

[TRANSLATION]

Directive of the Faculty of Medicine of Masaryk University No. 3/2018

Recognition of completed courses at FM MU

(in the wording effective from October 3, 2018)

This Directive is issued Pursuant to § 28 par. 1 of the Act no. 111/1998 Coll., on universities and changes and amendments to other acts (the Universities Act):

I.

Introductory provisions

1. The provisions of this Directive relate in particular to the Study and Examination Regulations of Masaryk University and its Article 14 and Act no. 111/1998 Coll., on Universities.
2. This Directive determines the rules for the recognition of a completed courses at the Faculty of Medicine of Masaryk University (hereinafter "FM MU") in accordance with Article 14 of the Study and Examination Regulations of Masaryk University (hereinafter referred to as "SER MU").

II.

Recognition of courses

1. The provisions of this Directive apply to the recognition of a completed courses at all levels of study, including doctoral programs.

III.

Applications

1. For recognition of a completed course can apply:
 - an active student of the FM MU;
 - a student of the FM MU with an interrupted study;
 - an applicant who has been admitted to study but has not yet been enrolled.
2. The student may apply for recognition of the course he/she has completed:
 - a. during a previous or concurrent study at MU;
 - b. during a previous or concurrent study at another university in the Czech Republic, or abroad, eventually while studying at another university in the Czech Republic or abroad;
 - c. during a previous or concurrent study in accredited educational program at a tertiary professional school in the Czech Republic or abroad;

- d. during a previous or concurrent lifelong education program;
- 3. Applications for recognition of the completed course are usually submitted in the period prior to the commencement of the semester courses.
- 4. Applications for recognition of a course completed within the FM MU or other part of MU shall be submitted exclusively electronically. Applications for recognition of a course completed at another university in the Czech Republic or abroad shall be submitted in paper form, with the particulars arising from Art. 14, par. 2 SER MU.

IV.

Rules for the recognition of completed courses

1. It is only possible to apply for recognition of compulsory and compulsory optional courses of the study program in which the student is enrolled. The content and method of completion must be the same as for the course for which recognition is applied. Optional courses or compulsory optional courses will not be recognized.
2. Courses composed of several parts (typically seminars, exercises and lectures) which have a final examination or colloquium (hereinafter referred to as the "final examination") are recognized in accordance with Article V of this Directive. Courses not covered by Article V. are recognized only if this final examination or colloquium has been successfully passed in the previous study. Courses from such a group (hereafter only partial courses) can be exceptionally recognized without the student having passed the final exam or colloquium, if these conditions are simultaneously met:
 - a. the teaching of part of the course was spread over several years,
 - b. the student has fulfilled the prerequisites for enrolment in the following semester for the semester in which he/she passed the sub-course,
 - c. failure to recognize a sub-course would be a fundamental slowdown in the proper continuation of study.
3. Courses that do not have multiple parts and are completed by a credit are recognized if the credit has been obtained during the previous study.
4. Courses are recognized with the classification obtained in previous studies. The credit value of the course in the amount of the number of credits in student's current study can be recognized along with the course.
5. Individual courses from previous studies can be recognized if no more than three years have passed since the completion of the previous study in which the student successfully completed the course. A set of sub-courses can be recognized if no more than three years have passed since the last unsuccessful examination in the given study.

V.

Recognition of courses completed at Masaryk University

1. All compulsory and compulsory optional courses, which has been completed for no more than three years before to enrollment in the given study (completed at MU from previous unsuccessful studies), are recognised automatically (ie without prior student

application) including their credit value, with the exception of the courses listed in Annex 1 of this Directive. Courses listed in Annex No. 1 and completed in the past three years will always be recognized if student apply for their recognition. Student can apply for recognition of all or only some completed courses.

