

COMENIUS
UNIVERSITY
BRATISLAVA



FACULTY OF MANAGEMENT
Comenius University
Bratislava

2024/2025

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INTRODUCTION

Comenius University Bratislava is the oldest and biggest university in Slovakia. It was established in 1919. Its establishment was very important to the development of culture, science and education in Slovakia. For the first time in Slovak history, this university has established an opportunity for Slovak students to acquire university education in their mother tongue. Up to now, tens of thousands of students have finished the university with academic degrees and it became a truly national university with noted international recognition. At the present time it has approximately 30 000 students studying in various specializations and forms of study programs.

The main mission of the Comenius University Bratislava is to develop and propagate education and support understanding of education. As a scientific institution it accomplishes this objective by an inventive scientific approach that opens new horizons in science and in education.

Faculty of Management is one of the thirteen faculties of the Comenius University Bratislava. Faculty of Management was established in 1991 and it wrote the history of Slovak university education by being the first faculty with specialization in teaching management and performing in this field of study. In the academic year 2032/2024, the gates of the faculty for new students will be opened for the thirty-second time. Founders of the faculty intended to establish a faculty in Slovakia that would provide the same kind of education as internationally recognized business schools on various foreign universities.

The mission of the Faculty of Management is to produce high-class and competitive graduates who are able to work in teams or hold managerial posts in various organizations. The knowledge the faculty provides for its students is continuously growing and kept up to date thanks to its own scientific research and development. Within its strategy, the faculty declares its idea to continue in current development and successful performance in the management study program and, as an integral part of the Comenius University Bratislava, to contribute to development of this "scientific university". A close connection between education and science, together with valuable contacts with managerial practice is seen as a successful way of enforcing trends in establishing a knowledge society.

The achievements of Faculty of Management, especially those regarding ratings of obtained knowledge and skills of its graduates by independent rating agencies and managerial practice, are results of efforts to apply new educational forms and methods which focus on development of creativity, flexibility and adaptability of students and graduates. Within the management study program, stress is put on analytical-synthetic techniques, communication skills and new trends in managerial theory and praxis.

In accordance with the Bologna Declaration, the faculty offers bachelor, master and PhD study programs and it supports mobility of students. The faculty offers Management and International Management study programs at bachelor level, Management and International Management study programs at the master level and the study programs Management and Business Management at the PhD level. Part of the faculty's educational process is offered in English. The faculty pays great attention to teaching French and German languages and also other subjects are taught in these languages in the study program International Management.

Graduates of the faculty have been successful in finding appropriate professional positions in various fields and places ranging from domestic, foreign or international companies to government administration organizations, in research and development and educational institutions. Acquired knowledge and skills are an important competitive advantage for our students in their career development. Many of the faculty graduates have been placed in prominent positions in major Slovak banks are teaching in prominent schools or working as successful managers. All our results and accomplishments can be seen as an outcome of co-operation of teachers and students, as well as development of relations with graduates and important partners. Our common desire is to continue in high-quality education process and successful development of the faculty.

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The Dean's Advisory Board is a permanent advisory committee of the dean. Its members are vice-deans, the heads of departments, chairman of the academic senate of the faculty. The Dean's Advisory Board discusses all important issues and problems of the management and activities of the faculty.

THE MANAGEMENT BOARD

The Management Board is the consultative committee of the dean. The members of the Management Board are the vice-deans and the administrative director.

COMMITTEES

For some areas of the management, teaching and research activities the dean appoints expert and working committees. He does it after the vice-dean's proposal, whose is the competence of the particular area. In each committee are working by rule workers from various departments of the faculty. The main task of the committees is to prepare the groundwork for the decision making of the dean. The committees are chaired by workers of the faculty allocated by the dean. They are liable for all their activities to the appropriate vice-dean.

QUALITY BOARD

The quality board is an advisory body to the dean of the faculty for ensuring and evaluating the internal system in the area of quality assurance of higher education and research provided, as well as faculty management. Its main mission is to implement, maintain and improve the internal quality system of education, science and research and management of the faculty, as well as to develop the importance of quality and its provision in the activities of the faculty and its organizational components.

ETHICAL ADVISORY CENTRE FOR THE STUDENTS

The ethical advisory centre for the students provides an expert advice on issues relating to compliance with the Code of Ethics of the Comenius University Bratislava for the student part of the academic community at the faculty.

ACADEMIC COMMUNITY

The Academic Community is constituted by professors, researchers, professional, who are employed at the faculty for some determined amount of hours weekly, then students, dean and vice-deans of the faculty.

ACADEMIC BODIES

The bodies of the academic self-administration of the faculty are the Academic Senate of the Faculty, the Dean, the Convocation and the Disciplinary Committee of the Faculty for the Students.

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- providing administrative support for research and other projects and grants solved and co-solved by faculty staff,
- keeps records of all projects and grants solved and jointly solved by the faculty staff,
- monitoring participation in grant projects of university faculty teachers, faculty researchers and internal doctoral students of the faculty, its statistical processing, evaluation and informing the dean and the relevant vice-dean about the findings,
- organizationally and materially ensures the promotion of the faculty in primary and secondary schools, in the public and in the media according to the instructions of the dean and vice-dean.
- PR responsibility.

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in Slovakia

CFA Society Slovakia

Deloitte

KPMG Slovensko

National Bank of Slovakia

Swiss Re

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Mgr. Katarína Gavalcová
PhDr. Ján Ivančík
Mgr. Et Mgr. Róbert Kormaňák
Ing. Marian Letovanec
Giulia Costantino
Lorenzo Costantino

THE LIST OF PROFESSORS AND ASSOCIATE PROFESSORS

The list of teachers on the posts of professors, who have at FM CU established weekly working time:

Name	Titles
Bohdalová Mária	Assoc. Prof. RNDr., PhD.
Greguš Michal	Assoc. Prof. RNDr., PhD.
Gubíniová Katarína	Assoc. Prof. JUDr. PhDr., PhD.
Holienka Marian	Assoc. Prof. PhDr., PhD.
Kajanová Jana	Assoc. Prof. Ing., PhD.
Kryvinska Natalia	Prof. Ing., PhD.
Lašáková Anna	Prof. Mgr., PhD.
Miklošík Andrej	Assoc. Prof. Ing., PhD.
Nováčková Daniela	Prof. JUDr., PhD.
Papula Ján	Prof. Ing., PhD.
Papulová Zuzana	Assoc. Prof. Mgr., PhD.
Peráček Tomáš	Assoc. Prof. PhDr. JUDr., PhD.
Pilková Anna	Prof. Ing., PhD., MBA
Saxunová Darina	Prof. RNDr., PhD.
Štarchoň Peter	Prof. Mgr., PhD.

The list of teachers on the posts of associate professors, who have at FM CU established weekly working time:

Name	Titles
Copuš Lukáš	Assoc. Prof. PhDr., PhD.
Delaneuville Frédéric	Assoc. Prof., PhD.
Fekete Milan	Assoc. Prof. Ing., PhD.
Gežík Veronika	Assoc. Prof. Mgr., PhD.
Charfaoui Emília	Assoc. Prof. Mgr., CSc.
Kohnová Lucia	Assoc. Prof. Mgr., PhD.
Kováč Urban	Assoc. Prof. Mgr. Ing., PhD.
Mihal'ová Paulína	Assoc. Prof. PhDr., PhD.
Pajtinková Bartáková Gabriela	Assoc. Prof. Ing., PhD.
Strážovská Ľubomíra	Assoc. Prof. Ing. Mgr., PhD.
Sulíková Rozália	Assoc. Prof. PhDr., PhD.
Šuplata Marián	Assoc. Prof. PhDr., PhD.
Treľová Silvia	Assoc. Prof. PhDr. JUDr., PhD.
Vilčeková Lucia	Mgr., PhD.

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Ing. Martin Breckska	Department of Strategy and Entrepreneurship
Mgr. Veronika Bučková	Department of Economics and Finance
Mgr. Pavel Danihel	Department of Economics and Finance
Mgr. Christopher Danis	Department of Management
Mgr. Anna Drahan	Department of Information Management and Business Systems
Mgr. Olivier Dumontel	Department of International Management
Mgr. Miriam Filipová	Department of Information Management and Business Systems
Bc. Zora Mária Frešová	Department of Management
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Centre for educational-psychological counseling was established in 2008 on the basis of the demand from students and workers FM CU. Center reports to the vice-dean for the studies and public relations. Anyone interested in the services provided can apply directly to the centre at the designated hours.

Description of services provided by centre:

- psychological counseling for students,
- advice for students with disabilities,
- counseling and workshops for young educators in the field of personality development and streamline the teaching process,
- solutions to educational problems.

ETHICAL ADVISORY CENTRE FOR THE STUDENTS

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Ethical Advisory Centre for the Students provides counseling for students in compliance with the Code of Ethics of Comenius University Bratislava, organizes workshops for university teachers and researchers on business ethics and ethics in research and publishing. Cooperates with scientific and pedagogical departments of the faculty and provides them consulting in the field of publication outputs related to ethics, ensures cooperation with partner organizations in the field of teaching business ethics. Provides education in the field of business and managerial ethics for business entities and the public, provides advice in the field of business and managerial ethics for business entities.

