

The University of Security Management in Kosice

STATUTES

THE UNIVERSITY OF SECURITY MANAGEMENT IN KOŠICE

2022

Statutes of the private University of Security Management in Košice

I. Basic provisions

Art. 1 Basic provisions and legal status of a private university

1. The statutes of the private University of Security Management in Košice (hereinafter referred to as the "statute") is an internal regulation that, in accordance with § 48 par. 1 and 2 in conjunction with §15 par. 2 of Act no. 131/2002 Coll. on universities and on the amendment of certain laws as amended (hereinafter referred to as "the law") regulates details, in particular on the organizational structure of the private University of Safety Management in Košice, the tasks and scope of self-governing powers, on the bodies of academic self-government, on higher education at university, academic insignia, ceremonies and awards, about basic issues of labor relations and management of a private university.
2. In accordance with § 102 par. 1 letter a) (§ 47, § 105) of Act 131/2002 Coll. on universities and on amendments and additions to certain laws as amended (hereinafter referred to as the Law on Universities) by the Government of the Slovak Republic by resolution no. 536 dated 07/06/2006 granted state approval to operate as a private university named the University of Safety Management in Košice, legal entity Vzdelanie Ltd. Kukučínova 17, 040 01 Košice, registered in the commercial register of the District Court Košice I, on 26/07/2005, according to §8 par. 1 of Act no. 530/2003 Coll. on the commercial register and on the amendment and supplementation of certain laws, ID number 36 595 896, VAT number 2022039041 subdivision Ltd ,insert number 16863/V.
3. The name of the private university is the University of Security Management in Košice (hereinafter referred to as "USM").
4. Based on § 102 par. 1 letter c, of the Act on Universities, the name of the legal entity, as an applicant for state approval, to operate as a private university, was changed to the name of the legal entity "the University of Security Management, Ltd."
5. The statutory body of the private higher education institution is the manager of the limited liability company – the University of Security Management, Ltd., registered in the Commercial Register of the District Court of Košice I. section S.r.o., insert no. 16863/V.
6. The seat of the USM is Košťova 1, 040 01 Košice.
7. The university provides, publishes and updates the list of accredited study programs in a form determined by the Ministry of Education, Science, Research and Sports of the Slovak Republic (hereinafter referred to as the "Ministry") in accordance with § 49 par. 1 of the Act.
8. In order to secure funds for its educational activity and the provision of accounting work, concluded a contract pursuant to § 269 par. 2. Commerce Act with the non-profit organization the University of Security Management M.M., no Košice, Košťova 1, 040 01 Košice, ID: 52540448.

Art. 2 The mission, tasks and position of the USM

1. The main mission of the USM is:
 - a) providing, organizing and ensuring higher education in accredited study programs,
 - b) providing further postgraduate and lifelong education.
2. The university is a private university that provides, organizes and ensures higher education

in accredited study programs of the first, second and third degrees, as well as other educational activities.

3. The main mission of the USM is fulfilling the mission of providing, organizing and ensuring higher education in accredited study programs, as well as carrying out research and development activities.
4. In the next period, in accordance with the long-term intention, the USM will focus on the creation of study programs, enabling the profiling of graduates in various areas and sectors of security in all three levels of higher education.
5. The USM cooperates with domestic and foreign universities, business sphere, public sector, non-governmental organizations and is active in international projects and mobilities. At the same time, conditions are created for dual education with selected companies within the study programs.
6. The concretization of goals and measures to achieve them, resulting from the mission of
7. The USM is contained in the document "Long-term plan of the USM" (hereinafter referred to as "long-term plan of the university").

Art. 3

Academic community of a private university

1. The academic community of a private university consists of university teachers and researchers, employees and students.
2. The academic community of the university is divided into an employee part and a student part. The staff part of the university's academic community consists of members of the university's academic community who are employees of the university. The student part of the university's academic community consists of members of the university's academic community who are students of the university.

Art. 4

Academic freedoms and academic rights

1. At the USM, the members of the academic community are guaranteed the freedom of scientific research and publication of its results, the freedom of artistic creation, the right to teach and learn, the right to elect and be elected to academic self-government bodies, the right to different philosophical and political opinions and religious beliefs, the right to gender and racial equality and the right to propagate them, the right to use academic insignia and signs and to perform academic ceremonies.
2. The use of academic freedoms and academic rights according to paragraph 1 must be in accordance with the principles of democracy, humanity and the legal order.
3. In order to ensure academic rights and academic freedoms at the university, the inviolability of the university's academic land is guaranteed, except in cases of threats to life, health, property or natural disasters. Academic land is a space defined by immovable property that the university owns, manages or leases. The rector of the USM authorizes the entry of law enforcement authorities into the academic grounds .
4. activity and form their organizations on campus ; rector , after consultation with the statutory representative of the USM in KE, may allow the organization of a meeting of members of the academic community with representatives of political parties and political movements having the character of a public debate while respecting the plurality of opinions and balance in the possibilities of their expression. Professional discussions and lectures dealing with security issues in the scope of the entire spectrum of security issues are preferentially allowed.

