VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Regulation No. 1/2025	**Internal Regulation of the Institute of Technology and Business in Prešov**

Directive VŠTE No. 1/2025 Study Rules for Doctoral Studies

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Valid from:	29 October 2026	**Effective from:**	29 October 2026	**Effective until:**	indefinite
Approved by			Board of Trustees of VŠTE in Prešov on 29 October 2026, after the opinion of the Academic Senate of VŠTE in Prešov of 9 October 2026		
			doc. Ing. Jakub Horák, MBA, PhD., Chair of the Board of Trustees; PhDr. ThLic. Ing. Jozef Polačko, PhD., MBA, University Associate Professor, Chair of the Academic Senate		
Prepared by (submitted by)			Rector of VŠTE in Prešov (proposal under Section 31(2) of Act No. 300/2025 Coll.)		
			doc. ThDr. PaedDr. Marek Storoška, PhD., Rector		
Replaces document	original wording of Directive VŠTE No. 1/2025 of 14 March 2025				
Number of pages	39		**Number of annexes**	11	

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Study Rules for Doctoral Studies

Institute of Technology and Business in Prešov

Directive VŠTE No. 1/2025 Study Rules for Doctoral Studies (Smernica VŠTE č. 1/2025 Študijný poriadok doktorandského štúdia)

2025

Art. 1 Introductory Provisions

1. Directive No. 1/2025 of the Institute of Technology and Business in Prešov (hereinafter "VŠTE in Prešov") Study Rules for Doctoral Studies (hereinafter the "Study Rules") is an internal regulation of VŠTE in Prešov issued on the basis of Section 31(1)(c) and Section 31(2)(a) of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act) (hereinafter the "Act") and follows on from Directive VŠTE No. 21/2026 Study Rules (Študijný poriadok), which applies to doctoral studies unless these Study Rules provide otherwise.

2. A doctoral study programme at VŠTE in Prešov is a study programme of third-cycle higher education provided on the basis of Section 64 of the Act. It is provided in accordance with Decree of the Ministry of Education, Research, Development and Youth of the Slovak Republic No. 205/2026 Coll. implementing certain provisions of the Higher Education Act (hereinafter the "Decree") and with the Standards for the Study Programme of the Slovak Accreditation Agency for Higher Education (hereinafter the "Agency").

3. Pursuant to Section 64(1) of the Act, a doctoral study programme focuses on acquiring knowledge based on the current state of scientific knowledge and, in particular, on the student's own contribution to it, which is the result of scientific research and independent creative activity in the field of science or technology.

4. Pursuant to Section 68 of the Act, the basic condition for admission to doctoral studies is second-cycle higher education.

5. The standard length of study for doctoral study programmes at VŠTE in Prešov is three or four academic years in the full-time form of study and four or five academic years in the part-time form of study (Section 56(7) of the Act). Pursuant to Section 86(2) of the Act, the study must not exceed its standard length by more than two years in the full-time form of study and three years in the part-time form of study.

6. Pursuant to Section 73 of the Act, doctoral studies begin at the beginning of the first semester. However, they may also begin at the beginning of the second semester of the academic year.

Art. 2 Field Committee

1. Doctoral studies in a given field of study are monitored and evaluated by the field committee established under these Study Rules of VŠTE in Prešov.

2. The field committee consists of a chair and at least four further members, but no more than ten further members.

3. Members of the field committee may be university teachers holding the title of professor or associate professor (docent), university teachers holding the academic positions of professor or associate professor, or holders of the scientific title Doctor of Science, and researchers with the recognised qualification level I or IIa. Representatives of external institutions and of practice within the meaning of the Act, usually holding the academic title PhD., ArtD. or CSc., including their foreign equivalents, may also be members of the committee.

4. The members of the field committee are appointed by the Rector on the proposal of the person responsible for the study programme (guarantor) and after approval by the Scientific Board of VŠTE in Prešov. The members are selected so that their professional profile covers the main orientations and specialisations of the given field of study.

5. The members of the field committee elect a chair from among their members. The chair of the field committee is usually the guarantor (the person bearing the main responsibility for the study programme) or the co-guarantor (the teacher providing a profile course) of the relevant study programme.

Art. 3 Competences and Performance of the Activities of the Field Committee and Its Chair

1. The field committee discusses:

a) proposals for supervisors of doctoral studies,

b) proposals for dissertation thesis topics,

c) individual study plans of doctoral students (hereinafter the "study plan"),

d) proposals for reviewers of the written work for the dissertation examination and members of the examination committee for the dissertation examination,

e) proposals for reviewers and members of the committee for the defence of the dissertation thesis.

2. The chair of the field committee submits to the Rector for approval or appointment:

a) proposals for supervisors of doctoral studies,

b) proposals for dissertation thesis topics, including supervisors,

c) proposals for members of the admission committee for doctoral studies, including the content focus of the entrance examination,

d) proposals for reviewers of the written work for the dissertation examination and members of the examination committee for the dissertation examination, including a proposal for the place and time of the examination,

e) proposals for reviewers and members of the committee for the defence of the dissertation thesis, including a proposal for the place and time of the defence.

3. The chair of the field committee:

a) approves, on the proposal of the supervisor and with the consent of the field committee, the doctoral student's study plan and any changes to it,

b) organises the course of the dissertation examination and the course of the defence of the dissertation thesis,

c) has the right to check the course and administration of doctoral studies, which is ensured by the Study Department of VŠTE in Prešov, and is the main advisory body of the Rector of VŠTE in Prešov in resolving contentious matters relating to doctoral studies in the given field of study.

4. In addition to this regulation, the field committee is also governed by the Rules of Procedure of the Committees for Doctoral Studies (Rokovací poriadok komisií pre doktorandské štúdium; Directive No. 2/2025), issued by VŠTE in Prešov on the proposal of the Rector.

Art. 4 Admission Procedure

1. At least two months before the last day set for submitting applications for doctoral studies, the Rector announces the dissertation thesis topics for which applicants may apply within the admission procedure and the conditions for the entrance examination (Section 64(6) and Section 69(6) of the Act). Further conditions for admission to doctoral studies are approved by the Senate of VŠTE in Prešov (hereinafter the "Senate") pursuant to Section 23(1)(b) of the Act, unless the Statute of VŠTE in Prešov provides otherwise.

2. For each announced topic, the following are stated: the name of the study programme, the name of the supervisor, the form of study, the conditions for admission, the form and framework content of the entrance examination, the deadline for submitting applications, the date of the admission procedure, the method of service of documents, the amount of the fee for the material provision of the admission procedure (Section 69(7) of the Act) and the amount of the tuition fee.

3. The dissertation thesis topics, together with the above particulars, are published on the website of VŠTE in Prešov (www.vste.sk) and on the website designated by the Ministry of Education, Research, Development and Youth of the Slovak Republic (hereinafter the "Ministry") pursuant to Section 69(6) of the Act.

4. An applicant applies for studies in accordance with the instructions published on the website of VŠTE in Prešov, by electronic application via the e-application of VŠTE in Prešov (e-prihlaska.vste.sk) or via the information system for central electronic applications pursuant to Section 70(2) of the Act.

5. The Rector invites the applicant to the entrance examination at least fourteen days before it is held and informs the applicant of its content. A copy of the invitation forms part of the applicant's personal file.

6. The entrance examination is held before an admission committee consisting of a chair and at least two members, appointed by the Rector on the proposal of the chair of the field committee. The proposed supervisor may also attend the entrance examination. If the proposed supervisor is not a member of the admission committee, he or she has an advisory vote. If the admission procedure concerns an applicant for a topic announced by an external institution pursuant to Section 65 of the Act (hereinafter the "external institution"), a representative of the external institution, designated by the director of the external institution, is also a member of the committee.

7. The admission committee evaluates the result of the entrance examination at a closed session. The admission committee determines the ranking of applicants according to their success in the admission procedure. When determining the ranking, the scope and quality of the applicant's research or professional

activity are also taken into account. The applicant demonstrates this primarily through his or her publication activity, language skills and the results of other creative activities in accordance with paragraph 4.

8. The admission committee draws up minutes of the result of the admission procedure, in which it records the course of the admission procedure, including the method of determining the ranking of applicants. In the minutes, the admission committee unambiguously determines the ranking of applicants according to their success in the admission procedure and determines which applicants it recommends for admission; its chair submits the proposal to the Rector of VŠTE in Prešov.

