

**CHARLES UNIVERSITY  
FACULTY OF MEDICINE IN HRADEC KRÁLOVÉ**

**AMENDMENT  
THE RULES OF STUDY  
AT THE FACULTY OF MEDICINE IN HRADEC KRÁLOVÉ**

*Academic Senate of the Faculty of Medicine in Hradec Králové  
pursuant to Article 27(1)(b) and 33(1),(2)(f) of the Act No 111/1998 Coll. on universities and  
on amendments to and supplementing other laws, as amended, (hereinafter ‘the Act on  
Universities’), in accordance with Study and Examination Regulations of Charles  
University, as amended, and according to Article 18 of the Constitution of the Faculty of  
Medicine in Hradec Králové, as amended, and Article 13 of the Rules of Procedure of the  
Academic Senate of the Faculty of Medicine in Hradec Králové, as amended, has decided on  
this internal regulation, an Amendment to the Rules of Study at the Faculty of Medicine in  
Hradec Králové:*

Article I

The Rules of Study at the Faculty of Medicine in Hradec Králové of 29<sup>th</sup> May 2017 (hereinafter referred to as the Rules) are hereby amended as follows:

1. In Article 3, the words “Article 5(6) of the Code of Study and Examination of the University” shall be replaced by the words “Article 5(11) of the Code of Study and Examination of the University”.
2. In Article 6, the words “Article 8(3), (4), (5), (7), (9), (13) and (14) of the Code of Study and Examination of the University” shall be replaced by the words “Article 8(3), (4), (5), (7), (9), (11), (13), (14) and (15) of the Code of Study and Examination of the University”.
3. In Article 6(6), in the second sentence, the word “second” is replaced by “first” and the words “and on the date of the first retake” are deleted.
4. In Article 6(6), the third sentence is deleted.
5. In Article 6 at the end of paragraph 6, the sentence “Student shall take a second oral examination retake of a mandatory or elective subject in front of a panel comprising at least two examiners, even in the case that the subject is registered for the first time.” is supplemented.
6. Article 6(9) is as follows:  
“9. The result of the credit exam and examination taken shall be recorded by the examiner without undue delay in the SIS.”.
7. In Article 6 the following paragraph 11 is added:

- “11. The assessment of study of a subject may be carried out in a wholly remote or partly remote form, under the conditions laid down in the Code of Study and Examination of the University. The guarantor of the subject must inform the student sufficiently in advance of the conditions for the remote assessment of study of the subject. Oral assessment of study of the subject is carried out through a remote communication device, usually with the student’s camera and microphone on. In the event of an interruption of the communication between the student and the examiner for more than 2 minutes, the assessment of study of the subject shall be suspended. In this case, the examiner shall decide on the termination of the assessment of study of the subject and the assignment of a classification, on the basis of the length and content of the assessment of study of the subject up to that moment, or on the continuation of the assessment of study of the subject after the communication is restored and the allocation of additional or supplementary testing questions. If the communication between the student and the examiner is not restored within 15 minutes and if the examiner has not decided to terminate the assessment of study of the subject and assign a classification, the examiner shall decide on the carrying out of the assessment of study of the subject on a new date. The examiner will record the interrupted connection to the SIS. Further details shall be set by the relevant Dean's measure.”
8. In Article 7, the words “Article 8(16) and (17) of the Code of Study and Examination of the University” shall be replaced by the words “Article 8(17) and (18) of the Code of Study and Examination of the University”.
  9. In Article 7(1), first sentence, and paragraph 2, the words “or within the study in an accredited course at a college” shall be inserted after the word “abroad”.
  10. In Article 8, the words “Article 9(2), (3), (4), (5), (9), (10) of the Code of Study and Examination of the University” shall be replaced by the words “Article 2, 3, 4, 5, 9, 10, 12, 14 and 15 of the Code of Study and Examination of the University”.
  11. In Article 8 at the end of paragraph 7, the sentence “The second retake of the state exam shall be attended by a Vice-Dean of the Faculty or another person authorized by the Dean of the Faculty; this person shall not be a member of the committee and shall participate in both the public and non-public parts of the state exam.” shall be added.
  12. In Article 8 the following paragraph 9 is added:

