

DISCIPLINARY REGULATIONS

of the Technical University in Zvolen

for students

Article 1

Introductory provision

(1) The Disciplinary Regulations of the Technical University in Zvolen for Students (hereinafter also referred to as the "TU Disciplinary Regulations") in accordance with Act No. 131/2002 Coll. on Higher Education and on Amendments and Additions to Certain Acts, as amended (hereinafter also referred to as the "Higher Education Act") regulate the status and competence of the TU Disciplinary Committee for Students (hereinafter also referred to as the "TU Disciplinary Committee") and the proceedings of a student's disciplinary offence in front of the TU Disciplinary Committee.

(2) These TU Disciplinary Regulations also regulate the position and competence of the Faculty Disciplinary Committee and determine which internal regulation applies to the proceedings on a disciplinary offence before the Faculty Disciplinary Committee.

Article 2

Disciplinary Commission of TU for Students

(1) The TU Disciplinary Committee for Students is a body of academic self-government of TU within the meaning of Section 7 (d) of the Higher Education Act.

(2) The Disciplinary Committee of the TU shall discuss disciplinary offences of those TU students who are not enrolled in any study programme conducted at the faculty and shall submit a proposal for a decision to the Rector.

(3) Proceedings on a disciplinary offence before the Disciplinary Board of TU pursuant to paragraph 2 of this Article shall be governed by these Disciplinary Regulations of TU.

(4) The members of the TU Disciplinary Committee and its chairperson are appointed by the Rector from among the members of the TU academic community after approval by the TU Academic Senate. Half of the members of this Commission shall be students.

(5) The activities of the Disciplinary Board of TU are governed by the Rules of Procedure of the Disciplinary Board of TU.

Article 3

Faculty Disciplinary Committee for Students

(1) The Faculty Disciplinary Committee for Students is a body of the academic self-government of the Faculty in accordance with Section 24 (d) of the Higher Education Act.

(2) The Disciplinary Committee of the Faculty for Students (hereinafter also referred to as the "Disciplinary Committee of the Faculty") discusses disciplinary offences of students enrolled in study programmes carried out at the Faculty and submits a proposal for a decision to the Dean.

(3) Proceedings on a disciplinary offence before the Disciplinary Board of a faculty pursuant to subsection (2) of this section shall be regulated by the Disciplinary Regulations of the relevant faculty, if the faculty issues them pursuant to section 33 (3) (d) of the Higher Education Act as an internal regulation of the faculty on the basis of a decision that it needs to regulate the Disciplinary Regulations of the TU in more detail for its own conditions. If the faculty does not issue the Faculty Disciplinary Regulations for Students, the proceedings on a disciplinary offence before the Faculty Disciplinary Committee shall be governed by the TU Disciplinary Regulations.

(4) The members of the Disciplinary Committee of the Faculty and its chairperson shall be appointed by the Dean from among the members of the academic community of the Faculty after approval by the Academic Senate of the Faculty. Half of the members of this committee shall be students.

(5) The activities of the Faculty Disciplinary Board shall be governed by the Rules of Procedure of the Faculty Disciplinary Board, if the Faculty issues them as an internal regulation of the Faculty on the basis of a decision that it needs to regulate the Rules of Procedure of the TU Disciplinary Board in more detail for its own conditions. If the Faculty does not issue Rules of Procedure of the Faculty Disciplinary Board for Students, the activities of the Faculty Disciplinary Board shall be governed by the Rules of Procedure of the TU Disciplinary Board.

Article 4

Disciplinary offence and disciplinary measure

(1) A disciplinary offence is a culpable violation of the law, the internal regulations of TU or its components, or public order.

(2) A student may be subject to any of the following disciplinary measures for a disciplinary offence:

- a) reprimand,
- b) conditional exclusion from studies, specifying the time limit and conditions under which the conditional exclusion from studies will be lifted,
- c) expulsion from studies.

(3) Suspension from studies, as the most severe disciplinary measure, may be imposed on a student if :

- a) has committed a serious disciplinary offence, or
- b) has repeatedly committed a disciplinary offence, however minor, or

- c) has not paid tuition fees or fees associated with studies for the relevant academic year within the time limit set by the TU and in accordance with the Higher Education Act in accordance with Article 27(9) of the TU Statute.

