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Regulation No. **19/2026**	**Internal Regulation of the Institute of Technology and Business in Prešov**

Directive VŠTE No. 19/2026 on Support for Students and Applicants with Special Needs



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		
			doc. Ing. Jakub Horák, MBA, PhD., Chair of the Board of Trustees		
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. 19/2026 of 20 April 2026				
Number of pages	13		**Number of annexes**	2	

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Directive on Support for Students and Applicants with Special Needs

Institute of Technology and Business in Prešov

Directive VŠTE No. 19/2026 on Support for Students and Applicants with Special Needs (Smernica VŠTE č. 19/2026 o podpore študentov a uchádzačov o štúdium so špecifickými potrebami)

2026

Article 1. Basic Provisions

1. Directive No. 19/2026 of the Institute of Technology and Business in Prešov (hereinafter the "Directive") is an internal regulation of the Institute of Technology and Business in Prešov (hereinafter "VŠTE in Prešov") issued in accordance with Section 119(10) and Section 31(1)(o) of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act) (hereinafter the "Act") and with Section 15 and Annex No. 3 of 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 governs the procedure of VŠTE in Prešov in creating a generally accessible academic environment and corresponding conditions for the admission procedure and studies for students and applicants with special needs (hereinafter "SN") without lowering the requirements on their academic performance, as well as the position and competence of the coordinator for students with SN and the rights and competence of higher education staff in ensuring a generally accessible academic environment for students with SN.

Article 2. Declaration of Equal Opportunities

1. VŠTE in Prešov, in the spirit of its traditional values and modern trends, in accordance with applicable legislation and international commitments, guarantees the right to education for all.

2. Recognising that a health disadvantage, in confrontation with the physical, social and cultural environment that surrounds us, significantly disadvantages students with special needs, VŠTE in Prešov creates appropriate conditions for their studies.

3. To this end, it takes steps intended to:

- a) increase the accessibility of studies for students with SN,
- b) compensate for the negative consequences of a disability, an unfavourable state of health or individual limitations in the provision of education to students with SN,
- c) remove barriers created by the physical, academic and cultural environment and prevent the creation of new barriers,
- d) compensate for the consequences of existing barriers in the academic environment by applying reasonable adjustments and providing support services to students with SN.

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Article 3. Applicants and Students with SN

1. Under Section 119(2) of the Act, an applicant/student with SN is an applicant/student:

- a) with a sensory, physical or multiple disability, which may be:
- (aa) a blind student who cannot use sight in studying, works with alternative formats of study materials (in accessible electronic form, audio form, Braille, relief form, etc.) and, when working with study literature, uses assistive technologies for the blind (screen reader, speech synthesis, Braille display, recognition software, printers with relief output, etc.). The student may require the assistance of another person,
- (ab) a partially sighted student who can use sight to a limited extent, works in studying with standard formats of study materials which may require modification (e.g. enlargement of the font of the teaching text, adjustment of the contrast of the font and background, etc.), and uses compensatory aids (e.g. magnifiers) and assistive technologies (e.g. magnification software) in studying,
- (ac) a deaf student and a student with residual hearing who uses various forms of communication when communicating and obtaining information. The primary form may be sign language, the secondary form spoken language, or the primary form is spoken language with the use of further compensatory mechanisms (lip-reading). In studying, the student uses compensatory aids (hearing aid, cochlear implant, radio communication system, etc.) and support services (interpreter, note-taker),
- (ad) a hard-of-hearing student who, when communicating and obtaining information, mostly uses spoken language with the support of various compensatory aids (e.g. hearing aids, cochlear implant, communication systems, etc.) and further forms of communication and technical aids (lip-reading),
- (ae) a student with a disability of the lower limbs who cannot walk independently and therefore has a limited ability to move. When moving, the student uses supporting aids (e.g. crutches, a walker) and/or a wheelchair (mechanical or electric). The student may require the assistance of another person,
- (af) a student with a disability of the upper limbs who has a limited ability to write and take notes, to handle study materials and technologies. The student may require the assistance of another person,
- (ag) a student with multiple disabilities who has two or more types of disability which limit his or her ability to study in the standard regime, because they restrict him or her in receiving, processing and conveying information and/or in independent movement and orientation,
- b) with a chronic illness (in particular a student with cystic fibrosis, epilepsy, multiple sclerosis, after an organ or tissue transplant, with a cardiovascular disease, a neurological disease, an autoimmune disease, as well as other progressive diseases, which may require frequent or long-term and irregular incapacity for work or negatively affect the ability to study under ordinary conditions),
- c) with impaired health (a student in a state of long-term illness and subsequent impaired health, convalescence or with reduced resistance to diseases or a tendency to relapse, or a student whose health is endangered as a result of an unsuitable environment, an unsuitable lifestyle or improper nutrition. Such a student requires special conditions in education on account of his or her state of health),