9. On the basis of the results of the admission procedure, the Rector decides on the admission or non-admission of the applicant within 30 days of the date of the entrance examination (Section 70(6) of the Act). A copy of the decision on the result of the admission procedure forms part of the applicant's file. The decision is served in accordance with Section 95 of the Act; if it is served via the electronic information system of VŠTE in Prešov, it is deemed to have been served when the addressee logs into the system, but no later than upon expiry of 10 days from the day it was made available (Section 95(2) of the Act). The applicant has the right to inspect the documentation of the admission procedure within 30 days of service of the decision (Section 70(9) of the Act).

10. Review of the decision on the result of the admission procedure is governed by Section 70(6) of the Act; a request for review is submitted within 8 days of service of the decision and the Rector decides on it within 30 days.

11. An admitted applicant becomes a doctoral student on the day of enrolment, the date and manner of which are determined by the Rector (Section 72(1) and Section 90(2) of the Act). The applicant's attendance at enrolment in the first year of study is compulsory; in the case of electronic enrolment, attendance means completing the enrolment within the set period. Non-attendance at enrolment without a written excuse to the Rector is regarded as failure to commence studies; the right to enrol lapses pursuant to Section 72(4) of the Act. Enrolment in studies as well as enrolment in the next part of study may also be carried out electronically via the academic information system AiS2 (hereinafter "AiS2") (Section 72(3) of the Act) in accordance with Article 9(3a) of Directive VŠTE No. 21/2026 Study Rules; if a doctoral student does not enrol in the next part of study, the procedure under Section 72(8) of the Act applies.

12. After enrolment, VŠTE in Prešov issues the student with a confirmation of study (enrolment sheet), which confirms his or her legal status as a student of VŠTE in Prešov, and the documents of study under Section 88 of the Act (student card, transcript of records), which may also be issued and kept electronically in AiS2.

Art. 5 Supervisor

1. In accordance with Section 64(5) of the Act, the supervisor for the relevant field of study may be a teacher of the higher education institution at which the doctoral studies are provided, or another expert after approval by the Scientific Board of VŠTE in Prešov. The supervisor for a topic announced by an external institution may be a person approved by the relevant external institution. The external institution provides the Scientific Board of VŠTE in Prešov with the scientific and pedagogical profiles of these supervisors.

2. The function of supervisor for a given doctoral study programme is performed by a university teacher holding the title of professor or associate professor, a university teacher holding the academic position of

professor or associate professor, or a researcher with the recognised qualification level I or IIa, or a qualified expert from practice holding at least the academic title PhD. or CSc. or its foreign equivalent.

3. The supervisor:

a) proposes dissertation thesis topics, usually indicating the project within which the doctoral student may carry out research, development or other creative activities,

b) draws up the doctoral student's study plan and submits it to the field committee for approval,

c) directs and professionally guides the doctoral student during the doctoral studies,

d) gives an opinion on the doctoral student's request for interruption of studies or a change to another form of study on the basis of the annual evaluation of the doctoral student or for other reasons,

e) submits to the Rector a proposal for continuation of studies or for exclusion of the doctoral student from doctoral studies,

f) submits to the chair of the field committee a proposal for a reviewer of the written work for the dissertation examination and for at least three reviewers of the dissertation thesis,

g) prepares the supervisor's report on the written work for the dissertation examination as well as on the dissertation thesis,

h) takes part in the doctoral student's dissertation examination and in the defence of his or her dissertation thesis.

4. If the supervisor of doctoral studies is unable to fulfil his or her duties, for example due to long-term absence, termination of employment or other serious reasons, the Rector, on the proposal of the chair of the field committee, assigns another supervisor to the doctoral student.

Art. 6 Organisation, Schedule and Study Plan of Doctoral Studies

1. Studies take place at a unit of VŠTE in Prešov.

2. The Rector decides on the assignment of a full-time doctoral student to a unit of VŠTE in Prešov with the consent of the head of the relevant unit.

3. Studies proceed according to the student's individual study plan under the guidance of the supervisor (Section 64(2) of the Act).

4. The study plan consists of a study part and a scientific part.

5. The study part of the study plan consists of lectures and seminars in compulsory, compulsory-elective and elective courses according to the doctoral student's study plan, and further of a set of compulsory and elective activities of the doctoral student relating to self-study, participation in domestic and foreign internships, individual consultations, the doctoral student's independent work and individual study focused on the content of the dissertation thesis. The study part includes completion of the part of study under Section 64(4)(b) of the Act (academic, pedagogical-psychological and transferable skills, research methodology, academic ethics and others) at a doctoral school under Section 34 of the Act, which VŠTE in

Prešov establishes as its organisational unit or provides on the basis of an agreement on a joint doctoral school with another higher education institution; completion of this part of study is a condition for the due completion of studies (Section 64(2) of the Act).

6. Compulsory and compulsory-elective courses are prescribed to the student on the basis of the requirements defined in the graduate profile of the study programme. The doctoral student must complete the compulsory and compulsory-elective courses by the deadline for registering for the dissertation examination.

7. Doctoral studies in the full-time form include the performance of teaching activity or other professional activity related to teaching. The teaching activity of a full-time doctoral student, in the extent of no more than four hours per week (within the limits of Section 64(7) of the Act), usually takes place at the unit to which the doctoral student is assigned, according to the decision of the relevant head of the unit. In the part-time form of study, direct teaching activity may be replaced by other professional activity related to teaching (e.g. preparation of examinations, seminars, conferences, preparation of teaching materials, participation in committees and the like). In the case of a doctoral student registered for a dissertation thesis topic announced by an external institution, the agreement between VŠTE in Prešov and that institution also stipulates where and how the study part of the individual study plan and the doctoral student's teaching activity will take place. Credits for direct teaching activity are awarded by the head of the unit to which the doctoral student is assigned.

8. The scientific part consists of activities related to individual or team scientific work. The doctoral student's research activity is evaluated primarily on the basis of the doctoral student's publication activity, active participation in conferences, participation in scientific projects and recognition of his or her results by the scientific community, and other research, development and further creative activities at the unit according to the assignment of the supervisor and the head of the unit.

9. The study plan contains, inter alia, the deadline for taking the dissertation examination and the deadline for submitting the dissertation thesis, and a list of compulsory and recommended literature is annexed to it.

10. The study plan for the whole period of study is drawn up by the supervisor on the prescribed form within one month of the doctoral student's commencement of studies. The study plan and any changes to it are approved, on the proposal of the supervisor and with the consent of the field committee, by the chair of the field committee for doctoral studies, and it forms part of the doctoral student's personal file kept at the Study Department of VŠTE in Prešov and in AiS2.

11. Verification of the fulfilment of the study plan is the subject of the annual evaluation of the doctoral student.

12. The doctoral student's study results are recorded at VŠTE in Prešov through the credit system in AiS2. During his or her studies, the doctoral student obtains credits according to the approved study plan.

13. Doctoral studies are evaluated according to the principles of the credit system in accordance with Sections 78 to 81 of the Act and Sections 7 and 8 of the Decree. A credit is a unit of the doctoral student's workload and in doctoral studies is defined analogously to bachelor's, master's and engineering studies at

VŠTE in Prešov; one credit represents, as a standard, 25 hours of study workload including self-study (Section 2(j) of the Act).

14. To successfully complete a doctoral study programme, the doctoral student must obtain 180 ECTS credits in a study programme with a standard length of three years in the full-time form of study and four years in the part-time form of study, or 240 ECTS credits in a study programme with a standard length of four years in the full-time form of study and five years in the part-time form of study (Section 56(8) of the Act).

15. The standard workload of a student of a doctoral study programme is expressed as 60 credits per academic year, 30 credits per semester, in the case of a third-cycle study programme in the full-time form of study (Section 78(4) of the Act), and no more than 48 credits, depending on the standard length of study of the relevant study programme and the number of credits required for its due completion, in the case of a third-cycle study programme in the part-time form of study.

16. To progress to the next year of study, a doctoral student is generally required to obtain 40 credits in the full-time form and 30 credits in the part-time form of study. For successful progression to the final year of study within the standard length of study, the doctoral student must sit the regular date of the dissertation examination.

17. If the doctoral student has completed part of his or her studies at a unit other than the training unit (e.g. abroad), the credits obtained at that unit are counted in full if the doctoral student was sent to that unit within the fulfilment of his or her study programme and if the credit systems of the sending and receiving units are related and compatible (Sections 71 and 80 of the Act).

18. In the event of a change of training unit or study programme, or in another case provided for by the Act or these Study Rules, or in another exceptional case, the doctoral student may be recognised the relevant number of credits for completed activities within the limits of Section 81 of the Act. The Rector decides on the award of credits after the opinion of the field committee. Recognition of courses and credits is also governed, mutatis mutandis, by the provisions of Directive VŠTE No. 21/2026 Study Rules on the recognition of credits.

