



Academy of Arts
in Banská Bystrica
→ Faculty
of Performing
Arts

Academy of Arts in Banská Bystrica
Kollárova 22, 974 01 Banská Bystrica
College ID: 31094970
Faculty of Performing Arts
Kollárova 22
974 01 Banská Bystrica

DESCRIPTION OF THE STUDY PROGRAMME

COMPOSITION

Master's degree

The university's body for approving the study programme: the Accreditation Council of the Academy of Arts (hereinafter referred to as „AR AU")

The Joint Programme Board for Bachelor's and Master's Degree Programmes of the FMU AU (hereinafter referred to as the "JPB FMU")

1. BASIC INFORMATION ABOUT THE STUDY PROGRAMME

Date of approval of the study programme ARAU
or modification of the study programme: JPB FMU 14.02.2022

Name of the study programme:	Composition
Number according to the register of study programmes:	101092
Degree of higher education:	Second
ISCED-F code for the level of education:	767
Place(s) of the study programme:	Kollárova 22, 974 01 Banská Bystrica
Name and number of the field of study:	ART/ 8202
ISCED-F department/discipline codes ¹ :	0215
Type of study programme:	Academically oriented, artistic
Academic degree awarded:	Master of Arts (Mgr. art.)
Form of study ² :	Full-time
Language or languages of the study programme ³ :	Slovak
Standard length of studies expressed in academic years:	two years
Capacity of the study programme (planned number of students):	2022/2023 - 3
actual number of applicants:	3
Number of students:	2

¹ According to the International Standard Classification of Education. Fields of Education and Practice 2013.

² Pursuant to Section 60 of Act No. 131/2002 Coll. on Higher Education.

³ Languages in which all learning outcomes are achieved, all related subjects of the study programme and the state examination are carried out. The College shall separately indicate information on the possibility of studying partial units/subjects in other languages in section 4 of the description.

2. GRADUATE PROFILE AND LEARNING OBJECTIVES

The college will describe the learning objectives of the program of study as the student's abilities at the time of completion of the program of study and the major learning outcomes

Graduate of the Master's degree programme in Composition:

- is a versatile composer, capable of both independent compositions for any acoustic, electroacoustic, or digital medium, as well as compositions applicable to contemporary artistic outputs of audiovisual, theatrical, and new-media culture,
- possesses high quality artistic as well as theoretical knowledge and skills, which he/she can apply in his/her own compositional practice,
- applies the latest knowledge in the field of composition in the creation of a musical work, knows how to apply it adequately at the level of the master's degree in his/her compositional practice with emphasis on the use of contemporary compositional techniques,
- on the basis of knowledge in the field of music-theoretical, music-historical and music-aesthetic disciplines, as well as knowledge in the field of other art forms, is able to take and verbally present his/her own opinions on the most current issues related to artistic creation,
- has knowledge and skills in the field of technological sound processing,
- has the ability to lead school music ensembles both artistically and organisationally
- actively works with professional literature (also foreign language), is able to search and select information sources adequate to the problem addressed,
- is able to create works of high artistic value, corresponding to the artistic-aesthetic criteria of contemporary compositional art at the level of master's degree.

3. GRADUATE EMPLOYMENT

The college indicates the occupations for which the graduate is prepared at the time of graduation and the potential of the study programme in terms of graduate employment.

a)

Graduates of the Master's degree programme in Composition acquire the competence:

- to exercise the profession of music artist - composer at the level of master's degree,
- to exercise the profession of secondary school composition teacher at a secondary art school - conservatory
- to exercise the profession of a teacher at a primary school, where he is competent to teach composition, music education and to lead school music ensembles,
- to carry out pedagogical activities, it is necessary to complete the Supplementary Pedagogical Study, which extends the competence profile to include pedagogical competence;⁴
- for the exercise of the profession in these satellite professions:
 - music dramaturg in theatres and other cultural institutions,
 - music dramaturg of an artistic ensemble, festival, etc.,
- after successful completion of the entrance examinations, a graduate of the Master's degree may continue his/her doctoral studies in a follow-up study programme.

