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Regulation No. **24/2026**	**Internal Regulation of the Institute of Technology and Business in Prešov**

Directive VŠTE No. 24/2026 Determination of Tuition Fees and Fees Associated with Studies

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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.)		
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Replaces document	original wording of Directive VŠTE No. 24/2026 of 20 April 2026				
Number of pages	7		**Number of annexes**	0	

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Determination of Tuition Fees and Fees Associated with Studies

Institute of Technology and Business in Prešov

Directive VŠTE No. 24/2026

2026

In accordance with Section 99 of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (the Higher Education Act) (hereinafter the "Act") and with the STATUTE of the Institute of Technology and Business in Prešov (hereinafter "VŠTE in Prešov"), we hereby issue the Directive on the "Determination of Tuition Fees and Fees Associated with Studies".

Article 1 Introductory Provisions

1.1. Tuition fees and fees associated with studies at VŠTE in Prešov are, pursuant to Section 99 of the Act and the STATUTE, determined by the Board of Trustees of VŠTE in Prešov in its internal regulation. VŠTE in Prešov shall publish the tuition fees and fees associated with studies for the following academic year no later than two months before the last day set for the submission of applications for study (Section 99(2) of the Act), on its website (www.vste.sk) as part of the information on study opportunities.

1.2. This Directive is binding on all students who are nationals of the Slovak Republic, the Czech Republic or another Member State of the European Union, a State of the European Economic Area or the Swiss Confederation (hereinafter "domestic students"), on teachers and on other professional staff who complete, provide or organise studies at VŠTE in Prešov. Tuition fees and fees associated with studies for international students are governed by Directive VŠTE No. 25/2026.

Article 2 Tuition Fees for Domestic Students

2.1. The tuition fee is a financial contribution by the student towards part of the costs associated with his or her studies at VŠTE in Prešov (Section 2(p) of the Act).

2.2. I hereby determine the amount of the tuition fee, for an indefinite period, as follows:

2.2.a) Bachelor's study programmes:

2.2.a) 1. International Business in Trade and Services:

– EUR 740.00 per semester,

– EUR 1,480.00 per academic year.

2.2.a) 2. Management and Marketing of Sports Organisations:

– EUR 910.00 per semester,

– EUR 1,820.00 per academic year.

2.2.a) 3. Business and Entrepreneurial Ethics:

– EUR 480.00 per semester,

– EUR 960.00 per academic year.

2.2.b) Master's study programme (Mgr.):

2.2.b) 1. Ethics of Public Relations and Business Protocol:

– EUR 710.00 per semester,

– EUR 1,420.00 per academic year.

2.2.c) Engineering study programme (Ing.)

2.2.c) 1. Economics and Management in Commercial Business

– EUR 760.00 per semester,

– EUR 1,520.00 per academic year.

2.2.d) Master of Business Administration (abbreviated MBA) and Master of Laws (abbreviated LL.M.) – education in an internationally recognised postgraduate programme pursuant to Section 138(6) of the Act, which does not constitute higher education

– EUR 2,600.00 for the whole programme.

2.3. In cases deserving special consideration, the statutory body of VŠTE in Prešov shall decide on the amount of the tuition fee on an ad hoc basis.

2.4. A student with special needs whose studies are extended on account of his or her special needs shall, in justified cases, be exempted from the tuition fee for the period of the extension of studies (Section 119(4)(e) of the Act); the procedure is governed by Directive VŠTE No. 19/2026 on Support for Students with Special Needs.

Article 2a Tuition Fees and Payments in Study Programmes Delivered by the Distance Method

2a.1. In study programmes and their language versions delivered by the distance method (including study programmes offered by VŠTE in Prešov under the trade name "EUVERSA", in full "Euversa — European University of Applied Sciences"), the tuition fee is determined as the sum of the payments for the courses in which the student has enrolled in the relevant period of study. The amount of the payment per course is determined by the Price List and Terms and Conditions approved by the Board of Trustees of VŠTE in Prešov and published on the website of VŠTE in Prešov (www.vste.sk) and on the EUVERSA website (Cenník a obchodné podmienky) (hereinafter the "Price List and Terms and Conditions"); the Price List and Terms and Conditions shall be published within the time limit under Section 99(2) of the Act. Details of the delivery of studies by the distance method are governed by Directive VŠTE No. 26/2026 on the Distance Method and E-Learning (o dištančnej metóde a e-learningu).

