*In accordance with section 36, subsection 2 of Act No. 111/1998 Coll., on Higher Education Institutions and on the Modification and Amendment of Other Acts (the Higher Education Act), the Ministry of Education, Youth and Sports registered the Masaryk University Lifelong Learning Regulations on 19 January 2017 under Ref. No. MSMT-2152/2017. Řád celoživotního vzdělávání*

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 *Mgr. Karolína Gondková*

 *Director of the Department of Higher Education Institutions*

Masaryk University Lifelong Learning Regulations

Section 1
**Introductory Provisions**

In accordance with the provisions of section 60 and 60a of Act No. 111/1998 Coll., on Higher Education Institutions and on the Modification and Amendment of Other Acts (the Higher Education Act), as subsequently amended, (hereinafter referred to as the “Act”) and the Masaryk University Statutes (hereinafter referred to as the “Statutes”), these Masaryk University Lifelong Learning Regulations (hereinafter referred to as the “Regulations”) specify conditions applicable to the implementation of lifelong learning (hereinafter referred to as the "LL") and the implementation of education in internationally recognized courses at Masaryk University (hereinafter referred to as “MU”).

Section 2
**General Provisions**

1. LL (section 60 of the Act) comprises such types of education which complement, deepen, renew or extend the knowledge, skills and qualifications of their participants and which are provided either within or outside the scope of accredited degree programmes. LL implemented MU comprises educational activities which complement teaching in accredited degree programmes, science and research.
2. Education in an internationally recognized course (section 60a of the Act) comprises education aimed primarily at enhancing expertise in an educational field and thus in an area of research, development and innovation, artistic or other creative activities (hereinafter referred to as "creative activity") and related activities at MU.
3. Participation in education in LL programmes and in internationally recognized courses does not provide participants with the legal status of student (section 60, subsection 3 and section 60a, subsection 3 of the Act).

Section 3
**Lifelong Learning Programme**

1. A lifelong learning programme may focus either on special-interest or professional education.
2. An LL programme may be implemented either in Czech or in another language in the form of either full-time or distance studies or as a combination thereof, in particular in the form of:
3. education within an accredited degree programme,
4. specialized education,
5. expanding education,
6. supplementary education,
7. retraining,
8. thematic education of a professional or special-interest nature, generally organized in the form of a course, seminar, lecture or lecture cycle,
9. education in individual courses,
10. University of the Third Age,
11. MjUNI and further education for children and youth.
12. An LL programme may be implemented by constituent parts of MU.
13. An LL programme, including its focus specified in accordance with subsection 1 and the relevant form of education specified in accordance with section 2, shall be announced by the head of a constituent part of MU.
14. The description of a programme implemented in accordance with subsection 2, letter a must be announced at least one month before the application submission deadline in the public section of a website administered by the constituent part of MU implementing the programme; the description must include the following:
15. designated programme name,
16. programme profile and graduate profile, if appropriate,
17. applicant requirements and programme admission procedure,
18. programme timetable and educational content,
19. teaching forms and methods, rules applicable to the evaluation of educational outcomes,
20. forms of education completion and termination,
21. additional details, as appropriate.
22. In the case of programmes other than programmes implemented in accordance with subsection 2, letter a, the announcement of programme requirements and the announcement date take place depending on its nature.
23. LL programmes are registered in the MU Information System unless the nature of the programme implies an alternate manner of registration.
24. In case the implementation of an LL programme is subject to accreditation and:
25. if the authorized person for application submission is the Rector, the constituent part of MU in question is responsible, prior to submitting the application for educational programme accreditation, for submitting the relevant documentation for assessment to the Office for Studies of the Rector's Office within a reasonable period of time, i.e. at least three workdays, before the application submission deadline.
26. if the authorized person for application submission is a dean or a director, the constituent part of MU in question is responsible for informing the Office for Studies of the Rector's Office of accreditation acquisition.

The same conditions apply in the case of educational institution accreditation.

Section 4

**Programme of Education in an Internationally Recognized Course**

1. The programme of education in an internationally accredited course focuses on increasing expertise.
2. The programme of education in an internationally recognized course may be implemented either in Czech or in another language in the form of either full-time or distance studies or as a combination thereof.
3. The programme of education in an internationally accredited course is implemented by a constituent part of MU.
4. The programme of education in an internationally recognized course, including its focus specified in accordance with subsection 1 and the relevant form of education specified in accordance with section 2, shall be announced by the head of a constituent part of MU. The programme description must be announced at least one month before the application submission deadline in the public section of a website administered by the constituent part of MU implementing the programme. The programme description must include the following:
5. designated programme name,
6. programme profile and graduate profile, if appropriate,
7. applicant requirements, educational programme admission procedure,
8. programme timetable and educational content,
9. teaching forms and methods, rules applicable to the evaluation of educational outcomes,
10. forms of education completion and termination,
11. additional details, as appropriate.
12. The programme of education in an internationally recognized course is registered in the MU Information System.

Section 5
**Applicant Admission**

1. Applicants for LL programmes and programmes facilitating education in internationally recognized courses are admitted by a senior employee of a constituent part of MU responsible for implementing a given programme on the basis of pre-defined and publicly announced admission conditions and in accordance with the internal regulations and other regulations of MU and the relevant constituent part. Educational programme admission conditions as well as the number of admitted applicants are determined by the head of a relevant constituent part of MU.
2. LL programmes implemented in accordance with section 3, subsection 2, letter a may accept applicants who have fulfilled the conditions for admission to studies in accordance with sections 48 to 50 of the Act in an identical accredited degree programme. Additionally, applicants who have fulfilled conditions set out in sections 48 and 49 of the Act and conditions set out by the dean for admission to the programme may also be admitted.