⁴ The faculty has the study programme accredited - accreditation valid until 2025

b) Successful graduates who have found employment in various artistic and educational institutions include:

Branislav Holly,	founder of Artkin Metro and OZ LampART, Trenčín
Lucia Koňakovská,	active as a composer, teacher at the Jozef Kresánek Music School, Bratislava
Jozef Nomülner,	active as a composer http://www.jozefnomulner.sk/indexsk.html
Peter Špilák,	University lecturer, FMU AU Banská Bystrica
Jaroslav Hruška,	active as a composer in the field of popular music, pianist, singer and organizer of musical ensembles
Marek Spusta,	active as a composer
Martin Jánošík,	active as a composer, pedagogue at ZUŠ Banská Štiavnica
Ján Králik,	active as a composer and teacher at the Handlová Music School
Kraus Róbert,	active as a composer, university teacher, HUAJA Banská Štiavnica
Fekiačová- Skruteková Zdenka,	active as a composer, teacher at the ZUŠ Svetozár Stračina, Detva
Paluchová Anna,	active as a composer, teacher at FMU AU, ZUŠ Jana Cikker, Banská Bystrica
Katarína Málíková,	active as a composer, winner of the Radio Head Awards
Vladimír Homola,	active as a composer, member of SLUK, teacher at the Sklenárová Music School, Bratislava
Tomáš Nezkusil,	active as a composer
Jakub Laco,	active as a composer, internal doctoral student of FMU AU, member of the Banská Bystrica Garrison Music - author of many compositions for this ensemble

Employers' assessment of the quality of the study programme, employability and success rate of graduates

According to the description of the field of study (point 3), the study programmes in the field of Arts do not require an opinion on the assumption of the application of graduates of the study programme in practice and thus also the evaluation of the quality of the study programme by employers.

4. STRUCTURE AND CONTENT OF THE STUDY PROGRAMME ⁵

The college shall describe the rules for the formation of curricula in the study programme

When creating the recommended study plans in the Composition study programme, the Academy of Arts based on the relevant documents and laws that profile the graduate of the first degree study programme in accordance with the relevant level of the National Qualification Framework (Decree No.244/2019 Coll. 131/2002 Coll. on Higher Education as amended, Decree No. 614/2002 Coll. on the credit system of studies, Act No. 269/2018 Coll. on Quality Assurance of Higher Education as amended, and from the internal documents of the Academy of Arts.

The school also followed the following rules when drawing up the curriculum and plans:

- Profile subjects are provided by teaching staff with the title of associate professor or professor at the appropriate post.
- The credit allocation respects the importance of the subjects, i.e. the least number of credits is given to elective and selection subjects and the most to profile and compulsory subjects.
- Learning outcomes within individual courses reflect the allocated credit allocation.
- Subjects and their definition reflect the profile of the graduate.
- The complexity of the learning objectives corresponds to the Master's degree.
- The study according to the recommended study plan in terms of time intensity corresponds to the work of a student in the range of 1800 hours per academic year, including independent creative activity and independent study; which means 30 hours per credit.

The recommended curriculum is designed to ensure that every student has the opportunity to meet the requirements for successful completion of studies of the standard length. The recommended study plan is published by the faculty no later than the beginning of the enrolment of courses in the relevant academic year. Flexibility in the curriculum is ensured by allowing multiple paths in study through an extensive offer of compulsory elective courses and the possibility to choose elective courses.

The study plan (except for the form of assessment of study results) is drawn up by the student himself/herself or in cooperation with the study department in accordance with Section 51 (2) and (4) (g) of the Higher Education Act and in accordance with the AU Study Regulations; the study plan of a student consisting of different subjects is generally drawn up for one academic year. It specifies the time and content sequence of courses and the forms of assessment of learning outcomes.

The study plan of each student is created within the framework of the specified rules and in accordance with the FMU AU Study Regulations.

The organisation of studies is based on the credit system of studies in accordance with *Decree No. 614/2002 Coll. on the Credit System of Studies* (ECTS). Each subject, the completion of which is evaluated, is assigned a number of credits in the study programme, which the student will receive after its successful completion. One credit corresponds to 30 hours of work, including independent study and independent creative activity. The standard workload of a full-time student for the whole academic year is expressed as 60 credits (30 credits per semester).

⁵ Selected characteristics of the content of the study programme may be listed directly in the Course Information Sheets or supplemented with information from the Course Information Sheets.

Credits earned for courses taken are cumulative over the period of time in which the student was enrolled in one degree programme.

The study programme *Composition* has a standard length of study of 2 years in the 2nd cycle of higher education in the field of study Arts. The study programme is implemented only in full-time form by the full-time method, which consists in teaching in direct contact between the teacher and the student. In rare cases, distance learning is also possible.

The full-time form of study is organised so that the study according to the recommended study plan, depending on the study programme and in terms of time intensity, corresponds to the work of the student in the range of 1500 to 1800 hours per academic year, including independent creative activity and independent study. The study programme is primarily student-oriented. The basic prerequisite for studying in this study programme is the talent to be demonstrated and the abilities to be tested both by previous studies in stage 1 and by admission to stage 2 of the study programme.