19. Credits obtained for specific activities in the dissemination and application of the results of science and technology in practice may also be included among teaching activities. The chair of the field committee decides on the award of credits on the proposal of the supervisor.

Art. 7 Regular Evaluation of the Doctoral Student

1. The regular evaluation of the doctoral student takes place at least once a year.

2. The purpose of the annual evaluation of the doctoral student is to verify whether the studies are proceeding according to the approved study plan. The annual evaluation verifies the continuous acquisition of credits for the individual activities set for the doctoral student. The continuous evaluation of the doctoral student also includes a check of the justification and feasibility of the fulfilment of the aims and objectives of the doctoral student's study plan for the next academic year.

3. The annual evaluation of the doctoral student takes place before the committee for the annual evaluation of the doctoral student (hereinafter the "evaluation committee"), which consists of at least three members,

namely the chair, who is the chair of the field committee, the supervisor and another member of the field committee. The head of the unit to which the doctoral student is assigned is usually also invited to the meeting of the evaluation committee.

4. For the meeting of the evaluation committee, the doctoral student, with the consent of the supervisor, submits:

a) a transcript of records from AiS2 (Section 88(1)(b) of the Act) for the whole period of study as at the date of the annual evaluation,

b) the approved study plan, in which he or she marks the fulfilment of the tasks set for the past academic year (doctoral student at the end of the first year of study) or past academic years (doctoral students in higher years of study) and specifies the tasks and activities he or she plans to carry out in the following academic year,

c) a list of publication activity and citations, documented by an extract from the library information system of VŠTE in Prešov or in another written manner. The doctoral student's publication activity must contain an affiliation to the unit of VŠTE in Prešov which guarantees the given study programme.

5. The form for the annual evaluation of the doctoral student and the numerical credit values for the individual activities are determined by the Rector with the consent of the Scientific Board of VŠTE in Prešov.

6. The doctoral student submits the documents required for the annual evaluation to the Study Department by the set deadline. The annual evaluation takes place on a date set by the chair of the evaluation committee. On the basis of the doctoral student's study results, the evaluation committee states unambiguously whether it recommends the continuation of the doctoral student's studies in the next academic year. In the event of a negative statement, it gives reasons for its decision.

7. Failure to carry out the annual evaluation in an academic year is regarded as non-fulfilment of the conditions of study and is a ground for termination of the doctoral student's studies by exclusion pursuant to Section 87(1)(c) of the Act.

8. In addition to this regulation, the evaluation committee is also governed by the Rules of Procedure of the Committees for Doctoral Studies (Directive No. 2/2025), issued by VŠTE in Prešov on the proposal of the Rector.

Art. 8 Dissertation Examination

1. The dissertation examination is a state examination and, within the meaning of the Act (Section 84(2) of the Act), is public; in exceptional cases, if its public conduct would endanger a secret protected by a special act or security, the Rector may declare it closed to the public. A public live broadcast of the dissertation examination is regarded as ensuring its public nature (Section 140(11) and (12) of the Act).

2. During a crisis or emergency situation (Section 143 of the Act), the dissertation examination and the defence of the written work for the dissertation examination may, in the case of the full-time form, be held by videoconference or by other means of information and communication technology without physical presence. During the above period, the public part of the dissertation examination and of the defence of the

written work for the dissertation examination are regarded as public even if VŠTE in Prešov provides an audio recording thereof available for the public to listen to on the premises of VŠTE in Prešov for three months from the end of the crisis or emergency situation.

3. The part-time form of study by the distance method is governed by Section 74 of the Act. The part-time form of study by the blended method is governed by Section 74 of the Act. Directive VŠTE No. 26/2026 on the Distance Method and E-Learning applies mutatis mutandis to doctoral studies delivered by the distance method or the blended method. In doctoral studies delivered by the distance method or the blended method, the dissertation examination, including the defence of the written work for the dissertation examination, and the defence of the dissertation thesis may also be held online; Article 21(36) to (44) of Directive VŠTE No. 21/2026 Study Rules and Directive VŠTE No. 27/2026 on Online Examinations and Identity Verification apply mutatis mutandis to their online conduct, and the secret ballot is carried out electronically in a manner ensuring the secrecy of the vote (Section 140(13) of the Act). Paragraph 2 and Article 11(2) are not affected.

4. The dissertation examination also includes the defence of the written work for the dissertation examination.

5. Through the dissertation examination and the defence of the written work for the dissertation examination, the doctoral student must demonstrate that he or she has in-depth knowledge in the relevant field of research, is capable of independently acquiring and presenting new knowledge of science and practice, and is able to apply the knowledge acquired creatively in practice and in research.

6. The written work for the dissertation examination consists of the objectives of the dissertation thesis, which contain the theoretical foundations of its future solution, the current state of knowledge on the given topic, including a literature review, and an analysis of the methodological approach to solving the given issue. In the work, the doctoral student also presents the state of progress of the dissertation thesis and the results of research, development and other creative activities obtained during the doctoral studies.

7. The written work for the dissertation examination is usually divided into the following parts:

a) introduction,

b) current state of the issue addressed at home and abroad,

c) objectives of the dissertation thesis,

d) methodology of the dissertation thesis and research methods,

e) results of the dissertation thesis,

f) discussion and conclusions.

8. The doctoral student registers for the dissertation examination if he or she has obtained credits in accordance with the accredited study programme and has submitted the written work for the dissertation examination; the application is submitted via AiS2 or from the school e-mail address (Section 95(4) of the Act). The doctoral student takes the dissertation examination no later than the end of the penultimate year of study. The date of the dissertation examination is set by the Rector on the proposal of the chair of the field committee. A resit date (if the doctoral student received a grade of FX in at least one subject of the

dissertation examination) or an alternative date (if the doctoral student excused his or her absence from the regular date of the dissertation examination) of the dissertation examination must take place at least one semester before the end of studies.

9. Before the dissertation examination, the chair of the field committee assesses whether the written work for the dissertation examination corresponds in content and form to the requirements of the dissertation examination and recommends/does not recommend it for defence. If he or she recommends it, he or she submits to the Rector a proposal to hold the dissertation examination, containing an opinion on the fulfilment of the doctoral student's study plan, a proposal for the reviewer, a proposal for the members of the examination committee for the dissertation examination and the date of the dissertation examination.

10. The members of the examination committee for the dissertation examination are the persons specified in Art. 2(3) of this regulation and other experts approved by the Scientific Board of VŠTE in Prešov (Section 84(3) of the Act). The examination committee for the dissertation examination has at least four members (Section 84(2) of the Act) and consists of a chair, a reviewer and at least two further members. At least one member of the examination committee for the dissertation examination is not from the home unit. The supervisor may not be a member of the committee. He or she is, however, invited to the dissertation examination. The chair and at least one further member are usually appointed from among the members of the field committee. The chair and the other members of the examination committee for the dissertation examination are appointed by the Rector on the proposal of the field committee. At least two members are university teachers holding the academic positions of professor or associate professor.

11. Members of the examination committee for the dissertation examination, or reviewers from other units, are regarded as present even if they are connected via an online video link (in particular via the videoconferencing system of VŠTE in Prešov) with the participants in the dissertation examination who are in direct physical contact with each other.

12. In addition to this regulation, the examination committee for the dissertation examination is also governed by the Rules of Procedure of the Committees for Doctoral Studies (Directive No. 2/2025), issued by VŠTE in Prešov on the proposal of the Rector.

13. A valid decision on the result of the dissertation examination requires the presence of a majority (but at least four) of the members of the examination committee for the dissertation examination. The examination committee for the dissertation examination decides on the grade at a closed session by secret ballot. At least one member of the examination committee for the dissertation examination who is not from the doctoral student's home unit must take part in the vote.

14. The written work for the dissertation examination and the discussion of it, and the subjects of the dissertation examination, are graded. Voting is carried out by ballot papers containing the name and surname of the doctoral student, the date and place of the dissertation examination, the theses of the dissertation examination and their grading with the relevant grade. The ballot paper is completed as follows:

a) the intended grade is marked,

b) an unmarked or unsubmitted ballot paper is regarded as an abstention,

c) a ballot paper marked otherwise is regarded as invalid.

The final grade of the theses of the dissertation examination, other than the written work for the dissertation examination, is calculated from the average of the grades in the secret ballot.

The final grade of the written work for the dissertation examination is calculated as the average of:

a) the grade of the written work given by the reviewer in the report and

b) the final grade from the average of the grades in the secret ballot.