Section 6
**Programme Organization**

1. The timetable governing education in an LL programme implemented in accordance with section 3, subsection 2, letter a and education implemented in an internationally recognized course is identical to the academic year timetable set out in the MU Study and Examination Regulations.
2. The timetable governing education in an LL programme implemented in accordance with section 3, subsection 2, letters b to g is determined by the head of a relevant constituent part of MU, no later than on the day of the programme application submission deadline.
3. The head of a relevant constituent part of MU is responsible for the organization of teaching, the remuneration of teachers and other employees and for the performance of administrative tasks associated with the implementation of lifelong learning and education in an internationally recognized course.
4. Teaching methods and learning outcome assessment methods specified in the MU Study and Examination Regulations apply to education in an LL programme implemented in accordance with section 3, subsection 2, letter a and education implemented in an internationally recognized course, as appropriate. The head of a constituent part of MU responsible for the announcement of programmes mentioned in the previous sentence may set additional conditions applicable to teaching methods and learning outcome assessment methods.
5. Programmes implemented in accordance with these Regulations are subject to the rules of the MU quality assurance system for educational, creative and other activities.

Section 7
**Termination or Completion of LL Education**

1. The completion of a programme is conditioned by the fulfilment of requirements stipulated for its completion or the fulfilment of conditions set out in the Lifelong Learning Programme Implementation Agreement.
2. In case the submission of a written final thesis is a prerequisite for the successful completion of an LL programme, such a thesis is subject to final thesis publication rules specified in the MU Study and Examination Regulations.
3. The chair, vice-chair and members of a final examination committee, the members of a final thesis defence committee and the members of other committees or bodies involved in LL programmes are appointed by the head of a constituent part of MU responsible for implementing the programme.
4. Lifelong learning programme graduates are presented with certificates.
5. A certificate may include a supplement containing a list of completed courses or modules along with their assessment.
6. A certificate including a supplement containing a list of completed courses or modules is issued by a constituent part of MU responsible for implementing the programme. The form and content of LL programme graduation certificates and certificate supplements are binding for constituent parts of MU.
7. Education may be terminated following the delivery of a participant's written notice of education termination.
8. Education may be terminated by a constituent part of MU in case a participant has breached obligations stipulated law, internal regulations and other MU regulations or regulations of a relevant constituent part of MU or the Lifelong Learning Programme Implementation Agreement.
9. A breach of obligations specified in section 8 simultaneously constitutes grounds for the termination of the Education Implementation Agreement.

Section 8
**Termination or Completion of Education in an Internationally Recognized Course**

1. The completion of a programme is conditioned by the fulfilment of requirements stipulated for its completion and the fulfilment of conditions set out in the Agreement for the Implementation of Education in an Internationally Recognized Course.
2. Programme graduates are presented with certificates by MU.
3. Successful graduates of an educational programme in an internationally recognized course may be awarded internationally recognized degrees at MU.
4. Certificates issued in accordance with subsection 2 may include a supplement containing a list of completed courses along with their assessment.
5. The form and content of graduation certificates confirming the completion of a programme in an internationally recognized course and the form and content of certificate supplements are binding and unified at all constituent parts of MU.
6. The final examination committee chair is appointed by the Rector following a proposal made by the head of a constituent part of MU. Final examination committee members are appointed by the head of a constituent part of MU.
7. Written works which constitute a requirement for the issuance of a certificate are subject to final thesis publication guidelines set out in the MU Study and Examination Regulations.

Section 9
**Payment**

1. The payment amount and method applicable to LL programmes and programmes of education in an internationally recognized course are determined by a relevant constituent part of MU. The price may also be set as a contract price.
2. The execution of payment or part thereof, determined in accordance with section 1, is generally ascertained no later than at the beginning of education in a given programme.

Section 10
**Programme Participant Records**

MU keeps records of LL programme participants and participants of programmes of education in an internationally recognized course. These records are kept for budgetary and statistical purposes. The contents and keeping of records associated with programme participants, their updating and the issuance of statements and copies as well as the authorization of MU employees to manage such records is governed by the provisions of section 34 of the Statutes, as appropriate.

Section 11
**Common and Concluding Provisions**

1. A constituent part of MU shall, in accordance with these Regulations, issue its own regulations to further regulate the organization and education conditions of LL programmes and programmes of education in an internationally recognized course.
2. These Regulations do not apply to education and training implemented in the course of acquiring professional and specialized competences in accordance with Act No. 95/2004 Coll., on the Conditions of Obtaining and Recognizing Professional Qualifications and Specialized Qualifications for the Medical Profession of Doctor, Dentist, Pharmacist, as amended, and Act No. 96/2004 Coll., on the Conditions of Obtaining and Recognizing Qualifications for Non-Medical Professions and Activities Related to the Provision of Health Care (the Non-Medical Health Care Professions Act), as amended.
3. Masaryk University Lifelong Learning Regulations registered with the Ministry of Education, Youth and Sports on 5 June 2002 under Ref. No. 20 732/2002-30 are hereby abolished.
4. These Regulations have been duly approved in accordance with section 9, subsection 1, letter b of the Act by the Academic Senate of Masaryk University on 9 January 2017.
5. These Regulations enter into force in accordance with section 36, subsection 4 of the Act on the day of registration with the Ministry of Education, Youth and Sports.
6. These Regulations shall apply from the date of their publication in the public section of the MU website.

 Assoc. Prof. PhDr. Mikuláš Bek, Ph.D.,

 Rector