As of the date of signing the registration, pursuant to Section 36, paragraph 2, Act No. 111/1998 Coll., on Higher Educational Institutions and on Amendments and Supplements to other Acts (Act on Higher Educational Institutions), the Ministry of Education, Youth and Sports registered the Code of Elections of the Academic Senate of the Czech University of Life Sciences Prague under no. MSMT-23127/2025-2.

Mgr. Vojtěch Tomášek
Director of the Department of Higher Education Institutions

Mgr. Vojtěch Tomášek

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Czech University of Life Sciences Prague

STUDY AND EXAMINATION RULES FOR STUDY IN BACHELOR'S AND MASTER'S STUDY PROGRAMMES OF THE CZECH UNIVERSITY OF LIFE SCIENCES PRAGUE [ČESKÁ ZEMĚDĚLSKÁ UNIVERZITA V PRAZE]

Validity of these Regulations as of the date of registration by the Ministry of Education, Youth and Sports	23 September 2025
Effect of these Regulations	23 September 2025

UNOFFICIAL TRANSLATION

Study and Examination Rules
for Study in Bachelor's and Master's Study Programmes
of the Czech University of Life Sciences Prague

Article 1
Introductory Provisions

(1) The Study and Examination Rules for Bachelor's and Master's Study Programmes of the Czech University of Life Sciences Prague (hereinafter the "Study and Examination Rules") are an internal regulation of the Czech University of Life Sciences Prague (hereinafter "CZU") pursuant to Section 17, paragraph 1, letter g) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendment and Supplements to other Acts (Act on Higher Education Institutions), as amended (hereinafter the "Act"), and they determine the conditions for study at CZU in the bachelor's and master's study programmes.

(2) These Study and Examination Rules are binding for all students of the bachelor's and master's study programmes in all forms of study, and for academic staff and other persons taking part in the educational activities carried out at CZU, its faculties and higher education institute within the framework of accredited bachelor's and master's study programmes.

(3) All references in this Statute to a person in the masculine (e.g. a "student", "Dean," etc.) shall include persons of any gender.

Article 2
Study programmes

(1) CZU provides university education within accredited bachelor's and master's study programmes.

(2) The bachelor study programme is aimed at preparation for practice of a profession, and for study in the master's study programme. Graduates of bachelor study programmes are awarded the academic degree of Bachelor (abbreviated as "Bc.") pursuant to Section 45, paragraph 4 of the Act.

(3) The master's study programme generally builds on the completed bachelor study programme and is aimed at acquiring theoretical and practical knowledge based on current scientific knowledge, research and development, and on mastering their application and developing creative skills. Graduates of master's study programmes are awarded academic titles in accordance with Section 46, paragraph 4 of the Act, and accreditation in the specific study programme.

(4) The entitlement of CZU to provide study programmes under the conditions set out by the Act arises from institutional accreditation, or from study programme accreditation.

(5) Individual study programmes are provided at faculties or CZU, whereby the university institute may be involved in their implementation. The implementation and quality of educational activities when providing study programmes is the responsibility of the Rector on the level of CZU, and of the Dean on the level of faculties. For study programmes carried out by CZU and its university institute, the director of the university institute is responsible for the implementation and quality of educational activities in carrying out study programmes; the director performs competences otherwise entrusted to the Dean by these Study and Examination Rules, unless otherwise specified by the Act.

(6) A list of accredited bachelor's and master's study programmes that CZU provides, including their types, profile, forms of instruction and standard study periods, and their availability for persons with special needs, is published on the public part of the CZU website.

(7) A guarantor is appointed for each study programme from amongst the academic staff. The study programme guarantor is appointed and removed by the Dean. The guarantor of a study programme is responsible to the Dean for ensuring and developing the professional level of the study programme, regular evaluation, and for ensuring its quality and coordination of teaching content.

(8) Teaching may take place at CZU or at places where CZU provides accredited study programmes.

Article 3
Forms of Study and their Alterations

(1) Studies in the study programmes are carried out in full-time, combined or distance forms of study.

(2) The full-time form of study presupposes students' primarily active physical participation in lectures, seminars and other educational activities that are part of the study programme curriculum.

(3) The distance form of study is based on guided self-study. Theoretical teaching is carried out through a Learning Management System (hereinafter referred to as "LMS"), e.g., the Moodle system, and for the development of practical skills and social contacts, a certain number of tutorials are usually carried out in the physical presence of students. In the distance form of study, students are supported by study materials, and teachers usually have the role of tutors.

(4) The combined form of study combines full-time and distance form of study with the understanding that a higher proportion of independent study is expected. The combined form of study is realised as blended learning, where part of the teaching within the distance form of study is carried out via LMS (e.g. the Moodle system) and where innovative multimedia flexible forms of teaching can also be implemented (e.g. elements of virtual reality, virtual classes, in justified cases also video lectures, audio recordings, etc.). Practical teaching usually takes place in contact form with the active physical participation of students in the lessons.

(5) The requirements for examinations and course credits for students in the combined and distance forms of study are equivalent to the requirements for examinations and course credits for students in the full-time form of study.

(6) A change in the form of study in a given study programme is usually permitted by the Dean of the faculty at the student's request at the beginning of the semester.

Article 4
Study Register

(1) The course of study of each CZU student is recorded in the study register filed in the CZU information system.

(2) For the purposes of the above register, the study is understood as the student's study in the programme including any registration in a study specialisation.

(3) The records of each student´s study are kept separately. If a student is concurrently enrolled in more studies, such studies are understood as concurrent studies.

