



UNIVERSITY  
OF ŽILINA

## **FULL TEXT OF DIRECTIVE NO. 236**

elaborated on 27 October 2025

### **Statute of the University of Žilina**

## PREAMBLE

1. The historical establishment of the University of Žilina dates back to 1 September 1953, when the **University of Railway Transport in Prague** was founded by separating the Faculty of Railway Transport from the Czech Technical University in Prague. Following the government regulation No. 58/1959 Coll. on Changes in the Organisation of Higher Education Institutions, as of 1 September 1959, the name of the university was changed to the University of Transport in Prague (*Vysoká škola dopravná v Prahe*). Following the government regulation No. 120/1960 Coll. on Changes in the Organisation of Higher Education Institutions, it was decided that the seat of the University of Transport in Prague would gradually be transferred from Prague to Žilina. Therefore, as of 1 September 1962, the university was renamed the **University of Transport in Žilina** (*Vysoká škola dopravná v Žiline*).  
After expanding the profile of the university to include fields of study of communications, the university was, by the Act of the Slovak National Council No. 121/1979 Coll. on Changing the Name of the University of Transport in Žilina, renamed as the **University of Transport and Communications in Žilina** with effect from 1 January 1980.  
In the period of the 80s and 90s of the 20th century, there was another substantial expansion of the university's profile, including the creation of new faculties. Following the Act No. 324/1996 Coll., which changed and amended the Act No. 172/1990 Coll. on Higher Education Institutions, as amended, as of 20 October 1996, the name of the University of Transport and Communications in Žilina was changed to the **University of Žilina**.
2. The activities of the University of Žilina are governed by this statute which follows the provisions of the Act No. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Acts, as amended (hereinafter referred to as the "Higher Education Act"), the Act No. 552/2003 Coll. on the Performance of Work in the Public Interest, as amended, the Act No. 176/2004 Coll. on the Disposal of the Property of Public Institutions and on the Amendment of the National Council of the Slovak Republic Act No. 259/1993 Coll. on the Slovak Forestry Chamber, as amended by the Act No. 464/2002 Coll., as amended, the Act No. 269/2018 Coll. on Quality Assurance of Higher Education, as amended and the Act No. 343/2015 Coll. on Public Procurement and on Amendments to Certain Acts, as amended (hereinafter referred to as the "Higher Education Quality Assurance Act"), the Standards of the Slovak Accreditation Agency for Higher Education (hereinafter referred to as the "SAAHE") and other generally binding legal regulations, which a public university is obliged to follow.

### Section 1 Mission of the University of Žilina

1. **The University of Žilina** (hereinafter referred to as "the university" or "UNIZA") is a public university, with its seat at Street Univerzitná No. 8215/1, 010 26 Žilina. The domain name for the electronic connection is: *uniza.sk*. The abbreviation "UNIZA" will be used for the University of Žilina in practice. The English translation of the official name is University of Žilina.
2. The mission of the university is to contribute to the development of education, knowledge, science and culture per the needs of society, to develop knowledge, skills, wisdom, creativity and goodness of man and thereby contribute to the development of a knowledge society. Fulfilling this mission with a focus on the student is the main activity of the university.
3. UNIZA fulfils its mission by harnessing the results of development, research and artistic activity:

- a) enabling access to higher education, especially following the needs of society, so that the educational process prepares a graduate with high-quality professional knowledge and high moral principles, civic and social responsibilities, especially for corresponding application in practice and research, development or artistic and other creative activities,
  - b) providing education in the spirit of the values of democracy, humanism and tolerance, which makes it possible to acquire, expand, deepen or renew knowledge from various fields of knowledge and culture and is an essential part of lifelong education at the highest level,
  - c) education to understanding, preserving, disseminating and improving the national cultural heritage and different cultures in the spirit of cultural pluralism,
  - d) developing, preserving and disseminating knowledge through research, development or artistic and other creative activity,
  - e) providing further education and organising the training and specialisation of pedagogical and expert staff,
  - f) by contributing to the development of education at all levels, from primary education to higher education, in particular by further training of teachers of primary schools, secondary schools, educational facilities and higher education institutions/universities, cooperation in the education of exceptionally gifted pupils of primary schools and secondary schools,
  - g) engaging in public debate on social and ethical issues and on shaping civil society,
  - h) creating theoretical models of the development of society, economy, culture and art, especially for the needs of state authorities, municipalities and higher territorial units,
  - i) cooperation with state administration bodies, municipalities, higher territorial units and institutions from the field of culture and economic life,
  - j) developing international, especially European cooperation by supporting joint projects with higher education institutions/universities abroad and other foreign institutions, mobility of staff and students of higher education institutions/universities and mutual recognition of study and education documents.
4. In fulfilling its mission, UNIZA builds on the professional profile of its individual research and educational workplaces focused mainly on the fields of transport, logistics, distribution services, telecommunications, informatics, electrical engineering, electronics, mechatronics, biomedical engineering, electrotechnical materials, mechanical engineering, civil engineering, economics, e-commerce, management, security, mathematics, and natural sciences. Owing to the university's historical development, its professional profile is heavily oriented towards the issues of technical, economic, technological, ecological, and social scientific aspects of transport and communications.
  5. The main task of the university is to provide higher education within the accredited study programmes according to the needs of society.
  6. The university supports students and their participation in the exercise of self-governing powers of higher education institutions.
  7. The university enables students to actively participate in the activities and management of the university and its parts, especially in relation to ensuring the quality of higher education, organisation of study and deciding on the academic rights and obligations of students.

## **Section 2**

### **Legal Status**

1. The university is a public and self-governing educational, scientific, development and artistic institution.

2. It is a legal entity that acts on its own behalf in legal relations.
3. The organisation and activities of the university are decided by the university bodies under the Higher Education Act.

### **Section 3 University Campus, Academic Rights and Freedoms**

1. University campus is a space defined by immovable property that the university owns, manages, leases or where it fulfils its mission and main tasks.
2. Political parties and political movements may not perform or promote political activity or establish their organisations on the university campus.
3. To ensure academic rights and academic freedoms at the university, the inviolability of the university campus is guaranteed, except in cases of threat to life, health, property or cases of natural disaster. The entry of law enforcement authorities to the university campus is authorised by the rector.

### **Section 4 Academic Community, Bodies of the Academic Community**

1. The academic community of the university consists of university teachers, researchers and other employees of the university with a university degree employed in positions where a university education is required, and who are employed by the university for the fixed weekly working hours (the employees of the university's academic community) and university students (the student part of the university's academic community).
2. Members of the academic community have the right to nominate candidates for the rector and dean candidate elections.
3. The academic community is the basis of the academic self-government, which elects and dismisses members of the Academic Senate of the university under the provisions of the Higher Education Act.
4. The bodies of the university are the bodies of the academic self-government and other bodies of the university.
5. The bodies of the academic self-government of the university are:
  - a) Academic Senate of the university,
  - b) rector,
  - c) Scientific Board of the university,
  - d) disciplinary committee of the university for the students. This disciplinary committee also discusses the disciplinary offences of students of a faculty, unless the faculty has established a faculty disciplinary committee for students by its statute.
6. Other bodies of the university are the bursar and the board of directors of the university.
7. Concerning the fulfilment of the mission and goals of UNIZA, under the provisions of the Higher Education Act and the Act on Quality Assurance of Higher Education, the university has created a comprehensive internal quality assurance system at the University of Žilina (hereinafter referred to as "IQAS UNIZA") to achieve compliance with the SAAHE standards.

8. To ensure the quality of higher education, the university has established the **Accreditation Board of the University of Žilina** which is the highest decision-making body within the framework of ensuring the quality of higher education, accreditation of study programmes and the habilitation proceedings and the proceedings for the appointment of professors (hereinafter referred to as the "inauguration proceeding(s)") at UNIZA under the Act on Quality Assurance of Higher Education and the SAAHE standards.
9. The Accreditation Board of the University of Žilina approves, upon the proposal of the rector, the internal regulations of the university regulating the internal system of quality assurance of higher education under Section 15 paragraph 1(b) of the Higher Education Act under Section 15 paragraph 2(n) of the Higher Education Act after their discussion in the Scientific Board of the university.
10. The Accreditation Board of the University of Žilina discusses the university's study regulations at the rector's proposal before their approval by the university's academic senate.
11. The composition and the competences of the Accreditation Board of the University of Žilina are regulated in Directive No. 210 "Statute of the Accreditation Board of the University of Žilina".
12. The IQAS UNIZA is regulated by a set of interrelated internal regulations of the university, which cover all requirements and areas established by legislation, describe structures, activities and key processes that are necessary to ensure the quality of higher education.

