



UNIVERZITA  
KOMENSKÉHO  
V BRATISLAVE

# **Internal Regulations of Comenius University Bratislava**

Internal Regulation No. 27/2022

Directive of the Rector  
of Comenius University Bratislava

**Supplement No. 3 to Internal Regulation No. 17/2021  
Directive of the Rector of Comenius University  
Bratislava stipulating the amount of tuition and study-  
related fees at Comenius University Bratislava**

**Year 2022**

In accordance with Article 10(3) and (6) of Internal Regulation No. 3/2007 Organisational Regulations of the Comenius University Bratislava, as amended, the Rector of the Comenius University Bratislava (hereinafter referred to as "the CU") hereby issues this Supplement No. 3 to Internal Regulation No. 17/2021 Directive of the Rector of CU, stipulating the amount of tuition and study-related fees at CU (hereinafter referred to as "the Directive").

#### **Art. I**

The Directive is amended as follows:

1. In Article 2(1), the words "paragraph 2, 3 or 4" are replaced by the words "2, 3 or 5".
2. In Article 2, paragraph 3 reads:

"(3) A student shall be obliged to pay the CU tuition fees for each additional year of study if he/she studies a study programme provided by a public higher education institution for longer than the standard length of his/her studies. The total period of study takes into account the period during which the student was enrolled at a public higher education institution in one of the study programmes of the respective higher education level; if the student was simultaneously enrolled in more than one study programme in one academic year, only one year is counted towards the total period of study; if the student was enrolled in one study programme, one year is counted as well. Tuition fees due to study longer than the standard length of study of the relevant study programme shall be determined as a proportional part of the annual tuition fee depending on the number of credits to be obtained by the student in the relevant academic year in relation to the student's standard workload (even if the number of credits to be obtained by the student is higher than the student's standard workload). For the purposes of this paragraph, the credits to be earned by a student in a given academic year shall be deemed to be the credits assigned to subjects enrolled by the student and confirmed in the curriculum record or change of curriculum record at the beginning of the academic year, in addition to the credits assigned to subjects for which credit has been granted. If the number of credits to be earned by the student increases during the academic year, the corresponding difference in tuition fees will be assessed by a decision of the Dean."

3. In Article 2, a new paragraph 4 shall be inserted after paragraph 3, and it reads as follows:

"(4) If a student is studying a study programme longer than his/her standard length of study because of participation in academic mobility within an exchange programme while complying with the conditions of that exchange programme, or if he or she was granted a social scholarship in the last year of study during the standard length of study of the relevant study programme, the obligation to pay tuition fees pursuant to paragraph (3) shall not arise in the next year of study following the exceeding of his/her standard length of study."

The former paragraphs 4 to 6 are renumbered as paragraphs 5 to 7.

4. In Article 2, paragraph 5 reads:

"(5) A student of a study programme in the full-time form of study shall be obliged to pay the annual tuition fee in each academic year, if the study programme pursuant to Section 51 (4)

(p) of the Higher Education Act is conducted exclusively in a language other than the state language.

The obligation to pay tuition fees shall arise only if

- a) a public higher education institution, in the academic year in which the student commenced studying the study programme in question, admitted students to study in the same field of study and degree in a study programme which is also conducted in the state language, and
- b) the higher education institution has informed the admitted candidate in writing (including by email) of the obligation to pay tuition fees, together with the amount of the annual tuition fee for all years of study during the standard length of study of the study programme."

5. Article 4, including the heading, reads:

**Art. 4**  
**Obligation to pay tuition fees for students studying under interstate agreements**

In the case of a student studying under an interstate treaty or international agreement, tuition fees and fees associated with study shall be governed by the provisions of that agreement. If an interstate treaty or international treaty does not regulate the conditions for the payment of tuition fees or if, under the agreement, tuition fees are paid according to the regulations of the receiving State, the obligation to pay tuition fees does not arise if the student receives a scholarship from the State budget. A student who receives a scholarship from a scholarship programme established with the consent of the Government and a student who is studying in the Slovak Republic within the framework of academic mobility pursuant to Section 58a of the Higher Education Act, through an exchange programme established with the consent of the Government or within the framework of the European Union Programme for Education and Training, Youth and Sport, or a student who has been granted asylum, temporary shelter or subsidiary protection shall not be obliged to pay the tuition fees. A student who has been issued a certificate of a Slovak living abroad pursuant to a special regulation<sup>6</sup> shall be considered a citizen of the Slovak Republic for the purposes of tuition fees."