- d) with a mental illness (a student whose current mental state or longer-term mental health disorder affects his or her ability to fulfil study obligations in the standard regime (problems with organising studies and managing study obligations)),
- e) with autism or other pervasive developmental disorders (a student with autism or other pervasive developmental disorders is in particular a student with an autism spectrum disorder without intellectual disability (e.g. Asperger syndrome), which affects his or her ability to fulfil study obligations in the standard regime),
- f) with learning disorders (a student with learning disorders is a student with dyslexia, dysorthography, dysgraphia, dyscalculia, dyspraxia, etc. Specific learning disorders is a general term denoting a group of disorders manifesting themselves in marked difficulties in reading, writing, calculating, listening and communication).

2. An applicant for study with SN:

- a) contacts the coordinator for students with SN before submitting the application for study for the purpose of counselling in connection with studies at VŠTE in Prešov,
- b) provides the coordinator for students with SN with sufficient information about his or her limitations and needs,
- c) if an entrance examination is required, contacts the coordinator for students with SN sufficiently in advance (usually 1 month before the entrance examinations) for the purpose of ensuring appropriate conditions at the entrance examination (Section 69(4) of the Act).

3. For the purpose of the evaluation of his or her SN and of the scope of support services for studies, the applicant/student submits (Section 119(3) of the Act):

- a) an application for the Status of a Student with SN (Annex 1), as a rule at enrolment at the beginning of the academic year or semester (the application may also be submitted at any stage during studies; however, the granting of reasonable adjustments and support services has no retroactive effect, depends on the evaluation of the student's special needs and is subject to approval by the Rector), which includes
- (aa) consent to the evaluation of his or her special needs and to the determination of the scope of support services,
- (ab) consent to the processing of his or her medical documentation and the related statements on his or her state of health, to their copying, scanning or other recording on a data carrier and to their archiving,
- b) the consent of the data subject to the processing of personal data (Annex 2),
- c) a medical certificate not older than three months, being in particular a medical finding, a report on the course and development of the illness and disability, or an extract from the medical documentation, or
- ca) a statement of a centre for counselling and prevention, or
- d) a statement of a psychologist, speech therapist, school psychologist, school speech therapist or special educator or another registered entity with the relevant professional competence.

4. An applicant/student under paragraph 3 who consents to the evaluation of his or her special needs is entitled, according to the extent and type of the special need, to support services under Section 119(4) of the Act, in particular to:

- a) adjusted conditions for entrance examinations,
- b) the possibility of using specific educational means and support technologies,
- c) individual educational approaches, in particular individual teaching of selected units of the study programme for students with a sensory disability,
- d) special conditions for fulfilling study obligations without lowering the requirements on academic performance,
- e) an individual approach by university teachers,
- f) a waiver of the tuition fee in justified cases if studies are extended for reasons connected with the student's special needs (Section 119(4)(e) of the Act); the Rector decides on the waiver of the tuition fee on the basis of the student's application and the coordinator's statement in accordance with the directive on the determination of the tuition fee and fees associated with studies.

The minimum entitlements of a student with SN regarding the accessibility of the environment, study materials and support services according to the type of SN are laid down in Section 15 and Annex No. 3 of the Decree.

