

Slovak University of Agriculture in Nitra
Faculty of Horticulture and Landscape Engineering

Student Handbook for Doctoral Studies 2022/2023

Title: Student Handbook for Doctoral Studies 2022/2023
Faculty of Horticulture and Landscape Engineering
Slovak University of Agriculture in Nitre

Edited by: prof. Ing. Dušan Igaz, PhD.
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FOREWORD, DEAN OF THE FACULTY

Dear students,

you are now reading a handbook which will provide you with basic information necessary for your studies at Faculty of Horticulture and Landscape Engineering (FHLE) beginning in the academic year 2022/2023. Basic regulations mentioned in this handbook are in compliance with Law No. 131/2022 on Higher Education, Student Code of Conduct of SUA in Nitra, and other internal regulations of FHLE and SUA.

The aim of this handbook is to make the understanding of the processes and administration of the doctoral studies easier for you. This handbook will acquaint you with the accredited study programmes of the doctoral studies implemented both in daily and external form. Moreover, it will provide you with all the necessary information – from the conditions and requirements of the admissions and entrance exams, study plans, compulsory and optional courses up to successful defence of your dissertation. In appendixes you could find a complete list of forms, applications and templates that you will fill out during your studies. We would be pleased to hear your feedback on this handbook – how it helped you and what your possible suggestions for improvements are. We kindly ask you to send your suggestions to the address of our vice-dean for science and research.

Doctoral studies demand maximum effort and hard work to meet the requirements of the third level of studies. Adopting theoretical essence of the field of study as well as performing creative scientific research are its two fundamental parts. Now you are provided with an opportunity to broaden your knowledge by something new and original which will enable you to work individually both creatively and scientifically. However, it requires continual deepening of your scientific knowledge by home as well as foreign scientific publications, and thus constant demands will be placed on your language skills. Nevertheless, I do believe that with help of your supervisors, professors and lecturers at all departments at our faculty you will achieve your set goal successfully.

I wish you all sound health, enthusiasm, many study and work achievements, and invention for your further steps.

prof. Ing. Dušan Igaz, PhD. – Dean of FHLE

Basic Information and Important Contact Details

Address of the Workplace

Faculty of Horticulture and Landscape Engineering
Slovak University of Agriculture in Nitra
Tulipánová 7, 94976 Nitra

Dean of the Faculty

prof. Ing. Dušan Igaz, PhD.
tel.: 037/641 5411
e-mail: dusan.igaz@uniag.sk

Vice-Dean for Science and Research

doc. Ing. Ján Horák, PhD.
tel.: 037/641 5244
e-mail: jan.horak@uniag.sk

Department of Science and Research

Ing. Andrea Matušková
tel.: 037/641 5414
e-mail: andrea.matuskovicova@uniag.sk

website:

www.fzki.uniag.sk

1. Constitution of the Common Field of Study Board for the Field of Study of Agriculture and Landscape

Members of the Field of Study Board in the Field of Study of "Agriculture and Landscape" for provision of study programmes in the 3rd level of studies at FHLE and FAFR, SUA in Nitra in compliance with The Regulation No. 4/2022 Establishing and Activities of Field of Study Boards for the Doctoral Studies at SUA in Nitra, effective from 01. 09. 2022.

Field of Study: Agriculture and Landscape

Members:

No.	Name and Surname	Workplace
1.	prof. Ing. Dušan Igaz, PhD.	ILE, FHLE SUA Nitra
2.	prof. Ing. Viera Paganová, PhD.	ILA, FHLE SUA Nitra
3.	prof. Ing. Miroslava Kačániová, PhD.	IH, FHLE SUA Nitra
4.	doc. RNDr. Zita Izakovičová, PhD.	ILE SAS, v.v.i. Bratislava
5.	doc. Ing. Martin Koudela, Ph.D.	FANFR CZU Praha
6.	Ing. Yvetta Velísková, PhD.	IH SAS, v.v.i. Bratislava
7.	Ing. Peter Šurda, PhD.	IH SAS, v.v.i. Bratislava
8.	prof. Ing. Vladimír Tančin, DrSc.	FAFR SUA
9.	prof. Ing. Peter Strapák, PhD.	FAFR SUA
10.	prof. Ing. Erika Tobiašová, PhD.	FAFR SUA
11.	prof. Ing. Vladimír Pačuta, CSc.	FAFR SUA
12.	prof. Ing. Peter Kováčik, CSc.	FAFR SUA
13.	prof. Ing. Marián Brestič, CSc.	FAFR SUA
14.	prof. Ing. Branislav Gálik, PhD.	FAFR SUA
15.	prof. Ing. Ľudovít Cagáň, CSc.	FAFR SUA
16.	Ing. Pavol Hauptvogel, PhD.	NPPC RIPP Piešťany
17.	doc. Ing. Pavel Ryant, Ph.D.	MENDELU Brno
18.	Ing. Ján Huba, PhD.	NPPC RIAP Nitra

1.1. Constitution of Study Programme Commissions for Doctoral Study Programmes at

FHLE

Study Programme: Landscape Engineering

Members:

No.	Name and Surname	Workplace
1.	prof. Ing. Dušan Igaz, PhD.	ILE, FHLE SUA Nitra
2.	prof. Ing. Zlatica Muchová, PhD.	ILE, FHLE SUA Nitra
3.	prof. Ing. Peter Halaj, CSc.	ILE, FHLE SUA Nitra
4.	Ing. Elena Aydin, PhD.	ILE, FHLE SUA Nitra
5.	doc. Ing. Ján Horák, PhD.	ILE, FHLE SUA Nitra
6.	doc. Ing. Lenka Lackóová, PhD.	ILE, FHLE SUA Nitra
7.	Ing. Andrej Tárník, PhD. – Study Adviser for KBc aKII	ILE, FHLE SUA Nitra
8.	doc. Ing. Lucia Tátošová, PhD.	ILE, FHLE SUA Nitra
9.	Ing. Hanzlík Richard, postgraduate student	ILE, FHLE SUA Nitra
10.	Ing. Petra Pipíšková, postgraduate student	ILE, FHLE SUA Nitra
11.	Ing. Juraj Jurica	Hydromeliorácie š.p.
12.	Mgr. Martina Gaislová, MBA	JRK Slovensko s.r.o
13.	Ing. Yvetta Velísková, PhD.	IH SAS, v.v.i. Bratislava
14.	prof. Ing. Miroslav Dumbrovský, CSc.	VUT Brno, FS, Ústav vodního hospodářství krajiny, ČR

Study Programme: Landscape and Garden Architecture

Members:

No.	Name and Surname	Workplace
1.	prof. Ing. Viera Paganová, PhD.	ILA, FHLE SUA Nitra
2.	prof. Ing. Ľubica Feriancová, PhD.	ILA, FHLE SUA Nitra
3.	prof. Ing. Ľuboš Jurík, PhD.	ILA, FHLE SUA Nitra
4.	doc. Ing. Attila Tóth, PhD.	ILA, FHLE SUA Nitra
5.	doc. Ing. Katarína Miklášová, PhD.	ILA, FHLE SUA Nitra
6.	doc. Ing. Ján Kollár, PhD.	ILA, FHLE SUA Nitra
7.	doc. Ing. arch. Roberta Štěpánková, PhD.	ILA, FHLE SUA Nitra
8.	doc. Ing. Gabriel Kuczman, PhD.	ILA, FHLE SUA Nitra
9.	doc. Ing. Dagmar Hillová, PhD.	Botanical Garden, SUA Nitra
10.	Ing. Miroslav Čibík, PhD. - Study Adviser for ABC-14, ARI	ILA, FHLE SUA Nitra
11.	Ing. Katarína Slobodníková, postgraduate student	ILA, FHLE SUA Nitra
12.	Klaudia Dočekalová – student in the 2 nd level of ARI – 1 st year	ILA, FHLE SUA Nitra
13.	Natália Bábiková – student in the 1 st level of ABC-14 – 4 th year	ILA, FHLE SUA Nitra
14.	doc. RNDr. Zita Izakovičová, PhD.	ILE SAS, v.v.i. Bratislava
15.	Ing. Katarína Tomanová Porubčinová – certified landscape architect	Ateliér Toman s.r.o.
16.	Ing. Peter Pasečný - certified landscape architect	ZKA s.r.o.
17.	Ing. Eugen Guldan, PhD. - certified landscape architect	The Slovak Chamber of Architects, chairman of Landscape Architects Committee
18.	doc. Ing. Tatiana Kuťková, CSc.	Ústav biotechniky zelene, Faculty of horticulture, MENDELU BRNO, ČR

Study Programme: Horticulture

Members:

No.	Name and Surname	Workplace
1.	prof. Ing. Miroslava Kačániová, PhD.	IH, FHLE SUA Nitra
2.	doc. Ing. Oleg Paulen, PhD. – Institute of Horticulture	IH, FHLE SUA Nitra
3.	doc. Ing. Alena Andrejiová, PhD.	IH, FHLE SUA Nitra
4.	doc. Ing. Miroslav Šlosár, PhD.	IH, FHLE SUA Nitra
5.	doc. Ing. Štefan Ailer, PhD.	IH, FHLE SUA Nitra
6.	doc. Ing. Ivana Mezeyová, PhD.	IH, FHLE SUA Nitra
7.	prof. Ing. Viliam Bárek, PhD.	IH, FHLE SUA Nitra
8.	Ing. Marcel Golian, PhD. - Study Adviser for ZBc a ZHI	IH, FHLE SUA Nitra
9.	Ing. Lucia Galovičová - postgraduate student	IH, FHLE SUA Nitra
10.	Ing. Júlia Fabianová - postgraduate student	IH, FHLE SUA Nitra
11.	Ing. Helena Vargová, PhD.	(ÚKSÚP Veľké Ripňany)
12.	Ing. Ladislav Sabo	VÍNO SABO, Šteruská 21, Vrbové
13.	Ing. Oliver Šiatkovský, PhD.	Poľnohospodárske výrobné-obchodné družstvo Madunice
14.	doc. Ing. Tomáš Kopta, Ph.D.	Ústav zelinárství a květinářství (ZF), Mendelova univerzita v Brně ČR

2. Conditions of Admissions to Doctoral Studies in the Academic Year 2022/2023

The admissions and entrance exams to the 3rd level of studies – doctoral studies at FHLE at SUA in Nitra are implemented in compliance with § 56 and § 57 of Law No. 131/2002 on Higher Education and on Changes and Supplements to Some Laws, and with Student Code of Conduct of SUA in Nitra.

1. A student could be accepted for doctoral studies in a certain study programme only after proper admissions and entrance exams, which take place on days publicly announced usually once or twice a calendar year maximum.
2. Date of the admissions and entrance exams as well as their course is decided and determined by the dean. During the admissions, the commission takes the applying student's knowledge of world languages into account, while concerning foreigner applying students, communication skills in Slovak and a world language, and knowledge of the issues comprising the theoretical basis of the chosen study programme are taken into consideration. Moreover, the presentation of the student's knowledge within the topic and sphere he/she is applying to is observed by the commission. Scientific activities of students from the 1st and 2nd level of studies are taken into account, too.
3. The dean decides whether the applying student is accepted for doctoral studies or not based on the results from the entrance exams, which are compulsory. The number of students the faculty plans to accept for doctoral studies depends on the number of the approved dissertation topics. The dissertation topics for the particular study programmes (SP) are approved by the Study Programme Commission.
4. Final decision and the results of the admissions are drawn up in written form within 30 days after it is verified the requirements and conditions of the admissions were all met.
5. The applying student who receives a rejecting letter could submit an application for inspecting the decision of the body which issued it within 8 days after the letter was delivered.