2a.2. The payment for a course is due before the course is made available in the e-learning environment of VŠTE in Prešov; payment for a course fulfils the obligation to pay the tuition fee to the extent of that course. The provisions of Articles 4.1 and 4.2 of this Directive on the tuition fee being due no later than on the day of enrolment shall not apply to these study programmes; enrolment is conditional on the settlement of the payments due for the courses enrolled. Payment for courses is not a condition of admission to study (Section 69(7) of the Act).

2a.3. For study programmes under point 2a.1 a fee for the material support of the admission procedure is charged in the amount under item 16 of the table in Article 6.2 (fully electronic admission procedure), together with fees for acts expressly regulated by the Act (issue of study documents and their copies, documents on completion of studies in a foreign language in paper form, recognition of equivalence of study documents) in the amounts under Article 6.2. Other partial payments (enrolment fee, fee for recognition of credits obtained in educational programmes of VŠTE in Prešov, fees for electronic transcripts and certificates) are not charged – they are included in the course payments. VŠTE in Prešov may charge the actual costs of above-standard services expressly requested by the student (in particular paper copies and postal dispatch of documents). The fee for the material support of the admission procedure is not charged if the applicant submits a new application on the basis of an offer by VŠTE in Prešov under the second sentence of Article 7.2 or if the application is submitted on the basis of annulment of a decision on non-admission under Section 70(8) of the Act; these cases are assessed automatically by the information system. No other waiver of the fee for the material support of the admission procedure is granted; Article 2.3 does not apply to study programmes under point 2a.1.

2a.4. The payment for a course whose learning outcomes have been recognised to the student on the basis of a completed educational programme of VŠTE in Prešov shall be deemed to be payment of the tuition fee for that course.

Article 3 Method of Payment

3.1. Tuition fees and other fees are paid by cashless means, namely by bank transfer or by postal order to the bank account of VŠTE in Prešov published on the website of VŠTE in Prešov (www.vste.sk), or via the payment gateway on the website of VŠTE in Prešov or in the e-learning environment of VŠTE in Prešov; the variable symbol and other payment details are given on the website of VŠTE in Prešov.

3.2. The variable symbol and other details serving to identify the payment are given on the website of VŠTE in Prešov.

3.3. The student or the applicant for study shall pay tuition fees and fees associated with studies exclusively and directly to VŠTE in Prešov (Section 93(3)(e) of the Act).

3.4. Tuition fees, payments for courses under Article 2a and fees under this Directive are paid exclusively to VŠTE in Prešov in the manner set out in point 3.1. Third parties are not entitled to collect tuition fees or fees on behalf of VŠTE in Prešov or to charge any surcharges on them. Voluntary support services of third parties (in particular recruitment partners) are not part of the tuition fee, are paid to the partner on its own account, and ordering them may not be a condition of admission, enrolment or study.

3.5. When paying through the payment gateway the payment is assigned to the payer automatically and no proof of payment is presented; for a bank transfer the payment is assigned automatically according to the variable symbol allocated on submission of the application or on registration of the course. VŠTE in Prešov issues the confirmation of payment in electronic form and makes it available to the payer in the e-application or in the e-learning environment (for study programmes under Article 2a in the EUVERSA environment), or through the AiS2 academic information system (hereinafter "AiS2"); the payer is notified of this at their e-mail address.

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Article 4 Payment of the Tuition Fee

4.1. The tuition fee is always due no later than on the day of enrolment for the relevant semester, by transfer order, by postal order or via the payment gateway (Article 3.1).

4.2. On enrolment for a new academic year, the student is obliged to submit proof of payment of the tuition fee to the Study Department of VŠTE in Prešov no later than on the day of enrolment. Proof of payment may also be submitted electronically via AiS2; enrolment in the next part of studies may be carried out electronically (Section 72(3) of the Act). Once all conditions for study have been met, the Study Department of VŠTE in Prešov is obliged to enrol the student and to issue to him or her the record of the student's study plan for the academic year and a certificate of study.

4.3. If the tuition fee is not paid, the Study Department shall not enrol the student in the next stage of studies; the further procedure is governed by Section 72(8) of the Act and by the Study Rules of VŠTE in Prešov (Directive VŠTE No. 21/2026).