5. The SN of a student to whom support services are provided may be re-evaluated, including at the student's request.

Article 4. Rights and Responsibilities of VŠTE in Prešov

1. VŠTE in Prešov has the right to:

- a) protect the academic standards specified in the approved accreditation file of the specific study programme and in the graduate profile,
- b) require that the knowledge, competences and skills of an applicant and student with special needs meet the requirements and level of study at a higher education institution,
- c) require a student who, on account of his or her special needs, applies for support, reasonable adjustments, support services and/or an advantage, to document the special needs by professional documentation from qualified professionals,
- d) refuse to provide support in studies to a student with SN in the absence of documents or where they are unjustified,
- e) refuse to provide support in studies, reasonable adjustments and support services if their nature and extent would mean a reduction of academic obligations and a lowering of academic standards,
- f) refuse to admit an applicant to a study programme in the course of which he or she could endanger himself or herself or persons in his or her surroundings (Section 69(1) of the Act – health fitness, if required by the nature of the study programme).

2. VŠTE in Prešov is responsible for:

- a) creating a generally accessible academic environment,
- b) increasing the accessibility of study programmes, services and activities for the widest possible range of students, ensuring barrier-free access to essential information concerning studies and to the academic information system AiS2 (hereinafter "AiS2"), to the website of VŠTE in Prešov and to the e-learning environment of VŠTE in Prešov, including the videoconferencing system of VŠTE in Prešov, in accordance with the accessibility standards for websites (Section 18(1)(i) of the Act),
- c) publishing up-to-date information on the conditions of admission to study, on studies and on the accessibility of the academic environment for students with special needs in an accessible form, including as part of the information on study opportunities under Section 18(1)(f) of the Act and Section 1 of the Decree. To this end, VŠTE in Prešov publishes a list of the required knowledge, skills and competences that a student is to acquire during studies,
- d) ensuring appropriate measures to remove existing barriers, to prevent the creation of new barriers and to compensate for the consequences of barriers in the academic environment,
- e) ensuring financial resources for the creation of appropriate conditions for the studies of students with special needs and for the work of the coordinator,
- f) adopting measures ensuring the protection of the personal data of students with special needs (Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR), Act No. 18/2018 Coll. on the Protection of Personal Data, as amended, and Section 140 of the Act; data on the personal assistant of a student with SN are processed by VŠTE in Prešov to the extent of Section 140(3) of the Act),
- g) providing counselling services under Section 120 of the Act (free psychological counselling, career counselling and counselling in effective learning) also to students with SN.

Article 5. Rights and Responsibilities of a Student with SN

1. An applicant/student with SN has the right to:

- a) access to study programmes, activities and services at a level comparable to that of other students,
- b) barrier-free access to essential information concerning the conditions of admission to study and of studies, the conditions that VŠTE in Prešov creates for students with SN and contacts for persons with SN,
- c) specialised counselling before entering the higher education institution and counselling (academic, technical, psychological, career counselling and counselling in effective learning under Section 120 of the Act) and support during studies at the higher education institution,
- d) support, reasonable adjustments and support services in the admission procedure, studies and examinations without lowering the requirements on academic performance,
- e) an individual approach by university teachers, individual educational procedures, in particular individual teaching of selected courses for students with a sensory disability,
- f) protection of personal data relating to the health disadvantage and/or learning disorders,
- g) dignity and respect.

2. An applicant/student with SN is responsible for:

- a) ensuring that the decision to submit an application for the chosen study programme was preceded by obtaining relevant information on the possibilities of completing the chosen study programme in relation to his or her health disadvantage and/or learning disorder within the meaning of this Directive,
- b) informing VŠTE in Prešov of his or her health disadvantage and/or learning disorder or changes thereto within the meaning of this Directive,
- c) documenting the health disadvantage and/or learning disorder in an accepted manner,
- d) complying with the Study Rules of VŠTE in Prešov (Directive VŠTE No. 21/2026) (Študijný poriadok VŠTE v Prešove), its internal regulations and other generally binding legal regulations,
- e) complying with the conditions contained in the decision on inclusion in the register of students with SN and on the granting of reasonable adjustments and support services,
- f) attendance at classes, fulfilment of study obligations and the results of his or her studies.