Deadline for submitting an application form (solely electronically): 03.06.2022
Date when the admissions commission meets: 17.06.2022

Application fee: 45.00 €* (paper and electronic application)

* the admissions will take place only with those applying students who enclose a payment receipt for the application fee with their application form

Information about the admissions are published also on the websites: www.fzki.uniag.sk ; www.portalVS.sk

3. Schedule of Doctoral Studies in the Academic Year 2022/2023

Beginning of the academic year	1.9.2022
End of the academic year	31.8.2023
Student enrolment – students of the 1 st year of DS (daily study) and ES (external study) – 10.00 AM	2.9.2022
Duties of students of the 1st year of DS (daily study) and ES (external study)	
Creating an individual study plan of a postgraduate student	until 30.9.2022
Working on methodology of the dissertation	until 30.11.2022
Submitting the created and defended methodology to the chairman of the field of study board	until 15.12.2022
Duties of students of the 2nd year of DS (daily study)	
Deadline for submitting the application for state dissertation examination	until 15.1.2023
Deadline for submitting the written thesis for dissertation examination	until 15.1.2023
Date of dissertation examination	until 28.2.2023
Duties of students of the 3rd year of ES (external study)	
Deadline for submitting the application for state dissertation examination	until 30.4.2023
Deadline for submitting the written thesis for dissertation examination	until 30.4.2023
Date of dissertation examination	until 30.6.2023
Duties of students of the 3rd year of DS (daily study) and 4th year of ES (external study)	
Deadline for submitting the application for permission to defend dissertation and submitting the dissertation	until 30.4. 2023
Defence of dissertation	until 30.6.2023
Graduation ceremony	6.10.2023
General dates	
Registering results and credits of exams into UIS	until 31.7.2023
Announcing dissertation topics for the academic year 2023/2024	until 15.02.2023
Announcing admissions to doctoral studies for the academic year 2023/2024	March 2023
Deadline for submitting applications for doctoral studies for the academic year 2023/2024	until 31.5. 2023
Date of the admissions to doctoral studies for the academic year 2023/2024	16.6. 2023

Note: DS – daily form of study, ES – external form of study

4. Accredited Study Programmes of Doctoral Studies

Field of Study: **Agriculture and Landscape**

Study Programme: **Landscape Engineering**, daily form (standard length of study – 3 years);
external form (standard length of study – 4 years)

Five people responsible for the SP:

1. **prof. Ing. Dušan Igaz, PhD.** – main person responsible for the SP
2. prof. Ing. Peter Halaj, CSc.
3. prof. Ing. Zlatica Muchová, PhD.
4. doc. Ing. Ján Horák, PhD.
5. doc. Ing. Elena Aydin, PhD.

Field of Study: **Agriculture and Landscape**

Study Programme: **Landscape and Garden Architecture**, daily form (standard length of study – 3 years); external form (standard length of study – 4 years)

Five people responsible for the SP:

1. **prof. Ing. Viera Paganová, PhD.** – main person responsible for the SP
2. prof. Ing. Ľuboš Jurík, PhD.
3. doc. Ing. Attila Tóth, PhD.
4. doc. Ing. Katarína Miklášová, PhD.
5. doc. Ing. Ján Kollár, PhD.

Field of Study: **Agriculture and Landscape**

Study Programme: **Horticulture**, daily form (standard length of study – 3 years); external form
(standard length of study – 4 years)

Five people responsible for the SP:

1. **prof. Ing. Miroslava Kačaniová, PhD.** – main person responsible for the SP
2. prof. Ing. Alžbeta Hegedúsová, PhD
3. prof. Ing. Viliam Bárek, CSc.
4. doc. Ing. Miroslav Šlosár, PhD.
5. doc. Ing. Alena Andrejiová, PhD.

5. Study Plan at FHLE

Doctoral studies at the Faculty of Horticulture and Landscape Engineering at SUA in Nitra are implemented in the academic year 2022/2023 in three accredited study programmes both in daily (DF) and external form (EF) of studies:

- **Landscape Engineering** (3 years of DF, 4 years of EF)
- **Landscape and Garden Architecture** (3 years of DF, 4 years of EF)
- **Horticulture** (3 years of DF, 4 years of EF)

5.1 Structure of the Study Plan (for Individual Study Programmes)

- **Study Plan**

A postgraduate student **creates an individual study plan** with his/her supervisor (within a month period after the beginning of the studies) depending on the dissertation topic, while he/she is focused on gaining knowledge based on the current state of the scientific research and mainly on his/her own contribution to it, and the contribution is derived from the student's scientific research and individual creative activities in the scientific field. It is recommended to set the study plan in a way to enable the student to meet the requirements for terminating the studies within their standard length.

- **Characteristics of the Units of the Study Programme**

Doctoral studies are implemented according to the individual study plans, while all abilities, skills and knowledge are subordinate to the specific dissertation topic. An individual study plan will be created by a postgraduate student with his/her supervisor in UIS within 1 month after the beginning of the studies, and it will be set specifically in accordance with the dissertation topic. The plan will be then approved by the common field of study board or study programme commission. The study programme of the doctoral studies consists of two parts:

- study part
- scientific part

For regular termination of the study in the doctoral study programme the student is obliged to gain at least **180 credits**. If a postgraduate student implemented a part of his/her studies on a different workplace, credits gained on such workplace are recognized fully only if he/she was sent to the workplace in accordance with his/her study plan and if the study programmes and the number of the given credits are compatible with one another.

Study part accounts for 1/3 of the study programme extent (at least 60 credits). The study part encompasses compulsory and compulsory-optional courses (within which the profile courses are set, too), and they are designed in order that a student gain knowledge, skills and competence necessary for completing the SP. A postgraduate student is obliged to attend the courses by the dissertation examination. The profile courses comprise the theoretical and methodological base in the particular educational field.

Scientific part accounts for 2/3 of the study programme extent (at least 120 credits). The courses Dissertation Project A – D involve activities (within the scientific part), for which a postgraduate student is given points (15 credits = at least 60 points). The list of activities (scientific contribution, international research fellowship, a research investigator, etc.) and their point evaluation are stated in the Table in the Chapter 5.2 of this handbook.

Study part of the doctoral studies:

Compulsory courses: 4 courses (4x10 credits)	= 40 credits
Compulsory-optional courses: 2 courses (2x10 credits)	= 20 credits

Scientific part of the doctoral studies:

Compulsory courses:	
- Methodology of Dissertation	= 15 credits
- Dissertation Project A – D (4x15 credits)	= 60 credits
- Dissertation Examination	= 15 credits
- Defence of Dissertation	= 30 credits

Total = **180 credits**

A standard length of the doctoral study programmes at FHLE is 3 years in daily form and 4 years in external form of study. This study length is limited by the requirements to fulfil the study plan with the crucial part being the individual and independent experimental work of a student which leads to the solution of the scientific problem set by the dissertation topic. **A student is obliged to gain at least 60 credits in daily form, and at least 45 credits in external form for every year of study**, i.e. altogether 180 credits for whole study.

Study Plan: Landscape Engineering – daily form of study

This is the structure of courses that must be registered in the university information system (UIS) in the section “Individual Plan”, “Courses”, and “Course of Study” of a postgraduate student. Credits for the completed activities must be registered by teachers and the supervisor by 31.07. of the given calendar year (together with the Annual evaluation of the postgraduate student).

The following numbers of credits must be achieved in the particular year of study:

1st year: 60 credits (30 credits within study part, 30 credits within scientific part)

2nd year: 60 credits (30 credits within study part, 30 credits within scientific part)

3rd year: 60 credits (0 credits within study part, 60 credits within scientific part)

Study Plan: <u>Landscape Engineering – daily form of study</u>								
Year	Semester	Compulsory/ compulsory-optional	Code	Name of the Course	Mode of Completion	Credits	Profile Course	Administrator
1	1	Compulsory	PHD_Z070_N	Methodology of Dissertation	pass	15		vice-dean for science and research
1	1	Compulsory	PHD_Z079_N	Assessment of Soil Degradation Processes in Agricultural Landscape (profile)	exam	10	profile	doc. Ing. Elena Aydín, PhD.
1	1	Compulsory	PHD_Z002_N	Landscape Reclamation Measures	exam	10		doc. Ing. Lucia Tátošová, PhD.
1	2	Compulsory	PHD_Z305_N	Dissertation Project A	pass	15		vice-dean for science and research
1	2	Compulsory-optional		Course 1 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_E003_N	Scientific language	exam	10		Mgr. Eva Matušeková, PhD.
2	3	Compulsory	PHD_K001	Scientific publication	exam	10		prof. Ing. Marián Brestič, CSc.
2	3	Compulsory-optional		Course 2 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_Z001_N	Dissertation Examination	state exam	15		vice-dean for science and research
2	4	Compulsory	PHD_Z306_N	Dissertation Project B	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z307_N	Dissertation Project C	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z308_N	Dissertation Project D	pass	15		vice-dean for science and research
3	6	Compulsory	PHD_Z300_N	Defence of Dissertation	state exam	30		vice-dean for science and research
Group of compulsory-optional courses according to the dissertation topic focus (a postgraduate student is obliged to choose at least 2 C.-O. courses)								
1,2	2,3	Compulsory-optional	PHD_Z067_N	Assessment of Drought in Landscape (profile)	exam	10	profile	prof. Ing. Dušan Igaz, PhD.
1,2	2,3	Compulsory-optional	PHD_Z024_N	Hydroinformatics (profile)	exam	10	profile	prof. Ing. Peter Halaj, CSc.
1,2	2,3	Compulsory-optional	PHD_Z075_N	Climate Change and its Effects on Landscape (profile)	exam	10	profile	doc. Ing. Ján Horák, PhD.
1,2	2,3	Compulsory-optional	PHD_Z076_N	Complex Land Reform (profile)	exam	10	profile	prof. Ing. Zlatica Muchová, PhD.
1,2	2,3	Compulsory-optional	PHD_Z068_N	Assessment of Quality and Quantity of Water	exam	10	-	prof. Ing. Ľuboš Jurík, PhD.
1,2	2,3	Compulsory-optional	PHD_Z029_N	EIA Methods in Landscape Engineering	exam	10		doc. Ing. Lenka Lackóová, PhD.
1,2	2,3	Compulsory-optional	PHD_Z004_N	Monitoring the Condition of the Natural Environment with DPZ	exam	10		prof. Ing. Viliam Bárek, CSc.
1,2	2,3	Compulsory-optional	PHD_Z033_N	Protection and Creation of Natural Environment in Agriculture	exam	10		doc. Ing. Lenka Lackóová, PhD.

Study Plan: Landscape Engineering – external form of study

This is the structure of courses that must be registered in the university information system (UIS) in the section “Individual Plan”, “Courses”, and “Course of Study” of a postgraduate student. Credits for the completed activities must be registered by teachers and the supervisor by 31.07. of the given calendar year (together with the Annual evaluation of the postgraduate student).

The following numbers of credits must be achieved in the particular year of study:

1st year: 45 credits (30 credits within study part, 15 credits within scientific part)

2nd year: 45 credits (30 credits within study part, 15 credits within scientific part)

3rd year: 45 credits (0 credits within study part, 45 credits within scientific part)

4th year: 45 credits (0 credits within study part, 45 credits within scientific part)

Study Plan: <u>Landscape Engineering – external form of study</u>								
Year	Semester	Compulsory/ compulsory-optional	Code	Name of the Course	Mode of Completion	Credits	Profile Course	Administrator
1	1	Compulsory	PHD_Z070_N	Methodology of Dissertation	pass	15		vice-dean for science and research
1	1	Compulsory	PHD_Z079_N	Assessment of Soil Degradation Processes in Agricultural Landscape (profile)	exam	10	profile	doc. Ing. Elena Aydin, PhD.
1	1	Compulsory	PHD_Z002_N	Landscape Reclamation Measures	exam	10		doc. Ing. Lucia Tátošová, PhD.
1	2	Compulsory	PHD_Z305_N	Dissertation Project A	pass	15		vice-dean for science and research
1	2	Compulsory-optional		Course 1 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_E003_N	Scientific language	exam	10		Mgr. Eva Matušeková, PhD.
2	3	Compulsory	PHD_K001	Scientific publication	exam	10		prof. Ing. Marián Brestič, CSC.
2	3	Compulsory-optional		Course 2 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_Z001_N	Dissertation Examination	state exam	15		vice-dean for science and research
2	4	Compulsory	PHD_Z306_N	Dissertation Project B	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z307_N	Dissertation Project C	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z308_N	Dissertation Project D	pass	15		vice-dean for science and research
3	6	Compulsory	PHD_Z300_N	Defence of Dissertation	state exam	30		vice-dean for science and research
Group of compulsory-optional courses according to the dissertation topic focus (a postgraduate student is obliged to choose at least 2 C.-O. courses)								
1,2	2,3	Compulsory-optional	PHD_Z067_N	Assessment of Drought in Landscape (profile)	exam	10	profile	prof. Ing. Dušan Igaz, PhD.
1,2	2,3	Compulsory-optional	PHD_Z024_N	Hydroinformatics (profile)	exam	10	profile	prof. Ing. Peter Halaj, CSC.
1,2	2,3	Compulsory-optional	PHD_Z075_N	Climate Change and its Effects on Landscape (profile)	exam	10	profile	doc. Ing. Ján Horák, PhD.
1,2	2,3	Compulsory-optional	PHD_Z076_N	Complex Land Reform (profile)	exam	10	profile	prof. Ing. Zlatica Muchová, PhD.
1,2	2,3	Compulsory-optional	PHD_Z068_N	Assessment of Quality and Quantity of Water	exam	10	-	prof. Ing. Ľuboš Jurík, PhD.
1,2	2,3	Compulsory-optional	PHD_Z029_N	EIA Methods in Landscape Engineering	exam	10		doc. Ing. Lenka Lackóová, PhD.
1,2	2,3	Compulsory-optional	PHD_Z004_N	Monitoring the Condition of the Natural Environment with DPZ	exam	10		prof. Ing. Viliam Bárek, CSC.
1,2	2,3	Compulsory-optional	PHD_Z033_N	Protection and Creation of Natural Environment in Agriculture	exam	10		doc. Ing. Lenka Lackóová, PhD.

