

DEAN'S ORDER No. 22/2010
The procedure for appointing school duties in the next section of study (year)

Article 1

Subject matter

This order provides a procedure for appointing school duties in the following section of study (year).

Article 2

Student Procedure

1) Student who wishes to study obligations of section of study (year of study) and takes on one or more of study requirements in the following section of study (year of study) is required on a written request the Vice-Dean for Undergraduate Education and Student Affairs.

2) Request for inclusion of the study requirements must contain the consent of the Head of the Course which student takes in this process. In granting consent the head teacher considers the rational continuity of teaching each subject, the capacity options for teaching this subject, or the capacity options for the control of study.

3) The application form for inclusion of the study requirements with the observations from the preceding paragraph, will be submitted by student to Vice-Dean for Undergraduate Education and Student Affairs, at least two weeks before the teaching of the subject.

4) After the application is approved, the student writes the relevant study obligation to the Study Credit Book and Registration Card at Study Division.

5) The Study Division informs the Head of Department about approval of the student's application for inclusion of the study requirements by e-mail. The Head of Department and teacher of the subject is also informed about the number of students who entered the subject through SIS – the application Result of Exam.

Article 3

Final Provisions

1) This order obeys all internal regulation.

2) This order is valid from 1.9.2010

Was compiled by MUDr. D. Marx, Ph.D., Vice-Dean for Undergraduate Education and Student Affairs

*prof. MUDr. Michal Anděl, CSc.,
Dean of the Third Faculty of Medicine*