Article 6. Coordinator for Students with SN

1. A coordinator for students with SN (hereinafter the "coordinator") operates at VŠTE in Prešov. The coordinator is entrusted with the performance of this activity by the Rector of VŠTE in Prešov; the coordinator is, as a rule, a university teacher of VŠTE in Prešov (Section 119(6) of the Act). VŠTE in Prešov may also ensure the activity of the coordinator through a legal entity on the basis of a contract under Section 119(7) of the Act. Under Section 119(9) of the Act, the tasks of the coordinator are in particular to:

- a) actively participate in identifying applicants for study with SN and students with SN,
- b) evaluate the SN of applicants for study with SN and students with SN and the scope of the corresponding support services, and participate in ensuring them,
- c) ensure cooperation with the departments and units of VŠTE in Prešov and with the employees, in particular by providing information and counselling in connection with the SN of students,
- d) provide counselling to students with SN in ensuring support services and coordinate these services for them, and cooperate in the provision of counselling services under Section 120 of the Act,
- e) establish contacts with other organisations that can provide assistance to the student,
- f) submit annually a proposal for the use of financial resources to support the studies of students with SN, in particular for the provision of material and technical aids and equipment,
- g) in cooperation with the coordinator for the Erasmus+ programme and the mobility coordinator under Section 120(5) of the Act, keep records of Erasmus+ mobilities (other mobilities) of students with special needs and assist them in preparing for a stay abroad,
- h) submit annually, as a rule by 31 October, to the management of VŠTE in Prešov a report on the number of registered students with SN in the current academic year, on the entitlements and use of support services in relation to the number of current students of VŠTE in Prešov; the report serves as a basis for the annual report on the activities of VŠTE in Prešov (Section 18(1)(b) and Section 119(9) of the Act),

– i) submit annually, as a rule by 31 October, a proposal to the management of VŠTE in Prešov for the use of financial resources to support the studies of students with SN, in particular for the provision of material and technical aids and equipment, reasonable adjustments and support services.

2. The activity of the coordinator is ensured in accordance with Section 119 of the Act and Section 15 of the Decree.

Article 7. Definition of the Performance of the Tasks of the Coordinator for Students with SN

1. Before the submission of an application for study, at the initiative of an applicant with SN, the coordinator provides, personally or in cooperation with other units of VŠTE in Prešov:

– a) information on the nature and content of the study programme and on the possibilities of employment in practice, and in a specific case arranges a visit to the relevant department,

– b) information on the knowledge, competences and skills expected of applicants for the specific study programme,

– c) information on the knowledge, competences and skills that must be acquired during the studies of the given study programme,

– d) information on the suitability of the chosen study programme from the point of view of the technical demands of the studies, the personal prerequisites and limits of the applicant, and the possibilities of alternative solutions to the conditions of study,

– e) information on alternative forms of the entrance examination,

– f) information on the forms of support, reasonable adjustments and the offer of support services,

– g) information on the physical accessibility of VŠTE in Prešov and other conditions of study.

2. After the deadline for the submission of applications for study

– a) the coordinator, in cooperation with the Study Department, identifies applicants with SN. In the case of an application for reasonable adjustments and support services on the grounds of special needs, the coordinator contacts the applicant for the purpose of possibly supplementing the documentation confirming the justification of the application and agreeing the conditions of the entrance examination,

– b) if the applicant declares special needs and meets the conditions for admission without entrance examinations, the coordinator contacts him or her for the purpose of possibly supplementing the documentation confirming the status of a student with special needs, discussing the extent and nature of the reasonable adjustments and support services that the applicant will require, and providing information on the conditions and requirements of study,

– c) the coordinator informs the Vice-Rector for Studies and the relevant departments of applicants with special needs,

– d) the coordinator proposes reasonable adjustments and support services for the entrance examinations and the manner of ensuring them. The proposal is based on the recommendations in the documentation provided by the applicant to confirm his or her special needs, taking into account the requirements on the knowledge, skills and competences required of an applicant for the specific study programme, as well as the requirements of VŠTE in Prešov regarding the minimum competences of a

student with special needs. The proposal for reasonable adjustments and support services at the entrance examinations is approved by the Rector of VŠTE in Prešov.