Study Plan: Landscape and Garden Architecture – daily form of study

This is the structure of courses that must be registered in the university information system (UIS) in the section “Individual Plan”, “Courses”, and “Course of Study” of a postgraduate student. Credits for the completed activities must be registered by teachers and the supervisor by 31.07. of the given calendar year (together with the Annual evaluation of the postgraduate student).

The following numbers of credits must be achieved in the particular year of study:

1st year: 60 credits (30 credits within study part, 30 credits within scientific part)

2nd year: 60 credits (30 credits within study part, 30 credits within scientific part)

3rd year: 60 credits (0 credits within study part, 60 credits within scientific part)

Study Plan: Landscape and Garden Architecture – daily form of study								
Year	Semester	Compulsory/ compulsory-optional	Code	Name of the Course	Mode of Completion	Credits	Profile Course	Administrator
1	1	Compulsory	PHD_Z070_N	Methodology of Dissertation	pass	15		vice-dean for science and research
1	1	Compulsory	PHD_Z060_N	Landscape Assessment, Planning and Creation (profile)	exam	10	profile	doc. Ing. Attila Tóth, PhD.
1	1	Compulsory	PHD_Z062_N	Park Development, Renovation and Creation (profile)	exam	10	profile	doc. Ing. Katarína Miklášová, PhD.
1	2	Compulsory	PHD_Z305_N	Dissertation Project A	pass	15		vice-dean for science and research
1	2	Compulsory-optional		Course 1 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_E003_N	Scientific language	exam	10		Mgr. Eva Matušeková, PhD.
2	3	Compulsory	PHD_K001	Scientific publication	exam	10		prof. Ing. Marián Brestič, CSc.
2	3	Compulsory-optional		Course 2 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_Z001_N	Dissertation Examination	state exam	15		vice-dean for science and research
2	4	Compulsory	PHD_Z306_N	Dissertation Project B	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z307_N	Dissertation Project C	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z308_N	Dissertation Project D	pass	15		vice-dean for science and research
3	6	Compulsory	PHD_Z300_N	Defence of Dissertation	state exam	30		vice-dean for science and research
Group of compulsory-optional courses according to the dissertation topic focus (a postgraduate student is obliged to choose at least 2 C.-O. courses)								
1,2	2,3	Compulsory-optional	PHD_Z057_N	Principles and Methodology of Scientific Research in Landscape and Garden Architecture (profile)	exam	10	profile	prof. Ing. Viera Paganová, PhD.
1,2	2,3	Compulsory-optional	PHD_Z081_N	Systems of Integrated Plant Protection in Landscape and Garden Architecture (profile)	exam	10	profile	doc. Ing. Ján Kollár, PhD.
1,2	2,3	Compulsory-optional	PHD_Z074_N	Water in Urban Landscape (profile)	exam	10	profile	prof. Ing. Ľuboš Jurík, PhD.
1,2	2,3	Compulsory-optional	PHD_Z018_N	Settlement Planning and Renovation (profile)	exam	10	profile	doc. Ing. arch. Roberta Štepanková, PhD.
1,2	2,3	Compulsory-optional	PHD_Z002_N	Landscape Reclamation Measures	exam	10		doc. Ing. Lucia Tátošová, PhD.
1,2	2,3	Compulsory-optional	PHD_A002_N	Plant Nomenclature and Chorology	exam	10		doc. Ing. Pavol Eliáš, PhD.
1,2	2,3	Compulsory-optional	PHD_Z061_N	CAD and GIS in Landscape Architectural Design	exam	10		doc. Ing. Ľuboš Moravčík, PhD.
1,2	2,3	Compulsory-optional	PHD_E002_N	Biostatistics II	exam	10		doc. Ing. Peter Obtulovič, CSc.
1,2	2,3	Compulsory-optional	PHD_Z075_N	Climate Change and its Effects on Landscape	exam	10		doc. Ing. Ján Horák, PhD.
1,2	2,3	Compulsory-optional	PHD_Z076_N	Complex Land Reform	exam	10		prof. Ing. Zlatica Muchová, PhD.

Study Plan: Landscape and Garden Architecture – external form of study

This is the structure of courses that must be registered in the university information system (UIS) in the section “Individual Plan”, “Courses”, and “Course of Study” of a postgraduate student. Credits for the completed activities must be registered by teachers and the supervisor by 31.07. of the given calendar year (together with the Annual evaluation of the postgraduate student).

The following numbers of credits must be achieved in the particular year of study:

1st year: 45 credits (30 credits within study part, 15 credits within scientific part)

2nd year: 45 credits (30 credits within study part, 15 credits within scientific part)

3rd year: 45 credits (0 credits within study part, 45 credits within scientific part)

4th year: 45 credits (0 credits within study part, 45 credits within scientific part)

Study Plan: <u>Landscape and Garden Architecture – external form of study</u>								
Year	Semester	Compulsory/ compulsory-optional	Code	Name of the Course	Mode of Completion	Credits	Profile Course	Administrator
1	1	Compulsory	PHD_Z070_N	Methodology of Dissertation	pass	15		vice-dean for science and research
1	1	Compulsory	PHD_Z060_N	Landscape Assessment, Planning and Creation (profile)	exam	10	profile	doc. Ing. Attila Tóth, PhD.
1	1	Compulsory	PHD_Z062_N	Park Development, Renovation and Creation (profile)	exam	10	profile	doc. Ing. Katarína Miklášová, PhD.
1	2	Compulsory-optional		Course 1 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_E003_N	Scientific language	exam	10		Mgr. Eva Matušeková, PhD.
2	3	Compulsory	PHD_K001	Scientific publication	exam	10		prof. Ing. Marián Brestič, CSc.
2	3	Compulsory-optional		Course 2 (from the group of the compulsory-optional courses)	exam	10		
2	4	Compulsory	PHD_Z305_N	Dissertation Project A	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z306_N	Dissertation Project B	pass	15		vice-dean for science and research
3	6	Compulsory	PHD_Z001_N	Dissertation Examination	state exam	15		vice-dean for science and research
3	6	Compulsory	PHD_Z307_N	Dissertation Project C	pass	15		vice-dean for science and research
4	7	Compulsory	PHD_Z308_N	Dissertation Project D	pass	15		vice-dean for science and research
4	8	Compulsory	PHD_Z300_N	Defence of Dissertation	state exam	30		vice-dean for science and research
Group of compulsory-optional courses according to the dissertation topic focus (a postgraduate student is obliged to choose at least 2 C.-O. courses)								
1,2	2,3	Compulsory-optional	PHD_Z057_N	Principles and Methodology of Scientific Research in Landscape and Garden Architecture (profile)	exam	10	profile	prof. Ing. Viera Paganová, PhD.
1,2	2,3	Compulsory-optional	PHD_Z081_N	Systems of Integrated Plant Protection in Landscape and Garden Architecture (profile)	exam	10	profile	doc. Ing. Ján Kollár, PhD.
1,2	2,3	Compulsory-optional	PHD_Z074_N	Water in Urban Landscape (profile)	exam	10	profile	prof. Ing. Ľuboš Jurík, PhD.
1,2	2,3	Compulsory-optional	PHD_Z018_N	Settlement Planning and Renovation (profile)	exam	10	profile	doc. Ing. arch. Roberta Štepanková, PhD.
1,2	2,3	Compulsory-optional	PHD_Z002_N	Landscape Reclamation Measures	exam	10		doc. Ing. Lucia Tátošová, PhD.
1,2	2,3	Compulsory-optional	PHD_A002_N	Plant Nomenclature and Chorology	exam	10		doc. Ing. Pavol Eliáš, PhD.
1,2	2,3	Compulsory-optional	PHD_Z061_N	CAD and GIS in Landscape Architectural Design	exam	10		doc. Ing. Ľuboš Moravčík, PhD.
1,2	2,3	Compulsory-optional	PHD_E002_N	Biostatistics II	exam	10		doc. Ing. Peter Obtulovič, CSc.
1,2	2,3	Compulsory-optional	PHD_Z075_N	Climate Change and its Effects on Landscape	exam	10		doc. Ing. Ján Horák, PhD.
1,2	2,3	Compulsory-optional	PHD_Z076_N	Complex Land Reform	exam	10		prof. Ing. Zlatica Muchová, PhD.

Study Plan: Horticulture – daily form of study

This is the structure of courses that must be registered in the university information system (UIS) in the section “Individual Plan”, “Courses”, and “Course of Study” of a postgraduate student. Credits for the completed activities must be registered by teachers and the supervisor by 31.07. of the given calendar year (together with the Annual evaluation of the postgraduate student).

The following numbers of credits must be achieved in the particular year of study:

1st year: 60 credits (30 credits within study part, 30 credits within scientific part)

2nd year: 60 credits (30 credits within study part, 30 credits within scientific part)

3rd year: 60 credits (0 credits within study part, 60 credits within scientific part)

Study Plan: Horticulture – daily form of study								
Year	Semester	Compulsory/ compulsory- optional	Code	Name of the Course	Mode of Completion	Credits	Profile Course	Administrator
1	1	Compulsory	PHD_Z070_N	Methodology of Dissertation	pass	15		vice-dean for science and research
1	1	Compulsory	PHD_Z056_N	Ecologization of Fruit Farming and Viticulture (profile)	exam	10	profile	doc. Ing. Oleg Paulen, PhD.
1	1	Compulsory	PHD_Z053_N	New Trends in Fruit Farming (profile)	exam	10	profile	doc. Ing. Alena Andrejiová, PhD.
1	2	Compulsory	PHD_Z305_N	Dissertation Project A	pass	15		vice-dean for science and research
1	2	Compulsory-optional		Course 1 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_E003_N	Scientific language	exam	10		Mgr. Eva Matušeková, PhD.
2	3	Compulsory	PHD_K001	Scientific publication	exam	10		prof. Ing. Marián Brestič, CSc.
2	3	Compulsory-optional		Course 2 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_Z001_N	Dissertation Examination	state exam	15		vice-dean for science and research
2	4	Compulsory	PHD_Z306_N	Dissertation Project B	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z307_N	Dissertation Project C	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z308_N	Dissertation Project D	pass	15		vice-dean for science and research
3	6	Compulsory	PHD_Z300_N	Defence of Dissertation	state exam	30		vice-dean for science and research
Group of compulsory-optional courses according to the dissertation topic focus (a postgraduate student is obliged to choose at least 2 C.-O. courses)								
1,2	2,3	Compulsory-optional	PHD_Z073_N	Risks of Contaminants and Importance of Antioxidants in Agricultural Crops (profile)	exam	10	profile	prof. RNDr. Alžbeta Hegedúsová, PhD.
1,2	2,3	Compulsory-optional	PHD_Z077_N	Alternative Systems for Growing Vegetables in Covered Spaces (profile)	exam	10	profile	doc. Ing. Miroslav Šlosár, PhD.
1,2	2,3	Compulsory-optional	PHD_Z078_N	Application of Bacteria in Horticultural Biotechnologies (profile)	exam	10	profile	prof. Ing. Miroslava Kačániová, PhD
1,2	2,3	Compulsory-optional	PHD_Z004_N	Progressive Design of Irrigation in Horticulture (profile)	exam	10	profile	prof. Ing. Viliam Bábek, CSc.
1,2	2,3	Compulsory-optional	PHD_Z066_N	Quality and Postharvest Technology of Horticultural Crops (profile)	exam	10	profile	doc. Ing. Ivana Mezeyová, PhD.
1,2	2,3	Compulsory-optional	PHD_A027_N	Control Methods of Plant Nutrition	exam	10		prof. Ing. Peter Kováčik, CSc.

