

Internal Regulation  
of Comenius University in Bratislava

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**Internal Regulation No. 7/2011**

Guideline of the Rector  
of Comenius University in Bratislava

**on the Basic Essentials of Theses, Rigorous Theses and Habilitation Theses,  
Check of Their Originality, Their Storage and Accessing at Comenius  
University in Bratislava**



Volume 2011

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Based on provisions of paragraph 15 section 1 l) of Act No. 131/2002 Coll. on Universities and amending some acts, as amended (hereinafter referred to as “Act on Universities”) and Article 10 Section 3 of the Organization Order of Comenius University and in accordance with the provisions of paragraph 63 sections 7 to 9 of Act No. 131/2002 Coll. on Universities and amending some acts, as amended and Article 25 section 3 of the Code of Studies of Comenius University registered by the Ministry of Education of the Slovak Republic on 5 June 2008 and Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic No. 233/2011 Coll. executing some provisions of Act No. 131/2002 Coll. on Universities and amending some acts, as amended the rector of the Comenius University in Bratislava (hereinafter referred to as “CU” or “university”) issues this guideline.

## **Article 1**

### **Subject of Regulation**

- (1) This guideline regulates the unified procedure of compilation of theses, rigorous theses and habilitation theses, check of their originality, their registration, storage and accessing through the Central Register of Theses, Rigorous Theses and Habilitation Theses (hereinafter referred to as “central register”) and the Library-Information System of Comenius University.
- (2) This guideline refers to theses of students studying at first, second and third degree of university study in accredited study programmes. Provisions of this guideline refer in adequate extent to rigorous theses and habilitation theses, unless specified otherwise hereinafter.

## **Article 2**

### **Definition and Types of Theses**

- (1) A study according to each study programme also includes a thesis; thesis presentation is one of the state exams.<sup>1</sup> A thesis is a scholarly work compiled by a student in order to fulfil his (her) educational obligations resulting from his (her) legal relationship with the school<sup>2</sup>.
- (2) In the case of study according to bachelor study, programme thesis means a bachelor’s thesis (hereinafter referred to as “scholarly work”), being the simplest type of Thesis.
- (3) In the case of study according to master study, programme or combined study of first and second degree thesis means a master’s thesis<sup>4</sup> (hereinafter referred to also as “scholarly work”). Master’s thesis differs from bachelor’s thesis in the wider extent and higher seriousness of subject processing.
- (4) In the case of study according to doctoral study, programme thesis means a dissertation thesis or licentiate thesis<sup>5</sup> (hereinafter referred to as “scholarly work”); presentation of such thesis is one of the conditions of due termination of a doctoral study.

## **Article 3**

### **Content of Scholarly Work**

- (1) By means of bachelor’s thesis a student should prove his (her) ability to work creatively in the field of study, in which he (she) has completed the study programme. The student should prove adequate knowledge on problems and apply his (her) skills during collecting, interpretation and processing of basic literature. Bachelor’s thesis can also be a compilation, synthetic summary of literature or its practical application or solution of partial task related to a future student’s specialization. If there are some hypotheses presented in a work, they must be verifiable.

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<sup>1</sup> Paragraph 51 section 3 of the Act on Universities.

<sup>2</sup> Paragraph 5 section 12 of the Act No. 618/2003 Coll. on Copyright and Rights Connected with Copyright (the Copyright Act).

<sup>3</sup> Paragraph 52 section 4 of the Act on Universities.

<sup>4</sup> Paragraph 53 section 4 of the Act on Universities.

<sup>5</sup> Paragraph 54 section 3 of the Act on Universities.

