



Information for Students regarding the Assessment of Applications for the Recognition of Subjects

I. Provisions of the Study and Examination Code

The recognition of a part of studies is assessed according to the Article 21 of the Study and Examination Code of the University of Hradec Králové (SZŘ UHK):

- The Dean decides about the recognition with regard to the opinions of the teacher of the subject, of the guarantor of the field of study/study programme and of the head of the department.
- During the recognition process, the focus of the completed subjects, credit evaluation, study results and the period of time that has passed since the termination of the previous studies are taken into consideration.
- It is not possible to recognize parts of the final state examination.

II. Additional information concerning the assessment of applications

Applications for the recognition of subjects are submitted exclusively through the Study Department.

a) Focus of the completed subjects:

- It is always necessary to enclose the contents of the completed subject (syllabus) to the application so that the contents can be compared.
- The way of the subject conclusion is assessed:
 - a subject concluded only with a credit cannot serve as a basis for the recognition of a subject concluded with an examination;
 - a subject concluded only with an examination cannot serve as a basis for the recognition of a credit and an examination.
- Subjects completed on a lower level of studies are not recognized (from the bachelor's degree studies into the subsequent master's degree studies).

b) Credit evaluation:

- Credit evaluation of the recognized subject should correspond with the credit evaluation of the subject on the basis of which the recognition takes place. In case that the completed subject has a higher number of credits than the recognized subject, the recognition is possible.
- It is not possible to recognize more than 60 % of credits from the study plan (i.e. in the bachelor's degree studies it is possible to recognize subjects at the maximum of the total number of 108 credits, in the subsequent master's degree studies at the maximum of 72 credits).

c) Study results

- Subjects evaluated with the grades D and E are not recognized.



- Grades E and D can be recognized only in the case of recognition within the parallel study of two fields of study at FF UHK or in the case of the change of the form of study.

d) The period of time that has passed since the termination of the previous studies

- Subjects completed more than three academic years ago are not recognized.