SPORTS CLUB OF THE FACULTY, ŠK FAMA

There is a sports club operating on the faculty of management named ŠK FAMA, which was registered under that name at the interior ministry on 19th September 2002. The club organizes a number of activities within the faculty, students involved in inter-faculty sports competitions and university league. It is financed from the budget of the Slovak Association of University Sports, as well as from its own resources.

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STUDY PROGRAMS FOR THE ACADEMIC YEAR 2024/2025

Faculty of Management offers bachelor study programs, master study programs and PhD study programs.

BACHELOR PROGRAMS:

- Management in the field Economics and Management
- International Management in the field Economics and Management (French or German language alternatives)
- Management and Law in the field Economics and Management and in the field Law (in cooperation with Faculty of Law, Comenius University Bratislava)

MASTER PROGRAMS:

- Management in the field Economics and Management
- International Management in the field Economics and Management

PHD PROGRAMS:

- Management in the field Economics and Management

The study program at the Comenius University Bratislava, Faculty of Management (FM CU) is based on European Credit Transfer System (ECTS). This system enables FM CU to accomplish several goals:

- to define the extent of the instruction at a certain level of study,
- to define the range of obligatory and optional courses,
- to determine the compatibility of FM CU study program with those of other universities.

The whole graduate study program is divided into two stages: the bachelor study program and the master study program. The bachelor study program consists of the first three years of study and ends with a state exam. The minimum number of credits (ECTS) needed to accomplish this program is 180. The master (MBA) program consists of two years of study and ends with a thesis presentation and a final state examination. The minimum requirement for the completion of the master degree is 120 credits. In all, the comprehensive program at the FM CU requires the combined total of at least 300 credits (ECTS) in order to obtain the university degree.

The exams at FM CU have to be passed at the end of the teaching period. Graded exams have five possible grades: A – excellent, B – very good, C – good, D – satisfactory, E – sufficient and FX – fail. These exams must be passed during the examination period. If students "fail" at the graded exam for the first time, they are entitled to second chance.

CONTROL SYSTEM OF STUDY BASED ON ECTS SYSTEM OF CREDITS

Credit system of study allows the students by credits to assess the burden associated with completing the units of study of the course, promotes openness inside the CU, supports the mobility of students and provides the students with the opportunity to participate in designing their own plan of study.

Credits are numerical values assigned to the course, which characterize the amount of work required for its successful completion. The standard student workload for one academic year is 60 credits, 30 credits per semester. Credit expresses one sixtieth of a standard workload for an average student for a period of one academic year and about 27 hours of total study (including individual study and self-study). If we quantify the credit, then besides the compulsory lectures, seminars, tests and exams one credit is equivalent to reading at least one hundred pages of study materials and ten pages of written work. The student receives credits for the successful completion of the course. For the given course the student can obtain the credits during the whole study only once.

The credits received for completing the course by student are collected (added together, accumulated). One of the conditions to continue the study after a predetermined control stage of study is to obtain the necessary sum of credits set by the university rules.

The total number of credits required for the proper completion of the study on the bachelor degree is 180 credits, on the master degree 120 credits, and 180 credits on the PhD. degree. The student must receive the credits in such a composition, as it is determined by the study plan.

If the student completes the study at another faculty or another university in Slovakia or abroad on the basis of agreement among the universities or as a regular student and on the basis of the official transcript of records, his credits are counted (transferred) on the basis of the bilateral agreement between the universities, on one side of the university where the student obtained the credits and on the other side of the university where he intends to continue his studies.

Completing the course

The rating scale to assess the completion of the course is the scale A, B, C, D, E, and FX.

	Word	Meaning	Numerical value
A	Excellent	Excellent results	1
B	Very good	Well above average results	1.5
C	Good	Average results	2
D	Sufficient	Acceptable results	2.5
E	Enough	Results meeting the minimum criteria	3
FX	Poor	Further work is required	4

Each specific degree of the rating scale is granted on the basis of applying the point system, which reflects the degree of successful completion of the course.

A =	100 – 91 % points
B =	90 – 81 % points
C =	80 – 73 % points
D =	72 – 66 % points
E =	65 – 60 % points
FX =	59 – 0 % points

Points for the overall evaluation of the course are possible to obtain continuously throughout the semester teaching period or by passing the exam during the examination period. The ratio between the points that can be obtained continuously and the points obtained on the exam during the examination period is determined on the information sheet or the syllabus of the course.

Conditions for obtaining the points continuously during the teaching period throughout the semester are announced by the teacher at the beginning of the semester. The points for the continuous results in the teaching period are given by the tuition teacher. The credit will be counted only after successful completion of this course. According to the ECTS, a successful completion of the course must be evaluated in a range from A to E.

If the student does not complete successfully a course that at the beginning of the academic year enrolled, will not gain any credit for it to the sum of his credits. The weighted average of the study for this course will count an evaluation FX, with a numeral equivalent of four.

The student can enroll to the mandatory elective and selective courses as recommended in this study guide. When choosing the courses must be considered the "prerequisites", i.e. following courses. The faculty manages the opportunity to attend the course only in that semester, which is indicated in the study program of the faculty. The faculty reserves the right to regulate the number of enrolled students to each course. The condition to open a selective course is to have enough number of students enrolled. The student must enroll to mandatory elective courses during the matriculation to the given academic year. To sign in to mandatory elective and selective courses the faculty provides it within the preliminary matriculation. The student may cancel the selective course within two weeks of the beginning of the teaching period because of conflict in the schedule with another registered course. After this period all the selective courses will become a part of the learning plan of the student for that academic year.

The course is successfully completed if the student received a rating from A to E. The student receives credits only for the successfully completed course. If the student was evaluated for the courses by a grade FX, he has the right to take another (one) retake, if he fulfills the conditions of the continuous assessment. On the re-enrolled course, the student has the right to take one retake only under the same conditions.

The weighted study average

To evaluate the overall results of the student's study is used the weighted average of study. The weighted average of study for the academic year/semester is calculated by adding the products of the credit evaluation of the course and the numerical value of the grade of all courses enrolled to an academic year/semester by student and by dividing by the sum of credits enrolled in that academic year/semester. To the average we must also add as "4" the courses enrolled by student and evaluated by FX or the student enrolled them and didn't attend them and were evaluated by a grade FX.

$$WSA = \frac{\sum_{i=1}^N credits_i * classification_i}{\sum_{i=1}^N credits_i}$$

where: "i" is the ith course from a set of "N" registered courses.

The weighted study average for the entire study is calculated analogically as described above, wherein the calculation only includes courses successfully completed.

ACADEMIC CALENDAR 2024/2025

Fall semester	
16. 09. – 18. 09. 2024	Academic year opening ceremony at the faculty, introductory lectures – 1 st year
23. 09. 2024	Academic year opening ceremony at the university
23. 09. – 20. 12. 2024	Fall semester teaching period
16. 12. – 20. 12. 2024	Closing continuous evaluations
02. 01. – 14. 02. 2025	Fall semester examination period
November, December 2024	Selection of thesis topics – students of the 1 st year of master study program
Spring semester	
17. 02. – 23. 05. 2025	Spring semester teaching period – 1 st , 2 nd and 4 th year
17. 02. – 25. 04. 2025	Spring semester teaching period – 3 rd year
19. 05. – 23. 05. 2025	Closing continuous evaluations – 1 st , 2 nd and 4 th year
21. 04. – 25. 04. 2025	Closing continuous evaluations – 3 rd year
26. 05. – 30. 06. 2025	Spring semester examination period – 1 st , 2 nd and 4 th year
28. 04. – 30. 05. 2025	Spring semester examination period – 3 rd year
Till 17. 04. 2025	Profesional experience (practice) – master degree
21. 04. – 05. 05. 2025	Thesis submission to the departments and state examination application submitting – master degree
05. 05. – 19. 05. 2025	Thesis submission to the departments and state examination application submitting – bachelor degree
26. 05. – 30. 05. 2025	Thesis presentation and state examinations – master degree
June 2025	Entrance exams – bachelor degree
09. 06. – 13. 06. 2025	Thesis presentation and state examinations – bachelor degree
June, July, November, December 2025	Graduation ceremonies – bachelor and master degree ²
June 2025	Selection of thesis topics – students of the 2 nd year of bachelor study program
Till 30. 06. 2025	The fulfillment of all study obligations and thesis submission to the departments – students who enroll for retakes
18. 08. – 22. 08. 2025	State examinations – retakes

Doctoral Degree Studies

Fall semester	
August, September 2024	Enrolment in individual years of doctoral studies.
Till 23 . 09. 2024	Preparation of individual study plan of doctoral student – 1 st year.
January, February 2025	Scientific colloquia – PhD students of 1 st and 2 nd year of full-time study.
Spring semester	
Till 28. 02. 2025	Submission of the application for the dissertation examination – doctoral students of the 2 nd year of full-time study ¹ . Dissertation examinations – 3 rd year PhD students of the part-time form of study.
Till 30. 03. 2025	Pre-defence of dissertation theses – full-time doctoral students.
15. 04. 2025	Submission of application for permission to defend the dissertation – full-time doctoral students ² .
30. 04. 2025	Submission of application for permission to defend the dissertation for the defence date in June/July 2025 – PhD students of the part-time form of study ² .
May, June 2025	Scientific colloquia – PhD students of the 2 nd year of the external form of study.
30. 06. 2025	Dissertation defences – full-time doctoral students.
	Submission of application for permission to defend the dissertation for the August/September 2025 defence date – PhD students of the part-time form of study ² .
	Submission of documents for the doctoral student's annual evaluation.
April, May, early July 2025	Dissertation examinations – 2 nd year full-time PhD students.
End of June, mid-July 2025	Dissertation defences – doctoral students of the external form of study who have submitted an application for permission to defend their dissertation by the deadline of 30. 04. 2025.
31. 08. 2025	Submission of the application for the dissertation examination – doctoral students of the 2 nd year of the external form of study ¹ . Dissertation defence – doctoral students of the external form of study who have submitted an application for permission to defend their dissertation by the deadline of 30. 06. 2025.