## **Section 5 Academic Senate of the University**

1. The Academic Senate of the university (hereinafter referred to as the "AS UNIZA") is a body of academic self-government consisting of elected representatives of the university's academic community.
2. The AS UNIZA consists of three members of the employee part of the academic community and two members of the student part of the academic community for each faculty, four members of the employee part of the academic community from other parts of the university and one member of the other student part of the academic community. The position of a member of the AS UNIZA is incompatible with the position of a rector, vice-rector, dean, vice-dean, bursar and head of any university part.
3. The term of office of AS UNIZA members is four years maximum.
4. AS UNIZA:
  - a) approves upon proposal
    1. of the rector, the university's internal regulations under Section 15 par. 1 (a), (c) to (f) and (k) to (m) of the Higher Education Act,
    2. of the chairman of the AS UNIZA, the university's internal regulations under Section 15 par. 1 (g) to (i) of the Higher Education Act; the principles for the election of a candidate for rector and the acceptance of a proposal for the rector's dismissal are approved before they are submitted to the UNIZA Board of Directors for approval,
    3. of the dean, the statute of the faculty after its previous approval by the Academic Senate of the faculty,
  - b) approves upon proposal of the rector, before the meeting of the Board of Directors
    1. merger, fusion, cancellation, division, change of name or change of seat of the

- university,
    - 2. establishment, merger, fusion, cancellation, division, change of name or change of seat of a part of the university,
    - 3. the methodology for the allocation of the subsidy, including the allocation of the state budget subsidy from the section of the Ministry of Education according to Section 89 of the Higher Education Act to the university's parts,
    - 4. the university's long-term plan,
  - c) approves the rector's proposal for the appointment and dismissal of members of the UNIZA Scientific Board,
  - d) monitors the management of the university's funds and property and reports the results of the inspection to the UNIZA Board of Directors,
  - e) approves the entrance qualifications for study enrolment presented by the rector,
  - f) comments on suggestions and opinions of the UNIZA Board of Directors under Section 41 par. 9 of the Higher Education Act,
  - g) elects a university representative to the Council for Higher Education Institutions (*Rada vysokých škôl*); its student part elects a university representative to the Student Council for Higher Education Institutions,
  - h) once a year, it submits a report of its activities to the university's academic community, which is published on the university's website for at least four years,
  - i) during the required period of time, it exercises the powers of the Academic Senates of the faculty, under the conditions and to the extent specified in this statute,
  - j) it approves the annual report of the university and the annual report of the university management presented by the rector,
  - k) approves the rector's proposals for legal acts under Section 41 par. 3(a), (b) and (d) to (f) of the Higher Education Act before submitting them to the university's Board of Directors for approval, if the price of the property, the value of the deposit or the amount of the credit is higher than three hundred times the amount from which the items are considered to be tangible property according to a separate regulation,
  - l) fulfils other tasks and approves other documents under the Higher Education Act and this statute.
5. The Academic Senate of the university, represented by its chairperson, submits the electoral assembly's proposal for the appointment of the rector, together with the result of the election, to the minister of education within 15 days after the decision of the electoral assembly has been taken.
  6. When exercising its power according to par. 4(c) and (g), the AS UNIZA decides through a secret ballot, when exercising other powers according to par. 4, it may decide through a secret ballot, if the AS UNIZA decides so at the meeting in question.
  7. The AS UNIZA is authorised to exercise the powers of the Academic Senate of the faculty only to the extent of approving changes to the internal regulations of the respective faculty so that these changes do not violate the Higher Education Act, other generally binding legal regulations or this statute. If the Academic Senate of the respective faculty exercises its powers in a composition which violates the Higher Education Act, this Statute or the

faculty's internal regulations, the AS UNIZA is authorised to take measures to bring the composition of the faculty's Academic Senate into compliance with the relevant regulation.

8. If a member of the Academic Senate of the university has lost his/her membership before the end of the term of office according to Section 8 paragraph 6 of the Higher Education Act, the substitute member shall be a candidate for the member of the Academic Senate of the university from the relevant part of the academic community, who came first in the order of the election after the successfully elected member of the Academic Senate of the university or a candidate who is already acting as a substitute member of the Academic Senate of the university. If there is no such candidate, a new member of the Academic Senate of the university will be elected for the remaining term of office of the member of the Academic Senate of the university whose membership has expired prematurely. The substitute will act in place of the member of the Academic Senate of the university, whose membership has expired prematurely, until the end of his/her original term of office.
9. A member of the student part of the Academic Senate of the university, who is not a student of the PhD study programme, may ask the university in writing to suspend his/her membership in the Academic Senate of the university before the proper completion of his/her study. The membership will be suspended from the day following the day of proper completion of his/her study. The membership is renewed on the day when the student again becomes a member of the student part of the academic community of the university or a member of the academic community of the part of the university for which he/she was elected. For the duration of the suspended membership, a substitute who meets the conditions for membership in the Academic Senate of the university becomes a member of the Academic Senate of the university. The substitute will be the candidate for a member of the student part of the Academic Senate of the university, who came first in the order of the election after the successfully elected member of the student part of the Academic Senate or the candidate who is already acting as a substitute. If there is no such candidate, a new member of the student part of the Academic Senate will be elected for this period. The membership of the substitute in the student part of the Academic Senate of the university automatically expires upon the renewal of the membership of the original member of the Academic Senate of the university.
10. The meeting of the Academic Senate of the university can be held via video conference or other means of information and communications technology without physical presence, including voting and secret ballot, if the technical conditions allow it.

## **Section 6 Rector**

1. The rector is the statutory body of the university.
2. The rector is accountable for his/her activities to the AS UNIZA and the board of directors of the university. He/she is accountable to the Minister of Education for the purposeful and efficient use of subsidies and their clearance with the state budget, and the management of the property of the university.
3. The rector is appointed and dismissed by the President of the Slovak Republic upon the proposal of the Minister of Education. The employment relationship for the performance of the rector's duties shall be agreed for the duration of the rector's term of office.
4. The election process and the dismissal of the rector from office are governed by the "Principles of election of a candidate for the rector and acceptance of a proposal to dismiss the rector".

5. The rector's term of office is four years. At the university, the same person can serve as rector for a maximum of three consecutive terms of office.
6. Rector:
  - a) manages the university, acts on its behalf and represents it externally,
  - b) proposes
    1. merger, fusion, cancellation, division, change of name or change of seat of the university and
    2. establishment, merger, fusion, cancellation, division, change of name or change of seat of a part of the university,
  - c) submits to the Ministry of Education the Long-term Plan of the university for comment after its approval by the AS UNIZA and the Board of Directors of the university,
  - d) submits to the AS UNIZA and the Board of Directors of the university a proposal for the university's budget and a proposal for the methodology for the allocation of state budget subsidies from the Ministry of Education under Section 89 of the Higher Education Act for parts of the university,
  - e) awards, based on a decision of the Scientific Board of the university or based on a decision of the Scientific Board of a faculty, a scientific-pedagogical title or an artistic-pedagogical title "associate professor",
  - f) submits to the Minister of Education proposals for the appointment of professors approved by the Scientific Board of the university,
  - g) awards the honorary title "professor emeritus" at the proposal of the Scientific Board of the university,
  - h) determines the dean's salary after a written opinion of the Board of Directors of the university,
  - i) performs other tasks under the Higher Education Act and according to the internal regulations of the university.
7. The rector can withdraw his/her proposal submitted at the meeting of the collective body of the university (Board of Directors, Scientific Board and Academic Senate) until it has been put to the vote.
8. If the rector, while performing his/her duties according to par. 6(e), has reasonable doubts that the competent body has not complied with the university's criteria for evaluating the fulfilment of the conditions for obtaining the scientific-pedagogical title or the artistic-pedagogical title "associate professor" (hereinafter referred to as "criteria for obtaining the title of associate professor") or during the course of the habilitation proceedings there have been procedural errors, he/she can return the proposal to the competent body for a new procedure or stop the procedure.
9. If the rector, while performing his/her duties according to par. 6(f), has reasonable doubts that the competent body has not complied with the university's criteria for evaluating the fulfilment of the conditions for obtaining the scientific-pedagogical title or the artistic-pedagogical title "professor" (hereinafter referred to as "criteria for obtaining the title of professor") or during the course of the proceeding for the appointment of a professor (hereinafter referred to as the "inauguration proceeding") there have been procedural errors, he/she can return the proposal to the competent body for a new procedure or stop the procedure.
10. Should there be a period in which the university does not have a rector, the AS UNIZA shall, until the appointment of a new rector, for a maximum of one year, assign the rector's function to a person with whose assignment agrees an absolute majority of the total number of the AS UNIZA members and the Board of Directors. The AS UNIZA will immediately notify the Minister of Education of this fact. The AS UNIZA or the Board of Directors can propose the person who is to temporarily perform the rector's position. The

same person cannot be reappointed as rector.

## **Section 7 Rector's Advisory Bodies**

1. The **Rector's Advisory Board and the university management** are the permanent advisory bodies of the rector.
2. **The Rector's Advisory Board** is an advisory body to the rector, which mainly deals with conceptual issues of UNIZA's activities. The Rector's Advisory Board is chaired by the rector. The members are the vice-rectors, the bursar, the deans of the faculties and the chairperson of the Academic Senate. The rector can invite the heads of all parts of the university, the chairperson of the union organisation and other members of the academic community to meetings of the Rector's Advisory Board as needed.
3. **The university management** is an advisory body of the rector, which mainly deals with issues of operational management of the university. The members of the university management are the rector, vice-rectors and the bursar. The university management is chaired by the rector. If the discussed issue requires it, the rector invites other university employees to the meeting.
4. The rector establishes **permanent and temporary committees** to solve special issues. The permanent committees are the Damages Committee, the Ethics Committee and the Disciplinary Committee. When establishing a committee, the rector determines the role of the committee as well as its chairperson, who is accountable to the rector for the committee's activities. The rector may also delegate tasks of particular relevance to individual staff members.