(4) Upon a request of a student or former student, CZU will issue a study record book according to Section 57, paragraph 1 letter b) and Section 57, paragraph 3 of the Act, in a form of an extract from the study records maintained in accordance with paragraph 1. The study record book may be issued to the student by the study department of the relevant faculty or IEC [Institute of Education and Communication], even on its own initiative.

Article 5
Enrolment in Studies

(1) The general conditions for the admission of applicants to study in the study programmes and for the admission procedure are set out by Sections 48 to 50 of the Act, and Article 22 of the Statute of the Czech University of Life Sciences Prague.

(2) Applicants become entitled to enrol in studies in a particular accredited study programme upon receiving a decision on admission to study. The Dean determines the dates and organization of enrolment in studies.

(3) An applicant becomes a student as of the date of enrolment in studies. If an applicant enrols in a study programme before the deadline for lodging an appeal against the decision on admission to study, the applicant shall be deemed to have waived his or her right to appeal by enrolling. If an applicant enrols in a study programme after lodging an appeal during the appeal proceedings, the appeal proceedings are discontinued by enrolment in the study program; no resolution on the discontinuation of the proceedings is issued.

(4) If the applicant fails to attend enrolment or does not provide a written excuse due to serious and permissible reasons (hereinafter the "permissible reasons") within five business days, the applicant's entitlement to enrolment in studies will be terminated. The Dean will decide the permissibility of the reasons.

(5) Upon being enrolled in studies, students will be issued a student identity card. This document confirms the legal status of students and entitles them to students' rights and benefits arising from internal legal regulations and

the internal regulations of CZU. The CZU Library issues student ID cards. For the purpose of issuing a student card, the student must provide his or her photo, which enables his or her unique identification. A student card may be issued in physical or electronic form.

(6) A student card is used to prove the student's identity at the CZU premises. If necessary, also in connection with another identity card. Students shall be obliged to prove their identity with the above card in situations where the circumstances require their identification to study registrars in Student Affairs Offices and to staff of the security agencies providing security at CZU (especially as regards services at computer classrooms and study rooms, in the library, at lectures, seminars, during tests, and when taking examinations and course credits).

(7) The CZU issues a transcript of records or a confirmation of study request by the natural person whose studies are concerned; as a rule, the request is submitted through the CZU information system. If the issuance of a transcript or a confirmation is applied for in the request by the applicant, a transcript of records or a confirmation of study is delivered through the CZU information system, whereby the transcript or confirmation will bear a qualified electronic seal of CZU.

Article 6
Study Curricula

(1) The study programme is specified in the curriculum. The curriculum determines the time and content sequence of study courses, their forms of study and method of verifying study results, as well as methods of study, the numbers of hours and number of acquired credits.

(2) Study courses (hereinafter the "courses") are classified into compulsory, elective and optional. Curricula may include field trips, practical trainings and fieldwork. Compulsory courses are determined by the curriculum of the relevant study programme. Students will register for electives from a determined list of the study programme offer, and students will choose and register for optional courses from the offer of courses for the relevant calendar year on the dates provided by the academic calendar pursuant to Article 7.

(3) Course is guaranteed by the course guarantor and provided by the department or another part of the relevant faculty; the course guarantor is determined by the head of department in cooperation with the study programme guarantor.

(4) A study stay or internship at another, usually foreign university, organised by CZU within the study of a relevant study programme constitutes part of that study.

(5) Any changes in the curriculum resulting from a study stay or internship/traineeship at another university must be approved by the Dean.

Article 7
Organisation of Studies

(1) The academic year begins on 1 September and ends on 31 August of the following year. It is divided into pre-semester periods, teaching periods, examination periods and holidays. The pre-semester period is also reserved for repeat examinations and enrolment in following years of study. The study period is divided into the summer semester and the winter semester. The duration of a semester is determined by the time schedule of the relevant academic year. The examination periods follow the completion of the summer and winter semester, and they usually last 5 weeks. Practical training and field trips may also be organised during the holiday period.

(2) The academic calendar for both full-time, distance and combined forms of study is published by the Rector via an internal CZU regulation at the latest by 30 April of the prior academic year. The academic calendar is published on the public part of the CZU website, and it is binding for CZU and faculties.

(3) Forms of educational activities are primarily the following: lectures, seminars, fieldwork, tutorials, individual and group consultations, team and individual seminar papers, bachelor and diploma theses, self-study and specialized excursions and practical training. Forms of educational activity can be organised in the schedule as regular weekly classes or module classes.

(4) Lectures are managed by the academic staff specified in Section 70, paragraphs 1 and 2 of the Act, with the scientific rank or academic title of "doctor", experts from worksites other than CZU, visiting professors and other foreign teachers.

(5) Seminars, practical training and tutorials are conducted by the academic staff specified in Section 70, paragraphs 1 and 2 of the Act, experts from a worksite other than CZU, visiting professors and other foreign

teachers. Students in doctoral study programmes and practitioners from outside CZU may also conduct seminars and practical training under the guidance of academic staff.

(6) Academic staff organises consultations for students. Consultation hours must be made public.

(7) During the first week of the semester, the course guarantor prepares and announces to students the specific information about the teaching of the course, i.e., the schedule of lectures and practical training, time schedule, conditions for granting course credits and examination requirements.

(8) Students are required to attend classes. The course guarantor will determine the method for checking attendance. Checking of attendance may also be done electronically using student ID cards. The course guarantor may determine non-obligatory attendance for some classes.