¹ The application for the dissertation examination shall include the doctoral student's interim annual evaluation as of the date of the application.

² By the deadline for the application for permission to defend the dissertation, doctoral students must have completed a pre-defence of their dissertation and have discussed with their supervisor and subsequently incorporated any comments arising from the pre-defence with their supervisor. Doctoral students who apply for permission to defend their dissertation shall submit with their application the doctoral student's interim annual evaluation as of the date of application. Subsequently, they shall submit an updated annual evaluation as of the date of the dissertation defence.

30. 10. 2025	Submission of an application for permission to defend the dissertation for the January 2026 defence date – doctoral students of the external form of study ² .
January 2026	Dissertation defences – part-time doctoral students who have submitted their application for permission to defend their dissertation by the deadline of 30. 10. 2025.

Public holidays in academic year 2024/2025

15. 09. Virgin Mary	01. 01. Independence Day of the SR
01. 11. All Saints' Day	18. 04. Epiphany
17. 11. Fight for Freedom and Democracy Day	21. 04. Good Friday
24. 12. Christmas Eve	01. 04. Easter Monday
25. 12. Christmas Holiday	01. 05. Labor Day
26. 12. Christmas Holiday	08. 05. Liberation Day
	05. 07. St. Cyril and St. Methodius
	29. 08. Anniversary of the Slovak National Uprising

BACHELOR DEGREE PROGRAM

Study program Management in the field Economics and Management

Accredited language of teaching: English language

Course	ECTS Credits	Hours per Week	Recommended Semester	Assessment
Management I	5	4	1.	C, E
Marketing	5	4	1.	C, E
Mathematics I	5	4	1.	E
Business Law	5	4	1.	C, E
Computer Science	5	4	1.	C, E
Managerial Economics	3	2	1.	C
English for Managers I	2	2	1.	C
1st semester total:	30	24		
Information Systems and Application Software	5	4	2.	C, E
Management II	5	4	2.	C, E
Mathematics II	5	4	2.	C, E
Microeconomics	5	4	2.	C, E
Principles of Financial Accounting I	5	4	2.	C, E
English for Managers II	2	2	2.	C, E
2nd semester total:	27	22		
Databases	5	4	3.	C, E
Financial Mathematics	5	4	3.	C, E
Macroeconomics	5	4	3.	C, E
Principles of Financial Accounting II	5	4	3.	C, E
Development of Entrepreneurial Skills I	5	4	3.	C, E
Statistics	5	4	3.	C
3rd semester total:	30	24		
Behavioral and Environmental Economics	5	4	4.	C, E
Personnel Management	5	4	4.	C, E
Project Management – Foundation	5	4	4.	C, E
Statistical Methods	5	4	4.	C, E
Introduction to Financial Management	5	4	4.	C, E
Data Analysis for Management	3	2	4.	C
Development of Entrepreneurial Skills II	3	2	4.	C
4th semester total:	31	24		
International Economic Relations	5	4	5.	C, E
International Financial Reporting Standards	5	4	5.	C, E
Introduction to Entrepreneurship	5	4	5.	C, E
Money and Banking	3	2	5.	C, E
Bachelor Thesis Preparing Seminar	2	2	5.	C
5th semester total:	20	16		
Controlling	5	4	6.	C, E
Ethical and Legal Aspects of Marketing	5	4	6.	C, E
Modern Marketing – New Trends	5	4	6.	C, E
Operations Management and Logistics	5	4	6.	C, E

Personnel Work in Small and Medium-Sized Organizations	3	2	6.	C
Special Topics in IT Projects	3	2	6.	C
Bachelor Thesis Project	3	2	6.	C
6th semester total:	29	22		
State Examination				
Bachelor Thesis Defence	3		6.	SE
Economics and Finance	1		6.	SE
Management	1		6.	SE
TOTAL:	172	132		

**Study program Management and Law in the field Economics and Management
and in the field Law**

Accredited language of teaching: English language

Course	ECTS Credits	Hours per Week	Recommended Semester	Assessment
Compulsory subjects				
Legal Theory I	5	4	1.	C, E
Roman Law I	4	4	1.	C, E
Legal Systems in the World	3	4	1.	C, E
Introduction to Study of Law and Legal Informatics	3	2	1.	C
Management I	5	4	1.	C, E
Introduction to Personnel Management	5	4	1.	C, E
Entrepreneurial Skills	2	2	1.	C
1st semester total:	27	24		
Legal Theory II (Introduction to Theory of State and Introduction to International Law)	5	4	2.	C, E
Institutional Law of the EU	4	4	2.	C, E
Historical Introduction to the Comparative Law	3	4	2.	C, E
Roman Law II	3	4	2.	C, E
Marketing	5	4	2.	C, E
Business Information Systems	5	4	2.	C, E
Management II	5	4	2.	C, E
2nd semester total:	30	28		
Comparative Theory of the Private Law	4	4	3.	C, E
Comparative Constitutional Law and Criminal Law	4	4	3.	C, E
Administrative Law of the EU	3	3	3.	C
Introduction to Labour Law and Social Security Law in the EU	3	3	3.	C
Microeconomics	5	4	3.	C, E
Principles of Financial Accounting	5	4	3.	C, E
International Financial Reporting Standards	3	2	3.	C
3rd semester total:	27	24		
Introduction to International Private Law and International Business Law I	5	4	4.	C
Comparative Property and Inheritance Law	3	3	4.	C, E
Comparative Contractual Law I	3	3	4.	C, E
Introduction to Civil Procedure and Criminal Procedure	3	2	4.	C, E
Macroeconomics	5	4	4.	C, E
International Economic Relations	5	4	4.	C, E
Entrepreneurship	5	4	4.	C, E
4th semester total:	29	24		
International Business Law II	4	2	5.	C, E
Comparative Civil Procedure Law	3	3	5.	C, E
Comparative Contractual Law II	3	2	5.	C, E
Management of Start-ups and Small Firms	5	4	5.	C, E
Project Management – Foundation	5	4	5.	C, E
Introduction to Financial Management	5	4	5.	C, E
Bachelor Thesis Preparing Seminar	3		5.	C
5th semester total:	28	19		
Comparative Company Law	5	4	6.	C, E

Course	ECTS Credits	Hours per Week	Recommended Semester	Assessment
International Commercial Arbitration	3	2	6.	C, E
Ethical and Legal Aspects of Marketing	5	4	6.	C, E
Controlling	3	2	6.	C, E
6th semester total:	16	12		
State Examination				
Bachelor Thesis Defence	5		6.	SE
State examination – Management	4		6.	SE
State examination – Law	4		6.	SE
State examination total:	13			
TOTAL:	170	131		
Compulsory elective courses				
Comparative Personal and Family Law	3	3	6.	C, E
Comparative Intellectual Property Law	3	3	6.	C, E
Elective courses³				
French Legal Terminology I, II	3	2	1./3./5., 2./4./6.	C
German Legal Terminology I, II	3	2	1./3./5., 2./4./6.	C
Stylistics of French Legal Texts I, II	3	2	3./5., 4./6.	C
Stylistics of German Legal Texts I, II	3	2	3./5., 4./6.	C
Translation of French Legal Texts I, II	3	2	5., 6.	C
Translation of German Legal Texts I, II	3	2	5., 6.	C
Law of Foreign, Security and Defence Policy	2	3	3./5.	C, E
Common Commercial Policy of the EU and World Trade Law	2	3	4./6.	C
Theory and Methods of Application and Implementation of EU Law	2	2	4./6.	C
Physical and Sport Education I, II, III, IV, V, VI	1	2	1. – 6.	C
Skiing	1		1./3./5.	C
Tourism	1		2./4./6.	C

³ In addition to the above elective courses, students are able to choose from the list of the courses provided by FL CU and FM CU provided in English language after completing the prerequisites.

Bachelor degree graduation

The main condition to graduate and to obtain the bachelor degree is to pass the state examination. Only students who submitted the bachelor thesis for the defence and successfully completed all the compulsory courses and mandatory selective courses can apply for the state examination. The bachelor thesis defence is the main part of the state examination. At FM CU the examination from the **Management** and from **Economics and Finance** is also part of the state exams at bachelor level.

