



DESCRIPTION OF THE STUDY PROGRAMME

Name of the higher education institution	Trnavská univerzita v Trnave
Address of the higher education institution	Hornopotočná 23, 918 43 Trnava
Identification number of the higher education	318 25 249
Name of the faculty	Právnická fakulta
Address of the faculty	Kollárova 10, Trnava
Institution body for approving the study programme:	Rada pre vnútorné hodnotenie kvality VŠ vzdelávania / Board for internal quality assessment of higher education
Date of the study programme approval or the study programme modification:	
Date of the latest change ¹ in the study programme description:	1.9.2023
Reference to the results of the latest periodic review of the study programme by the institution:	
Reference to the assessment report of the application for accreditation of the study programme under § 30 of Act no. 269/2018 Coll. ² :	

1. Basic information about the study programme	
Name of the study programme and its number according to the register of study programmes.	Pracovné právo / Labour Law 103227 (alebo 6835 alebo ŠaUO-6817X00 alebo 0421)
Degree of higher education and ISCED-F education degree code.	3 rd degree / SKKR 8 or ISCED-F 2011 3 rd degree 864
Place(s) of delivery of the study programme.	Kollárova 10, Trnava
Name and number of the field of study in which higher education is obtained by completing the study programme, or a combination of two fields of study in which higher education is obtained by completing the study programme, ISCED-F codes of the field/fields ³ .	Law 6835 ISCED-F code of the discipline of education 0421 – law Name and number of study discipline: 30. Law Broad discipline: 04 Entrepreneurship, administration/regulation and law Narrow discipline: 042 Law, Detailed discipline: 0421 Law
Type of the study programme:	academically oriented
Awarded academic degree.	PhD. (philosophiae doctor), doctor
Form of study ⁴ .	External Study
Language or languages in which the study programme is delivered ⁵ .	Slovak
Standard length of the study expressed in academic years.	4 years
Capacity of the study programme (planned number of students), the actual number of applicants and students.	Planned number: 1 Number of applicants in 2023/2024: 1 Number of students in 2023/2024: 4

2. Graduate profile and learning objectives

¹ If the change is not a modification of the study programme according to § 30 of Act no. 269/2018 Coll.

² It is stated only if the accreditation of the study programme has been granted according to § 30 of Act no. 269/2018 Coll.

³ According to the International Standard Classification of Education. Fields of Education and Practice 2013.

⁴ According to § 60 of Act no. 131/2002 Coll. on Higher Education Institutions.

⁵ It means the languages in which all learning outcomes are achieved and all related courses of the study programme as well as the state examinations are carried out. The institution independently provides information on the possibility of partial study parts/courses in other languages in part 4 of the description.

1. The institution defines the learning objectives of the study programme such as student's abilities at the time of completion of the programme and the main learning outcomes⁶.	The study programme fully reflects the areas and scope of knowledge, skills and competencies that shape the graduate of the third-degree study programme in accordance with the relevant level of the national qualifications' framework set out in the Annex to the Decree - SKKR 8. The doctoral study programme prepares the personalities capable of further developing the legal order of the Slovak Republic at the level of creation, implementation and application of law for the practice. Studying under the guidance of experienced advisers working in both theory and practice of law, allows graduates to focus on a specific legal problem that currently requires a scientific legal solution, while the graduate can identify the problem, establish possible solutions and verify or falsify a potential solution. The skills and competencies acquired can be further applied to solve other legal problems, while respecting the standards of scientific work recognized in the community of legal scientists. The doctoral study is intended for recent graduates of the master's study, but also for practitioners who have formulated their research question based on practical experience exceeding the horizon of knowledge of the second degree of study. The educational goals of the programme are: - Acquisition of key theoretical knowledge as a necessary fundament of and a prerequisite for scientific work; - Mastering and methodological understanding of processes, structures and procedures in solving specific legal-theoretical issues, which are mostly closely linked to legal practice; - Analysis and application of theoretical knowledge and research conclusions of national, European and global legal science and their connection to one's own scientific research (innovation, new directions in legal science, emerging issues – digitisation, automation, robotisation, platforms); - Amalgamation of knowledge and its integration into broader legal-theoretical, legal-philosophical and legal-historical contexts, integration of knowledge and its confrontation with developments in other scientific disciplines, which the law – as a social science discipline – must necessarily reflect. Main educational outcomes of the programme: - Gaining broad cross-sectional knowledge of individual branches of law, the ability to interpret them, analyse them and use them in one's own scientific research. Gaining the ability to identify and present one's own solutions to theoretical issues, to critically deal with other theoretical and practical views and, based on the acquired knowledge, to shape themselves as a part of the scientific and professional community; - Acquiring the necessary skills used in legal theory and legal practice, which is based on theory and is fundamentally influenced by it, regarding the nature of law and legal science (searching for, collecting and use of data from relevant systems – national law, EU law and international law), acquiring the necessary social skills and competencies that are indispensable given the practical focus of law and legal science; - Acquiring the necessary competencies related to creative scientific work, the ability to identify relevant research problems, approach them by scientific methods, evaluate them in cross-sectional legal-historical, legal-theoretical and
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⁶ Learning objectives are achieved in the study programme through measurable learning outcomes in individual parts (modules, subjects) of the study programme corresponding to the relevant level of the Qualifications Framework in the European Higher Education Area.



	legal-philosophical contexts, to develop social competencies of teamwork and competencies of advanced critical thinking.
2. The institution indicates the professions for which the graduate is prepared at the time of completion and the potential of the study programme from the point of view of graduate's employability.	The graduate of the study programme will gain the prerequisites for the performance of highly specialized and qualified professions in the field of legal science and research as a researcher in university, academic and other educational or scientific institutions of national as well as European character or as a university teacher. They will also acquire the necessary skills and competencies for the position of postdoctoral researcher at one of the universities. The graduate of doctoral studies can find employment as a pedagogue, researcher or manager at university, academic and other educational or scientific-research institutions. At the same time, depending on the nature of law and legal science, they may find employment in legal professions, in management positions within national and supranational institutions, in state administration and municipality, as well as in non-governmental organizations. Indicated professions according to the Decree of the Statistical Office of the Slovak Republic no. 449/2020 Coll., which issues the statistical classification of occupations: taking into account the above and especially the nature of doctoral studies (since this is not a new study program, graduates in these positions also work in practice), the graduate can find employment e.g. as: university teacher (231) in the field of law, as a specialist in the field of law (261): lawyer (in a company, institution, organization), attorney, trainee attorney, prosecutor, legislator, judge, notary, trainee notary, executor, forensic expert, a senior judicial officer, as a legal professional and similar staff (3411), as a manager of administrative and support activities not elsewhere classified (1219), from these jobs e.g. executive (manager) of the legal department / public procurement / in the field of personal data protection. In addition to university education, other special conditions are required for the performance of certain professions, e.g., successful completion of a selection procedure (e.g., judge, public prosecutor), reaching a certain age (judge, public prosecutor), successful completion of a professional judicial examination / notarial examination / bar / bankruptcy trustee examination, and compliance with other legal requirements (e.g., integrity, required minimum length of legal practice, entry in the list of lawyers of the Slovak Bar Association). A third-level university education can prepare them for the quality performance of these professions.
3. Relevant external parties who have provided the statement or a favourable opinion on the compliance of the acquired qualification with the sector-specific requirements for the profession ⁷ .	These are not professions regulated by law. Graduates of this programme are applicable in the indicated professions.

3. Employability	
1. Evaluation of the study programme	A graduate of a doctoral study programme in law can find employment in similar professions as a graduate of a master's study programme. However, due to the

⁷ In the case of regulated professions in accordance with the requirements for the acquisition of professional competence pursuant to a special regulation.



employability.	doctoral study they can independently analyze problems of empirical research in their specialization, propose solutions, know the scientific methodology, have a sense of rhetorical competence, etc. They are therefore also qualified to work as a university teacher or researcher. The capacity to find a proper employment of graduates is also monitored through questionnaires, the evaluations of which, together with the opinions of the PF TU management, are available here: http://iuridica.truni.sk/absolventi-dotaznikove-prieskumy For example, the graduate questionnaire of master's and doctoral graduates of Trnava University in Trnava, who completed their studies in the academic year 2020/2021, shows that more than 82% of respondents among the graduates of the Faculty of Law felt optimally ready to apply in their field of study. The same questionnaire shows that more than 76% of respondents among the graduates of the Faculty of Law were employed in the field of law. Considering the nature of doctoral studies, in addition to potential university teachers and researchers, there are those who have already entered the labor market in various legal professions (e.g., lawyers, prosecutors, experts in various, even senior, positions of public administration or private sector entities) and studying will help them gain a deeper knowledge of the field of law, competence for scientific and professional work. Their applicability is already given by the performance of the various job positions, which is confirmed in informal consultations with doctoral students and graduates.
2. If applicable, indicate the successful graduates of the study programme.	Considering that this is an existing study programme, graduates of which have found employment in positions that are subject to law, the faculty will submit a list of graduates at the request of the assessors. Some of the successful students that have completed the course: Milan Hlušák, currently post-doc and responsible for the recodification of Slovak private law, Veronika Zoričáková, post-doc.
3. Evaluation of the study programme quality by employers (feedback).	Considering the nature of the study programme and the graduate of the doctoral study programme, the quality of the study programme is monitored and evaluated through the relevant trade union council, in which the employers' representatives are represented. Within the assessment of the quality of the study programme (in relation to its content, staffing), the faculty also addressed persons working in the positions of employers who are capable of relevant evaluation of the study programme (opinions are available at the faculty and at sharepoint Vnútorný systém kvality: PF TU zosuladenie PhD" Annex .5).