- (2) In a master's thesis a student deals with his (her) chosen subject at a level of scientific study, including a representative selection of literature, and adequately chosen scientific methods and hypotheses, which must be verifiable. Master's thesis should be a contribution in the field in question.
- (3) In a dissertation thesis or licentiate thesis a student proves his (her) ability and readiness for independent scientific and creative activity in the field of research or development or for independent theoretical and creative artistic activity; it should be characterized with a high degree of analysis and synthesis of knowledge, as well as with sufficient general view of literature.
- (4) A scholarly work must be original, created by an author following the rules of working with sources of information; it must not be plagiaristic or impair the rights of other authors. An author is obliged to quote thoroughly the sources of information used, present namely and specifically the results of research of other author or authors through quoting particular source, describe precisely the methods and working procedures used by other author or authors, and document laboratory results and field researches of other author and authors. An author must not repeatedly submit the same or slightly modified work that he (she) has already submitted as a thesis, rigorous thesis or habilitation thesis.

#### **Article 4** **Assignment of Scholarly Work**

- (1) Draft subjects are published by training work places by means of the academic information system (hereinafter referred to as "AIS") within the period determined by the time schedule for the academic year in question. Head of training work place or a person authorized by the head of training work place is responsible for the publication of subjects.
- (2) Student selects a subject of his (her) work based on agreement with his (her) adviser or consultant, who prepares a specification of the scholarly work. Specification is approved by an authorized person.
- (3) Specification must be delivered to a student at the latest at the beginning of the academic year in which he (she) will present the work.
- (4) If a student writes his (her) scholarly work using a language different from the state language, the specification is compiled using the state language, as well as the language in which the scholarly work is written.
- (5) In reasoned cases, upon approval of all the involved persons (author, adviser or consultant, person authorized to approve the specification) it is possible to change the contents of particular articles of the specification. Data listed in specification at the time of scholarly work presentation are obligatory and must correspond with the data listed in scholarly work.
- (6) Specification usually includes the following items:
  - a) Student's forename and surname;
  - b) Study programme;
  - c) Field of study;
  - d) Identification of the scholarly work (bachelor's thesis, diploma thesis, dissertation thesis or licentiate thesis);
  - e) Language, in which the scholarly work is compiled;
  - f) Title of the scholarly work;
  - g) Aim of the scholarly work;
  - h) Forename and surname of advisor or consultant;
  - i) Training work place;
  - j) Forename and surname of head of the training work place;
  - k) Method of accessing electronic version of scholarly work;
  - l) Date of specification;
  - m) Date of approval;
  - n) Signature of the head of department or a supervising teacher, advisor or consultant and author.

## **Article 5**

### **Structure of Scholarly Work**

- (1) A scholarly work includes the following main items:
  - a) Introductory clause;
  - b) Main text;
  - c) Supplements and other additional materials (optional).
  
- (2) Introductory clause of a scholarly work includes the following main items, respectively:
  - a) Cover;
  - b) Title page;
  - c) Specification (if a scholarly work in question is written using other than the state language, its specification must be written using the language in question, as well as the state language);
  - d) Acknowledgement (optional);
  - e) Abstract in state language (if a scholarly work in question is written using other than the state language, it must include an abstract written using the state language)<sup>6</sup>;
  - f) Abstract in English or another foreign language;
  - g) Foreword;
  - h) Table of contents;
  - i) List of illustrations and list of tables (optional);
  - j) List of abbreviations and symbols;
  - k) Vocabulary (optional).
  
- (3) Cover of the scholarly work (Supplement No. 1) includes the following items:
  - a) Name of university;
  - b) Name of faculty;
  - c) Title of the work
  - d) Subtitle (if used);
  - e) Designation of the scholarly work (bachelor's thesis, diploma thesis, dissertation thesis or licentiate thesis);
  - f) Author's forename, surname and academic degree;
  - g) Year in which the work is presented.
  