Bachelor thesis

Topics for the bachelor thesis are presented by the departments to students at the end of the 4th semester. The student chooses the topic of bachelor thesis from the official list of topics for the bachelor theses before the matriculation to the 3rd year. The attendance on the *Bachelor Thesis Preparing Seminar* and the *Bachelor Thesis Project* are mandatory for all students without exceptions. The bachelor thesis must be submitted for the defence before the deadline stated by the academic calendar at the particular department (the department is specified in the thesis assignment). The evaluation of the *Bachelor Thesis Project* is recorded by the supervisor of the bachelor thesis or alternatively by the head of the department after submitting the bachelor thesis for defence. Based on the evaluation of the *Bachelor Thesis Project* the student earns the credits.

The state examination is organized in written and oral form and the student must perform it in front of a committee appointed by the dean.

MASTER DEGREE PROGRAM

Study program Management in the field Economics and Management

Accredited language of teaching: English language

Course	ECTS Credits	Hours per Week	Recommended Semester	Assessment
Financial Management	7	4	1.	C, E
Marketing Management	7	4	1.	C, E
Organizational Behavior	7	4	1.	C, E
1st semester total:	21	12		
Management Information Systems	7	4	2.	C, E
Modeling of Economic Processes	7	4	2.	C, E
Diploma Seminar I	3	2	2.	C
2nd semester total:	17	10		
Project Management	7	4	3.	C, E
Strategic Management	7	4	3.	C, E
Business Ethics	6	2	3.	C, E
Diploma Seminar II	3	2	3.	C
3rd semester total:	23	14		
Practice (minimum 6 weeks)	5		4.	C
Diploma Project	3	2	4.	C
4th semester total:	8	2		
State Examination				
Master Thesis Defence	15		4.	SE
TOTAL:	84	38		
STUDY TRAJECTORY:				
Finance + Strategy				
Practical Financial Markets	6	4	1.	C, E
Managerial Decision Making	6	4	2.	C, E
Managerial Accounting	6	4	2.	C, E
New Venture Strategy and Financing	6	4	2.	C, E
Investment Analysis	6	4	3.	C, E
Strategic Thinking and Strategy	6	4	3.	C, E
TOTAL:	36	24		
STUDY TRAJECTORY				
Block IT + Marketing				
Cloud Computing	6	4	1.	C, E
E-Business and E-Marketing	6	4	1.	C, E
Marketing Research	6	4	2.	C, E
Knowledge Management	6	4	2.	C, E
Business Analytics and Decision Making	6	4	3.	C, E
International Marketing	6	4	3.	C, E
TOTAL:	36	24		

Master degree graduation

The main condition to graduate and to obtain the master degree is to pass the state examination. Only students who submitted the master thesis and successfully completed all the compulsory courses and mandatory selective courses can apply for the state examination. The master thesis defence is part of the state examination.

Master thesis

The student of the 1st year of master degree must choose one block of compulsory selective courses before the matriculation to the 1st year of master degree (or alternatively during the preliminary matriculation after performing the state examination of bachelor degree). The topic of the master thesis must be chosen from the official list of topics for masters theses not later than the 30th October. The students are informed about the form of the registration of the topics of the master thesis at the beginning of the semester during matriculation. The diploma seminar is managed by the supervisor of the diploma seminar appointed by the head of the department. The attendance at the diploma seminar is mandatory for all students without exceptions. The master thesis must be submitted for the defence before the deadline stated by the academic calendar at the particular department defined by the assignment.

The evaluation of the *Diploma Seminar I* is recorded by the supervisor of the diploma seminar determined by the head of the department or by the thesis tutor, depending on the decision of the head of the department. Based on the evaluation of the diploma seminars the student earns credits.

Practice (Diploma)

The evaluation of the practice (diploma) which is of minimum length 6 weeks, after it is ended, is performed by the head of the department. The conditions to receive a positive evaluation for the diploma practice are stated by the head of the department. The practice can be completed at any time during the 1st and 2nd year of master degree study prior to the deadline stated in the academic calendar. Based on the evaluation achieved for the completed practice the student earns the credits.

The state examination is organized both in written and oral form and the student must pass it in front of a committee appointed by the dean.

RIGOROUS EXAMINATION PROCEDURE

Rigorous examination procedure is based on the Higher Education Act No. 131/2002 of the Law Code as amended by the Act of the National Council of the Slovak Republic and on the direction of the Rector of Comenius University Bratislava No. 22/2018.

After successful passing of the rigorous examination procedure, the applicant is awarded the title PhDr. (Doctor of Philosophy).

Rigorous examination consists of two parts: thesis presentation and oral examination, both on the same day.

Martin Jamroškovič

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PHD STUDY

The study of the management study program in the field of study economics and management is governed by Act No. 131/2002 Coll. on Higher Education Institutions and on Amendments and Supplements to Certain Acts, as amended (hereinafter referred to as "the Act" in the relevant grammatical form) and by Internal Regulation No. 5/2004 Coll. 22/2023 approved by the Academic Senate of Comenius University Bratislava Study Regulations of Comenius University Bratislava Full text of Internal Regulation No. 20/2019 Study Regulations of Comenius University Bratislava as amended by Amendment No. 1 and Amendment No. 2 (hereinafter referred to as "Study Regulations of Comenius University Bratislava" in the relevant grammatical form).

A condition for the proper completion of doctoral studies is the passing of the dissertation examination, which is one of the state examinations, and the defence of the dissertation.

Doctoral studies (the standard length of studies in the full-time form is three years, in the part-time form four years) are carried out in the study program⁴ of management in the field of study economics and management.

Doctoral studies consist of a study part and a scientific part.

Within the study part, the subjects of the management study program in the field of economics and management cover the necessary knowledge of the core of the field of study and include topics and selected states from the scientific disciplines: economics, management, statistics, and finance.

The study part of the doctoral studies consists mainly of lectures and examinations in compulsory subjects, compulsory seminars, elective seminars, and individual study of the scientific literature necessary for the preparation of the dissertation.

The scientific part of the doctoral studies consists of individual or team scientific work of the doctoral student, which is related to the topic of the doctoral thesis. The scientific part of the doctoral study is professionally supervised by the supervisor. During the PhD, students are introduced to the general methodology of scientific research, learn specific research methods and techniques suitable for the field of study of economics and management, learn to formulate a scientific research objective, conduct their own research, process, and interpret their own scientific research results and find its possible applications in practice. The key activity in this part is creative activity in the field of science, scientific research, and publishing.

1. A minimum of one publication for a minimum of 40 credits or two publications for a minimum of 30 credits each is required as a condition for successful defence of the dissertation.
2. In the publications, the PhD student shall indicate the supervisor or other academic staff of the relevant FM CU department who are involved in the given research task, for the publication to be counted towards the department's accreditation.

A PhD is the equivalent of a full-time job and in most cases, it is not appropriate or possible to do a full-time PhD in combination with another full-time job. In the case of study alongside employment, it is advisable to choose a part-time form of study. Doctoral students' duties include participation in teaching activities (conducting seminars, correcting written work, etc.) according to the timetable set by the relevant department.

⁴ The study programme is offered in English in its entirety.

The study according to the doctoral study program is carried out according to an individual study plan under the guidance of a supervisor. The study plan is drawn up by the supervisor in cooperation with the doctoral student. According to the focus of the dissertation topic and in agreement with the supervisor, doctoral students choose two elective subjects which become state subjects.

The main forms of study control are:

- dissertation examination,
- the dissertation defence.

The doctoral student must obtain the required number of credits while his/her studies. During his/her studies, the doctoral student must earn credits as follows:

1. in the full-time form of doctoral studies it is necessary that the doctoral student obtains at least 45 credits per academic year, the recommended number of credits for each year of study is 60 credits,
2. in the part-time form of doctoral studies, the doctoral student must obtain a minimum of 30 credits each academic year, the recommended number of credits for each year of study is a minimum of 45 credits.

Failure to meet the conditions in point 1. or 2. is a reason for the supervisor to submit a proposal for the exclusion of the doctoral student from the doctoral studies in the annual evaluation.

In both full-time and part-time doctoral studies, a doctoral student may apply for the dissertation examination when:

- he or she has successfully completed all the compulsory courses, and at the same time
- publishes at least one scientific publication in a conference/non-conference proceedings indexed in the Web of Science and/or Scopus database (it is sufficient to register for the dissertation examination if the doctoral candidate proves that the publication has been accepted for publication/printing), and at the same time
- obtains a minimum of 60 credits.

A doctoral student in the full-time form of doctoral studies shall register for the dissertation examination no later than 18 months after the beginning of the study. A doctoral student in the part-time form of doctoral studies shall register for the dissertation examination no later than 24 months after the beginning of his/her studies. The application shall include the submission of a written thesis for the dissertation examination and a detailed project for the future dissertation.

The dissertation examination shall be conducted by the student before a committee of at least five members. The student will defend the written thesis and the future dissertation project, answer questions and comments from the opponent and the supervisor, or other members of the committee, and answer questions from the subjects of the dissertation examination in a discussion.