Study Plan: Horticulture – external form of study

This is the structure of courses that must be registered in the university information system (UIS) in the section “Individual Plan”, “Courses”, and “Course of Study” of a postgraduate student. Credits for the completed activities must be registered by teachers and the supervisor by 31.07. of the given calendar year (together with the Annual evaluation of the postgraduate student).

The following numbers of credits must be achieved in the particular year of study:

1st year: 45 credits (30 credits within study part, 15 credits within scientific part)

2nd year: 45 credits (30 credits within study part, 15 credits within scientific part)

3rd year: 45 credits (0 credits within study part, 45 credits within scientific part)

4th year: 45 credits (0 credits within study part, 45 credits within scientific part)

Study Plan: <u>Horticulture – external form of study</u>								
Year	Semester	Compulsory/ compulsory-optional	Code	Name of the Course	Mode of Completion	Cre dits	Profile Course	Administrator
1	1	Compulsory	PHD_Z070_N	Methodology of Dissertation	pass	15		vice-dean for science and research
1	1	Compulsory	PHD_Z056_N	Ecologization of Fruit Farming and Viticulture (profile)	exam	10	profile	doc. Ing. Oleg Paulen, PhD.
1	1	Compulsory	PHD_Z053_N	New Trends in Fruit Farming (profile)	exam	10	profile	doc. Ing. Alena Andrejiová, PhD.
1	2	Compulsory-optional		Course 1 (from the group of the compulsory-optional courses)	exam	10		
2	3	Compulsory	PHD_E003_N	Scientific language	exam	10		Mgr. Eva Matušeková, PhD.
2	3	Compulsory	PHD_K001	Scientific publication	exam	10		prof. Ing. Marián Brestič, CSc.
2	3	Compulsory-optional		Course 2 (from the group of the compulsory-optional courses)	exam	10		
2	4	Compulsory	PHD_Z305_N	Dissertation Project A	pass	15		vice-dean for science and research
3	5	Compulsory	PHD_Z306_N	Dissertation Project B	pass	15		vice-dean for science and research
3	6	Compulsory	PHD_Z001_N	Dissertation Examination	state exam	15		vice-dean for science and research
3	6	Compulsory	PHD_Z307_N	Dissertation Project C	pass	15		vice-dean for science and research
4	7	Compulsory	PHD_Z308_N	Dissertation Project D	pass	15		vice-dean for science and research
4	8	Compulsory	PHD_Z300_N	Defence of Dissertation	state exam	30		vice-dean for science and research
Group of compulsory-optional courses according to the dissertation topic focus (a postgraduate student is obliged to choose at least 2 C.-O. courses)								
1,2	2,3	Compulsory-optional	PHD_Z073_N	Risks of Contaminants and Importance of Antioxidants in Agricultural Crops (profile)	exam	10	profile	prof. RNDr. Alžbeta Hegedúsová, PhD.
1,2	2,3	Compulsory-optional	PHD_Z077_N	Alternative Systems for Growing Vegetables in Covered Spaces (profile)	exam	10	profile	doc. Ing. Miroslav Šlosár, PhD.
1,2	2,3	Compulsory-optional	PHD_Z078_N	Application of Bacteria in Horticultural Biotechnologies (profile)	exam	10	profile	prof. Ing. Miroslava Kačániová, PhD
1,2	2,3	Compulsory-optional	PHD_Z004_N	Progressive Design of Irrigation in Horticulture (profile)	exam	10	profile	prof. Ing. Viliam Bárek, CSc.
1,2	2,3	Compulsory-optional	PHD_Z066_N	Quality and Postharvest Technology of Horticultural Crops (profile)	exam	10	profile	doc. Ing. Ivana Mezeyová, PhD.
1,2	2,3	Compulsory-optional	PHD_A027_N	Control Methods of Plant Nutrition	exam	10		prof. Ing. Peter Kováčik, CSc.

5.2. Principles for Setting Study Plans of Doctoral Studies

DISSERTATION PROJECT A. – D.

Course completion requirements:

The requirement for completing this course is to present the results gained by addressing and solving the scientific part of the doctoral studies or during an international research fellowship at various fora (conferences, publications, international fellowships and internships). Points are given for the activities which are also a part of the study requirements in the 3rd level of studies at FHLE at SUA in Nitra, as defined in the postgraduate student handbook. It is necessary to achieve at least 40 points to complete the course.

Learning outcomes:

Knowledge: By preparation, research and writing scientific publications, and editorial and examiner's activities, the student learns basic scientific methods and processes of publication both in home and foreign scientific and professional periodicals.

Skills: By attendance and presentations at conferences, the student adopts rules of communication and presentation of his/her results to a scientific community at national as well as international level.

Competence: After completing this course in the given extent, the student will be able to implement publication and dissemination scientific activities individually as well as to communicate with a scientific community also in English.

METHODOLOGY OF DISSERTATION

Course completion requirements:

This course embraces working on methodology of dissertation. When submitted, the methodology is discussed and defended at the basic workplace of the postgraduate student and approved by the field of study board of the relevant study programme.

Learning outcomes:

Knowledge: By studying scientific literature, the student will understand the dissertation topic better, and gain knowledge for working on the experimental parts related to the dissertation topic.

Skills: By working on the methodology, the student gains an idea on the experimental difficulty of the dissertation and he/she will be capable of organizing and planning his/her doctoral studies within the scientific part.

Competence: In cooperation with the supervisor, the student plans the methodological procedure of working on the dissertation in detail (content and time schedule).

STATE DISSERTATION EXAMINATION

Course completion requirements:

The prerequisite for attending the dissertation examination is to complete compulsory and compulsory-optional courses in accordance with the individual study plan, and achieve together at least 105 credits, from which 60 credits must be reached within the study part of the doctoral studies, and also requirements within the scientific part of study must be fulfilled (gaining 45 credits): working on Methodology of Dissertation, and passing Dissertation Project A and Dissertation Project B courses.

A student must gain at least 93 points to be evaluated with A, at least 86 points to be evaluated with B, at least 79 points to be evaluated with C, at least 72 points to be evaluated with D, and at least 64 points to be evaluated with E. Credits for completing the course are given to the student when his/her evaluation is A – E.

Learning outcomes:

Dissertation examination belongs among state exams and therefore it is one of the requirements for regular completion of the studies.

Knowledge: A student draws up a written thesis on which at least one examiner's report will be written. Presentation of the thesis will be held in the presence of the examining board comprising of at least five members. The board consists of members of study programme commission, field of study board, and of significant professionals from the related fields of study from universities and

scientific workplaces. The supervisor is also present, although he/she does not decide on the result of the dissertation examination.

Skills: By defending the written thesis for dissertation examination, the student directly assesses and defends the theoretical outcomes of his/her work.

Competence: After passing the dissertation examination, the student is prepared sufficiently in a theoretical way within the field related to the dissertation topic, and he/she is capable of applying the gained knowledge in solving the topic.

DEFENCE OF DISSERTATION

Course completion requirements:

Working on and submitting the final dissertation and fulfilling all the requirements set in the individual study plan of the postgraduate (achieving at least 150 credits in the preceding years, i.e. 60 credits for the study part and 90 credits for the scientific part of the doctoral studies). Moreover, the following minimum criteria must be fulfilled, too.

- Publishing at least 1 publication in the periodical WoS or SCOPUS v Q1-Q4, related to the dissertation topic, and affiliation with the workplace of the postgraduate/institute/faculty (the postgraduate in daily or external form of study must be the first author, or the corresponding author),
- Active participation of postgraduate students in daily as well as in external form of study in 2 scientific conferences (active participation involves presentation of a contribution),
- A postgraduate student in daily form of study is obliged to attend at least a month-long international fellowship on a university or a scientific workplace.

A postgraduate student is evaluated with A – Fx, agreed on by the board. A student must gain at least 93 points to be evaluated with A, at least 86 points to be evaluated with B, at least 79 points to be evaluated with C, at least 72 points to be evaluated with D, and at least 64 points to be evaluated with E. If student achieves less points, he/she is evaluated with Fx and thus does not fulfil the requirements of regular completion of the doctoral studies. Credits for completing the course are given to the student when his/her evaluation is A – E.

Learning outcomes:

Defence of dissertation is a state exam and therefore it is a prerequisite for regular completion of studies.

Knowledge: During the defence of dissertation, the student presents synthesised and summarised outcomes of his/her work.

Skills: By the dissertation, the student proves himself/herself capable of and prepared for individual and independent scientific and creative activities.

Competence: By the defence of dissertation, the student proves his/her abilities to apply the gained knowledge in social practice.

Table:**Points given for the activities that are a part of the Dissertation Project A. – D. course (15 credits) in a scientific part of study (15 credits = at least 60 points)****Points for activities of a postgraduate**

Activities of a Postgraduate	Points
Article in an Influential Periodical, which has the quartile of Q1-Q2 in WoS, i.e. Scopus	60
Article in an Influential Periodical, which has the quartile of Q3-Q4 in WoS, i.e. Scopus	40
Other Contributions in Periodicals or Conferences Registered in WoS, i.e. Scopus (without quartile)	20
Other Contributions in Periodicals or Conferences in a World Language/Slovak Language	10/5
Protected Contributions, relating to dissertation – patent	60
Protected Contributions, relating to dissertation – utility example	30
Active Presentation of Results at Conference or Scientific Seminar in a World Language/Slovak Language	10/5
Participation in Home Scientific and Research, Educational or Artistic Project	5
Participation in International Scientific and Research, Educational or Artistic Project	10
International Research Fellowship (1 month)	20

* Approved by the Board at SUA in Nitra, 2. 5. 2022

6. Dissertation Examination at FHLE

1. Dissertation examination is a state exam and comes under conditions of the Law, § 63.
2. Dissertation examination is demanded to be taken by:
 - a. 18 months after the beginning of the studies in the case of postgraduates in daily form. If a postgraduate suspends his/her studies, the date of the dissertation examination is extended by the suspended period of the postgraduate preparation.
 - b. 36 month after the beginning of the studies in the case of postgraduates in external form.

Taking dissertation examination both in daily and external form after the set date is possible only in the well-founded cases based on a written application of the postgraduate with a statement of the supervisor, chairman of the field of study board and by the approval of the dean.

3. Dissertation examination is organized by the chairman of the study programme commission for the accredited study programme, who submits a proposal to the dean for conducting the dissertation examination. The proposal includes a statement about how the postgraduate fulfils the individual study plan, proposal for an examiner, proposals for the members of the examination commission, and the date of conducting the dissertation examination.
4. The postgraduate is allowed to attend the dissertation examination on the condition that he/she has submitted a written application on the prescribed form as well as the written thesis for the dissertation examination (**max. 2 author's sheets + concepts and ideas of the written thesis in length of 1 A4 paper – 7 copies**). The thesis consists of these parts: overview of the current state of the addressed issue, aim of the thesis, material and methodology, results reached so far and discussion, and bibliography.
5. At least one examiner's report on the written thesis for the dissertation examination is requested. The examiner is appointed by the dean (**an external examiner, outside the FHLE**).
6. Only the university teachers at the posts of professors and docents are entitled to examine within the state dissertation examination (according to the Law, § 63 art. 3), together with other professionals approved by the Scientific Board of FHLE. The dissertation examination is conducted in the presence of at least five-member commission (**1 member outside the SUA**) constituted by the members of the field of study board or significant professionals from the related fields of study of universities and research workplaces. The supervisor is also present, although he/she does not decide the result of the dissertation examination. Moreover, the examiner of the written thesis is a member of the commission, too.
7. Dissertation examination consists of two parts:
 - a. defence of written thesis for the dissertation examination and scientific discussion about the process of addressing and solving the given issue,
 - b. scientific discussion concerning theoretical and scientific courses registered in the study plan of the postgraduate.
8. Shown knowledge is evaluated by the commission by open ballot and by granting the postgraduate the total grade for the "Dissertation Examination".
9. The following grading scale is used for evaluation.