- (4) Title page must include the following items (Supplement No. 2):
  - a) Name of university;
  - b) Name of faculty;
  - c) Title and subtitle (if used);
  - d) Designation of the scholarly work (bachelor's thesis, diploma thesis, dissertation thesis or licentiate thesis);
  - e) Author's forename, surname and academic degree;
  - f) Name of study programme (not listed in the case of rigorous theses and habilitation theses);
  - g) Number of author's specialization (in form of first four digits of code, according to special regulation<sup>7</sup> and the name of specialization);
  - h) Advisor's forename, surname and academic degree (in the case of rigorous theses, if there is some advisor);
  - i) Consultant's forename, surname and academic degree, if there is a consultant (in the case of rigorous theses such data is not presented);
  - j) Training work place;
  - k) Place and year of presentation.
  
- (5) Specification is a document according to Article 4.
  
- (6) Acknowledgement includes thanks to advisor or consultant and other persons, work places or institutions for their assistance and support connected with the compilation of the thesis. Acknowledgement can be a part of foreword.

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<sup>6</sup> Paragraph 51 section 3 of the Act on Universities.

<sup>7</sup> Decree of the Statistical Office of the Slovak Republic No. 114/2011 Coll. issuing the Statistical Classification of Fields of Education.

- (7) Abstract includes apposite information on the aims of the scholarly work, its content, result and importance. Abstract also includes 3-5 key words and should be written in a coherent manner, as a whole, and its extent are usually 100-500 words. Versions in various languages should be written on separate pages.
- (8) Foreword is general information about the scholarly work; includes main characteristic of the scholarly work and circumstances of its origin. Author justifies the selection of subject, briefly informs about work aims and importance, mentions domestic and foreign context, target group, methods used, state of recognition, and characterizes his (her) attitude and point of view.
- (9) Table of contents is a summary of unnumbered and numbered parts (chapters) of the scholarly work;
- (10) List of illustrations, list of tables, supplements, list of abbreviations and symbols, as well as vocabulary is an optional part of a thesis. Lists are mentioned if they contribute to the improvement of transparency, explicitness and clarity of scholarly work interpretation.
- (11) Main section (text) of a scholarly work consists of the following items:
  - a) Introduction;
  - b) Body;
  - c) Conclusion;
  - d) List of literature used.
- (12) Introduction is the first complex information about a scholarly work, its aim, contents and structure. Introduction refers particularly to scholarly work subject, includes brief and apposite description of the issue, characterizes the state of recognition or praxis in the field in question, and familiarizes with scholarly work importance, aims and intentions. In the introduction author accentuates the reasons why the scholarly work is important, and why he (she) decided to deal with the subject in question. Introduction as a chapter title is not numbered and its extent is usually 1-2 pages.
- (13) Body is the main part of the thesis and is divided into chapters, subchapters, paragraphs, etc., being numbered in ascending order.
- (14) Segmentation of a scholarly work body is determined with thesis type. In scientific and technical works a body usually includes the following main sections:
  - a) Current state of dealt problems in inland and abroad;
  - b) Aim of the scholarly work;
  - c) Methodology and research methods;
  - d) Results of the work;
  - e) Discussion.
- (15) In the section “Current state of dealt problems in inland and abroad” the author lists available information and knowledge concerning the subject in question. The sources used for compilation include current published works of domestic as well as foreign authors.
- (16) Section “Aim of a scholarly work” clearly, concisely and accurately characterizes the subject of solution and includes also partial aims in progress, determining the achieving of the main aim.
- (17) The part “Methodology and research methods” usually includes the following main sections:
  - a) Characteristics of examined object;
  - b) Working methods;
  - c) Method of data obtaining and sources used;
  - d) Used methods of evaluation and interpretation of results;
  - e) Statistical methods.
- (18) Sections “Results of thesis” and “Discussion” are the most important parts of a scholarly work. Results (author’s own attitudes or solutions) must be logically ordered and sufficiently evaluated during description. At the same time all the facts and knowledge are commented and confronted with the

results of other authors. Sections “Results of thesis” and “Discussion” can represent one separate section as well.