After obtaining the necessary credits during the study (150 credits) and obtaining 30 credits for a dissertation that has successfully passed the pre-defence at the relevant department, the doctoral student may apply for permission to defend the dissertation after submitting the final version of the dissertation.

To successfully complete the doctoral studies, 180 credits must be obtained in three years in the full-time form and 180 credits must be obtained in four years in the part-time form.

Doctoral studies end with the defence of the dissertation. It demonstrates the ability and readiness for independent scientific and creative activity in the field of research or development.

The dissertation is the final thesis (provision of § 51 (3) of the Act) and is governed by internal regulation No. 7/2018 Directive of the Rector of Comenius University Bratislava Full text of internal regulation No. 12/2013 Directive of the Rector of Comenius University Bratislava on the basic requirements of final theses, rigorous theses and habilitation theses, control of their originality, storage and accessibility at Comenius University Bratislava, as amended by Appendix No. 1 to Appendix No. 2.

As a separate appendix to the dissertation, the doctoral candidate will submit a dissertation abstract (in Slovak called "Autoreferat") (in the language of the dissertation)⁵, which will contain a summary of the basic methods, ideas, results and conclusions of the dissertation and a definition of its contribution. The abstract should be in A5 format and up to 16 standard pages in length.

In the introduction of the abstract, the doctoral candidate shall state:

- an overview of the current state of the art,
- the aims of the dissertation,
- the scientific methods chosen.

The main part of the abstract gives the reader the most complete idea of the content and structure of the scientific work, therefore it contains:

- a brief and concise summary of the results of the dissertation,
- a precise definition of the scientific contribution of the dissertation as a result of scientific creative work,
- data concerning the generalisation and final evaluation of the research carried out,
- an indication of possible directions for further scientific research.

Other components of the author's abstract:

- list of published works of the doctoral candidate,
- a review of the doctoral candidate's work with precise bibliographical data,
- list of literature used,
- a summary in English.

The faculty will publish doctoral students' dissertation abstracts at regular intervals, thus enabling a wider range of scientific and professional staff of the study field of economics and management to become continuously acquainted with the results of scientific activity contained in doctoral theses.

⁵ For doctoral students who started their studies in the academic year 2021/2022 and later, the submission of a dissertation abstract is compulsory, for other doctoral students it is recommended. For doctoral students who complete their doctoral studies in the academic year 2023/2024, the submission of a dissertation abstract is compulsory. Details of the requirements for the self-reflection will be laid down in the internal regulations of the faculty.

General requirements for doctoral studies in the management study programme in both full-time and part-time form

The structure of the study plan for the third level of study according to the provisions of § 54 (8) of the Act, doctoral studies consist of a study part and a scientific part.

A. Study part.

Six courses, some of which are compulsory courses designed as two-semester courses – 8 credits per successfully completed course (if the course is a two-semester course, 8 credits for each successfully completed course).

Courses of the study part of the doctoral studies, which the doctoral student has enrolled, are evaluated by the classification degree passed – failed.

B. Scientific section.

Creative activity in the field of science and creative activity linked to the dissertation project and the dissertation: minimum 100 credits.

Creative activity linked to the dissertation project and the dissertation.
Dissertation project: 10 credits, dissertation: 30 credits.

In addition, the doctoral student carries out teaching activities. Pursuant to the provisions of Section 54(11) of the Act, doctoral students in full-time study are obliged to carry out pedagogical activities or other professional activities related to pedagogical activities to the extent of no more than four hours per week on average per academic year. This amounts to four hours times 44 weeks in ten months of the academic year, i.e., 176 hours of teaching duties:

- a) conducting seminars and/or tutorials for four hours per week (10 credits per semester),
- b) professional activities related to teaching:
 - supervising a bachelor's thesis (after the dissertation examination – 5 credits, maximum one bachelor's thesis per academic year),
 - preparation of a referee's report on the bachelor thesis (3 credits, maximum of three reports per academic year),
 - preparation of a dissertation referee report (after the dissertation examination – 5 credits, maximum one report per academic year),
 - the function of secretary in the state final examination committees,
 - support activities in securing the examination period for the department.

For teaching activities, credits are allocated as follows: 10 credits per semester for the activity in a) and a total of 5 credits per academic year if the doctoral student has carried out all the activities in b). These credits shall be awarded by the Head of Department.

For outreach and committee activities, credits shall be awarded by the Head of Department in the range of 0 to 10 credits per academic year.

For the scientific part, the doctoral student shall obtain a minimum of 100 credits for degree programs for which the achievement of 180 credits is a prerequisite for regular graduation.

Allocation of credit for creative activity in science

Publications:

- publication in an indexed journal in the Web of Science and/or Scopus citation databases and $HI \geq 10$ or $IF \geq 0.7$ IFM: 50 credits,
- publication in a foreign indexed journal in the Web of Science and/or Scopus citation databases: 40 credits,
- publication in a foreign indexed proceedings in the Web of Science and/or Scopus citation databases: 35 credits,
- publication in a domestic indexed journal in the Web of Science and/or Scopus citation databases: 35 credits,
- publication in a domestic indexed journal in the Web of Science and/or Scopus citation databases: 30 credits,
- publication in a foreign peer-reviewed and indexed journal in other citation databases (ARxiv, CEEOL, DBLP.org, DOAJ, EBSCO, EconPapers, ECONSTOR, Emerald, ERIH+, Google Scholar, Ideas.Repec. Org, Index Copernicus, MPRA, ProQuest, SSRN, zbMATH, ...): 25 credits,
- publication in a foreign peer-reviewed and indexed proceedings in other citation databases (ARxiv, CEEOL, DBLP.org, DOAJ, EBSCO, EconPapers, ECONSTOR, Emerald, ERIH+, Google Scholar, Ideas.Repec. Org, Index Copernicus, MPRA, ProQuest, SSRN, zbMATH, ...): 20 credits,
- publication in a peer-reviewed journal or peer-reviewed proceedings published in full and freely available on Research Gate: 15 credits,
- publication in a peer-reviewed journal or refereed proceedings: 10 credits.

Presentations at scientific events:

- presentation at a scientific event abroad or in the Slovak Republic published in a peer-reviewed proceedings (based on a document): + 5 credits to the number of credits for the publication,
- presentation at a scientific event of young researchers and PhD students published in a peer-reviewed proceedings (based on a document): + 3 credits to the number of credits for the publication.

Authorship/co-authorship of teaching texts:

- more than one author sheet: 10 credits,
- less than one author sheet: 5 credits.

Credits for active involvement in research projects:

- member of a research team in an APVV or international research project: 10 credits (for each project),
- member of a research team in the framework of a young researchers grant and an internal UK, KEGA or VEGA grant: 5 credits (for each project).

Citations and testimonials:

- citation – SCI, SSCI, SPCI-S, Scopus: 5 credits,
- citation other, foreign: 3 credits,
- citation other, domestic: 1 credit.

Other activities related to scientific activity:

- member of the program or organizing committee of a conference or track at a conference, editing and processing of the proceedings of a scientific conference (co-editor): 5 credits.

Study program Management in the field Economics and Management

Accredited language of teaching: English language

Full-time study program

Course	ECTS Credits	Hours per Semester	Recommended	
			Year	Semester
Compulsory courses				
Economics I, II	8	16/16	1.	FS, SS
Research Methodology and Writing Articles I, II	8	16/16	1.	FS, SS
Management	8	16/16	1.	FS
Quantitative Methods of the Scientific Research	8	16/16	1.	SS
Compulsory elective courses				
Analysis of Credit Risks of Financial Portfolios	8	16/16	2.	FS, SS
Analysis of Market Risks of Financial Portfolios	8	16/16	2.	FS, SS
Business Analytics and Business Processes Modeling	8	16/16	2.	FS, SS
Tax Systems	8	16/16	2.	FS, SS
Financial Investments	8	16/16	2.	FS, SS
Financial Accounting and Analysis	8	16/16	2.	FS, SS
Communication Techniques in Marketing	8	16/16	2.	FS, SS
Qualitative Methods of the Scientific Research	8	16/16	2.	FS
Managerial Ethics	8	16/16	2.	FS, SS
Managerial Information Systems	8	16/16	2.	FS, SS
Human Resources Management	8	16/16	2.	FS, SS
Project Management	8	16/16	2.	FS, SS
Marketing – New Trends	8	16/16	2.	FS, SS
Data Modeling in Management	8	16/16	2.	FS, SS
Operations Management	8	16/16	2.	FS, SS
Organizational Behavior	8	16/16	2.	FS, SS
Entrepreneurship and Management SMEs	8	16/16	2.	FS, SS
Solving Real-World Business Problems with Quantitative Methods	8	16/16	2.	FS, SS
Service Analytics and Service Systems Modeling	8	16/16	2.	FS, SS
Strategic Information Systems	8	16/16	2.	FS, SS
Strategic Partnership	8	16/16	2.	FS, SS
Strategic Management	8	16/16	2.	FS, SS
Multivariate Statistical Methods	8	16/16	2.	FS, SS
Market Research	8	16/16	2.	FS, SS
Knowledge Management	8	16/16	2.	FS, SS
State examination				