“9. A state exam, or part thereof, may be carried out in a wholly remote or partly remote form, under the conditions laid down in the Code of Study and Examination of the University. The guarantor of the study program must inform the student sufficiently in advance of the conditions for carrying out the state exam, or part thereof, in a remote form. A state exam, or part thereof, is carried out through a remote communication device, with the student’s camera and microphone on. In the event of an interruption of the communication between the student and the examiner for more than 2 minutes, the state exam, or part thereof, shall be suspended. In this case, the chair of the examining committee shall decide on the termination of the state exam, or part thereof, and the proceeding to the assessment by the examining committee, on the basis of the length and content of the state exam up to that moment, or on the continuation of the state exam, or part thereof, after the

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connection is restored and the allocation of additional or supplementary testing questions. If the communication between the student and the examiners is not restored within 15 minutes and the chair of the examining committee has not decided to terminate the state exam, or part thereof, and to proceed to the classification by the examining committee, the chair of the examining committee shall decide on carrying out the state exam, or part thereof, on a new date. The exam committee chair shall record the interruption of the connection and the further progress of the state exam, or part thereof, into the state exam report. Further details shall be set by the relevant Dean's measure.”.

13. In Article 9(b) the word “neprospěl” (“fail”) is replaced by “neprospěl/a” (“fail”). (Affects only Czech version.)
14. In Article 9(d) the words “of Master's study programme” shall be inserted after the word “student”.
15. In Article 9 at the end of point (d), the period shall be replaced by a comma and the following point (e) shall be added:  
“(e) a student of Bachelor's study programme has been classified in all parts of the state exam as “excellent”; at the same time, the state exam, or part thereof, has not been repeated.”.
16. In Article 11 at the end of paragraph 1, the sentence “The President of the Subject Area Board shall be the guarantor of the relevant doctoral study program.” is added.
17. In Article 11 the following paragraphs 5 to 10 are added:
  5. The Subject Area Board shall meet as necessary, but at least once a year. Its meetings shall be convened and chaired by the President of the Subject Area Board and, where appropriate, in their absence, by a member of the Subject Area Board. (hereinafter the ‘Chair of the Subject Area Board’).
  6. Where the reasons for such a particular consideration are reasonable, the Chair of the Subject Area Board may decide to conduct the meetings of the Subject Area Board through a means of remote communication.
  7. The Subject Area Board shall be able to adopt resolutions if a majority of its members are present.
  8. The Subject Area Board shall decide on proposals by vote. The vote is public. The Subject Area Board shall decide on staff matters by secret ballot or if at least one of the members of the Subject Area Board makes a request for a secret ballot. The proposal is adopted if it was endorsed by an absolute majority of the members of the Subject Area Board present.
  9. Minutes shall be drawn up at the meetings of the Subject Area Board and approved by the Chair of the Subject Area Board.
  10. In cases which cannot be postponed or for which it is not possible or expedient to convene a meeting of the Subject Area Board, the Chair of the Subject Area Board may decide to vote outside the meeting of the Subject Area Board (voting by letter). This way of voting cannot be used for approving an individual study plan or assessing the fulfilment of an individual study plan. The proposal is approved if a majority of all members of the Subject Area Board vote in favour of it. This way of voting cannot be used if at least one third of all members of the Subject Area Board