- (19) Section “Conclusion” must include a brief summary of obtained results in relation with the determined aims. Conclusion extent is a minimum of two pages. Conclusion as a chapter is not numbered.
- (20) List of literature used includes a full list of bibliographic references. Extent of this section is determined with the number of used literal sources, which must correspond with the quotations used in the text.
- (21) Optional part of scholarly work named “Supplement” includes materials, which haven’t been included directly with the text. Each supplement begins on a new page. List of supplements is a part of table of contents.
- (22) Optional final section of a scholarly work can include register, author’s curriculum vitae, and other additional materials.
- (23) Scholarly work template as a model document that can be helpful for the unification of the formal structure of a scholarly work is published on the central register web page: <http://www.crzp.sk/>.

## **Article 6**

### **Quotations and Bibliographic References**

- (1) Ethics and method of quoting are important factors of quoting. Ethics of quoting determines the way of fulfilment of ethic standards in relation to ideas and results of other people being included in other documents and in literature used. “Method of quoting” means the clear designation of facts taken over, their source, and the specification of the source from which they are taken over.
- (2) Method of quoting follows the practice in the field of science in question, respecting relevant standards. The same method of quoting must be used in the whole thesis.
- (3) If the scientific discipline in question has no specified method of quoting, it is recommended to follow the standard ISO 690<sup>1</sup>.

## **Article 7**

### **Formal Arrangement of Scholarly Work**

- (1) A scholarly work is usually compiled using the state language (Slovak) and in the first-person-plural using past tense. With the approval of the faculty dean it be written and presented also using other language than the state one.
- (2) Recommended font style is Times New Roman, size 12. Recommended page adjustment: interline spacing 1.5, left margin 3.5cm, right margin 2cm, top and bottom margin 2.5cm, orientation to portrait (height of the page is greater than its width), A4 template.
- (3) Recommended extent of a bachelor’s thesis is usually a minimum 30 – 40 standard pages (54,000 – 72,000 signs, including spaces), recommended extent of a master’s thesis is 50 – 70 standard pages (90,000 – 126,000 characters, including spaces) and recommended extent of a dissertation thesis or licentiate thesis is 80 – 120 standard pages (144,000 – 216,000 characters, including spaces). Adequacy of thesis extent is considered by advisor or consultant.
- (4) A scholarly work must be written following the current linguistic rules of Slovak (also the current linguistic rules of the foreign language used).

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<sup>8</sup> Standard ISO 690:2010(E) Information and documentation – Guidelines for bibliographic references and citations to information resources; examples of record of literature used – see web page [http://stella.uniba.sk/texty/690-2010\\_prikлады.pdf](http://stella.uniba.sk/texty/690-2010_prikklady.pdf).

- (5) A scholarly work has a standard arrangement and must respect formal and quotation criteria and principles concerning references to primary and secondary literature.
- (6) A scholarly work is compiled in printed form, hardbound (hardcover). It must be a single-sided document and must be printed in such manner that single sheets cannot be taken out.