Grade	
excellent	1
very good	1.5
good	2
satisfactory	2.5
sufficient	3
fail	4

The total grade of the “Dissertation Examination” is calculated as an arithmetic mean of the grades given by all members of the commission (the supervisor does not evaluate). The grade of the examiner is figured in the arithmetic mean of the total result of the state exam. In the case the examiner is a member of the commission, his/her evaluation is figured in only once. The examiner could modify his/her evaluation based on the defence of the written thesis.

Arithmetic mean of the grades given by all members of the commission, including the grade given by the examiner	Total grade of the State Exam
1.00 = mean ≤ 1.25	excellent (1)
1.26 < mean ≤ 1.75	very good (1.5)
1.76 < mean ≤ 2.25	good (2)
2.26 < mean ≤ 2.75	satisfactory (2.5)
2.76 < mean ≤ 3.00	sufficient (3)
fail (4)	fail (4)

10. In the end, the chairman of the commission evaluates the proved activities and shown knowledge of the postgraduate, and awards the certificate of dissertation examination to the postgraduate.
11. In the case the postgraduate does not pass the dissertation examination, he/she may repeat the dissertation examination after two month after the first date, and the dissertation examination may be repeated twice at the most. After being repeatedly evaluated with the grade “fail” from the dissertation examination, the student is expelled from further studies by the dean.
12. If a postgraduate cannot attend the dissertation examination on the given date, he/she is obliged to excuse himself/herself to the chairman of the field of study board, who sets an alternative date. If a postgraduate does not attend the dissertation examination without providing a serious reason, the result of the dissertation examination is the same, as if the student fails the dissertation examination. The same consequences occur also when a postgraduate withdraws from the dissertation examination.
13. Validity of the dissertation examination is given by the standard length of studies extended by two years at the most.

7. Defence of Dissertation at FHLE

7.1. Minimum Requirements for Attending the Defence of Dissertation

A postgraduate can submit an application for permission to defend dissertation to the dean, if he/she fulfils the following:

- Conducting and submitting the final dissertation, and fulfilling the duties stated in the individual study plan of the postgraduate (achieving at least 150 credits in the previous years, i.e. 60 credits for the study part and 90 credits for the scientific part of the doctoral studies).
- Fulfilling further minimum criteria:
 - Publishing at least 1 publication in the periodical WoS or SCOPUS in Q1-Q4, related to the dissertation topic and affiliation with the workplace of the postgraduate/institute/faculty (the postgraduate in daily or external form of study must be the first author, or the corresponding author),
 - Active participation of postgraduates in daily as well as in external form of study in 2 scientific conferences (active participation involves presentation of a contribution),
 - A postgraduate in daily form of study is obliged to attend at least a month-long international fellowship at university or scientific workplace.

7.2. Application for Permission to Defend Dissertation at FHLE

The application must be submitted **no later than 2 months** before the planned date of the defence of the dissertation, so the defence of the dissertation could be implemented by the end of the final year of the postgraduate's studies the latest, in compliance with the schedule of the academic year according to the regulations in force.

By the 30th of April of the calendar year, the postgraduate is obliged to submit the following documents with the application:

- Hardback **dissertation** in four copies (the dissertation must be uploaded into UIS, too) written according to the template published on the website of SUA under The Evidence of the Final Theses /EFT/.
- **Licence Agreement**
- **Originality Report**
- **Signed CV**
- **Supervisor's Report** (*the supervisor registers the report into UIS*), which contains mainly the evaluation of the postgraduate's contribution to gaining new knowledge in science, possibilities for their use, working characteristics of the postgraduate, and statement about the originality report.
- **Report from the basic workplace** that the scientific part of the dissertation was performed at with **the record of the department defence**, which must be implemented by **the 20th of April** at the latest.
- **List of publications** enclosed with the statement derived from the evidence of publications from the Slovak Agricultural Library. **Copy of the contribution (a separate printout) is a compulsory document.**
- **Reactions to the publications** of the postgraduate enclosed with the statement derived from the evidence of reactions from the Slovak Agriculture Library.

- Giving reasons for the differences between the original and the submitted dissertation, if a postgraduate submits new dissertation in the same field of study of the doctoral studies after the previous unsuccessful defence of the dissertation.
- There must be names **of three examiners** stated in the application (name, surname, workplace address, e-mail, phone number), while only one of them could be from the SUA. At least one of them must hold the post of professor, other examiners must hold the posts of docents or be research workers with the awarded qualification level I., or be significant professionals with the academic degree of PhD.
- **Self-Study Report 20x – by the 31st of May of the calendar year**

8. Student Code of Conduct at Slovak University of Agriculture in Nitra

(updated, effective from 01. 09. 2021)

Chosen Chapters concerning Doctoral Studies.

Unabridged version of the Student Code of Conduct at Slovak University of Agriculture in Nitra is published on the website www.uniag.sk.

Section 1

Basic Characteristics

Article 1

Introductory Provision

1. The Student Code of Conduct (further referred to as “Code”) at Slovak University of Agriculture in Nitra (further referred to as “SUA”) is issued by the Law No. 131/2002, § 15 par. 1 lett. c) on Higher Education and on Changes and Supplements to Some Laws (further referred to as “Law”) and by the Statute of SUA in Nitra as an internal regulation of SUA, and it provides for the regulations of the studies in bachelor, engineer and doctoral study programmes at SUA.
2. The Code of SUA is binding on all students, university teachers and other workers at SUA, who provide and secure university studies.

Section 3

Doctoral Degree of Studies

Article 27

Doctoral Study Programme

1. Doctoral SP as the SP of the third level is focused on gaining knowledge based on the current state of the scientific and artistic knowledge, and mainly on the personal contribution of a postgraduate to it, which is achieved as a result of scientific research and individual creative activities in the sphere of science or technology, or individual theoretical and creative activities in the sphere of art. Graduates of the Doctoral SP (further referred to as “Doctoral Studies”) achieve university education of the third level.
2. Doctoral studies consist of study part and scientific part. The individual study plan is drawn up by the supervisor and submitted for approval to the field of study board (the Law, § 54 par. 17).
3. Study part of the doctoral studies is comprised mainly of lectures, seminars and individual study of the specialized literature necessary with respect to the dissertation topic.
4. Scientific part of the doctoral studies is comprised of individual or team scientific work of a student in the doctoral studies (further referred to as “postgraduate”), which is related to the dissertation topic. The scientific part of the doctoral studies is professionally ensured by the supervisor.

5. Ability of a postgraduate to study individually and perform individual scientific activities is proved by passing the dissertation examination, conducting and defending the dissertation, by publications and other forms of presentation of the individual scientific, research and development activities.

Article 28

Forms of Study, Change of Study Programme

1. Studies within the doctoral SP are implemented both in daily and external form.
2. Change of the form of study is considered to be the change of SP, which could be requested by a postgraduate according to the Law, § 70 par. 1 lett. I).
3. Dean may permit a postgraduate to enrol in the studies of SP of the third level:
 - a) in the same field of study at home faculty or at different university, or in the same SP in a different form of studies at home faculty,
 - b) in a similar field at a certified university established according to the legal regulations of a different state.
4. The enrolment when changing the SP could be permitted on condition that the following documents are submitted:
 - a) written application of a postgraduate:
 - aa) from different university or faculty of SUA, or from certified university established outside the SR, submitted by the 15th of August of the given calendar year,
 - ab) from home faculty, and enrolled in the studies in the same field of study, submitted by the 15th of January of the given academic year or by the 15th of August of the given academic year,
 - ac) when changing the form of study at home faculty, the deadlines for submitting the application are not stated;
 - b) certifying document issued by the university, which the postgraduate is enrolled in at the time of submitting the application, the document includes:
 - ba) name of the SP,
 - bb) name of the field of study,
 - bc) statement about the completed exams, certificate of dissertation examination if it was conducted (course, date of examination, evaluation, credits)
 - bd) list of publications and other evaluated activities,
 - c) other documents specified by the Student Code of Conduct of the faculty.
5. Dean decides the postgraduate's application for enrolling in the studies by 30 days after all necessary documents are delivered, as stated in the par. 4 lett. a), b), c) of this article.
6. In the case of the enrolment of the postgraduate in the same SP in different form of study at home faculty, the student submits documents stated in the par. 4 lett. a), c) of this article.
7. On the day of enrolment, the postgraduate becomes a student of the university. His/her previous doctoral studies are considered quitted on the day preceding the day of the enrolment. Dean informs the university, which the student quitted the studies at, in the period of three working days starting on the day of the enrolment, about the name of

the postgraduate, name of the SP, which the university allows the postgraduate to enrol in, and the date of enrolment.

8. In the case the enrolment is permitted at home faculty, the day preceding the day of the enrolment in the same SP in a different form of study is considered to be the day of quitting the studies.

Article 29 **Length of Doctoral Studies**

1. Standard length of studies for the doctoral SP:
 - a) is three or four academic years in daily form of study; number of credits that are requested for the regular completion of studies in the doctoral SP in daily form of study with a standard length of studies is:
 - aa) 180 credits for three academic years,
 - ab) 240 credits for four academic years,
 - b) is four or five academic years in external form of study; number of credits that are requested for the regular completion of studies in the doctoral SP with a standard length of studies is:
 - ba) 180 credits for four academic years,
 - bb) 240 credits for five academic years.
2. The studies in the doctoral SP are implemented according to the individual study plan and are in charge of the supervisor. Passing the dissertation examination, which is a type of a state exam, as well as passing the defence of dissertation are two conditions for the regular completion of doctoral studies. Dissertation belongs among final theses (the Law, § 51 par. 3).
3. The studies in the SP cannot exceed the standard length of studies (§ 51 par. 4 lett. h) by more than two years. A student may complete his/her studies in the SP and in compliance with the individual study plan earlier, if the required number of credits by the given SP is achieved.
4. Rector may exceptionally extend the studies over the length stated in par. 3 of this article by 1 year based on a reasonable request of a student, who could not complete his/her studies in the stated regular length because of an emergency.

Article 30 **Supervisor**

1. Teachers of SUA and other professionals (with a scientific qualification level of IIa at least) could hold the post of a supervisor for the given SP after being approved by the Scientific Board of SUA in the case of the study programmes of SUA, and after being approved by the Scientific Board of the Faculty in the case of implementing the SP at the faculty.
2. For dissertation topics announced by an external educational institution, only professionals approved by such institution could hold the post of a supervisor. The external educational institution will provide the Scientific Board of the Faculty or the Scientific Board of SUA with scientific and educational characteristics of such supervisors.

3. Teachers of the university, who have reached the academic title of professor or docent, may hold the post of a supervisor within the SP, which the doctoral studies are implemented in, together with other professionals (with a scientific qualification level of IIa at least) and significant professionals from the workplaces at SAS and other research institutes approved by the Scientific Board of the Faculty or Scientific Board of SUA. Persons supervising dissertations actively perform creative or practical activities at the level corresponding to the level of SP within the professional focus and topic of the supervised dissertations.
4. Other professional workers from external educational institutions may be approved to hold the post of a supervisor only after achieving the academic title of professor, docent or after reaching the scientific qualification level of IIa or I.
5. The supervisor is obliged to regularly consult with the postgraduate on all issues connected with the postgraduate's individual study plan. The supervisor also draws up annual evaluation of the postgraduate's activities at the end of every academic year in UIS with an unequivocal statement for further continuation or termination of the studies of the postgraduate.
6. In the case a postgraduate focuses on special issues in his/her research, it is possible to appoint a supervisor specialist for the doctoral studies. This post can be hold also by significant workers from research institutes as well as from practice who were not approved as supervisors and were proposed by the supervisor. Nomination is provided by the dean of the particular faculty by a decree, based on the supervisor's proposal.
7. The supervisor specialist partakes in fulfilling the duties connected with the professional preparation of the postgraduate at the level of consultations and provision of laboratory equipment for implementing experiments within the given sphere, which is instrumental in finding interdisciplinary solutions to the stated issue.
8. In the case the doctoral studies are implemented within the SP at several faculties or at external educational institution, the postgraduate is enrolled in the faculty which his/her supervisor is in full-time employment.
9. A supervisor may announce his/her dissertation topics for the doctoral studies only in the case there are sufficient conditions created at the workplace for scientific, research, development and experimental activities and for fulfilling other activities related to the doctoral studies.