(9) If a student cannot attend a class for serious reasons, upon the student's request, the course guarantor may determine alternative means to fulfil the prescribed conditions for awarding course credits and passing examinations.

(10) For the purposes of student records, it is possible to check student attendance at classes during the first semester of study. Repeated unexcused absence from classes is considered a breach of study obligations and may constitute a reason for terminating or interrupting the student's studies. The rules for checking studies during the first semester of studies are determined by the Dean's Regulation.

(11) Students are generally divided into study groups within the relevant year of study.

Article 8
Course Credits and Examinations

(1) Courses are completed in one of the following ways: award of course credit, award of course credit and subsequently passing of an examination, or passing of an examination.

(2) Course credits are awarded upon fulfilment of the prescribed conditions pursuant to Article 7, paragraphs 7 and 8. The awarding of course credits is recorded in the CZU information system by the lecturer without any undue delay, but at latest within three business days after it is awarded. In particular, the last week of the teaching period of the relevant semester is reserved for awarding course credits. If one of the conditions for completing the course is the awarding of course credits and following examination, the student is not entitled to take the examination without being awarded the course credit in the relevant course.

(3) The acquired knowledge, competencies and skills of the student are assessed in the examination. The examination may be oral, written, practical, or combined. The oral part of an examination may also take the form of a colloquium, which is understood as a form of group oral examination. A written examination may also be fulfilled via an electronic test. The outcomes of ongoing study results may be included in the examination results.

(4) Students usually take their examinations with the course guarantors or the teachers who lectured on the given course, or with other academic staff with the approval of the guarantor of the course and department head.

(5) The dates of examinations are generally scheduled for the examination period of the relevant semester. Examinations may generally be held at the earliest 2 weeks prior to the end of the instruction period in the relevant semester.

(6) Students register for examinations via the CZU information system with a binding effect on dates scheduled in advance. At the latest 2 weeks before the beginning of the examination period, a sufficient, and if possible uniform number of examination dates must be scheduled and open for registration, along with the necessary capacity and including the normal number of resits in individual courses. The course guarantor may restrict the possibility of students unregistering themselves from examination dates.

(7) The examiner assesses outcomes of the examinations via a single grade within the following grading system:

a) Excellent - (1);

b) Very good - (2);

c) Good - (3);

d) Failed - (4).

(8) The examiner will record the passing of an examination without any undue delay, but no later than within three business days after the examination, by entering the date when the examination was passed, the relevant grade pursuant to paragraph 7 into the CZU information system.

(9) Records of course credits and examinations are kept in the CZU information system permanently. Course credits and examination results are recorded in printed form by the departments providing the subject for at least 5 years, e.g. by a printed extract from the CZU information system. Students' written assignments and other written documents for awarding course credits or passing examinations will be archived by the teacher or examiner for a minimum of 3 years.

(10) An examination will be graded "failed" if the student:

a) failed the examination;

b) withdrew from the examination, with the exception of a student's withdrawal from the examination under the conditions determined by the course guarantor;

c) does not accept the results of the examination;

d) does not attend the examination without a permissible excuse.

(11) During the examination period of a given semester, students are obliged to take at least one examination in each course for which an examination is prescribed in the relevant semester. Students who fail to take at least one examination during the examination period of the relevant semester may receive the "failed" grade in the relevant course.

Article 9
Repeated Examinations and Course Credits

(1) If a student receives the "failed" grade in an examination, he or she may resit the examination on a maximum of two resit dates within the capacity of the examination schedule published before the commencement of the examination period. In a repeated examination, a partially completed part of the examination taken on the previous date may be recognised.

(2) An examination which was passed with the grades "good" or "very good" may be repeated for the purpose of improving the grade in exceptional cases upon prior approval by the Dean.

(3) On the basis of written request submitted either by the student or the examiner, a repeated examination may take place in front of a committee. The members of the committee are selected by the head of the department in cooperation with the guarantor of study programme and are course to approval by the Dean of the faculty where the student is enrolled for studies. Retaking an examination in front of a committee can only take place within one of the two repeat examination dates.

(4) If a student fails to fulfil the conditions for awarding of course credits on the set date, the student will be entitled to fulfil these conditions on a repeated examination date. This provision does not apply to the conditions set out pursuant to Article 7, paragraph 8, or in case the teacher sets several retake dates in advance for awarding a specific course credit.

Article 10
Enrolment in a Higher Year of Study

(1) A condition for enrolment in a higher year of study is the fulfilment of the study obligations prescribed in the curriculum.

(2) To enrol for a following year, students shall be obliged to obtain at least 50 credits in total for both semesters of the current year of study. If the student has less than 30 credits remaining to the minimum number of credits prescribed for successful graduation, the student does not have to fulfil the obligation stated in the previous sentence. In justified cases, the Dean of the faculty where the student is enrolled can grant an exception.

(3) The dates for enrolment in higher years of study for students fulfilling the condition defined in paragraph 2 of this Article are determined by the Dean in accordance with the academic calendar, whilst the date of the last enrolment must be at latest one week before the start of the winter semester. Enrolment in following years of studies is mandatory for all students, including students who are repeating a year and students studying according to an individual study plan (hereinafter "ISC"). Only students who interrupted their studies are exempt from enrolment. Students who have fulfilled all the study obligations prescribed by the curriculum will electronically enrol for the following year in the CZU information system. Other students enrol through the Student Affairs Office of the faculty at which they are enrolled, or IEC, under the conditions set by these Study and Examination Rules and the Dean of the faculty.

(4) Students may study one course no more than twice within one course of study, including subject transfer, repeating a year or ISP. Exceptions may be granted by the Dean in justified cases.