**Article 8**  
**Submitting of Scholarly Work, License Agreement and Originality Check**

- (1) A scholarly work is submitted by official time schedule, in electronic, as well as printed form; date of submission must be a minimum of 21 calendar days, but maximum 90 calendar days prior to the date of presentation.
- (2) Electronic version of a scholarly work (file in PDF format that can be converted to pure text) is submitted by an author through AIS.
- (3) AIS automatically generates a draft license agreement (Supplement No. 4) between an author and the Slovak Republic, and generates a draft license agreement (Supplement No. 5) between an author and the university.
- (4) At the latest on the third calendar day after sending the thesis to AIS, an author submits one copy of the bachelor's thesis, master's thesis or rigorous thesis, and three copies of a dissertation thesis and a habilitation thesis in printed form, and two copies of a draft license agreement with the Slovak Republic and two copies of a draft license agreement with Comenius University generated from AIS and signed by an author. Precision procedure, method and place of submission are determined by individual faculties.
- (5) If an author asks for a standstill period longer than 12 months in a scholarly work, he (she) also submits a foundation of requested standstill period prolongation. Standstill period prolongation must be assessed by the dean within the period of 10 calendar days. Standstill period must be maximum 36 months.
- (6) If a scholarly work includes some data, which must not be disclosed (mainly for reason of protection of business secret of a third person, a fact kept secret or personal data), an author can mention such data in a special non-public documentation, being not part of the published scholarly work and intended only for the advisor or consultant, objector and examination board<sup>9</sup>. Such part of the thesis is not sent to the central register.
- (7) Electronic and printed form of a scholarly work (except for specification) must be identical in terms of content, as in the electronic version the specification is published without the signatures of persons involved.
- (8) License agreements according to paragraph 3 (Supplements No. 4 and 5) are signed by the dean or a person authorized by the dean within a period of 30 days since the day of delivery. One copy of each license agreement is for an author and the second is filed to a student's personal file at the faculty dean's office.
- (9) AIS ensures the sending of a scholarly work with appropriate identification data to the central register end Theses system to check its originality. An advisor or consultant must obtain two protocols of scholarly work originality (from the central register and the Theses system)<sup>10</sup>.
- (10) Advisor's or consultant's opinion includes statement concerning the result of protocol of originality. In the case of external objectors, the department in question provides such objector with a protocol of scholarly work originality and ensures also the entering of opinion to AIS concurrently with the submission of the scholarly work in question so the objector's opinion can be compiled.
- (11) Opinions are sent collectively to the central register through AIS within the period of 90 days since the day of sending of corresponding thesis. Opinions are not published by means of the central register.
- (12) A student is entitled to acquaint with an opinion at the latest three working days prior to thesis presentation.



- (13) In the case of rigorous thesis, a protocol of originality is ensured by an employee being authorized to stipulate the subject of the rigorous thesis<sup>11</sup>. Protocol of originality of a habilitation thesis is ensured by one of the objectors being authorized by a chairman of scientific council.

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<sup>9</sup> Paragraph 62 section 2 of the Act No. 131/2002 Coll. on Universities.

<sup>10</sup> Procedure of obtaining document from Theses system – see <http://moja.uniba.sk>.

<sup>11</sup> Internal Regulation No. 2/2007 Principles of Rigorous Proceeding at Comenius University.

## **Article 9**

### **Presentation of Scholarly Work and its Accessing**

- (1) A student can present his (her) thesis on condition that he (she) agrees in writing that his (her) scholarly work can be published and accessed to the public<sup>12</sup>, that means he (she) submits signed license agreements according to Article 8 section 4.
- (2) Examination board appointed for state exams within the frame of presentation assesses the contents and formal level of a scholarly work, as well as its originality.
- (3) Chairman of the examination board is responsible for recording of the presentation course and result to AIS.
- (4) After successful presentation AIS ensures transfer of information about scholarly work presentation to the central register and to the Library-information system of the Comenius University; through this register the scholarly work will be accessed. The printed version of a scholarly work is submitted to the appropriate faculty library.

## **Article 10**

### **Written Information**

- (1) If the subject of scholarly work is the creation of a work of art in other than literary form or presentation of an artistic performance, an author compiles written information including the following items:
  - a) data according to Article 5 paragraph 4;
  - b) type of the work of art or artistic performance (work of visual arts, work of art deco, three-dimensional architectural work, three-dimensional cartographic work, photographic work, musical work in form of score, choreographic work in form of score, audiovisual work, artistic performance, etc.);
  - c) technical parameters of the work or artistic performance, mainly work dimensions, work type, technique and material used, painting format, method of sound record and reproduction, musical instrument (in the case of musical artistic performance), duration of audiovisual work in minutes (mainly in the case of performance of an actor, director, cameraman, musician, date of artistic performance).
- (2) An author fills in the essentials of written information according to paragraph 1 in the university information system. Their accessing requires no license agreement.
- (3) Written information according to paragraph 1 can be completed with its art-historical basis and with a declaration concerning the subject and compilation of the scholarly work through the document insertion to the university information system. Accessing of this part of written information requires the conclusion of a license agreement.