Invalid ballot papers and ballot papers regarded as abstentions are not included in the average of the grades awarded in the secret ballot.

15. The doctoral student's study results in a course are graded according to the grading scale under Section 8 of the Decree, which consists of six grades:

a) A – excellent (numerical value 1; percentage 100 – 91),

b) B – very good (numerical value 1.5; percentage 90 – 81),

c) C – good (numerical value 2; percentage 80 – 71),

d) D – satisfactory (numerical value 2.5; percentage 70 – 61),

e) E – sufficient (numerical value 3; percentage 60 – 51),

f) FX – fail (numerical value 4; percentage 50 and below).

16. If no part of the dissertation examination is graded fail (FX), the overall grade is "passed". If at least one part of the dissertation examination is graded fail, the overall grade is "failed".

17. If the doctoral student fails the dissertation examination, the dissertation examination may be repeated at the earliest after two months and may be repeated once. After a repeated grade of "failed" in the dissertation examination, the Rector excludes the student from further studies (Section 79(4) to (6) and Section 87(1)(c) of the Act).

18. If the doctoral student cannot attend the dissertation examination on the set date, he or she excuses himself or herself in advance to the chair of the examination committee for the dissertation examination, who sets an alternative date for it. In cases deserving special consideration (natural disaster, serious injury on the day of the dissertation examination, sudden serious deterioration of the doctoral student's health and the like), the Rector, in agreement with the chair of the examination committee for the dissertation examination, may accept an excuse even after the day set for the defence of the dissertation thesis and, by an extraordinary procedure, set an alternative date for the defence and notify its participants thereof. If the doctoral student fails to attend the dissertation examination without a serious reason, this has the same consequences as if he or she had failed the dissertation examination.

19. Failure to take the dissertation examination within the set deadline is a ground for termination of studies by exclusion from studies for failure to meet the requirements arising from the study plan and from the Study Rules of VŠTE in Prešov (Section 87(1)(c) of the Act).

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Art. 9 Process of Preparing the Defence of the Dissertation Thesis

1. Upon receipt of a request for permission to defend the dissertation thesis, the Rector forwards the doctoral student's request, together with the dissertation thesis, the summary of the dissertation thesis (autoreferát) and other annexes, to the chair of the field committee.

2. The chair of the field committee states in writing whether the dissertation thesis corresponds in its level and form to the requirements and whether he or she recommends/does not recommend it for defence. If the chair of the field committee recommends it, he or she at the same time proposes to the Rector the composition of the examination committee for the defence of the dissertation thesis and at least three reviewers, whereby at least one reviewer present and at least one member of the examination committee for the defence of the dissertation thesis present must be from a higher education institution or another legal entity other than the unit of the doctoral student and his or her supervisor. The reviewer of the dissertation thesis has no joint publications with the author of the dissertation thesis under review. The reviewers are members of the committee. When proposing reviewers, the chair of the field committee may draw on the supervisor's proposal.

3. Members of the examination committee for the defence of the dissertation thesis may be professors, associate professors and researchers with the recognised qualification level I or IIa working in the relevant field of study, or other experts as specified in Art. 2(3) of this regulation and approved by the Scientific Board of VŠTE in Prešov (Section 84(3) of the Act). The chair of the examination committee for the defence of the dissertation thesis is usually the guarantor or co-guarantor of the relevant study programme. One of the reviewers usually holds the title of professor, or the scientific degree DrSc., or is a researcher with the recognised qualification level I. The supervisor is not a member of the committee and has no right to vote on the result of the defence of the dissertation thesis.

4. The examination committee for the defence of the dissertation thesis must have at least four members (Section 84(2) of the Act).

5. Members of the examination committee for the defence of the dissertation thesis and reviewers from other units are regarded as present even if they are connected via an online video link (in particular via the videoconferencing system of VŠTE in Prešov) with the participants in the defence of the dissertation thesis who are in direct physical contact with each other.

6. In addition to this regulation, the examination committee for the defence of the dissertation thesis is also governed by the Rules of Procedure of the Committees for Doctoral Studies (Directive No. 2/2025), issued by VŠTE in Prešov on the proposal of the Rector.

7. If the chair of the field committee finds that the doctoral student's request for permission to defend the dissertation thesis, or the dissertation thesis and its annexes, do not meet the required particulars, he or she asks the doctoral student, through the Study Department, to remedy the deficiencies within a period set by the chair.

8. The doctoral student may withdraw the submitted dissertation thesis and the request for permission to defend it until the Rector has invited in writing the members of the examination committee for the defence

of the dissertation thesis, the reviewers, the supervisor and the doctoral student to the defence. In such a case, the Rector decides on the further course of action and on the resolution of any contentious issues.

9. Upon receipt of a positive statement from the chair of the field committee, the Rector appoints, from among the persons authorised to examine, the chair of the examination committee for the defence of the dissertation thesis, its other members and at least three reviewers. The Rector delivers the dissertation thesis and its summary to the appointed reviewers together with a request to prepare a report. The reviewer submits his or her written report to the Rector and returns the dissertation thesis and the summary no later than 30 days after their receipt. If the reviewer is unable to prepare the report, he or she notifies the Rector within 14 days of receipt of his or her appointment. If the reviewer does not submit the report within the set deadline, the Rector appoints a new reviewer.

10. The reviewer's report contains an objective and critical analysis of the strengths and weaknesses of the submitted dissertation thesis, is concise and does not repeat its content. In the report, the reviewer comments in particular on the topicality of the chosen topic, the chosen methods of processing, the results achieved, stating what new knowledge the dissertation thesis brings, the contribution to the further development of science, technology or the arts, whether the dissertation thesis has fulfilled its stated objective, the originality check report from the Central Register of Theses (Section 137 of the Act) and the truthfulness of the declaration of the use of artificial intelligence (Section 93(3)(d) of the Act).

11. In a separate report, the reviewer evaluates the dissertation thesis according to the scientific or artistic level of current development in the field of study of the doctoral studies. By means of the grade A, B, C, D or E, the reviewer expresses the recommendation that, on the basis of the submitted dissertation thesis, he or she proposes that the doctoral student be awarded the academic title PhD., and by means of the grade FX expresses that, on the basis of the submitted dissertation thesis, he or she does not propose that the doctoral student be awarded the academic title PhD. The reviewers' reports and the supervisor's report are sent to the Central Register of Theses within the period under Section 18(3) of the Decree.

12. The defence of the dissertation thesis may take place even in the event of one negative report. If there are more negative reports, the defence may take place only after the deficiencies stated in the reports have been remedied and the dissertation thesis has been reassessed by the designated reviewers.

13. Upon receipt of all reports from the reviewers, the Rector forwards without delay the doctoral student's request for the defence of the dissertation thesis, together with all particulars, including the reviewers' reports, to the chair of the examination committee for the defence of the dissertation thesis.

14. The place and time of the defence are determined by the Rector on the proposal of the chair of the examination committee for the defence of the dissertation thesis. The Rector invites the participants in the defence in writing, namely the members of the examination committee for the defence of the dissertation thesis, the reviewers, the supervisor and the doctoral student. No later than 14 days before the set day of the defence, he or she publishes a notice of the defence on the website of VŠTE in Prešov, together with information on where and how interested persons may acquaint themselves with the dissertation thesis. At the same time, he or she sends the summary of the dissertation thesis to the members of the examination committee for the defence of the dissertation thesis and to the units proposed by the chair of the field committee in electronic form.

15. Anyone interested in the issue examined and in the defence of the dissertation thesis may submit his or her statement to the chair of the examination committee for the defence of the dissertation thesis no later than one week before the defence or may present his or her comments orally at the defence. At the defence of the dissertation thesis, the doctoral student takes a position on such statements or comments.

Art. 10 Dissertation Thesis

1. Pursuant to Section 64 of the Act, doctoral studies end with the defence of the dissertation thesis. It demonstrates the doctoral student's ability and readiness for independent scientific and creative activity in the field of research or development. The dissertation thesis is subject to the requirements of Section 82 of the Act and Directive No. 4/2025 (requirements for final theses); the dissertation thesis must be the result of the doctoral student's own creative activity and must not unlawfully interfere with the rights of third parties (Section 82(2) of the Act). The doctoral student is obliged to state truthfully in the dissertation thesis and in the written work for the dissertation examination the use of artificial intelligence (Section 93(3)(d) of the Act) in accordance with Directive VŠTE No. 23/2026 on the Use of Generative Artificial Intelligence by Students and Academic Staff (Smernica VŠTE č. 23/2026 o využívaní generatívnej umelej inteligencie študentmi a akademickými pracovníkmi).