## **Section 8 Vice-rectors of the University**

1. The vice-rectors are appointed and dismissed by the rector after an opinion of the AS UNIZA. The vice-rectors are accountable to the rector for their activities.
2. The term of office of the vice-rectors is four years. The office of vice-rector may be held repeatedly.
3. The university has a maximum of 5 vice-rectors. Their competencies are determined by the rector. The employment relationship for the performance of the vice-rector's duties shall be agreed for the duration of the vice-rector's term of office. The vice-rectors mainly ensure the following areas:
  - a) educational,
  - b) research and innovation,
  - c) international relations and marketing,
  - d) development,
  - e) information systems.
4. The rector, in his/her absence, is represented by a vice-rector designated by him/her to the extent determined by the rector. If such a vice-rector is not designated, the first vice-rector represents the rector in its entirety. The first vice-rector is usually the vice-rector for education pursuant to a mandate from the rector.

5. The vice-rectors are authorised to convene the vice-deans of the faculties with the corresponding field of competence and to appoint and convene committees, and to discuss with them the tasks of the university and its faculties.

### **Section 9 Senior Staff of the University**

1. The position of the bursar and senior staff of the university under Section 21, par. 1(b) of the Higher Education Act is filled by a selection procedure. If the university's Staff Regulations so stipulate, the position of a senior staff member shall also be filled by a selection procedure. The principles of the selection procedure for the positions of senior staff of the university shall be determined based on an internal regulation of the university.
2. The bursar is directly subordinate to the rector, to whom he/she is accountable for his/her activities.
3. The bursar ensures and is accountable for the economic, operational and administrative running of the university and acts on its behalf to the extent determined by the rector. In his/her absence, the bursar is represented by the head of the economic department.
4. In the economic field, the bursar methodically directs the activities of the secretaries of the faculties and other senior employees of the university or its parts.

### **Section 10 Scientific Board of the University**

1. The members of the Scientific Board are members of the academic community of the university and prominent experts from the areas in which the university performs educational, research, development, artistic or other creative activities. The members of the Scientific Board of the university, who are also members of the academic community of the university, can only be persons who work in the position of professor or associate professor, or researchers with scientific qualification level IIa or with scientific qualification level I, or artistic workers.
2. At least one quarter and at most one-third of the members of the Scientific Board of the university are persons who are not members of the academic community of the university.
3. The appointment, term of office and authorities of the Scientific Board are regulated in the Higher Education Act.
4. The Scientific Board of the university discusses, upon the proposal of the rector, the internal regulations of the university regulating the internal system of quality assurance of higher education under Section 15 paragraph 1(b) of the Higher Education Act before their approval by the Accreditation Board of the University of Žilina.

### **Section 11 Board of Directors of the University**

1. The Board of Directors has 11 members. The members of the Board of Directors are mainly prominent scientific figures or artistic figures, representatives of public life at the national or regional level, and prominent representatives of the business field, following the mission of the university, or persons who have experience in the field of management of property and financial resources of a legal entity.

2. Proposals for candidates for members of the Board of Directors of the university are submitted to the Academic Senate of the university and the Minister of Education with the consent of the candidates by legal entities registered in the register of non-governmental non-profit organizations, municipalities, self-governing regions, the Slovak Academy of Sciences, public research institutions and other legal entities that hold a certificate of competence to conduct research and development in addition to higher education institutions/universities, representative associations of employers, museums, galleries and theatres.
3. Six members of the university's Board of Directors are elected and dismissed by the university's Academic Senate, with one member elected and dismissed by the student part of the Senate only. Five members of the university's Board of Directors are appointed and dismissed by the Minister of Education. When only the student part of the Academic Senate votes, the conditions of the voting procedure of the Academic Senate shall be regulated in a special regulation of the university.
4. The university's Board of Directors **approves**, upon the proposal of the rector, after approval by the university's Academic Senate
  - a) the methodology for the allocation of the subsidy, including the allocation of the state budget subsidy from the section of the Ministry of Education according to Section 89 of the Higher Education Act to the university's parts,
  - b) merger, fusion, cancellation, division, change of name or change of seat of the university,
  - c) establishment, merger, fusion, cancellation, division, change of name or change of a part of the university,
  - d) the university's long-term plan.
5. The Board of Directors of the university **grants prior written approval** to the rector's proposal for legal actions by which the university wishes to:
  - a) acquire immovable property, the price of which is higher than three hundred times the amount from which the property is considered tangible property<sup>1</sup> or transfer it; this price is considered to be the amount for which such or comparable real estate is usually sold at a certain time and in a certain place,
  - b) acquire a movable property, the price of which is higher than three hundred times the amount from which the property is considered tangible property<sup>2</sup>, or transfer it,
  - c) establish an encumbrance on the property of the university for a period longer than five years,
  - d) establish a right of pre-emption to the property of the university, the price of which is higher than twenty times the amount from which the property is considered tangible property under a special regulation,
  - e) establish another legal entity or make a monetary contribution or a non-monetary contribution to it or another legal entity, or
  - f) enter into a use of credit agreement; the Board of Directors of the university will not grant consent if the purpose of using the funds obtained from the credit is not following the long-term plan of the university or if the repayment of the credit under it may compromise the security of the main activity of the university.
6. Under Section 17, par. 1 of the Higher Education Act, the Board of Directors fulfils the role of a collective body in managing the university's property. In this regard, the Board of Directors **grants prior written consent** to the rector's proposal to:

---

<sup>1</sup> under the Act No. 595/2003 Coll. on Income Tax.

<sup>2</sup> under the Act No. 595/2003 Coll. on Income Tax.

- a) deposit of the university's property into the property of another legal entity or deposit upon the establishment of another legal entity,
- b) deposit of the property of the university into a business company or deposit at the establishment of a business company,
- c) sale of unnecessary immovable property for at least a reasonable price, for every sale of unnecessary immovable property for a price lower than the reasonable price and the donation of unnecessary immovable property,
- d) donation of unnecessary movable property, the purchase price of which was higher than EUR 15,000, and the residual value kept in the accounting is higher than EUR 10,000,
- e) exchange of immovable property,
- f) for the provision of immovable property for purposes of the association according to a special regulation,
- g) securing an obligation by establishing a lien or securing an obligation by transferring the right to immovable property,
- h) debt forgiveness in the amount of more than EUR 10,000,
- i) write-off of receivables in the amount of more than EUR 6,000,
- j) assignment of the claim, if the repayment is lower than 80% of the nominal value of the claim,
- k) conclusion of a concession contract,
- l) conclusion of a contract on energy efficiency for the public sector.

The immovable property for which the prior written consent under par. 6 is required **for sale or exchange** is:

- a) a plot of land or its part with a total area of more than 50 m<sup>2</sup>,
  - b) a building or part of it with a total floor area of more than 50 m<sup>2</sup>.
7. Prior written approval of the university's Board of Directors, as per paragraph 6 of this article, shall not be required for a **lease or loan**
    - a) immovable property for a period of less than three years,
    - b) a plot of land or its part with a total area of more than 50 m<sup>2</sup> for a period of less than five years, or
    - c) a building or part of it with a total floor area of more than 50 m<sup>2</sup> for a period of less than five years.
  8. The university's Board of Directors **approves**, upon the proposal of the rector, the university's budget.
  9. The Board of Directors of the university **approves**, upon the proposal of the chairperson of the Academic Senate of the university and after prior approval of the Academic Senate of the university, **the principles of election of a candidate for the rector and acceptance of a proposal to dismiss the rector**.
  10. The Board of Directors of the university **expresses its views** on the matters submitted to it for discussion by the rector, the chairperson of the Academic Senate of the university.
  11. The Board of Directors determines the rector's salary under the Act No. 553/2003 Coll. on remuneration of certain employees in performing work in public interest and on the change and supplement to some acts as amended by subsequent provisions. The bursar shall notify the rector in writing of the amount and composition of the functional salary based on the decision of the university's Board of Directors. The rector may be granted a bonus under the above-mentioned Act only on the grounds of fulfilling the measurable indicators and objectives agreed in advance between the university's Board of Directors and the rector, which must not conflict with the university's long-term goal and the measurable indicators under Section 89 par. 3(d) of the Higher Education Act. The agreed goals and

measurable indicators and the evaluation of their fulfilment as of 31 December of the respective year are published annually on the university website until 31 January of the following year.