(4) In imposing the type of disciplinary measure, the nature and seriousness of the disciplinary offence, the circumstances under which the disciplinary offence occurred, the degree of culpability, the consequences of the disciplinary offence, as well as the student's previous behaviour shall be taken into account.

Article 5

Initiation of disciplinary proceedings

(1) A proposal for disciplinary action against a student may be submitted to the Rector and, in the case of a student enrolled in a study programme carried out at a faculty, to the Dean (hereinafter referred to as the "Faculty Dean"), as a rule by any member of the Academic Community of TU or an employee of TU who becomes aware of the student's disciplinary misconduct. The petition shall be in writing and shall state the reasons for which the petition is made and shall not be anonymous.

(2) Disciplinary proceedings shall be initiated by the relevant disciplinary committee (hereinafter referred to as the "Disciplinary Committee") at the initiative of the Rector (at the faculty of the Dean). The rector (at the faculty, the dean) shall submit the complaint for disciplinary proceedings in writing to the chairman of the relevant disciplinary committee.

(3) The chairperson of the Disciplinary Board shall convene a meeting of the Disciplinary Board within 14 days of receiving the complaint for disciplinary proceedings against the student.

(4) The student whose disciplinary infraction is to be discussed must also be invited to the meeting. The Chair of the Disciplinary Committee shall duly and in a timely manner invite the student in writing to attend the meeting of the Disciplinary Committee.

(5) A disciplinary offence is time-barred if more than one year has elapsed since its commission. The limitation period shall not run during the proceedings for the disciplinary offence or during the interruption of studies.

Article 6

Hearing of a disciplinary offence

(1) The hearing of a disciplinary offence before the Disciplinary Board shall be oral and normally closed to the public, in the presence of the student whose disciplinary offence is being heard.

(2) If a student fails to appear before the Disciplinary Board, to which he/she has been duly summoned, for the hearing of a disciplinary offence, without prior written apology, delivered to the Chairperson of the Disciplinary Board in due time, not later than 3 days prior to the meeting of the Disciplinary Board, by post or e-mail, and only in exceptional cases worthy of special consideration, he/she may also apologise to the Chairperson of the

Disciplinary Board by sending a text message or by telephone prior to the beginning of the meeting of the Board, the Disciplinary Board may also act in his/her absence. The Chairperson of the Disciplinary Board may invite other persons to attend all or part of the meeting as appropriate.

(2) During the hearing of a disciplinary offence, the Disciplinary Committee shall evaluate the available evidence and discuss the matter in such a way that it can be established that the student has committed the disciplinary offence in question.

(3) Following the hearing of the disciplinary offence, the chair of the Disciplinary Committee is obliged to submit to the Rector (at the Faculty to the Dean) a proposal for a decision adopted by the Disciplinary Committee within 15 days of the Disciplinary Committee's approval of the proposal.

(4) In justified cases, the Disciplinary Board may adjourn the hearing of a disciplinary offence for a specified period of time (not exceeding 2 months).

Article 7

Decision to impose a disciplinary measure

(1) Disciplinary measures pursuant to Article 4(2) of these TU Disciplinary Regulations shall be imposed by the Rector. Disciplinary measures shall be imposed on students enrolled in study programmes conducted at the faculty by the dean (hereinafter referred to as "faculty dean").

(2) A decision on the imposition of a disciplinary measure (hereinafter referred to as the "decision") shall be issued by the Rector (at the faculty by the Dean) on the proposal of the Disciplinary Committee, not later than within 7 working days of receipt of such a proposal.

(3) Neither the Rector nor the Dean may impose a more severe disciplinary measure than that proposed by the Disciplinary Committee (Section 72(4) of the Higher Education Act). However, the Rector (at the Faculty, the Dean) has the right to impose a more lenient disciplinary measure than that proposed by the Disciplinary Committee.

(4) The decision to impose a disciplinary measure shall be in writing, shall contain a statement of the grounds and a statement of the possibility of applying for a review. The decision on the disciplinary measure must be delivered to the student by hand.

Article 8

Suspension of disciplinary proceedings

(1) The Disciplinary Board shall propose that the disciplinary proceedings be discontinued if it is established that:

- a) the grounds on which the disciplinary proceedings were initiated have ceased to exist, or
- b) a disciplinary infraction has not occurred, or the student's pending conduct is not an infraction, or
- c) the disciplinary offence was not committed by the student, or
- d) the person who committed the disciplinary offence is no longer a student within the meaning of the Higher Education Act.