## **Article 11**

### **Declaration on Word of Honour, Stoppage of public accessing**

- (1) If an author published his (her) scholarly work or a part of such work in a periodic publication or as a non-periodic publication, he (she) proves this fact with the declaration on word of honour (Supplement

No. 3). One declaration on word of honour can include information about all the parts published and about all the publications.

- (2) If an author is in legal relationship with Comenius University (as a student, candidate in rigorous proceedings, candidate in habilitation proceedings, or an employee), he (she) fills in a declaration on word of honour in AIS. If an author is not in legal relationship with Comenius University, he (she) delivers his (her) declaration on word of honour to the central register operator in written form.

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<sup>12</sup> Paragraph 21 section 3 and paragraph 53 section 8 of Act No. 131/2002 Coll. on Universities.

- (3) If a scholarly work (or some parts of such work) has been published, its author can ask for stopping public access by means of the central register. If an author is in legal relationship with Comenius University according to paragraph 2, he (she) submits his (her) application by means of AIS along with his (her) declaration on word of honour. If author is not in legal relationship with the Comenius University, he (she) submits his (her) application and declaration on word of honour to the central register operator in written form. Application for stopping access filed through the central register includes data according to paragraph 5 section 3, applicant's correspondence address, as well as the extent and reasons for access stoppage.

## **Article 12**

### **Transitional and Final Provisions**

- (1) If it is ascertained that an author of a scholarly work infringed the copyright or committed any other serious offence, the chairman of the examination board shall propose to the dean to take disciplinary action against such student.
- (2) Internal Regulation No. 5/2010 Guideline of Rector of Comenius University in Bratislava on the Basic Essentials of Theses and Qualification Theses, Their Bibliographical Registration, Originality Check, Keeping and Accessing at Comenius University in Bratislava is cancelled.
- (3) Thesis, rigorous thesis, or habilitation thesis that should be kept in the Central Register of Theses, Rigorous Theses and Habilitation Theses according to legal regulation being effective until 1 September 2011, and a thesis, rigorous thesis or habilitation thesis that was sent to the Central Register of Theses, Rigorous Theses and Habilitation Theses prior to 1 September 2011, are regulated by the legal regulation that was effective until 1 September 2011<sup>13</sup>.
- (4) This guideline becomes valid and effective on the date of its signing.

In Bratislava, on October 19<sup>th</sup> 2011.

Professor RNDr. Karol Mičieta, PhD.  
Rector of the Comenius University

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<sup>13</sup> Paragraph 113ad of Act No. 131/2002 Coll. on Universities.

Supplement No. 1 to Internal Regulation No. 7/2011 – Cover

**COMENIUS UNIVERSITY IN BRATISLAVA  
FACULTY XXXXXXXXXX**

**TITLE OF THESIS  
SUBTITLE OF THESIS**

Thesis Designation

**Year of submission**

**Author's forename, surname, academic degrees, and scientific-pedagogic degrees**

**COMENIUS UNIVERSITY IN BRATISLAVA  
FACULTY XXXXXXXXXX**

**TITLE OF THESIS  
SUBTITLE OF THESIS**

Thesis Designation

Study programme:	Name
Field of study:	Number and name
Training work place:	Name
Advisor:	Forename, surname, academic degrees and scientific-pedagogic degrees
Consultant:	Forename, surname, academic degrees and scientific-pedagogic degrees

**Place and year of submission**

**Author's forename, surname, academic degrees and scientific-pedagogic degrees**

**Declaration on Word of Honour on Issue of Theses, Rigorous Theses of Habilitation Theses<sup>14</sup> as part of periodic or non-periodic publication**

Forename and surname:  
Date and place of birth:  
Permanent residence:  
University:  
Faculty:

Herewith I declare, that

Theses

Bachelor's thesis  
Master's thesis  
Dissertation thesis

Rigorous thesis  
Habilitation thesis

Named:

Of which I am author

Was published

prior to sending  
after sending

To the Central Register of Theses, Rigorous Theses of Habilitation Theses  
in the full extent  
partially

as

Periodic publication

Named:

Editor:

ISSN:

Number of series, in which the thesis was issued:

Non-periodic publication

Editor:

Year of issue:

Edition:

ISBN:

If only a part of the thesis was published, I list only the numbers of pages of a document in PDF format handed over to the university information system, which was published:

In ....., on .....