2. The doctoral student submits the request for the defence of the dissertation thesis to the Rector of VŠTE in Prešov after fulfilling the prescribed conditions, i.e. if he or she has successfully passed the dissertation examination, has completed the part of study at the doctoral school under Art. 6(5) and has obtained the required number of credits for the whole period of study of the relevant study programme in the composition according to the accredited study programme (excluding the number of credits for the defence of the dissertation thesis). The doctoral student may submit the request for permission to defend the dissertation thesis even after the expiry of the standard length of study, so as to fulfil all conditions for the due completion of studies within two years in the full-time form and three years in the part-time form of study from its expiry (Section 86(2) of the Act). The request is submitted sufficiently in advance, but no later than 3 months before the end of the expected length of study, so that the defence of the dissertation thesis can take place no later than on the day of the end of the expected length of study.

3. Together with the request for the defence, the doctoral student submits to the Rector:

a) the dissertation thesis in electronic form (PDF file) via AiS2; a paper copy is not required,

b) the summary of the dissertation thesis in electronic form (PDF file) via AiS2,

c) a professional curriculum vitae,

d) a list of published works with full bibliographic data, usually in the form of an extract from the library information system of VŠTE in Prešov or from other databases, including works submitted for publication,

e) copies of all publications under letter d) in one copy,

f) a list of citations of the publication activity,

g) a list of projects in which the doctoral student was a principal investigator or co-investigator,

h) a justification of the differences between the original and the submitted dissertation thesis, if the doctoral student submits a new dissertation thesis in the same study programme after an unsuccessful defence.

4. The doctoral student writes the dissertation thesis usually in the Slovak or Czech language. With the consent of the Rector, the doctoral student may also submit the dissertation thesis in another language. In such a case, a summary in the Slovak language of the specified length is a compulsory part of the dissertation thesis.

5. The doctoral student may also submit as a dissertation thesis his or her own published work or a set of his or her own published scientific works which, by their content, elaborate on the topic of the dissertation thesis. If the doctoral student submits a set of his or her own publications, he or she supplements it with a detailed introduction stating the current state of the issue, the objectives of the dissertation thesis and his or her own contribution in the relevant scientific field. If the attached publications are the work of several authors, the doctoral student also attaches a declaration of the co-authors (if possible) on his or her authorial share.

6. The summary of the dissertation thesis is a brief summary of its main results and a definition of its contribution. It is prepared in A5 format, with a maximum length of 25 pages, and is submitted in electronic form in the Slovak or Czech language with an abstract in English. The summary includes a list of all published works of the doctoral student relating to the issue examined, as well as citations of them.

7. The supervisor prepares a report containing in particular an evaluation of the doctoral student's contribution to the acquisition of new scientific knowledge, the possibilities of its use and a professional profile of the doctoral student. In the conclusion, he or she gives an overall grade for the dissertation thesis and states unambiguously whether, on the basis of a successful defence of the submitted dissertation thesis and the results of the doctoral student's work, he or she proposes or does not propose the award of the academic title PhD.

8. Before admission to the defence, VŠTE in Prešov sends the dissertation thesis via AiS2 to the Central Register of Final Theses, Rigorosum Theses and Habilitation Theses and Records of Final Internships (hereinafter the "Central Register of Theses") and verifies its originality (Section 137 of the Act). By submitting the dissertation thesis for defence, the doctoral student consents to its publication in the Central Register of Theses; no licence agreement is concluded (Section 137(2) of the Act). The Rector decides on the postponement of making the dissertation thesis available under Section 137(9) and (10) of the Act at the request of the doctoral student or on his or her own initiative. The economic rights to the dissertation thesis belong to the doctoral student unless otherwise agreed (Section 93(3) of Act No. 185/2015 Coll., the Copyright Act, as amended).

Art. 11 Process of the Defence of the Dissertation Thesis

1. The defence of the dissertation thesis is public; in exceptional cases, if its public conduct would endanger a secret protected by a special act or security, the Rector may declare it closed to the public.

2. During a crisis or emergency situation (Section 143 of the Act), the state examination and the defence of the dissertation thesis may be held by videoconference or by other means of information and communication technology without physical presence. During the above period, the public part of the state

examination and the public part of the defence of the dissertation thesis are regarded as public even if VŠTE in Prešov provides an audio recording thereof available for the public to listen to on the premises of VŠTE in Prešov for three months from the end of the crisis or emergency situation.

3. The defence of the dissertation thesis takes the form of a scientific discussion among the members of the examination committee for the defence of the dissertation thesis, the reviewers, the doctoral student and the other participants in the defence on the knowledge obtained and the contribution of the dissertation thesis. During the defence of the dissertation thesis, the justification and credibility of the conclusions and proposals contained in the dissertation thesis are also examined.

4. The defence of the dissertation thesis is chaired by the chair of the examination committee for the defence of the dissertation thesis. In a justified case, he or she may entrust another member of the committee with chairing the defence. Neither a reviewer nor the supervisor may be the chair of the examination committee for the defence of the dissertation thesis. If the doctoral student cannot, for serious reasons, attend the defence on the set date, he or she excuses himself or herself in advance to the Rector and also to the chair of the committee for the defence of the dissertation thesis. The Rector, in agreement with the chair of the committee for the defence of the dissertation thesis, sets an alternative date for the defence and notifies its participants thereof. In cases deserving special consideration (natural disaster, serious injury on the day of the defence, sudden serious deterioration of the doctoral student's health and the like), the Rector, in agreement with the chair of the committee for the defence of the dissertation thesis, may accept an excuse even after the day set for the defence of the dissertation thesis and, by an extraordinary procedure, set an alternative date for the defence and notify its participants thereof.

5. Doctoral studies end with the successful defence of the dissertation thesis. The result of the state examination – the defence of the dissertation thesis – is graded A to FX according to the grading scale set out in Art. 8(15) of these Study Rules and in Section 8 of the Decree. The student passes the state examination if his or her result is graded with one of the grades A to E. Credits are awarded to the student for passing the state examination.

6. The procedure for the defence of the dissertation thesis is as follows:

a) the chair of the examination committee for the defence of the dissertation thesis presents a brief curriculum vitae of the doctoral student, introduces the topic of the dissertation thesis, the essential information from the supervisor's report and any written statement of the head of the doctoral student's unit, and an overview of the doctoral student's scientific or artistic works and citations of them,

b) the doctoral student briefly presents the content of the dissertation thesis, its concept, results and contribution,

c) the reviewers present the essential parts of their reports,

d) in the absence of a reviewer, his or her report is read in full by the chair or by a member of the examination committee for the defence of the dissertation thesis authorised by him or her,

e) the doctoral student takes a position on the reviewers' reports, responds to all objections and comments raised and answers their questions,

f) the chair of the examination committee for the defence of the dissertation thesis informs those present of other opinions and statements and opens a discussion in which all those present may take part, the discussion verifying the correctness, justification, scientific originality and significance of the knowledge contained in the dissertation thesis,

g) during the discussion, the doctoral student answers all questions raised.

7. After the end of the defence, a closed session of the examination committee for the defence of the dissertation thesis is held, attended by its members, including the reviewers and the supervisor. At the closed session, the course and result of the defence and the possibility of using the results of the dissertation thesis in practice are evaluated. The members of the examination committee for the defence of the dissertation thesis and the reviewers decide by secret ballot whether to propose that the doctoral student be awarded the academic title. A valid decision on the result of the defence of the dissertation thesis requires the presence of a majority (but at least four) of the members of the examination committee for the defence of the dissertation thesis.

8. Voting is carried out by ballot papers containing the following data:

a) the name and surname of the doctoral student,

b) the date and place of the defence,

c) the text "I agree – do not agree with the award of the academic title".

The members of the committee vote by crossing out one of the words "agree" – "do not agree". Any other method of voting is invalid. The submission of a proposal for the award of the academic title requires that:

a) at least two thirds of all persons entitled to vote take part in the vote, and at the same time

b) a majority of the members present entitled to vote vote in favour of the proposal for the award of the academic title.

9. If requirements a) and b) are met, the final grade of the defence of the dissertation thesis is "passed". If requirement b) is not met, the final grade of the defence of the dissertation thesis is "failed".

10. The result of the defence of the dissertation thesis is announced by the chair of the examination committee for the defence of the dissertation thesis at its public session.

11. If the result of the vote is negative, the examination committee for the defence of the dissertation thesis agrees at a closed session on the reasons for the proposal not to award the academic title. This reasoning forms part of the minutes of the result of the vote. The result of the vote, with reasons, is announced by the chair of the examination committee for the defence of the dissertation thesis at its public session.

