



Faculty
of Education

**INTERNAL NORM OF THE FACULTY
OF EDUCATION, PALACKÝ
UNIVERSITY OLOMOUC**

PdF-A-23/02

**Internal norm of the Faculty of Education,
Palacký University Olomouc on the
Implementation of the Study and
Examination Code of Palacký University
Olomouc**

Garantor: Vice-Dean for Studies

Force: 10 November 2023

Effect: 11 November 2023

Internal Norm of the Faculty of Education, Palacký University Olomouc on the Implementation of the Study and Examination Code of Palacký University Olomouc

Pursuant to Section 27, Sub-section 1, Clause b) of Act No. 111/1998 Coll. on Higher Education Institutions, the Academic Senate of the Faculty of Education, Palacký University Olomouc approved on 1 November 2023 this Internal Norm No. PdF-A-23/01 of the Faculty of Education, Palacký University Olomouc.

Article 1 Introductory Provisions

1. The purpose of this Internal Regulation of the Faculty of Education, Palacký University Olomouc (referred to as “the Faculty”) is to implement some provisions of the Study and Examination Code of Palacký University (referred to as “SEC UP”).
2. In compliance with Article 1 of SEC UP, this Internal Regulation is binding for students enrolled in study programmes of the Faculty, all academic staff of the Faculty and Faculty employees responsible for study administration, as well as other persons defined by SEC UP. As far as optional courses are concerned, the Internal Regulation shall also be binding for other UP students enrolled in these courses.

Article 2 Credit System (With reference to Article 11 of SEC UP)

1. To meet the conditions for admission to the State Doctoral Examination, doctoral degree programme students with the standard length of study of 4 years are required to gain at least 140 credits of the total number of 240 credits throughout the period of their study and, at the same time, to complete all registered compulsory (A) and compulsory elective (B) courses.
2. To meet the conditions for admission to the State Doctoral Examination, doctoral degree programme students with the standard length of study of 3 years are required to gain at least 100 credits of the total number of 180 credits throughout the period of their study and, at the same time, to complete all registered compulsory (A) and compulsory elective (B) courses.

Article 3 Course Enrolment (With reference to Article 14 of SEC UP)

1. Students of selected Bachelor’s and Master’s study programmes organized by the Faculty may enrol in the study courses defined in Annex No. 1 of this Internal Regulation only once.

2. In terms of Article 14 (7) of the SEC UP, the Student Affairs Office of the faculty is entitled to enrol a student in a course within 14 days after the end of enrolment without a written request from the student. After this deadline, the dean of the faculty may authorise the enrolment of a course on the basis of a written request from the student.

Article 4
De-registration of Courses
(With reference to Article 15 of SEC UP)

1. In accordance with Article 15 (2) of SEC UP, the Faculty's Student Affairs Office is entitled to de-register a student from a course within 14 days after the end of enrolment without a written request from the student. After this deadline, the Dean of the Faculty may, for serious reasons, allow the student to withdraw from the course on the basis of his/her written request.
2. Full-time students may apply for the withdrawal of winter semester courses no later than the end of the winter semester and for the withdrawal of summer semester courses no later than the end of the summer semester, all according to the schedule of the respective academic year.
3. Part-time students may apply for the withdrawal of winter and summer semester courses no later than the end of the summer semester according to the schedule of the respective academic year.
4. A student's application for de-registration of the course must include the course title, course code, and justification.

Article 5
Final State Exams
(With reference to Article 25 of SEC UP)

The Faculty's internal norm sets out rules according to which state final examinations in selected study programmes may be held in the winter term (January/February) during the last year of the standard period of study.

Article 6
Qualification Theses
(With reference to Article 26 of SEC UP)

In all Bachelor's study programmes organized by the Faculty, each qualification thesis requires only an opponent assessment.

Article 7
Recognition of Credits, Colloquia and Exams
(With reference to Article 27 of SEC UP)

Recognition in compliance with Article 27 of SEC UP shall not apply to courses where students achieved an E grade.