(5) After fulfilling the progression requirements, the student is enrolled electronically to the higher year in the CZU information system.

(6) When enrolling in a higher year of study, the student's courses from the current curriculum of the relevant study programme for the new academic year will be recorded for the student pursuant to Article 6, paragraph 2.

(7) Courses which have not been completed pursuant to paragraph 2 will become a part of the student's current curriculum for the upcoming academic year. The guarantor of this course may excuse the student from taking part in classes and recognise course credits. These courses must be completed by the following enrolment in the higher year. The Dean may permit an exception in substantiated cases.

(8) Before the beginning of the classes in the summer semester, students in the first year of study must acquire at least 10 credits from courses prescribed in the curriculum of the winter semester. If this condition is not fulfilled, the student's studies may be terminated pursuant to Section 56, paragraph 1, letter b) of the Act and Section 68 of the Act. The Dean may decide otherwise in substantiated cases, generally on the basis of the student's request.

Article 11
Repeating a Year of Study

(1) A student who has not fulfilled the conditions for enrolment in a following year pursuant to Article 10 can apply to repeat a year of study.

(2) Only one year may be repeated during the course of a relevant study programme. This means the possibility to repeat only one of the years that make up the content of the given study programme during the course of study. The Dean of the faculty where the student is enrolled for studies may permit an exception in substantiated cases.

(3) When enrolling for study in a repeated academic year, the student will enrol in courses that were not completed in the past academic year, as well as other courses prescribed for study in a repeated year of study according to the current programme curriculum.

(4) Courses completed previously are recognised in a repeated academic year. The course guarantor may excuse the student from taking part in classes and recognise certain study obligations fulfilled beforehand.

Article 12
Interruption of Studies

(1) Studies in a study programme may be interrupted several times. The Dean of the faculty where the student is enrolled for studies, or the Rector in the case of a student who is not enrolled in any faculty, will decide on the interruption of studies on the basis of a written request of the student.

(2) Studies may be interrupted for a minimum period of one semester. The maximum interruption period corresponds to the standard length of study in the relevant study programme. The Dean may permit an exception in substantiated cases.

(3) Studies may always be interrupted in relation to pregnancy, childbirth, maternity leave or taking a child into parental care that replaces family care pursuant to Section 54, paragraph 2 of the Act for the entire recognised period of parenthood. This interruption period does not count toward the total period of study interruption. The Dean determines the date of repeated enrolment into study.

(4) Of his or her own initiative, the Dean may interrupt a student's studies in order to prevent harm that the student is at risk of, if its origin is not related to the study.

(5) The student will be obliged to again enrol in studies within five business days after the end of the study interruption. If the student does not do so by the set deadline without a permissible excuse, the student's studies will be terminated; the Dean will decide on the permissibility of the reason.

(6) Upon returning to studies after an interruption, the student will continue in studies according to the current study programme curriculum.

(7) If the accreditation of the study programme in which the student was enrolled was terminated during the study interruption, the student will be transferred to a similar study programme in accordance with § 80 paragraph 5 and § 81b paragraphs 3 and 4 of the Act after the interruption of studies.

(8) If, during the interruption of studies, there was a substantial change in the study programme curriculum according to which the student was studying, the Dean can establish, in a form of the Dean's decision, an individual

study curriculum in which he or she specifies the study obligations that the student shall be obliged to fulfil and the deadlines for their fulfilment. The Dean can also, instead of an individual study curriculum, require the student to take differential examinations within the given period. If the Dean obligates the student to take a differential examination, the decision also determines its content, scope, deadline for its completion and evaluation criteria.

(9) The study interruption will be recorded in the study report. A person is not a student during the period of study interruption and thus cannot participate in classes, course credits or exams.

Article 13
Individual Study Plan

Students may request an ISC in substantiated cases; the Dean will decide on whether or not to permit the ISC. ISC allows for dividing up or changing the course of the prescribed curriculum of a certain academic year, or the study of several academic years at once. The ISC application is usually submitted by the student at the time of enrolment to the study programme, enrolment to the subsequent year, or at another time set by the Dean.

Article 14
Special Provisions on the Course of Study

(1) In relation to pregnancy and provision of childcare, if a student does not interrupt his or her studies, the student will be entitled to extending the period for the fulfilment of study obligations, as well as the conditions for moving on to the higher year by the period for which the student's maternity leave would last, and the student must apply for ISC. During this period, the student is also entitled to change the examination date repeatedly. Changing the examination date entails an option to withdraw from one date and register for another scheduled exam date.

(2) A student who submits to the faculty a confirmation that he or she is a sports representative of the Czech Republic in a sports discipline, issued by the sports organization representing such a sports discipline in the Czech Republic, and verified by the Department of Physical Education, such student will be entitled to modify his or her course of study, which will enable the student to participate in and to prepare for representation. As a rule, modifications of the course of study are addressed in the form of an ISP. In such cases, in addition to studying according to the ISP, the student may be allowed to obtain course credits and sit for examinations outside the exam periods specified in the schedule for the given academic year.

(3) Students with specific educational needs have, in indicated situations, verified by the University Counselling Centre (hereinafter "UCC"), the right to extend the deadlines for fulfilling study obligations, to modify the rules for participation in classes or to modify the conditions for completing a course credit or examination and state final examinations, namely always only within the scope of the recommendation issued by the UCC. Modification of course of study is generally resolved through ISC, and modification of the conditions for passing individual courses is in the competence of the course guarantors.