Article 5 Refund of the Tuition Fee

5.1. If a student withdraws from studies on the basis of a written request within 15 days of the start of the semester, the tuition fee for the relevant semester shall be refunded, reduced by 10 %.

5.2. If the grounds referred to in point 1 of this Article arise after the expiry of the 15-day period, the student is not entitled to a refund of the tuition fee.

5.3. In cases deserving special consideration, the matter shall be decided by the statutory body of VŠTE in Prešov.

5.4. In study programmes delivered by the distance method (Article 2a), points 5.1 to 5.3 shall not apply; refunds of payments for courses are governed by the rules of the Price List and Terms and Conditions (withdrawal of a consumer from a contract for digital content).

Article 6 Fees Associated with Studies

6.1. Fees associated with studies are one-off payments by a student or an applicant for study for selected acts associated with studies. Admission to study may not be made conditional on any financial performance other than the fee for the material provision of the admission procedure (Section 69(7) of the Act).

6.2. The fees and their amounts for both full-time and part-time studies are set as follows:

No.	Fee	Amount
1.	Material provision of the admission procedure in all fields of study	EUR 40.00
2.	Transcript of records in paper form – per page	EUR 6.00
3.	Issue of the diploma (with the diploma supplement) conferring an academic degree	EUR 110.00
4.	Duplicate of the higher education diploma	EUR 100.00

5.	Duplicate of any document other than the diploma (per document)	EUR 25.00
6.	Extraordinary examination date (one course)	EUR 60.00
7.	Resit dates of state examinations (one course)	EUR 70.00
8.	Other certificates relating to studies in paper form	EUR 6.00
9.	Other certificates relating to studies in English in paper form	EUR 20.00
10.	Submission of an application for the rigorosum procedure	EUR 150.00
11.	Fee for acts associated with the organisation of the rigorosum examination	EUR 650.00
12.	Issue of the diploma conferring the degree of PhDr.	EUR 150.00
13.	Change of the date of the rigorosum examination	EUR 200.00
14.	Extraordinary enrolment date	EUR 15.00
15.	Recognition of a certificate of education for the purposes of further studies at VŠTE in Prešov	EUR 40.00
16.	Material provision of the admission procedure in study programmes delivered by the distance method (fully electronic admission procedure)	EUR 25.00

6.3. Electronic transcripts of records and electronic certificates of study issued via AiS2 are issued free of charge and no enrolment fee is charged; these acts are included in the tuition fee. In addition to the fees under point 6.2, VŠTE in Prešov may only require reimbursement of the actual costs of above-standard services expressly requested by the student (in particular paper copies and postal delivery of documents).

Article 7 Due Dates of Fees

7.1. The applicant pays the fee for the material support of the admission procedure on submission of the application, through the payment gateway or by bank transfer with the variable symbol allocated on submission of the application; the payment is assigned to the application automatically and no proof of payment is attached (Article 3.5). For study programmes under Article 2a the fee is due within 7 days of submission of the application, but no later than on the last day of the application period; the information system reminds the applicant electronically twice of an unpaid fee. If the fee is not paid even after the second reminder within the due period, the application is not included in the admission procedure and is recorded as lapsed (Directive VŠTE No. 18/2026, point 8a of the sub-process Admission procedure and its implementation); the applicant may submit a new application by the end of the period. For an application

submitted through the information system for central electronic application under Section 70(2) of the Act, proof of payment is attached in electronic form if the payment has not been assigned automatically.

7.2. If the applicant withdraws the application, does not take part in the admission procedure or is not admitted, the fee for the material support of the admission procedure (Article 6.2, items 1 and 16) is not refunded. The fee is refunded in full only if the study programme, its language version or method of study for which the applicant applied has not been entered in the register of study programmes by the time the decisions on the outcome of the admission procedure are issued (Section 67(4) of the Act) and the applicant has not accepted the offer of VŠTE in Prešov of admission to the registered programme, language version or method; the refund is made by VŠTE in Prešov at the applicant's request filed in the information system, within 30 days of its receipt, to the account from which the fee was paid.

7.3. Fees for acts associated with the issue of documents of study and copies thereof, for the issue of documents of completion of studies and fees for the recognition of documents must be paid in advance, no later than at the time the relevant act is performed.