Article 31

Dissertation Topics

1. Before the admissions take place, SUA or the faculty, if the SP is implemented at the faculty, announces dissertation topics the applicants may apply for within the admissions. The topics are announced with the particular supervisors.
2. Supervisors from SUA and approved supervisors from external educational institutions, which have the accreditation in cooperation with the faculty of SUA, submit written proposals for dissertation topics on the prescribed forms.
3. The proposal for dissertation topic consists of these parts – a brief and apt title (both in Slovak and English language version), name and surname of the supervisor, and if necessary, also the name and surname of the supervisor specialist, workplace, name of the SP, form of study, ideas and concepts for addressing the issue, reasons why it is

necessary to address this issue from the scientific and social point of view, relation to the scientific and research project which is being solved, and demands on the applicants.

4. Dissertation topics for the particular SP are approved by the Programme Commission for the SP. Topics are then approved also in UIS by a person responsible for the SP. The approved topics are then released in UIS, official notice board, and website of the faculty or SUA. This must be implemented no later than two months before the last day for submitting the applications.
5. SUA or the faculty, if the SP is implemented at the faculty, incorporates also the topics with their supervisors announced by an external educational institution into the announced dissertation topics; the topics are announced together with the name of the particular external educational institution. Moreover, the external educational institution may announce the topics individually, too.
6. Applicant for the doctoral studies applies for one of the announced topics.
7. If an applicant apply for the topic announced by an external educational institution, which has gained the right to partake in implementing the SP, as a postgraduate student he/she implements his/her scientific part of the doctoral studies as well as certain duties of the study part of doctoral studies, the university agrees on, at this external educational institution. SUA in this case makes an individual agreement with the external educational institution on the doctoral studies of the given postgraduate. This agreement concerns study and legal, and financial matters connected with the postgraduate's activities at the external educational institution.

Article 32

Acceptance for Studies

1. Acceptance for studies in doctoral SP is implemented by admissions which are held on publicly announced dates usually once, or twice an academic year at the most. Information for the applicants is published both in Slovak and English language. General condition for being accepted for doctoral studies is university education of the second level.
2. Date of the admissions and entrance exams as well as their course is decided and determined by the dean. During the admissions, the commission takes the applying student's knowledge of one world language into account, while concerning foreigner applying students, communication skills in Slovak and a world language are observed (this does not apply for the SP implemented in English language). Moreover, knowledge of the issues comprising the theoretical basis of the chosen study programme and a presentation of the ideas and concepts addressing the dissertation topic are taken into consideration. Scientific activities of students from the 1st and 2nd level of studies are taken into account, too.
3. The applicants have to enclose these documents with their application form:
 - a) curriculum vitae,
 - b) certificate of regular completion of the studies of the second level of university education,
 - c) information about previous or current employment; applicant for studies in external form of study who carries out his/her job in public interest according to a special regulation or is a state employee or a civil servant according to special regulations is obliged to enclose also the certificate of employment issued by his/her employer that

the regular, state or civil service employment is going on in the time of applying for the studies,

- d) list of published scientific works,
- e) ideas and concepts for the chosen dissertation topic,
- f) other documents stated in the application form by the demands of the particular faculty,
- g) in the case the applicant has completed his/her studies of the previous education level abroad, he/she is obliged to submit the officially certified statement about validating the documents of the achieved education issued by a certified university in SR or The Ministry of Education, Science, Research and Sport of the Slovak Republic by the Law No. 422/2015 Coll. on recognition of documents on education and on recognition of professional qualifications and on changing and amending certain laws.

Consent of the affected person is the integral part of the application. University is allowed to process personal data, in compliance with special regulation, that are stated in materials and application only after previous consent of the affected person.

4. The dean decides whether the applying student is accepted for doctoral studies or not based on the results from the entrance exams, which are implemented in the presence of the admissions commission. Every applicant is obliged to attend the admissions. Date of enrolment in doctoral studies is determined by the dean.
5. If an applicant chooses a dissertation topic announced by an external educational institution for his/her doctoral studies, the external educational institution has also the responsibility to decide whether the applicant will be accepted or not. The admissions (the Law, § 57 par. 3) take place in the presence of the commission, which consists of members of the university as well as members appointed by the statutory body of the external educational institution. Members of the university are appointed by the dean for the SP implemented at the faculty, while for the SP not implemented at the faculty, the members are appointed by the rector. The admissions could take place also at the external educational institution in the presence of the university representatives after an agreement made between the university or faculty and the external educational institution.
6. The final decision and results of the admissions are drawn up in a written form within 30 days after it is verified that the requirements and conditions of the admissions were all met.
7. The applying student who receives a rejecting letter could submit an application for inspecting the decision of the body which issued it, and this has to take place within 8 days after the letter was delivered.

Article 33

Organization of Doctoral Studies

1. The content of the studies in the doctoral SP is set by the supervisor in a form of an individual study plan. This is drawn up by the postgraduate and the supervisor in UIS in a month-period after enrolling in the studies. The plan is specifically focused on the dissertation topic and is approved by the common field of study board or study programme commission.

2. Doctoral SP consists of study part and scientific part, which are both further described and specified in the individual study plan of the postgraduate and contains quantification of duties. The main condition for proceeding to further part of studies is to achieve the prescribed number of credits in accordance with the accredited document for the particular academic year.
3. Credit system is used in all forms of doctoral studies. A credit is a unit of the workload on the postgraduate. For regular completion of studies in the doctoral SP in daily form with the length of studies being three years, and for regular completion of studies in the doctoral SP in external form with the length of studies being four years, it is necessary to achieve at least 180 credits, while at least 60 credits from the study part and at least 120 credits from the scientific part. For regular completion of studies in the doctoral SP in daily form with the length of studies being four years, and for regular completion of studies in the doctoral SP in external form with the length of studies being five years, it is necessary to achieve at least 240 credits, while at least 80 credits from the study part and at least 160 credits from the scientific part.
4. Studies implemented at other universities, scientific workplaces and other institutions in SR and abroad are also embodied in the doctoral SP.
5. Credits achieved in the previous studies at the faculty of SUA, other university in SR or at university established outside SR and in compliance with the given SP could be validated if a postgraduate submits a written application and the dean of the faculty approves it after gaining a statement from the person responsible for the SP in the given semester. Validity period of credits is 6 year after passing the validated courses.
6. The study part accounts for 1/3 of the SP extent. It focuses on gaining profound theoretical knowledge of the given issue. Both compulsory and optional courses are prescribed to the postgraduate based on the demands of the graduate profile within the certain SP, and they are chosen in accordance with the dissertation topic and after an agreement with the supervisor.
7. Demands for passing the course embrace mainly lectures, seminars, consultations and individual work of a postgraduate. Result of the exam is evaluated with a grade which expresses the extent to which the postgraduate has adopted the knowledge and skills of the certain course. Evaluation is implemented according to the ECTS grading scale.

Grading Scale for the Level of Knowledge

Study results (extent to which the issues have been mastered, expressed verbally and in percentage)		Evaluation level – Grade
excellent	93 – 100 %	A – excellent = 1
above-average	86 – 92 %	B – very good = 1.5
average	79 – 85 %	C – good = 2
acceptable	72 – 78 %	D – satisfactory = 2.5
fulfilling only the minimum criteria	64 – 71 %	E – sufficient = 3
not fulfilling even the minimum criteria	≤63%	FX – fail = 4

8. The scientific part accounts for 2/3 of the SP extent. It is implemented systematically by individual and/or team research activities focusing on the dissertation topic. Active participation of the student in professional and scientific events, and his/her publication as well as creative activities are integral parts of the studies. The supervisor is in charge of the scientific part.
9. Methodology of dissertation is incorporated in the study plan. When submitted, the methodology is discussed and examined by an examiner at the workplace meeting. The methodology, which is drawn up by the postgraduate in cooperation with his/her supervisor in three-month period after enrolling in the studies, contains the current state of the addressed issue, basic scientific, social and implementing aims, material and methodology, as well as the time schedule of the experimental work.
10. Performing educational activities or other professional activities related to the educational work in the extent of four hours a week at the most in average per an academic year the education is implemented in is embodied in the doctoral studies, too.
11. Extent to which the postgraduate fulfils his/her individual study plan is evaluated within each academic year on the prescribed form by UIS. The annual evaluation of the postgraduate is in charge of his/her supervisor and observed and evaluated also by the field of study board and the dean of the faculty.
12. On account of securing safety at workplace, it is necessary to keep a record of the presence (absence) of postgraduates in daily form at the workplace (with the time).
13. A postgraduate in daily form of studies is entitled to demand paid leave in the given academic year in the same number of days as teachers at the university have. Unused paid leave of postgraduates cannot be carried over the next academic year. Decree of the rector on taking paid leave applies to postgraduates in the same way as to employees.
14. Dean's or rector's day off regards postgraduates only when it is announced.

Article 34 Dissertation Examination

1. Dissertation examination is a state exam and comes under conditions of the Law, § 63.
2. A postgraduate is obliged to take the dissertation examination by:
 - a) 18 or 24 months, depending on the standard length of SP in daily form of study. In the case the postgraduate suspends the studies, the date of taking the dissertation examination is extended by the suspended period of the doctoral studies,
 - b) 24 or 36 months, depending on the standard length of SP in external form of study, after enrolling in the doctoral studies.

Taking the dissertation examination in daily and external form after this date is possible only in the justified cases and based on a written application of the postgraduate with his/her supervisor's statement, as well as with the statement of the common field of study board or study programme commission and by the approval of the dean.
3. Dissertation examination is organized by the chairman of the field of study board for the accredited study programme, who submits a proposal for conducting the dissertation examination to the dean. The proposal includes statement about how the postgraduate fulfils the individual study plan, proposal for an examiner, proposals for at least five members of the examination commission, and the date of the dissertation examination.

4. The postgraduate is allowed to attend the dissertation examination on the condition that he/she has submitted a written application on the prescribed form as well as the ideas and concepts concerning the written thesis to the members of the examination commission and the written thesis for the dissertation examination. The thesis consists of these parts:
 - a) overview of the current state of the addressed issue,
 - b) aim of the thesis,
 - c) methodology of the dissertation and research,
 - d) results reached so far and discussion,
 - e) bibliography.
5. At least one examiner's report on the written thesis for the dissertation examination is requested. The examiner is appointed by the dean.
6. Only the university teachers at the posts of professors and docents are entitled to examine within the state dissertation examination (according to the Law, § 75 par. 1), together with other professionals approved by the particular Scientific Board [the Law, § 12 par. 1 lett. d)]. The dissertation examination is conducted in the presence of at least five-member commission, constituted by the members of the field of study board or significant professionals from the related fields of study of universities and research workplaces. The supervisor is also present, although he/she does not decide the result of the dissertation examination.
7. If a postgraduate applied for the dissertation topic announced by the external educational institution (the Law, § 54 par. 12), the dissertation examination takes place in the presence of commission, in which there is an equal number of members from the university appointed by the Law, § 63 par. 4 and members appointed by the external educational institution. The commission has to have at least five members. The dissertation examination consists of defence of the written thesis for the dissertation examination and a scientific discussion about the addressed issue.
8. The examination commission evaluates the result of the dissertation examination at the private meeting by open ballot and decides the total result of the dissertation examination by the majority of the votes of the present members. When the numbers are equal, vote of the chairman decides. Evaluation is performed according to the ECTS grading scale: A (1), B (1.5), C (2), D (2.5), E (3), FX (4).
9. In the end, the chairman of the commission evaluates the proved activities and shown knowledge of the postgraduate, and hands the certificate of the dissertation examination to the postgraduate.
10. In the case the postgraduate does not pass the dissertation examination and was evaluated as insufficient, „fail“ (4) – grade FX, he/she may repeat the dissertation examination after two months at the earliest. After being repeatedly evaluated with the grade “fail” (4) – grade FX from the dissertation examination, the student is expelled from further studies by the dean.
11. If a postgraduate cannot attend the given date of the dissertation examination, he/she is obliged to excuse himself/herself to the chairman of the field of study board in advance, who sets an alternative date. If a postgraduate does not attend the dissertation examination without providing a serious reason, the result of the dissertation examination is the same as if the student fails the dissertation examination. The same

consequences occur also when a postgraduate withdraws from the dissertation examination.