As in the previous degree, the study is primarily based on the student's practical compositional work, from the creation of a concept presented to the teacher, to the final musical work, usually publicly presented, where the emphasis is primarily on the creative process itself. Lectures and profile courses are taught by university teachers holding the tenure-track position of associate professor or professor. Other professional lectures related to this specialisation are also given by assistant professors with a third-level degree. In addition to professors and associate professors, seminars and tutorials are conducted by assistant professors, assistants, lecturers and full-time students in the third cycle programme.

The educational process is primarily aimed at the development of talent in the form of practical and theoretical teaching of students, which primarily requires an individual form of teaching. Its quality is ensured mainly by prominent, internationally recognised artistic personalities with a rich artistic and creative activity, who - taking into account the requirements and needs of practice - prepare artists for their professional career. The specificity of the high-level artistic educational process lies in the rich offer of pedagogically and concert active personalities within the specialisation of the given study programme, which on the one hand ensures the diversity of methodological approaches to teaching in the given specialisation, on the other hand the necessary competition and quality guarantee. At the same time, several of the teachers are active in artistic practice or hold various positions in cultural and artistic institutions, while their artistic-pedagogical training ensures the growth of new quality artists. Part of the artistic-educational process is regular concert performances of musical works by students and teachers in internal (at the FMU AU) and external concert events at home and abroad. In realizing this goal, FMU AU closely cooperates with domestic organizations and institutions of artistic and cultural practice (theatres, music ensembles, radio, television, etc.), while also establishing and developing cooperation with partner schools and international institutions abroad. Students in a given artistic programme thus gain the necessary practice for later work as performers. The main objectives of the school include the provision of exchange study stays abroad (also within the ERASMUS+ programme), the organisation of various courses, practical seminars, competitions and other events that contribute to improving the quality of the education provided.

The structure of the courses of the *Composition* study programme guarantees students an education that is in line with the content of the study field of *Art* for the 2nd Master's degree.

b) Recommended study plans for individual study pathways

In the recommended curriculum, the faculty advises students in which part of their studies they should take the individual courses of the study programme.

A programme of study is a set of courses consisting of learning activities. These are mainly lectures, seminars, exercises. Their combinations, sets of rules and requirements are designed in such a way that successful completion of these learning activities enables the student to acquire all the competences defined by the profile and thus to obtain a higher education degree of a given level. All learning activities result in the writing of a diploma thesis, the creation of a diploma artistic performance and the passing of a state examination.

The recommended study plan (RSP) is designed so that by completing it the student meets the conditions for successful completion of studies within the standard length of study. By structuring the FTP, the faculty recommends to the student which courses he/she should take when in order to achieve the efficiency and content logic of the FTP.

Subjects included in the SP are divided into:

- *Compulsory subjects (PP)* - their completion is a condition for successful completion of part or the entire study programme.
- *Compulsory elective courses (PVP)* - a condition for successful completion of part or the entire study programme is the completion of a specified number of these courses according to the student's choice in the structure determined by the study programme.
- *Elective courses (OP)* - are other courses in the study programme that the student has the option to enrol in to complement his/her study focus and to obtain a sufficient number of credits in the relevant part of his/her studies.

In terms of the continuity of subjects, the study programme contains only:

- subjects without continuity - and thus enrolment in such a subject is not conditional on the completion of another subject.

The subjects included in the Composition curriculum are divided into three basic blocks.

Block A - Compulsory subjects - subjects with the greatest weight on the profiling of the student.

The block includes 7 subjects, 5 of which are profile subjects.

These subjects contribute most significantly to the competence development of the graduate profile. They are subjects of a practical as well as theoretical nature, as the profile emphasises the graduate's abilities and skills in composition also by acquiring theoretical knowledge.

Block A1 - compulsory subjects of the specialization/profile subjects:

- *Composition II 1-4* (the most important profiling subject also at the second level of higher education), which the student encounters during all four semesters,
- *Theory of Composition II 1-4*
- *Composition Seminar II 1-4*
- *Study of contemporary music scores - Conducting Ensembles, 1-3* (an important course in terms of developing competencies in leading, managing and communicating with ensembles, with overlap into the performing arts).
- *Selected chapters from contemporary music, 1-3*

Block A2 - compulsory subjects of the state examinations is included in the framework of compulsory subjects.

This block contains:

- *The defence of the diploma artistic performance and the diploma thesis*
- *Reflection of Contemporary Composition Practice* (theoretical state subject)

The results of the individual components of the state examination will test the student's comprehensive performance standards (cognitive, psychomotor, affective).