12. The university's Board of Directors adopts its conclusions by resolution.
13. The university's Board of Directors discusses initiatives submitted by the university's Academic Senate or a faculty body. The university's Board of Directors gives initiatives and opinions on the university's activities, which are published on the university's website.
14. At least once a year, the university's Board of Directors prepares and publishes on the university's website a report on its activities, which includes information on its meetings, participation of individual members in the meetings, recommendations of the university's Board of Directors on the university's activities and adopted resolutions.
15. The Board of Directors may, in particular, request from the university authorities
  - a) draft budgets of the parts of the university,
  - b) annual activity reports of the university and its parts,
  - c) annual reports on the management of the university and its parts.
16. Other provisions of the university's Board of Directors are embodied in the university's internal regulation - Statute of the Board of Directors of UNIZA.

## **Section 12 Division of the University**

1. The university is divided into several parts:
  - a) the faculties,
  - b) other pedagogical, research, developmental, artistic, economic-administrative and information workplaces,
  - c) dedicated facilities,
  - d) other parts listed in the university's organisational regulations.
2. The economic-administrative workplace of the university is the rectorate, which provides services to the faculties and other parts of the university, elaborates documents for the negotiations of the academic self-government bodies and ensures their performance. The rectorate is managed by the rector, except for departments that are directly managed by the bursar.
3. Other pedagogical, scientific, developmental, artistic, information workplaces and dedicated facilities are specified in the organisational regulations of the university.
4. In the organisational regulations of the university, the following are listed in more detail:
  - a) departments of the rectorate under the direct management of the rector and the direct management of the bursar,
  - b) pedagogical, research, developmental, artistic, economic-administrative and information workplaces, and dedicated facilities of the university.

## **Section 13 Faculties**

1. The faculties contribute to the fulfilment of the university's mission, participate in the fulfilment of the main tasks of the university in the defined field of knowledge, which is defined by its name, and deliver study programmes in defined fields of study and, per their

focus, they conduct research, perform development, consulting, expertise, as well as artistic and other creative activities.

2. The academic community of a faculty consists of university teachers and researchers assigned to the faculty, who are employed by the university for the fixed weekly working hours, other employees assigned to the faculty with a university degree employed in positions where a university education/degree is required (the employee part of the academic community of the faculty) and students enrolled in study programmes conducted at the faculty (the student part of the academic community of the faculty).
3. The following faculties are established at the university:
  - *Faculty of Operation and Economics of Transport and Communications* (FPEDAS),
  - *Faculty of Mechanical Engineering* (SjF),
  - *Faculty of Electrical Engineering and Information Technology* (FEIT),
  - *Faculty of Civil Engineering* (SvF),
  - *Faculty of Security Engineering* (FBI),
  - *Faculty of Management Science and Informatics* (FRI).

### **Section 13a** **Scope of the Powers of the Faculty**

1. The faculty within its competences:
  - a) determines the conditions of admission to study and decision-making in the admission procedure for study programmes delivered by the faculty,
  - b) creates new accredited study programmes after their approval by the Accreditation Board of the university and implements them at the faculty,
  - c) decides on matters related to the academic rights and obligations of students enrolled for study according to the study programmes delivered by the faculty,
  - d) concludes, changes, and cancels labour law relationships according to the number and structure of job positions, which are based on the long-term plan of the university and the relevant faculty, depending on the fields of study and study programmes.
  - e) carries on business as governed by Section 25 of this Statute,
  - f) cooperates with other universities and institutions as regulated in Section 25 of this Statute.
2. The self-governing competence of the faculty further includes:
  - a) internal organisation of the faculty,
  - b) determination of the number of accepted applicants for study,
  - c) study organisation following the study regulations of the university,
  - d) determination of the focus and organisation of research, development, artistic and other creative activities,
  - e) election of members of the academic self-government bodies of the faculty,
  - f) pursuing international relations and activities in the areas in which the faculty operates,
  - g) management of funds allocated to the faculty by the university and funds otherwise obtained by the faculty for the performance of its tasks, following the internal regulations of the university.

### **Section 13b** **Bodies of Academic Self-government of the Faculty**

1. The bodies of the academic self-government of the faculty are:
  - a) the dean,
  - b) the Academic Senate of the faculty.

2. The faculty may establish a faculty disciplinary committee for students, which will be authorised to discuss disciplinary offences of faculty students. In the case of its establishment, its activity will be regulated in the statute of the relevant faculty.

### **Section 13c The Dean**

1. The dean is appointed by the rector based on an election.
2. The dean has an employment relationship with the university where he/she is employed in the faculty he/she directs. When appointing the dean, the rector concludes a performance contract with him/her for the duration of the term of office, which contains measurable indicators to increase the quality of higher education provided by the faculty and the level of research, development or artistic and other creative activities of the faculty as well as the objectives that result from the long-term plan of the university.
3. At one faculty, the same person can serve as the dean for a maximum of three consecutive terms of office.
4. The dean is represented by vice-deans to the extent determined by him/her. The vice-deans are appointed and dismissed by the dean after the opinion of the Academic Senate of the faculty. The term of office of the vice-deans is four years. The office of vice-dean may be held repeatedly.
5. The dean performs legal acts in labour relations for university employees assigned to the faculty to the extent and under the conditions specified in this Statute.
6. The termination of employment related to the performance of the dean's position is conditional upon the previous termination of the dean's position.
7. The dean can establish advisory bodies or committees as needed. Their activity will be regulated in the statute of the faculty.

### **Section 13d Election of a Candidate for the Position of Dean and His/Her Dismissal**

1. The dean is elected by the electoral assembly, which consists of:
  - a) representatives of the academic community of the faculty and
  - b) persons appointed by the rector in a number corresponding to  $\frac{1}{4}$  of the number of all members of the electoral assembly.

For the purpose of the electoral assembly, the representatives of the faculty's academia are members of the Academic Senate of the respective faculty. If their number is not divisible by 3, the members of the electoral assembly will be selected by lot, in the number of the nearest lower number divisible by 3. The electoral assembly shall have a quorum when the majority of all its members are present at the meeting.

2. The persons appointed by the rector to the electoral assembly of the faculty are always appointed by the rector for the specific election of the dean. The electoral assembly is convened and managed by the chairperson of the Academic Senate of the relevant faculty and, in his/her absence, a member of the employee part of the Academic Senate of the relevant faculty, authorised by him/her. The appointment of the dean and the proposal for his/her dismissal are decided by secret ballot.

3. A person who served as a member of the executive board of the Slovak Accreditation Agency for Higher Education (hereinafter referred to as the "agency") may be appointed as a dean no earlier than three years after the termination of membership in the executive board of the agency.
4. The university announces the election of a candidate to fill the position of dean on its website no later than six months before the end of the dean's term of office. The university sets a minimum period of three months for the submission of proposals to fill the post of dean. If the performance of the dean's position is terminated before the end of his/her term of office, and the election of a candidate for dean is not announced or no candidate is successful in the election, the election of a candidate for dean must be announced without delay, and the election must be held no later than 3 months after the announcement of the election; the deadline for the submission of candidates' proposals may not be shorter than one month. The election of a candidate to fill the position of dean is announced in both Slovak and English.
5. The appointment of the dean by election is announced by the chairperson of the Academic Senate of the faculty by a decree, which is approved by the electoral assembly by a majority of the votes of the members present.
6. Decree announcing the election of the dean contains:
  - a) the election schedule, which sets out:
    - the deadline for the submission of proposals to fill the position of dean,
    - the deadline and confirmation of the list of candidates for the position of dean,
    - the date and place of publication of the list of candidates,
    - the date of the meeting of the electoral assembly at which the election of the dean will take place, which also includes a public hearing of the candidates,
  - b) the method of proposing candidates for the position of dean.
7. The election of the dean is organised by an election committee composed of members of the electoral assembly. The proposals for its members before the election of the dean are submitted by the members of the electoral assembly to the chairperson of the Academic Senate of the faculty, who is also its chairperson.
8. The election committee consists of seven members, four are members of the Academic Senate of the faculty, one of whom is a student, and three members are selected from the persons appointed by the rector.
9. The election committee is approved by the electoral assembly by a majority of the votes of the members present at the proposal of the chairperson of the Academic Senate of the faculty at the same meeting at which the decree announcing the election of the dean is approved, according to paragraph 6.
10. After the approval of the election committee, the members of the electoral assembly elect from among themselves the enumeration committee, which consists of four members of the Academic Senate of the faculty, one of whom is a student, and three members are selected from the persons appointed by the rector. The enumeration committee shall elect its chairperson from among its members.
11. The right to nominate a candidate for the position of the dean is reserved for the members of the faculty and the university's academia (either individuals or a group) within the period specified in the second sentence of paragraph 4 from the announcement of the election. The nomination may include no more than one candidate for the position of dean.