- ~~12.~~ Validity of the dissertation examination is stated by the article 29, par. 3 or 4 of this Student Code of Conduct.
13. In the time of crisis, a postgraduate may take the dissertation examination also without being physically present, i.e. by a videoconference or other means of information and communications technology.
14. The medium of a videoconference could be used also in other cases, mainly for the members of the commission or examiners from abroad.
15. Public part of the dissertation examination is considered public also if SUA secures its public live stream.
16. In the time of crisis, the public part of the dissertation examination is considered public also if SUA secures its audio recording, which remains accessible to the public for hearing in the premises of SUA for three months after the crisis.

Article 35

Field of Study Boards, Common Field of Study Boards, Study Programme Commissions

1. Activities of the field of study boards are conducted by the regulation of the rector - Setting up boards, appointing members and activities of the field of study boards for the doctoral studies at SUA in Nitra.
2. Activities of the study programme commissions are conducted by the Methodical instructions for proposal, approving, adjustment and cancellation of the SP.

Article 36

Self-Study Report for the Dissertation

1. The postgraduate encloses with the dissertation also the self-study report for the defence of the dissertation. The self-study report is a brief summary of the fundamental results of the dissertation, which also defines its contribution and information about its acclaim.
2. The self-study report is drawn up and printed in a format of A5 in 20 copies. The report has 24 pages maximum, while its structure is given by the structure of the final thesis and its form by the Regulation of final and habilitation theses.
3. The self-study report is submitted in Slovak language with a summary in English language. When approved by the dean, the self-study report could be drawn up in other world language, too, with the summary in Slovak language. If a postgraduate studies in the SP implemented exclusively in English language, the summary in Slovak language is not requested.
4. The self-study report includes also the list of all publications of the postgraduate which are related to the addressed issue, as well as the acclaim on such works with precise bibliographic data.

Article 37

Defence of Dissertation

1. Dissertation is submitted in four identical copies in Slovak language, or in one of the world languages after gaining a written approval of the dean. In this case, at least 10% of

the work must be written in Slovak language as a summary. After the defence, one copy of the dissertation is handed in to the Slovak Agricultural Library.

2. When conducting the dissertation, the basic structure of the original scientific work must be respected according to the valid regulation of final and habilitation theses, which is published on the website of SUA and in UIS.
3. By the Law, § 63 par. 7 – 9, the postgraduate both in daily and external form is obliged to input his/her dissertation into the Central Register of Final, Dissertation and Habilitation Theses (CRZP) in order to control the originality of the work, record it as well as store and make available.
4. Regulation of final and habilitation theses is valid for further procedures of evaluation of the dissertation, too.
5. Defence of the dissertation is organized by the workplace after meeting these conditions by the postgraduate:
 - a) successfully completing the dissertation examination,
 - b) 1 scientific publication of A⁺ or A qualitative level with regard to the field of study,
 - c) submitting the application on the prescribed form in UIS for attending the defence of dissertation, confirmed by the supervisor, chairman of the field of study board and the dean,
 - d) submitting the report from the defence of the written thesis at the workplace.
6. In the time of crisis, the defence of the dissertation could be conducted also by a videoconference or other means of information and communications technology without being physically present.
7. In the time of crisis, the public part of the defence of the dissertation is considered public also if SUA secures its audio recording, which remains accessible to the public for hearing in the premises of SUA for three months after the crisis.
8. By the Law, § 63 par. 4 and 6, and the art. 35 of this Student Code of Conduct, the dean appoints three examiners and the defence of dissertation commission on the proposal of the common field of study board or study programme commission and after meeting all the requirements. The members are appointed from the study programme commission and the field of study board and there have to be at least five members and the chairman appointed. Examiners are members of the commission, too, and they have the right of vote. The supervisor is present at the defence, but he/she is not a member of the commission nor has the right of vote.
9. The defence of dissertation is organized by the workplace after meeting these conditions:
 - a) submitting reports of all three examiners; if the reports are negative, the particular examiner is obliged to be present at the defence of dissertation,
 - b) appointing members of the defence of dissertation commission; at least one of the members has to be employed at different university, preferred is the one from abroad,
 - c) two thirds of the commission members have to be present at the defence as well as two examiners at least.
10. The defence of dissertation is in charge of the chairman of the commission. Its course is: opening, introducing the candidate, brief presentation of aims and achieved results of the work by the postgraduate, evaluation of the extent to which the postgraduate fulfilled the individual study plan – the evaluation is drawn up by the supervisor in a form

of a report, presentation of examiners' reports, statement of the postgraduate about the remarks and objections of the examiners, discussion, private meeting of the commission, conclusion – announcing the results. The defence of dissertation is open to the public.

11. Members of the commission appointed by the chairman keep a written record of the defence and ballot of the members of the commission on the result of the defence. Result of the defence of dissertation is evaluated by a grade. The final grade is set based on calculating the arithmetic mean of the proposed grades by the examiners and the members of the commission.

Grading Scale

Arithmetic mean of the defence of dissertation	Total grade of the state exam
1.00 = mean \leq 1.25	excellent A (1)
1.26 < mean \leq 1.75	very good B (1.5)
1.76 < mean \leq 2.25	good C (2)
2.26 < mean \leq 2.75	satisfactory D (2.5)
2.76 < mean \leq 3.00	sufficient E (3)
3.01 < mean \leq 4.00	fail FX (4)

12. When evaluating the postgraduate with the grade FX (4) for the defence of dissertation, the commission determines the extent to which the student has to rework the dissertation. The extent is also recorded into the record of the state exam. Defence of the reworked dissertation could be implemented in accordance with the art. 29, par. 3 or 4 of this Student Code of Conduct.
13. The result of the defence is valid based on secret ballot and decision of the majority of the present members of the commission.
14. SUA may make an agreement on common defence of dissertation procedures within the accredited doctoral SP with a foreign university, if the legal regulations of the state, which the university operates in, enable such thing.
15. Defence of dissertation of the postgraduate from a university in the area of SR which has the agreement made on common defence of dissertation procedures with a university outside the SR could be implemented at the foreign university in the presence of the defence of dissertation commission, too. However, there must be an equal number of home appointed members in the commission and the Slovak ones, as stated by the Law, § 54 par. 20.
16. Defence of dissertation of a postgraduate of a foreign university in the Slovak Republic is implemented in the same way.
17. Doctoral studies are completed by passing the defence of dissertation.

Article 38

Suspending Doctoral Studies

Studies in the doctoral SP could be suspended three times at the most, mainly for serious personal reasons or reasons worth considering, for a total length of two years and without receiving a scholarship. Maternity leave, parental leave, and health reasons of the postgraduate are the exceptions. The student must suspend her studies on the day she starts her maternity leave. The dean decides the application for suspending the studies with the statement of the supervisor.

Article 39
Health and Social Insurance

1. The state pays for the health insurance of the student in the doctoral SP in daily form of study, if the total length of his/her doctoral studies did not exceed the standard length for the doctoral SP in daily form, and the student has not already achieved university education of the third level or turned thirty.
2. For the purpose of social insurance, the postgraduate in daily form of study is considered to be a person voluntarily insured against sickness.

Article 40
Scholarships of Postgraduates

1. The student of the doctoral studies in SP in daily form of study with permanent residence in a member state of the EU apart from the Slovak Republic or the states which are the contracting parties of The Agreement on The European Economic Area and The Swiss Confederation (further referred to as "member states") is entitled to receive a scholarship during the standard length of studies in the SP which he/she was accepted for, provided by the art. 6 par. 3 of the Scholarship Code of Conduct of SUA in Nitra. This is in force only if the student has not achieved the university education of the third level yet.

Article 41
Granting Academic Certificate

1. Documents which substantiate the completion of the studies in the SP and the field of study are:
 - a) diploma – signed by the rector of the university and the dean of the faculty,
 - b) certificate of the state exam – signed by the dean and the chairman of the defence of the dissertation commission,
 - c) supplement to diploma – signed by the rector of SUA and the dean of the faculty.
2. Graduates of the doctoral studies are granted with the academic certificate and degree of "doctor" („philosophiae doctor“, abbreviated as „PhD.“) by the Law, § 54 par. 15.
3. Diplomas are usually granted to the graduates of the doctoral studies at a graduation ceremony by 45 days after the regular completion of the studies except for the cases when the graduate agrees on being granted with these documents later.
4. The academic certificate granting the academic degree based on a successful result of the defence of the dissertation in the presence of the commission issued by the university established outside SR is validated in the Slovak Republic in compliance with the valid regulations.

Article 42
Financial Security of Experimental Activities in the Doctoral Studies

1. Expenses related to the implementation of experimental activities in the doctoral studies at the faculties of SUA could be covered by the following sources:
 - a) assigned grant means for addressing the scientific projects within home grant means and other additional financial sources,
 - b) assigned grant means for addressing the scientific projects by foreign agencies,

- c) acquired financial means for addressing the scientific projects within cooperation or economic activity,
- d) financial means acquired for addressing the given issues based on the contract with the ordering party.

Article 43
Foreign Postgraduates

1. Doctoral studies at SUA could be attended also by foreign students who are obliged to observe this Student Code of Conduct to its full extent.
2. Doctoral studies could be completed within an intergovernmental agreement on providing scholarships, according to the agreement among states.

Article 44
Termination of the Doctoral Studies

1. The studies terminate in a regular way by completing the study according to the particular SP. The studies terminate on the day when the last of the requirements prescribed for the regular completion of studies within the given SP is fulfilled, i.e. by the defence of the dissertation. On the next day, the postgraduate is removed from the records of the doctoral studies.
2. Different form of termination of the studies in the course of the study period must be approved by the dean based on a personal application of the postgraduate and a statement of the supervisor.
3. Apart from the regular completion, doctoral studies could be terminated also by:
 - a) quitting the studies,
 - b) not completing the studies in the period stated by the Law, § 65 par. 2,
 - c) being expelled from the studies for not fulfilling the requirements derived from the SP and the Student Code of Conduct of the university,
 - d) being expelled from the studies according to the Law, § 72 par. 2 lett. c),
 - e) if the decree of invalidity of the state exam or its part comes into force according to the Law, § 108 f, par. 1 concerning the lower level of education, and when such education is a prerequisite for being accepted for the studies within the SP of the higher level of education,
 - f) surrendering the academic degree granted after completing the SP of the lower level, if such education is a prerequisite for being accepted for the studies within the SP of the higher level of education,
 - g) cancelling the SP, if a student does not accept the proposal for continuing in the studies by other SP
 - h) death of student.
4. A student who terminates the studies by the par. 3 lett. c) – e) of this article, may submit an application for inquiring into such decision. The application must be submitted to the dean of the faculty within 8 days after the letter was delivered. The dean may comply with the request, if he/she finds out that the letter was issued in contrary to the law, internal regulations of the faculty or SUA. Then the application is submitted to the rector,

who may change the decision, if it was issued in contrary to the law, internal regulations of the faculty or SUA. Otherwise, the application is rejected and the original decision is confirmed. The result of the inquiring process must be sent to the applicant by 30 days, starting on the day the application was delivered.