The elaboration and defence of the final thesis completes the study. By defending the diploma written thesis and artistic performance, the student demonstrates the ability to work creatively in the field of study within which he/she is studying the study programme.

The next group of subjects is **Block B - compulsory elective subjects of professional focus**. Block B is similarly as in Bc. studies is divided into two half-blocks. The first block b1 contains 3 subjects of theoretical character, which suitably complement the graduate's profiling.

The second subgroup of block B are the subjects of block b2, which are again tied to the possibility of acting in a musical ensemble. The student has a choice of two ensembles - *Compost II - playing open scores and guided ensemble improvisation*, or performing in a *Chamber Vocal Ensemble*. Both subjects are linked to the graduate's profile, gaining experience with ensemble ensembles, their leadership, organization, which appropriately complements the profile subject - *Study of Contemporary Music Scores - Conducting Ensembles*. These subjects broaden the competence profile and also the graduate's employment opportunities.

The compulsory elective subjects also include **Block B1 - Compulsory elective subjects - Languages**

The student has a choice of two languages:

Study of professional texts in a foreign language - English, Italian.

The content of these courses is focused on the study of more demanding professional texts.

These subjects primarily develop transferable competences.

The structure of the SP is set up in such a way that after completing these courses and the appropriate subject composition, the student can already at the stage of completing all PVP achieve **120 credits**, which is necessary to obtain a proper graduation.

However, in order to provide avenues of profiling for the student's own choice of subjects, the minimum numbers of credits to be obtained are specified in blocks B. This ensures that the student can make up his/her own course structure from the individual blocks and make up the remaining credits from the last block of the SP - **Block C - Elective Courses**. These are divided into music subjects and non-music subjects.

All these subjects adequately complement the content of the compulsory courses and contribute to both professional and general knowledge in the field of study.

Teaching of profile subjects is provided by tenured associate professors or professors who are recognised experts in the field.

[Recommended study plan of the study programme Composition](#)

Conditions for completing the individual parts of the study programme

The university shall indicate the number of credits required for the proper completion of studies and other conditions that the student must fulfil in the course of the study programme and for its proper completion, including the conditions of the state examinations.

c) The number of credits required for regular graduation and other conditions for regular graduation

- Number of credits required for the proper completion of the study (for the completion of the part of the study after each semester): **120** in the structure: (30+30+30+30)

Other conditions that must be fulfilled by the student during the course of his/her studies and for its proper completion are:

- completion of all compulsory courses,
- the achievement of the specified minimum number of credits for compulsory elective courses according to the given study plan,
- attainment of a specified minimum number of credits for elective courses
- the condition of admission to the state examination is the submission of the diploma artistic performance - scores in PDF format and thesis written work.

Ordinary completion of studies

- The study is properly completed by graduation according to the relevant study programme. The date of completion of studies shall be the date on which the last of the conditions prescribed for the proper completion of studies of a given study programme is fulfilled.
- The study according to the study programme may not exceed its standard length (Section 51(4)(h) of the Higher Education Act) by more than two years.
- Proof of the proper completion of studies of an accredited study programme and of the acquisition of the relevant academic degree is a university diploma, a certificate of state examinations and a supplement to the diploma.

In addition to the regular termination of studies, the studies are also terminated:

- (a) by dropping out,
- (b) failure to complete the studies within the time limit determined pursuant to section 65(2) of the Higher Education Act,
- c) expulsion from studies for failure to meet the requirements arising from the study regulations of the faculty and the study programme,
- (d) expulsion from studies pursuant to Section 72(2)(c) of the Higher Education Act,
- e) cancellation of a study programme pursuant to Section 87(2) of the Higher Education Act if the student does not accept the faculty's offer to continue his/her studies in another study programme,
- (f) if the student fails to appear for enrolment in the next period of study after written notice within ten working days of receipt of the notice or fails to reappear for re-enrolment after an interruption in the period of study
- (g) death of the student

The date of graduation is:

- a) according to Article 14, paragraph 1, letter a) of the Study Regulations, the date on which the faculty receives the student's written declaration of withdrawal from studies,
- (b) pursuant to Article 14(1)(b) of the Study Regulations, the end of the academic year in which the student should have completed his or her higher education studies,
- (c) pursuant to Article 14(1)(c) and (d) of the Study Regulations, the date on which the decision on exclusion from studies became final,
- (d) pursuant to Article 14(1)(e) of the Regulations, the date on which the College has notified the cancellation of the programme of study,
- (e) pursuant to Article 14(1)(f) of the Regulations, the date by which the student should have enrolled for the next period of study or should have re-enrolled after an interruption.