.....

Author

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<sup>14</sup>Delete as appropriate

### **Licence Agreement on Use of Thesis, Rigorous Thesis, Habilitation Thesis<sup>15</sup>**

Concluded in accordance with paragraph 40, and the following paragraphs of Act No. 618/2003 Coll. On Copyright and Rights Related to Copyright (the Copyright Act), and paragraph 63 of Act No. 131/2002 Coll. on Universities and amending some acts, as amended (hereinafter referred to as "Act").

Between

Author's academic degree, forename and surname:  
Date and place of birth:  
Permanent residence:  
(hereinafter referred to as "Author")

and

the Slovak Republic  
represented by university:  
address of the faculty at which the author studies or at which he (she) is candidate in a rigorous procedure or habilitation procedure, otherwise the address of the university:  
Company Identification Number (IČO):  
(hereinafter referred to as "User" or "Acquirer"):

#### **Article 1 Subject of Agreement**

The subject of this agreement is the author's approval for the user to use the scholarly work specified in Article 2 of this agreement (hereinafter referred to as "License"), according to the conditions agreed in this agreement.

#### **Article 2 Specification of Scholarly Work**

Title of the scholarly work:  
Type of the scholarly work:  
Thesis  
Rigorous thesis  
Habilitation thesis  
In the case of thesis, the type of the thesis:  
Bachelor's thesis  
Master's thesis  
Dissertation thesis  
Number of field of study<sup>16</sup>:  
Name of field of study:  
Thesis identification number generated by university information system:

#### **Article 3 Nature of Scholarly Work Use and License Extent**

- (1) The author agrees with the publication of the scholarly work and gives approval for the user to access digital copies of the scholarly work to the public in a manner allowing mass access<sup>17</sup> and only through the Central Register of Theses, Rigorous Theses and Habilitation Theses (hereinafter referred to as "Register").

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<sup>15</sup> Delete as appropriate

<sup>16</sup> The first four digits of code according to the Decree of the Statistical Office of the Slovak Republic No. 114/2011 Coll. issuing the Statistical Classification of Fields of Education.

- (2) The user is entitled to access the scholarly work to the public after its insertion to the Register  
At first after the expiration of ..... months<sup>18</sup> since the date of thesis registration;  
Without a standstill period.
- (3) The user is entitled to access the scholarly work to the public  
Only with using;  
Also without using  
of technological measures preventing public from saving thesis permanently to a storage medium or to print it.
- (4) License granted by the author to be used under this agreement is non-exclusive and isn't limited to a certain territory.
- (5) The author grants the license for the period of 70 years since the date of scholarly work registration in the register.

**Article 4  
Reward**

The author grants the license to the acquirer of a license without any payment.

**Article 5  
Final Provisions**

- (1) This agreement is concluded in writing in two counterparts, one for each contracting party.
- (2) This agreement comes into force and effect on the date of its signing by both contracting parties; the term "signing" also means the substitution of signature with a mechanic tool. This agreement expires on the day the register operator permanently stops accessing the scholarly work to the public, according to paragraph 63 section 12 of the Act. If some of the provisions of this agreement become invalid, inefficient or inexecutable, the validity, efficiency and executability of the other provisions shall not be affected.
- (3) The contracting parties declare that they conclude this agreement as a free act and deed, they don't act in error or under pressure, understand the contents thereof, and in witness of their approval they sign it by their own hands.

