VŠTE.
Vysoká škola technická
a ekonomická v Prešove

Regulation No. **31/2026**	**Internal Regulation of the Institute of Technology and Business in Prešov**

Directive VŠTE No. 31/2026 on the Determination of Contact Hours of University Teachers (originally Directive No. 2/2018)

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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.)		
			doc. ThDr. PaedDr. Marek Storoška, PhD., Rector		
Replaces document	Directive No. 2/2018 of 1 September 2018				
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Directive on the Determination of Contact Hours of University Teachers at VŠTE in Prešov

Institute of Technology and Business in Prešov

Directive VŠTE No. 31/2026 (originally Directive No. 2/2018)

2026

Article 1 General Provisions

1. The Directive on the Determination of Contact Hours of University Teachers of the Institute of Technology and Business in Prešov (hereinafter "VŠTE in Prešov") is drawn up pursuant to Section 50(1) and (3) to (10) of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act) (hereinafter the "Act") and Act No. 311/2001 Coll., the Labour Code, as amended (hereinafter the "Labour Code"), which, under Section 49(1) of the Act, governs the employment relationships of the employees of a private higher education institution.

2. The purpose of the Directive is to determine the maximum number of contact hours for individual university teachers holding the academic positions of professor, associate professor, assistant professor, specialist lecturer, professional lecturer and lecturer, in order to ensure the optimal performance of all working duties of the above academic positions within the meaning of Section 50 of the Act and the Work Rules of VŠTE in Prešov.

3. A contact hour means an hour of direct teaching (lecture, seminar, practical class) or of consultation with students to the extent set out in the timetable and in the consultation hours published by VŠTE in Prešov. Contact hours are delivered by the face-to-face method or, where the study programme and the method of study under Section 74 of the Act so permit, online via the videoconferencing system of VŠTE in Prešov in accordance with Directive VŠTE No. 26/2026 on the Distance Method and E-Learning; online consultations are recorded in the same way as face-to-face ones.

Article 2 Basic Provisions

1. For a university teacher holding the academic position of professor, the maximum number of contact hours is set at 8 per week and 96 per semester.

2. For a university teacher holding the academic position of associate professor, the maximum number of contact hours is set at 10 per week and 120 per semester.

3. For a university teacher holding the academic position of assistant professor (qualification requirement under Section 50(6) of the Act – third-cycle higher education), the maximum number of contact hours is set at 16 per week and 192 per semester.

4. For a university teacher holding the academic position of specialist lecturer (Section 50(7) of the Act), the maximum number of contact hours is set at ... per week and ... per semester.

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5. For a university teacher holding the academic position of professional lecturer (Section 50(8) of the Act), the maximum number of contact hours is set at ... per week and ... per semester.

6. For a university teacher holding the academic position of lecturer (Section 50(9) of the Act), the maximum number of contact hours is set at 22 per week and 264 per semester.

7. The maximum number of contact hours under paragraphs 1 to 6 applies to an employment relationship for the established weekly working time; in the case of shorter working time it is determined proportionally. The scheduling of contact hours must comply with the provisions of the Labour Code on working time and with the Work Rules of VŠTE in Prešov.

Article 3 Related Regulations

1. Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act), in particular Sections 49, 50, 52 and 74.

2. Act No. 311/2001 Coll., the Labour Code, as amended.

3. Internal regulations of VŠTE in Prešov: Statute of VŠTE in Prešov (Štatút VŠTE v Prešove); Directive VŠTE No. 14/2026 Organisational Rules (Organizačný poriadok); Directive VŠTE No. 11/2026 on Human Resources Management and Personnel Work (Smernica VŠTE č. 11/2026 pre riadenie ľudských zdrojov a personálnu prácu); Directive VŠTE No. 20/2026 Principles of the Selection Procedure for Filling Positions of University Teachers (Zásady výberového konania na obsadzovanie pracovných miest vysokoškolských učiteľov); Directive VŠTE No. 26/2026 on the Distance Method and E-Learning (Smernica VŠTE č. 26/2026 o dištančnej metóde a e-learningu); Work Rules of VŠTE in Prešov (Pracovný poriadok).

Article 4 Repealing Provisions

1. This wording replaces Directive No. 2/2018 on the Determination of Contact Hours of University Teachers at VŠMP ISM Slovakia in Prešov of 1 September 2018.

Article 5 Final Provisions

1. This Directive was originally issued as Directive No. 2/2018, valid and effective from 1 September 2018.

2. 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



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Chair of the Board of Trustees of VŠTE in Prešov