For each curriculum, the college shall indicate the requirements for completion of each part of the curriculum and the student's progression through the curriculum in the structure:

- for compulsory subjects: **70** /58,33 % (18+18+19+15);
- for compulsory electives: **32** /26, 66 % (6+6+6+6+6);
- for elective subjects: **12** / 10 % (4+4+3+1);
- for the defence of the thesis and artistic performance: **3** / 2,5 %
- State exam in Reflection of Contemporary Composition Practice: **3** / 2,5 %
- number of credits required for the proper completion of studies for artistic performances other than the final thesis in artistic study programmes: **87** / 72.5 %

d) Rules for the verification of learning outcomes

The college will describe the rules for verifying learning outcomes and student assessment and the options for corrective procedures against this assessment.

- The conditions for completing the course and its assessment are set by the course teacher in accordance with the course content and the course information sheet. The conditions are determined mainly by: the criteria for passing the course, the content and scope of the work to be completed, attendance, recommended literature and the conditions for completion - the date of the examination, the method of assessment and the form of presentation.
- At the beginning of the semester, the teacher is obliged to inform the students about the content, objectives and conditions of their course.
- The language of instruction is Slovak.
- Attendance is compulsory in the sense that it is the responsibility of each teacher to determine the extent of compulsory attendance for an individual or the whole group (if the teacher does not require 100% attendance, a minimum attendance requirement must be determined).
- The scope and content of the student's responsibilities will be defined by the instructor at the first meeting of the semester, with the instructor determining the content and scope of individual preparation. Failure to do so means that attendance is compulsory in its entirety.

- If for any reason a student misses more instruction than the instructor has specified or any amount of instruction specified by the instructor, it is within the sole discretion of the instructor to determine, taking into account the nature of the course and the extent of the absence, whether the student may take the course. This is considered a failure to meet the passing grade and a failure of the course.

Rules for student assessment

- The evaluation of the student's learning achievements in the course of studying the subject is carried out mainly:
 - a) continuous monitoring of learning outcomes during the teaching part of a given period of study,
 - b) an examination for the given period of study (submission of the composition - score in PDF form)
- Completion of the course is assessed by a grade. The grade reflects the quality of the acquisition of knowledge or skills in accordance with the aim of the course as stated in the course information sheet (Article 2(13)).
- The marking is based on a grading scale consisting of six grading levels:
 - a) A (100 % - 94 %) - excellent (outstanding results) = 1
 - b) B (93% - 87%) - Very good (above average results) = 1.5
 - c) C (86%-80%) - good (average results) = 2
 - d) D (79% - 73%) - satisfactory (acceptable results) = 2.5
 - (e) E (72 % - 65 %) - sufficient (results only meet the minimum criteria) = 3
 - (f) FX (64% and below) - Inadequate (results do not even meet the minimum criteria) = 4
- A student will receive credit for a course if his/her performance has been graded at any of the grading levels from A to E.
- For selected courses, the faculty may decide that they will not be assessed by a grade and determine other criteria for their successful completion as conditions for obtaining credits.

Methods of assessing student learning outcomes in the course of studying the subject

In the course of studying the subject, similarly to the first stage of education, **continuous control of** learning results is carried out during the teaching part of the given study period. In particular, class attendance, work in progress, assignments, participation in workshops, written tests, assignments for independent work, term papers, etc. are checked and evaluated.

The main assessment is:

- *oral examination* for the given period of study; (in the case of composition, this is the submission of the composition in the form of a score in a pdf file and its colloquial evaluation).
- in the case of theoretical subjects, it is an *oral examination, written examination, etc.*, the evaluation takes place at the end of each semester.

Ordinary examination dates

- The dates of the examinations shall be announced by the examiner not later than fourteen days before the beginning of the examination period.
- The examiner has the right to limit the number of examinees on each date, but must do so when the examination dates are announced; failure to do so means that the number of examinees is not limited.
- Every student is obliged to register with the examiner for the examination or to withdraw from it. If a student has failed to attend an examination for serious reasons, he/she may excuse his/her absence from the assessment to the examiner within five days after the assessment date.
- If a student fails to appear for an examination for reasons other than serious ones, or if he/she fails to excuse his/her absence, the student is graded with the classification grade FX.
- If the examination consists of two or more parts and the student passes one part of the examination and fails the other part, the teacher may require the student to take only one part of the examination in a make-up examination.
- The results of the examination are entered by the subject teachers into the Academic Information System (AIS) within 5 days of the examination.