4. Structure and contents of the study programme⁸	
1. The institution describes the rules for the design of study plans within the study programme.	The study programme is a set of rules, criteria as well as methods for evaluating study results based on which the student is allowed to obtain a university degree in the required level of study. The doctoral study is further regulated in the study regulations of the university and the faculty and in the Decree of the Dean of the Faculty of Law no. 3/2023 on doctoral studies. https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/vyhlasaka-dekana-pravnickej-fakulty-c.-3_2023-o-doktorandskom-studiu.pdf The general rules are set in the faculty's Study Order:

⁸ Selected characteristics of the content of the study programme can be stated directly in the Course information sheets or supplemented by the information of the Course information sheets.



	https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studijny-poriadok/studijny-poriadok-pf-tu-2023.pdf The student's study plan determines the time and content sequence of subjects and the forms of evaluation of study results. A part of the study programme is a recommended study plan, which is compiled so that by completing it the student meets the conditions for successful completion of studies in the standard length. In doctoral studies, the study plan (the so-called individual study plan) consists of a study part and a scientific part. The student compiles the study plan in cooperation with the supervisor and this is specified annually during the annual evaluation of the doctoral student, the subject of which is the evaluation of the study plan and adjustment of the study plan for the next academic year (Articles 9 and 11 of the Decree). The time load of the study plan is specified in the Rules for the Creation, Modification, Approval and Evaluation of the Quality of Study Programmes of Trnava University. Rules: https://www.truni.sk/sites/default/files/rektor/studijne-programy_pravidla-tu.pdf The study plan specifies the qualitative and quantitative requirements, as well as their timing, which the doctoral student must manage during the study. The PhD. student's individual study programme includes a study part: a) obligatory and compulsory courses, b) list of compulsory and recommended literature, c) anticipated study visits, d) dissertation date, e) pedagogical activity, f) other tasks. A scientific part of study includes: a) the procedure and schedule of scientific research in connection with the topic of the dissertation, b) scientific activity, c) anticipated research fellowships, d) other scientific tasks related to the topic of the dissertation. The study programme and its plan also enable the completion of part of the study abroad. Completion of parts of the study plan fulfills the knowledge, skills and competencies defined in the graduate profile.
2. The institution compiles the recommended study plans for individual study paths. ⁹	Recommended study plan – attachmet No. 1 to this document. The recommended study plan divides the subjects in the study part and the scientific part, in the structure: profile, compulsory, compulsory elective and elective (without prerequisites, co-requisites) with the number of credits that express the student's workload; 1 credit corresponds to 25 hours of workload) and direct contact teaching. The study programme takes place in one place, in the building of PF TU at Kollárova 10, Trnava. Methods of education (presence education), educational activities (especially lectures, consultations), learning outcomes, syllabus, conditions of completion and teachers are listed in individual information sheets of subjects that are publicly available on the MAIS portal (teachers with contact details are attached to this document: List of teachers – attachment No. 2):

⁹ In accordance with Decree no. 614/2002 Coll. on the study credit system and Act no. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Acts.

https://student.truni.sk/maisportal/studijneProgramy.mais	
The study plan generally states: - individual parts of the study programme (modules, courses, and other relevant school and extracurricular activities, if they contribute to the achievement of the required learning outcomes and allow to obtain credits) in the structure of compulsory, compulsory optional and optional courses, - profile courses of the relevant study path (specialization) within the study programme, - for each learning part/course the learning outcomes, related criteria and rules of their assessment so that the learning objectives of the study programme are met (they can be stated only in the Course information sheets, in the Learning outcomes section and in the Course completion requirements), - prerequisites, co-requisites and recommendations for the design of the study plan, - for each learning part of the study plan/course the applied educational activities (lecture, seminar, exercise, final work, project work, laboratory work, internship, excursion, field practice, professional practice, state exam, etc. or their combinations) suitable for achieving learning outcomes, - methods by which the educational activity is delivered – present, distant, combined (in accordance with the Course information sheets), - outline/syllabus of the course¹⁰, - student workload ("extent" of individual courses and educational activities separately)¹¹, - credits allocated to each part based on the learning outcomes achieved and the workload involved, - the person responsible for the course (or a partner organization/person¹²) with an indication of the contact details, - course teachers (or participating partner organizations/persons) (may also be mentioned in Course information sheets), - places where the courses are taught (if the study programme is delivered at several workplaces).	
3. The institution states the number of credits, the achievement of which is a condition for proper completion of studies and other requirements that the student must meet within the study programme and for its proper completion, including the requirements for state examinations, rules for re-study and rules for the extension, interruption of study.	The number of credits, the achievement of which is a condition for the proper completion of studies for the doctoral study programme in the full-time study with a standard length of three academic years, is 180 credits, and in the external form of study with a standard length of four academic years is also 180 credits.
4. Rules for admission to state exams	Successful completion of all compulsory subjects and the compulsory scientific part, meeting the minimum requirements regarding completion of compulsory elective subjects and obtaining a total of 160 credits before the dissertation defense. Articles 10 and 14 of the Decree of the Dean of PF TU No. 3/2023 on doctoral studies. https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/vyhlasaka-dekana-pravnickej-fakulty-c.-3_2023-o-doktorandskom-studiu.pdf
5. Rules for repeating the study	If a student (doctoral student) completes their studies in a way other than by fulfilling the conditions for successful completion of studies within the standard or extended length of study, it is necessary to re-apply for the study. Subsequently, the student can apply for recognition of already completed courses. If a student does not meet the prescribed conditions but has obtained enough credits to progress to the next section of study, they can continue their studies and the subjects which were not successfully completed need to be re-

¹⁰ During the assessment, teachers responsible for the course will allow the working group access to the study materials of the course and the content of individual educational activities.

¹¹ We recommend indicating the workload of contact and non-contact teaching in accordance with the ECTS Users' Guide 2015.

¹² E.g. when providing the professional practice or other educational activities carried out outside the university.



	enrolled.
6. Rules for extension and interruption of studies	A student who has failed to successfully complete dissertation defense may re-apply for the dissertation defense within the resit period specified by the dean of the faculty. If the student has not successfully completed the defense of the dissertation within the resit period, they are entitled to a second resit under equivalent conditions, within the period specified by the dean of the faculty. The period of study may not exceed the standard length of study by more than two years. Article 21 of the Decree of the Dean of the faculty No. 3/2023 on doctoral studies: https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/vyhlasaka-dekana-pravnickej-fakulty-c-3-2023-o-doktorandskom-studiu.pdf The study of the study programme may be interrupted, incl. repeated interruption, based on a reasoned written request of the student, usually for a period of one calendar year. The total length of study interruption throughout the study may not exceed two years. In the case of parental leave, the total length of the study interruption may not exceed three years. Article 24 of the Study Regulations: https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studijn-y-poriadok/studijn-y-poriadok-pf-tu-2023.pdf Interruption of studies of a student who applied for a dissertation topic listed by an external educational institution according to art. 54 par. 12 of the Higher Education Act, is authorized by the dean or the rector after obtaining consent from the director of an external educational institution.
7. Requirements for completing the individual parts of the study programme and the student's progress within the study programme in the given structure:	
credits for compulsory courses required for proper completion of studies/completion of a part of studies	95
credits for compulsory optional courses required for the proper completion of studies/completion of a part of studies	25
number of credits for optional courses required for the proper completion of studies/completion of a part of studies	40
number of credits for the final thesis and the defense of the final thesis required for the proper completion of studies	20
8. The institution describes the rules for verification of learning outcomes, students assessment and the possibilities of appealing against the assessment.	The method of final evaluation of doctoral study courses is usually continuous. Course evaluations are set to motivate students to such results, which demonstrate the doctoral student's ability to identify the problem, think analytically and finally, independently create and offer a solution to the indicated problem. The information sheet also includes a brief syllabus of courses. Verification of learning outcomes takes place in the form of continuous assessment or examination (Articles 17 and 18 of the Study Order of the Faculty of Education of the Technical University). If a student fails an exam or continuous assessment, they are entitled to two correction deadlines. If a student does not meet the prescribed conditions but has obtained enough credits to progress to the next section of study, they may continue their studies and the unsuccessfully completed subjects will be enrolled as repeated in the next academic year. If the subject is re-enrolled, the student has the right to complete one correction term.



	If the student is left with the last date of the exam, they may, within five working days after the registration of the evaluation of the first correction term or in the repeated registration of the subject after the registration of evaluation of the regular term, but no later than one week before the end of the examination period, request the dean in writing to take the examination in front of the commission or that the result of the written test be evaluated by the commission. The members of the commission and the date of the examination will be determined by the dean of the faculty. The student has the right to apply in writing to the dean of the faculty for recognition of a course that they successfully completed during their previous studies in the field of law, if no more than five years have elapsed since its completion. The student must apply for recognition by the end of the first week of the relevant semester in the relevant academic year. The subject can only be recognized at the same level of study. The recognition of subjects that the student has completed on student mobility is specially regulated (Articles 19 and 20 of the Study Order of the Faculty of Law). Study Order https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studijn-y-poriadok/studijny-poriadok-pf-tu-2023.pdf The doctoral study also includes an annual evaluation of the doctoral student, which is organized by the branch of study commission in cooperation with the supervisors, the relevant departments or institutes of the faculty with the participation of the student. The process of the annual evaluation of the doctoral student is regulated by the Article 11 of the Decree of the Dean of the University of Trnava, Faculty of Law no. 3/2023 on doctoral studies: https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studiu-m/vyhlasaka-dekana-pravnickej-fakulty-c.-3_2023-o-doktorandskom-studiu.pdf
9. Conditions for recognition of studies or a part of studies	The student has the right to apply in writing to the dean of the faculty for recognition of a course that they successfully completed during their previous studies in the field of law, if no more than five years have elapsed since its completion. The student must apply for recognition by the end of the first week of the relevant semester in the relevant academic year. The subject can only be recognized at the same level of study. The recognition of subjects that the student has completed on student mobility is specially regulated (Articles 20 and 21 of the Study Order of the Faculty of Law). The university became the holder of the ECTS Certificate in 2014, and for this reason the recognition of education is simple and fully legislatively enshrined in the Study Order of University of the university and study Order of Faculty. Study Order of the Faculty: https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studijn-y-poriadok/studijny-poriadok-pf-tu-2023.pdf
10. The institution states the topics of final theses of the study programme (or a link to the list).	Attachment No. 3
11. Rules for the assignment, processing, opposition, defense and evaluation of final theses in the study programme,	Prior to the commencement of the admission procedure, the dean of the faculty will make public the topics of the dissertations on the proposal of the study field commission and with the consent of the relevant study field board. Each of the listed topics is assigned one supervisor. The applicant registers for one of the topics listed by the faculty. The dean of the faculty, with the consent of the study field



commission, may also accept the topic proposed by the applicant.

Article 3 Decree of the Dean of the Faculty of Law TU no. 3/2023 on Doctoral Studies.

https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/vyhlaska-dekana-pravnickej-fakulty-c.-3_2023-o-doktorandskom-studiu.pdf

The basis for the elaboration of the dissertation is **the project of the dissertation**, which is one of the requirements for the application for doctoral studies, and the student draws on it during the elaboration of the dissertation itself.

As part of the written part of the dissertation examination, the student presents thesis of the dissertation, as well as those parts of the dissertation that document the results of the scientific part of the study, or at least two published outputs. The purpose of the dissertation is to demonstrate that the doctoral student has a detailed overview in matters and has mapped out the issues they deal with in their final work (the current state of discourse at home and abroad) that they have completed the phase of gaining knowledge, that they master the methods of legal sciences and have a clearly defined objective, respectively the subject of work with clearly formulated scientific questions or hypotheses.