Course	ECTS Credits	Hours per Semester	Recommended	
			Year	Semester
Dissertation Examination	10		2.	FS
Dissertation Thesis Defence	30		3.	SS

Study program Management in the field Economics and Management

Accredited language of teaching: English language

Part-time study program

Course	ECTS Credits	Hours per Semester	Recommended	
			Year	Semester
Compulsory courses				
Economics I, II	8	16/16	1.	FS, SS
Research Methodology and Writing Articles I, II	8	16/16	1.	FS, SS
Management	8	16/16	2.	FS
Quantitative Methods of the Scientific Research	8	16/16	2.	SS
Compulsory elective courses				
Analysis of Credit Risks of Financial Portfolios	8	16/16	3.	FS, SS
Analysis of Market Risks of Financial Portfolios	8	16/16	3.	FS, SS
Business Analytics and Business Processes Modeling	8	16/16	3.	FS, SS
Tax Systems	8	16/16	3.	FS, SS
Financial Investments	8	16/16	3.	FS, SS
Financial Accounting and Analysis	8	16/16	3.	FS, SS
Communication Techniques in Marketing	8	16/16	3.	FS, SS
Qualitative Methods of the Scientific Research	8	16/16	3.	FS, SS
Managerial Ethics	8	16/16	3.	FS, SS
Managerial Information Systems	8	16/16	3.	FS, SS
Human Resources Management	8	16/16	3.	FS, SS
Project Management	8	16/16	3.	FS, SS
Marketing – New Trends	8	16/16	3.	FS, SS
Data Modeling in Management	8	16/16	3.	FS, SS
Operations Management	8	16/16	3.	FS, SS
Organizational Behavior	8	16/16	3.	FS, SS
Entrepreneurship and Management SMEs	8	16/16	3.	FS, SS
Solving Real-World Business Problems with Quantitative Methods	8	16/16	3.	FS, SS
Service Analytics and Service Systems Modeling	8	16/16	3.	FS, SS
Strategic Information Systems	8	16/16	3.	FS, SS
Strategic Partnership	8	16/16	3.	FS, SS
Strategic Management	8	16/16	3.	FS, SS
Multivariate Statistical Methods	8	16/16	3.	FS, SS
Market Research	8	16/16	3.	FS, SS
Knowledge Management	8	16/16	3.	FS, SS
State examination				

Course	ECTS Credits	Hours per Semester	Recommended	
			Year	Semester
Dissertation Examination	10		3.	FS
Dissertation Thesis Defence	30		4.	SS

The dissertation examination consists of:

a) a part consisting of a discussion of the written thesis, which includes:

- the objectives of the future dissertation,
- the theoretical foundations of the future dissertation,
- the current state of knowledge on the dissertation topic,
- an analysis of the methodological approach to solving the dissertation problem, the state of the dissertation work in progress.

b) the part in which the doctoral student has to demonstrate theoretical knowledge of the range of topics according to the focus of the dissertation topic, i.e. the colloquium discussion.

The course of the dissertation examination is as follows:

- the defence of the written thesis and the future dissertation project includes a colloquial discussion of the level of knowledge of the graduate of the third level of study in the field of knowledge of the study field of economics and management,
- in the colloquial discussion, the doctoral candidate defends the submitted written thesis and the future dissertation project and answers the questions and comments of the opponent and the supervisor and other members of the committee, while the questions of these persons are related to:
 - the theoretical and methodological scope of the problems of the future dissertation topic,
 - the application aspects of the problems of the future dissertation: in answering the questions of the members of the examination committee, the doctoral candidate shall demonstrate knowledge of the functional area of management to which the topic of the future dissertation relates,
- appropriate to the content of the future dissertation topic, the colloquium discussion also reflects broader knowledge in the field of management.

Information on the written thesis and the dissertation examination and the dissertation

- The written part of the dissertation examination consists of a written thesis for the dissertation examination. Its main purpose is to determine whether the doctoral candidate is capable of scientific work, whether the topic of the dissertation is dissertable and whether the doctoral candidate can achieve the objectives he/she has set out in his/her thesis.
- The written thesis for the dissertation examination consists⁶ of the thesis (project) of the dissertation, which includes: the objectives of the dissertation; the theoretical foundations of the future solution of the dissertation; the current state of knowledge on the topic of the dissertation (including a literature review); an analysis of the methodological approach to solving the problem of the dissertation; and the state of the dissertation's work in progress.
- The written thesis is assessed by the opponent, who draws up an opinion on the written thesis and proposes a pass or fail grade in it.
- As a third-level study program, the doctoral study program focuses on the acquisition of knowledge based on the current state of scientific knowledge

⁶ Art. 29 par. 4 of the Study Regulations of Comenius University Bratislava.

and on the student's own contribution to it, which is the result of scientific research and independent creative activity in the field of science or technology⁷. Thus, scientific research is a key part of doctoral studies and is carried out based on scientific methods and procedures. Scientific research uses specific and clearly defined procedures to answer the questions it asks. It is the adherence to these methodological procedures that distinguishes scientific inquiry from lay observation of the world. Research methodology involves rules that must be followed for research findings to be valid and for the results thus obtained to be presented as scientifically credible. The goal of scientific research is to produce a result that advances human knowledge in each field of inquiry.

Written thesis for the dissertation examination	Dissertation thesis
<p>According to the principles of scientific research, the written thesis for the dissertation examination should include:</p> <p>a) the objectives of the dissertation, b) the theoretical foundations of the future dissertation solution, c) the current state of knowledge on the topic of the dissertation, d) an analysis of the methodological approach to solving the dissertation problem.</p> <p>Points (a) to (d) coincide with the following points of the dissertation::</p> <ul style="list-style-type: none"> • the current state of the problem at home and abroad, • the objectives of the dissertation, • methodology and methods of research of the dissertation. 	<p>The structure of the dissertation according to the provisions of Article 5 of the Directive of the Rector of Comenius University on the Basic Requirements of Final Theses (Internal regulation).</p> <p>The dissertation of a doctoral student may also be his/her own published work or a set of his/her own published scientific works, which elaborate on the topic of the dissertation in terms of their content.⁸</p>
<p>The thesis of the dissertation and the state of the dissertation work in progress form the conclusion of the written part of the dissertation. The thesis must meet the requirement of thesis dissertation.</p>	
<p>Formal processing should meet the requirements specified in the directive of the Rector of Comenius University on the basic requisites of final theses.. (Internal regulation).</p>	
<p>The recommended length of a written thesis for the dissertation examination at FM CU is about 40</p>	<p>The recommended length of the dissertation at FM CU is about 125 standard pages (without the</p>

⁷ § Section 54(1) of Act No. 131/2002 Coll. on Higher Education and on Amendments and Additions to Certain Acts.

⁸ Art. 31 (2) of the Study Regulations of Comenius University Bratislava.

standard pages.	appendix).
When quoting, follow one of the methods listed in ISO 690.	
	<p>The bibliography in the dissertation should be at least 50 to 100 titles, mainly scientific articles (registered in Web of Science and/or Scopus databases, carented, impacted, peer-reviewed).</p> <p>Preference should be given to recent work (the most recent possible), published in the three to seven years prior to the dissertation submission deadline.</p>
	<p>Own publication outputs form a separate list and their number and quality is determined by the doctoral student's individual study plan.</p> <p>The outputs should include papers published in scientific journals registered in the Web of Science and/or Scopus databases.</p>
<p>With the consent of the Dean, the thesis may be written and defended in English.</p>	
<ul style="list-style-type: none"> • In this case, the dissertation includes a resume in the state (Slovak) language in the scope of usually 10% of the scope of the dissertation, as well as an abstract in the state (Slovak) language and the English language. • In this case, the student must consent to an originality check in the anti-plagiarism system TURNITIN or another anti-plagiarism system (except CRZP). 	

Overview of the allocation of ECTS credits to individual types of PhD. student activities

A) Study Part	ECTS Credits
Compulsory and Elective Courses	8
Methodology of scientific work and writing articles	8
Authorship/co-authorship of teaching texts – more than one AH	10
Authorship/co-authorship of teaching texts – less than one AH	5

B) Scientific Part	ECTS Credits
State Exam	
Dissertation project and passing the dissertation examination	10
Dissertation submitted, accepted and defended	30
Publication Activities	
Publication in an indexed journal in the Web of Science and/or Scopus citation databases and $HI \geq 10$ or $IF \geq 0.7$ IFM	50
Publication in a foreign indexed journal in the Web of Science and/or Scopus citation databases	40
Publication in a foreign indexed proceedings in the citation databases Web of Science and/or Scopus	35
Publication in a domestic indexed journal in the Web of Science and/or Scopus citation databases	35
Publication in a domestic indexed proceedings in the citation databases Web of Science and/or Scopus	30
Publication in a foreign/domestic peer-reviewed and indexed journal in other citation databases (ARxiv, CEEOL, DBLP.org, DOAJ, EBSCO, EconPapers, ECONSTOR, Emerald, ERIH+, Google Scholar, Ideas.Repec.Org, Index Copernicus, MPRA, ProQuest, SSRN, zbMATH, ...)	25
Publication in foreign/domestic peer-reviewed and indexed proceedings in other citation databases (ARxiv, CEEOL, DBLP.org, DOAJ, EBSCO, EconPapers, ECONSTOR, Emerald, ERIH+, Google Scholar, Ideas.Repec.Org, Index Copernicus, MPRA, ProQuest, SSRN, zbMATH, ...)	20
Publication in a peer-reviewed journal or peer-reviewed proceedings, published in full and freely available on Research Gate	15
Publication in a peer-reviewed journal or peer-reviewed proceedings	10
Member of a research team in an APVV or international research project	10
Member of the research team in the framework of a young workers grant and an internal UK, KEGA or VEGA grant	5
Citation – SCI, SSCI, SPCI-S, Scopus	5
Citation other, foreign	3
Citation other, domestic	1
Other activities related to scientific activity: member of the program or organizing committee of a conference or track at a conference, editing and processing the proceedings of a scientific conference (co-editor)	5