Remedial deadlines for course assessment

- Make-up dates are set in the examination period by the academic year timetable.
- A student who has not fulfilled the conditions of the interim assessment specified in the course information sheet or has not fulfilled the conditions for the end of the semester, which he/she received from the teacher at the beginning of the semester, cannot take the exam for the period or cannot participate in the evaluation of term papers, is evaluated with a grade FX without the right to a remedial term.
- A student who has been evaluated in a course with a grade of FX or has failed in professional and theoretical courses (except for the final thesis) has the right to one remedial term if he/she fulfils the conditions of the interim evaluation.
- If a student has been assessed with a grade of FX in *Composition*, he/she is entitled to one make-up term, provided that he/she has met the requirements of the interim assessment.
- When re-enrolling in any course, a student is entitled to only one remedial term under the same conditions.
- At the student's request, the examiner will allow a make-up examination even if the student has passed the regular examination date. In this case, the grade of the examination in the regular term shall be changed to FX.

Options for corrective procedures against valuation

- The board examination takes place at the request of the student, who has the right to request it before a board composed of university teachers appointed by the person responsible for the implementation, development and quality of the study programme.
- At the request of the student or the examiner, the Dean of the Faculty may, in exceptional cases, determine the holding of a regular or remedial examination before an

examination board appointed by him/her. In this case, the examination shall be open to the public and the chair of the examination board shall be obliged to notify the original examiner in advance of the date of the examination, even if he or she is not a member of the board.

- Failure to attend an assessment on any of the announced dates in a given academic year shall be graded with a classification grade of FX.

Assessment of the quality of learning outcomes

- For the evaluation of a student's overall academic performance in a defined period, a weighted academic average is used as a criterion for evaluating the quality of the student's academic performance, which is calculated by adding the products of the number of credits and the numerical evaluation according to Article 9(3) of the Regulations for all courses enrolled by the student in the period under evaluation and dividing the result by the total number of credits enrolled by the student for the period under evaluation.
- A grade of 4 will be included in the weighted grade point average for courses taken and not completed.
- If a student does not attend the regular examination date for serious reasons (health), he/she has the right to one alternative date.
- The overall evaluation of the study is carried out after fulfilling all the obligations prescribed by the study programme and successful completion of the state examinations by degree level:
 - a) passed with distinction,
 - b) prospered
- A student is graded "passed with distinction" if his/her weighted study average for the entire study is not higher than 1.10, he/she has not been graded with grade E sufficiently during the study, and he/she has been graded with grade A (1) in the defence of the final artistic performance and the written final thesis and in the state examinations, with the possibility of an exception of one grading with grade B (1.5), unless this grading is related to the profiling subject - artistic performance. In all other cases, the student shall be graded 'pass'.
- Learning outcomes are entered into the Academic Information System (AIS).
- For outstanding results achieved during studies, the student may be awarded the Dean of the Faculty Award or the Rector's Award of the Academy of Arts in Banská Bystrica.

e) Conditions for the recognition of studies or part of studies

FMU AU provides the student with the opportunity to accept credits for courses taken in previous studies. The procedure for recognition of credits for courses taken in previous studies is mainly initiated in the following cases:

- a) when the student has completed his/her studies or part of them at another HEI (outside mobility);
 - b) when a student has had an interruption of studies, the study continues normally after the interruption (the interruption can be for a maximum of two years);
 - c) when a student transfers from one SP to another SP within FMU AU or AU faculties;
 - d) after dropping out and after re-admission.
- A student who applies for recognition of credits from previous studies shall apply in writing to the Dean of the FMU AU through the Study Department on the day of enrolment for permission to initiate the procedure for recognition of credits obtained in previous studies. He/she shall submit relevant evidence of previous studies and the courses and credits taken therein - confirmation of attendance at the school, a transcript of courses and credits taken, certified by the study department of the university from which he/she completed his/her original studies - with the application.
 - The dean or vice-dean for studies will assess the student's application and decide whether or not to allow the student to have courses and credits from previous studies accepted.
 - In the event that a student will be allowed to accept courses and credits earned in previous studies, the study department will ask the heads of the departments in which the study program or part of the study program is conducted to identify courses in the current study program that may be accepted as identical or compatible. Credits for courses from the programme of study in which the student is currently studying may be accepted and should be cumulative and should approximate, but not exceed, the number of credits earned in previous studies. Within 10 days, the Head of Department, together with the Programme Supervisor and the Departmental Coordinator, will create a comparison table, which will be agreed by signature and handed over to the Study Department.
 - On the basis of the transcript thus obtained, the study department will enter the recognised courses and credits in the student's enrolment sheet and in the AIS within the enrolment period for the given academic year. In addition to these recognised courses, the student may enrol in courses from the programme of study under the conditions specified in the Regulations of Study.

