€5 000.00 / AY
	Faculty of Arts in external form	€3 750.00 / AY
c)	Tuition fees for paid study programmes in external form:	
	Faculty of Medicine	
	III. level degree programme	€800.00 / AY
	Faculty of Science	
	III. level degree programme	€1 500.00 / AY
	Faculty of Law	
	I. level degree programme	€950.00 / AY
	II. level degree programme	€1 550.00 / AY
	III. level degree programme	€1 000.00 / AY
	Faculty of Public Administration	
	I. level degree programme	€500.00 / AY ³ €750.00 / AY
	II. level degree programme	€600.00 / AY ⁴ €850.00 / AY
	III. level degree programme	€900.00 / AY
	Faculty of Arts	
	I. level degree programme: "British and American Studies"	€580.00 / AY
	I. level degree programme: "Social Work"	€500.00 / AY
	I. level degree programme: "Politology"	€500.00 / AY
	II. level degree programme: "British and American Studies"	€670.00 / AY
	II. level degree programme: "Social Work"	€500.00 / AY
	II. level degree programme: "Politology"	€750.00 / AY
	III. level degree programme	€300.00 / AY
d)	Fee for material provision of the admission procedure for applicants for studies I. - III. level degree of university study is determined by the faculty, in the maximum amount of:	
	Traditional application and admission procedure without entrance exam	€40.00
	Electronic application and admission procedure without entrance exam	€20.00
	Traditional application and admission procedure with entrance exam	€50.00
	Electronic application and admission procedure with entrance exam	€30.00

³ Tuition fees for external Bachelor's degree students, admitted up to and including the academic year 2022/2023 with a standard length of study of 4 years.

⁴ Tuition fees for part-time Master's students admitted up to and including the academic year 2022/2023 with a standard length of study of 3 years.

Art. 2
Reimbursements and fees for other types of education

1.	Fee for acts connected with the provision of rigorous proceedings and with the defence of rigorous thesis at Faculty of Science and Faculty of Medicine	€400.00
2.	Fee for acts connected with the provision of rigorous proceedings and with the defence of rigorous thesis at Faculty of Law	€450.00
3.	Fee for acts connected with the provision of rigorous proceedings and with the defence of rigorous thesis at the Faculty of Arts	€500.00
4.	Fee for acts connected with the provision of rigorous proceedings and with the defence of rigorous thesis at Faculty of Public Administration	€300.00
5.	Fee for actions associated with the provision of a rigorous examination	€100.00
6.	Fee for acts connected with the provision of rigorous proceedings and with the defence of rigorous thesis for foreign applicants from countries outside the EU member states	€500.00
7.	Fee for additional pedagogical studies, carried out at the Faculty of Science and Faculty of Arts	€400.00 /semester
8.	Fee for extended study of School Psychology, carried out at the Faculty of Arts	€700.00 / AY
9.	Fee extending the study of Teaching, carried out at the Faculty of Science	€400.00 /semester

Art. 3
Reimbursement for qualification-related activities

1.	Payment for acts connected with the habilitation procedure for an associate professor for applicants outside UPJŠ	Based on eligible expenses (e.g. work agreements, travel expenses, meals, accommodation, administration)
2.	Remuneration for acts connected with the appointment procedure for appointment as a professor for an applicant outside UPJŠ	Based on eligible expenses (e.g. work agreements, travel expenses, meals, accommodation, administration)
3.	Reimbursement for acts connected with the defence of doctoral dissertations (DrSc.) for applicants outside UPJŠ	Based on eligible expenses (e.g. work agreements, travel expenses, meals, accommodation, administration)

Art. 4
Study related fees

1.	Fees for actions related to documents, issue, and renewal of student ID cards:	
	Full-time student new ISIC card	€27.70
	Full-time ISIC prolongation with transportation	€12.80
	Full-time student extension NonISIC with transportation	€5.80
	External student new card	€13.50
	External student card prolongation	€2.00
	Duplicate PIK ISIC	€16.70
	Correction of printed data on PIK	€4.00
2.	School visit confirmation fees:	
	in the Slovak language (hereinafter referred to as "SJ") when registering - a maximum of 5	free
	in Slovak language, issued on the basis of the student's request	€2.00
	in English	€4.00
	associated with a search in the archive	€6.00
3.	Fees for statements and confirmations about the course of study:	
	statement of interim study results in SJ	€3.00
	statement of study results in SJ in case of records connected with searching in the archive	€10.00
	statement of interim results of studies in English for the purpose of mobility	free
	statement of interim results of study in English for another purpose	€6.00
	a list of the results of the study in English in the case of records connected with the search in the archive	€20.00
	confirmation of study interruption in SJ or English	€2.00
	confirmation of receiving / not receiving social scholarship during the study	€2.00
	confirmation of completion of language teaching at individual faculties for the purpose of mobility with an indication of the level of knowledge	free
	confirmation of completion of language teaching at individual faculties for another purpose	€7.00
	a certificate of language proficiency stating the level of knowledge	€7.00
4.	Fees for issuing a bilingual certificate of completion (Slovak and English):	
	Rigorous exam	€70.00
	State exam certificate in English	€15.00
	storage of documents not taken within the designated period (up to 1 year)	€15.00

