UNIVERSITY
OF ŽILINA

DIRECTIVE No. 270

Periodic Approval of Study Programmes and IQAS UNIZA

Discussed by: UNIZA Scientific Board on 30 April 2026

Approved by: UNIZA Accreditation Board on 15 May 2026

Effective from: 15 May 2026

Article 1
Process of Periodic Approval of Study Programmes

1. The process of **periodic approval of study programmes** is carried out for the purpose of approving the provision of the relevant study programme until the next periodic approval date.
2. As part of the periodic approval process, consideration is given to ensuring that the given study programme meets the requirements for compliance with the SAAHE Standards for study programme and that the learning objectives and outcomes are in line with the needs of students, employers, and other stakeholders; that they correspond to current knowledge; and that the level of graduates, especially through the achieved educational outcomes, is in line with the required level of the qualification framework.
3. The **study programme is periodically approved** in accordance with the formalised processes of the internal quality assurance system at UNIZA (hereinafter referred to as "IQAS UNIZA") **within the timeframe specified by the current provisions of the SAAHE Standards for study programme**.
4. The process of approval of the study programme is carried out on the basis of the **Report for periodic approval of the study programme**, which is prepared by the study programme guarantor.
5. The entire process is formally regulated by the relevant methodological guidelines, the appendix to which also includes the recommended structure of the Report for periodic approval of the study programme.

Article 2
Process of Periodic Approval of IQAS UNIZA

1. The internal quality assurance system of UNIZA should be functional and effective in order to be in line with the P5 policy and meet criterion 2.6.g of the SAAHE standards for the internal system.
2. The internal quality assurance system of UNIZA is regularly approved by the university after prior monitoring, evaluation, and possible revision.

Article 3
Process of Monitoring the Periodic Evaluation and Revision of IQAS UNIZA

1. Part of the quality assurance policies and processes is regular monitoring, evaluation, and revision of the internal system, in which all interested parties participate.
2. The source of **monitoring** is documented information on the activities performed and the results achieved.
3. Specific responsibilities are assigned to the processes for monitoring the functionality of the UNIZA IQAS, whether in the form of a structure or a specific process owner.
4. The UNIZA monitoring system also includes the measures taken, and their effectiveness is examined as part of monitoring and evaluation.
5. In **evaluating IQAS UNIZA**, UNIZA management takes into account:
   a) the status of measures from previous reviews by the UNIZA management,
   b) changes in external and internal contexts that are relevant to IQAS UNIZA,
   c) changes in the structure, needs, and expectations of interested parties that are relevant to IQAS UNIZA,
   d) changes in the legislation governing IQAS UNIZA,
   e) information from monitoring and measurement, including trends in indicators and the occurrence of non-compliance,
   f) results of audits and external evaluations.
6. When IQAS UNIZA is evaluated by UNIZA management, the adequacy of policies, independence of monitoring, extent to which overall objectives are met, adequacy of resources, existence of new threats and risks to quality, and the informative value and appropriateness of the indicators evaluated are also assessed.

7. The evaluation of IQAS UNIZA by the UNIZA management is carried out **once every two years** based on the **Report on the periodic evaluation of IQAS UNIZA (IQAS Monitoring)**, which is prepared by the secretary of the UNIZA Accreditation Board (hereinafter referred to as the "AB UNIZA").
8. When IQAS UNIZA evaluation reveals the need to change or **revise IQAS UNIZA**, the revision shall be carried out in a planned manner, considering the following:
   a) the purpose of the revision and its potential consequences for interested parties,
   b) the scope of interventions in IQAS UNIZA in terms of the interconnections of documentation, processes, structures and policies.
9. **The functionality of IQAS UNIZA is approved by AB UNIZA** based on the submitted Report on the periodic evaluation of IQAS UNIZA (IQAS Monitoring).