Clarifying provisions:

1. Only a student who has achieved a B.Sc. in the original study programme can apply for such a promotion. study at least 2/3 of the cumulative value of credits (minimum 120 credits).
2. Credits for courses that a student requests to have credits accepted must not have a date on the transcript older than 3 years and it is recommended that only credits that have been graded A, B, or C be accepted.
3. Other exceptional cases of recognition of credits are assessed individually by the teacher who is responsible for the subject.
4. The person in charge of the study programme or the head of the department has the possibility to request other information and materials from the student, such as Course Information Sheets or descriptions of study programmes, etc.

g) Rules for the assignment, processing, opposing, defending and evaluation of final theses in the study programme

- Thesis topics are published by thesis supervisors at the end of the summer semester on the faculty's website and at the beginning of the winter semester of AR they are filled out in an electronic document in the AIS2 system.
- Thesis supervisors in the Master's study programme are teachers of profile art subjects working in the study programme, or teachers of professional art/theoretical subjects with completed 3rd degree.
- The student must choose the thesis assignment by the required deadline - no later than 10 October of the academic year in which he/she is to graduate.
- **Diploma thesis** - has the character of a theoretical professional work, the student processes the chosen topic at the level of a professional study with a representative selection of professional literature, professional terminology, applies appropriately selected scientific and artistic procedures and methods. It demonstrates the level of knowledge, skills and experience acquired during the study and the ability to use them in solving problems in the relevant field of study. It is intended to bring new knowledge and make a contribution to the field. It must meet the criteria of an independent professional thesis in terms of content and form. The length of the thesis is 40 pages, i.e. 72 000 characters including spaces.
A diploma artistic performance is an artistic work of a larger scale (at least 15 minutes). The content is individual in accordance with the internal guidelines of the department. It is a presentation of an artistic rendition of musical works of a high artistic level.
- The structure and scope of the thesis is determined by the FMU Methodological Guideline for Final Theses and Directive No. 100/2014 on the basic requirements of final theses at the AU in Banská Bystrica.
The diploma thesis, as well as the creation of an artistic performance (work), is prepared by the student under the guidance of the thesis supervisor, who is usually a teacher of the profile subject of composition.

Rules for thesis processing in the study programme

- The complete final thesis (UV score and written thesis) must be handed in no later than the deadline specified in the faculty timetable. If the student fails to submit the thesis by the deadline, he/she cannot participate in the thesis defence.
- Before submitting the thesis to the study department, the student submits the thesis for checking to the persons in charge - or to the thesis supervisor. Authorized persons will check the compliance with the chosen topic, the conformity of the printed and electronic versions as well as the formal requirements resulting from the current directive and the methodological guidelines of the faculty.
- The supervisor of the thesis is responsible for the completeness of the thesis, compliance with the chosen topic, conformity of the printed and electronic versions, as well as formal requirements. The supervisor of the artistic work supervises the observance of the specified scope of the UD as well as its artistic quality.

Rules for opposing final theses in the study programme

- The final thesis - written part and score is submitted to the opponent/opponents for review through the study department of the faculty no later than 25 calendar days before the set date for the defense of the final thesis and artistic work.
 - The thesis supervisor and the opponent will prepare a written evaluation of the thesis and the work of art, defined by the prescribed structured form of the thesis evaluation criteria specified in AiS2, in which they comment on each part of the thesis separately. They evaluate it in terms of content, form, the contribution of the thesis and its use in practice. In the case of the artistic part, the tectonics, musical form, and instrumentation of the musical work are evaluated.
 - The student who has prepared the thesis has the right to get acquainted with the opinion of the opponent and the supervisor of the thesis and the work of art no later than five calendar days before the set date of the defence of the thesis. He/she can download the assessment in AiS2.
 - According to Article 49d, point 15, if the supervisor's and the opponent's assessment of the thesis is negative (they do not recommend the thesis for defence), the student must revise the thesis. The more specific procedure, in particular the specifics in the 3rd cycle of higher education, is regulated by the internal regulation of the faculty.
- **Rules for the defence and evaluation of theses in the study programme**
 - The student presents the artistic and written part of the thesis at its public defence.
 - The defence of the thesis and artistic work is a state examination and takes place in the form of a presentation of the written and artistic part of the thesis and a debate before a committee appointed by the Dean, which has at least four members.
 - It is composed of at least two university teachers holding the tenure-track position of associate professor or professor and other professionals approved by the FMU Arts Council. The Examination Board for the State Examinations shall have at least four members.
 - The committee's decision on the results of the defence of the thesis and the work of art shall be made in closed session. The proceedings and the announcement of the results shall be public.