12. Proposals for the inclusion of a candidate for the position of the dean on the list of candidates are submitted in writing to the members of the election committee in a sealed envelope marked "Proposal of a candidate for the position of the dean". The nomination must include the name, surname and titles of the candidate for the position of dean, as well as the name/s, surname/s, title/s, date and signature/s of the proponent/s. Candidates' nominations for the position of dean may be submitted to the members of the electoral committee in person, through the mail room or via mail. For nominations delivered in person or submitted at the mail room, the decisive factor is the date of receipt. Nominations sent via mail must be delivered to the university by the deadline for submission. The member of the election committee is obliged to inform the chairperson of the Academic Senate of the faculty electronically about the acceptance of the proposal. Nominations submitted after the deadline shall not be accepted.
13. After the deadline set for submission of proposals for inclusion of a candidate for the position of the dean on the list of candidates, the election committee will check the correctness of the submitted proposals in terms of compliance with the requirements, close and confirm the list of candidates for the position of the dean, which cannot be subsequently amended.
14. After confirming the list, the election committee requests a written consent to candidature and a brief curriculum vitae and professional profile from the candidates proposed to fill the post of dean. It will then publish the list of candidates in electronic form on its website so that every member of the academic community of the faculty can become familiar with it. The list of candidates will be published within 7 days of the deadline for the submission of proposals.
15. The election of a candidate for the position of dean will take place if at least 2/3 of its members are present at the meeting of the electoral assembly.
16. Voting on the proposal of a candidate for the position of dean cannot take place outside the electoral assembly, which is made up of members of the Academic Senate and the members appointed by the rector.
17. At the meeting of the electoral assembly, at which the election is held, a public hearing of the candidates for the position of dean is held. If a candidate for the post of dean is unable to attend the meeting for any reason, he/she may not be put to the vote and shall be deemed to have abandoned his/her candidature for the remainder of the election. The public hearing establishes the applicants' management experience, their relationship to higher education, science and technology, and their relationship to the mission and scope of the university. The candidate for the position of dean shall also present a strategy proposal for the development of the faculty and, if the electoral assembly so decides, may also be required to provide additional information. Candidates for the position of dean will then present themselves in a sequence they draw at the meeting. The presentation of candidates for the position of dean must take place under the same conditions for all candidates.
18. The candidate for the position of dean is elected by voting using ballots. On the ballot, the member of the electoral assembly marks his/her choice by circling the number in front of the name of one of the candidates for the position of dean. If the ballot is marked differently or not marked, the vote of the member of the electoral assembly is invalid.  
The ballot must contain:
  - a) the name "The Electoral Assembly of the Faculty",
  - b) the date and place of the election of the candidate for the position of dean,
  - c) the information on which round of the election is taking place,

- d) name, surname and titles of candidates for the position of the dean in alphabetical order with an order number for each candidate,
  - e) the method of voting.
19. Each member of the electoral assembly entitled to vote, after leaving the area designated for the ballot paper processing, shall place the ballot paper processed by him/her in the ballot box, which shall be placed in front of the other members of the electoral assembly. After the completion of the electoral act of all the members of the electoral assembly, the chairperson of the enumeration committee will open the ballot box in front of all the members of the electoral assembly. Subsequently, the enumeration committee counts the votes given to individual candidates for the position of the dean and prepares minutes of the act of counting the votes after each round.
  20. During the election, proposed candidates for the position of the dean may withdraw their candidacy, always before the start of the relevant election round. The chairperson of the election committee, in cooperation with the secretary of the Academic Senate of the faculty, shall ensure that this candidate for the position of dean is removed from the ballots prepared for the next round of the election.
  21. To elect a candidate for the position of the dean, the candidate must receive the votes of a majority of all members of the electoral assembly.
  22. If in the first round of the election all candidates for the position of the dean received the same number of votes, all candidates for the position of the dean advance to the second round of the election.
  23. If there are more candidates for the position of the dean than two, and in the first round of the election, all the candidates for the position of the dean did not receive the same number of votes, and none of the candidates for the position of the dean received the majority of votes of all members of the electoral assembly in the first round of the election, the candidate for the position of the dean with the lowest number of votes, or the candidates for the position of the dean with the same lowest number of votes, provided that there are at least two candidates who received a higher number of votes, will be removed from the ballot by the election committee. The remaining candidates for the position of dean proceed to the second round of the election. This procedure for the election of a candidate for the position of dean is repeated until there are two candidates left for the position of dean. If there are only two candidates left for the position of dean, the next round of elections will proceed. If, even in this round, one of the candidates for the position of the dean does not obtain a majority of all the votes of the electoral assembly, a public debate of the members of the electoral assembly follows, lasting no more than 30 minutes. After the end of the public debate, the last round of the election of a candidate for the position of the dean will take place, and if even in this round one of the candidates for the position of the dean does not receive the votes of the majority of all members of the electoral assembly, i.e. if a candidate for the position of the dean is not successfully elected, the chairperson of the Academic Senate of the faculty shall announce a new election without delay, and the election must be held no later than 3 months after the announcement of the election; the deadline for the submission of candidate nominations shall not be shorter than one month. Candidates for the position of dean can also be the original candidates.
  24. If only one candidate for the position of the dean is registered and does not receive the votes of the majority of all members of the electoral assembly in the first round of the election, a public debate of the members of the electoral assembly will follow, lasting no more than 30 minutes. After the conclusion of the public debate, the final round of the election for the dean's position will take place. If he/she does not receive the votes of the majority of all members of the electoral assembly, even in this round, the chairperson of

the Academic Senate of the faculty shall announce a new election without delay, which must be held no later than 3 months after its announcement; the deadline for the submission of nominations shall not be shorter than one month.

25. The secretary of the Academic Senate of the faculty will elaborate a record regarding the course and result of the election of a candidate for the position of dean, the correctness of which will be confirmed by the members of the election committee with their signatures. The minutes of the enumeration committee will serve as the basis for the preparation of the record and as an annexe thereto.
26. The Academic Senate of the faculty, represented by its chairperson, submits the electoral assembly's proposal for the appointment of the dean, together with the result of the election, to the rector within 15 days after the decision of the electoral assembly has been taken.
27. The meeting of the Academic Senate of the faculty can be held via video conference or other means of information and communications technology without physical presence, including voting and secret ballot, if the technical conditions allow it.
28. The performance of the dean's position ceases upon:
  - a) expiry of the term of office,
  - b) resignation from the office; the performance of the dean's position shall end on the date the written notice of resignation is delivered to the rector, unless a later date is specified in the notice,
  - c) dismissal from the office; the performance of the dean's position will end on the day specified in the dismissal from the office,
  - d) the validity of the sentence by which he/she was convicted of an intentional crime or by which an unconditional prison sentence was imposed on him/her,
  - e) limitation of the capacity for legal acts,
  - f) death or being declared dead.
29. The rector can dismiss the dean only if the dean:
  - a) does not fulfil his/her obligations earnestly,
  - b) seriously damaged the interest of the university or the faculty, or
  - c) has seriously violated laws, generally binding legal regulations or internal regulations of the university or the faculty.
30. The rector can dismiss the dean only with the prior consent of the majority of all members of the electoral assembly.

### **Section 13e** **The Academic Senate of the Faculty**

1. The Academic Senate of the faculty (hereinafter referred to as the "AS of the faculty") is a collective self-governing body, which consists of elected representatives of the academic community of the faculty and is divided into an employee part and a student part. The faculty elects members of the employee part and the student part of the academic community of the faculty according to the internal regulation, which determines the principles of election to the Academic Senate of the faculty. Members of the employee part of the faculty's AS make up 2/3 of all members of the AS of the faculty. Students of the given faculty make up 1/3 of all members of the AS of the faculty.
2. The position of a member of the AS of the faculty is incompatible with the position of the rector, vice-rector, dean, vice-dean, bursar and the secretary of the faculty.

3. The term of office of the faculty's AS members is four years maximum.
4. The meetings of the Academic Senate of the faculty are public. The dean or, on his/her behalf, the vice-dean or the secretary of the faculty and the rector have the right to speak at the meeting of the faculty's AS following the rules of procedure of the AS of the faculty whenever they request it. Upon the request of the dean or rector, the chairperson of the AS of the faculty is obliged to convene a meeting of the AS of the faculty without delay, within 14 days at the latest. If the chairperson of the faculty does not do so, the dean or the rector will convene the meeting of the AS of the faculty.
5. The membership in the AS of the faculty ceases upon:
  - a) the end of the member's term of office,
  - b) the appointment of a member to one of the positions listed in paragraph 2,
  - c) the termination of the membership in the employee part of the academic community of the faculty,
  - d) the interruption of the study of a member of the student part of the Academic Senate of the faculty,
  - e) at the end of the study of a member of the student part of the Academic Senate of the faculty, if he/she has not applied for the suspension of membership in the Academic Senate of the faculty according to paragraph 8,
  - f) not registering for study at the faculty for which he/she was elected, no later than the last day designated for the registration of admitted applicants for study in the relevant academic year, if he/she is a member with suspended membership,
  - g) the expiration of six months from the date of suspension of membership; this does not apply if the membership was renewed within this period,
  - h) the resignation from the position of a member,
  - i) the dismissal of a member from his/her position by the academic community of the faculty,
  - j) the death of a member.
6. If the membership of the AS of the faculty expires before the end of the term of office under paragraph 5, the candidate for the member of the AS of the faculty from the relevant part of the academic community of the faculty, who came first in the order of the election after the successfully elected member of the AS of the faculty, will be the substitute. If there is no such candidate, a new member of the AS of the faculty will be elected for the remaining term of office of the member of the AS of the faculty whose membership has expired prematurely.
7. The substitute will act in place of the member of the AS of the faculty, whose membership has expired prematurely, until the end of his/her original term of office.
8. A member of the student part of the AS of the faculty, who is not a student of the PhD study programme, may ask in writing to suspend his/her membership in the AS of the faculty before the proper completion of his/her study. The membership will be suspended from the day following the day of proper completion of his/her study. Membership is renewed on the day when he/she again becomes a member of the student part of the academic community of the respective faculty, if it has not expired by then for other reasons. For the duration of the suspended membership, a substitute designated according to point 6, who meets the conditions of the membership, becomes a member of the Academic Senate of the student part. His/her membership automatically expires upon the renewal of the membership of the original member of the Academic Senate of the faculty.
9. The Academic Senate of the faculty can establish advisory bodies.