Admission procedure, conditions for admission

Basic admission requirements:

- Admission to a third-level study programme is subject to completion of a second-level study programme (or a comprehensive master's or engineering degree), evidenced by an officially certified diploma and the relevant supplement to the diploma, if one has been issued.
- Each candidate may submit only one application, indicating the chosen study programme, the chosen dissertation topic and the chosen form of doctoral studies.
- The doctoral application form must be signed by the applicant.
- The application form shall be sent to
 - by post to the faculty address:
Department of Scientific Research and Doctoral Studies
Faculty of Management of Charles University
Odbojárov 10
P. O. BOX 95
820 05 Bratislava 25
Slovakia
 - or in person via the faculty's office,
 - electronically via the academic system AiS2 (applicants who are current students at Comenius University Bratislava),
 - electronically via the UK Electronic Application Portal (applicants who are not current students at Comenius University Bratislava).
- The application form includes a certified copy of the (master's, engineering) diploma, state examination certificate, supplement to the diploma, curriculum vitae in the Slovak language, a list of published articles or a list of the results of other professional activities and evaluations of these works and activities (if they have been prepared), and other documents in accordance with the approved criteria for admission to doctoral studies.
 - If the applicant has not yet been issued with a diploma, he or she may submit a certified copy of the diploma, as well as a copy of the state examination certificate and a copy of the supplement to the diploma subsequently. In such a case, he/she shall enclose with his/her application a certificate from the faculty's study department stating that he/she has completed the second cycle of studies.
 - An applicant who has completed his/her Master's studies at FM CU shall submit copies of the evidence of his/her education; an applicant who has completed his/her Master's studies at one of the faculties of FM CU and is applying for doctoral studies at FM CU shall submit copies of the evidence of his/her education together with the originals for inspection and verification to the staff member of the Doctoral Studies Office of FM CU.
- The application form must be accompanied by proof of payment of the admission fee.

Fee for material support of the admission procedure in Slovak language – 40 €, in English language – 80 €:

SWIFT/BIC:SPSRSKBAXXX

IBAN: SK63 8180 0000 00700 0149 544

Variable symbol: 006

- Last day for submitting applications for doctoral studies in study programmes offered in the Slovak language: June 2025.
- Last date for submission of applications for doctoral studies in study programmes offered in English: August 2025.
- The faculty will confirm receipt of the application and send information and an invitation to the admissions procedure no later than 14 days before the date of the admission examination.
- Deadline for the admission examination for doctoral studies in study programmes offered in the Slovak language: end of June 2025.
- Deadline for the entrance examination for doctoral studies in study programmes offered in English: end of August 2025.
- The applicant shall request an alternative date for the entrance examination in writing and state the reasons for this.
- The decision on the outcome of the admission procedure will be made in writing within 30 days of verification that the conditions for admission have been met. Applicants who are ranked in order of the number of applicants the faculty plans to admit to the study programme will be offered admission.
- An applicant who has received a decision not to be admitted may apply for a review of that decision. The application shall be submitted to the Dean of the Faculty within eight days of the date of receipt of the non-admission decision.

Other admission criteria:

1. Elaboration of a project proposal of the future dissertation in relation to the selected dissertation topic in the scope of maximum five pages with the indication of the literature used as a part of the application.
2. A list of their published articles or a list of the results of other professional activities and reviews of these works and activities (if any).
3. Active knowledge of the English language.
4. Proof of participation in the SSC or other R&D activities (if the applicant has participated).
5. Passing the entrance examination (the admissions boards evaluate the result of the entrance examination in closed session).
6. Ranking in the waiting list according to the number of students admitted according to the number of points obtained in the evaluation of the future dissertation project and the entrance examination.

In determining the ranking, the extent and quality of professional publication activity and the results of other professional activity, such as results in student research competitions, etc., are also considered.

The maximum number of points a candidate may obtain is 100, the minimum number of points required for admission to full-time study is 70.

The maximum number of points that can be obtained for each part are:

- level of written elaboration of the future dissertation project proposal – 50,
- presentation and discussion of the proposed future dissertation project – 20,
- oral answering of questions from the scientific field – 20,
- evaluation of the applicant's scientific and professional activities to date – 10.

Dissertation topics for the academic year 2025/2026, as well as theses for the entrance exam (oral) will be published on the faculty website <https://www.fm.uniba.sk/en/study/post-graduate-study-phd/uchadzac-o-doktorandske-studium/#c141293/>.

PHONEBOOK

Department	Phone Number	Room
Dean's Office	+421 2 90 21 2001	423
Department of Economics and Finance	+421 2 90 21 2004	240
Department of Information Management and Business Systems	+421 2 90 21 2006	326
Department of Management	+421 2 90 21 2007, 2005	Annex Building 8
Department of Marketing and Commerce	+421 2 90 21 2003, 2009	218
Department of International Management	+421 2 90 21 2004	240
Department of Strategy and Entrepreneurship	+421 2 90 21 2007, 2005	Annex Building 8
Library	+421 2 90 21 2117	Annex Building 08
Study Department	+421 2 90 21 2022, 2023, 2124, 2126, 2127	302, 303,304, 305
Department of International Relations and Foreign Language Studies	+421 2 90 21 2027, 2026	337, 409
Department of Science, Research and Doctoral Studies	+421 2 90 21 2074, 2122, 2008, 2125	337, 409 420, Annex Building 4 B, 408
PhD Students – Department of Economics and Finance		235
PhD Students – Department of Information Management and Business Systems	+421 2 90 21 2049	330
PhD Students – Department of Management	+421 2 90 21 2052	Annex Building 26
PhD Students – Department of Marketing and Commerce	+421 2 90 21 2145	220
PhD Students – Department of International Management		235
PhD Students – Department of Strategy and Entrepreneurship	+421 2 90 21 2105	Annex Building 3
Registry	+421 2 90 21 2002	227
Gatehouse – Main Building	+421 2 50 117 135	
Gatehouse – Annex Building	+421 2 90 21 2010	

Direct Telephone Numbers:

+421 2 90 21 + ext.

E-mail Addresses:

name.surname@fm.uniba.sk

Name, titles	Room	Ext.	Department
Badura Ján, Mgr., MLIS	Annex Building 08	2117	Academic Library of the Faculty
Bajžíková Ľubica, Prof. Ing., CSc.	Annex Building 1	2100	Department of Management
Balco Peter, Ing., PhD., MBA	419	2032	Department of Information Management and Business Systems

Name, titles	Room	Ext.	Department
Baráth Matúš, PhDr., PhD.	Annex Building 26	2146	Department of Management
Bednárová Lenka, Ing., PhD.	427	2099	Department of Strategic Development, Projects and Innovations
Bednarčíková Diana, Ing., PhD.			Department of Strategy and Entrepreneurship
Beňová Eleonóra, Mgr., PhD.	328	2089	Department of Information Management and Business Systems
Bohdalová Mária, Assoc. Prof. RNDr., PhD.	306	2028	Department of Economics and Finance
Bott Domonkos Lívía, PhDr., PhD.	236	2075	Department of International Management
Brestovanská Eva, Mgr., PhD.	236	2131	Department of International Management
Brezovská Magdaléna, Mgr.	Annex Building 8	2073	Department of Management Department of Strategy and Entrepreneurship
Brtková Jarmila, PaedDr., PhD.	425	2035	Department of Information Management and Business Systems
Brusnický Mirko	Gatehouse	2010	Annex Building
Copuš Lukáš, Assoc. Prof. PhDr., PhD.	Annex Building 16	2057	Department of Management
Černeková Erika, Mgr.	409	2026	Department of International Relations and Foreign Language Studies
Čirka Miroslav, Ing.	226	2065	Department of Operation and Service Activities
Daňo Andrej	226	2066	Department of Operation and Service Activities
Daňová Andrea, Mgr.	304	2126	Study Department
Delaneuville Frédéric, Assoc. Prof., PhD.	336	2092	Department of International Management
Drahošová Iveta, Ing.	240	2051	Department of Economics and Finance Department of International Management
Drgoňová Mária, Bc.	218	2135	Department of Marketing and Commerce
Dudić Branislav, Mgr., PhD.	236	2141	Department of International Management
Dumontel Olivier, Mgr.	336	2092	Department of International Management
Ďuračková Danka, PhDr.	429	2053	Department of General Bookkeeping
Farenzenová Erika, Ing.	427	2099	Department of Strategic Development, Projects and Innovations
Farská Romana, Mgr.	409	2098	Department of International Relations and Foreign Language Studies
Fecišková Eleonóra, Mgr.	303	2127	Study Department
Fedorova Yuliia, Assoc. Prof. Mgr., PhD.	Annex Building 3	2105	Department of Strategy and Entrepreneurship
Fedushko Solomiia, Assoc. Prof., PhD.	334	2078	Department of Information Management and Business Systems