12. Minutes are drawn up of the defence of the dissertation thesis and its result. The minutes are signed by the chair and all members of the examination committee for the defence of the dissertation thesis present.

13. The chair of the examination committee for the defence of the dissertation thesis submits the minutes of the defence of the dissertation thesis and its result and the doctoral student's file to the Rector within 15 days of the date of the defence.

14. A doctoral student whose defence of the dissertation thesis, or whose unexcused absence from the defence, was graded FX by the examination committee for the defence of the dissertation thesis may reapply for permission to defend in the same study programme at the earliest one year after the day on which the defence of the dissertation thesis took place or was to take place. The defence of the dissertation thesis may be repeated only once.

Art. 12 Termination or Interruption of Studies

1. Doctoral studies are duly completed by completing the studies according to the relevant study programme, completing the part of study at the doctoral school under Section 64(4)(b) of the Act and defending the dissertation thesis under Article 10(1) (Section 86(1) of the Act). Graduates of doctoral studies are awarded the academic title "doktor" ("philosophiae doctor", abbreviated "PhD."), the abbreviation "PhD." being placed after the name (Section 64(10) of the Act). The graduate is issued a higher education diploma and a diploma supplement within 30 days of the due completion of studies (Section 89 of the Act).

2. In addition to due completion of studies, studies are terminated (Section 87(1) of the Act):

a) by abandonment of studies,

b) by failure to complete studies within the period determined under Section 86(2) of the Act,

c) by exclusion from studies for failure to meet the requirements arising from the study programme and from the Study Rules of VŠTE in Prešov,

d) by exclusion from studies under Section 94(2) of the Act (exclusion from studies for a disciplinary offence),

e) by a decision on the invalidity of the state examination or a part thereof under Section 103 of the Act within lower-cycle studies becoming final, if the relevant education is a condition for admission to the ongoing studies of a higher-cycle study programme,

f) by renouncing the academic title awarded upon completion of a lower-cycle study programme, if the relevant education is a condition for admission to the ongoing studies of a higher-cycle study programme,

g) by the cancellation of the study programme, if the student does not accept the offer of VŠTE in Prešov to continue studying another study programme,

h) by the death of the student.

3. The day of termination of studies, other than due completion, is laid down in Section 87(2) of the Act.

4. Doctoral studies may be interrupted at the student's request in justified cases (Section 85 of the Act). The reason for interruption of studies may be, for example, a study stay which is not part of the study plan, or health, family or other serious reasons of the doctoral student. The longest total period of interruption of studies is ... (Section 85(1) of the Act). When deciding on the interruption of studies and its length, pregnant students and students who permanently care for a child are taken into account (Section 118 of the Act).

5. Interruption of studies is permitted by the Rector, usually for whole months. During the interruption of studies, the doctoral student is not entitled to a scholarship.

6. The supervisor and the chair of the field committee give their opinion on the request for interruption of studies, which is supported by the relevant document.

Art. 13 Keeping of Mandatory Records and Organisational and Financial Provision of Studies

1. In connection with doctoral studies, VŠTE in Prešov is obliged to record in AiS2 and in the student register (Section 133 of the Act):

a) data on the admission procedure under Article 4,

b) information on the courses completed within the doctoral student's study activities,

c) data on the number of credits obtained for each academic year, separately for teaching activity and separately for scientific activity,

d) the written work for the dissertation examination, including the supervisor's report and the reviewer's report,

e) data on the dissertation examination and the defence of the written work for the dissertation examination under Article 8 of this regulation,

f) the dissertation thesis, including the supervisor's report and the reviewers' reports,

g) data on the defence of the dissertation thesis under Articles 10 and 11 of this regulation,

h) data on the termination of studies.

Electronic documentation of studies is kept for at least 25 years from the termination of studies (Section 18(1)(j) of the Act) in accordance with the Records Management Rules of VŠTE in Prešov (Registratúrny poriadok VŠTE v Prešove).

2. The organisational and administrative work associated with the provision of doctoral studies, the activity of the field committee and the organisation of dissertation examinations and defences of dissertation theses, as well as the study documentation of doctoral students, are ensured and kept by the Study Department of VŠTE in Prešov in cooperation with the Rector's Office (Útvar rektora).

3. The Vice-Rector for Science and Research is responsible for doctoral studies at VŠTE in Prešov.

4. Tuition fees and fees associated with doctoral studies are subject to the relevant provisions of the Act (Section 99 of the Act) and the internal regulations of VŠTE in Prešov (Directive VŠTE No. 24/2026 and Directive VŠTE No. 25/2026 on the determination of tuition fees and fees associated with studies). The tuition fee is paid to the bank account of VŠTE in Prešov published on the website of VŠTE in Prešov (www.vste.sk); the variable symbol and other payment details are given there as well.

5. VŠTE in Prešov may award full-time doctoral students a scholarship from its own resources pursuant to Section 115 of the Act under the conditions laid down in the Scholarship Rules of VŠTE in Prešov (Štipendijný poriadok VŠTE v Prešove).

6. Documents are served on doctoral students in accordance with Section 95 of the Act, preferably via AiS2; a document is deemed to have been served when the doctoral student logs into AiS2, but no later than upon

expiry of 10 days from the day it was made available. VŠTE in Prešov accepts submissions from doctoral students electronically via AiS2 or from the doctoral student's assigned school e-mail address (Section 95(4) of the Act).

Art. 14 Related Regulations

1. These Study Rules are based in particular on the following legal regulations:

- Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act), as amended by Act No. 121/2026 Coll. (in particular Sections 34, 64, 65, 68 to 70, 72, 78 to 82, 84 to 89, 93 to 95, 99, 115, 137, 143 and 145),
- Decree of the Ministry of Education, Research, Development and Youth of the Slovak Republic No. 205/2026 Coll. implementing certain provisions of the Higher Education Act (in particular Sections 3, 4, 5, 7, 8, 17 and 18),
- Act No. 269/2018 Coll. on Quality Assurance of Higher Education and on Amendments to Act No. 343/2015 Coll. on Public Procurement and on Amendments to Certain Acts, as amended, and the Standards for the Study Programme issued by the Agency,
- Act No. 185/2015 Coll., the Copyright Act, as amended (Section 93(3)),
- Act No. 422/2015 Coll. on the Recognition of Educational Documents and on the Recognition of Professional Qualifications and on Amendments to Certain Acts, as amended.

2. These Study Rules are based on the following internal regulations of VŠTE in Prešov:

- the Statute of VŠTE in Prešov (Štatút VŠTE v Prešove),
- Directive VŠTE No. 21/2026 Study Rules (Študijný poriadok),
- Directive No. 2/2025 Rules of Procedure of the Committees for Doctoral Studies (field committee for doctoral studies),
- Directive No. 4/2025 (requirements for final theses),
- Directive VŠTE No. 18/2026 on the Admission Procedure,
- Directive VŠTE No. 5/2026 on the Criteria and Rules for the Assessment of Students,
- Directive VŠTE No. 16/2026 Disciplinary Rules (Disciplinárny poriadok),
- Directive VŠTE No. 23/2026 on the Use of Generative Artificial Intelligence by Students and Academic Staff,
- Directive VŠTE No. 26/2026 on the Distance Method and E-Learning,
- Directive VŠTE No. 27/2026 on Online Examinations and Identity Verification,
- Directive VŠTE No. 24/2026 and Directive VŠTE No. 25/2026 on the Determination of Tuition Fees and Fees Associated with Studies,
- the Scholarship Rules of VŠTE in Prešov (Štipendijný poriadok),
- Directive No. 5/2025 Code of Ethics (Etický kódex),
- the Internal Quality System of VŠTE in Prešov (Vnútorný systém kvality),

– Directive VŠTE No. 35/2026 Records Management Rules of VŠTE in Prešov (Registratúrny poriadok).

Art. 15 Repealing Provisions

No internal regulation is repealed by this regulation; it replaces the original wording of Directive No. 1/2025 Study Rules for Doctoral Studies of 14 March 2025.

Art. 16 Final Provisions

1. These Study Rules apply to the doctoral study programmes which VŠTE in Prešov is entitled to provide after their entry in the register of study programmes (Section 135 of the Act). The doctoral study programmes and these Study Rules shall be brought into line with Section 64 of the Act no later than the beginning of the academic year 2027/2028 (Section 145(7) of the Act).

2. Annexes No. 1 to 11 form part of these Study Rules. The annexes and forms are updated together with this regulation; the current templates are published by VŠTE in Prešov on its website (www.vste.sk).