3. During the entrance examinations

– a) the coordinator, in cooperation with the Study Department, assists in ensuring reasonable adjustments and support services at the entrance examinations (e.g. a separate room, a barrier-free environment).

4. After admission to study and repeatedly at enrolment in the next year of study:

– a) a student who, on account of his or her special needs in studying at VŠTE in Prešov, applies for reasonable adjustments and support services and/or any advantage submits a written application for inclusion in the register of students with SN at the Study Department of VŠTE in Prešov; the application may also be submitted electronically via AiS2 or from the e-mail address assigned to the student by VŠTE in Prešov (Section 95(4) of the Act). The student is further obliged to contact the coordinator within 5 working days of the date of enrolment for the purpose of preparing the application for reasonable adjustments and support services. A first-year student is obliged to contact the coordinator before enrolment. Reasonable adjustments and support services in education are provided to a student with SN on the basis of a written application for reasonable adjustments and support services and the subsequent evaluation of his or her special needs and the granting of reasonable adjustments and support services. The student submits the application for reasonable adjustments and support services to the Rector of VŠTE in Prešov,

– b) an "ex officio" three-member committee operates at VŠTE in Prešov which is in charge of matters connected with the studies of students with SN. The committee consists of the coordinator for students with SN, the head of the relevant department to which the applicant applies or at which the student studies, and the Vice-Rector for Studies,

– c) the coordinator, as one of the members of the three-member committee, which is an advisory body of the Rector of VŠTE in Prešov, participates in the evaluation of the student's special needs and in the preparation of the proposal for reasonable adjustments and support services,

– d) the Rector issues a written decision on inclusion in the register of students with SN, which is communicated to the coordinator and the Study Department; the decision is served on the student in the manner under Section 95 of the Act, as a rule via AiS2. The student uses the decision to prove his or her status in dealings with teachers and other staff of VŠTE in Prešov (as necessary),

– e) the coordinator ensures the transfer of information on the student with special needs and on the reasonable adjustments and support services granted for studies and examinations to the specific departments. This information does not include details of the nature of the disability or learning disorder, which are considered protected under Regulation (EU) 2016/679 (GDPR) and Act No. 18/2018 Coll. on the Protection of Personal Data, as amended. In relation to members of the academic community, the student acts as a student with special needs without further specification.

5. During studies:

– a) the coordinator helps the student with SN in contact with teachers, on request assists in creating reasonable adjustments and support services for studies and examinations, monitors the provision of reasonable adjustments and evaluates their effect,

- b) the coordinator helps the student with SN to integrate into studies and life at VŠTE in Prešov and supports his or her efforts to achieve self-sufficiency and autonomy,
- c) the minimum spatial entitlements, material entitlements and entitlements related to the studies of a student with SN are laid down in Section 15 and Annex No. 3 of the Decree,
- d) VŠTE in Prešov may, in individual cases, provide students with SN with further forms of support, provided that these do not exceed the scope of compensation for the negative consequences of the health disadvantage and/or learning disorders and compensation for barriers in the academic environment, and that their application does not lower the requirements on academic performance.

6. In study programmes delivered by the distance method or the combined method, in online examinations and in admission examinations held online, reasonable adjustments and support services are also provided in electronic form, in particular as extended time for completing a test or assignment, breaks, accessible formats of study materials, subtitles or transcripts of video recordings, compatibility with assistive technologies or adjustment of the manner of online proctoring (Directive VŠTE No. 26/2026 on the Distance Method and E-Learning, Directive VŠTE No. 27/2026 on Online Examinations and Identity Verification). The coordinator provides counselling and communicates with the applicant and the student also electronically or via the videoconferencing system of VŠTE in Prešov; applications, documents and consents under this Directive may be submitted electronically via AiS2 or from the e-mail address assigned to the student by VŠTE in Prešov (Section 95(4) of the Act), and an applicant via the e-application or from the e-mail address stated in the application.

