



Study and Examination Regulations

These regulations set the rules between the student and the educational institution. It describes the rules of the learning process and assessment.



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1. Home

These Study and Examination Regulations are the internal and binding regulations of the "European Academy of Education SE" (hereinafter referred to as EAV).

1. The EAV provides mainly online education based on accreditation from designated institutions
2. All EAV study programmes are published on the website www.europeanacademy.cz and are mainly vocational training and professional qualifications
3. Education is provided in Czech and English according to the relevant accreditations
4. The standard period of study is determined by the relevant study programme and is also dependent on the students abilities and prior knowledge
5. Studies are started in connection with the date of signing the study contract and any individual negotiation of the start date, which may also be influenced by the number of applicants in the relevant field of study and the form of study

2. Enrolment/registration for studies

1. A prospective student becomes a student after fulfilling the conditions for enrolment in individual study programmes and signing a study contract
2. The terms and conditions of enrolment are governed by the schools rules, but may also be determined individually by the school committee

3. Study programme and study plan

1. Each study programme has its own requirements that students must meet both during their studies and at the end of their studies, including the form and content of the final thesis/exam
2. The time and content sequence of courses, credits, tests, examinations and term papers is determined by each student according to his/her own possibilities.
3. Dates of final examinations and consultations are the sole responsibility of the EAV
4. A course of study within the relevant study programme is usually completed by the student by examination or in another form specified in the course syllabus

4. Organisation of studies

1. Starting and finishing studies is at the students discretion and is entirely dependent on his/her diligence and activity
The length of study for each study programme should not exceed 5 years
2. The examination period and the individual examination dates within the courses are always dependent on the submission of the required results. The dates are not predetermined and are set individually according to the needs of the student and the possibilities of the EAV
3. The student participates in lessons and examinations/tests according to his/her abilities and capabilities

4.1. Recognition of examinations

1. A student may apply for recognition of examinations from courses taken in previous studies at the EAV or as part of studies at another educational institution in an accredited study programme
2. When requesting recognition of an examination, the student must provide a transcript of the examination and the examination syllabus, and only if it is from another educational institution
3. Recognition of the examination is also subject to the matching of ECTS credits for the examination to at least a reasonable extent
4. The EAV Committee decides on the recognition of the examination in each subject and sets the general conditions for the recognition of the examination and its possible acceptance
5. If the general conditions for recognition are not met, the examination is not recognised

4.2. Control of studies and fulfilment of study obligations

1. Checking the learning results of individual courses is carried out by each teacher himself or at the students initiative. The EAV committee carries out checks on the fulfilment of the study programme at the initiative of the student, usually at the time of submission of the students final thesis.
2. Before successfully completing/graduating, the student must properly complete the study programme, submit the final thesis and pass the final examination
3. All graded results are recorded and upon successful completion are given to the student as a "Diploma Supplement"
4. In the event that a student disagrees with the grade for a

given course or written work, he/she may request a review of the results within 10 days of the initial evaluation

4.3. Completion of the course

1. The professional examination is always concluded with a set of examinations according to the relevant subject of study; these are set by law and cannot be changed
2. The conditions for the award of credit are set out in the syllabus of each course of study and the decision to award credit is made by the lecturer.
3. The conditions for the examination are set out in the syllabus of each course of study. The course must end with an examination, project or research. The award of the examination is always decided by the teacher.
4. The evaluation of courses ending with credit is always only "passed" or "failed", i.e. 0% or 100%
5. The evaluation of courses ending with an examination is determined by the grade A, B, C, F, where the grade F is a failing grade. In numerical form, the grade corresponds to the following: A=100%, B=70%, C=51%, F=0%
6. The assessment of the professional qualification at the theoretical level is always set as "passed" or "failed" (pass/fail)

4.4. Repeating examinations/credits/professional examinations

1. The student has an unlimited number of attempts to pass the credit/exam (each additional exam may be charged according to the EAV price list)
2. The student has any number of attempts for the defence of the final thesis and the oral examination.

4.5. Interruption/termination of studies

1. The study may be terminated by the school if the student fails to fulfill his/her obligations and does not respond to the invitation/s sent by email. This decision does not entitle the student to any refund
2. Students may interrupt or terminate their studies at any time without penalty. Such interruption, however, does not entitle the student to a refund

4.6. Conditions for proper completion of studies

1. The conditions for the proper completion of studies include the conclusion of the study programme by achieving the minimum number of ECTS credits for the study programme and the

submission of the final thesis including its defence

4.7. Proof of completion/graduation

1. The study is duly completed by fulfilling all the study conditions listed above
2. The diploma issued to the graduate through the EAV is the proof of the proper completion/graduation of studies and the degree. The diploma is accompanied by a supplement to the diploma indicating the number of ECTS credits achieved
3. The professional study is completed by a comprehensive theoretical and practical examination and the issue of a certificate including a Europass

5. Publication of theses/dissertations

1. All final theses, including reports and the result of the defence, are published through the thesis database.
2. By submitting a thesis or any other work, the student/author agrees to the publication of his/her work regardless of the outcome of the defense. In the event of successful completion, the student unconditionally agrees to the possibility of authentication of his/her diploma by the general public

6. Tuition and administrative fees

1. The study of individual study programmes is carried out for a fee
2. The amount of tuition fees for the respective study programme, or administrative and study services, is published on the website www.europeanacademy.cz and then stated in the study contract. Tuition fees are also governed by the Scholarship Regulations
3. The student is obliged to pay/pay all study fees according to the contract
4. In the event of withdrawal, abandonment or non-completion of studies, the student is not entitled to any refund
5. In the event of non-payment of all tuition fees stipulated in the contract, the study may be terminated at the initiative of the school without refund to the student

7. Credit system

1. Part of the study control is a credit system according to ECTS standards
2. Proper completion of studies is conditional on the achievement of a specified minimum number of credits for the entire study

of a specific study programme

3. The terms and conditions of the credit system are set by the EAV. The number of credits required to complete each study programme is listed on the website www.europeanacademy.cz

8. Final part

1. All information about all study programmes is available on the EAV website www.europeanacademy.cz
2. All matters related to the course and administration of the study are recorded and archived
3. Access to the study system is always part of the study contract and is always linked to the students private email, together with the email forwarded to the student by the EAV
4. In the event of a change in the students personal data, the student is obliged to inform the EAV of the change within 7 days of the change
5. These Study and Examination Regulations also apply, by delegation, to study programmes not listed above.

Edition

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Description: These regulations set the rules between the student and the educational institution. It describes the rules of the learning process and assessment.

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