Prior to the defence, it is necessary to successfully complete all compulsory courses and the compulsory scientific part, meet the minimum requirements of compulsory elective courses and obtain a total of 160 credits before the defence of dissertation thesis (Articles 10 and 14 of the Decree). Submission of the dissertation thesis and its defence is evaluated with 20 credits.

Dissertation must be of a scientific work in which the doctoral student demonstrates the ability and readiness to work independently scientifically and creatively in the field of research or development, based on continuous research and using rich documentary material as well as scientific methods. The scope of the dissertation is at least six author sheets. A doctoral student may apply for a defense of the dissertation after fulfilling the conditions laid down by the study programme and after obtaining at least 160 credits.

The dissertation is judged by at least **two opponents**. At least one of the opponents is a 'professor', a 'doctor of sciences', or a researcher who has been awarded a scientific level I qualification. In exceptional cases, a university teacher with university education in the third degree or a distinguished professional with practice in the given field of study. The opponent's review contains an objective and critical analysis of the dissertation, is brief and does not repeat the content of the dissertation. The reviewer will comment in particular on: a) the topicality of the chosen topic, b) whether the dissertation has met the objective, c) the chosen methods of research, d) the results of the dissertation stating whether it brings new knowledge, e) the contribution of the dissertation for the further development of science. In this review, the opponent proposes the grading of the dissertation (the mark).

The student submits a dissertation for defence procedure in the state language. After receiving the opinion of the study field commission and with the consent of the dean, the student may submit the dissertation in a language other than the state language; in this case, it includes an abstract in the state language. The student can submit a published monothematic work or a set of published works as their dissertation. The content of this work must elaborate the issue of the dissertation. In such a case, the student will attach a written commentary to the published work, in which they will state the current state of the issue, the goals of the dissertation and the conclusions that arose from researching the topic of the



	dissertation. The scope of the dissertation is at least six author's sheets. The defence procedure of the dissertation is public. The defence of the dissertation is a discussion among professionals on the acquired knowledge contained in the dissertation between the doctoral student, opponents, other members of the examination board and other participants in the defence of the dissertation. The defence of the dissertation will be opened by the chairman of the examination board by giving a brief professional curriculum vitae of the doctoral student, an overview of the doctoral student's scientific work and data on their report; and announcing the topic of the dissertation. The doctoral student will briefly present the essential theses and conclusions of the dissertation. Opponents will present the essential content of their opinions; the chairman of the examination board or another member of the examination board appointed by the chairman of the examination board reads the report on behalf of the absent opponent. The doctoral student will adopt a standpoint on the opponents' opinions, objections, comments and questions. The chairman of the examination board will open a discussion in which everyone present can take part; the discussion verifies the correctness, justification, scientific origin and value of the knowledge contained in the dissertation, as well as the ability of the doctoral student to respond to objections and questions. After the end of the public part of the dissertation defence, a private meeting of the examination board is held, in which the supervisor can also participate. At a closed session, the examination board decides on the evaluation of the dissertation defence. The result of the dissertation defence will be announced publicly by the chairman of the examination commission. The doctoral study will be completed by a successful defence of the dissertation. A doctoral student who has not successfully completed the dissertation defence may again request that the dissertation be defended within the corrective deadline set by the dean of the faculty. If the doctoral student has not successfully completed the defence of the dissertation within the resit period, they are entitled, under similar conditions, to the second resit period, within the period specified by the dean of the faculty. Articles 14 to 21 Decree of the Dean of the Faculty of Law TU no. 3/2023 on Doctoral Studies. https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/vyhlasaka-dekana-pravnickej-fakulty-c.-3_2023-o-doktorandskom-studiu.pdf In relation to the final works are the rules for entering, opposing, defending and evaluating the final works contained in the study rules of the university and faculty. The rules for the processing of final work are laid down in The Rector's Directive No. 20/2021 on bibliographic registration, control of originality, enabling availability, storage and basic formalities of final, rigorous and habilitation works. Directive – final theses https://www.truni.sk/sites/default/files/rektor/smernica_o-zaverecnych-pracach-20_2021.pdf
12. Opportunities and procedures for participation in student mobility,	Students have the opportunity to study at foreign institutions through the support of mobility, specifically through studies at one of the institutions under the scope of a bilateral agreement or through internships. The aim of the internship is to help individuals adapt to the demands of the labour market, acquire professional/practical skills, and better understand the economic and social conditions of the host country in conjunction with the acquisition of work experience and language skills. The student chooses the organization for the internship primarily based on his own activity, PF TU in this context acquaints students with the possibilities of



	cooperating with institutions, however, this does not limit the student's choice. The student has the opportunity to complete part of their studies at one of the partner universities. The main grant schemes being used are KA103 (EU partnerships) and KA107 (non-EU partnerships, currently with Dostoevsky University in Omsk, Russia) under the ERASMUS+ program, which provide students with grant funding for their stay. Information and conditions for participation in mobility are published on the website of the faculty and the university. The selection procedure is organized by the faculty repeatedly during the academic year in order to maximize the possibility of access for students to stays abroad. In addition, there are regular student meetings with the faculty coordinator, where students can find out the answers to the questions they are interested in in this regard. https://www.truni.sk/mobilita-studentov http://iuridica.truni.sk/erasmus-pre-studentov
13. Rules for adherence to academic ethics and rules for drawing consequences,	The Faculty of Law ensures that the principles of academic ethics that shape the future graduate are followed throughout the course of study, including the fulfilment of daily study obligations, preparation for seminars and examinations. The ethical performance of the legal profession by future graduates is one of the most difficult tasks and challenges of legal education and training of future lawyers. Therefore, in the field of legal education, courses have been introduced that focus on the dissemination of ethical values as well as the solution of ethical dilemmas that are a part of legal practice. The faculty emphasizes student education, which shapes students not only professionally, but also reflects the ethical level of law enforcement. As part of their studies, students are required to complete courses in which they become familiar with the standards of academic and professional ethics. The faculty puts great emphasis on adhering to the rules of academic ethics. In the case of a disciplinary offense, disciplinary proceedings are initiated against the student, which may result in expulsion from the study as the most severe sanction. Compliance with the principles of academic ethics is enshrined as an obligation in the following internal regulations: - Disciplinary Code of the Trnava University in Trnava for students of June 27, 2013; - Code of Ethics of Trnava University in Trnava, - Direction of the Dean of the Faculty No. 1/2023 on Ethic of Publishing and Prevention of Plagiarism. Disciplinary Code http://www.truni.sk/sites/default/files/rektor/disciplinarny_poriadok_tu_final_w eb.pdf Disciplinary Committee http://iuridica.truni.sk/disciplinarna-komisia-pravnickej-fakulty-trnavskej-univerzity-v-trnave Direction No. 1/2023 https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/smernica_plagiatorstvo-1_2023.pdf Since 2015, the University has established an Ethics Committee, whose main task is to discuss suggestions related to violations of the Code of Ethics of the University



	of Trnava and requests for consideration of ethical aspects of research and other projects at the University or in various forms of cooperation with other research entities with which the University of Trnava cooperates, especially in handling joint projects and grants. The University has adopted the aforementioned Code of Ethics, which has been used on several occasions to take disciplinary action against students whose conduct was not in accordance with it. Several times a year, the faculty hosts expert lectures and workshops on current ethical issues, on whistleblowing, a topic that has been highly discussed in society in recent years, and on the fight against discrimination and plagiarism. Code of Ethics https://www.truni.sk/sites/default/files/rektor/3_2015_eticky-kodex-tu-final-1.pdf Ethics Committee https://www.truni.sk/eticka-komisja Teachers and supervisors strive to support the intrinsic motivation of doctoral students by providing a sufficient degree of autonomy and independence in the study and scientific part of doctoral studies, by strengthening the degree of their responsibility for their own progress, and by providing assistance, support and feedback towards independent achievement of results so that the educational benefits of autonomous motivation are achieved (a higher degree of scientific creativity, higher academic performance, awareness of one's own abilities and competences, etc.).
14. Procedures applicable to students with special needs,	The university and the faculty pay special attention to students with special needs, with an emphasis on respect for human dignity and individuality. They support the formation and expansion of an inclusive academic environment. In accordance with the legal principle of equality of access to education, the university ensures a generally accessible academic environment by creating appropriate admission conditions for applicants with special needs and appropriate study conditions for students with special needs without reducing requirements on their performance in the admission procedure or study. Information for applicants with special needs and for students with special needs is published on the university and faculty website. The agenda of support for students with specific needs is regulated by the Rector's Directive no. 17/2013 on the support of students and applicants for studies with special needs. https://www.truni.sk/sites/default/files/smernica_rektora_c.17_2013_o_podpore_studentov_a_uchadzacov_o_studium_so_specifickymi_potrebami.pdf There is a university coordinator for students with special needs at the university level and a faculty coordinator for students with special needs at the faculty level. Coordinators for students with special needs provide and help with support services and aids. Support for students at University https://www.truni.sk/podpora-studentov-so-specifickymi-potrebami Support for students at Faculty http://iuridica.truni.sk/podpora-studentov-so-specifickymi-potrebami Faculty coordinator - contact http://iuridica.truni.sk/podpora-studentov-so-specifickymi-potrebami The university creates appropriate adaptations and support services for students with special needs. The university coordinator, together with the faculty



	coordinators, initiates the following activities: identification of students with special needs, providing information and counselling for students with special needs, creating suitable conditions for using the services of all equipment of the Student Support Center (psychological and legal counselling, sports activities), education for teachers, employees and students of Trnava University in order to get correct attitude towards students with special needs, cooperation with study departments of faculties in connection with admission procedures for students with special needs, providing priority accommodation for students with special needs in barrier-free areas, establishing contacts with other organizations which are helpful for students, providing compensatory aids. For applicants with special needs, the university and the faculty provide appropriate adjustments and support services during the entrance exams without reducing the requirements for study performance. In accordance with the Rector's Directive no. 17/2013 on the support of students and applicants for studies with special needs, students with special needs are allowed to take the entrance exam in a way considering their specific needs in cooperation with the faculty and university coordinators. The application for the entrance exam adjustment is published on the university website. Applicant http://iuridica.truni.sk/prijimacie-konanie Entrance exams https://www.truni.sk/sites/default/files/rektor/priloha1_k_smernici_c.17_2013.pdf The application for the entrance exam https://www.truni.sk/sites/default/files/rektor/priloha2_k_smernici_c.17_2013.pdf As part of its third mission, the faculty also organizes lectures on topics that deal with the disabilities with the aim of sensitizing in this area. In addition, the faculty has created subjects that are focused on (from the legal point of view as well) more vulnerable persons (Clinic of Lawyer's Humanity, Protection of the Rights of the Elderly). Events http://podujatia.iuridica.truni.sk/
15. Procedures for filing complaints and appeals by students.	Students have at their disposal a wide range of possibilities to raise complaints concerning the violation of their rights or legally protected interests and/or suggestions aimed at addressing shortcomings in the activities of the faculty or university. Being aware of the importance of getting feedback from students as well as providing the protection of their rights, the faculty has built a consistent system of submitting and reviewing motions (complaints), in several ways. Suggestions http://iuridica.truni.sk/podnety-oznamenia Students can submit a suggestion related to study matters to the "Complaint box" which is physically located on the 1st floor of the faculty, where is also the Study Department (next to the Department for Science and Research). In accordance with the Guideline of the Dean of PF TU no. 3/2023, any student, employee, or other person may propose a motion, submit a suggestion, comment regarding the study or work environment related to the study at the faculty.