- oppose it, within the time limit for the assessment and voting. The minutes of the vote by letter shall be part of the minutes of the next ordinary meeting of the Subject Area Board.”.
18. In Article 13(1), the second sentence is replaced by the sentence “IC is compiled by the supervisor together with the student.”.
  19. In Article 14(4), the second sentence, after the words “Chair and”, the word “other” is inserted.
  20. In Article 14(6), the words “with Article 11(15) of the Code of Study and Examination of the University” shall be replaced by the words “with Article 11(14) of the Code of Study and Examination of the University”.
  21. In Article 14(8), the word “prospěl” (“pass”) is replaced by “prospěl/a” (“pass”) and the word “neprospěl” (“fail”) is replaced by “neprospěl/a” (“fail”). (Affects only Czech version.)
  22. In Article 14 the following paragraph 9 is added:

“9. The exam may be carried out in a wholly remote or partly remote form, under the conditions laid down in the Code of Study and Examination of the University. The guarantor of the study program must inform the student sufficiently in advance of the conditions for carrying out the exam in a remote form. The exam is carried out through a remote communication device, with the student’s camera and microphone on. In the event of an interruption of the communication between the student and the examiner for more than 2 minutes, the exam shall be suspended. In this case, the chair of the examining committee shall decide on the termination of the exam and the proceeding to the assessment by the exam committee, on the basis of the length and content of the exam up to that moment, or on the continuation of the exam after the communication is restored and allocation of additional or supplementary testing questions. If the communication between the student and the examiners is not restored within 15 minutes and the chair of the examining committee has not decided to terminate the exam and to proceed to the classification by examining committee, the chair of the examining committee shall decide on carrying out the exam on a new date. The exam committee chair shall record the interruption of the connection and the further progress of the exam into the exam report. Further details shall be set by the relevant Dean's measure.”.
  23. In Article 15(10), the words “Article 11(12) and (15) of the Code of Study and Examination of the University” shall be replaced by the words “with Article 11(11) and (14) of the Code of Study and Examination of the University”.
  24. In Article 15 the following paragraph 11 is added:

“11. The defence of the dissertation thesis may be carried out in a wholly remote or partly remote form, under the conditions laid down in the Code of Study and Examination of the University. The guarantor of the study program must inform the student sufficiently in advance of the conditions for carrying out the defence in a remote form. The defence of the dissertation thesis is carried out through a remote communication device, with the student’s camera and microphone on. In the event of an interruption of communication between the student and the examiner for more than 2 minutes, the defence shall be suspended. In this case, the chair of the

committee for defence of the dissertation thesis shall decide on the termination of the defence and the proceeding to the assessment by the committee for defence of the dissertation thesis, on the basis of the length and content of the defence up to that moment, or on the continuation of the defence of the dissertation thesis after the connection is restored. If the communication between the student and the examiners is not restored within 15 minutes and if the chair of the committee for defence of the dissertation thesis has not decided to terminate the defence and to proceed to the classification by the committee for defence of the dissertation thesis, the chair of the committee for defence of the dissertation thesis shall decide on the carrying out of the defence of the dissertation thesis on a new date. The chair of the committee for the defence of the dissertation thesis shall record the interruption of the connection and the further progress of the defence into the defence report. Further details shall be set by the relevant Dean's measure.”.

25. In Article 16, the words “Article 17(3) of the Code of Study and Examination of the University” shall be replaced by the words “Article 17(2) of the Code of Study and Examination of the University”.

## Article II

### **Final Provisions**

1. This amendment to the Rules was approved by the Academic Senate of the Faculty of Medicine in Hradec Králové on 12<sup>th</sup> April 2021.
2. This amendment to the Rules was approved by the Academic Senate of Charles University on 30<sup>th</sup> April 2021.
3. This amendment to the Rules shall enter into force on the day of its approval by the Academic Senate of Charles University and take effect on the fifth day following the date of entry into force.

prof. RNDr. Jan Krejsek, CSc. President of the Academic Senate of the Faculty of Medicine in Hradec Králové	prof. MUDr. Jiří Mand'ák, Ph.D. Dean of the Faculty of the Faculty of Medicine in Hradec Králové
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prof. Ing. František Zahálka, Ph.D.  
President of the Academic Senate  
of Charles University

