

**RULES OF STUDY
AT THE SECOND FACULTY OF MEDICINE
OF CHARLES UNIVERSITY**

*Under section 27 (1) (b) of Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (the Higher Education Act), as amended, the Academic Senate of the Second Faculty of Medicine has adopted the following **Rules of Study at the Second Faculty of Medicine of Charles University** as its internal regulation:*

Article 1

Introductory Provision*

Under Article 19 (2) of the Code of Study and Examination of Charles University (“CSE CU”), these Rules of Study at the Second Faculty of Medicine (“the Rules”) provide the requirements for programmes of study offered at the Second Faculty of Medicine (“Faculty”) and govern the details of the organization of study at the Faculty.

PART I.

Requirements for Bachelor's and Master's Programmes of Study under the CSE CU

Article 2

Units of Programmes of Study Accredited at the Faculty

(under Article 4 (6) of the CSE CU)

The unit of study in all accredited programmes of study is a year.

Article 3

Number of Credits for Registration for the Next Year of Study

(under Article 5 (6) of the CSE CU)

1. A student who follows the recommended course of study acquires in the given unit of study 60 credits per year.¹ The normal number of credits required for registration for the next year corresponds to the sum of credits for the recommended course of study in the preceding years.²
2. The minimum number of credits for registration for the next year in the Master's “General Medicine” programme of study is as follows:
 - a) 44 credits for registration for the second year of study;
 - b) 101 credits for registration for the third year of study;
 - c) 168 credits for registration for the fourth year of study;

* Translator's note: Words importing the masculine include the feminine, and unless the context otherwise requires, words in the singular include the plural and words in the plural include the singular.

¹ Article 5 (5) CSE CU.

² Article 5 (6) CSE CU.

- d) 230 credits for registration for the fifth year of study;
 - e) 290 credits for registration for the sixth year of study;
 - f) 360 credits for registration for every subsequent year.
3. The minimum number of credits for registration for the next year in the post-Bachelor Master's "Specialisation in Health Care Physiotherapy" programme of study is as follows:
- a) 57 credits for the second year of study;
 - b) 120 credits for every subsequent year.
4. The minimum number of credits for registration for the next year in Bachelor's programmes of study is as follows:
- a) 44 credits for the second year of study;
 - b) 101 credits for the third year of study;
 - c) 180 credits for every subsequent year.
5. A student who fails to acquire the normal number of credits in two consecutive years will not be registered for the next year and his study will be terminated.³

Article 4

Proportion of Credits Acquired for Optional Subjects for Continuous Assessment of the Course of Study

(under Article 5 (8) of the CSE CU)

1. When considering whether a student has acquired the minimum number of credits for promotion to the next year, the number of credits acquired for passing optional subjects represents no more than three-twentieths of the normal number of credits for the first year, i.e., 9 credits.
2. When considering whether a student has acquired the minimum number of credits for promotion to the seventh year of the Master's "General Medicine" programme of study, the number of credits acquired for passing optional subjects represents no more than three-tenths of the normal number of credits for the first year, i.e., 18 credits.

Article 5

Individual Curriculum

(under Article 5 (9) and (10) of the CSE CU)

With the exception of situations when the grounds for termination of study apply, the Dean may permit an individual curriculum.⁴

Article 6

Registration for a Subject

(under Article 7 (2) and (8) of the CSE CU)

1. A student has the right to register for a subject with the exception of the following situations:
 - a) the registration for the subject, which is compulsory or elective according to the curriculum, is subject to conditions or precluded by the curriculum,⁵
 - b) the Faculty decides to limit registration for a given subject for reasons of capacity. The Dean determines, in a Dean's measure, the list of subjects for which students, if they are enrolling in the subject in accordance with their recommended course of study, will have a right to priority registration,

³ Article 5 (7) of the CSE CU.

⁴ Article 5 (9) and (10) of the CSE CU.

⁵ Article 7 (5) of the CSE CU.

- c) he fails to submit a medical certificate required for participation in the given subject instruction within the time limit set by the Dean; the list of subjects registration for which is bound to the submission of such certificate is set out by the Dean in a Dean's measure.⁶
- 2. Registration for an optional subject may be cancelled upon application therefor by the student, or if the condition of the minimum number of registered students has not been met. The minimum number of registered students required for the implementation of an optional course is published in the Student Information System at the beginning of the semester.

Article 7
Repeated Registration for a Subject
(under Article 7 (9) of the CSE CU)

- 1. A subject described as compulsory or elective in the curriculum of the given programme of study may be registered for only twice and exclusively in immediately subsequent years.
- 2. An optional subject may be registered for only twice unless the Student Information System provides otherwise.