Section 4 Common Provisions

Article 45 Student Rights and Responsibilities

1. Student of SUA has these rights:
 - a) to study in the SP which he/she was accepted for, and if the faculty modifies the SP, the student studying in this SP continues according to the courses and rules after the modification, if the rules of SP do not state otherwise,
 - b) to draw up a study plan according to the rules of the SP and the Student Code of Conduct of SUA (faculty),
 - c) to enrol in further parts of SP, if the student fulfilled all duties stated by the SP or the Student Code of Conduct,
 - d) to set personal rate of studying, and order of passing the units of SP while respecting the time and capacity limitation given by the Student Code of Conduct and SP, and preserving prescribed continuity, and to choose a teacher in the case of courses taught by several teachers,
 - e) to apply for studies also at other faculty and university in SR or abroad during his/her doctoral studies,
 - f) to use equipments and devices of SUA in compliance with the rules stated by SUA and the faculty,
 - g) to be represented in self-governing bodies of SUA (faculty),
 - h) to participate in scientific, research and other creative activities of the university and faculty,
 - i) to express himself/herself at least once a year by an anonymous questionnaire on the quality of the tuition and teachers,
 - j) to exercise own opinions and objections to education at the faculty (SUA) freely and in an appropriate form,
 - k) to vote on academic self-governing bodies,
 - l) to profess various philosophical opinions and religion,
 - m) to use and exercise academic freedoms in compliance with the principles of democracy, humanity and legal order of SR,
 - n) to be provided with information and consulting services related to the studies and possibilities for employment of the graduates from such study programme in practice,
 - o) if a duty to pay tuition fee applies to the student according to the Law, § 92 par. 5, he/she is obliged to decide in which SP in the particular academic year he/she will study free of charge, if he/she is entitled to attend free studies,
 - p) to change SP within the same field of study under conditions stated by the Student Code of Conduct,

- q) to submit proposals by which he/she claims protection of personal rights, and demands feedback on the results of inquiring into the proposals and on taken measures.
2. Student of SUA has these responsibilities:
- a) to observe the Statute of SUA and the faculty, and the Student Code of Conduct of SUA and the faculty, as well as relevant internal regulations,
 - b) to fulfil study duties in accordance with his/her SP
 - c) to pay for tuition and fees, if they are in compliance with valid laws and internal regulations of SUA, exclusively and directly related to the studies at SUA, and to honestly state all facts deciding for setting the fees,
 - d) to inform SUA or the faculty, if the student is enrolled in the SP implemented at the faculty, about the address for delivering documents,
 - e) to arrive at discussion about the issues concerning the course or termination of the student's studies or regarding his/her rights and responsibilities, by a written summons issued by the dean of the faculty or the rector of SUA or any authorized employee of the university,
 - f) to protect and use the property, equipments and services of SUA economically, observe the rules of the civil code, fulfil own civic duties at SUA and outside SUA, too,
 - g) to protect own health and health of others, and take care of creation and protection of both natural and working environment,
 - h) to inform SUA by the 30th of September in the particular academic year about his/her decision in a written form according to the par. 1 lett. o) of this article.

Article 46 **Register of Students**

1. SUA keeps a record of students, which serves for registering information about students and for statistical and budgetary purposes.
2. In the Register of Students, there are data about the students in a structure according to the Law, § 73 par. 3.
3. Data in the Register of Students can be processed only by separately authorized workers at SUA.

Article 47 **Archiving Study Documents**

SUA archives study documents of students (documents related to admissions, enrolment processes, results of studies, copies of certificates of the study completion, and documents on the student's academic rights and duties) in compliance with the Registry Code of Conduct of SUA.

Article 48 **Temporary Provisions**

1. Students who started the studies in the SP before the academic year of 2015/2016 are obliged to meet all the conditions according to the study plans which they were enrolled in within the accredited documents, including the characteristics of courses and standard length of studies, for regular completion of their studies.

2. Students who were transferred to newly accredited SP after a complex accreditation of activities of SUA was completed on 11.11.2015 complete their studies in the study plans of the newly accredited SP, including the characteristics of courses and standard length of studies.

Article 49
Final Provisions

1. The Student Code of Conduct was negotiated and approved at the meeting of AS of SUA on the 30. 06. 2021, and is effective from 01. 09. 2021.
2. This Student Code of Conduct of SUA cancels the Student Code of Conduct of SUA approved by AS SUA on the 24. 06. 2013, including all its supplements.

doc. Ing. Jana Lendelová, PhD.
chairwoman of AS of SUA in Nitra

doc. Ing. Klaudia Halászová, PhD.
rector of SUA in Nitra

Appendixes

Appendix 1.

BASIC STRUCTURE AND METHODOLOGY OF DISSERTATION

Title Page

The title page contains:

- name of the faculty, name of the workplace, name of the postgraduate, name of the supervisor, name of the methodology examiner, and date of the enrolment in the doctoral studies. The post of the methodology examiner could be held also by the worker at the department the postgraduate is supervised at. The methodology is defended in a form of a public presentation at the meeting of the particular department.

1. Introduction

- objective and focused specifically on the addressed issue,
- emphasis on topicality and importance of the dissertation.

2. List of literary sources

This is comprised of knowledge derived from the professional and scientific home and foreign literature closely related to the topic and aim of the dissertation. Citations and references to the used literary sources have to be stated in accordance with the norm STN ISO 690.

3. Aim of dissertation

A postgraduate states basic scientific, social and implementation aims.

4. Material and methodology

- description of the used material (plants, animals, materials and other samples, etc.),
- information about the locality the issue will be addressed in, according to the character of the scientific work,
- description of the methodology for gaining data, used measuring devices and instruments, detailed procedure of the conduct, number of repetitions etc.,
- methodology for statistical processing of the gained results.

5. Time schedule of conducting the dissertation

6. Anticipated results

In this part of methodology, preliminary deliberation about the theoretical and practical application of the results should be stated.

7. Bibliography

Citations of the used literary sources have to be stated in accordance with the norm STN ISO 690.

Appendix 2.

The postgraduate is obliged to submit the Declaration for study abroad at the Scientific and Research Department at the Dean's office at FHLE no later than 5 days before leaving abroad.

**DECLARATION
for Study Abroad**

Name of the postgraduate:.....

Department:.....

Supervisor:.....

Foreign workplace the postgraduate will work at :.....

Length of study abroad:.....

I agree with the foreign working trip of the postgraduate and I confirm that the study abroad is in compliance with the study programme of the student.

In Nitra, on.....

.....
signature of the supervisor

Appendix 3.

APPLICATION FOR DISSERTATION EXAMINATION

In compliance with the Law No. 131/2002, § 54 par. 3 on Higher Education and on Changes and Supplements to Some Laws, and the Statute of SUA in Nitra

I apply for conducting dissertation examination.

Name and surname:

Permanent residence:

Department:

Workplace (external postgraduates):

Form of study:

Dissertation topic:

.....

Study programme:

Field of study:

Supervisor:

Supervisor specialist:

Grounds for the application:

- I achieved credits, while credits from the study part and from the scientific part of the study plan.
- I completed the courses (date, teacher):
- I submitted the written thesis for the dissertation examination with the title:.....
- list of publications.

For the examiner of the written thesis, the supervisor proposes (name, surname, degrees, workplace address):

.....

In Nitra, on

.....
signature of the postgraduate

Statement of the supervisor: (agree or do not agree)

In Nitra, on

.....

Name, surname and signature

Statement of the vice-dean for science and research: (agree or do not agree)

In Nitra, on

.....

doc. Ing. Ján Horák, PhD.

Statement of the chairman of the field of study board: (agree or do not agree)

In Nitra, on.....

.....

Name, surname and signature

Statement of the dean of FHLE at SUA in Nitra: (agree or do not agree)

In Nitra, on.....

.....

prof. Ing. Dušan Igaz, PhD.

Appendix 4.

Faculty of Horticulture and Landscape Engineering in SUA in Nitra

Slovak University of Agriculture in Nitra

Concepts and Ideas of Written Thesis for Dissertation Examination

Title of the Written Thesis

Postgraduate:

Name, surname:

Workplace:

Supervisor:

Workplace:

Examiner of the written thesis:

Workplace:

Nitra, date

Appendix 5.

TEMPLATE FOR DRAWING UP THE EXAMINER'S REPORT
Template for Examiner's Report on Written Thesis for Dissertation Examination

Title of the written thesis for the dissertation examination:

Study programme:

Name of the postgraduate:

Name of the examiner:

Workplace of the examiner:

1. Topicality of the chosen topic:
2. Proving theoretical knowledge of the addressed issue:
3. Chosen material and methodology of the thesis:
4. Results of the thesis achieved so far:
5. Topicality of the literary sources:

Remarks and questions:

EVALUATION OF THE WRITTEN THESIS FOR THE DISSERTATION EXAMINATION:

I propose evaluating the submitted written thesis with the grade:

(A - excellent, B - very good, C - good, D - satisfactory, E - sufficient, FX - fail)

The submitted written thesis for the dissertation examination of Ing. on the topic of meets (does not meet) the conditions placed on the given type of thesis, and therefore I propose (do not propose) submitting it for the defence of the dissertation.

Place..... Date.....

Name and signature of the examiner

Appendix 6.

APPLICATION FOR PERMISSION TO DEFEND DISSERTATION

In compliance with the Law No. 131/2002, § 54 par. 3 on Higher Education and on Changes and Supplements to Some Laws, and the Statute of SUA in Nitra

I apply for permission to defend dissertation.

Name and surname:

Permanent residence:

Department:

Workplace (external postgraduates):

Form of study:

Dissertation topic:

.....

Study programme:

Field of study:

Supervisor:

Supervisor specialist:

Grounds for the application:

- I achieved credits, while credits from the study part and from the scientific part of the study plan.
- I completed the courses (date, teacher):
- I submitted the written thesis for the dissertation examination with the title:.....
- list of publications.

For the examiners of the dissertation, the supervisor proposes (name, surname, degrees, workplace address, e-mail, phone number):

Examiner 1:.....

Examiner 2:.....

Examiner 3:.....

In Nitra, on

.....
signature of the postgraduate

Statement of the supervisor: (agree or do not agree)

In Nitra, on.....

.....
Name, surname and signature

Statement of the vice-dean for science and research: (agree or do not agree)

In Nitra, on.

.....
doc. Ing. Ján Horák, PhD.

Statement of the chairman of the field of study board: (agree or do not agree)

In Nitra, on

.....
Name, surname and signature

Statement of the dean of FHLE at SUA in Nitra: (agree or do not agree)

In Nitra, on

.....
prof. Ing. Dušan Igaz, PhD.

Appendix 7.

Template for First Two Title Pages of Self-Study Report

SLOVAK UNIVERSITY OF AGRICULTURE IN NITRA
FACULTY OF HORTICULTURE AND LANDSCAPE ENGINEERING

Institute

Title of the Dissertation in Slovak Language
Title of the Dissertation in English Language

Self-Study Report for the Dissertation
for gaining the academic degree of “doctor” (“philosophiae doctor“)
in the study programme of the doctoral studies in Horticulture
in the field of study of Agriculture and Landscape

(study programme of Landscape Engineering)
(study programme of Landscape and Garden Architecture)
field of study is the same for all study programmes

Ing.

Nitra, 2023

Appendix 8.

Structure of Self-Study Report

The self-study report is drawn up and printed in a format of A5 in 20 copies. The report has 24 pages maximum.

1. Abstract (in Slovak language)
2. Abstract (in English language)
3. Introduction
4. Current state of the addressed issue
5. Aim of the dissertation
6. Material and Methodology
7. Results of the dissertation and Discussion
8. Proposed possibilities for further use of the findings in practice and further development of science
9. Conclusion
10. Bibliography
11. List of Publications

Appendix 9.

TEMPLATE FOR DRAWING UP THE EXAMINER'S REPORT

Template for Examiner's Report on Dissertation

Dissertation title:

Study programme:

Name of the student:

Name of the examiner of the dissertation:

Workplace of the examiner:

1. Topicality of the chosen topic:
2. Chosen material and methodology for the dissertation:
3. Achieved results with a statement about the new findings the dissertation brings:
4. Contribution to further development of science, technology or art:
5. Fulfilling the aim of the dissertation:

Remarks and questions:

EVALUATION OF THE DISSERTATION:

I propose evaluating the submitted dissertation of Ing.
with the grade:

(A - excellent, B - very good, C - good, D - satisfactory, E - sufficient, FX - fail)

The submitted dissertation of Ing. on the topic of meets (does not meet) the conditions placed on the given type of final thesis, and therefore I propose (do not propose) submitting it for the defence and subsequently for granting the postgraduate with the academic degree of „PhD.“.

Place..... Date.....

Name and signature of the examiner

prof. Ing. Dušan Igaz, PhD., doc. Ing. Ján Horák, PhD., Ing. Andrea Matušková

Student Handbook for Doctoral Studies 2022/2023

Faculty of Horticulture and Landscape Engineering in SUA in Nitra

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