Article 15
Recognition of prior studies

(1) The Dean decides on the recognition of the results of previous studies from another university in the Czech Republic or abroad, from another CZU faculty, from another study programme or form of study, including passed examinations and awarded course credits, and inclusion in the relevant study year, as well as the scope of differential examinations or other study obligations, according to the relevant study curriculum. Study results can be recognised no longer than five years from the date of their completion. At the same time, it is not possible to recognise the result of a successfully completed study that led to the acquisition of a university qualification. An exception may be granted by the Dean in justified cases.

(2) The Dean can decide on the recognition of course credits and examinations completed in lifelong learning programme within the framework of accredited study programmes. In this case, up to 60% of the credits required for the proper completion of studies in the given study programme can be recognised.

(3) The Dean can decide on the recognition of study results obtained in the form of short, transparently assessed individual courses or modules implemented by another university in the Czech Republic or abroad (microcertificates or microcredentials).

Article 16
Termination of Studies

(1) Pursuant to Section 55 of the Act, studies are duly completed upon finishing the relevant study programme. The date of completion is the date on which the state final examination was held (hereinafter the "SFE"), or the final part thereof. The document proving completion of studies and acquisition of the relevant academic degree is a university diploma and a supplement to the diploma.

(2) Studies shall also be terminated by:

a) abandoning studies pursuant to Section 56, paragraph 1, letter a) of the Act;

b) if the student does not fulfil the requirements arising from a study programme pursuant to the Study and Examination Rules pursuant to Section 56, paragraph 1, letter b) of the Act;

c) transfer to another study programme pursuant to Section 54b of the Act;

d) termination of accreditation of a study programme;

e) termination of provision of a study programme for reasons specified in Section 81b, paragraph 3 of the Act;

f) termination of the authorisation to provide a study programme (Section 86, paragraphs 3 and 4 of the Act);

g) expulsion from studies pursuant to Section 47e, paragraph 3 of the Act;

h) expulsion from studies for a disciplinary offence pursuant to Section 65, paragraph 1, letter c) of the Act;

i) expulsion from study if the student was accepted for studies due to his or her fraudulent behaviour pursuant to Section 67 of the Act;

(3) Termination of studies pursuant to paragraph 2, letter b) due to failure to fulfil the requirements arising from a study programme pursuant to the Study and Examination Rules is considered:

a) failure to fulfil the conditions for enrolment in studies for the following year pursuant to Article 10;

b) not registering by the deadline set for studies in the following year pursuant to Article 10, unless the student excuses himself or herself in writing to the Dean within five business days from the expiration of the set deadline; the Dean will decide on permissibility of the reasons;

c) not registering for studies after the end of study interruption pursuant to Article 12, unless the student excuses himself or herself in writing to the Dean within five business days from the expiration of the set deadline; the Dean will decide on permissibility of the reasons;

d) if the student does not pass the retaking of SFE pursuant to Article 18.

e) termination of studies due to another failure to fulfil requirements arising from the study curriculum and these Study and Examination Rules.

(4) Pursuant to Section 68, paragraph 3, the first act in the matters of termination of studies pursuant to paragraph 2, letter b) is a request for a statement regarding the collected documents applied as a basis of the decision. The request will be made electronically via the CZU information system in the form of a file for download, and the link of the specified document will be sent to the student's CZU e-mail inbox. The date of delivery of the request shall be considered the first day following the day when the decision is made accessible to the student in the CZU information system. The deadline for making a statement is 10 days.

(5) Pursuant to paragraph 2, letter a), the date of the termination of studies is the date when the faculty at which the student is enrolled for study receives his or her written declaration on abandoning his or her studies.

(6) Pursuant to paragraph 2, letter b), the date of the termination of studies is the date when the decision on the termination of studies came into legal force. The date it comes into force is the day following the expiration of the deadline for submitting an appeal against the decision, or the date of the delivery of the decision on the appeal issued by the Rector.

(7) Pursuant to paragraph 2, letter c), the date of the termination of studies is the date preceding the enrolment in studies of a follow-up study programme pursuant to Section 54b paragraph 6 of the Act.

(8) Pursuant to paragraph 2, letter d), the date of the termination of studies is the date on which CZU announced the cancellation of the study programme or the date on which the accreditation expired.

(9) Pursuant to paragraph 2, letter e), the date of the termination of studies is the last day of the three-year period determined in Section 81b, paragraph 3, first sentence of the Act.

(10) Pursuant to paragraph 2, letter f), the date of the termination of studies is the date on which the authorisation to provide the study programme on the basis of institutional accreditation expired.

(11) Pursuant to paragraph 2, letter g), the date of the termination of studies is the date on which the decision pursuant to Sections 47c to 47e on the invalidity of the state examination prescribed at the end of studies in the study programme or part thereof became effective.

(12) Pursuant to paragraph 2, letters h) and i), the date of the termination of studies is the date on which the decision on exclusion of studies came into legal force. The day of coming into legal force is the day subsequent to the expiry of the period for lodging an appeal against the decision, or the date of delivery of the decision on the appeal issued by the Rector, dismissing the appeal.

(13) Students shall be entitled to waive their right to submit an appeal against the decision in writing. In such a case, the decision shall come into legal force on the delivery date of the waiver of the right to submit an appeal against the decision to CZU.

(14) Students whose studies are terminated shall be obliged to immediately settle all of their obligations toward CZU.

Article 17
State Final Examination

(1) Students must pass the SFE at the latest within two years from the end of the academic year in which they fulfilled the study obligations set out in the final year of study. During this period they will remain students, or they may submit an application for study interruption.