3. Pursuant to Section 47b(2)(a) of Act No. 131/2002 Coll., the Academic Senate of the Institute of Technology and Business in Prešov gave a favourable opinion on this internal regulation after discussion on 11 March 2025.

4. Pursuant to Section 48(1)(m) of Act No. 131/2002 Coll., this internal regulation was approved after discussion by the Board of Trustees of the Institute of Technology and Business in Prešov on 14 March 2025.

5. This internal regulation enters into force and effect on 14 March 2025.

6. The Academic Senate of VŠTE in Prešov expressed its opinion on this version on 9 October 2026. This version was approved and issued by the Board of Trustees of VŠTE in Prešov on the proposal of the Rector after the prior opinion of the Academic Senate (Section 31(2)(a) of the Act) on 29 October 2026. Effective from 29 October 2026.

Prešov, 09 October 2026

PhDr. ThLic. Ing. Jozef Polačko, PhD., MBA, university associate professor

Chair of the Academic Senate of the Institute of Technology and Business in Prešov

Prešov, 29 October 2026

doc. Ing. Jakub Horák, MBA, PhD.

Chair of the Board of Trustees of the Institute of Technology and Business in Prešov

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

List of annexes:

Annex 1 Minutes of the Admission Procedure

Annex 2 Individual Study Plan of the Doctoral Student

Annex 3 Units of the Study System for Full-Time and Part-Time Doctoral Studies

Annex 4 Annual Evaluation of the Doctoral Student in the Academic Year

Annex 5 Application for the Dissertation Examination

Annex 6 Record of the Dissertation Examination

Annex 7 Certificate of Passing the Dissertation Examination

Annex 8 Request for Permission to Defend the Dissertation Thesis

Annex 9 Record of the Defence of the Dissertation Thesis

Annex 10 Template of the Summary of the Dissertation Thesis

Annex 11 Templates of Ballot Papers

Annex 1 Minutes of the Admission Procedure

MINUTES OF THE ADMISSION PROCEDURE

Institute of Technology and Business in Prešov

Unit:

Committee	**Members of the committee**
Date	1.
Chair of the committee	2.
	3.
	4.

Name of applicant	
Field of study	
Title of the dissertation thesis topic	
Name of supervisor	

Evaluation of the admission procedure

Brief evaluation of the admission interview	
Conclusions of the admission interview	
a) knowledge of the field of study	
b) language skills in	

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Overall result of the admission interview:

The applicant was ranked in ..... place.

Proposal of the admission committee: RECOMMENDS – DOES NOT RECOMMEND*

The admission committee proposes that the applicant be admitted to doctoral studies in the full-time form* in the part-time form*

Date:

Signature of the chair of the admission committee:

Signatures of the members of the admission committee:

– Delete as appropriate

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 2 Individual Study Plan of the Doctoral Student

INDIVIDUAL STUDY PLAN OF THE DOCTORAL STUDENT

(Section 64(2) of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act))

Institute of Technology and Business in Prešov

Unit:

Form of study:

Name and surname: née:

Date of birth: in: personal identification number:

Permanent residence:

Field of study:

Study programme:

Admitted to studies on: Date of completion of studies:

Supervisor:

Topic of the dissertation thesis:

In Prešov, on:

signature of the supervisor signature of the doctoral student

Individual study plan approved by:

signature of the chair of the field committee

Study and scientific plan of the doctoral student

I. Study plan:

(Section 64 of Act No. 300/2025 Coll.)

Compulsory courses (Selection of courses according to the accredited study programme)	**Deadline (date by, period)**	**Check**
1.		
2.		
3.		
4.		

Compulsory-elective courses (Selection of courses according to the accredited study programme)	**Deadline (date by; period)**	**Check**

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

1.		
2.		
3.		
4.		

Subjects of the dissertation examination (Selection of courses according to the accredited study programme)	**Deadline (date by; period)**	**Check**
1.		
2.		

Dissertation examination to be taken by:

Teaching activity (or other professional activity) of full-time doctoral students:

(Section 64(7) of Act No. 300/2025 Coll.)

Task	**Deadline (date by; period)**	**Check**

II. Scientific plan:

(Section 64 of Act No. 300/2025 Coll.)

Task	**Deadline (date by; period)**	**Check**
Scientific research work (own research, participation in research tasks)		
Scientific-theoretical work (active participation of the doctoral student in scientific-theoretical events)		
Scientific publication work (publications of the doctoral student during studies)		
Scientific-educational work (full-time study) (leading seminars, supervising bachelor's theses and others)		
Other scientific tasks		

III. Other records on the course of the doctoral student's studies:

(Changes to the dissertation thesis topic, changes of supervisor, interruption of studies, proposals of the supervisor for changes to the study plan and others)

IV. Annexes

Compulsory annexes

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

1.	**Dissertation thesis project**	**Prepared by the doctoral student according to the schedule**
2.	Annual evaluation of the doctoral student	Prepared by the supervisor always by 30 September of the current year

Other annexes (according to current needs)

1.

2.

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 3 Units of the Study System for Full-Time and Part-Time Doctoral Studies

UNITS OF THE STUDY SYSTEM FOR FULL-TIME AND PART-TIME DOCTORAL STUDIES*

Institute of Technology and Business in Prešov

Unit:

a) study and teaching activity

Activity	Credits
Completion of a course specified by the study plan	
Dissertation examination	
Defence of the dissertation thesis	
Own teaching activity of the doctoral student I – V (full-time form)	
Other professional activity related to teaching	
Elective lecture at own unit	
Elective lecture at a unit other than own	
Supervision of a bachelor's final thesis	
Supervision of a paper presented at a student scientific conference (ŠVOK)	
Authorship or co-authorship of teaching materials	
Preparation of a review of a bachelor's thesis	
Preparation of a review of a paper presented at ŠVOK	
Rigorosum examination in the field / related field	

b) independent creative, scientific and publication activity

Activity	Credits
Publication in a journal indexed in the Web of Science database (Q1)	
Publication in a journal indexed in the Web of Science database (Q2)	
Publication in a journal indexed in the Web of Science database (Q3)	
Publication in a journal indexed in the Web of Science database (Q4)	
Participation in projects (VEGA, KEGA, institutional and others)	
Publication in a journal indexed in the Scopus database (Q1)	
Publication in a journal indexed in the Scopus database (Q2)	
Publication in a journal indexed in the Scopus database (Q3)	
Publication in a journal indexed in the Scopus database (Q4)	
Publication in conference proceedings indexed in the Web of Science or Scopus databases	
Publication in journals, conference proceedings or scientific	

proceedings in a world language	
Publication in journals, conference proceedings or scientific proceedings in the Slovak (Czech) language	
Participation in a project at national level	
Participation in a project at supranational level	
Citation registered in the Web of Science or Scopus databases	
Citation registered in a foreign monograph, scientific journal or proceedings in a world language	
Membership and activities in organising, editorial and other boards of journals, conferences and other events of a scientific and professional nature	
Active participation in a scientific event in a world language	
Active participation in a scientific event in the Slovak (Czech) language	

– Units and credit values approved within the accreditation of the doctoral study programme

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 4 Annual Evaluation of the Doctoral Student in the Academic Year

Institute of Technology and Business in Prešov

Unit:

ANNUAL EVALUATION OF THE DOCTORAL STUDENT IN THE ACADEMIC YEAR ..... / .....

Name, surname, title

Study part (Overview of examinations taken)

Type	Course	Credits	Date of assignment

Teaching part (Number of credits obtained for teaching activity)

Individual study of scientific literature	Points

Teaching activity of the doctoral student	Points

Period	Course	Position (lecturer, seminar teacher, examiner)	Number of students

Reviewing master's and bachelor's theses and ŠVOK papers	Points
Name of student, title and type of final thesis	

Supervision of a bachelor's final thesis in the academic year	Points
Name of student, title of final thesis	

Scientific part (Number of credits obtained for scientific activity)

Activity	Points
Publication in a domestic journal	
Publication in a foreign journal	
Publication in proceedings of domestic conferences	
Publication in proceedings of foreign conferences	
Participation in projects (VEGA, KEGA, institutional and others)	
Membership and activities in organising and other boards of	

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

conferences and the like	
Active participation in a foreign scientific conference	
Active participation in a domestic scientific event	
Other	

Number of credits obtained for:

Study part	
Scientific part	
Teaching part	
TOTAL	

Conclusion and recommendation of the supervisor

The supervisor recommends: continuation of studies / interruption of studies / termination of studies

Date:

signature of the supervisor

Opinion of the field committee

The chair of the field committee agrees / does not agree with the annual evaluation.

