

Conditions for recognition of credits obtained in a previous study at another university

The School of Management proceeds in the recognition of credits in accordance with Decree no. 614/2002 Coll. (Decree of the Ministry of Education of the Slovak Republic on the study credit system) and with the European Credit Transfer and Collection System (ECTS).

ECTS allows credits obtained at one institution of higher education to be counted towards a program studied at another school.

If a student has attended another college or university in the last five years before applying to the School of Management, and has previous studies documented by official transcripts, he can apply in writing for the transfer of credits and the credits can be offset against the bachelor's or master's program of the School of Management.

A student can request the transfer of credits from another university at the beginning or during his studies.

The student delivers a written application to the admission office, to which student attaches an official transcript of grades from the university where he completed part or all of his studies at the same level of higher education.

If he completed his studies abroad, it is necessary to submit an official translation of the documents.

The head of the admission office verifies the existence of the university, accreditation or other recognition by relevant institutions and compares the compliance between completed subjects and the subjects of the student's study program at VŠM according to information lists or syllabi from the previous study. Student then asks the guarantor of the study program for an assessment. Based on the statement of the guarantor of the study program, student submits a proposal for recognition together with relevant documents to the rector.

The rector decides about the recognition of subjects and the transfer of credits.

There is a residency requirement at VŠM, which states that in order to obtain a VŠM bachelor's degree, it is necessary to complete at least nine subjects from the last two years of study at VŠM, which means 45 credits, and to defend a bachelor's thesis. The maximum possible number of credits a student can transfer to a bachelor's program is 120.

After the evaluation of completed subjects, a list of at least nine subjects will be compiled for the student, while the following criteria will be taken into account: a) from the list of VŠM subjects, the student will be required to complete those subjects that he did not complete in the previous study; b) if in the previous study the student completed courses in content and scope comparable to all compulsory 3xx and 4xx VŠM courses, the residency requirement will apply to those courses in which he achieved the lowest grade.

For the master's program, the residence requirement for obtaining the VŠM master's degree is 30 credits plus state exams and the defense of the master's thesis. This means that the maximum possible number of credits a student can transfer to the master's program is 60.

In the Mgr./MBA Double Degree Program, a maximum of 20 credits can be transferred and only for subjects that the student completed with an A or B grade.

For all programs, the completed subject from another university or another study program for which the student is applying for recognition must not be older than five years.

If the rector approves the recognition proposal, or transfer of credits, the head of the admission office will enter the approved credits in the information system and notify the student.