2. It may be recognized, in particular, provided that the requirements of Article IV are met:
 - a. courses completed in the previous study of the same study program at the FM MU or at the same study program within lifelong learning;
 - b. courses completed in the previous study of study program in health sciences at LF MU for another study program in health sciences currently under study;
 - c. courses completed in the General Medicine study program for the Dentistry study program;
 - d. courses completed in the Dentistry study program for the General Medicine study program.
3. Courses completed in the General Medicine study program and Dentistry study program may be recognized in study programs in health sciences after the provision of a statement by a guarantor of the given course and compliance with provisions of paragraphs 1-5 of this article.
4. For courses completed during previous studies at the FM MU by a colloquium, the equivalent of which is to be completed in the active study by an examination, it is possible, with the positive statement of the course guarantor, to recognize the participation in the course and allow the student to take only the examination.
5. For courses completed during previous studies at the FM MU by an examination, the equivalent of which is to be completed in the active study by an colloquium, it is possible, with the approval of the course guarantor, to recognize the course.

VI.

Recognition of courses completed at other universities

1. Courses completed within previous or concurrent study of the same or similar study program at another university in the Czech Republic or abroad may be recognized provided that the conditions of Article III are met and the guarantor of the course gives a positive statement.
2. The student must submit the application for recognition together with:
 - a. A complete extract from the study records, i.e. official confirmation of the successful completion of each course, including any classification, the number of credits and the number of possible unsuccessful completion of the course and
 - b. an officially validated syllabus of each course with a possible description of its inclusion in the study program in which it was completed
3. If it is not possible to assess the level of the completed course on the basis of the submitted documents, the guarantor may propose that the recognition of the course be decided on the basis of an interview with the student. The interview takes place before a three-member committee appointed by the relevant Vice-Dean for teaching.

VII.

Final Provisions

1. This Directive shall enter into force on the day of its signature.
2. Matters not regulated by this Directive are governed by the SER MU.
3. The Vice-Dean for teaching in preclinical fields authorize for the interpretation of this Directive.
4. The Dean of FM MU may, in exceptional and justified cases, grant an exemption from the provisions of this Directive.
5. On the day of its effectiveness, this Directive repeals the Dean's Directive No. 2/2016 on Recognition of the courses at the FM MU.
6. An integral part of the Directive is Annex No. 1 - List of courses not recognized automatically but at the request of the student.

In Brno October 3rd, 2018

prof. MUDr. Martin Bareš, Ph.D.
Dean of FM MU

Annex No. 1 - List of items eligible on the basis of the application (not automatically recorded in the IS)

This Annex to the Directive of the Faculty of Medicine of Masaryk University on the Recognition of Courses at the Faculty of Medicine of Masaryk University aims to determine the subjects that will always be automatically recognised for students of the Faculty of Masaryk University if the student requests recognition of these subjects. The purpose is to enable students to register for practical exercises and seminars in cases where they have successfully completed the seminars but failed the final examination. If a student requests recognition of a course, the course will be recognised without further conditions.

Courses within the study programme General Medicine

Subjects 1. - 6. semester

not to allow automatic recognition

1st semester

VLAN0121s	Anatomy I - seminar
VLAN0121c	Anatomy I - dissections
VLBF011c	Biophysics - exercises
VLBI0121c	Biology I - exercises
VLBI0121s	Biology I - seminar

2nd semester

VLAN0222c	Anatomy II - dissections
VLAN0222s	Anatomy II - seminar
VLBI0222c	Biology II - exercises

3rd semester

VLBC0321c	Biochemistry I - exercises
VLBC0321s	Biochemistry I - seminar
VLFY0321c	Physiology I - exercises
VLFY0321s	Physiology I - seminar
VLHE0322c	Histology and embryology II - exercises

4th semester

VLBC0422c	Biochemistry II - exercises
VLBC0422s	Biochemistry II - seminar
VLFY0422c	Physiology II - exercises

