



# UNIVERSITY OF ECONOMICS IN BRATISLAVA

INTERNAL DIRECTIVE  
OF THE UNIVERSITY OF ECONOMICS IN BRATISLAVA

4/2024

## **Fees Associated with Post-Qualification Education Programmes Provided to Secondary School Teachers by Faculty of Economics and Finance of University of Economics in Bratislava**

2024

The Rector of the University of Economics in Bratislava (hereinafter also referred to as "EUBA" or "the University") is issuing this internal directive entitled Fees Associated with Post-Qualification Education Programmes Provided to Secondary School Teachers by Faculty of Economics and Finance of University of Economics in Bratislava (hereinafter also referred to as "the Directive").

## **Article 1**

### **Introductory Provisions**

Post-qualification education programmes for secondary school teachers delivered by the Faculty of Economics and Finance of the University of Economics in Bratislava (hereinafter also referred to as "the EUBA FEF) are as follows:

<b>Post-qualification education programme</b>	<b>Duration of studies</b>
a) Supplementary pedagogical studies enabling trainees to teach, as secondary school teachers, vocational subjects content-related to the field of study Economics and Management, intended for students of non-pedagogical second-level higher education study programmes in the field of study Economics and Management (hereinafter also referred to as "SPS for students")	2 years (4 semesters)
b) Supplementary pedagogical studies enabling trainees to teach, as secondary school teachers, vocational subjects content-related to the field of study Economics and Management, intended for graduates of non-pedagogical second-level higher education study programmes in the field of study Economics and Management (hereinafter also referred to as "SPS for graduates")	2 years (4 semesters)
c) Extended course for teachers of administration and correspondence (hereinafter also referred to as "EC for A&C teaching)	1 year (2 semesters)

## **Article 2**

### **Fees for Post-Qualification Education Programmes**

<b>Post-qualification education programme</b>	<b>Fee for 1 semester of study (in EUR)</b>	<b>Fee for entire studies (in EUR)</b>
a) SPS for students	320.00	1,280.00
b) SPS for graduates	320.00	1,280.00
c) EC for A&C teaching	450.00	900.00

## Article 3

### Fee Payment Method

1. The trainee is obliged to pay the fees referred to in Article 2 above no later than 21 days prior to the first day of instruction in the relevant semester, by bank transfer using the following payment information:
  - name of the unit specified as: KC NHF EUBA,
  - account number: 7000080671/8180,
  - IBAN: SK4781800000007000080671,
  - SWIFT: SPSRSKBA,
  - variable symbol - to be determined for each education programme and each semester of studies using the following rules:

Education programme	Activity No.	Course (study group) serial number	Semester of studies	Current year of studies
SPS for students	01	01, 02, 03...	01 through 04	2024, 2025...
SPS for graduates	02	01, 02, 03...	01 through 04	2024, 2025...
EC for A&C teaching	03	01, 02, 03...	01 through 02	2024, 2025...

- specific symbol: 1010,
  - as the remittance information the following is to be entered: first name and surname of the trainee and municipality of residence.
2. The obligation to pay the relevant fee may be assumed by another natural or legal person, but the trainee's first name and surname, and municipality of residence, must be provided in the remittance information.
  3. The trainee may pay the fee referred to in Article 2 above in two equal instalments. In such case, the trainee is obliged to pay the first half of the fee under Article 2 hereof within the deadline as specified in paragraph (1) of this Article hereof, and the second half of the fee no later than 30 days from the first day of instruction in the relevant semester.
  4. The fee, once paid, will not be refunded. This provision also applies if the trainee, after paying the fee for the relevant semester, decides to withdraw from their studies, interrupt their studies etc. In the case of repetition of a semester or any part thereof in the next academic year (if the study requirements prescribed for the relevant semester have not been met within the set deadlines), the trainee is obliged to pay the fee for the repeated semester in the same amount as defined in Article 2 and 3.

## **Article 4**

### **Repealing, Transitional and Final Provisions**

1. This internal directive shall become valid on the date of signing thereof, and effective on 1 June 2024.
2. The fee amounts stipulated herein shall apply to all educational activities in the post-qualification education programmes commencing as of the 2024/2025 academic year, including educational activities in courses which started in the 2023/2024 academic year and continue in their third and fourth semesters in the 2024/2025 academic year - to which new fees already apply.
3. Upon entry hereof into force, Internal Directive 1/2023 of 16 June 2023 shall be repealed.

Bratislava, on this 10<sup>th</sup> day of April 2024

Prof. Dipl. Ing. Ferdinand Daňo, PhD.  
EUBA Rector