Name, titles	Room	Ext.	Department
Fekete Milan, Assoc. Prof. Ing., PhD.	Annex Building 2 A	2103	Department of Strategy and Entrepreneurship
Gahérová Natália, Mgr.	337	2027	Department of Strategic Development, Projects and Innovations
Gažová Andrea, Mgr., PhD.	Annex Building 11 A	2138	Department of Strategy and Entrepreneurship
Gežík Veronika, Assoc. Prof. Mgr., PhD.	230	2032	Department of Economics and Finance
Gono Pavol, Ing.	319	6001	Information Technology and Online Education Center
Gonová Martina, Mgr.	432	2046	Department of Invoicing and Assets Register
Greguš Michal, Prof. RNDr., PhD.	329	2080	Department of Economics and Finance
Greguš Michal, Assoc. Prof. RNDr., PhD.	325	2084	Department of Information Management and Business Systems
Gubíniová Katarína, Assoc. Prof. JUDr. PhDr., PhD.	224	2120	Department of Marketing and Commerce
Hapl Vladimír	Gatehouse	2010	Annex Building
Hlivárová Nora, Mgr.	428	2102	Department of Strategic Development, Projects and Innovations
Holienka Marian, Assoc. Prof. PhDr., PhD.	Annex Building 4 B	2107	Department of Strategy and Entrepreneurship
Horáčková Zuzana	Annex Building 07	2116	Academic Library of the Faculty
Horváthová Suleimanová Juliet, Mgr., PhD.	Annex Building 15	2031	Department of Management
Hrdličková Petra	Annex Building 015	2119	Academic Library of the Faculty
Hul'vej Jaroslav, Ing., PhD.	Annex Building 2 B	2104	Department of Strategy and Entrepreneurship
Chalupka Miloslav, Ing., PhD.	335 B	2024	Department of Information Management and Business Systems
Charfaoui Emília, Assoc. Prof. Mgr., CSc.	324	2056	Department of International Management
Chrančoková Martina, Ing., PhD.	234	2072	Department of Economics and Finance
Ivanochko Iryna, Ing., PhD.	334	2030	Department of Information Management and Business Systems
Jamroškovič Martin	305	2124	Study Department
Kajanová Jana, Assoc. Prof. Ing., PhD.	228	2085	Department of Economics and Finance
Karovič Vincent, Mgr., PhD.	332 A	2044	Department of Information Management and Business Systems
Kečka Roman, PhDr., PhD.	335 B	2083	Department of Information Management and Business Systems
Khalid Arusa, Dr., PhD.	221	2121	Department of Marketing and Commerce
Kleinová Soňa	Annex Building 010	2118	Academic Library of the Faculty
Kniežová Jaroslava, Assoc. Prof. Ing., PhD.	327	2082	Department of Information Management and Business Systems

Name, titles	Room	Ext.	Department
Kočišová Lucia, Mgr.	408	2067	Department of International Relations and Foreign Language Studies
Kohnová Lucia, Assoc. Prof. Mgr., PhD.	Annex Building 11 A	2114	Department of Strategy and Entrepreneurship
Kollárová Yveta, Mgr.	216	2071	Part-Time Study Department
Kolpák Martin, Ing.	319	6002	Information Technology and Online Education Center
Kolpáková Lucia, Mgr.	432	2045	Department of Planning and Budgeting
Konečná Vlasta, PhDr.	216	2070	Part-Time Study Department
Konôpková Adriana, Ing.	420	2091	Department of Science, Research and Doctoral Studies
Kovačičová Zuzana, RNDr., PhD.	332	2041	Department of Information Management and Business Systems Information Technology and Online Education Center
Kováč Urban, Assoc. Prof. Mgr. Ing., PhD.	232	2068	Department of Economics and Finance
Krajčík Martin, Mgr., PhD.	319	6003	Department of Information Management and Business Systems Information Technology and Online Education Center
Krčméry Silvester, Mgr., PhD.	Annex Building 210	2024	Department of Strategy and Entrepreneurship
Kryvinska Natalia, Prof. Ing., PhD.	334	2038	Department of Information Management and Business Systems
Kuchtová Monika, Ing., PhD.	221	2121	Department of Marketing and Commerce
Kulhánek Rastislav, Ing., PhD.	333	2037	Department of Information Management and Business Systems
Lacová Žaneta, Ing., PhD-	336	2047	Department of International Management
Lašáková Anna, Prof. Mgr., PhD.	Annex Building 14	2055	Department of Management
Madzík Peter, Assoc. Prof. Mgr., PhD.	Annex Building 15 B	2036	Department of Management
Marcin Peter, Mgr., PhD.	Annex Building 5	2108	Department of Strategy and Entrepreneurship
Mariak Vladimír, Mgr., PhD.	234	2072	Department of Economics and Finance
Markovičová Veronika, Mgr.	326	2134	Department of Information Management and Business Systems
Masariková Jana, Ing.	Annex Building 06	2115	Academic Library of the Faculty
Mihaľová Paulína, Assoc. Prof. PhDr., PhD.	239	2096	Department of Economics and Finance
Mikolášik Marián, Ing.	332 B	2151	Department of Management
Mikuš Juraj, Mgr., PhD.	Annex Building 4	2061	Department of Strategy and Entrepreneurship Department of Science, Research and Doctoral Studies

Name, titles	Room	Ext.	Department
Mitková Ľudmila, Mgr., PhD.	231 A	2077	Department of Economics and Finance Department of Science, Research and Doctoral Studies
Mitková Stanislava	429 A	2054	Payroll Department
Mittelmann Alexandra, Mgr., PhD., MBA	335 A	2034	Department of Information Management and Business Systems
Molnár Martin	Annex Building 016		Department of Operation and Service Activities
Mrva Miloš, Mgr., PhD.	Annex Building 5	2108	Department of Strategy and Entrepreneurship
Mundok Koloman	Gatehouse	2010	Annex Building
Musilová Magdaléna, Mgr., PhD., LL.M.	231 A	2149	Department of Economics and Finance
Nováčková Daniela, Prof. JUDr., PhD.	238	2081	Department of International Management
Olšovský František, Mgr., PhD.	220	2129	Department of Marketing and Commerce
Pacalová Ľudmila	227	2064	Registry
Pajtinková Bartáková Gabriela, Assoc. Prof. Ing., PhD.	225	2063	Department of Marketing and Commerce Part-Time Study Department
Páleník Michal, Mgr. Ing., PhD.	233	2086	Department of Economics and Finance
Papík Mário, Mgr., PhD.	229	2101	Department of Economics and Finance
Papíková Lenka, Mgr., PhD.	229	2106	Department of Economics and Finance
Papula Ján, Prof. Ing., PhD.	Annex Building 11	2113	Department of Strategy and Entrepreneurship
Papulová Zuzana, Assoc. Prof. Mgr., PhD.	Annex Building 7	2110	Department of Strategy and Entrepreneurship
Parkhomenko Nataliia, Mgr., PhD.	220	2097	Department of Marketing and Commerce
Paškrtová Lucia, Mgr., PhD.	233	2088	Department of Economics and Finance
Pawera René, Assoc. Prof. PhDr., PhD.	237	2076	Department of International Management
Pawerová Andrea, Mgr.	421	2059	Personnel Department
Peráček Tomáš, Assoc. Prof. PhDr. JUDr., PhD.	222	2130	Department of Information Management and Business Systems
Petrinec Filip, JUDr., PhD.	327	2086	Department of Information Management and Business Systems
Pilková Anna, Prof. Ing., PhD., MBA	Annex Building 9	2111	Department of Strategy and Entrepreneurship
Poláková Michaela, Mgr., PhD.	Annex Building 15	2147	Department of Management
Poráziková Eva, Mgr., PhD.	333	2139	Department of Information Management and Business Systems
Procházková Lenka, Mgr., PhD.	335 A	2033	Department of Information Management and Business Systems

Name, titles	Room	Ext.	Department
Prvá Miriam	302	2022	Study Department
Pšenák Peter, Mgr., PhD.	232	2150	Department of Economics and Finance
Rentková Katarína, Mgr., PhD.	230	2093	Department of Economics and Finance
Rusínová Alexandra, Mgr.	408	2125	Department of Science, Research and Doctoral Studies
		2017	Study Department
Salajová Nikola, Mgr., PhD.	Annex Building 11 B	2114	Department of Strategy and Entrepreneurship
Saxunová Darina, Prof. RNDr., PhD.	231	2094	Department of Economics and Finance
Selecký Július, Mgr., PhD.	419	2087	Department of Information Management and Business Systems
Sipková Katarína	Gatehouse	2010	Annex Building
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STUDY GUIDE

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