VLFY0422s Physiology II - seminar

5th semester

VLLP0532c Propedeutics II - exercises

VLIM051c Immunology - exercises

VLLM0522c Medical microbiology - exercises

VLPA0521c Pathology - exercises

VLPF0521c Pathological physiology I - exercises

6th semester

VLPA0622c Pathology II - exercises

VLPF0622c Pathological physiology II - exercises

Courses within the study programme General Medicine taught in English - General Medicine

subjects of the 1st - 6th semester

not automatically recognised

1st semester

aVLAN0121s	Anatomy I - seminar
aVLAN0121c	Anatomy I - dissection
aVLBF011c	Biophysics - practice
aVLBI0121c	Biology I - practice
aVLBI0121s	Biology I - seminar

2nd semester

aVLAN0222c	Anatomy II - dissection
aVLAN0222s	Anatomy II - seminar
aVLBI0222c	Biology II - practice

3rd semester

aVLBC0321c	Biochemistry I - practice
aVLBC0321s	Biochemistry I - seminar
aVLFY0321c	Physiology I - practice
aVLFY0321s	Physiology I - seminar
aVLHE0322c	Histology and Embryology II - practice

4th semester

aVLBC0422c	Biochemistry II - practice
aVLBC0422s	Biochemistry II - seminar
aVLFY0422c	Physiology II - practice
aVLFY0422s	Physiology II - seminar

5th semester

aVLLP0532c	Clinical Introduction II - practice
aVLIM051c	Immunology - practice
aVLLM0522c	Medical Microbiology II - practice
aVLPA0521c	Pathology I - practice
aVLPF0521c	Pathological Physiology I - practice

6th semester

aVLPA0622c	Pathology II - practice
aVLPF0622c	Pathological Physiology II - practice

Courses within the study programme Dentistry

subjects of the 1st - 6th semester

not automatically recognised

1st semester

ZLAN0131s	Anatomy I - seminar
ZLBF011c	Medical physics and informatics - exercises
ZLLC011s	Medicinal Chemistry - Seminar
ZLLC011c	Medicinal chemistry - exercises
ZLBI0121c	Biology I - exercises

2nd semester

ZLAN0232s	Anatomy II - seminar
ZLBI0222c	Biology II - exercises
ZLBC0221s	Biochemistry I - seminar

3rd semester

ZLAN0333s	Anatomy III - seminar
ZLAN0333c	Anatomy III - dissections
ZLHE0322c	Histology and embryology II - exercises
ZLFY0321c	Physiology I - exercises
ZLFY0321s	Physiology I - seminar
ZLPR0333s	Preclinical dentistry III - exercises
ZLGN0311c	Gnatology - basics of prosthetics - exercises
ZLPT0322c	Prosthetic technology II - exercises
ZLZM0311c	Imaging methods in dentistry - exercises

4th semester

ZLBC041c	Biochemistry II - exercises
ZLBC041s	Biochemistry II - seminar
ZLFY0422c	Physiology II - exercises
ZLFY0422s	Physiology II - seminar
ZLOH041c	Oral histology and embryology - exercises
ZLPZ041c	Preventive dentistry - exercises

5th semester

ZLPA0521c	Pathology I - exercises
ZLPF0521c	Pathological physiology I - exercises
ZLLM0522c	Medical oral microbiology II - exercises
ZLIM051c	Immunology in dentistry - exercises
ZLPL0562c	Prosthetic dentistry II - exercises
ZLKZ051c	Conservative dentistry, treatment of dental caries - exercises

6th semester

ZLPA0622c	Pathology II - exercises
ZLPF0622c	Pathological physiology II - exercises
ZLED061c	Conservative dentistry - endodontics I - exercises
ZLIP061c	Internal Propedeutics - Exercises

Courses within the study programme Dentistry taught in English - Dentistry

subjects of the 1st - 6th semester

not automatically recognised

1st semester

aZLAN0131s	Anatomy I - seminar
aZLBF011c	Medical Physics and Informatics - practice
aZLLC011s	Medical Chemistry - seminar
aZLLC011c	Medical Chemistry - practice
aZLBI0121c	Biology I - practice