(2) Studies in the bachelor's study programmes are duly completed by a state final examination, the content and form of which correspond to the study programme profile. The state final examination may be composed of several parts. The state final examination may also include the defence of a bachelor's thesis. It is not admissible for the state final examination to consist of the defence of a bachelor thesis solely.

(3) Studies in the master's study programmes are duly completed by a state final examination, which may be composed of several parts, and its content and form correspond to the study programme profile. The state final examination must include the defence of a diploma thesis. It is admissible for the state final examination to consist of the defence of a diploma thesis solely. In a master's degree programme in the field of veterinary medicine and veterinary hygiene, studies are duly completed by a state rigorous examination, which includes the defence of a rigorous thesis.

(4) The SFE will be held before the SFE committee (hereinafter the "committee") from the courses set out by the study curriculum, and from the defence of a bachelor or master's thesis (hereinafter the "qualification thesis"), provided that qualification thesis is a part of the SFE in accordance with the accreditation of the given study programme. Pursuant to Section 53 of the Act, the course of the SFE and the announcement of results are public. The Dean appoints the committee from amongst professors, associate professors and important experts in the relevant field who are approved by the scientific board of the faculty. The committee must have at least three members.

(5) Qualification theses are evaluated through two reports on the theses, one by the qualification thesis supervisor and one by the independent reviewer. Students are entitled to view the reports at the latest five business days before the date of the SFE**.**

(6) If both the qualification thesis supervisor and the independent reviewer grade a qualification thesis as "failed", the student thereby does not fulfil the requirements for the SFE and will not be allowed to take the SFE, i.e. the student will not defend his or her qualification thesis or take the examinations from the SFE courses. However, the student can revise the qualification thesis with the original topic and proceed to the SFE on one of the subsequent dates.

(7) An identical qualification thesis cannot be principally recognised for completion of studies in two different study programmes. During the preparation of the qualification thesis, the student must not resort to the intentional unauthorized use of another person's work and thereby intolerably violate the legal regulations governing the protection of intellectual property according to § 47c, paragraph 2 of the Act.

(8) Qualification theses are made available to the public, including other particulars, pursuant to Section 47b of the Act, in an electronic database of final theses, which is included in the freely accessible section of the CZU information system.

(9) If a student does not appear at the SFE or does not excuse himself or herself in writing for permissible reasons at the latest within five business days from the date of SFE, the student will receive the grade of "failed"; the Dean will decide on permissibility of the reasons.

(10) The criteria for the evaluation of the overall results of the SFE and the overall result of studies are specified in Annex no. 1. The decision of the SFE committee is binding.

(11) In the Dean's resolution, the Dean may determine study programmes in which the final examinations may be conducted partially remotely, such that the student is physical present at all times, part of the committee participates remotely, and part of the part of the committee and the public are physically present.

Article 18
Retaking Final State Examination

(1) The SFE can be repeated, i.e. it can be retaken, but only once, at the latest within two years from the end of the academic year in which the student unsuccessfully took the SFE, and at the latest within three years from the end of the academic year in which the student fulfilled the study obligations set out in the last year of study. He or she will remain a student during this period, or he or she may submit an application for study interruption. The interruption period will not count toward the total period of study interruption pursuant to Article 12, paragraph 2.

(2) As part of retaking an SFE, the student will only be examined from the SFE courses that were graded "failed"; the results from the other passed SFE subjects will be recognised. The same rule applies to the result of the qualification thesis defence.

(3) By his or her order, the Dean sets the dates and details for the course of a retaken SFE. The Dean can announce a separate repeated SFE for all or selected study programmes.

Article 19
Proceedings on Declaration of Invalidity of a taken Final State Examination or Part Thereof

(1) The Rector will decide on declaring invalidity of an SFE or part thereof pursuant to Sections 47c to 47e of the Act, and Act no. 500/2004 Coll., Code of Administrative Procedure, as amended.

(2) If the Rector does not ascertain reasons for declaring the invalidity of a taken SFE or part thereof pursuant to Section 47c, paragraph 2 of the Act, the Rector will halt proceedings on declaring invalidity via a resolution.

(3) A part of the basis for the Rector's decision is the opinion of the seven-member review committee. The members of the review committee are appointed by the Rector, and the Rector generally appoints one of the Vice-Rectors as the Chairman of the review committee. The Rector appoints the other five members from amongst professors, associate professors or other experts in the relevant or similar field, and one member from amongst CZU students. The Rector appoints members with their consent and after consultation with the Dean of the relevant faculty.

(4) The review committee acts through the majority of votes of all of its members. If one of the members of the review committee requests as such, voting on the opinion regarding declaring the invalidity of the SFE or its part thereof shall be secret.

(5) Before issuing his or her decision, the Rector may request a statement from the Dean or the CZU Ethics Committee.

(6) CZU publicises the list of persons for whom the invalidity of passing the SFE or its part was legitimately declared on the public part of the CZU website.

Article 20
Rights and Obligations of Students

(1) The rights and obligations of students are regulated in Sections 61 to 63 of the Act, in other legal regulations and in the internal regulations of CZU and faculties.

(2) Through their behaviour and conduct, students shall be obliged to contribute to a positive and creative environment of university life and to represent the level of the academic environment within CZU and to the public.

(3) Students shall be obliged to adhere to the internal regulations of CZU and the faculty at which they are enrolled.

(4) Within five business days of every change, students shall be obliged to inform the faculty at which they are enrolled of their delivery address in the Czech Republic, or the address of their data box, in writing and through the Student Affairs Office of the faculty or IEC, or electronically through the CZU information system.