In ....., on .....

In ....., on .....

.....  
Author

.....  
Dean or a person authorized by dean

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<sup>17</sup> Paragraph 4 section 2 of Act No. 211/2000 Coll. on Free Access to Information and on amendment of some Acts ("Freedom of Information Act"), as amended.

<sup>18</sup> An integer (1-12) upon rector's or dean's approval up to 36.

### **Licence Agreement on Use of Thesis, Rigorous Thesis, Habilitation Thesis<sup>15</sup>**

Concluded in accordance with paragraph 40 and the following paragraphs of Act No. 618/2003 Coll. On Copyright and Rights Related to Copyright (the Copyright Act) and paragraph 63 of Act No. 131/2002 Coll. on Universities and amending some acts, as amended (hereinafter referred to as "Act").

Between

Academic degree, forename and surname:

Date and place of birth:

Permanent residence:

(hereinafter referred to as "Author")

and

Comenius University in Bratislava

address of the faculty, at which the author studies or at which he (she) is candidate in a rigorous procedure or habilitation procedure, otherwise the address of university:

Company Identification Number (IČO):

(hereinafter referred to as "User" or "Acquirer"):

#### **Article 1 Subject of Agreement**

The subject of this agreement is the author's approval for the user to use the scholarly work specified in Article 2 of this agreement (hereinafter referred to as "License") according to the conditions agreed in this agreement.

#### **Article 2 Thesis Specification**

Title of thesis:

Type of the scholarly work:

Thesis

Rigorous thesis

Habilitation thesis

In the case of thesis, the type of thesis:

Bachelor's thesis

Master's thesis

Dissertation thesis

Number of field of study<sup>20</sup>:

Name of field of study:

Thesis identification number generated by the university information system:

#### **Article 3 Nature of Scholarly Work Use and License Extent**

- (1) The author agrees with the publication of the scholarly work and gives approval for the user to access digital copies of the scholarly work to the public in a manner allowing mass access<sup>21</sup> and only through the Central Register of Theses, Rigorous Theses and Habilitation Theses (hereinafter referred to as "Register").

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<sup>19</sup> Delete as appropriate

<sup>20</sup> The first four digits of code according to the Decree of the Statistical Office of the Slovak Republic No. 114/2011 Coll. issuing the Statistical Classification of Fields of Education.



- (2) The user is entitled to access the scholarly work in question to the public after its insertion to the Register  
At first after the expiration of ..... months<sup>22</sup> since the date of thesis registration;  
Without a standstill period.
- (3) The user is entitled to access the scholarly work in question to the public  
Only with using;  
Also without using  
of technological measures preventing the public from saving the thesis permanently to a storage medium or to print it.
- (4) License granted by the author to be used under this agreement is non-exclusive and isn't limited to a certain territory.
- (5) The author grants the license for the period of 70 years since the date of registration of the scholarly work in the register.

**Article 4  
Reward**

The author grants the license to the acquirer of a license without any payment.

**Article 5  
Final Provisions**

- (1) This agreement is concluded in writing in two counterparts, one for each contracting party.
- (2) This agreement comes into force and effect on the date of its signing by both contracting parties; the term "signing" also means substitution of signature with a mechanic tool. If some of the provisions of this agreement become invalid, inefficient or inexecutable, the validity, efficiency and executability of the other provisions shall not be affected.
- (3) The contracting parties declare that they conclude this agreement as a free act and deed, they don't act in error or under pressure, understand the contents thereof, and in witness of their approval they sign it by their own hands.

In ....., on .....

In ....., on .....

.....

Author

.....

Dean or a person authorized by dean

<sup>21</sup> Paragraph 4 section 2 of Act No. 211/2000 Coll. on Free Access to Information and on amendment of some Acts ("Freedom of Information Act"), as amended.

<sup>22</sup> An integer (1-12) upon the rector's or dean's approval up to 36.