	storage of documents not taken within designated period (over 1 year)	€30.00
5.	Crediting of credits from previous studies (recognition of subjects, assessment of equivalence of subjects) within contractual academic mobilities	free
	Crediting of credits from previous study (recognition of subjects, assessment of equivalence of subjects)	€2.00 / subject, max. €15.00
6.	Book syllabus fee	€10.00
7.	Fee for issuing a transcript of the diploma, certificate and supplement to the diploma, or exams taken: for 1 page of text	€10.00
8.	Administrative fees for recognition of education documents under Act no. 145/1995 (Annex 1):	
	for purposes other than the exercise of a regulated profession, if the Slovak Republic has concluded an international agreement on the mutual recognition of the equivalence of diplomas with the state in which the diploma was acquired	€5.00
	for purposes other than the exercise of a regulated profession, if the Slovak Republic has not concluded an international agreement on the mutual recognition of the equivalence of diplomas with the state in which the diploma was acquired	€30.00
9.	Fee for confirmation of language knowledge stating the level of knowledge or fee for issuing a certificate of completion of language teaching at the Faculty of Arts, UPJŠ	€7.00
10.	Language test fees for study, internship and work abroad:	
	Test in the language for which the student passed an exam during his/her studies at UPJŠ	€8.00
	Test in a language for which the student did not pass an exam during his/her studies at UPJŠ	€10.00
11.	Fee for a foreign language exam as part of doctoral studies for doctoral students outside UPJŠ (including two consultations before the exam) at the Faculty of Arts, UPJŠ	€70.00
12.	Fee for issuing a confirmation of the content focus of teaching in the study programme or issuing a confirmation of the profile of the graduate of the study programme	€10.00
13.	Fee for taking the state language exam for pedagogical and professional staff	€80.00
14.	Payment for services related to the competency examination at the Faculty of Arts of UPJŠ	On the basis of eligible expenses (e.g. work agreements, travel and food expenses, accommodation, administration)

Art. 5

Fees for acts associated with the issue of personal identification documents at the university

1.	Fees for actions related to documents, issue and renewal of employee cards:	
	Teacher new ITIC	€26.00
	Teacher ITIC extension	€11.00
	Duplicate PIK ITIC	€16.70
	Correction of printed data on PIK	€4.00
	Employee – new card	€16.50
	External user – new card	€13.50
	Guest	€13.50
	Retiree	€11.50
	Duplicate PIK visual UPJŠ	€11.50
	Exchange of MF card for DF	€9.50

Art. 6

Charges for acts connected with the services of the university library

1.	University library registration fee ⁵:	
	Registration / extension of registration: Full-time / external student	€12.00

Art. 7

Common provisions

1. The basis for determining tuition and fees associated with the study according to Art. § 92 par. 1 of the Higher Education Act for the academic year 2023/2024 is €545.00.
2. The Rector may, at the written request of the student, reduce, waive tuition under the provisions of Art. 1 par. 1 and 2 and par. 3 (a) and (b) of these Fee Regulations, or postpone its due date, taking into account the student's study results, social and health situation or other facts worthy of special consideration. The student must submit a written application to the study department of the relevant faculty, but no later than within 8 days from the date of delivery of the decision on the collection of tuition fees and fees.

⁵ Fee in accordance with § 16(9) of Act no. 126/2015 on libraries and on the amendment of Act no. 206/2009 on Museums and Galleries and on the Protection of Objects of Cultural Value and on the Amendment of the Act of the Slovak National Council no. 372/1990 on offenses as amended by later regulations as amended by Act no. 38/2014

3. Fees under par. 3 (d) and Art. 2 par. 1 to 6 of these Fee Regulations may be reduced or waived by the Rector for employees or children of employees.
4. The form of payment and due date of fees is determined by the UPJŠ Statute as amended.
5. The conditions for waiving, reducing or allowing the postponement of tuition fees are set out in Art. 47 of the UPJŠ Statute, which lays down the conditions for the waiver, reduction or permission of deferral of tuition fees and fees associated with study.

Art. 8 Special provisions

1. Revenues from tuition fees under the provisions of Art. 1(1 and 2) of these Fee Regulations are divided as follows:
 - a) 70% is the income of the faculty, IPEaS,
 - b) 20% is the income of the scholarship fund, which is created by the individual faculties of UPJŠ,
 - c) 10% is the income of UPJŠ.
2. Proceeds from school students studying in a language other than Slovak according to Art. 1 par. 3 (a) and (b) of these Fee Regulations are divided as follows:
 - a) 95% of the fees paid is the income of the faculty, IPEaS,
 - b) 5% of the fees paid is the income of UPJŠ.
3. Revenues from tuition and fees under Art. 1 par. 3 (c) and (d) and Art. 2 to 6 of these Fee Regulations are divided as follows:
 - a) 90% of the fees paid is the income of the faculty, IPEaS, UK.
 - b) 10% of the fees paid is the income of UPJŠ.
4. The determined percentage of revenues referred to in para. 1 to 3 of this article are transferred in advance by the faculty and IPEaS to the account of UPJŠ always on September 30 of the current year and are billed as of December 31 of the current year.

Art. 9 Final provisions

1. This Fee Regulation was discussed and approved at the UPJŠ Academic Senate meeting on 26 January 2023.
2. Upon the effective date of this Regulation, Rector's Decision no. 23/2021 on the determination of tuition fees, fees associated with the study and reimbursement of costs associated with increasing qualifications in the academic year 2022/2023 at UPJŠ in Košice is hereby repealed.
3. This Fee Regulation became valid on the day of its signing by the Rector and shall enter into force on 1 September 2023.

4. An extract of this regulation consisting of Articles 1 to 7 and Article 9 is published on the website of the Pavol Jozef Šafárik University in Košice.

This is the English language translation of the original Slovak language version of the internal regulation and is not an official 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.

doc. JUDr. Renáta Bačárová, PhD., LL.M.
Chairman AS UPJŠ

prof. RNDr. Pavol Sovák, CSc.
Rector UPJŠ