II. Management and organization of a private university

Art. 5

Management of a private higher education institution and the scope of self-governing competence of the USM

1. The management of a private university is carried out by the university authorities.
2. A private university issues an internal system of a private university, which can be regulated by several separate internal regulations, and other regulations, if so determined by the statute of the university or the law on universities. The internal system of the higher education institution is approved by the academic senate, the rector and the board of directors on the proposal of the quality council.
3. The bodies of the private university are:
 - a) governing bodies:
 - 1) the board of directors,
 - b) academic self-government bodies:
 - 1) academic senate of a private university,
 - 2) rector of a private university, vice-rectors,
 - 3) scientific council of a private university,
 - 4) disciplinary committee of a private university for students and employees.
4. In their activities, the authorities of the private higher education institution are governed by the law and generally binding legal regulations, this statute and other internal regulations of the USM
5. The organizational structure of a private university is regulated in the organizational rules.

Art. 6

Board of Directors of the USM

1. The Board of Directors is the highest governing and decision-making body of the University of Safety Management in Košice.
2. The chairman of the administrative board is a statutory body of the university. The chairman of the board of directors is also referred to as **the president** of the University of Safety Management in Košice.

President:

 - a) convenes and directs the meeting of the board of directors
 - b) ensures the preparation of records from the meetings of the board of directors
 - c) controls compliance with the resolutions of the board of directors
3. The board of directors has a maximum of five members.
4. The term of office of the members of the board of directors is 5 years.
5. An employee of the University of Safety Management in Košice, a person who can contribute to the development of the university, and a student - a member of the Academic Senate of the USM in KE can be elected as a member of the administrative board.
6. The competence of the administrative board of the USM includes:
 - a) budget approval,
 - b) approval of the USM annual report,
 - c) establishment, name change, merger, amalgamation, division and cancellation

- of parts of the USM,
- d) manages the running of the school financially, economically and personally,
 - e) expressing agreement with the rector's proposal for the appointment of the Scientific Council of the USM,
 - f) submission of the proposal of the Academy of Higher Education for the appointment or dismissal of the rector to the Minister of Education.

Art. 7

Bodies of the academic self-government and senior employees of the USM

1. The highest governing and decision-making body of a private higher education institution is the board of directors of a private higher education institution. The board of directors of a private higher education institution decides on the establishment, merger, amalgamation, cancellation, division, change of name or change of seat of a part of a private higher education institution and approves the budget of the private higher education institution. Further powers of the board of directors of a private higher education institution are determined by the statute of the private higher education institution.
2. The bodies of the academic self-government of a private university are:
 - a) the academic senate of a private university,
 - b) the rector private college,
 - c) scientific council of a private university,
 - d) disciplinary committee of a private college for students and staff.

Art. 8

Academic Senate of a private university

1. The academic senate of a private university (abbreviation "ASoU") consists of elected representatives of the academic community of the university, has 15 members, of which 5 are students.
2. The academic senate of the university is divided into an employee part and a student part. Members of the staff part of the academic senate of the university are elected in secret elections by members of the staff part of the academic community. Members of the student part of the university's academic senate are elected in secret elections by members of the student part of the academic community. Only a member of the staff of its academic community can be a member of the staff part of the university's academic senate. Only a member of the student section of its academic community can be a member of the student section of the university's academic senate.
3. The function of a member of the academic senate of a higher education institution is incompatible with the function of a rector, vice-rector, or bursar.
4. The term of office of the members of the academic senate of the university is four years.
5. Sessions of the academic senate of the university are public. The statutory representative - the president, the rector or, on his behalf, the vice-rector or the bursar have the right to speak at the meeting at any time when they request it.
6. At the request of the statutory representative of the school and/or the rector, the chairman of the academic senate of the higher education institution is obliged to convene a meeting of the academic senate of the higher education institution without delay, but no later than within 14 days.

7. Membership in the academic senate of the higher education institution ceases for the reasons stated in § 8 par. 6 of the Act on Universities
8. If a member of the academic senate of a higher education institution lost his membership before the end of the term of office according to § 8 par. 6 letters b/ to f/ of the Act on Universities, the relevant part of the academic community will elect a new member of the academic senate of the university, whose term of office lasts until the end of the term of office of the member whose membership has expired.

Art. 9

The competence of the academic senate of a private university

1. Academic Senate of a private university:
 - a) comments on the proposal of the statutory representative, after consultation with the rector, for the establishment, merger, fusion, division, cancellation of the school's workplaces, change of name or change of seat of the higher education institutions,
 - b) is governed by § 47b of the Act on Universities,
 - c) discusses the proposal of new study programs presented by the rector,
 - d) approves the terms of admission to study submitted by the rector,
 - e) comments on the proposal of the statutory body, after consultation with the rector, for the establishment, change of name, merger, merger, division or cancellation of parts of the university,
 - f) perform other tasks under this statute.

Art. 10

Rector

1. The rector is a representative of the university's academic community, manages it, represents it and acts on its behalf. The rector is responsible for his activities to the academic senate of the private higher education institution, in organizational, economic and economic matters he is guided by the instructions of the statutory representative - the president of the USM and the regulations of the administrative board of the USM.
2. The rector is appointed and dismissed on the proposal of the administrative board of the USM, to which the academic senate of the private university submits the corresponding proposal, the president of the Slovak Republic. After approval by the board of directors, the proposal of the academic senate of the higher education institution is submitted by the board of the USM within 15 days from the adoption of the decision to the minister of education, who submits it to the president of the republic.
3. The rector's term of office is four years. The same person can perform the function of rector repeatedly. After the dismissal of the rector or the premature termination of his office due to other reasons, until the appointment of a new rector, a person appointed by the Board of Directors of the private higher education institution, following the opinion of the academic senate of the private higher education institution, performs the function of the rector of the private higher education institution for a maximum of one year.
4. After the habilitation, the rector awards the scientific-pedagogical title (artistic-pedagogical title) "docent", if the USM has been granted the relevant right.
5. The rector submits proposals to the Minister of Education for the appointment of professors by the President of the Slovak Republic approved by the academic council of the university, if the USM has been granted the relevant right.
6. The rector is represented by vice-rectors to the extent determined by the rector. Vice-rectors

are appointed and dismissed by the rector, after approval by the Academic Senate and the Board of Directors of the private university. The term of office of vice-rectors is four years, unless the law specifies otherwise.

7. The Rector performs other activities according to Sections 75, 76 (if the school has the right), 77, 78, 80 of the Act on Universities in close cooperation with the Board of Directors according to the Statute of the Board of Directors.
8. The function of the rector can also be performed temporarily by the statutory body of the higher education institution, if so determined by the Board of Directors, as the highest authority of the higher education institution. The Board of Directors of the school informs the Ministry about the temporary solution.

Art. 11

The method of electing a candidate for rector and the method of accepting a proposal for his dismissal

1. The candidate for the position of rector is elected by ASoU by secret ballot for a period of four years.
2. The election of a candidate for the position of rector is announced by the AS of the University at least 30 days before the end of the term of office of the rector.
3. The right to propose no more than one applicant for the position of rector belongs to the members of the academic senate of the university, the rector, usually from professors, docents who are members of the academic community of the university.
4. To elect a candidate for the position of rector, a three-fifths majority of all members of the AS of the University is required . In the second round of the election, more than half of the votes of all members of the Academy of Sciences of the Academy of Sciences of the two candidates who received the highest number of votes in the first round are sufficient to elect a candidate for the position of rector. If the candidate does not get the necessary majority of votes even in the second round, ASoU will announce a new election of a candidate for the position of rector within 30 days.
5. The same person can be elected as a candidate for the position of rector for a maximum of two consecutive terms of office.
6. For the purpose of electing a candidate for the position of rector, the Senate of the University will establish a three-member election commission and elect its chairman. The election commission manages and ensures its own election of a candidate for the position of rector, determines the method of voting, the place of the election, and prepares a record of the progress and result of the election of a candidate for the position of rector.
7. The minutes of the electoral commission contain the number of voters who participated, the list of candidates for the position of rector, the number of votes obtained, votes against and invalid votes, the number of ballots issued and the number of ballots not cast, a statement as to whether or not a candidate for the position of rector was elected and the signatures of all members election commission.
8. The results of the election of the candidate for the position of rector will be published by the chairman of the election commission of ASoU within three working days after its end and submitted to the Board of Directors of the USM.
9. A two-thirds majority of all members of the AS is required for a proposal to remove the rector from the post of rector

10. The Board of Directors entrusts the performance of the rector's function until the appointment of a new rector to a person proposed by the university's academic senate.
11. The elected candidate for rector is proposed by the Board of Directors of the USM through the Minister of Education to the President of the Republic for appointment, and in the case of a proposal for recall, he proposes for recall.

Art. 12
Vice Chancellor

1. The vice-rector manages a specific area of the USM activity, for which he is responsible to the rector.
2. The vice-rector is appointed and dismissed by the rector, with the approval of the Board of Directors and after approval in the AS. The AS submits a proposal for the vice-rector's dismissal whenever he has been legally convicted of an intentional crime or if he has been given an unconditional prison sentence. On his own initiative and after approval by the Board of Directors, the rector may dismiss the vice-rector after the approval of the AS, if the vice-rector:
 - a) does not fulfill its obligations in a serious way,
 - b) grossly or repeatedly violated the USM internal regulations,
 - c) seriously damaged the interest of the USM.
3. The vice-rector's term of office is four years.

Art. 13
Scientific Council of the
USM

1. Members of the academic council of a private university are appointed and dismissed by the rector after approval by the academic senate of the private university. The term of office of the members of the USM Scientific Council is four years.
2. The members of the scientific council of a private university are important experts from the areas in which the university carries out educational, research or development activities. At least one quarter and at most one third of the Scientific Council of a private university are persons who are not members of the academic community of this private university.
3. The president of the scientific council of a private university is the rector.

Art. 14
The competence of the Scientific Council of
the USM

1. The Scientific Council of the USM is governed by § 11 to § 12 of the Act on Universities as well as:
 - a) discusses and comments on the long-term intention of the private university,
 - b) regularly, but at least once a year, evaluates the level of the university in educational activities and in the field of science,
 - c) approves the design of study programs; student representatives appointed by the student part of the academic senate of the private university are invited to the meeting of the scientific council of the university on the proposal of study programs,

- d) approves other experts who have the right to test at state exams for study programs conducted at the university, approves supervisors for doctoral studies, if he has the right granted,
 - e) approves the criteria for the habilitation of docents and the criteria for the appointment of professors after granting the relevant rights,
 - f) discusses the habilitation of docents and decides on their outcome in the fields of study in which the study programs are carried out by the university, after granting the relevant rights,
 - g) discusses and approves proposals for the appointment of professors, if it concerns the appointment of a professor in the field in which the study programs are conducted, after granting the relevant rights,
 - h) approves the general criteria for filling the positions of professors and docents,
 - i) proposes to the rector of a private university to grant the honorary title "professor emeritus" to professors over 70 years old,
 - j) approves dissertation supervisors,
 - k) approves the rules of procedure on the proposal of the chairman of the academic council of the private university
 - l) scientific council of a private university.
2. The scientific council of the USM discusses the questions presented to it by the chairman of the scientific council of the private university.

Art. 15

The USM Disciplinary Commission

1. The USM Disciplinary Commission to deal with disciplinary cases of students and employees is established by the Rector with the approval of the Academic Senate of the USM. The commission will determine the details in its rules of procedure.
2. The USM Disciplinary Commission is governed by § 13 of the Act on Universities. Details of the commission's activities are determined by an internal regulation.

Art. 16

Statutory authority

1. The statutory body of the university is the executive of the University of Safety Management, Ltd.
2. Since the establishment of the USM, the statutory body of the university has been - the manager -, based on the election by the General Assembly of the company in 2005, its founder and owner, prof. Ing. Marián Mésároš, DrSc.
3. The statutory body is responsible for:
 - a) management of economic affairs and financing of the school,
 - b) approves and signs requests for payment and allocated subsidies for a private university,
 - c) establishes, merges, orders a merger, divides and cancels parts of a private higher education institution after a statement by the academic senate of the higher education institution and the approval of the Board of Directors of the USM,
 - d) submits to the academic senate of the university and the Board of Directors of the USM for approval the draft budget of the private university.
4. The statutory body decides on all matters that are not, according to this statute, the law on universities, or other generally binding legislation, entrusted to the administrative board,

provided that the administrative board has not reserved its decision on the matter.

5. The statutory body negotiates, acts and represents the private university independently. Documents establishing rights and obligations are signed by the executive by adding his handwritten signature to the printed or written name of the university.

Art. 17

Sources of financing and the budget of the USM

1. The university, represented by the Board of Trustees, draws up its budget for the calendar year and operates on its basis as a private unit. To pay part of the costs, it receives funds from tuition fees, from students in full-time and part-time studies, but also from other sources (donations, grants, foundations, according to the reserve fund, and others). The amount of tuition fees for a given academic year is approved by the Administrative Board of the USM on the proposal of the statutory body of the school.
2. The Board of Directors, as the highest authority of the university, after the end of the calendar year, approves the official audit of the contracted auditor on the management of the components that ensure the economic operation of the university (such as the USM MM, no, IČO 52540448). According to the Act on Universities § 91, paragraph 1 of the Act - A private university secures financial resources for its educational, research, development, or artistic and other creative activities.
3. In the case of provision of a subsidy from the state budget according to § 91 par. 2 of the Act on Universities, the USM proceeds according to § 49 par. 1 letter b) of the Act on Universities.

Art. 18

Entrepreneurial activity of the USM

1. The private university creates a business activity focused on the development of education and research, as well as an editorial and promotional activity focused on promoting the results of its activities to the public.
2. The university conducts business activities for the purpose of creative activity in the field of security sciences (further education of workers in the field of security, research, but also education in the field of security study fields and related study fields for the benefit of domestic and foreign students).
3. The private university also carries out other business activities in accordance with § 91 par. 1 of the Act on Universities.
4. Entrepreneurial activity must not interfere with the educational process and is kept in the accounting department of the university .

Art. 19

Management of the USM

1. The private university keeps accounts according to § 563/1991 Coll. on accounting as amended.
2. The funds of the private university are kept in bank accounts. The private university performs financial statements verified by an auditor once a year.
3. The private university prepares a report on the activities and a report on the management of the university and its components once a year.

4. In order to secure funds for its educational activities and the provision of accounting work, the USM entered into a contract pursuant to § 269, paragraph 2 of the Commercial Code. Act with the non-profit organization University of Safety Management MM, no Košice, Košťova 1, 040 01 Košice, ID: 52540448.

Art. 20

Other bodies and workplaces of the USM

1. By decision of the Board of Directors and approval by the Scientific Council, the private university establishes within the Internal Quality Assurance System:
 - a) Quality Council,
 - b) Council for Study Programs,
 - c) Council for Accreditation of Study Programs.The activity of these bodies is governed by their statutes and the Internal Quality Assurance System of the USM in KE.
2. A private university is divided into institutes, departments, it can establish detached workplaces, consultation centers and other workplaces together with facilities of science, research, state and public organizations, and other related universities, both at home and abroad.
3. These workplaces can only be created as organizational components of the USM in KE.
4. The USM will adjust the details of financing and management, as well as the activities of these workplaces, by agreement. Joint workplaces will adjust the conditions of their activity by internal regulations approved by the Board of Directors.

Art. 21

Obligations of the USM in relation to the Ministry of Education, Science, of research and sport of the Slovak Republic

1. The university submits to the Ministry of Education, Science, Research and Sports of the Slovak Republic (hereinafter referred to as the "Ministry") an annual report on the activities of the university and an annual report on the management of the university.
2. The university publishes a list of study programs on its website every year.
3. The university submits its Statute and its amendments and additions to the Ministry for registration.
4. The University submits to the Ministry and discusses with the Ministry the long-term intention of the USM.
5. Upon request, the University provides the Ministry and the Slovak Accreditation Agency for Higher Education with the information necessary for their activities in accordance with the Act on Universities and Act No. 269/2018 Coll. on ensuring the quality of higher education.
6. The higher education institution notifies the ministry if the higher education institution has been declared bankrupt or has been terminated, and if the form of legal entity has changed.
7. If the university ceases to carry out educational activities, it will notify the ministry.

Art. 22

Study program and study plan

1. The private university conducts studies according to the study programs in the fields of study for which it obtains approval by granting the right in the first, second and third stages of higher education.
2. University studies in the field of study can also be carried out in cooperation with foreign partner institutions.
3. The details of the study are governed by the USM study regulations and related internal regulations of the school contained in the internal quality assurance system.

Art. 23

Bachelor study program

1. The bachelor's study program, as a first-degree study program, focuses on acquiring theoretical knowledge and practical knowledge based on the current state of science or art and on mastering their use in the performance of a profession or continuing in a subsequent university study. Graduates of the bachelor's study program receive a first-level university education.
2. The standard length of study for a bachelor's study program, including internship, is determined by law.
3. The final work of studying according to the bachelor's study program (hereinafter "bachelor's study ") is the bachelor's thesis.
4. Bachelor's degree graduates are awarded the academic title "bachelor" (abbreviated as "Bc").
5. According to the decision of the school, it can prepare students according to its own choice in profiles (paths in education) within accredited study programs.

Art. 24

Engineering study program

1. The second degree study program focuses on acquiring theoretical and practical knowledge based on the current state of science or art and on developing the ability to creatively apply it in the performance of a profession or in continuing university studies according to a doctoral study program, if the university has a recognized right. Graduates of the second-level study program receive a second-level university education.
2. The standard length of study for a second degree study program, including practice, is determined by law. The total standard length of study according to the bachelor study program and the subsequent second degree study program is a total of 5 years (unless otherwise prescribed by law).
3. The final work for studying according to the study program of the second degree is a diploma thesis.
4. Second degree study programs are engineering study programs. Graduates of studies according to the engineering study program (hereinafter referred to as "engineering studies") are awarded the academic title "engineer " (abbreviated as "Ing.").
5. According to the decision of the school, it can prepare students according to its own choice in profiles (paths in education) within accredited study programs.

Art. 25
Doctoral study program

1. The accredited study program of the third level focuses on acquiring theoretical and practical knowledge based on the current state of science or art, but especially on the student's own contribution to it, which is the result of scientific research and independent creative activity in the field of science or technology, on developing the ability to apply them creatively in the performance of a profession or in scientific and pedagogical work, if the university has the right to do so. Graduates of the third-level study program receive a third-level university education.
2. The standard length of study according to the doctoral study program is three or four years in the full-time form and four or five academic years in the external form (unless the law specifies otherwise).
3. Studying according to the doctoral study program takes place according to an individual study plan under the guidance of a supervisor.
4. The final work of study according to the study program of the third degree is a dissertation
5. Graduates of studies according to the doctoral study program (hereinafter referred to as "doctoral studies") are awarded the scientific-academic title "philosophiae doctor" (abbreviated as "PhD.").

Art. 26
Additional education

1. The USM also carries out further education in security fields of study in the form of courses, training at home and abroad, including with foreign partners on the basis of contracts. The contractual partner of the USM in KE for postgraduate studies is PPA/IPE Business School – Paris (France).

Art. 27
Framework provisions on tuition fees and study-related fees

1. Tuition fees are based on actual study costs.
2. The University will publish on the official bulletin board and website of the USM no later than two months before the last day for submitting applications for study, tuition fees and fees associated with studying at the USM for the following academic year.
3. All students pay the annual tuition fee.
4. Annual tuition fees for students of study programs and continuing education programs conducted at the USM and the amount of fees will be determined by the statutory representative.
5. The board of directors, based on the recommendation of the rector, can partially or completely waive tuition fees at the student's request.
6. Tuition fees and fees for foreigners connected with their studies constitute at least the actual annual costs of studying in a given study program. Students from European Union countries pay the same tuition fees as students from Slovakia, if they study in the same language. Tuition and fees of foreigners studying within the framework of interstate agreements are governed by the provisions of these agreements.
7. The form of payment and due date of tuition and fees is as follows:
 - a) the tuition fee for one year in advance is payable on the day of enrollment, in the case

of 1st year applicants. B.Sc. and 1st year Ing. the study is paid within 14 days from the notification of admission to study; annual school fees can also be paid in two installments according to the decision of the statutory representative. This decision is set by the Board of Directors of the USM, as the highest governing body of a private university, in order to financially cover the months of July and August of the respective year.

- b) the fee for the material security of the admission procedure is paid by deposit to the account, postal order or non-cash payment to the USM account, it is due no later than on the day of submitting the application for study and is not returned to the applicant,
 - c) the fee for activities connected with the issuance of the diploma is paid by postal order, non-cash payment to the USM account or in cash and is payable within 10 days after the successful completion of the state examination and the defense of the diploma thesis .
 - d) fees for the issuance of study documents and their copies for the issuance of study completion documents, if they are requested in a foreign language, and for the issuance of copies of study completion documents, are determined by the USM internal regulation, their amount is derived from the actual costs of the USM associated with these actions.
8. Tuition fees and fees related to study are the income of the USM.

Art. 28

Framework provisions on social support for students

1. The USM awards, within the limits of possibilities, scholarships to students from its own resources, especially for excellent performance of study obligations, achieving excellent results in the field of study, research, development, artistic or sports activities or as one-time or regular social support.
2. Conditions for the provision of scholarships referred to in par. 1 is determined annually by the Rector with the approval of the Board of Directors.
3. Students from socially disadvantaged backgrounds can receive additional scholarships to cover tuition fees or part of them from donations to the foundation and future employers.
4. Students who meet the specified conditions are legally entitled to social and pregnancy scholarships according to § 96, and 96b) of the Higher Education Act (state subsidy). The Ministry of Social Support for Students will provide the university with scholarships and grants according to Section 91 of the Act on Universities.

Art. 29

Framework conditions for admission to study, including the method of determining the number of admitted applicants

1. The basic condition for admission to 1st degree studies is the acquisition of a complete secondary education or a complete secondary professional education.
2. The basic conditions for admission to the study program of the second degree according to § 53 par. 1 is a first-level university education or a second-level university education, while the sum of the number of credits obtained for the previous university studies that led to the university education and the number of credits required for the proper completion of the second-level study program for which the applicant is applying must be at least 300 credits.
3. The basic condition for admission to doctoral studies is a second-level university education.

4. Other conditions for admission to study are determined by the provisions of the Act on Universities.
5. The USM will publish in good time, no later than two months before the last day for submitting applications, the deadline for submitting study applications, admission conditions, deadlines, the method of verifying their fulfillment and, if the verification of study abilities is part of the entrance exam, also the form and general content of the exam and the method of evaluating its results. These facts must be published on the official notice board of the college and in a collective way. In the same way, the university can also publish information about the approximate number of applicants it plans to accept for the study of the relevant study program.

Art. 30

Framework conditions for the study of foreigners

1. Foreigners study at the USM:
 - a) as students according to the Higher Education Act,
 - b) on the basis of international treaties to which the Slovak Republic is bound,
 - c) on the basis of cooperation agreements concluded according to § 6 par. 1 letter i) the Act on Universities, especially in the framework of international programs, EU programs for academic mobility, as well as agreements with universities,
 - d) on the basis of an agreement on participation in further education.
 - e) as students completing language training under the conditions of the USM
2. If the rector has justified doubts about the applicant's ability according to par. 1 letter a) to study in a study program conducted in the Slovak language, stipulate that part of the entrance exam is the verification of knowledge in the Slovak language, this does not apply if the international treaty to which the Slovak Republic is bound stipulates otherwise.
3. When registering for full-time studies, it is checked whether the foreigner has a residence permit in the Slovak Republic and whether he meets other conditions according to the legal regulations governing the stay of foreigners in the Slovak Republic.
4. If a foreigner studies in a study program conducted in a foreign language, he is obliged to pay a higher study fee than if he studies in the Slovak language, according to the valid price list, unless the Board of Directors determines otherwise. The fee - tuition fees for studying a foreign language for citizens of the European Union is the same as tuition fees for Slovak citizens in a foreign language. A possible increase in the tuition fee in a foreign language is only if the provision of the subject requires knowledge of a foreign language by the teacher or its translation.

Art. 31

Admission procedure

1. The admission procedure for a study applicant begins with the delivery of his written application to study at the USM. The application must be delivered by the deadline specified by the USM.
2. The rector decides on admission to the study program conducted by the USM.
3. The decision on the result of the admission procedure must be made in writing within 30 days from the verification of the fulfillment of the admission conditions. It must contain a statement, justification and instruction on the possibility of submitting a request for review of the decision. It must be delivered to the applicant personally. The applicant, whose place

of residence is unknown, is notified by posting the decision on the USM official notice board within 15 days. The last day of this period is considered the day of delivery.

4. An applicant who has received a decision not to be admitted to study may submit a request for a review of this decision. The application is submitted to the body that issued the decision within 8 days from the date of its delivery. Further, the procedure is according to § 58 par. 8 of the Act on Universities.
5. The USM has the right to request information from accepted applicants as to whether they will enroll for studies. The applicant is obliged to provide such information to the college or faculty by the beginning of the academic year. If the applicant does not express an interest in the study or does not provide the information within the specified time, his right to enroll in the given study program expires and the university can offer a place to the next applicant in the order of the results of the admission procedure.

Art. 32 **Enrollment for study**

1. By announcing the decision on admission to study, the applicant has the right to enroll in studies. The university will determine the date, place and method of registration of applicants and inform the accepted applicants.
2. When enrolling, the student determines which part of the duties prescribed by the study program will be completed in the following period of study, which is affected by the enrollment.
3. The applicant's right to enroll in studies according to par. 1 expires if he answers the question of the USM whether he will enroll for studies in the negative or does not answer by the specified deadline.

Art. 33 **Forms and methods of study**

1. The study program can be carried out as a full-time study or as an external study.
2. The study program in both forms of study can take place:
 - a) attendance method,
 - b) distance method, or
 - c) combined method.
3. The face-to-face study method consists in teaching in direct contact between the teacher and the student.
4. The distance method replaces the direct contact of the teacher with the student by communication through means of communication, especially means based on the use of computer networks.

Art. 34 **Academic year and its organization**

1. The academic year begins on September 1 of the current year and ends on August 31 of the following year.
2. Study in one academic year is divided into two semesters.

Art. 35
State exams

1. Each study program must, as one of the conditions for its successful completion, include the completion of a state exam or state exams.
2. The state exam is held before the examination board. The course of the state exam and the announcement of its results are public. The examination board's decision on the results of the state examination takes place at a closed session of the examination board.
3. Only university teachers working in the positions of professors and docents, assistant professors, selected university teachers and other important experts from practice, approved by the Scientific Council, have the right to take the state exam.
4. The composition of examination commissions for state examinations is determined by the persons authorized to examine according to par. 3 rector. Prominent experts in the given field of study from other universities, security forces of the Slovak Republic, legal entities performing security services, research and development in the territory of the Slovak Republic, or from practice are usually included in the examination commissions for state examinations .
5. The examination committee for state examinations has at least 4 members.

Art. 36
Interruption of studies

1. The study of the study program can be interrupted at the request of the student under the conditions determined by the study regulations. The study schedule of the USM will determine the maximum total length of study interruption.
2. Interruption of studies is permitted by the rector.

Art. 37
Proper completion of studies

1. The study will properly end with graduation according to the relevant study program. The date of completion of studies is the day when the last of the conditions prescribed for improper completion of studies of the given study program is fulfilled.
2. Proof of the proper completion of an accredited study program and the acquisition of the relevant academic degree is a university diploma, a certificate of state examinations and a diploma supplement. The diploma, certificate and additions to the diploma are issued by the USM.

Art. 38
Other graduation

Other completion of studies is governed by § 66 of the Act on Universities.

Art. 39
Study documents

1. The study documents are:
 - a) student card,
 - b) study report (index),
 - c) statement of study results.
2. Further use of study documents is governed by § 67 of the Act on Universities.

Art. 40
Documents on graduation

1. Documents on completion of the study program in the field of study are:
 - a) university diploma,
 - b) state examination certificate,
 - c) additions to the diploma.
2. The content of the documents on the completion of studies and the language regulation are governed by § 68 of the Act on Universities.

Art. 41
Students of the USM

1. An applicant accepted for studies becomes a student from the day of registration for studies, a student whose studies were interrupted becomes a student from the day of re-enrollment for studies.
2. A student ceases to be a student from the day the studies end or from the day the studies are interrupted.

Art. 42
Student rights

1. In particular, the student has the right to:
 - a) study the study program for which he was accepted,
 - b) create a study plan according to the rules of the study program,
 - c) to enroll in the next part of the study program if he has fulfilled the obligations specified in the study program or the study regulations,
 - d) while respecting the time and capacity limitations given by the study schedule and study program, choose the pace of study, the order of completion of study program units while maintaining their prescribed continuity, and choose a teacher for a subject taught by several teachers,
 - e) as part of your studies, apply for studies at another university, including abroad,
 - f) participate in research, development and other creative activities of the university,
 - g) to participate in the establishment and activities of independent associations operating on academic grounds (associations, unions, state associations) in accordance with legal regulations,
 - h) at least once a year to have the opportunity to comment on the quality of teaching and teachers in the form of an anonymous questionnaire,

- i) freely express opinions and comments on higher education.
2. General regulations on safety and protection at work and working conditions for women in accordance with the Labor Code apply to a student who participates in practical teaching and practice.

Art. 43
Obligations of the student

1. The student's study obligations result from the study program he is studying and from the USM study regulations.
2. The student is obliged to comply with the internal regulations of the university and its components.
3. The student is also obliged to:
 - a) to protect and economically use the property, resources and services of the university,
 - b) to pay tuition fees and fees associated with studies in accordance with this law and truthfully state the facts decisive for their determination,
 - c) notify the university of the address intended for the delivery of documents,
 - d) appear in person at the rector's summons to discuss issues related to the progress or completion of his studies or related to his rights and obligations.

Art. 44
Disciplinary offense

1. A disciplinary offense is a violation of legal regulations or internal regulations of the university or its part, or public order.
2. Some of the following disciplinary measures may be imposed on a student for a disciplinary offense:
 - a) rebuke
 - b) conditional exclusion from studies with the determination of the term and conditions, upon compliance with which the conditional exclusion from studies will be cancelled ,
 - c) exclusion from studies.
3. A disciplinary offense is time-barred if more than one year has passed since its commission.
4. Disciplinary measures according to par. 2 imposed by the rector.
5. The Act on Administrative Procedure applies to disciplinary proceedings. The procedure for disciplinary proceedings shall be regulated in the disciplinary regulations.

Art. 45
Register of students

1. The USM maintains a register of students. The student register is used for student registration and for budgetary and statistical purposes.
2. The scope of the data kept in the student register and the method of their processing is carried out in accordance with § 73 of the Act in universities.
3. on personal data protection when working with the register .

Art. 46
Employees of the USM

1. University teachers, researchers and other employees work at the USM as employees.

Art. 47
University teachers

1. University teachers work in the functional positions of professors, visiting professors, docents, assistant professors, assistants and lecturers.
2. University teachers actively participate in research and development activities aimed at obtaining new knowledge and developing products.
3. The scope, duties and qualification requirements of university teachers are regulated in § 75 of the Act on Universities and related legislation.

Art. 48
Scientific and pedagogical titles "docent" and "professor"

1. An expert who works scientifically and pedagogically at a university and meets the specified criteria
can apply for the award of the scientific-pedagogical title "Associate professor", if the university has granted rights.
2. The procedure for allocating applications and the criteria for obtaining degrees are determined by the internal regulations of the University of Applied Sciences, which are approved by the scientific council of the University of Applied Sciences.

Art. 49
Vacancy of university teachers

1. §77 of Act no. 131/2002 Coll., as amended, and the school's internal regulations contained in the internal quality assurance system.
2. The school's internal regulations also establish the rules of the selection process for filling the positions of professors and docents.
3. An employment relationship for the position of a university teacher with an employee who does not have the scientific-pedagogical title "Associate professor" is concluded by the USM on the basis of a single selection procedure for a maximum of five years.
4. A university teacher fills the positions of docent or professor based on his selection process for a maximum of five years. If a university teacher filled the positions of associate professor or professor for the third time, while the total time of his work in these positions reached at least 9 years and he has a corresponding scientific and pedagogical degree, he acquires the right to an employment contract with this university for the position of a university teacher for a period of reaching 70 years of age.
5. The rector can release a university teacher for a reasonable period of time from fulfilling pedagogical tasks and allow him to devote himself only to scientific work. This does not affect the provisions of the internal regulations on remuneration of employees.
6. The employment relationship of university teachers ends at the end of the academic year in which they turn 70 years of age, if their employment relationship did not end earlier according to

the Labor Code. The statutory representative concludes an employment relationship with a person over 70 years of age for the position of a university teacher for a maximum of one year, thus an employment relationship can also be concluded repeatedly.

7. If a university teacher holds the position of rector at a university and during his term of office in this position, his employment relationship is to end on the basis of an employment contract or due to reaching the age of 70 according to paragraph 5, his employment relationship will end when the term of office expires.
8. The statutory representative can hire a part-time employee for a university teacher's position without a selection process for a maximum of one year.

Art. 50

Professor Emeritus

1. On the proposal of the Academic Council of the USM, the Rector may award the honorary title of professor emeritus to a professor older than 70 years of age, who has ended his employment with the university as a full professor, and who continues to be active scientifically and pedagogically, for significant contributions in the field of science and education.). In accordance with its internal regulations, the college will allow emeritus professors to participate in research and in its other activities.

Art. 51

Research staff

1. To fulfill its tasks in science and technology, the university can employ researchers .
2. Researchers can also participate in the educational activities of the USM.

Art. 52

The method of determining the number and structure of jobs

1. Jobs are determined at institutes or at the rectory. The number of jobs at the institutes is determined by the statutory representative of the USM on the proposal of their directors.
2. When assessing staffing, it is based on the principle that to ensure teaching in each study program, the university must have at its disposal a sufficient number of university teachers employed for the established weekly working time ("full-time"), so that together with the guarantor, they can smoothly and permanently maintain the quality of the educational process and ensure the development of the study program.
3. Subjects that are compulsory and optional within the study program are mainly taught by full-time university teachers. Supervisors who only lead final theses are not taken into account in this number.
4. Lectures are conducted by university teachers working in the functional position of professor or associate professor, some of them also by assistant professors.
5. In agreement with the rector, the statutory representative, in the interests of connection with security practice, may employ significant experts from practice for a short period of time.
6. Profile subjects of the study program are led by university teachers in the functional positions of "professor" or "associate professor".

Art. 53

Rules for the use of academic insignia and the performance of academic ceremonies

1. The academic insignia of the USM are a symbol of the competence and responsibility of the bodies of the academic self-government of the USM, as well as an expression of university traditions.
2. The USM insignia are:
 - a) coat of arms and seal of the USM,
 - b) the chain of the chairman of the Board of Directors - the president.
 - c) the chain of the chairman of the Academic Senate of the USM
 - d) chain of rector and vice-rector,
 - e) institute director's chain,
 - f) chain of the bursar
3. The USM emblem consists of an eagle, a crossed pen and a key. In the lower part, there is a depiction of the three-dimensional coat of arms of the city of Košice, and around the perimeter of the coat of arms is an inscription with the name the USM in Slovak and English.
4. The documentation of the USM insignia is stored in the USM archive. The manner of their use shall be established by the rector.
5. University gowns are authorized to be used by:
 - a) Chairman of the Board of Directors.
 - b) rector and vice-rectors,
 - c) chairman of the Academy of Sciences,
 - d) institute directors,
 - e) professors and Assoc. professors,
 - f) bursar,
 - g) a person who is awarded or has been awarded the title Dr.hc,
 - h) important guests of the USM in KE after the agreement of the rector with the statutory representative of the USM in KE.
6. University gowns are used on ceremonial occasions:
 - a) the beginning and end of the academic year,
 - b) matriculation of newly admitted students,
 - c) graduations of graduates of higher education,
 - d) graduation of university graduates of the third age,
 - e) ceremonial meeting of the academic council of the university.
7. The Chairman of the Board of Directors and the Rector of the USM award commemorative medals of VŠ. The method of awarding the commemorative medal shall be established by the president of the USM in an internal regulation.
8. Matriculation of students, as a ceremonial taking of the academic pledge, takes place in the presence of the rector or vice-rector.
9. Graduate graduation ceremonies, such as the ceremonial swearing in and acceptance of the university diploma, are held in the presence of the rector or vice-rector and the chairman of the Board of Directors of the USM.
10. Graduations of the USM graduates of the third-age university as a solemn pledge and acceptance of the study certificate are held in the presence of the rector or vice-rector and the chairman of the USM Board of Directors.
11. The procedure for matriculation of students and graduation of graduates will be established by the internal regulations of the rector of the USM.

Art. 54
Transitional provisions

1. If the Academic Senate of the university is not established, the Rector and the Board of Directors of the USM have the right to exercise their authority without the opinion of the ASoU.

Art. 55
Final provisions

1. The statute in this wording was approved by the academic senate of the University of Security Management in Košice at its special meeting on September 2, 2022.
2. This Statute is valid on the day its full text is submitted to the Ministry of Education, Science, Research and Sport of the Slovak Republic and is effective from the day it is registered by the Ministry.
3. The registration of this statute cancels the previous statute, registered by the Ministry of Education, Science, Research and Sports on November 7, 2016 under no. 2016-21826/45246:4-15A0

In Košice on: November 2, 2022

Ing. Mult. Bohumil Šejnoha, PhD., MSc.
chairman of the academic senate

prof. Ing. Marián Mesároš, DrSc., academician
statutory representative of the USM in KE