Article 8

Joint and Final Provisions

1. The internal norm PdF-A-19/01 Internal Regulation of the Faculty of Education of Palacký University in Olomouc for the implementation of the Study and Examination Regulations of Palacký University in Olomouc is repealed.
2. This internal norm was approved by the Academic Senate of the Faculty of Education of Palacký University in Olomouc on 7 September 2023 and subsequently on 8 November 2023 pursuant to Section 27(1)(b) of the Act.
3. This internal regulation was approved pursuant to Section 9(1)(b)(2) of the Act by the Academic Senate of Palacký University in Olomouc on 1 November 2023.
4. This internal regulation shall come into force on the day of its publication and shall come into effect on the day following its entry into force.

doc. PhDr. Vojtech Regec, Ph.D., m. p.
Dean, Faculty of Education
Palacký University Olomouc

Annex No. 1

Courses in Bachelor's and Master's degree programmes delivered at the Faculty of Education, Palacký University Olomouc. These courses can be registered for only once (pursuant to Article 3 of Internal Regulation of the Faculty of Education, Palacký University Olomouc on the Implementation of the Study and Examination Code of Palacký University Olomouc).

Study programme/Field/Specialization	Courses Full-time form of study Abbreviation Title	Courses Part-time form of study Abbreviation Title
FULL-TIME STUDY		
BACHELOR'S DEGREE		
<i>Area of education</i> NON-TEACHING EDUCATION		
Mentor training course	KPG/PED@ General education	KPG/KPED@ General education
Mentor training course and special education	USS/USP1 Basics of special education: 1 USS/USP2 Basics of special education: 2	USS/KUSP1 Basics of special education: 1 USS/KUSP2 Basics of special education: 2
Special education (specialization) - Andragogy - Dramatherapy - Intervention - Early age	USS/USP1 Basics of special education: 1 USS/USP2 Basics of special education: 2	USS/KUSP1 Basics of special education: 1 USS/KUSP2 Basics of special education: 2
<i>Area of education</i> TEACHING COURSES		
Natural history and environmental education with a focus on teaching	KPŘ/PBBI@ General biology	KPŘ/KBBI@ General biology
Music culture with a focus on teaching	KHV/BUHT@ Introduction to music theory	
Mathematics with a focus on teaching	KMT/AL1@ Algebra 1	KMT/KAL1@ Algebra 1
Social science with a focus on teaching	KVS/CJI@ People and their identity	KVS/KCJI@ People and their identity
Kindergarten teacher training	KPV/PRP@ Preschool education	KPV/KPRP@ Preschool education
<i>Area of education</i> NON-TEACHING EDUCATION and TEACHING COURSES (combined educational areas)		
Special education for lower secondary schools and upper secondary schools (double-major study)	USS/USP1 Basics of special education: 1 USS/USP2 Basics of special education: 2	USS/KUSP1 Basics of special education: 1 USS/KUSP2 Basics of special education: 2
Kindergarten teacher training and special education	USS/USP1 Basics of special education: 1 USS/USP2 Basics of special education: 2	USS/KUSP1 Basics of special education: 1 USS/KUSP2 Basics of special education: 2
<i>Area of education</i> ECOLOGY AND ENVIRONMENTAL PROTECTION		
Applied ecology for the public sector (expiring field of study)	KPŘ/AOE General ecology	KPŘ/AKOE General ecology
MASTER'S DEGREE		
<i>Area of education</i> TEACHING COURSES		
Teacher training for primary schools	KPV/DPV@ Didactics of primary education	KPV/KDPV@ Didactics of primary education
<i>Area of education</i> NON-TEACHING EDUCATION		

Speech-language pathology	USS/USP1 Basics of special education: 1 USS/USP2 Basics of special education: 2	
<i>Area of education</i> <i>NON-TEACHING EDUCATION and TEACHING COURSES (combined educational areas)</i>		
Teacher training for primary schools and special education	USS/USP1 Basics of special education: 1 USS/USP2 Basics of special education: 2	USS/KUSP1 Basics of special education: 1 USS/KUSP2 Basics of special education: 2