Article 4
Sources of Monitoring and Evaluation of the Functionality and Effectiveness of the Internal Quality Assurance System at UNIZA

1. Monitoring the functionality of UNIZA requires working with information; therefore, collecting, processing, analysing and disclosing information are an integral part of the UNIZA functionality monitoring system. The monitoring system is built on four basic pillars:
   a) working with feedback from interested parties,
   b) systematic collection of information on changes in the internal and external environment affecting study programmes and IQAS UNIZA,
   c) supervision of compliance with rules and regulations,
   d) evaluation of the achievement of objectives through measurable quality indicators (a list of quality indicators is attached to the relevant methodological guideline on the quality monitoring of study programmes).
2. **Working with feedback** – Feedback is gathered through surveys of UNIZA target groups, which are students (applicants, current students, students with special needs, and graduating students); teachers; graduates; employers; and partners, but also through discussions at meetings of the UNIZA AB, the Rector's Advisory Board, the university management and at meetings of faculty management.
3. **Systematic collection of information** on changes in the external and internal environment is described in Directive No. 217 and Directive No. 218. In terms of timing, form and content, the information collection system reflects the relevant needs of the interested parties from whom the required information is obtained. The collection of information is an ongoing responsibility of every individual and organisational unit at UNIZA.
4. **Oversight of compliance with rules and regulations** laid down in UNIZA's internal regulations is carried out by all employees in managerial positions and by the Control and Internal Audit Officer, supported in oversight and monitoring by the UNIZA Quality Manager and representatives of relevant stakeholders, particularly students. This type of monitoring focuses primarily on the implementation of planned educational activities, efficient management of resources, compliance with academic ethics, determination of the values of specified measurable performance indicators, compliance with requirements for students with special needs, fulfilment of contractual relationships concluded with partners in connection with quality assurance, and the extent of student and relevant stakeholder involvement. For each area under review, oversight of compliance with rules and regulations by the Control and Internal Audit Officer is carried out on the basis of authorisation by the Rector.
5. **Evaluation of compliance with the criteria of the SAAHE standards** is carried out by the Study Programme Board, faculty management, University management and AB UNIZA. Their monitoring covers the completeness of course information sheets, evaluation of measurable indicator results, assessment of the appropriateness of teaching forms and methods, including on the basis of the results of applying an active student role in education, evaluation of indicator trends (for example, trends in applicants, admitted applicants and students enrolled in study programmes), the effectiveness of linking science and research with education, and changes in technological possibilities and societal needs. These areas are covered by the relevant evaluation reports prepared once a year at the level of AB UNIZA.

Article 5
Measures in the Event of Non-Compliance
in the Internal Quality Assurance System at UNIZA

1. The most common source of non-compliance is human behaviour. Employee behaviours that may lead to non-compliance with the rules of IQAS UNIZA include:
   a) failure to familiarise oneself thoroughly with the rules and regulations,
   b) forgetting an obligation, for example due to negligence or employee overload.
2. Preventive measures introduced at UNIZA to prevent undesirable behaviour that may lead to non-compliance with the rules and regulations of IQAS UNIZA include:
   a) regularly informing UNIZA students and employees of their obligation to comply with the regulations,
   b) involving students and employees as widely as possible in the preparation and review of rules and regulations so that they identify with their purpose,
   c) ensuring that all students and employees can report breaches of rules and regulations, or concerns about potential breaches, and that they are appropriately protected as persons reporting such breaches.
3. When non-compliance is identified, it must be addressed and, where appropriate and depending on its seriousness, steps must be taken to control and remedy it.
4. The organisational unit responsible for the area in which the non-compliance occurred shall ensure that effective measures are implemented to eliminate it without delay and, where appropriate, shall draw attention to the need for changes to IQAS UNIZA or any part thereof.

Article 6
Final Provisions

1. This Directive was discussed by the UNIZA Scientific Board on 30 April 2026.
2. This Directive was approved by the UNIZA Accreditation Board on 15 May 2026.
3. This Directive shall enter into force and effect on the date of its approval.

Prof. Ing. Ján Čelko, CSc.
Chairman of the UNIZA Accreditation Board