Article 8. Department/Unit

1. After the deadline for the receipt of applications for study, the department/unit is informed of applicants with SN through the coordinator.

2. The department/unit is informed through the coordinator of students with SN admitted to study and of the reasonable adjustments and support services granted to them.

3. The department/unit receives the information at the beginning of the academic year or immediately after the evaluation of the student's special needs.

Article 9. University Teacher

1. The university teacher is informed at the beginning of the semester of the student with SN and of the extent and nature of the reasonable adjustments and support services granted. The teacher obtains the information from the department as well as from the student, who presents the decision on the granting of reasonable adjustments, and they agree on the conditions for applying the reasonable adjustments and support services for the current semester. In ensuring and applying reasonable adjustments and support services, the university teacher cooperates with the coordinator.

Article 10. Related Regulations

1. Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act), in particular Section 18(1)(f) and (i), Section 31, Section 69(4), Section 91, Section 95, Section 118, Section 119,

Section 120 and Section 140(3); 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 (Section 1, Section 15 and Annex No. 3); Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR); Act No. 18/2018 Coll. on the Protection of Personal Data, as amended; Act No. 365/2004 Coll. on Equal Treatment in Certain Areas and on Protection against Discrimination (Anti-Discrimination Act), as amended; Act No. 95/2019 Coll. on Information Technologies in Public Administration (accessibility standards for websites).

2. Internal regulations of VŠTE in Prešov: Statute of VŠTE in Prešov (Štatút VŠTE v Prešove); Directive VŠTE No. 21/2026 Study Rules (Smernica VŠTE č. 21/2026 Študijný poriadok); Directive VŠTE No. 18/2026 on the Admission Procedure (Smernica VŠTE č. 18/2026 o prijímacom konaní); Directives VŠTE No. 24/2026 and No. 25/2026 on the Determination of the Tuition Fee and Fees Associated with Studies (Smernica VŠTE č. 24/2026 a č. 25/2026 Určenie školného a poplatkov spojených so štúdiom); Directive VŠTE No. 3/2025 on the Implementation of the Erasmus+ Programme (Smernica VŠTE č. 3/2025 o realizácii programu Erasmus+); Directive VŠTE No. 14/2026 Organisational Rules (Smernica VŠTE č. 14/2026 Organizačný poriadok); Directive VŠTE No. 16/2026 Disciplinary Rules (Smernica VŠTE č. 16/2026 Disciplinárny poriadok); Directive VŠTE No. 17/2026 Library Rules (Smernica VŠTE č. 17/2026 Knižničný poriadok); Directive VŠTE No. 26/2026 on the Distance Method and E-Learning (Smernica VŠTE č. 26/2026 o dištančnej metóde a e-learningu); Directive VŠTE No. 27/2026 on Online Examinations and Identity Verification (Smernica VŠTE č. 27/2026 o online skúškach a overovaní totožnosti); Directive VŠTE No. 5/2025 Code of Ethics (Smernica VŠTE č. 5/2025 Etický kódex).

Article 11. Repealing Provisions

1. This internal regulation repeals Directive No. 2/2015 on Support for Students and Applicants with Special Needs at the International Business College ISM Slovakia in Prešov (Smernica č. 2/2015 o podpore študentov a uchádzačov o štúdium so špecifickými potrebami na Vysokej škole medzinárodného podnikania ISM Slovakia v Prešove) of 1 May 2015.

Article 12. Final Provisions

1. The annexes to this Directive (Annex 1 Application for the Status of a Student with Special Needs, Annex 2 Consent of the Data Subject to the Processing of Personal Data) are updated together with the Directive; the current templates are published by VŠTE in Prešov on its website (www.vste.sk).