It is possible to submit a complaint in writing to the "Complaint box" and through the web application (on the website of the faculty), even anonymously.

The Commission for Study Affairs, formed of members other than the management of PF TU – students included and regulated under the Guideline of the Dean of PF TU no. 3/2023, inquiries into complaint.

This way, students can claim the protection of their rights or legally protected interests, which they believe have been violated, or point out specific shortcomings in the activities or inaction of the faculty or faculty staff, especially violations of law or violation of internal regulations of Trnava University and/or the Faculty of Law of the Trnava University.

Guideline of the Dean of PF TU no. 3/2023
https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/usmernenie-3_2023_komisia_studium_podnety.pdf

Suggestion (form)
<http://iuridica.truni.sk/podnety-pre-studium>

Commission for Study Affairs
<http://iuridica.truni.sk/komisia-pre-studium-podnety>

Students of the doctoral study programme may also lodge complaints or suggestions concerning their studies with **the commission for the relevant doctoral study programme**. Suggestions beyond the scope of the commission can be addressed to the vice-dean for doctoral studies.

Students can also submit a complaint directly to the dean of the faculty via a web application.

Suggestion for the dean
<http://iuridica.truni.sk/podnety-pre-dekana>

Any student, staff member, candidate or other person may propose a **motion concerning the observance of protection against any kind of unequal treatment** of applicants, students, staff members, protection against intolerance, such as notice of unfair practices or breaches of ethical rules relating to the activities of the faculty as a scientific and pedagogical institution, which performs tasks under the regime of Act no. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Acts, as amended. The submission of the notification is regulated by the Guideline of the Dean of PF TU no. 4/2023.

It is possible to propose a motion within the scope of Guideline of the Dean of PF TU no. 4/2023:

- orally to the Chairman of the Complaints Examination Commission during his consultation hours,
- in writing – letter sent to the correspondence address: Trnava University in Trnava, Faculty of Law, Hornopotočná 23, 918 43 Trnava, addressee - the Chairman of the Complaints Examination Commission, or
- via email: oznamenie.prf@truni.sk at any time (the recommended sample form is available on the website).

The membership and authority of the Commission are governed by the provision of Art. III of the Guideline of the Dean of PF TU no. 4/2023, the student academic community of the faculty has also their representation in the Commission.

Complaints
<https://www.truni.sk/preverovanie-oznameni-zamestnancov-tu-o-protispolocenskej-cinnosti-v-sulade-s-ustanoveniami-zakona>

Guideline of the Dean of PF TU no. 4/2023
https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/usmernenie-4_2023_komisia_studium_podnety.pdf



[enie-4 2023 oznamenia diskrim tolerancia komisia.pdf](#)

Complaints Examination Commission

<http://iuridica.truni.sk/oznamenie-porovanie-pravidiel>

Complaints related to the violation of the Code of Ethics of the Trnava University in Trnava are resolved by the Ethics Committee of the Trnava University in Trnava. Complaints may be submitted in writing through the filing office of the University of Trnava in Trnava to the address of the chairman of the commission or electronically to their e-mail address. The Faculty of Law is currently working on the development of a faculty code of ethics.

Complaints concerning areas that fall within the competence of the academic senate of the faculty in accordance with the Higher Education Act, the statute of the university and the statute of the faculty can be addressed by e-mail to the members of the senate (one third of which are students) or can be submitted directly at the session of the senate, which is always public, and which is attended by representatives of the faculty management.

If the student's problem concerns a specific department, students can turn to the head of the department or the director of the relevant institute. In case of problems related to the studies, which go beyond the scope of an individual department or institute, the clerk of the study department serves as the first point of contact for problem solving. Likewise, the head of the study department or vice-dean for studies may be approached in these situations.

Study department

<http://iuridica.truni.sk/studijne-oddelenie>

Students have a right to be assessed in the same course up to three times and they may apply for a **commission examination**.

Study Regulation of PF TU

<https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studijn-y-poriadok/studijny-poriadok-pf-tu-2023.pdf>

Meetings of the academic community, which are convened as needed, represent another forum to discuss problems related to the activities of the faculty. At the beginning of each semester, the faculty management organizes meetings with external students. During the online teaching, the faculty management regularly organizes online meetings with the students of the faculty, where they can make comments related to the course of online education.

The students' opinions and experiences with teaching are ascertained regularly at the end of each semester in the form of course surveys, on the results of which the heads of departments (directors of institutes) comment.

Applicants who have not been admitted to the study can inspect the documentation of their admission procedure. They also have the right to file a request for review of the Dean's decision on non-admission in accordance with § 58 para. 8 of Act no. 131/2002 Coll. on Higher Education Institutions, as amended. If the complaint exceeds the competence of the faculty or if it has not been resolved within the available faculty mechanisms, it is possible to contact the **university authorities**. Within the area of competence of the academic senate of the university, it is possible to contact the members of this body (each faculty is also represented in the senate by three students, while one of the students is also the vice-president of the senate). In other matters concerning the activities of the university, it is possible to contact the relevant vice-rector or the rector of the university directly.



5. Course information sheets of the study programme	
In the structure according to Decree no. 614/2002 Coll.	https://student.truni.sk/maisportal/studijneProgramy.mais
6. Current academic year plan and current schedule (or hyperlink).	
Academic year plan:	http://iuridica.truni.sk/harmonogram-akademickeho-roka
Current schedule:	http://iuridica.truni.sk/rozvrh-hodin
7. Persons responsible for the study programme	
1. A person responsible for the delivery, development, and quality of the study programme (indicating the position and contact details).	prof. JUDr. Mgr. Andrea Olšovská, PhD. funkčné miesto: profesorka kontakt: andrea.olsovska@truni.sk (tel. č. 033 5939 646/601)
2. List of persons responsible for the profile courses of the study programme with the assignment to the course and provided with a link to the central Register of university staff and with contact details (they may also be listed in the study plan).	Attachment No. 2 of this document: the list of teaching staff (with division: profile, compulsory, compulsory elective and elective subjects)
3. Reference to the research/art/teacher profiles of persons responsible for the profile courses of the study programme.	Attachment: VUPCH (available at at sharepoint Vnútný systém kvality: PF TU zosuladenie PhD" Annex .3) The department website/ members (specialization courses) http://iuridica.truni.sk/clenovia-katedry-ppapsz prof. JUDr. Mgr. Andrea Olšovská, PhD. prof. JUDr. Helena Barancová, DrSc. mim. prof. JUDr. Marianna Novotná, PhD. doc. JUDr. Viktor Križan, PhD. doc. JUDr. Miloš Lacko, PhD. Methodology courses taught by: http://iuridica.truni.sk/clenovia-katedry-dp http://iuridica.truni.sk/clenovia-katedry-tpaup prof. JUDr. PhDr. Tomáš Gábriš, PhD. LL.M, MA doc. JUDr. Miriam Laclavíková, PhD., mim. prof. doc. JUDr. Kristián Csach, PhD. doc. JUDr. Marek Káčer, PhD. Vyučujúci – predmety odboru
4. List of teachers of the study programme with the assignment to the course and provided with a link to the central Register of university staff and with contact details (may	Attachment No. 2 of this document: the list of teaching staff (with division: profile, compulsory, compulsory elective and elective subjects)



be a part of the study plan).	
5. List of the supervisors of final theses with the assignment to topics (indicating the contact details).	Attachment N. 3 of this document: the list of topics for dissertation theses
6. Reference to the research/art/teacher profiles of the supervisors of final theses.	Attachment: VUPCH (available at at sharepoint Vnútný systém kvality: PF TU zosuladenie PhD" Annex .3) The department website/ members (specialization subjects) http://iuridica.truni.sk/clenovia-katedry-oaop
7. Student representatives representing the interests of students of the study programme (name and contact details).	Students participated in the process of harmonizing the study program representation in the Academic Senate of PF TU. Information about AS PF TU members: http://iuridica.truni.sk/zoznam-clenov-pf-tu Students were invited to the harmonization process and at the same time to study graduates also expressed the program. Opinions are available at the faculty and at the sharepoint „Vnútný systém kvality TU: PF TU _zosuladenie PhD.“: Annex no. 5.
8. Study advisor of the study programme (indicating contact details and information on the access to counselling and on the schedule of consultations).	With regard to the character of the doctoral study, the function of the study adviser is fulfilled by the Vice-Dean for Science, Legislation and Doctoral Studies. http://iuridica.truni.sk/studijni-poradcovia Vice-Dean for Science, Legislation and Doctoral Studies: mim. prof. JUDr. Marianna Novotná, PhD. Contact: marianna.novotna@gmail.com
10. Other supporting staff of the study programme – assigned study officer, career counsellor, administration, accommodation department, etc. (with contact details).	At the university and faculty level, a wide range of support services is created with an adequate number of professional staff for both students and teachers. For students: - in the various stages of study: Department of Studies, Doctoral Assistant, Vice-Dean for Science, Legislation and Doctoral Studies, Vice-Rector for Education, University and Faculty Coordinator for Students with Special Needs, - in the field of scientific activity: science and research officer, Vice-Dean for Science, Legislation and Doctoral Studies - in the field of foreign relations: Vice-Dean for Foreign Relations (foreign mobilities) - study and career counsellors - in the field of technical support: Information Systems Center (issuing an ISIC card, setting up a university e-mail address, MAIS login details, university systems, etc.) - other: various student organizations - ELSA and TRUNI Student Council, Student Support Center - study advisor. In relation to doctoral studies, the supervisors of doctoral students , who also provide professional and study guidance for the doctoral student, also have an important supporting mission. The Vice-Dean for Science, Legislation and Education also provides study counselling within the doctoral study program. For teachers: - in the field of pedagogical activities: study department, assistant for doctoral studies, Vice-Dean for Science, Legislation and Doctoral Studies, vice-rector for education works) - in the field of project activities: clerk for science and research, secretary of the faculty (registration and project management, administration of the public



	procurement process) - in the field of science and qualification growth: Vice-Dean for Science, Legislation and Doctoral Studies, Vice-Dean for Development, assistant for science and research, assistant doctoral studies (administration connected with the registration of doctoral students and with habilitation and inauguration proceedings) - in the field of technical support: Information Systems Center (information systems management, ICT installation and management) - personnel and payroll department, etc. Faculty – organizational structure http://iuridica.truni.sk/oddelenia-sekretariaty Department of Studies http://iuridica.truni.sk/studijne-oddelenie Faculty Coordinator for Student with Special Needs http://iuridica.truni.sk/podpora-studentov-so-specifickymi-potrebami Foreign relations http://iuridica.truni.sk/studium-v-zahranici Study advisor http://iuridica.truni.sk/studijni-poradcovia Information System Center https://www.truni.sk/centrum-informacnych-systemov Student Support Center https://www.truni.sk/centrum-podpory-studentov Study advisor http://iuridica.truni.sk/poradca-pre-studium-studenti
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8. Spatial, material, and technical provision of the study programme and support