(5) Students shall be obliged to communicate electronically through the CZU information system or through an e-mail box set up at CZU.

(6) Students shall be obliged to treat entrusted property and equipment with care and consideration.

(7) Students shall be obliged to immediately compensate damage they cause to property and equipment.

(8) Students shall be obliged to pay fees by the set deadline associated with study pursuant to Section 58, paragraphs 3 and 4 of the Act, i.e. fees for studies longer than the standard period, the fee for studies undertaken in a foreign language, other fees associated with studies, as well as payments for provided administrative acts and services in the amount pursuant to Article 25 of the Statute of the Czech University of Life Sciences Prague.

(9) Students shall be obliged to return all borrowed instruments and items by the set deadline or to compensate for losses thereof.

(10) Students shall be obliged to regularly check their study records in the CZU informational system, mainly the study status and results of the passed examinations. Students shall be obliged to immediately solve possible discrepancies with the teacher, course guarantor/tutor, or the relevant Vice-Dean.

(11) Students shall be obliged to regularly check their CZU e-mail inboxes and information published via the CZU information system.

(12) Students shall be obliged to have a current photo entered in the CZU information system, according to which they can be clearly identified.

(13) General occupational health and safety regulations and working conditions for women pursuant to Section 101 et seq. and Section 238 et seq. of Act no. 262/2006 Coll., Labour Code, as amended, apply to students who are taking practical classes or practice.

Article 21
Honours and prizes

(1) Honours and prizes are awarded to students who study successfully and are actively engaged in scientific, research or other expert activities.

(2) Upon the recommendation of the SFE committee, students of a bachelor or master's study programme who passed their SFE with honours may be awarded with:

a) The Rector's Prize, provided their study average was at least 1.20 (inclusive);

b) Mentions of Honour by the Dean, provided their study average was at least 1.50 (inclusive).

Article 22
Decision-making about the Rights and Obligations of Students

Decision-making on the rights and obligations of students is regulated by Section 68 of the Act, the Statute of the Czech University of Life Sciences Prague and these Study and Examination Rules.

Article 23
Delivery and Submissions

(1) In proceedings under Sections 50, 54b and 68 of the Act, CZU delivers documents to the participants in the proceedings itself, via the CZU electronic information system. For proceedings under Section 50 of the Act, CZU or the relevant faculty shall publish information for applicants regarding the delivery via the CZU electronic information system, along with the facts to be published under Section 49, paragraph 5 of the Act. Decisions on admission to study may be served on applicants in paper form in person.

(2) A document delivered via the CZU electronic information system shall be deemed as delivered at the moment when, after the document has been made available to the participant in the proceedings in the CZU electronic information system, the participant in the proceedings logs into the CZU information system. Unless the participant logs in within 10 days of the date on which the document was made available to him or her in the CZU information system, the document concerned shall be understood as having been delivered on the last day of the above period.

(3) An applicant for study, a student or a person whose studies have been interrupted may make submissions to CZU only electronically via the CZU information system, and such submissions shall be deemed as signed. Submissions shall be deemed as having been made upon confirmation in the CZU information system. CZU or the given faculty shall publish information for applicants for study regarding the manner of making submissions in electronic form via the CZU information system, together with facts to be published under Section 49, paragraph 5 of the Act.

(4) If the electronic submission to CZU via the CZU information system consists of documents attesting to any required facts, such documents must be created by authorised conversion of documents from paper form to electronic form, or must be provided with a recognised electronic signature enabling unambiguous verification of the identity of the signing person or a recognised electronic seal. Where original documents in paper form must be submitted, the applicant for study or a person whose study has been interrupted, making the electronic submission, will be asked to submit such documents within a period determined in the request.

Article 24
Transfer between Study Programmes

(1) Conditions for transfers between study programmes provided by CZU are set out in these Study and Examination Rules and section 54b of the Act.

(2) The transfer between study programmes is only permissible for study programmes of the same type (bachelor, master, doctoral), implemented within the same faculty or CZU, if made possible by the capacities and organisational options of the continuing study programme and the conditions for admission to both study programmes. Transfer from a master's study programme that follows on from a bachelor's study programme to a master's study programme that does not follow on from the given bachelor's study programme is inadmissible. In form of a resolution, the Dean of the faculty may determine the study programmes where the transfer is impossible.

(3) The transfer between study programmes during the course of study is possible upon an application for permission to transfer from the initial study programme to the continuing study programme, lodged by the student no later than before the start of the new academic year, if the student has met the conditions for advancement to a higher year of the initial study programme in accordance with Article 10, paragraph 1 and 2. For the purpose of transfer between study programmes, an initial study programme is understood as a programme implemented at CZU or its faculty in which the student is enrolled. For the purposes of transfers between CZU study programmes, a continuing study programme is understood as a study programme other than the initial study programme implemented at CZU or its faculty to which the student transfers. Applications for permission to transfer between study programmes shall be decided by the Dean of the faculty which provides the continuing study programme, or the Rector in the case of a study programme provided by CZU.

(4) If CZU or the faculty complies with the application for permission to transfer, CZU or the faculty shall also decide, ex officio, on the recognition of part of the studies, examinations or fulfilment of other study obligations taken or fulfilled by the student during the studies in the initial study programme, and on the placement in the relevant semester or year in the continuing study programme. In addition, the decision may impose on the student an obligation to take differential examinations within a determined period, including the content, scope and assessment criteria of such examinations.