2nd semester

aZLAN0232s	Anatomy II - seminar
aZLBI0222c	Biology II - practice
aZLBC0221s	Biochemistry I - seminar

3rd semester

aZLAN0333s	Anatomy III - seminar
aZLAN0333c	Anatomy III - dissection
aZLHE0322c	Histology and Embryology II - practice
aZLFY0321c	Physiology I - practice
aZLFY0321s	Physiology I - seminar
aZLPR0333s	Preclinical Dentistry III - practice
aZLGN0311c	Gnatology - Bases of Prosthetics - practice
aZLPT0322c	Prosthetic Technology II - practice
aZLZM0311c	Diagnostic Imaging in Dentistry - practice

4th semester

aZLBC041c	Biochemistry II - practice
aZLBC041s	Biochemistry II - seminar
aZLFY0422c	Physiology II - practice
aZLFY0422s	Physiology II - seminar
aZLOH041c	Oral Histology and Embryology - practice
aZLPZ041c	Preventive Dentistry - practice

5th**semester**

aZLPA0521c	Pathology I - practice
aZLPF0521c	Pathological Physiology I - practice
aZLLM0522c	Medical Oral Microbiology II - practice
aZLIM051c	Immunology in Dentistry - practice
aZLPL0562c	Prosthetic Dentistry II - practice
aZLKZ051c	Restorative Dentistry - Dental Caries Treatment - practice

6th**semester**

aZLPA0622c	Pathology II - practice
aZLPF0622c	Pathological Physiology II - practice
aZLED061c	Restorative Dentistry - Endodontics I - practice
aZLIP061c	Clinical Introduction to Internal Medicine

Courses within Bachelor's degree programmes

1st semester

subject code	name of the subject	discipline/programme
BFFI0121p	Biophysics, Informatics I - lecture	FYZI
BTFI0121p	Biophysics, Informatics I - lecture	ORTO
BKFY0121c	Physiology I - exercises	FYZI, NUT, VS, PA
BOFY0121c	Physiology I - exercises	OPOP, ORTO
BLFY0121c	Physiology I - exercises	ZDRL
BLKFY0121c	Physiology I - exercises	ZDRL-K
BRFL0111c	Physiology - exercises	RA
BDFY0121	Physiology I -	VSK
BZFY0121c	Physiology I - exercises	ZACH
BKHI021c	Histology - exercises	FYZI
BVLC011c	Medicinal chemistry - exercises	NUT
BVLC011s	Medicinal Chemistry - Seminar	NUT
BLLC0111c	Medicinal chemistry - exercises	ZDRL
BLLC0111s	Medicinal Chemistry - Seminar	ZDRL
BLKLC011s	Medicinal Chemistry - Seminar	ZDRL-K
BOFZ0121	Physics - exercises	OPOP
BSLF011c	Medical biophysics - exercises	VS
BZLB011c	Medical biophysics - exercises	ZACH
BPLF011c	Medical biophysics - exercises	PA
BZBC011c	Biochemistry and haematology - exercises	ZACH
BPBC011c	Biochemistry and haematology - exercises	PA
BZAN011c	Anatomy - exercises	ZACH
BPAN011c	Anatomy - exercises	PA

2nd semester

subject code	name of the subject	discipline/programme
BFFI0222c	Biophysics, Informatics II - exercises	FYZI
BKFY0222c	Physiology II - exercises	FYZI,NUT,VS,PA
BZFY0222c	Physiology II - exercises	ZACH
BOFZ0222c	Physics II - exercises	OPOP
BVBC0221s	Biochemistry I - seminar	NUT
BLBC0211s	Biochemistry - seminar	ZDRL
BLBC0211c	Biochemistry - exercises	ZDRL
BLKBC0211s	Biochemistry - seminar	ZDRL-K
BLKBC0211c	Biochemistry - exercises	ZDRL-K
BRFY0211c	Physics - exercises	RA
BSKM021c	Microbiology and immunology - exercises	VS,PA
BZMI021c	Microbiology and immunology - exercises	ZACH