7.4. If the obligation laid down in Article 7 of this Directive is not fulfilled, the student is not entitled to have the requested act performed.

7.5. Fees associated with the rigorosum procedure are paid in three successive steps: (a) the fee for the submission of an application for the rigorosum procedure (Article 6.2, item 10) is due upon submission of the electronic application for the rigorosum procedure; (b) the fee for acts associated with the organisation of the rigorosum examination (Article 6.2, item 11) is due only after the application has been approved by the Rector of VŠTE in Prešov, within the time limit stated in the notice of approval of the application; the rigorosum procedure begins on the day on which this payment is credited to the account of VŠTE in Prešov or confirmed by the payment gateway; if the Rector of VŠTE in Prešov does not approve the application, this fee is not charged; (c) the fee for the issue of the diploma conferring the degree of PhDr. (Article 6.2, item 12) is due after the rigorosum examination has been passed, no later than before the diploma is issued.

7.6. The fee for a change of the date of the rigorosum examination (Article 6.2, item 13) is due upon submission of the applicant's request to change the date set, no later than before the new date is set; the fee is not charged if the date is changed for reasons on the part of VŠTE in Prešov. Fees paid in connection with the rigorosum procedure are not refunded, save for the exception under Article 10(6) of Directive VŠTE No. 38/2026 on the Rigorosum Examination; details of the rigorosum procedure are governed by Directive VŠTE No. 38/2026 on the Rigorosum Examination (Smernica VŠTE č. 38/2026 o rigoróznej skúške).

Article 8 Related Regulations

8.1. This Directive is based in particular on the following legal regulations: Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (the Higher Education Act), as amended by Act No. 121/2026 Coll. (in particular Section 2(p), Section 17(1), Section 61, Section 69(7), Section 70, Section 72, Section 93(3)(e), Section 99, Section 119(4)(e) and Section 138(6)); 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 – information on study opportunities); Act No. 422/2015 Coll. on the Recognition of Documents of Education and on the Recognition of Professional Qualifications, as amended.

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8.2. This Directive is 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 VŠTE No. 18/2026 on the Admission Procedure (o prijímacom konaní); Directive VŠTE No. 25/2026 Determination of Tuition Fees and Fees Associated with Studies for International Students (Určenie školného a poplatkov spojených so štúdiom pre zahraničných študentov); Directive VŠTE No. 19/2026 on Support for Students with Special Needs (o podpore študentov so špecifickými potrebami); Directive VŠTE No. 38/2026 on the Rigorosum Examination (Smernica VŠTE č. 38/2026 o rigoróznej skúške); Directive No. 6/2025 Organisational Rules of the Centre for Lifelong Learning (Organizačný poriadok Centra celoživotného vzdelávania) (MBA and LL.M. programmes); Directive VŠTE No. 26/2026 on the Distance Method and E-Learning (o dištančnej metóde a e-learningu). The Price List and Terms and Conditions approved by the Board of Trustees of VŠTE in Prešov and published on the website (Article 2a) build on this Directive.

Article 9 Repealing Provisions

9.1. The original version of this Directive (approved on 20 April 2026) repealed Directive No. 7/2024 "Directive on the Determination of Tuition Fees and Fees Associated with Studies at the College of International Business in Prešov" (Smernica o určenie školného a poplatkov spojených so štúdiom na Vysokej škole medzinárodného podnikania v Prešove). This version does not repeal any further internal regulation.

Article 10 Final Provisions

10.1. The original version of this internal regulation was approved by the Board of Trustees of VŠTE in Prešov on 20 April 2026.

10.2. This Directive is intended as an internal directive for the internal needs of VŠTE in Prešov and is valid and effective from 20 April 2026 for payments for the winter semester 2026 and onwards.

10.3. This Directive has no annexes. VŠTE in Prešov publishes the current payment details (bank account, variable symbol) and access to the payment gateway on its website and, for study programmes under Article 2a, in the e-application and in the EUVERSA e-learning environment, and updates them without the need to amend this Directive.

10.4. 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.

10.5. Admission procedures commenced before this version takes effect shall be governed by the provisions previously in force; fees associated with the rigorosum procedure paid before this version takes effect remain unchanged.

Prešov, 29 October 2026

doc. Ing. Jakub Horák, MBA, PhD.

Chairman of the Board of Trustees of VŠTE in Prešov