1. List and characteristics of the study programme classrooms and their technical equipment with the assignment to learning outcomes and courses (laboratories, design and art studios, studios, workshops, interpreting booths, clinics, priest seminaries, science and technology parks, technology incubators, school enterprises, practice centres, training schools, classroom-training facilities, sports halls, swimming pools, sports grounds).	Concerning the post gradual study programme in the field of law, the faculty has secured sufficient spatial, material, technical and information resources of the study programme, which are a guarantee for achieving the defined educational goals and outcomes. These are lecture halls, classrooms, study rooms, courtroom and a computer room. The faculty provides education of study programmes in its renovated building at Kollárova Street 10 in Trnava. The building belongs to the historical and highly aesthetic jewels of Trnava, registered in the list of cultural monuments of the Slovak Republic. The comprehensive reconstruction of the building was completed in 2008 and its functionalist style and modern equipment correspond to the current conditions for the provision of higher education in the comfortable scientific environment. One wing of the building consisting of one ground floor and two above-ground floors serves for education. On the two above-ground floors there are 12 teaching rooms with the following capacity: 1 x 10, 1 x 20, 4 x 30, 4 x 50 and 2 x 80 persons; larger rooms are used for lectures, smaller ones for exercises and seminars, usually 15-20 students per group. All classrooms are equipped with a data projector, projection screen and laptop. Interactive whiteboards are also available. A special feature of the faculty is the newly built improvised courtroom, which also serves for the moot courts competitions and for the organization of scientific and expert events. For special occasions related to the study (e.g., student scientific conference, expert and scientific events of departments, faculties,
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	simulated litigation), the faculty also uses the large Collegium Novum meeting room with a capacity of 40 people. The classrooms have a total area of 681.36 square meters. For educational purposes the individual departments and institutes of the faculty are equipped with a laptop and scanner. In addition, each department and institute has to its disposal computers and laptops assigned for teachers, and every administrative employee has at least one computer with a printer, or laptop, copier, scanner. The faculty therefore provides technical support and necessary equipment for teaching, access to study literature, information databases and other information resources in the study room, as well as remotely, information technologies and external services and their corresponding financing. The library and study room of the faculty are located on the ground floor, together with a computer room and a cloakroom for students. On the first floor of the faculty, there are also relax spaces for students and a large open space adapted to the social contact of students. These spaces are equipped with vending machines for hot drinks, cold drinks, snacks. The second wing is intended for individual departments and institutes, the dean's office of the faculty, the study department and other administrative offices of the faculty. Wi-fi internet access is provided throughout the whole building. In addition to the classrooms, there are department rooms available for the needs of teachers, in which preparation for teaching and consultations with students also take place. Accessibility for students with special needs is facilitated in the teaching premises, in the library and study room, as well as in the premises of social facilities. The faculty premises are equipped with wheelchair access, including a lift and a reserved parking space. The faculty premises are fully serviceable in terms of hygiene, antifire and work safety and meet aesthetic criteria as well. Student accommodation is provided by the university's rectory at the university dormitory in the centre of Trnava. The university meets the criteria for spatial, material, technical and information conditions of the study programme. The university financially supports the modernization of premises, the improvement of working and study conditions for teachers and students. For these reasons, we expect that this criterion will remain sustainable in the future.
2. Characteristics of the study programme information management (access to study literature according to Course information sheets, access to information databases and other information sources, information technologies, etc.).	Students can use the library and study room directly in the faculty building. At the same time they have access to the University Library of Trnava University at Hornopotočná 23, Trnava. Library https://www.truni.sk/kniznica The faculty library is located on the ground floor of the building, with an area of 312 square meters. Library provides students with space for studying as well as space for occasional social or scientific faculty events. The library collection consists of approximately 22 000 library units (since 2001), the annual increase is an average of 1,300 library units. All new titles are processed electronically. The sum of 50 titles of scientific journals (among them 39 from abroad) is subscribed by the library and foreign titles of prestigious publishers are largely represented here as well.



	The library works in the form of a study room with free access to the collection. The library offers access to databases of electronic information sources. The library has a wi-fi internet signal, is equipped with its own PC sets, there are two screens with projectors for multimedia use. The library offers access to databases of electronic information sources. In the area of accessibility to the modern sources of scientific information – scientific databases – students have access to the following databases (also distant access): Judikáty-info, C.H. Beck, ASPI, as well as the Oxford Journals Law Collection databases (access to the full text of Oxford University Press's scientific peer-reviewed journals), EBSCO (full-text and abstract BD journal articles), ProQuest (journal articles), Scopus (abstract and citation database), SpringerLink (full texts of articles from periodicals), Web of Science (bibliometrics and citation database), Wiley Inter-Science (articles of the peer-reviewed journal), JSTOR (full-texts of scientific articles), Central and Eastern European Online Library (online archive of periodicals of the Central and Eastern Europe social sciences). Online catalogue http://ezp.truni.sk/opac Sources https://www.truni.sk/elektronicke-informacne-zdroje-eiz The thematic profile of the library collection of the faculty library is focused on the field of law and social sciences. The collection is continuously updated to provide up-to-date literature for all degrees of study. Due to the new titles and their easy availability, the library is frequently visited and sought after by students of other faculties (not only Faculty of Law). The faculty provides barrier-free access to the library and other academic premises. There is also a bookstore with law literature and scientific and expert literature of other social sciences in the faculty building. The bookstore also offers students the opportunity to buy affordable literature in the bazaar or in the antiquarian section of the bookstore. https://www.sprinton.sk/ In order to implement modern forms of education and executive activities related to management and main processes the university uses the following central information systems: Modular academic information system MAIS, E-learning system – Moodle, DAWINCI library information system, SOFIA financial information system, Identity management system (Novell IDM), Thesis register EZP. Information systems that serve to facilitate the pedagogical and study process (MAIS, EKP, LCMS, Virtual University, SOFIA, DAWINCI) cover the main activities of the university and provide access for most university users. The university has approved the framework document "Information Security Policy". In accordance with Act. No 122/2013 on the protection of personal data a Security Project for the protection of personal data and related security directives has been prepared.
3. Characteristics and extent of distance education applied in the study programme with the assignment to courses. Access, manuals of e-learning portals. Procedures for the transition from contact teaching to distance learning.	Selected educational activities of the study programme are provided by a combined method, in addition to the presence method, the distance (online) method is also used using the Moodle and MS Teams platforms. The faculty is fully qualified to provide quality education also by distance and combined method. For these purposes, TU has a secure software environment to ensure the education of this format (MOODLE, MS Teams). If a distance or combined method of education is required, the faculty uses the e-learning portal Moodle and the online system MS Office 365, to which all teachers

and students have access through a license. Microsoft Office 365 includes the MS TEAMS communication platform.

MS Teams is a priority platform for online teaching and sharing of materials. Videoconferencing calls made through MS TEAMS are used in distance learning / combined teaching for the presentation of the curriculum, in the examination phase they can also be used for examination, and in the consulting phase for individual consultations with the student (in relation to the subject, scientific or professional text, creation final work). Brief instructions for working with this platform are available on the university's website.

The Moodle e-learning platform is used to support teaching, assignment, evaluation, or knowledge testing. After logging in to Moodle, students have access to training courses corresponding to the classes, sorted by departments.

Students will receive access data to Microsoft Office 365 together with an account to the eduroam network during entry registration. System support is provided by the Information Systems Center (CIS), which is profiled as a specialized university-wide workplace focusing on information technology, computer technology, multimedia technology and software. The mission of the CIS is to ensure and coordinate the development, operation and effective use of information and communication technologies, to participate in the support of educational, pedagogical, management, information and scientific research activities of the university and its components and their rationalization.

Microsoft Teams- Team Collaboration Center with instructions:

<https://www.truni.sk/ms-teams>

Access to the distance learning tool- MS Teams:

<https://teams.microsoft.com/>

Moodle e-learning system with instructions:

<https://www.truni.sk/lms-moodle>

Access to the e-learning portal (lectures for distance learning):

<https://moodle.truni.sk/>

E-mail system (electronic communication for distance learning):

<https://outlook.office.com/mail/>

Library system (online library catalogue):

<http://ezp.truni.sk/opac>

Procedures for the transition to distance education

During the summer semester of the academic year 2019/2020, due to the worsened epidemiological situation related to the spread of the SARS-CoV 2 coronavirus, the faculty temporarily switched to distance learning, which was provided by the Moodle e-learning system platforms and Microsoft Office 365 Pro Plus tools, part of which is an online conference system MS Teams. Prior to the transition to distance learning, the Moodle system served as a support system for full-time education, especially for the standard sharing of study materials and information for students. After the transition to exclusively distance education, together with the conference tool MS Teams it became the main system for the implementation of this form of education.