(2) The chairman of the disciplinary committee shall immediately submit a proposal to discontinue the disciplinary proceedings to the rector (at the faculty to the dean).

Article 9

Review of the decision to impose a disciplinary measure

(1) A student on whom a disciplinary measure has been imposed may submit a written request for a review of the decision to impose a disciplinary measure (hereinafter referred to as "request for a review of the decision") within eight days from the date of receipt of the decision. The application shall be submitted to the authority which issued the decision. A request for review lodged in time shall have suspensive effect.

(2) An application for review of a decision shall contain the following particulars:

- a) the name and surname of the applicant,
- b) the applicant's date of birth,
- c) the applicant's permanent address
- d) name of study programme, faculty
- e) the number of the decision and the authority which issued it
- f) the grounds for requesting a review of the decision, how and on what grounds the decision is incorrect, identification of the evidence
- g) the applicant's handwritten signature
- h) the date of the application.

(3) If the decision to impose a disciplinary measure was made by the dean, the dean may himself grant the request for review of the decision and modify or reverse his decision. If he or she does not grant the request, he or she shall refer it to the Rector for processing. The Rector shall review the Dean's decision and, if he finds that it is contrary to the law, an internal regulation of the TU or a part thereof, he shall amend or annul the Dean's decision. This decision shall not be subject to ordinary appeal and shall be reviewable only by a court of law. If the Rector does not reverse or modify the Dean's decision and therefore agrees with the Dean's decision, the Rector shall reject the request for review of the Dean's decision and at the same time uphold the Dean's decision as substantively correct. This decision shall not be subject to ordinary appeal and shall be reviewable only by a court of law. The Rector must issue a decision within 30 days of receipt of the request for review.

(4) If the decision to impose a disciplinary measure was made by the Rector, the Rector may himself grant the request for review of the decision and modify or cancel his decision. If he/she does not grant the request, he/she shall refer it to the Academic Senate of TU for processing. The TU AS shall review the Rector's decision and, if it finds that it is contrary to the law, an internal regulation of TU or a part thereof, shall amend or annul the Rector's decision. This decision shall not be subject to ordinary appeal and shall be reviewable only by a court of law. (5) The final decision on the imposition of a disciplinary measure shall be filed in the student's personal file.

Article 10

Delivery of the decision

(1) The decision on the imposition of a disciplinary measure, as well as the decision on the request for a review of the decision on the imposition of a disciplinary measure, must be delivered to the student by hand, usually by post to the address of the student's permanent residence, or to the address designated for the delivery of mail to students. The decision may also be delivered to the student by hand.

(2) If the addressee demonstrably refuses to accept the decision, the day of refusal shall be deemed to be the day of delivery.

(3) If the addressee does not receive the decision even within the 18-day retention period at the post office and the parcel is returned to the sender with the addressee marked "undeliverable", the decision will be served on the student repeatedly. If it cannot be delivered a second time, the day the mail is returned to the sender is considered the day the decision is delivered.

(4) If the addressee does not take delivery of the parcel with the decision at the address indicated by the addressee even within the storage period of 18 days at the post office and the parcel is returned to the sender with the note "addressee unknown" or "addressee does not live at the address indicated", the day of the return of the parcel to the sender shall be deemed to be the day of its delivery.

Article 11

Final provisions

(1) The relevant provisions of the HE Act (Section 72 of the HE Act) shall apply to the decision-making process regarding the imposition of disciplinary measures.

(2) These Disciplinary Regulations of TU No. R-/2013 shall enter into force and effect on the date of their approval by the Academic Senate of TU in Zvolen.

(3) These Disciplinary Regulations of TU No. R -...../2013 were approved by the Academic Senate of TU in Zvolen on.....

(4) On the date of entry into force and effect of these Disciplinary Regulations of the TU, the Disciplinary Regulations for Students of the TU No. 1026/2008 approved by the Academic Senate of the TU in Zvolen on 28.02.2008 shall also be repealed.

In Zvolen on-----

prof. Ing. Milan Saniga, DrSc.
President of AS TU

prof. Ing. Rudolf Kropil, CSc.
Rector of TU

Divider: