

S T A T U T E

School of Management

Part One *Basic provisions*

Art 1

The School of Management (hereinafter referred to as "VŠM" or "school") was established in accordance with § 33a of Act no. 172/1990 Coll. on universities as amended later as a non-state university by Act of the National Council of the Slovak Republic no. 286/1999 Coll. on the establishment of the University of Management in Trenčín. According to § 111 par. 1 of Act no.131/2002 Coll. on universities and on the amendment of certain laws as amended (hereinafter referred to as "**the law**"), from 1.1.2002 VŠM was transformed into private university and is listed in Annex no. 3 to the law. On February 27, 2020, the Government of the Slovak Republic at its meeting approved resolution no. 95/2020 changing the name of the school to the **School of Management**.

Art 2

1. VŠM is a university providing higher education in accredited bachelor's and master's study programs on a non-profit basis.
2. Considering the fact that education is a lifelong process, a VŠM's mission is to offer high quality study programs to anyone who is interested in education and has the required skills. VŠM provides full-time and part-time university studies. The aim of VŠM is to provide education at a level relevant to current and future economic practice, namely by:
 - ensuring the highest possible quality standard of the offered programs while maintaining the principle of open doors to education,
 - ensuring active participation in the decision-making process by students, teaching faculty and administrative staff,
 - by creating an institution that operates on the principles of self-financing at effective use of available resources,
 - building and developing a positive public image through relations with the public, professional approach and quality provided programs,
 - serving the intellectual needs and professional aspirations of students, by forming an educational society based on the moral and ethical principles of behavior of all its members and
 - creating an environment for employees that stimulates the development of skills and personal growth while maintaining the goals and mission of the school.

Art 3

1. The statute mainly regulates the organization and management of VŠM, studies at VŠM and principles of economic management of VŠM.

2. VŠM independently and freely develops educational, study, scientific research and other related activities. It creates suitable conditions for these activities within the limits of available resources.

Art 4

1. VŠM is a legal entity and acts on its own behalf through the chairman of the board of directors and the rector of the school. Their competences are further specified in this statute.
2. VŠM is headquartered at Panónska cesta 17, 851 04 Bratislava.
3. VŠM can establish detached workplaces if necessary. The procedure for their establishment is regulated in Article 6, paragraph 5 below.

Part Two

Organization and management of the school

The organizational structure of the school corresponds to the basic tasks, functions and mission schools mentioned in § 1 of the Act.

Section One

Board of Directors

Art.5

1. The board of directors (hereinafter referred to as "the board") is the highest governing and decision-making body of the school. Academic and administrative matters of the school are handled by the board in accordance with the board's rules of procedure. Board members do not have to have permanent residence in the territory of the Slovak Republic.
2. Board members are appointed and dismissed by the council, with the fact that the proposal of a person to be appointed to and/or removed from the position of a board member can be submitted by any member of the council. Article 7, paragraph 4 to 6 below applies to the council's decision-making on the appointment and dismissal of council members. Membership in the board is compatible with the function of the rector. A council member can be appointed to the position repeatedly.
3. The board has five members. The founding members are the members of the board listed in Appendix 1 of this statute, who made a significant contribution to the establishment of VŠM. The membership of the founding members of the board is for life. Lifetime membership of the founding members of the board means not only the length of their term of office, but also the fact that the founding member of the board cannot be dismissed from his position or deprived of his position in any other way during his lifetime. His membership in the board can end only by voluntary resignation or death. Only board members who were appointed to vacant positions after the founding members of the board (hereinafter referred to as "**founding members**") may be dismissed or otherwise deprived of board membership in the manner specified in this statute. The term of office of the regular members of the board is five years.
4. The council elects the chairman of the board from among its members. The chairman of the board performs his function as long as his membership in the board lasts - i.e. the chairman of the board cannot be removed from his position without simultaneously ceasing his position as a member of the board.
5. The chairman of the board may appoint an executive committee of board members

- to ensure the agenda for board meetings. The executive committee has a maximum of three members, including its chairman.
6. The board may annually elect at least three and at most twenty members of the council's advisory body representing the interests of the school. These members do not have the right to vote on the board, but will make recommendations regarding education or teaching needs at board meetings. The term of office of these members is one year, and they can be re-elected.

Section two
Powers of the board of directors
Art.6

1. The statutory body of VŠM is the chairman of the board. The chairman of the board performs administrative work connected with the management of the school and is responsible for ensuring its proper operation.
2. The board is the highest governing and decision-making body of the school and exercises all powers necessary to ensure its mission, achieve its goals and perform the functions assigned to it by law or this statute.
3. The board has the power to adopt and amend the statute.
4. The board discusses the candidate for rector of VŠM, who was proposed by the academic senate, and within fifteen days either confirms this candidate's proposal and submits it to the Minister of Education, Science, Research and Sports of the Slovak Republic (hereinafter referred to as the "**minister**"), or rejects the candidate's proposal. The board of directors proceeds in the same way at the academic senate's proposal to dismiss the rector.
5. On the proposal of the rector, after discussion in the academic senate, the board establishes or abolishes detached workplaces, according to the needs of the educational process and in accordance with the philosophy and mission of VŠM.
6. The board carries out general supervision over the state and activities of the school and, if necessary, instructs the rector and/or the chairman of the board to take the necessary measures.
7. The chairman of the board is responsible to the board for managing the school and decides on the management of the school's movable and immovable property and its financial resources.
8. The statutory body of the school submits a draft of the long-term plan of VŠM to the academic senate for approval after it has been discussed in the scientific council and updated.
9. The board submits an annual report on the activities of VŠM to the academic senate for approval.

**Section
three**

Meetings and decision-making of the board of directors
Art.7

1. The board meets regularly at least once a year.
2. A meeting of the board may be called at any time by the chairman of the board or any two members of the board. The meeting of the board is held at the school headquarters or at another place agreed upon by the members of the board.
3. Each board member will receive a written notice of the board meeting at least 5 days in advance.
4. The board has a quorum if at least three members are present at its meeting.

The board makes decisions by a simple majority of the votes of the members present. Each boardmember has one vote. In case of equality of votes, the vote

- of the chairman of the board is decisive.
5. The first sentence of paragraph 4 of this article does not apply to the board's decision on the appointment of new board members to vacant positions in the board in the event that the board has less than three members. In such a case, no condition regarding the quorum of the board shall apply, and the board shall make a simple decision by the majority of the votes of the members present. For the avoidance of doubt, if the board has only one member, the appointment of new board members to the vacant positions shall be decided by that board member alone.
 6. In the event that (i) the board does not have any members or if (ii) voting according to paragraph 5. of this article results in equality of votes and the last sentence of paragraph 4. of this article cannot be applied because the chairman of the board is not currently elected, new members of the board the academic senate appoints vacant positions.

Section four

Academic community, academic rights and freedoms, academic land

Art.8

1. The academic community of VŠM consists of university teachers and researchers who are employed with VŠM for the established weekly working hours, as well as all other employees working for VŠM on the basis of an employment contract (employee part of the academic community of the university) and students of VŠM (student part of the academic the municipality of the university).
2. The following academic freedoms and academic rights are guaranteed at VŠM:
 - a) freedom of scientific research, research, development of artistic and other creative activities and publication of their results,
 - b) freedom of teaching consisting mainly of openness to different scientific opinions, scientific and research methods and artistic direction,
 - c) the right to learn while preserving the free choice of study within accredited study programs,
 - d) the right to freely express and publish one's opinions,
 - e) the right of members of the academic community to vote for the bodies of the academic community and to be elected to them,
 - f) the right to use academic insignia and signs and to perform academic ceremonies.
3. The use of academic freedoms and academic rights according to paragraph 2. above must be in accordance with the principles of democracy, humanity and the legal order.
4. To ensure academic rights and academic freedoms, the inviolability of academic land is guaranteed by law, except in cases of threat to life, health, property or natural disasters.
5. The academic land of VŠM consists of an area defined by immovable property that VŠM owns, manages, leases or where VŠM fulfills its mission and main tasks.
6. Political parties and political movements are not allowed to carry out political activities and establish their organizations on campus.
7. Among the academic insignia of VŠM is the gown and chain of the rector of the school.
8. Academic insignia are used and academic ceremonies are performed in accordance with school traditions.

Art.9

1. The information center of VŠM is the library. It is headed by the director of the

library. The director of the library is appointed and dismissed by the rector.

Section five ***Academic Senate***

Art.10

1. The Academic Senate consists of elected representatives of the VŠM academic community; has at least 15 members, of which at least one third are students.
2. The Academic Senate is divided into an employee part and a student part. The members of the staff part are elected by secret ballot in the elections by the members of the staff part of the academic community. Members of the student section are elected by secret ballot in elections by members of the student section of the academic community. A member of the staff part of the academic senate can only be a member of the staff part of the VŠM academic community. Only a member of the student part of the VŠM academic community can be a member of the student part of the academic senate.
3. The function of a member of the academic senate is incompatible with the function of rector, vice-rector, quaestor and chairman of the board.
4. The term of office of members of the academic senate is four years.
5. Sessions of the academic senate are public. Rector or on his behalf the vice-rector or the chairman of the council has the right to speak at a meeting in accordance with the rules of procedure of the academic senate at any time when he requests it. At the request of the rector, the chairman of the academic senate is obliged to convene a meeting of the academic senate without delay, but no later than within 14 days. If the chairman of the academic senate does not do so, the rector will call a session of the academic senate.
6. Membership in the academic senate ceases
 - a) upon the end of the member's term of office,
 - b) by appointing a member to one of the functions according to paragraph 3. above,
 - c) termination of membership in the employee part of the VŠM academic community,
 - d) by interrupting the studies of a member of the student part of the academic senate,
 - e) at the end of the studies of a member of the student part of the academic senate, if he did not apply for the suspension of membership according to § 8 par. 8 of the Act; a member with suspended membership is considered absent from the meeting,
 - f) by not registering for studies no later than the last day designated for the registration of admitted applicants for studies in the relevant academic year, if it is a member with a suspended membership,
 - g) after the expiration of six months from the date of suspension of membership; this does not apply if membership was renewed within this period,
 - h) relinquishing the position of a member,
 - i) dismissal of a member from his position by the relevant part of the academic community; the reasons for appeal and the procedure for election and appeal are determined by the second regulation of VŠM - principles of elections to the academic senate,
 - j) the death of a member.
7. If a member of the academic senate has lost his membership before the end of his term of office, the relevant part of the academic community will elect a new member of the academic senate to fill the vacant position, whose term of office lasts until the end of the term of office of the member whose membership has expired.
8. The first session of the academic senate will take place no later than one month after its election.
9. The Academic Senate elects a chairman, vice-chairman and one member, who

make up the presidency of the Academic Senate. The presidency ensures the preparation of the meetings of the academic senate in accordance with the rules of procedure of the academic senate and ensures the implementation of its decisions.

Art. 11

1. The Academic Senate of VŠM has the following powers:
 - a) comments on proposals for the establishment, merger, division, cancellation, change of name or change of seat of the school,
 - b) comments on the drafts of study regulations, scholarship regulations, disciplinary regulations and the rules of procedure of the VŠM disciplinary committee submitted by the rector and approves, on the proposal of the chairman of the academic senate, the principles of elections to the academic senate and the rules of procedure of the academic senate of VŠM,
 - c) comments on draft statutes, principles of the selection procedure for filling the positions of university teachers, researchers and the positions of professors and docents, work rules and organizational rules of VŠM,
 - d) proposes a candidate for rector to the administrative board and proposes the removal of the rector from office to the administrative board,
 - e) comments on the rector's proposal for the appointment and dismissal of vice-rectors,
 - f) approves the rector's proposal for the appointment and dismissal of members of the school's scientific council,
 - g) comments on the draft school budget submitted to him by the statutory body of the school,
 - h) approves the school's long-term plan submitted by the school's statutory body after discussion in the school's scientific council and its updating,
 - i) approves the annual activity report and the annual management report, if the VŠM is required by law to prepare this report,
 - j) discusses the proposal of study programs submitted by the rector before approval in the scientific council of the university,
 - k) approves the terms of admission to study presented by the rector,
 - l) comments on the administrative board's proposal to establish, change the name, merge, divide or cancel parts of the school that are not faculties,
 - m) elects a representative of the school to the Council of Universities,
 - n) elects a representative to the Student Council of universities; this representative is elected only by its student section,
 - o) submits a report on its activities to the school's academic community once a year, which it posts in a publicly accessible place and publishes on the school's website for at least four years,
 - p) performs other tasks according to the law and this statute.
2. The academic senate of the school in the issues mentioned in paragraph 1, letter d) and f) above, decides by secret ballot. It also decides by secret ballot on other issues mentioned in paragraph 1 above, if it decides on a secret ballot in the given matter.

Art.12

1. The Academic Senate works in the form of sessions.
2. Sessions of the academic senate are usually held twice a year. The rector and the

chairman of the board of directors of the school are invited to the meetings of the academic senate.

3. Sessions are convened by the chairman of the academic senate. The chairman of the academic senate is obliged to convene a session of the academic senate no later than 10 days after receiving the proposal of at least one third of its members.

Art. 13

1. The Academic Senate is capable of passing resolutions if at least two thirds of the total number of its members are present at the meeting.
2. A valid resolution of the academic senate requires the consent of a majority of all members of the senate.

Section six ***Rector, vice-rectors*** **Art.14**

1. The rector is a representative of the academic community of the school. The rector is responsible for his activities to the academic senate. However, in matters of academic performance and management of the school, he/she is responsible to the school's administrative board.
2. The vice-rector represents the rector in his absence in urgent matters.
3. The school has a maximum of three vice-rectors. After discussion in the administrative board, the rector determines the departments in which the individual vice-rectors represent him/her.
4. The rector decides mainly on:
 - a) acceptance of the applicant for study at the school,
 - b) interruption of studies of a student of the school and on the request of a student of another university o registration for studies at VŠM according to § 59 par. 5 of the Act,
 - c) establishment, change of name, merger, merger, division or abolition of departments, on the proposal of the council and after the opinion of the academic senate
 - d) on the imposition of disciplinary measures according to the disciplinary rules for VŠM students,
 - e) on the awarding of scholarships.
5. The rector promotes the interests of the academic community in the VŠM statutory body and participates in the preparation of the VŠM internal regulations and the long-term goals of the VŠM.
6. After discussion in the academic senate, the rector submits the proposal of the study program to the scientific council for approval.
7. The rector submits to the academic senate for approval a proposal for the appointment and dismissal of members of the school's scientific council.
8. The rector manages the process of selecting and hiring academic staff of the school.
9. The board of directors may, by its decision, transfer other competences to the rector.

Art.15

1. The president of the Slovak Republic appoints and dismisses the rector based on the proposal of the minister. The proposal for the appointment or dismissal of the rector is submitted to the Minister by the board of directors based on the proposal of the academic senate (see article 6, paragraph 4 and article 11, paragraph 1, letter d) above).
2. The academic senate proposes a candidate for rector to the administrative board based on the election of the candidate for rector. Members of the academic

community have the right to propose candidates for the rector's election. The proposal for a candidate for rector must be supported by at least five members of the academic community in order to be voted on in the elections. The deadlines for submitting proposals for the candidate for the position of rector will be determined by the academic senate. The person who receives the most votes in the election of a candidate for rector will be proposed by the academic senate to the administrative board as a candidate for rector.

3. The academic senate can accept a proposal to remove the rector from office and submit it to the administrative board. Any member of the council can make a proposal to remove the rector from his position to the academic senate.
4. Vice-rectors are appointed and dismissed by the rector after the opinion of the academic senate. The term of office of vice-rectors is four years. At the school, the same person can serve as vice-rector for a maximum of two consecutive terms of office.
5. After the dismissal of the rector or the premature termination of his office due to other reasons, until the appointment of a new rector, the function of rector of VŠM shall be performed by a person authorized by the board of directors on the proposal of the academic senate.

Section seven
The Scientific Council
Art.16

1. The scientific council is a conceptual and initiative body of the school.
2. The number of members of the scientific council is a maximum of 21. Members of the school's scientific council are appointed and dismissed by the rector after approval by the school's academic senate. The term of office of the members of the scientific council of the school is four years.
3. The members of the school's scientific council are important experts from the areas in which the school carries out educational and scientific research activities.
4. The president of the academic council of the school is the rector.
5. The Scientific Council is able to resolve if at least two thirds of its members are present at its meeting. A valid resolution of the scientific council requires the consent of the majority of the members present.
6. The scientific Council:
 - a) discusses the long-term intention of VŠM,
 - b) regularly, but at least once a year, evaluates the level of the school in educational activities and in the field of science, technology or art,
 - c) approves the proposal of study programs; student representatives designated by the student part of the Academic Senate of VŠM are invited to the scientific council's deliberations on the proposal of study programs,
 - d) approves other experts who have the right to test at state examinations for study programs conducted at the university (see § 63, paragraph 3 of the Act); approves supervisors for doctoral studies according to § 54 par. 4 of the Act,
 - e) approves the criteria for filling the positions of professors and docents,
 - f) approves the rector's proposals for filling the positions of visiting professors,
 - g) confers the title "doctor honoris causa" (abbreviated as "Dr.h.c.") to important domestic and foreign personalities.
 - h) proposes to award the rector the honorary title "professor emeritus", approves the rules of procedure of the Scientific Council of VŠM on the proposal of the chairman of the Scientific Council,
 - i) approves the program of scientific activity within the scope of available resources, gives incentives for its prospective development and helps the development of foreign relations and
 - j) performs other tasks determined by the school's internal regulations.
7. The Scientific Council deliberates on questions presented to it by the Chairman of the Scientific Council or on questions on which it decides.

Part three
Higher education
studies

Section eight
Admission to study
Art.17

1. Conditions for admission to study are drawn up by the rector and approved by the academic senate.
2. The school will publish on time, no later than September 20 in the academic year that precedes the academic year in which the studies are to begin, if it is a bachelor's study program or a study program according to § 53 par. 3 of the Act, and in the case of other study programs no later than two months before the last day for submitting applications, the deadline for submitting study applications, admission conditions, the date and method of verifying their fulfillment, and if part of the verification of study abilities is an entrance exam, also the form and framework content of the exam and the method of evaluating its results. These facts must be published on the school's official bulletin board and the school's website.

Section nine
Study course
Art.18

1. The study takes place according to the study program and is quarterly. The bachelor's study program ends with a state exam (defense of the final thesis). Graduates are awarded the academic title "bachelor" (abbreviated as "Bc"). The master's study program ends with a state exam (defense of the diploma thesis). Graduates are awarded the academic title "magister" (abbreviated "Mgr").
2. Details of study organization, study obligations and exams are determined by the VŠM study schedule and the VŠM disciplinary procedure.
3. The study conditions for foreigners at VŠM are identical to the study conditions for citizens of the Slovak Republic, with the difference that (i) foreigners who are citizens of a member state of the European Union are additionally required to register their stay in the territory of the Slovak Republic according to § 65 par. 1 letter d) Act no. 404/2011 Coll. on the residence of foreigners and on the amendment of certain laws as amended (hereinafter referred to as the "Law on the Residence of Foreigners") and (ii) foreigners who are not citizens of a member state of the European Union are additionally required to have temporary residence for the purpose of study according to § 24 of the Act on the Residence of Foreigners.

Art.19

For a student who cannot fulfill all study obligations during the trimester due to serious personal reasons, especially health reasons, the rector may allow the student to be suspended. Interruption of studies is permitted at the student's request. If the reasons for the interruption of the study are over, the interruption of the study can be ended even before the expiration of the interruption period at the student's request. During the interruption of studies, the student does not have the rights and obligations of a student.

Art. 20

Under the conditions specified in the VŠM study regulations, the rector can authorize the enrollment of a student who has been accepted to study a study program of the

relevant degree in the same field of study or in a related field of study at another university, if he requests it in writing; The rector will decide on the student's application within 30 days from the delivery of all documents intended for such a decision by the VŠM study regulations.

Art.21

1. Studies at VŠM can end o.i. even by leaving studies. In such a case, the date of completion of studies is the day when VŠM received the student's written statement about dropping out of studies.
2. If the student does not appear for registration for the next period of study or does not appear for re-enrollment after an interruption, VŠM will invite him in writing to appear for registration within ten working days from the delivery of this invitation. If, after receiving the invitation, the student does not appear for registration within the specified period, nor does he request an extension of this period due to health reasons that prevent him from appearing for registration, the day on which the student was supposed to enroll in the next period of study or on which he was supposed to re-enroll , is considered the day on which the student left his studies.
- 3.

Part four

Principles of labor relations

Art.22

1. University teachers and other employees work at VŠM as employees.
2. University teachers work as professors, visiting professors, docents, assistant professors, assistants and lecturers.
3. An employment relationship for the position of a university teacher can be concluded on the basis of one selection procedure for a maximum of five years.
4. The employment relationship of university teachers will end at the end of the academic year in which they reach 70 years of age, if their employment relationship did not end earlier according to special regulations.
5. The number and structure of jobs at the school results from the economic possibilities of the school and the number of accredited study programs.
6. Labor relations of VŠM employees are governed by Act no. 311/2001 Z.z., Labor Code as amended and the principles of the selection procedure for filling the positions of university teachers, researchers and the positions of professors and associate professors.

Part five

Economy

Art.23

1. The school is financed from tuition fees and from other sources (from own activities, donations, grants, subsidies).
2. The school operates in accordance with the legal order of the Slovak Republic, its internal regulations and rules, and its contractual obligations.
3. The school operates on the basis of a budget that is prepared for each academic year.

Part six

Tuition fees, study fees and student social support

Art.24

1. VŠM operates on a non-profit basis. The study is carried out for tuition fees and fees associated with the study, the amount of which covers the costs of the study.
2. VŠM will publish tuition fees and fees related to studies for the following academic year no later than two months before the last day for submitting applications for study. The current amount of tuition and fees is published on the school's website and on the information board of the study department.
3. VŠM provides students with a social and motivational scholarship from the state budget and a scholarship from VŠM's own resources as possible.
4. The provision of social and incentive scholarships is governed by the relevant generally binding legal regulations valid and effective in the territory of the Slovak Republic. VŠM students have the opportunity to apply for some of the offered scholarships from domestic and foreign donors. Details are given in the school's scholarship regulations.
5. VŠM, according to its possibilities and from its own resources, creates the conditions for sports activities of students and supports this activity, e.g. in the form of support for sports clubs.
6. VŠM creates a generally accessible academic environment by creating appropriate study conditions for students with specific needs without reducing the requirements for their academic performance.

Part seven
Transitional and final provisions

Art.25

1. The administrative board provides an interpretation of the statute and other internal regulations of the school, if the matter is disputed.
2. The interpretation of the board of directors becomes binding if it is confirmed by the chairman of the board of directors. The binding interpretation is published together with the full text of the statute, or another internal regulation of the school.
3. This statute was adopted by the board of directors after a positive statement from the AS VŠM on February 2, 2022
4. This statute, as well as all its amendments, shall enter into force on the date of registration by the Ministry of Education, Science, Research and Sport of the Slovak Republic and shall take effect no earlier than the date of entry into force of the relevant decision on registration (i.e. 30.3.2022).

v.r.

Ing. Ján Rebro, PhD., MBA
Chairman of the Board of Directors

Appendix

1

The founding members of the board of directors are:

Ing. Ján Rebro, PhD., MBA

Mgr. Branislav Zlocha

Ing. Jozef Žiška

JUDr. Alena Lacková