During the transition to distance education, the faculty adopted several measures for the continuation of teaching without restrictions. For this reason, the faculty has conducted several trainings for working with online tools, especially for teachers as well as for students. In addition to the usual e-mail communication and announcements on the website of the faculty's social media, in order to ensure



	that students are informed about the transition to distance education, regular consultations of the faculty management with students as well as teachers took place. The faculty also responded flexibly to solving technical problems with students' software or hardware. The Moodle system was able to streamline the system of sharing study materials, elaboration of assignments, as well as submission of completed assignments by students, and provide full feedback in relation to these assignments and assignments. Study materials could be shared through a variety of formats, from basic written form, PowerPoint presentations, or audio recordings of lectures. The element of direct interaction with students was provided through MS Teams, which primarily served to conduct online lectures, exercises and consultations.
4. Institution partners in providing educational activities for the study programme and the characteristics of their participation.	The faculty has established partnerships in the study programme, which enable the participation of relevant stakeholders in quality assurance, implementation and development of the study programme and thus ensure the continuous development of the study programme. The faculty and its programme teachers have developed a wide range of partnerships with stakeholders, which are professional organizations, state administration and self-government bodies, self-government organizations, courts, non-governmental organizations. The faculty also actively cooperates with other faculties, scientific and educational institutions in Slovakia and abroad. The Commission for the Internationalization of Science and Education operates at the faculty in order to support the development of partnerships in an international context. Forms of partnerships are also mutual memberships in professional bodies and statutory bodies, projects and outputs for practice – seminars, publications, etc., lectures of experts from practice for students included in teaching, ad hoc lectures of experts in practice for students and teachers, joint activities in the third mission of the university, etc. Providing of clinical education, in which experts also participate is also part of the development of partnerships. Slovak partners http://iuridica.truni.sk/spolupraca-s-inymi-instituciami Other partners http://iuridica.truni.sk/medzinarodne-zmluvy
5. Characteristics of the possibilities for social, sports, cultural and spiritual activities.	The faculty offers pleasant spaces in its building on Kollárova Street for students to relax and meet. The faculty is aware that in addition to providing higher education, wider social contact for students is also important and therefore organises various events for students, including various informal meetings or lectures by various domestic and foreign interesting guests not only from the field of law, but also from the field of history, culture, social sphere. Events http://podujatia.iuridica.truni.sk/ Faculty departments also offer students the opportunity to engage in discussions (not only on professional topics), such as "Teatime with the constitutional law", which was created as a response to distance learning in the online space, in order to fully fill the time with informal discussions on social topics. Another interesting event to motivate students are the interviews with well-known lawyers in the



framework of the "Administrative Debates", who talk about their personal and career life as a lawyer.

FB

<https://www.facebook.com/pages/category/Education-website/Katedra-te%C3%B3rie-pr%C3%A1va-a-%C3%BAstavn%C3%A9ho-pr%C3%A1va-PFTU-1880217078943053/>

Cultural events for students are provided by the European Association of Law Students Trnava, which organises the Lawyers' Beanie, the Lawyers' Ball and other social gatherings among students, some in cooperation with the faculty. A popular activity in the faculty premises is the pre-Christmas meeting "Christmas Punch", which (among other activities) is organised by ELSA Trnava, or various informal meetings organised by the faculty, e.g. "For coffee with the Dean", which takes place on the Students' Day. The "Literary evenings", the theme of which are interesting literary or audio-visual works also offer cultural activities.

ELSA Trnava

<https://sk-sk.facebook.com/ELSAtrnava/>

The landscape area near the faculty building is used for students' leisure time in contact with the greenery, which also includes a seating area. The faculty organises an annual faculty picnic in these premises, which takes place at the end of the exam period of the summer semester. It is accompanied by playing board games, music and meetings with alumni of the faculty. Excursions (e.g., the Holocaust Museum in Sered') are also popular with the students.

The Student Support Centre operates at the University with the aim of developing social, spiritual or cultural activities of students. It also offers psychological counselling, support for students with specific needs, legal counselling and career counselling.

Support for students

<https://www.truni.sk/centrum-podpory-studentov>

Career counselling

<http://iuridica.truni.sk/karierove-poradenstvo>

Space for sporting activities is created by the Student Support Centre, which provides and organises regular sporting activities for students. Students are offered free swimming, basketball, floorball and futsal. At the same time, a climbing wall or CrossFit and yoga classes are available free of charge for university students. In addition, students can sign up for various dance and other aerobic clubs.

Since 2004, the university has been organising Sports Days, which consist of competitions between students and employees of the various units of the university. Traditionally, there are competitions in basketball, volleyball and futsal for the Rector's Cups and table tennis tournaments for the University's champion/master. The best athletes from these competitions represent the University at the Universiade of the Slovak Republic or occasional competitions of Slovak universities.

Sports activities

<https://www.truni.sk/sportove-aktivita>

Since 2000, the University Pastoral Centre of St. Stanislav Kostka has been operating at Trnava University, which takes care of spiritual activities for students. The Centre's activities include organizing "Freshman meetings", "Youth meetings", "Friends' Evening", "Barbeque parties" and many others, which can be found on their website.



	UPC https://www.upece.sk/ The University also has a Student Council of the University of Trnava, which organises various social, cultural and sporting activities for students. It organizes activities through so-called clubs, e.g., debating, chess, climbing, film, literature, etc. It also organises the social media activity "Truni - move!". The activities of the Trnava University Student Council can be found on their website and social networks. Trnava University Student Council www.srtu.info https://www.facebook.com/studentska.rada.truni https://www.instagram.com/studentskaradatruni/ The faculty also provides its students with social, motivational and benefit scholarships. Motivational scholarships are provided to students who develop activities beyond their study obligations, representing the faculty not only in the legal field. Scholarships https://www.truni.sk/sites/default/files/rektor/stipendijny_poriadok_tu_final.pdf Achievements of students http://iuridica.truni.sk/uspechy-studentov
6. Possibilities and conditions for participation of the study programme students in mobilities and internships (indicating contact details), application instructions, rules for recognition of this education.	Mobility PF TU supports the possibility of participating in domestic and foreign mobility schemes for faculty students. The possibility of acquiring knowledge, skills and abilities in the domestic and foreign forums is emphasized, especially in the form of internships and study at foreign partner universities (for studies primarily within the ERASMUS+ mobility scheme). https://www.truni.sk/zakladne-informacie PF TU: ERASMUS + http://iuridica.truni.sk/studium-v-zahranici TU: ERASMUS + https://www.truni.sk/zakladne-informacie In the case of internships, these are opportunities provided to students directly by the faculty (courts, ministries and other institutions and organizations according to the current offer and cooperation of PF TU with partners), but students also retain the option of choosing an organization based on their own activities, after approval by the faculty. Internships can be completed in Slovakia and abroad. The ERASMUS+ mobility scheme is primarily used for internships abroad, which offers students (partial) coverage of costs related to the internship and emphasizes the student's own activity in finding a suitable host organization, but PF TU also offers several cooperating host organizations (e. g. foreign departments of Amnesty International, permanent representation of the Trnava municipal region in Brussels, etc.). As part of the educational process, completing an internship (foreign or domestic) is rewarded with the appropriate number of credits. Opportunities for study abroad activities for students of PF TU are implemented primarily through the mobility scheme of the ERASMUS+ program, within the programs KA107 (cooperation with non-EU universities, currently with Dostoevsky University in Omsk – Russia, addressing potential other partners and elaboration of proposals for grant funds) and KA103 (partner universities in the European



Union as a so-called classic mobility). Participation in foreign study mobility is rewarded by a credit in accordance with the EU-wide system of recognition of educational results (completed courses) ECTS, which corresponds to the process of recognition of studies abroad.

Another supported possibility for a foreign (study / internship) stay, is the grant scheme of the National Scholarship Program (SAIA).

The selection procedure takes place several times during the teaching part of the academic year and is preceded by its proper announcement on the used platforms (Official Board, website, social networks, email) as well as organizing meetings for students, where they are informed about opportunities and conditions of internships / study stay and their related questions are answered.

Rules regulating mobility, traineeships and recognition of learning outcomes:

Rector's directive TU

https://www.truni.sk/sites/default/files/zo/smernica_c.2_2020_o_realizacii_programu_erasmus.pdf

Guideline of the Dean of PF TU no. 12/2023

https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/usmernenie-dekana-k-mobilite-erasmus_od-01-09-2023.pdf

Contact persons for foreign mobility: <https://www.truni.sk/kategoria/informacie-erasmus>

Department for Foreign Relations and International Projects

Martina Miškolciová martina.miskolciov@truni.sk 033/5939625

<http://iuridica.truni.sk/oddelenie-pre-vedecko-vyskumnu-cinnost-zahranicne-vztahy>

Studies recognition

The faculty enables the recognition of studies and their parts in order to support domestic and especially foreign students' mobility, within which they acquire new or deepen existing abilities, knowledge, skills, and competencies, gain a broader social and cultural perspective, thus in relation to foreign mobility contribute to support and consolidate a common European identity.

The specific rules for the recognition of a study or its part in the case of mobility are regulated by Art. 20 of the PF TU Study Regulations, based on which a student who has completed part of their studies at another faculty or university in the Slovak Republic or abroad on the basis of a study contract is awarded credits based on a statement of study results which is prepared for the student by the faculty or university at which he obtained them. A course successfully completed at another faculty or at another university in the Slovak Republic or abroad, which is identical in content to the course contained in the student's recommended study plan, is evaluated by the number of credits that the student would receive at the faculty. If a student obtains credits for a subject that is not included in their recommended study plan, it will be recognized as a compulsory elective or elective subject depending on the nature of the subject and will be evaluated by the number of credits the student received for it at another faculty or another university.

For the recognition of credits obtained by students during their mobility studies completed within the ERASMUS+ scheme, *the provisions of Article 8, points 5 and 12 of the TU Study Regulations are applicable, as well as the provisions of Article 3 par. 2 letter s), Article 4 par. 8 and 9 TU Rector's Guidelines no. 2/2020 on the Implementation of the ERASMUS+ program at TU, which are supplemented at the faculty level by an amendment to the Dean's Guide to PF TU no. 12/2023 on Foreign*