6. In Article 5(2), the words "under Article 2(4)" are replaced by the words "under Article 2(5)".
7. In Article 5, a new paragraph 3 shall be inserted after paragraph 2, and it reads as follows:

"(3) The tuition fees referred to in Article 2(5) set out in the Annexes to this Directive shall apply to all years of study during the standard period of study of the relevant study programme for students admitted to study in the relevant academic year. Tuition fees beyond the standard length of study for study programmes conducted exclusively in a language other than the state language shall correspond to the tuition fees specified in the study programme for the relevant academic year.<sup>6a</sup>"

The former paragraphs 3 to 6 are renumbered as paragraphs 4 to 7.

8. The footnote to reference 6a reads:  
"6a Section 92(16) of the Higher Education Act."
9. In Article 5(5), point(a) reads:  
"(a) the student has a state examination (the subject of the state examination) in that academic year,"
10. In Article 5(5), new points (c) and (d) are inserted after point (b), and they read as follows:  
  
'(c) the student is assessed tuition fees after 30 November of the academic year in question, in which case the due date for the first instalment may not be less than one month after receipt of the decision; or  
  
(d) the student is assessed the difference in tuition fees pursuant to Article 2(3); in such a case, the period for payment of the first instalment may not be less than one week from the date of receipt of the decision.'
9. In Article 5(6), the words "under Article 2(4)" are replaced by the words "under Article 2(5)".
10. Article 7, including the heading, reads:

**"Art. 7  
Decision on payment of tuition fees**

- (1) Tuition fees at Comenius University are assessed on the basis of a decision of the dean of the faculty, which contains the essentials listed in the recommended model decisions in Annex 1 to this Directive. In particular, the reasons for the decision must be duly substantiated, stating the reasons for the decision and the facts on which the tuition fees were based, in order to be transparent and reviewable.
  - (2) The decision to pay tuition fees is final and cannot be appealed by the student. The dean may, on his/her own initiative, change or cancel a decision on the payment of tuition fees if it was based on false or incomplete documents or information."
11. In Article 8(3), point (b) reads:  
  
"(b) as a result of a violation of the student's rights by CU or the faculty, which has been established by a decision of a court, the rector or the dean."
  12. In Article 8, a new paragraph 4 shall be inserted after paragraph 3, and it reads as follows:  
  
"(4) In the case of part-time study of a doctoral study programme, the Rector may also make a decision under paragraph (1) in cases where the applicant student carries out teaching activities which are not required by the study programme and does not receive remuneration for such teaching activities."

The former paragraphs 4 and 5 are renumbered as paragraphs 5 and 6.

13. In Article 8(5), the words "on the basis of Article 2(4)" are replaced by the words "on the basis of Article 2(5)".
14. In Article 8(6), point (b) is deleted. The former points (c) and (d) are renumbered as points (b) and (c).
15. In Article 8, a new paragraph 7 shall be inserted after paragraph 6, and it reads as follows:

"(7) Where the grounds for reduction and/or remission of tuition fees in an application under paragraph (1) are cumulative, there shall be no accumulation of tuition fee reduction percentages under paragraph (6)."

16. In Article 9, paragraph 1 reads:

"(1) A student may submit an application pursuant to Article 8(1) no later than 15 days after receipt of the decision on the obligation to pay tuition fees. In the case of part-time study, the time-limit for submitting an application also runs from the date of enrolment in the next part of the study or re-enrolment after interruption of studies. The Rector may, for compelling reasons, excuse a missed time-limit under this paragraph if the student requests it at the latest at the same time as submitting the application. The submission of an application pursuant to this paragraph shall not have suspensive effect against a decision on the obligation to pay tuition fees."

17. In Article 9(3), the following sentence is added at the end:

"Late applications shall be disregarded".

18. In Article 13(2), the following sentence is added at the end:

"Where a student makes an application under Article 8(1) through a postal undertaking, the date on which the application is made shall be the date marked by the postal undertaking on the envelope."

19. In Article 13, a new paragraph 5 shall be inserted after paragraph 4, and it reads as follows:

"(5) Tuition fees in a study programme conducted exclusively in a language other than the state language shall be paid in accordance with the regulations in effect until 24 April 2022 if the student has enrolled in the study of the relevant study programme before 24 April 2022.<sup>20</sup>"

The former paragraphs 5 to 8 are renumbered as paragraphs 6 to 9.

20. The footnote to reference 20 reads:

<sup>20</sup> Section 113(15) of the Higher Education Act."

## Art. II.

This supplement shall enter into force and effect on the date of its signature.

In Bratislava, on 3 October 2022

Prof. JUDr. Marek Števček, PhD.  
Rector of CU