Article 8
Assessment of Study of a Subject
(under Article 8 (3),(4) and (7) of the CSE CU)

- 1. A course credit may be a prerequisite for taking an examination or a separate form of assessment of study of a subject.
- 2. There must be at least one resit date for a course credit. A higher number of resits may be determined by the given subject guarantor after approval from the relevant department head at the beginning of the academic year⁷, and the number is published in the Student Information System. Should the subject have more guarantors, such guarantors may determine a higher number of resits upon mutual agreement.
- 3. The number of resits is governed by an internal regulation of the University.⁸
- 4. Specific requirements for the fulfilment of the subject assessment are determined by the subject guarantor at the beginning of the academic year.
- 5. The assessment of study of a subject may not be carried out later than one week before the end of the relevant academic year.

Article 9
Taking State Rigorosum Examinations in Parts
(under Article 9 (8) of the CSE CU and section 46 (4) of the Higher Education Act)

- 1. The State Rigorosum Examination in the Master's "General Medicine" programme of study consists of five parts, namely:
 - a) Public Health;
 - b) Gynecology and Obstetrics;
 - c) Surgery;
 - d) Pediatrics;
 - e) Internal Medicine.
- 2. The individual parts of the State Rigorosum Examination may be taken separately. The Public Health part must precede the other parts of the State Rigorosum Examination.

⁶ Article 7 (8) of the CSE CU.

⁷ Article 8 (4) of the CSE CU.

⁸ Article 8 (14) of the CSE CU.

3. The first part of the Public Health State Rigorosum Examination may be taken after the acquisition of at least 180 credits. At least 314 credits must be acquired for taking the second to fifth parts of the State Rigorosum Examination.
4. A prerequisite for taking the last part of the State Rigorosum Examination is the completion of practical skills mentioned in the Logbook of Practical Skills, which is published in the publicly accessible part of the Faculty website.

Article 10 **Taking State Final Examinations in Parts**

(under Article 9 (5) of the CSE CU)

1. The State Final Examination consists of two parts. One part of the State Final Examination is the defence of a bachelor's or diploma thesis.
2. The individual parts of the State Final Examination may be taken separately.

Article 11 **Total Number of Credits for Compulsory and Elective Subjects**

(under Article 9 (10) of the CSE CU)

1. The total number of credits for all compulsory and elective subjects which is required for taking the last part of the State Rigorosum Examination in the Master's "General Medicine" programme of study is 342 credits.
2. The total number of credits for all compulsory and elective subjects which is required for taking individual parts of the State Rigorosum Examination is as follows:
 - a) 114 credits in the post-Bachelor Master's "Specialisation in Health Care" programme of study;
 - b) 171 credits in bachelor's programmes of study.

Article 12 **Requirements for Graduating with Distinction**

(under Article 9 (13) of the CSE CU)

1. The requirements for graduating with distinction are set by the internal regulation of the University⁹.
2. Additional requirement for graduating with distinction in all programmes of study accredited at the Faculty is the acquisition of the normal number of credits in all continuous assessments of the course of study, and the completion of study within a period of time not exceeding the standard length of study by more than one year. If the end of such standard length of study extended by one year falls in the period between 1 June and 29 September of the calendar year, it is sufficient if the study is successfully completed by 30 September of the same calendar year.

PART II **Detailed Rules of Study in Bachelor's and Master's Programmes of Study**

⁹ Article 9 (13) of the CSE CU.

Article 13
Additional Detailed Rules of Study

Additional details of the organization of study may be regulated in a Dean's measure.

PART III
Detailed Rules of Study in Doctoral Programmes of Study

Article 14
Assessment of Study
(under Article 10 (8) of the CSE CU)

The fulfilment of an individual curriculum is subject to regular assessment every year.

Article 15
Additional Detailed Rules of Study in Doctoral Programmes of Study

Additional details of the organization of study may be regulated in a Dean's measure issued after an opinion given by the Academic Senate of the Faculty.

PART IV
Common, Transitional, and Final Provisions

Article 16
Competence to Deal with Students' Submissions Regarding the Organization of Study
(under Article 17 (3) of the CSE CU)

1. If the student's submission regarding the organization of study concerns only one subject, the guarantor of the subject has competence to deal with such submission. In other cases the respective Vice-Dean in charge of study has competence to deal a submission.
2. The Dean has the competence to review the process.

Article 17
Transitional Provisions

1. Students who registered for the first unit of study in academic years which started before the date of legal effect of these Rules will be governed by these Rules with the exception of matters under Article 4 which are governed by the Rules applicable before the legal effect of these Rules.
2. Students who registered for the first unit of study in the academic year which starts on the date of legal effect of these Rules will be governed by these Rules.
3. Provisions regulating the State Final Examination in the CSE CU will be applied to the State Rigorosum Examination under these Rules by analogy.

Article 18
Final Provisions

1. The Rules of Study at the Second Faculty of Medicine of Charles University approved by the Academic Senate of Charles University on 2 June 2006 are hereby repealed.

2. These Rules come into force on the date of approval by the Academic Senate of Charles University.¹⁰
3. These Rules become effective on 1 October 2017.

The Academic Senate of the Faculty approved these Rules on

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¹⁰ Section 9 (1) (b) of the Higher Education Act.