**Section 13f**  
**Powers of the Academic Senate of the Faculty**

1. AS of the faculty:
  - a) approves the following internal regulations at the dean's proposal: the statute of the faculty and the organisational rules of the faculty,
  - b) approves, upon the proposal of the chairperson of the Academic Senate of the faculty, the principles of elections to the Academic Senate of the faculty and the rules of procedure of the Academic Senate of the faculty,
  - c) is part of the electoral assembly that elects the dean,
  - d) comments on the dean's proposal for the appointment and dismissal of vice-deans,
  - e) approves the dean's proposal for the appointment and dismissal of members of the faculty's Scientific Board,
  - f) approves the proposal of the faculty budget submitted by the dean and controls the management of the financial resources of the faculty,
  - g) approves the long-term plan in the educational, research, development, artistic or other creative activity of the faculty (hereinafter referred to as the "long-term plan of the faculty") elaborated following the long-term plan of the university, submitted by the dean after discussion in the Scientific Board of the faculty and its updates,
  - h) approves the annual activity report and the annual report on the management of the faculty submitted by the dean,
  - i) approves other conditions for admission to study in study programmes delivered by the faculty submitted by the dean,
  - j) comments on the dean's proposal for the establishment, merger, fusion, division or cancellation of faculty workplaces,
  - k) elects a faculty representative to the Council for Higher Education (Rada vysokých škôl) (Section 107, par. 3 of the Higher Education Act),
  - l) once a year, submits a report on its activities to the academic community of the faculty, which is published on the university website for at least four years,
  - m) fulfils other tasks determined by the internal regulations of the university or the faculty.
2. The AS of the faculty decides on the issues referred to in paragraph 1 (c) and (e) by secret ballot and on the other issues referred to in paragraph 1 by secret ballot, if it decides on a secret ballot in the given matter.

### **Section 13g Scientific Board of the Faculty**

1. The Scientific Board of the faculty is a body of the faculty. Its members are appointed and dismissed by the dean with the approval of the AS of the faculty. The term of office of the members of the Scientific Board is four years.
2. The members of the SB of the faculty are prominent experts from the areas in which the faculty performs educational, research, development, artistic or other creative activity. The members of the Scientific Board of the faculty, who are members of the academic community of UNIZA, can only be persons who work in the position of professor or the position of associate professor, or researchers with scientific qualification level IIa or with scientific qualification level I, or artistic workers. At least one quarter and at most one-third of the members of the SB of the faculty are persons who are not members of the UNIZA academic community.
3. The members of the SB of the faculty are per Article 14 par. 4 of the Methodology for the Evaluation of Standards of the Slovak Accreditation Agency for Higher Education of the Slovak Republic are also significant experts, including at least one expert with the professional capacity to review the habilitation proceedings as well as the inauguration proceedings in the relevant field of the habilitation proceedings and inauguration proceedings or in the field(s) of study to which it is assigned.

4. The chairperson of the Scientific Board of the faculty is the dean.
5. The deliberations of the Scientific Board of the faculty are governed by the rules of procedure of the Scientific Board.

### **Section 13h Powers of the Scientific Board of the Faculty**

1. The Scientific Board of the faculty
  - a) discusses the long-term plan of the faculty elaborated following the long-term plan of the university,
  - b) discusses, upon the proposal of the dean, the internal regulations of the faculty, which are related to the internal quality assurance system of UNIZA, before their discussion in the Scientific Board of the university and subsequent approval in the Accreditation Board of the University of Žilina,
  - c) evaluates at least once a year the level of the faculty in educational activities and in the field of science, technology or art,
  - d) approves other experts who have the right to examine in state exams for the study programmes delivered by the faculty (Section 63 par. 3 of the Higher Education Act); approves supervisors for doctoral degree study under Section 54 par. 4 of the Higher Education Act,
  - e) discusses and submits to the university's Scientific Board the criteria for obtaining the title of associate professor and the criteria for obtaining the title of professor at the faculty,
  - f) discusses proposals for granting the title "associate professor" at the faculty and decides on their outcome,
  - g) discusses and submits to the university's Scientific Board proposals for the appointment of professors after approval by the faculty's Scientific Board,
  - h) discusses and submits to the university's Scientific Board proposals for granting the honorary title 'doctor honoris causa' (abbreviated as Dr.h.c.) to eminent personalities,
  - i) discusses and submits to the university's Scientific Board proposals for granting the honorary title of 'professor emeritus',
  - j) discusses and submits to the university's Scientific Board the general criteria for filling the posts of professors and associate professors at the faculty,
  - k) discusses and submits to the university's Scientific Board the specific conditions of the selection procedure for filling the posts of professors at the faculty,
  - l) discusses and submits to the university's Scientific Board the dean's proposals for filling the positions of 'visiting professors' at the faculty,
  - m) upon the proposal of the chairperson of the faculty's Scientific Board, approves the rules of procedure of the faculty's Scientific Board,
  - n) fulfils other tasks determined by the internal regulations of the university or the faculty.
2. The Scientific Board of the faculty discusses issues submitted to it by the chairperson of the Scientific Board of the faculty or issues on which it decides.

### **Section 14 Education at the University**

1. Higher education at the university is delivered in accredited study programmes at the faculties and the university (university-wide study programmes). The study programmes are delivered at three levels.

2. The university, its faculties and some institutes provide further education and training in the professional development of the teaching and professional staff (e.g. qualification training).
3. The framework conditions for the provision of higher education at the university and the details of the study are determined by the internal regulations of the university.

### **Section 15**

#### **Framework Conditions for Admission of Applicants for Study**

1. Applicants who have met the basic conditions for admission according to the Higher Education Act and other conditions for admission approved by the AS of the relevant faculty, or by the Academic Senate of the university for university-wide study programmes, following the principles and rules of the admission procedure for study at the university, are accepted for study.
2. The approximate number of applicants admitted to the first year of study of the relevant study degree is determined by the rector upon the proposal of the dean, after prior approval of the AS of the relevant faculty, taking into account the long-term plan of the university/faculties, its capacity possibilities and possible limitations according to Section 102 par. 2(f) of the Higher Education Act after discussion in the Rector's Advisory Board.
3. Applicants for study in study programmes at the faculties are accepted by the dean, in university-wide study programmes by the rector, based on the results of the admission procedure. The conditions for admission of applicants for study and the registration of accepted applicants according to Sections 55 to 59 of the Higher Education Act are established by the internal regulations of the faculties or the university.

### **Section 16**

#### **Framework Conditions for the Study of Foreigners**

1. Citizens of member states of the European Union and foreigners with permanent residence in a member state are not considered foreigners for the purpose of this paragraph.
2. Foreigners are admitted for study based on the admission procedure. As part of the admission procedure, the fulfilment of the following conditions is verified:
  - a) applicants must provide proof of obtaining a complete secondary or complete secondary professional education or a comparable education abroad; the fulfilment of this condition is approved by the dean of the faculty or the rector for admission to university-wide study programmes,
  - b) applicants must demonstrate the language skills necessary to study the selected study programme,
  - c) applicants are accepted based on the fulfilment of other conditions approved by the Academic Senate of the university/faculty.
3. The relevant provisions of the Higher Education Act and the internal regulations of the university apply to foreigners accordingly.
4. The agreed conditions apply to the study of citizens of states with which the Slovak Republic has concluded agreements on special study conditions. Other foreigners study based on a study contract concluded between the student and the university, which specifically defines the special rights and obligations of the student and the university, including tuition fees.

5. Upon completion of study, foreign nationals are issued documents on completion of study under the same conditions as citizens of the Slovak Republic.
6. In the case of persons who have been granted asylum, provided with supplementary protection or provided with temporary shelter, the fulfilment of the condition according to paragraph 2(a) can be proven by an affidavit and successful completion of the general study prerequisites test. The details will be determined by the internal regulations of the university.