	<i>Mobility performed on the basis of the ERASMUS+ program and in the Study Regulation of PF TU.</i> Study Regulation of TU https://www.truni.sk/sites/default/files/rektor/studijny_poriadok-tu_schvalene-znenie.pdf Study Regulation of PF TU https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studijn-y-poriadok/studijny-poriadok-pf-tu-2023.pdf In accordance with the regulations above, if the subject is identical at the sending and receiving university, it is fully recognized and included in the MAIS system. If the subjects at the sending and receiving university do not match, or if they do not exist at the sending institution, they are recognized as compulsory elective, or elective courses. For the subjects chosen before leaving for mobility, the faculty provides the possibility of assessing the eligibility of the subjects regarding the subjects taught (enrolled by the student) at the home institution. Courses and credits for their completion are recognized in accordance with the ECTS (European Credit Transfer and Accumulation System). The recognition process under the Convention on the Recognition of Qualifications concerning Higher Education in the European Region for Continuing Education is also divided according to the level of education attained and whether the Slovak Republic is bound by an international (bilateral or multilateral) agreement. Part of university studies (subjects, credits) are recognized by a university in the Slovak Republic and proof of university education in a field of study is recognized by a university in the Slovak Republic that provides education in the same or a related field of study. In this context, PF TU follows TU's instructions. In cases of recognition of educational certificates issued by a foreign university, PF TU proceeds in accordance with Act no. 422/2015 Coll. on the Recognition of Evidence of Education and on the Recognition of Professional Qualifications and on Amendments to Certain Acts, as amended.
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9. Required abilities and admission requirements for the study programme applicants	
1. Required abilities and necessary admission requirements.	The basic condition for the admission of an applicant for doctoral studies is successful completion of a master's degree programme in the field of law and successful completion of the entrance examination. The application for a 3rd degree university study is published on the faculty's website. The minimum qualifications for the field of study – law – doctoral degree study programme are published on the faculty's website. Skills required to study the law programme – doctoral degree: - Have the knowledge, skills and competencies at the level of a second law degree graduate of a law degree programme - Have developed orientation skills in the national legal system, in the EU legal system and in the international law, the ability to actively work with judicial decisions as well as with the decisions and opinions of relevant authorities - Have developed orientation skills in the current legal doctrine, have the competencies to adequately evaluate them regarding legal-historical, legal-theoretical and legal-philosophical contexts - Have a developed ability to interpret legal norms and a developed knowledge of their application practice

	- Have a developed ability of abstract thinking - Have developed skills and competencies to perform more complex analysis of legal texts, the ability to formulate own synthetic conclusions in solving specific legal problems, so-called hard cases - Have developed skills and competencies to use a legal comparison and a developed ability to think in an intersectoral and interdisciplinary context - Have a developed ability of logical argumentation, creative approach and developed skills and competencies to use formalized legal argumentation correctly - Have communication skills and competencies, a developed ability to express ideas in professional legal language, developed competencies to formulate own opinions and legal opinions not only in writing but also orally in the form of public presentation (skills and competencies to create and present a professional text corresponding to the level of a second-degree graduate) and have the ability to further develop these skills and competencies - Have developed competencies to seek and actively solve ethical dilemmas of legal practice - Have developed competencies to reflect social events and to take an appropriate attitude to the phenomena of political and social life as an active citizen of a democratic society - Have the basic social skills (ability to work in a team, empathy, interaction and feedback evaluations, ability to lead a dialogue, ability to listen to the opinions of others and discuss, ability to tolerate, etc.) Further conditions of the admission procedure for the doctoral study programme in the field of law and the method of their verification are set out in the document "Conditions of the admission procedure for the accredited doctoral study programme" approved annually in the Academic Senate of the Faculty and published on the faculty website. The schedule of doctoral studies for the relevant academic year with the determination of binding dates in relation to the admission procedure is published on the faculty's website. Entrance examination http://iuridica.truni.sk/prijimacie-konanie
2. Admission procedures.	The admission procedure includes an entrance exam. In the entrance exam, the applicant demonstrates a broader knowledge of the field of study as well as sufficient skills and competencies for independent scientific research, including a basic overview of scientific methodology and the state of scientific knowledge about the intended research issues. At the same time, the applicant's ability to confront the scientific discourse in the field abroad is assessed. The admission procedure is transparent and inclusive. As part of the admission exam, the commission assesses the applicant's readiness for the doctoral study programme in the following categories (sorted by importance from the most important to the least important): - project on the topic of the dissertation – the applicant submits and presents their own (author's) project on the topic of the dissertation (up to 3,000 words) – the originality and content of the project, project presentation, answers and reactions of the applicant to the commission questions in relation to the project are assessed – in this category, the applicant may receive a maximum of 55 points (of which a maximum of 20 points is for project elaboration – originality and content of the



project, a maximum of 20 points for project presentation and a maximum of 15 points for the applicant's answers to the Commission's questions in relation to the project);

- knowledge in the scope of master's degree education in the given field and the applicant's professional and scientific view in the chosen field – they are assessed by an oral interview (especially by answering questions from the commission) – in this category the applicant can get a maximum of 30 points;
- preconditions for scientific activity – they are assessed by the applicant's own publishing and other scientific activity – in this category the applicant can obtain a maximum of 20 points;
- knowledge of English – is assessed according to the results of a written examination, which is part of the admission procedure; knowledge of English is a prerequisite for admission – in this category, the candidate can obtain a maximum of 15 points.

If the applicant does not achieve at least 70 points in the entrance examination, they have failed the entrance examination.

The admission procedure is regulated in Art. 3 *Decree of the Dean of the Faculty of Law no. 3/2023 on doctoral studies*.
https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/vyhlasaka-dekana-pravnickej-fakulty-c.-3_2023-o-doktorandskom-studiu.pdf

The entrance examination for the study takes place in front of an admission committee of at least three members. It consists of a chairman and other members. The chairman of the admissions committee and its members are appointed by the dean of the faculty. The Study Field Commission has the right to propose the members of the admissions committee, which also ensures the scientific part of the admission procedure for doctoral studies.

The competence of the study field commission is regulated by the regulation: *Decree of the Dean of the Trnava University in Trnava, Faculty of Law no. 2/2023, which establishes study field commissions and subdisciplinary working commissions for doctoral studies and determines their organization and rules of procedure*.
https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/vyhlasaka_odborova-komisia-2023.pdf

The order of applicants will be determined by the commission in a closed session. The Admissions Committee will prepare a record of the result of the entrance examination, which will be submitted by the Chairman of the Admissions Committee to the Dean of the Faculty on the day of the entrance examinations. Based on the point evaluation obtained by the applicant during the admission procedure, the dean of the faculty will decide within 30 days from the day of the entrance examination on the admission / non-admission of the respective applicants to the study. The applicant has the right to inspect the documentation of their admission procedure. The applicant also has the right to request a review of the decision on the outcome of the admission procedure. After anonymization, the faculty will publish the results of the admission procedure on its website. The university and the faculty archive the admission procedure in accordance with the requirements of the Higher Education Act.

Results of exams:
<http://iuridica.truni.sk/prijimacie-konanie>

Listed topics of dissertations are published on the website of the faculty in Slovak and English together with the names of the corresponding supervisors.



	The topics of the dissertations are announced by the dean of the faculty on the proposal of the study field commission. The applicant registers for one of the topics listed by the faculty. The dean of the faculty, with the consent of the study field commission, may also accept the topic proposed by the applicant. Topics http://iuridica.truni.sk/prijimacie-konanie If necessary, candidates and applicants can also contact the relevant persons. The faculty has designated contact persons for applicants. The admission procedure is fully inclusive. The university and the faculty provide appropriate adjustments and support services for students with special needs during the entrance exams without reducing the requirements for study performance. In accordance with the Rector's Directive no. 17/2013 on the support of students and applicants for studies with special needs, students with special needs will be allowed a special way of taking the entrance exam considering their specific needs in cooperation with the faculty coordinator for students with special needs and university coordinator for students with special needs. The faculty and the university have designated coordinators for students with special needs. <u>Application for the status of a student with special needs:</u> https://www.truni.sk/sites/default/files/rektor/priloha1_k_smernici_c_17_2013.pdf <u>Application for adaptation of the entrance exam:</u> https://www.truni.sk/sites/default/files/rektor/priloha2_k_smernici_c_17_2013.pdf
3. Results of the admission process over the last period.	Results of the admission procedure in the field of law in the years 2021 – 2023: Results of the admission procedure for year 2021 (applicants / accepted students) Civil law: 9/2 Criminal law: 9/7 Theory and history of the state and law: 6/2 Results of the admission procedure for year 2022 (applicants / admitted students) Civil law: 3/3 Criminal law: 6/6 Theory and history of the state and law: 1/0 Labor law: 3/3 Results of the admission procedure for year 2023 (applicants / accepted students) Civil law: 1/1 Criminal law: 4/4 Labor law: 2/2

10. Feedback on the quality of provided education	
1. Procedures for monitoring and evaluating students' opinions on the study programme quality.	The faculty adapts, monitors, regularly evaluates and modifies the study program in accordance with current legislation and in accordance with the internal regulations of the university and the faculty. As part of preparing an internal quality system of higher education in accordance with the standards of the Slovak Accreditation Agency for Higher Education, new university regulations were adopted, which regulate the area of monitoring, evaluation and adjustment of study programmes.

In relation to study programmes, the basic internal regulations are the *Rules*, which establish the framework for monitoring and evaluation of study programmes (Article 17). The person responsible for the relevant study programme of the doctoral study programme and the relevant study field council as an advisory body of the person responsible for the study programme, scope and tasks which in relation to the study programme result from Art. 7, 11, 17 Rules as an internal regulation of the university.

Rules

https://www.truni.sk/sites/default/files/rektor/studijne-programy_pravidla-tu.pdf

In general, the issue of the quality of higher education at TU is regulated by the basic regulation *Internal Quality Assurance System of Higher Education at Trnava University in Trnava*, effective from 18 November 2021, which also regulates the evaluation process (Article 14).

Internal system

https://www.truni.sk/sites/default/files/rektor/vnutorny-system-kvality-tu_schvaleny-vr-tu_november-2021_0.pdf

In accordance with the Standards of the Slovak Accreditation Agency for Higher Education, regulations were adopted at the university level regulating the issue of obtaining and evaluating feedback from interested parties (Article 17 of the Rules). In accordance with this internal regulation, obtaining feedback within doctoral study programmes is ensured regarding the specifics of the third degree of university studies focused primarily on the individual progress of the doctoral student at the multi-layered level:

a1) students have the opportunity to express their opinions and views once a year through an anonymous questionnaire on the quality of teaching in the study part of the doctoral study, which evaluates not only the content and scope of the knowledge provided, the method and effectiveness of their transfer from the teacher to the student from an objectified point of view but also the subjective perception of the level of support and motivation within the study, the approach of teachers, as well as the perception of the level of workload required in the fulfilment of study obligations. The questionnaire includes the opportunity for students to formulate their comments, opinions and suggestions,

a2) students have the opportunity to express their opinions and views once a year through an anonymous survey on the quality of the scientific part of the doctoral study, in which they evaluate the content focus, volume and subjective perception of the required scientific work (essays, professional articles, scientific articles, project activities, etc.). The questionnaire includes the opportunity for students to formulate their comments, proposals and suggestions,

b) students have the opportunity to attend an online meeting with the vice-dean for doctoral studies and the chairman of the Study Field Commission, and one of the agenda items of this meeting are student proposals to improve the content, form or organization of doctoral studies. There is also room to communicate the results of feedback evaluation by the study field commission. The Commission also presents the measures taken or planned as a result of the feedback,

c) in accordance with the guidelines of the Dean of Trnava University in Trnava, Faculty of Law no. 3/2023 the students can submit and process suggestions at Trnava University in Trnava, Faculty of Law, to submit a suggestion, comment or proposal concerning the study. Based on Art. 1 par. 3 of the Guidelines, the student can also submit suggestions for improving the study programme and study



process, usually suggestions for modifications of study programmes (e.g., proposal to modify the content of the subject in question, proposal of a new subject, comments on the educational process, and suggestions for evaluation of the subject).

d) Due to the nature of the doctoral studies, the students are accompanied by their supervisor throughout their studies and have the opportunity to communicate their suggestions, proposals, comments and recommendations through their supervisor, who, if they relate to the study program, will forward them to the Working Subcommittee for the relevant doctoral study programme.