The chair of the field committee recommends: continuation / non-continuation of studies

Date:

signature of the chair of the field committee

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 5 Application for the Dissertation Examination

Institute of Technology and Business in Prešov

APPLICATION FOR THE DISSERTATION EXAMINATION

Name and surname: .....

Residence: .....

Unit of VŠTE in Prešov: .....

Year/form of study: .....

Study programme: .....

Field of study: .....

Supervisor: .....

Justification:

- Obtained a total of ..... credits, of which ..... from the study part and ..... from the scientific part of the individual study plan *
- Title of the dissertation thesis project:
- List of published works:

In Prešov, on .....

signature of the doctoral student

- (to be completed by the Study Department)

Opinion of the supervisor:

I recommend approving the application for the dissertation examination and propose the reviewer of the dissertation thesis project (name and surname, titles, field in which the reviewer works and address of his or her workplace).

signature of the supervisor

Opinion of the chair of the field committee:

I agree – do not agree.

In Prešov, on .....

signature of the chair of the field committee

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 6 Record of the Dissertation Examination

Institute of Technology and Business in Prešov

Unit:

Record registration number: Academic year: ..... / .....

RECORD OF THE DISSERTATION EXAMINATION

Number and name of the field of study:

Name of the study programme:

Topic of the dissertation thesis:

Title, name and surname of the doctoral student:

Unit:

Commencement of studies on:

Total number of credits obtained as at the date of the dissertation examination:

Title, name and surname of the supervisor:

Unit:

Title, name and surname of the chair of the field committee:

Unit:

Examination committee

Chair of the committee:

Member of the committee (examiner):

Member of the committee (examiner):

Member of the committee (reviewer of the written work):

I. Evaluation of the dissertation thesis project

1. Grading of the dissertation thesis project by the reviewer: (report attached)

2. Defence of the dissertation thesis project: (Course of the defence of the dissertation thesis project – questions, answers, discussion)

3. Overall grading of the defence of the dissertation thesis project:

II. Evaluation of the oral part of the dissertation examination

1. In the subject:

Questions and evaluation of answers

Grade: .....

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

2. In the subject:

Questions and evaluation of answers

Grade: .....

3. In the subject:

Questions and evaluation of answers

Grade: .....

III. Overall result of the dissertation examination

Evaluation of the dissertation examination:

a) Grading of the defence of the dissertation thesis project: .....

b) Grading of the oral part of the dissertation examination in the subjects:

Overall result of the dissertation examination: .....

Dissertation examination and session of the examination committee held on .....

Signature of the chair of the committee:

Signatures of the members of the committee:

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 7 Certificate of Passing the Dissertation Examination

Institute of Technology and Business in Prešov

Unit:

Record registration number: Academic year: ..... / .....

CERTIFICATE OF PASSING THE DISSERTATION EXAMINATION

Number and name of the field of study:

Name of the study programme:

Title, name and surname of the doctoral student:

passed on ..... the dissertation examination in the subjects:

Overall grade of the dissertation examination:

In Prešov, on .....

signature of the Rector

Annex 8 Request for Permission to Defend the Dissertation Thesis

Institute of Technology and Business in Prešov

Unit:

REQUEST FOR PERMISSION TO DEFEND THE DISSERTATION THESIS

I request permission to defend the dissertation thesis pursuant to Section 64 of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act) in accordance with Directive No. 1/2025 of the Institute of Technology and Business in Prešov Study Rules for Doctoral Studies.

Name and surname: .....

Residence: .....

Unit: .....

Form of study: .....

Study programme: .....

Supervisor: .....

Justification of the request:

- Obtained a total of ..... credits, of which ..... from the study part and ..... from the scientific part of the study plan *
- Passed the dissertation examination on .....

I attach to the request:

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

– the dissertation thesis in electronic form (PDF file) uploaded to AiS2,

– the summary of the dissertation thesis in electronic form (PDF file) uploaded to AiS2,

– the supervisor's report,

– a list of published works with full bibliographic data,

– a justification of the differences between the original and the submitted dissertation thesis (if any),

– where applicable, a request for postponement of making the dissertation thesis available in the Central Register of Theses (Section 137(10) of the Act).

In Prešov, on .....

signature of the doctoral student

– (to be completed by the Study Department)

Opinion of the supervisor:

I recommend approving the request for permission to defend the dissertation thesis and propose the reviewers of the dissertation thesis (name and surname, titles, field in which the reviewer works and address of his or her workplace).

In Prešov, on .....

signature of the supervisor

Opinion of the chair of the field committee on holding the defence:

I agree – do not agree.

In Prešov, on .....

signature of the chair of the field committee

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 9 Record of the Defence of the Dissertation Thesis

Institute of Technology and Business in Prešov

Record registration number: Academic year: ..... / .....

RECORD OF THE DEFENCE OF THE DISSERTATION THESIS

Number and name of the field of study:

Name of the study programme:

Topic of the dissertation thesis:

Title, name and surname of the doctoral student:

Unit:

Commencement of studies on:

Dissertation examination held on ....., grade .....

Total number of credits obtained as at the date of the defence of the dissertation thesis:

Date of submission of the dissertation thesis:

Title, name and surname of the supervisor:

Unit:

Title, name and surname of the chair of the field committee:

Unit:

Committee for the defence of the dissertation thesis

Chair of the committee:

Member of the committee:

Member of the committee:

Member of the committee (reviewer):

Member of the committee (reviewer):

Defence of the dissertation thesis

1. Grading of the dissertation thesis (the reports of the supervisor and reviewers are attached to the file)

a) supervisor (title, name and surname), grade: .....

b) reviewer (title, name and surname), grade: .....

c) reviewer (title, name and surname), grade: .....

2. Defence of the dissertation thesis

a) course of the defence (questions, answers, discussion):

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Result of the vote:

Number of all members entitled to vote: .....

Number of all members present entitled to vote: .....

For: ..... Against: ..... Abstained: .....

b) grading of the defence: .....

Overall result of the studies, the dissertation examination and the defence of the dissertation thesis*

Evaluation of the dissertation examination and the defence of the dissertation thesis:

Grading of the dissertation examination:

Grading of the defence of the dissertation thesis:

Overall result:

On the basis of the results achieved during the whole period of study and the overall result of the dissertation examination and the defence of the dissertation thesis, the overall result of the studies is evaluated as ..... and the graduate obtains third-cycle higher education in the field of study ..... and the committee proposes that the graduate be awarded the academic title "doktor" ("philosophiae doctor", abbreviated "PhD.").

Defence of the dissertation thesis and session of the examination committee held on .....

Signatures

Chair of the committee:

Members of the committee:

– The overall result of the studies is graded only after a successful defence of the dissertation thesis; in the event of an unsuccessful defence of the dissertation thesis, this part is not completed, and the record of a repeated defence of the dissertation thesis is drawn up on a new form.

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 10 Template of the Summary of the Dissertation Thesis

Institute of Technology and Business in Prešov

Unit:

Name and surname of the doctoral student

Summary of the dissertation thesis

TOPIC OF THE DISSERTATION THESIS

for the award of the academic title philosophiae doctor (PhD.)

in the study programme: .....

field of study: .....

Prešov, year

The dissertation thesis was prepared in the full-time/part-time form of doctoral studies at the Institute of Technology and Business in Prešov.

Submitted by: .....

Supervisor: ..... (name and surname of the supervisor and address of his or her workplace)

Reviewers: ..... (name and surname of the reviewer with his or her titles and degrees and the name of the institution with which the reviewer is in an employment relationship)

The defence of the dissertation thesis will take place on: ..... at ..... o'clock at the Institute of Technology and Business in Prešov before the committee for the defence of the dissertation thesis in the field of study of doctoral studies ....., appointed by the Rector of the Institute of Technology and Business in Prešov.

Chair of the field committee:

(the length of the summary may be a maximum of 25 pages in A5 format)

Structure of the summary:

1. Introduction
2. Objective and methodology of the thesis
3. Results of the dissertation thesis
4. Recommendations for practice
5. Conclusion
6. List of references
7. Original works of the author and citations of them
8. Abstract in one foreign language (English, German or Russian)

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 11 Templates of Ballot Papers for Secret Voting

Template for the written work for the dissertation examination and the subjects of the dissertation examination

Name and surname of the doctoral student:	
Date and place of the dissertation examination:	
1st subject of the dissertation examination:	
2nd subject of the dissertation examination:	
Written work for the dissertation examination:	

Template for the defence of the dissertation thesis

Name and surname of the doctoral student:	
Date and place of the defence of the dissertation thesis:	

"I agree – do not agree with the award of the academic title"*

– delete as appropriate