## Section 17

### Provisions on Tuition Fees and Fees Associated with Study and Qualification Growth

1. The university and its components are entitled, according to the provisions of the Higher Education Act, to collect the following tuition fees and fees associated with study or admission to study:
  - a) tuition fees for study after exceeding the standard length of study,
  - b) tuition fees for the study of a second or additional study programme during concurrent study,
  - c) tuition fees for a part-time form of study,
  - d) tuition fees for studying a study programme conducted exclusively in a language other than the state language,
  - e) a fee for material resources for the admissions procedure,
  - f) other fees under legal regulations.
2. The amount of the basis for the determination of the tuition fees and other fees is determined by the Ministry of Education for each academic year. The tuition fee and other fees are payable once by transfer order or postal order. The deadline for payment of the tuition fee is determined by the faculty or the university in the case of university-wide study programmes. The fees are due prior to the requested action being performed. In justified cases, the rector can reduce, waive, or postpone the due dates, taking into account the student's academic results, social and health situation, or other factors worthy of special attention.
3. In their statement on the student's request, the dean and the rector take into account the following principles **for the reduction of the tuition fees** when deciding on concessions for the payment of the tuition fees:
  - a) **by half:**
    - a) in the case of a poor social situation of the student: the social situation can be assessed according to whether the student receives a social scholarship in the amount of up to EUR 150 per month, or whether he/she would be entitled to such a social scholarship but does not receive it because the Section 96 par. 2 of the Higher Education Act applies to him/her. The amount of the social grant applicable for this paragraph shall be determined by the university based on the currently applicable decree of the Ministry of Education.
    - b) for exemplary representation of the university, excellent study results, etc., in the past academic year; the student's results can be assessed according to the weighted academic average or also according to whether he/she was awarded an extraordinary or merit scholarship in the past academic year for these activities.
    - c) in the case of proven health problems, which have resulted in an extension of the period of study.
  - b) **to the amount of EUR 100:**

- b) for the repeated reasons listed in par. 4(a), (b) and (c) and in other noteworthy circumstances (in the case of maternity, maternity/parental leave, long-term and serious health problems, current representation at the World, European and Slovak Championships, natural disaster at home).
4. In their statement on the student's request, the dean and the rector take into account the following principles for **the remission of the tuition fee** when deciding on the tuition fee remission:
  - a) in the case of a poor social situation of the student: the social situation can be roughly assessed according to whether the student receives a social scholarship for over EUR 150 per month, or whether he/she would be entitled to such a social scholarship but does not receive it because the Section 96 par. 2 of the Higher Education Act applies to him/her. The amount of the social grant applicable for this paragraph shall be determined by the university based on the currently applicable decree of the Ministry of Education.
  - b) in the case of proven long-term and serious health problems, which have resulted in an extension of the period of study.
  - c) if the student, after successful completion of a study stay abroad with the consent of the faculty/university, still needs to take some compulsory or compulsory elective courses.
5. The dean, in his/her response to the student's application, and the rector, in deciding whether to reduce, remit or postpone due dates, shall take into account the principles set out in paragraphs 3 and 4, as appropriate.
6. In his/her response to the student's request, the dean also considers the student's previous course of study (study results, duration of study). The recommended threshold for a positive statement is a weighted average of up to 2.00.
7. Each student's request for tuition fee concession is assessed individually.
8. The rector shall reduce or remit tuition fees only once during the course of study in the first and second degree of higher education, except for the remission of tuition fees for the reasons referred to in paragraph 4 (a) or (b).
9. In study programmes of the 3rd degree of university study in a part-time form of study, the rector can reduce, remit or postpone the due date of tuition fees only for employees of the university based on the consent statement of the dean/director of the workplace where this employee is occupied and the consent statement of the dean/director of the training centre within the university.
10. Failure to pay the specified tuition fee by the stipulated due date is a reason for excluding the student from study under Section 66 par. 1(c) of the Higher Education Act.
11. The university collects fees for further education and training in the professional development of pedagogical and professional staff, the amount of participant fees is approved by the rector, in the case of courses organised by the faculty, by the dean or, in the case of courses organised by other university parts, by the relevant director.

## **Section 18**

### **Framework Provisions on Social Support for Students**

1. The university provides social support to students directly and indirectly, following the Higher Education Act.

2. The university grants various types of scholarships to students and, depending on its possibilities, loans to cover part of the study costs from the scholarship fund. The rules for provision of scholarships and loans are determined by an internal regulation, except for social scholarships, which are governed by a special regulation.<sup>3)</sup>
3. The university allows students to use the services of its catering facility or dine in contracted catering facilities in places where it does not have its own. It also provides students with an allowance for the issued meals from the funds of state subsidy funds for the social support of students.
4. The university provides accommodation to students within its possibilities in its accommodation facilities or contracted facilities. Through the Accommodation Facility, the university provides students with an allowance for accommodation from the means of the state subsidy for social support of students. The details are governed by an internal regulation.
5. According to its possibilities, the university creates conditions for sports, cultural and other free-time activities of students. It contributes to these activities of students through the means of the state subsidy intended for this purpose, and also from its own funds. The contribution to these activities is part of the budget of the university.
6. The university creates conditions for the study of students with specific needs without reducing the requirements for their academic performance.

### **More Detailed Definition of Academic Rights and Obligations of Students**

#### **Section 19 Student Rights**

1. The Higher Education Act determines the general rights of students.
2. The university students are guaranteed additional rights to:
  - a) utilise communication and information services for the purposes and according to the rules resulting from the internal regulations,
  - b) utilise the opportunities for physical education, sports and culture offered by the university,
  - c) utilise additional forms of education provided by the university, such as language training, supplementary pedagogical studies, educational programmes of lifelong learning according to a special regulation,<sup>4)</sup>
  - d) utilise the possibilities of the social support system,
  - e) submit comments and complaints about all aspects of life at the university to the rector, deans and other senior employees and receive an appropriate response,
  - f) have their disciplinary offences assessed by a disciplinary committee.
3. For exemplary performance of duties or extraordinary results beyond the scope of duties, the dean or the rector may award the student a commendation, honorary certificate, special reward or special motivational scholarship.

#### **Section 20 Student Obligations**

1. The Higher Education Act determines the general obligations of students.

---

<sup>3)</sup> Decree of the Ministry of Education No. 102/2006 Coll. on Awarding Social Scholarships to University Students, as amended.

<sup>4)</sup> For example Act No. 568/2009 Coll. on Lifelong Learning, as amended.

2. Other obligations of university students mainly include:
  - a) proper fulfilment of their study and civic obligations,
  - b) compliance with generally binding legal regulations and internal regulations of the university,
  - c) respecting the rights of other members of the academic community,
  - d) mind the good name of the university through public appearances,
  - e) in case of violation of an obligation, be subject to disciplinary measures following internal regulations.
3. A serious violation of obligations by a university student is discussed by the university's disciplinary committee.
4. A violation of accommodation regulations is an offence according to the "Accommodation Regulations of the Accommodation Facilities of the University of Žilina", and the procedure in case of violation of these accommodation regulations is governed by the "Offence Rules and Rules of Procedure of the Offence Committees of the UNIZA Accommodation Facilities".

### **Section 21**

#### **Rules for the Use of Academic Insignia and Performance of Academic Ceremonies**

1. Academic insignia are a symbol of the historical traditions of the university.
2. The academic insignia are the rector's sceptre, medals with chains of academic dignitaries who wear them at university ceremonies – matriculation, graduation and conferment of honorary doctorates and at academic ceremonies of other higher education institutions/universities or research institutions where they represent the university or its part.
3. The rector, vice-rectors, bursar, deans and vice-deans, secretaries of faculties, professors, associate professors and professional assistants are authorized to use the insignia on ceremonial occasions according to the instructions of the rector or dean, the chairperson of the Academic Senate of the university, the chairperson of the Academic Senate of the faculty and important guests upon the decision of the rector.
4. The rector is ceremonially introduced to the position by inauguration.
5. As a rule, students complete their university studies at a special graduation ceremony.
6. Parts of the matriculation and graduation ceremonies are the academic matriculation pledge and the academic graduation pledge.
7. Graduations of "Doctors of Science", "Doctors honoris causa", and graduates of the third degree of university study, as well as the awarding of the honorary title "Professor Emeritus", take place according to the protocol determined by the rector.
8. Academic matriculation pledge:
 

*I, a student of the University of Žilina, promise that I will use all the rights provided by the Higher Education Act to obtain a higher education.  
I will make every effort to fulfil the obligations of a student, and by my actions, I will contribute to the development of my personality.  
I promise to honour, protect and spread the good name of the University of Žilina.*
9. Academic graduation pledge:

*I promise,*

- *that I will use the acquired knowledge and experience for the development of a democratic and humane society,*
- *that I will perform my duties properly, conscientiously, willingly and with full awareness of responsibility,*
- *that I will live so that my behaviour is consistent with my profession,*
- *that I will constantly deepen my education and continue to expand it,*
- *that I will keep the University of Žilina in my grateful memory.*

## **Section 22 Student Organisations**

1. Students have the right to establish and participate in the activities of independent associations operating on the university campus (student organisations) to develop their extracurricular activities.
2. These associations are governed by statutes approved by the rector.
3. The heads of these associations report to the rector on their activities.