Certain graduates who are specifically selected through the study department, are actively involved in the evaluation of the quality of the educational process and scientific activities in doctoral studies in the form of an anonymous questionnaire survey or in the form of discussion forums at graduate meetings.

Representatives of students and graduates participate in the preparation of a questionnaire for obtaining relevant feedback (definition of the range of areas concerned, formulation of questions, etc.).

The faculty regularly monitors, assesses and evaluates the study programme in the form of relevant annual reports (Annual Activity Report – Faculty of Law TU, Annual report on educational activities – Faculty of Law TU) in cooperation with the Academic Senate of the Faculty of Law TU and the Scientific Council of the Faculty of Law TU.

Annual reports

<http://iuridica.truni.sk/vyrocnne-spravy>

Monitoring and evaluation processes took place on the basis of Art. 8 par. 4 Directive of the Rector of Trnava University in Trnava no. 1/2014, in accordance with which the Annual Evaluation Report on the Functioning of the Internal Quality System of the Faculty of Law of Trnava University in Trnava for the relevant calendar year is submitted (reports published on the intranet).

There is a Study Field Commission at the Faculty, which deals with the development of the doctoral study programme by monitoring, coordinating and evaluating the study and scientific part of the doctoral study. Its position and activities are regulated by the Decree of the Dean of the Faculty of Law TU no. 2/2023, which establishes Commissions for respective fields of study and working sub-commissions for doctoral studies and determines their organization and rules of procedure. Based on Art. 10 of this Decree, subdisciplinary working commissions, which are advisory and initiative bodies of the commission of the field of study with the competence arising from paragraph 2 of the said Article of the Decree, operate at the faculty for each study programme of doctoral studies.

In order to continuously improve doctoral studies, the Doctoral Study Commission also operates at the faculty as an advisory and initiative body of the dean of the faculty. The activities of the commission are regulated by the Dean's Guideline of the Faculty of Law TU no. 8/2023, which establishes the competence of the Commission for doctoral studies of the Faculty of Law TU, its organization and the principles of its activities. The basic role of the commission is to contribute to the development, support and quality of education, scientific and research activities in doctoral study programmes provided, organized and habilitated by the faculty (it especially provides for doctoral education in an organizational manner, assists in planning study stays, consultations with experts, provides professional and scientific events beyond the fulfilment of the obligations of the study and scientific part of the study, etc.).



	Decree: Study Field Commission https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studium/vyhlaska_odborova-komisia-2023.pdf Guideline https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/usmernenie-8_2023_komisia-phd.pdf Each semester there is a subject survey, in which students can express themselves about the teaching and evaluation of subjects (surveys available at the faculty and intranet). Students can also address suggestions, comments. Suggestions http://iuridica.truni.sk/podnety-pre-dekana Students have their representatives in the Academic Senate of the University and in the Academic Senate of the Faculty, in the Commission for Review of Announcements, in the Commission for Studies, in the Commission for the Support of Students with Special Needs, in the Disciplinary Committee. Students can express their opinion or recommend studying at PF TU publicly on the faculty website: http://iuridica.truni.sk/pravnicka-fakulta-trnavskej-univerzity-v-trnave The management of the faculty as well as the relevant bodies deal with the obtained relevant information and take appropriate measures (list of suggestions maintained within the Internal Quality System, available at the faculty).
2. Results of student feedback and related measures to improve the study programme quality.	Students' feedback (in questionnaires and personal form) is monitored by the faculty management as well as the Study Field Committee for Doctoral Studies and in accordance with Art. 17 of the Rules and as a result of a newly adopted internal regulation of the university it will also be monitored by the Study Field Councils. Due to the nature of the students' comments or suggestions, the results of the feedback by doctoral students are commented on at the stage before their discussion in the Study Field Council and in the Department Commission by the relevant departments providing teaching in doctoral studies or the relevant teachers providing the study subject. If the comments concern the conceptual setting of the relevant study programme, the person responsible for the relevant study programme shall respond to such comments and proposals. The information obtained from the feedback is discussed and evaluated at a meeting of the Department Commission and the Study Field Council, to which representatives of doctoral students are also invited at this point of the agenda. The Departmental Commission and the Study Field Council informs the Sub-departmental Working Commissions for individual doctoral study programmes about the evaluation results or possible proposed measures through meetings. The draft measures of the Department Commission and the Study Field Council, which resulted from the results of the feedback evaluation, will subsequently be implemented in cooperation with the Study Field Council, Subcommittee Working Committees, the person responsible for the relevant doctoral study programme and individual teachers providing teaching in doctoral studies in individual doctoral study programmes. Measures to improve the content, form or organization of doctoral studies in its study and scientific parts can be proposed also by students who are invited to do so via various forms of feedback (questionnaires, discussion meetings with the dean, vice-dean and chairman of the Study Field Commission). The measures



	proposed by the students are discussed and evaluated as part of the evaluation of the feedback results. The person responsible for the relevant doctoral study programme is responsible for the implementation of the measures as well as the elimination of any identified deficiencies.
3. Results of graduate feedback and related measures to improve the study programme quality.	The results of the feedback evaluation, the measures that were taken in connection with the feedback provided by students or graduates of doctoral studies, as well as activities that are planned in connection with the results of the feedback will be in accordance with Art. 17 Rules and subsequently communicated with the involved parties (students, graduates, faculty partners in doctoral studies and employers). The evaluation of the feedback, as well as the reaction of the responsible subjects (especially the person responsible for the relevant doctoral study programme or heads of departments) is published on the website of the faculty or on the intranet of the faculty, where the students and pedagogical part of the academic community of the faculty as well as the public can access them. Doctoral students are informed about the results of the feedback evaluation as well as the measures that have been taken or are planned at the discussion meetings with the vice-dean for doctoral studies and with the chairman of the Study Field Commission. Considering the nature of doctoral studies, the conclusions are also communicated at doctoral student attestation meetings. Representatives of other interested parties (faculty partners, employers) are informed about the conclusions of the feedback at the meetings of the Study Field Council, Department Commission and Working Subcommittees, while as members of these bodies they are directly involved in proposing measures or planning further activities. The results of the evaluation and the measures taken are processed into annual reports on educational activities at Faculty of Law TU in the part devoted to doctoral studies, while the annual reports are published on the faculty website and publicly available, and are discussed in the Academic Senate of the Faculty of Law TU, where members of the student part of the academic senate can also express their statements on the topic during the discussion. The evaluation of the graduate questionnaire after graduation and two years after graduation is, together with the opinion of the management of PF TU, available here: http://iuridica.truni.sk/absolventi-dotaznikove-prieskumy Graduates can express their opinion or recommend studying at PF TU publicly on the faculty website: http://iuridica.truni.sk/pravnicka-fakulta-trnavskej-univerzity-v-trnave In order to obtain feedback from graduates and to communicate the measures taken based on their suggestions, comments and recommendations, the annual meeting of PF TU graduates seems to be appropriate and effective. These meetings discuss both professional issues and informal topics in teacher-student interviews.

11. References to other relevant internal regulations and information concerning the study or the study programme student (e.g., study guide, accommodation regulations, fee directive, guidelines for student loans, etc.).	
Stratégia Vnútorného systému kvality PF TU / Strategy of Internal System of Quality	http://iuridica.truni.sk/vnutorny-system-kvality
Študijný poriadok Trnavskej univerzity v Trnave /Study	https://www.truni.sk/sites/default/files/rektor/studijny_poria



Order, University	dok-tu_schvalene-znenie.pdf
Študijný poriadok Trnavskej univerzity v Trnave, Právnickej fakulty / Study Order Faculty	https://iuridica.truni.sk/sites/default/files/dokumenty/fakulta/legislativa/studijny-poriadok/studijny-poriadok-pf-tu-2023.pdf
Vyhláška rektora Trnavskej univerzity v Trnave č. 23/2021 o výške školného a poplatkov spojených so štúdiom na Trnavskej univerzite v Trnave na akademický rok 2022/2023 / Decree on Scholarship	https://www.truni.sk/sites/default/files/rektor/vyhlasaka-o-skolnom-22_23_final.pdf
Štipendijný poriadok Trnavskej univerzity v Trnave /Scholarship Order, University	https://www.truni.sk/sites/default/files/rektor/stipendijny_poriadok_tu_final.pdf
Tehotenské štipendium (podmienky nároku, žiadosť o priznanie štipendia) / Pregnancy Scholarship	http://iuridica.truni.sk/stipendia-pozicky
Sociálne štipendium /Social Scholarship	http://iuridica.truni.sk/stipendia-pozicky
Pôžičky z fondu na podporu vzdelávania / Loans for Students	https://www.fnpv.sk
Vyhláška rektora Trnavskej univerzity v Trnave č. 2/2019 o ubytovaní študentov Trnavskej univerzity v Trnave /Decree of Rector on Accommodation	https://www.truni.sk/sites/default/files/vyhlasaka_o_ubytovani_2-2019_.pdf
Kritériá na pridelenie ubytovania študentov Trnavskej univerzity v Trnave (súčasť vyhlášky rektora Trnavskej univerzity v Trnave č. 2/2019) /The Criteria for Accommodation	https://www.truni.sk/sites/default/files/priloha_1_kriteria_na_ubytovanie_.pdf
Internátny poriadok Študentského domova Petra Pázmaňa /Boarding Order	https://www.truni.sk/sites/default/files/rektor/internatny_poriadok_sd_pp.pdf
Study Guide for Erasmus students	https://www.truni.sk/sites/default/files/zo/study_at_the_university_of_trnava.pdf
Poriadok študovne PF TU /Order of Study Room at Faculty	http://iuridica.truni.sk/sites/default/files/dokumenty/kniznica/poriadok_studovne_-_nov_2011.pdf
Návody pre prácu s univerzitnými informačnými systémami /Instruction for Working with IT	https://www.truni.sk/univerzitne-informacne-systemy

Attachment No. 1 Study plan

Attachment No. 2 The list of teaching staff

Attachment No. 3 The list of topics for dissertation theses