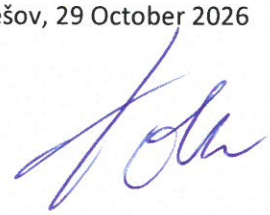
2. This internal regulation was approved by the Board of Trustees of VŠTE in Prešov on 20 April 2026.

3. This internal regulation becomes valid and takes effect on 20 April 2026.

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

4. This version was approved and issued by the Board of Trustees of VŠTE in Prešov on the proposal of the Rector (Section 31(2)(g) of the Act) on 29 October 2026. Effective from 29 October 2026.

Prešov, 29 October 2026



doc. Ing. Jakub Horák, MBA, PhD.

Chair of the Board of Trustees of VŠTE in Prešov

Annexes:

Annex 1 Application for the Status of a Student with Special Needs

Annex 2 Consent of the Data Subject to the Processing of Personal Data

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Vysoká škola technická
a ekonomická v Prešove

Annex 1 Application for the Status of a Student with Special Needs

INSTITUTE OF TECHNOLOGY AND BUSINESS IN PREŠOV

Masarykova 22, 080 01 Prešov

Surname: _____ First name: _____ Personal number (Central Register of Students identifier (AiS2)): _____

Department: _____

Studies: Cycle: first – second – third / Form: full-time – part-time / Academic year: _____

Name of the study programme: _____

Contact address (including postcode): _____

Telephone contact: _____ E-mail: _____

APPLICATION for the Status of a Student with Special Needs

(The application, together with the professional documentation, must be addressed in written form to the Study Department of VŠTE in Prešov or submitted electronically via AiS2 or from the e-mail address assigned to the student by VŠTE in Prešov (Section 95(4) of the Act).)

Grounds:

In accordance with Section 119(2) of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act), I apply for the granting of the status of a student with special needs. I enclose with the application (delete as appropriate):

- 1) consent to the processing of personal data,
- 2) a medical certificate (not older than three months, being in particular a medical finding, a report on the course and development of the illness and disability, or an extract from the medical documentation),
- 3) a statement of a centre for counselling and prevention (Section 119(3)(b) of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act)) or
- 4) a statement of a psychologist, speech therapist, school psychologist, school speech therapist or special educator.

I consent to the evaluation of my special needs and to the determination of the scope of support services under Article 3 of Directive VŠTE No. 19/2026 on Support for Students and Applicants with Special Needs (state the paragraph and letter of Article 3 together with a verbal description): _____

Date: _____ Signature: _____

VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Annex 2 Consent of the Data Subject to the Processing of Personal Data

INSTITUTE OF TECHNOLOGY AND BUSINESS IN PREŠOV

Masarykova 22, 080 01 Prešov

Consent of the Data Subject to the Processing of Personal Data

The undersigned (student with a special need)

Title, first name and surname: _____

in accordance with Article 9(2)(a) of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, hereby gives explicit consent to the Institute of Technology and Business in Prešov (hereinafter "VŠTE in Prešov") to the processing of my further personal data concerning health, which are set out in the annexes for the evaluation of special needs, for the purpose of evaluating my special needs to the extent of the support services under Section 119 of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act).

At the same time, I consent to the copying (to the extent strictly necessary) of my medical documentation and official documents required for the purposes of evaluating special needs and determining support services.

This consent to the processing of personal data is valid for the duration of my legal relationship with VŠTE in Prešov, i.e. for the duration of my studies. By my signature I confirm that I have been informed of my rights in the processing of personal data and of the possibility of withdrawing this consent in writing.

Withdrawal of consent does not affect the lawfulness of the processing of personal data based on consent before its withdrawal.

Identification of the source from which the personal data were obtained: Directly from the data subject.

Information on the right of access, rectification, erasure, restriction of processing, portability of personal data, the right to lodge a motion to commence proceedings on the protection of personal data with the Office for Personal Data Protection of the Slovak Republic and further information under Article 13 GDPR can be obtained via e-mail: rektorat@vste.sk

handwritten signature of the student or electronic consent given via AiS2