## **Section 23 Basic Principles of Labour Law Relationships at the University and its Faculties and the Procedure for Taking Decisions on These Matters**

1. The university, as a public higher education institution, acts as an employer in labour law relationships.
2. Labour law relationships of employees with the employer are regulated by special regulations.<sup>5)</sup>
3. The self-governing powers of the university include conclusion, change and cancellation of labour law relationships and determination of the number and structure of job positions. Determination of the structure and number of job positions is based on the long-term plan of the university and of the faculties, depending on the fields of study and study programmes. The structure and number of job positions at the university are determined by the organisational rules of the university, which are approved by the Academic Senate of the university upon the proposal of the rector, and the organisational rules of the faculties, which are approved by the Academic Senates of the faculties upon the proposal of the deans. Job positions can only be occupied within the approved organisational structure and the approved number of job positions, taking into account the financial resources allocated to the respective workplace.
4. The Minister of Education performs legal acts on behalf of the employer vis-à-vis the rector.
5. The rector is a statutory body; he/she performs legal acts in labour law relationships with the employees of the university, except for those legal acts in labour law relationships, which he/she delegated under the organisational rules of the university to the bursar and legal acts of the faculties according to paragraph 6.

---

<sup>5)</sup> Act No. 552/2003 Coll. on the Performance of Work in the Public Interest, as amended, Act No. 553/2003 Coll. on Remuneration of Certain Employees in the Performance of Work in the Public Interest, on the Amendments of Certain Acts, as amended, Act No. 311/2001 Coll. The Labour Act, as amended.

6. Faculties have the right to decide or act on behalf of the university in matters of conclusion, change and cancellation of labour law relationships of the employees assigned to the faculty. The dean performs legal acts in labour law relationships, within the scope of the available salary resources of the faculty and according to the number and structure of job positions at the faculty determined in the organisational rules of the faculty. The dean is accountable to the rector for cases of violation of generally binding legal regulations and internal regulations of the university in the field of labour law relationships at the faculty, as well as for the remuneration of employees. In case of violation of the internal regulations of the faculty in the field of labour law relationships of employees assigned to the faculty, the dean is accountable to the Academic Senate of the faculty.
7. The bursar has the right to decide and act on behalf of the university in matters of conclusion, change and cancellation of labour law relationships of all employees in the departments he/she manages. He/she is accountable to the rector for this activity, including the remuneration of employees.

#### **Section 24**

#### **The Internal Management Rules of the University, Including Rules for Conducting Business Activity**

1. The rector is accountable to the Minister of Education for the management of the property of the university.
2. The management of property under the conditions of the university is governed by the Higher Education Act and, in matters not regulated by this Act, by special regulations.<sup>6)</sup>
3. The Board of Directors performs the role of the self-governing body in handling the property of the university.
4. The **university**, including individual faculties and components, may validly conduct business activity using the property of the university concerning third parties, namely natural persons, legal persons or natural persons–entrepreneurs, only based on written legal acts.
5. The costs of business activity must be covered by the income from it. The dean or the head of the component is accountable to the rector for business activity conducted using the property of the university.
6. **Parts of the university**, when concluding, modifying, cancelling, and signing legal acts (e.g., contracts, etc.), as well as when managing the faculty’s financial resources, are represented by the head of the respective part, provided that the total value of the performance or the sum of individual performances within the same legal act is **less than €35,000**. In other cases, the legal acts are signed by the rector. Heads of parts report on their activities to the rector.
7. If the legal act is signed by the head of the component, the university as a participant in the legal act must be indicated in the introductory part of the legal act (in the so-called header) as follows:  
“University of Žilina  
Relevant part of the university.....  
Represented by: ..... – head of the part

---

<sup>6)</sup> For example, Act No. 176/2004 Coll. on the Disposal of the Property of Public Institutions and on Amendment of the National Council of the Slovak Republic Act No. 259/1993 Coll. on the Slovak Forestry Chamber, as amended by Act No. 464/2002 Coll., as amended.

Seat:  
Company registration number:  
Tax ID:  
person responsible for implementing the contract:  
legal form: a public institution established by the Higher Education Act. No. 131/2002 Coll. as a public higher education institution“

In the final part of the legal act (in the signature part), as follows:  
“University of Žilina  
Relevant part of the university.....

.....  
(hand-written signature)  
head of the part

8. All legal acts connected with the long-term lease of immovable property of the university are signed on behalf of the university as lessor or borrower, **always by the rector**, except for short-term leases (with a maximum duration of 1 week) of movable and immovable things, which are signed by the bursar.

### **Section 25**

#### **Rules for the Performance of Powers of the Faculties in Matters in which They Act on Behalf of the University**

1. The faculties exercise the self-governing powers of the university as a public higher education institution to the following extent:
  - a) determining further conditions of admission to study and decision-making in the admission procedure for study programmes delivered by the faculty,
  - b) deciding on matters related to the academic rights and obligations of students enrolled for study according to the study programmes delivered by the faculty,
  - c) conclusion, change and cancellation of labour law relationships to the extent and under the conditions specified in this Statute,
  - d) conducting business activity (Section 18 of the Higher Education Act) according to the rules specified in this Statute,
  - e) cooperation with other higher education institutions, legal entities and natural persons, including foreign ones, in the areas in which the faculty operates, to the extent and under the conditions specified in this Statute and the internal regulations of the university.
2. **In matters referred to in paragraph 1(a) to e), the dean acts on behalf of the university.** He/she is accountable for his/her activities to the rector.
3. If, after assessment (from the substantive side), a specific legal act can be included among the matters belonging to the self-governing competence of the faculty under par. 1(a), (b), (c), (d) and (e) of this provision, in such a case, the legal act is signed by the dean and the authorisation from the rector is not required.
4. If the legal act is signed by the dean, the university as a participant in the legal act must be indicated in the *introductory part* of the legal act (in the so-called header) as follows:

University of Žilina  
Faculty.....  
Represented by: ....., dean  
Seat:  
Company registration number:

Tax ID:

person responsible for implementing the contract:

legal form: a public institution established by the Higher Education Act. No. 131/2002 Coll. as a public higher education institution

*In the final part of the legal act* (in the signature part), as follows:

University of Žilina

Faculty.....

.....

(hand-written signature)

dean

5. **The respective faculty**, when concluding, modifying, cancelling, and signing legal acts (e.g., contracts, etc.), as well as when managing the faculty's financial resources, is represented by the dean, provided that the total value of the performance or the sum of individual performances within the same legal act is **less than €35,000**. In other cases, the legal acts are signed by the rector.
6. When implementing the faculty's cooperation with other higher education institutions and their parts, legal entities and natural persons, including the foreign ones, in the areas in which the faculty operates, including the conclusion, changes and cancellations of contractual relationships related to this area of the faculty's activity, the management of financial resources intended for this activity and the management of financial resources obtained from this activity, the faculty is represented by the dean.

#### **Section 25a Official Notice Board**

1. The university and its faculties have their official notice boards. If the internal regulations of the university do not stipulate otherwise, documents relating to the entire university are published on the official notice board and documents relating to the faculty are published on the official notice board of the respective faculty.
2. The official notice board of the university must be clearly marked and placed in an easily accessible place in the premises where the rectorate building of the university is located. The official notice board of the faculty must be clearly marked and placed in an easily accessible place in the premises where the dean's office of the faculty is located.
3. The documents established by the Higher Education Act are published on the official notice board. In addition, other documents and announcements may be published on the official notice board upon the decision of the rector or the dean.
4. As a rule, the documents posted on official notice boards are also made available through the university website.

#### **Section 25b Amendments to the Statute**

1. Changes to the Statute are made in the form of written amendments, which are subject to registration by the Ministry.
2. Every time the Statute is amended, its full text is also issued.

3. The Statute, its amendments and the full text are published in electronic form on the university website.

### **Section 26 Transitional Provisions**

1. The internal regulations of the parts of the university must comply with the internal regulations of the university.
2. All university parts shall harmonise their internal regulations with this Statute no later than three months from the date of its entry into force. Those parts of the internal regulations that contravene the provisions of this Statute are invalid after the expiration of this period.
3. In all internal university regulations, the words "Faculty of Humanities" are replaced with "Institute of Mediamatics and Cultural Heritage."

### **Section 27 Final Provisions**

1. This Statute was approved by the AS UNIZA on 30 January 2023.
2. This Statute enters into force from the date of registration by the Ministry of Education, Science, Research and Sport of the Slovak Republic and is effective at the earliest when the decision on its registration enters into force.
3. Directive No. 106 – Statute of the University of Žilina, as amended, is repealed.
4. Amendment No. 1 was approved by the UNIZA Academic Senate on 17 March 2025.
5. Amendment No. 1 enters into force from the date of registration by the Ministry of Education, Research, Development and Youth of the Slovak Republic and is effective at the earliest when the decision on its registration enters into force.
6. Amendment No. 2 was approved by the UNIZA Academic Senate on 27 October 2025.
7. Amendment No. 2 enters into force from the date of registration by the Ministry of Education, Research, Development and Youth of the Slovak Republic and is effective at the earliest when the decision on its registration enters into force.

Prof. Ing. Branislav Hadzima, PhD.  
Chairman of the UNIZA Academic Senate

Prof. Ing. Ján Čelko, CSc.  
Rector