

**Directive of the Faculty of Economics and Administration, Masaryk
University No. 2/2017**

**for classifying non-public parts of final (Bachelor or Master) theses
confidential**

Pursuant to section 28 (1) of the Act No. 111/1998 Coll. on Higher Education Institutions and on Amendments and Supplements to some other acts (The Higher Education Act), as amended by subsequent regulations and the Organizational Rules of the Faculty of Economics and Administration, Masaryk University, I am issuing the following directive.

Article 1

Subject of amendment

1. This directive stipulates conditions governing confidentiality classification of parts of final Bachelor and Master Theses (hereinafter theses) which contain trade secrets or classified information as amended by the Law.

Article 2

Specification of theses within the scope of application of the directive

1. The directive applies to theses which meet all the conditions simultaneously:
 - a) An official thesis assignment has been issued in the appropriate application of the MU Information System (hereinafter IS MU) and in writing before 1 September 2016;
 - b) The thesis has been duly submitted as defined by the Study and Examination Regulations of Masaryk University (hereinafter MU Regulations) after 31 August 2016;
 - c) The student, i.e. the author of the thesis, (hereinafter the student) has duly submitted a legitimate request in the appropriate application of the MU IS to have a specific part of their thesis classified as confidential;
 - d) The request that part of a thesis should be classified as confidential has been granted by the Vice-Dean for Studies of the Vice-Dean for International Relations.

Article 3

Method of confidentiality classification

1. The student enters both the public and nonpublic parts of the thesis in the final theses archive in the MU IS in accordance with MU Regulation; a standard period of three years of secrecy will be set for the non-public part of the thesis starting on the day of thesis submission.
2. After the deadline for thesis submission, as specified in the Academic Year Schedule, the theses submitted are checked by the Study Department and the Office for International Relations, and those which meet the conditions specified in Article 2 (1a-d) are put on a special list.
3. The Study Department submits the special list of theses to authorized MU IS technicians, who prolong the period of secrecy from 3 to 60 years for all the theses on the list.

Article 4

Final provisions

1. The Vice-Dean for Studies is in charge of interpreting the directive.
2. Compliance with the directive is inspected by the Head of the Study Department and the Head of the Department of Foreign Relations.
3. The directive comes into effect on the day of publication.

Brno, 2 February, 2017

prof. Ing. Antonín Slaný, CSc.
Dean