(5) On the date when the decision permitting the transfer is notified, the student is entitled to enrol in the continuing study programme within the period determined by CZU or the faculty that provides or is involved in the provision of the continuing study programme. If the student enrols in the continuing study programme before the deadline for lodging and appeal against the decision permitting the transfer, the student is deemed to have waived his or her right to appeal by enrolling. If the student enrols in a continuing study programme after lodging an appeal during the appeal proceedings, the appeal proceedings are discontinued by enrolment in the continuing study programme. In such case, no resolution on the discontinuation of the proceedings shall be issued.

(6) The transfer shall take effect, and a student shall become a student of a continuing study programme on the date of enrolment in the continuing study programme. The day preceding enrolment in the continuing study programme is the day on which the student ceases to be a student of the initial study programme.

(7) For the purposes of assessing the conditions for determination of a fee, if any, for longer study pursuant to Section 58 of the Act and the conditions for the award of scholarship, the period of study in an initial study programme from the date of enrolment in the continuing study programme shall be considered as the period of study in the continuing study programme. The period of study in the initial study programme is also included in the maximum period of study in the continuing study programme, and the period of interruption of studies in the initial study programme is included in the maximum period of interruption of studies in the continuing study

programme. Students' membership in the self-governing bodies of CZU or the faculty, conditional on membership in the academic community of the university or faculty, shall cease on the date of transfer.

(8) Provisions of paragraphs 1 to 7 shall apply, to a reasonable extent, also if a change of specialisation within a single study programme is permitted.

Article 25
Study Programmes Conducted through Inter-Faculty Cooperation

(1) A faculty may implement a study programme in cooperation with other faculties (hereinafter a "joint study programme"). A joint study programme constitutes a study programme in which at least two faculties cooperate, and each faculty is involved in the provision of at least 30% of the compulsory study subjects (hereinafter a "cooperating faculty").

(2) Cooperating faculties accept applicants for study independently, enrol them in the given programme and award graduates of the joint study programme the relevant academic degrees, with the understanding that the choice of the particular cooperating faculty is up to the applicant for study. The applicant for study shall choose the particular cooperating faculty by sending an application for study. If an applicant for study sends an application for a joint study programme to more than one cooperating faculty, it is assumed that the applicant has chosen the cooperating faculty that was the first to receive the application lodged by the applicant for study. The cooperating faculty thus chosen by the applicant for study shall admit the applicant to the joint study programme, enrol him or her in the programme and award the graduate of the study programme the relevant academic degree.

(3) Conditions for admission to joint study programmes and the organisation of study in joint study programmes implemented by cooperating faculties must be identical for all applicants for study and all students at all cooperating faculties. These conditions shall be regulated by agreement between the Deans of the cooperating faculties.

(4) Rights and obligations of students of joint study programmes, including internal and other regulations of the cooperating faculty, and the competence of the cooperating faculty and its bodies to decide on the students' rights and obligations in joint study programmes, shall be governed by the cooperating faculty at which any given student is enrolled.

Article 26
Interim and Closing Provisions

(1) The Study and Examination Rules of the Czech University of Life Sciences Prague in bachelor's and master's programmes registered by the Ministry of Education, Youth and Sports on 16 June 2022 under reference no. MSMT-27544/2022-2 are hereby cancelled.

(3) These Study and Examination Rules were approved pursuant to Section 9, paragraph 1, letter b) of the Act by the CZU Academic Senate on 03 September 2025.

(4) These Study and Examination Rules shall become valid pursuant to Section 36, paragraph 4 of the Act on date of registration by the Ministry of Education, Youth and Sports.

(5) These Study and Examination Rules shall become effective on the date of validity hereof.

Prof. Ing. Petr Sklenička, CSc., in his own hand

Rector

Annex no. 1

to the Study and Examination Rules
for study in bachelor's
a master's study programmes
of the Czech University of Life Sciences Prague

Criteria for evaluating final state examinations and overall study results in bachelor and master's study programmes

SFE evaluation

SFE result	Defence of bachelor or master's thesis (committee's verdict)	Classification of SFE subjects
excellent	**excellent (1)**	**average ≤ 1.5**
very good	**very good (2)**	**average ≤ 2.5**
	excellent (1)	**average > 1.5 a ≤ 2.5**
good	**good (3)**	**average ≤ 3**
	very good (2)	**average > 2.5**
	excellent (1)	**average > 2.5**
failed	Defence of bachelor or master's thesis (committee's verdict) "failed" (4) or classification of one of the SFE subjects as "failed" (4)	

Overall study results

Result study	SFE result	Grades of overall study[1)]
passed with honours	excellent	**average ≤ 1.5**
passed	excellent, very good or good	
failed	failed	

[1)] *Simple arithmetic average of classification of passed subjects within studies.*

Annex no. 2

to the Study and Examination Rules
for study in bachelor
a master's study programmes
of the Czech University of Life Sciences Prague

Credit system for study at CZU

(1) The workload of students is evaluated by the European Credit Transfer System (hereinafter "ECTS").

(2) "1 ECTS" corresponds to 25 hours of the study workload of the average student.

(3) The cumulative number of credits for study is equal to sixty times the standard study period specified in the number of years.

(4) The grading scale used by CZU is converted to the ECTS grading scale:

ECTS grading scale in symbols	**ECTS grading scale in words**	**CZU grading scale in symbols**	**CZU grading scale in words**
A	Excellent	1	Výborně
B	Very good	2	Velmi dobře
C	Good	2	Velmi dobře
D	Satisfactory	3	Dobře
E	Sufficient	3	Dobře
F	Fail	4	Nevyhověl