



Ref. No. JU/09/03935/23

Vodňany, 11. 9. 2023

**Dean's Measure No. 12/2023**  
**Completion of FFPW USB courses taught in accredited study programs as  
part of lifelong learning**

**Article 1**

**Introductory provisions**

In addition to students of the University of South Bohemia in České Budějovice (hereinafter referred to as "USB") or students taking part in the international mobility or joint study programs at the USB, the courses (subjects) in the study plans of accredited study programs (hereinafter referred to as "ASP") pursuant to § 44 of Act No. 111/1998 Coll., on universities, and on the amendment and addition of other laws (hereinafter referred to as the Act on Higher Education), as amended, at the Faculty of Fisheries and Protection of Waters of the University of South Bohemia in České Budějovice (hereinafter referred to as "FFPW USB") can be completed by other interested persons in the lifelong learning regime (hereinafter referred to as "LLL") in accordance with this Measure and following the currently valid rules of the LLL USB.

**Article 2**

**Conditions for enrolling in the course(s).**

- 1) Those interested in completing the LLL course(s) in accordance with this Measure, unless otherwise specified on the website of the FFPW USB within the framework of specific programs of LLL, contact the head of Study office with the request at least 3 weeks in advance of the start of teaching courses provided by the FFPW USB in the relevant semester.
- 2) The head of the Study Office will check the possibilities of completing the course(s) in the relevant semester, especially with regard to the availability and opening of the course(s), with the Vice-Dean for Study Affairs and the guarantor(s) of the course(s).
- 3) If nothing is preventing the interested person from taking the course, the authorized person responsible for the LLL at the FFPW USB will send the interested person a link on which he/she can register for the course(s).
- 4) By enrolling in the course(s), the interested person becomes a participant in the LLL and undertakes to pay for tuition according to the conditions in this Measure.
- 5) The participant can enroll in LLL courses only within the relevant academic year.

**Article 3**

**Study conditions**

- 1) In addition to the conditions set out in the LLL USB Regulations, the following conditions apply to the study in courses according to this Measure: Provisions of the USB Study and Examination Regulations, the Detailed Conditions of these Regulations at the FFPW USB, the Schedule of the relevant academic year, with regard to the time schedule of teaching, attendance, fulfillment of teachers requirements, credit and exam conditions, method of course(s) completion, classification, and remedial actions unless otherwise specified in this measure.



- 2) The LLL participant is only allowed to enroll for one course(s) with one payment. If the participant does not successfully complete the course(s), he/she has the option to bindingly enroll in the course in the next term.
- 3) If this is not technically possible, the course participant has the option to register for credits and exams in a different way than through IS/STAG, after agreement with the teachers of the subject(s).
- 4) All conditions and requirements listed in the syllabi of the relevant IS/STAG courses, including prerequisites and the set level of the subject, apply to the LLL participants according to this Measure. If, for example, a course is explicitly marked as a doctoral study program course, and the subject guarantor does not stipulate otherwise, such a course can only be taken by applicants with at least a master's degree.
- 5) By successfully completing the course(s), the subject's teachers confirm that the participant of the course(s) has acquired the same knowledge and skills as a student of the faculty and the USB.

#### **Article 4**

##### **Records and confirmation of successful completion of LLL courses**

- 1) Teachers are obliged to keep and archive documents on the progress and results of the studies of the LLL participants in courses according to this Measure for a period of min. 3 years after the end of the academic year in which the LLL participant was enrolled in the course.
- 2) Upon successful completion of the course(s), the main teacher of the subject will forward information about this fact to the person authorized at the FFPW USB to issue a certificate of completion of the LLL courses. On this basis, the authorized person will then ensure that a certificate on successfully completed courses is issued to the participant, including evaluation and credits obtained, no later than one month after the end of the last course within the relevant registration of the course(s).
- 3) If the LLL participant is enrolled in a specific LLL program that lasts longer than one academic year, or if the LLL participant continuously enrolls in other courses within the LLL for the following period and shows interest, he/she can receive a certificate of completion of the LLL courses for all courses in accordance with this Measure after successful completion of the last subject.

#### **Article 5**

##### **Payment for implementation of LLL**

- 1) Participation in the LLL according to the conditions of this Measure is subject to a fee. Binding enrollment of a participant in the LLL course(s) creates an obligation of the LLL participant towards the FFPW USB.
- 2) The participant will receive a prescription for payment according to the total number of credits of the enrolled LLL courses, indicating the due date and payment options.
- 3) Payment for each 1 credit of enrolled courses is 500 CZK for the FFPW USB employees and students of other universities and 1,000 CZK for others.
- 4) In case of mutual agreements between statutory representatives of the institutions responsible for setting fees for LLL courses, the fee may be reduced or waived. Similarly, the Dean of the FFPW USB can reduce or waive the fee for LLL participants in accordance with this Measure or allow an installment plan for LLL courses in cases of special consideration.



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v Českých Budějovicích  
University of South Bohemia  
in České Budějovice  
Czech Republic

#### **Article 6**

##### **Leaving LLL course(s)**

- 1) If the LLL participant voluntarily leaves his/her studies, the terms of the obligation to pay for the implementation of the LLL are governed by the valid rules of the LLL at the USB.
- 2) The LLL participant can leave his / her studies in courses similarly to a USB student according to the conditions specified in the USB Study and Examination Regulations.

#### **Article 7**

##### **Final provisions**

- 1) Other conditions for the implementation of the LLL according to this Measure and not specified here are governed by the valid rules of the LLL USB, or other related regulations and standards.
- 2) This Measure takes effect on the date of its issue.

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