The defence of the diploma thesis and the work of art in the second cycle of studies is evaluated by classification grades A-FX

h) Opportunities and procedures for participation in student mobility

The Academy of Arts supports individual student mobility in the framework of internationalisation. This priority is enshrined in the Erasmus+ Policy Statement (Overall Strategy)

(https://www.aku.sk/images/Menu/Erasmus/erasmus_policy_statement_academy_of_arts_in_banska_bystrica.pdf) and in the Strategic Objectives of the ECHE Charter 2021-2027 (https://www.aku.sk/images/Menu/Erasmus/strategicke_ciele_eche%202021-2027.pdf) at AU.

The AU also supports the recognition of blended and virtual mobilities that comply with applicable domestic and European legislation. The following inter-institutional agreements are in place at the Faculty of Performing Arts:

(https://www.aku.sk/images/Menu/Erasmus/Partnerske_institucie/Zoznam_platnych_Inter_institucionalnych_zmluv_pre_akademicky_rok_2021_2022.pdf).

FMU AU also offers internships. Mobility and study abroad opportunities are posted on the school's website and are regularly updated. Students are assisted in the planning and implementation of mobility by the Faculty Erasmus+ Coordinator Faculty Erasmus+ Coordinator PaedDr. Michal Marko, PhD. (e-mail: michal.marko@aku.sk), or by the Institutional Erasmus+ Coordinator PaedDr. Peter Vítko (tel: +421 48 4320 127; e-mail: peter.vitko@aku.sk). The administration of student mobility is the responsibility of Ing. Marta Bakaljarová (tel: +421 48 4320 126; e-mail: marta.bakaljarova@aku.sk).

i) Academic Ethics and Consequences Policy

Issues and problems regarding the observance of academic ethics by students and staff are dealt with by the Ethics Committee.

Students are governed by a binding document, the AU Student Code of Conduct.

1. Every AU student shall respect ethical and moral principles and standards of conduct, i.e.
 - a) fully respects the principles of humanism, humanity, freedom, democracy and by its actions subscribes to the observance of moral principles and ethical principles,
 - b) has regard for the safety, health and welfare of the community, other students and others affected by his/her actions,
 - c) bears legal, professional and moral responsibility for his/her own actions,
 - d) participates in the formation of good interpersonal relations without discrimination on the grounds of age, gender, sexual orientation, marital or family status, race, colour, disability, language, political or other opinion, membership of a national minority, religion or belief, trade union activity, national or social origin, property, birth or other status, or on the grounds of notification of crime or other antisocial activity,
 - e) actively opposes extremist manifestations,
 - f) Respects and treats all persons, teachers and students with respect, honoring the principles of collegiality and academic cooperation,
 - g) Respects academic freedoms, freedom of thought, critical thinking, freedom of expression, freedom of independent creation and research, freedom of exchange of ideas, freedom to research and publish the results of research,
 - h) acts openly, honestly and fairly and has exemplary behaviour,
 - i) does not commit personal humiliation, immoral behaviour and coercion, intimidation, ridicule, psychological or physical violence, harassment,
 - j) strives for his/her personal growth with the aim of becoming a well-rounded person both professionally and ethically,
 - k) does not commit fraudulent behaviour and abuse of other students,
 - l) shall not abuse his/her own position or position in the organisational structure for personal or third-party benefit, and shall refuse any benefits that might arise from a familial or other relationship with a teacher or AU employee,
 - m) rejects all forms of corruption.

2. Every AU student in the field of educational activities:
 - a) considers educational activity as a means of acquiring the knowledge, skills and competences necessary for the further development of society and the formation of one's personality,
 - b) Recognizes that higher education is a challenging, creative learning process of equal participants that requires mutual respect between teachers and students,
 - c) is aware of his/her right to quality education and uses the period of study for personal and qualification growth, takes responsibility for the learning process, is responsible for achieving his/her own results in the educational process and for presenting these results,
 - d) actively participates in the educational process, contributes to improving its quality, cooperates with other students to improve its quality and helps other students to improve their results within the limits of their abilities,
 - e) respects the integrity of the personality of other students, co-creates a positive and creative atmosphere in the educational process and beyond, does not disparage the results of the work of other students or teachers,
 - f) avoid cheating, use of illegal materials in examinations, unethical practices (writing off, cheating, aiding and abetting cheating) and unfair attitudes to study that would bring the academic environment into disrepute,
 - g) does not cooperate with others on tests, exams, assignments, projects, and other assignments without the permission of the instructor,
 - h) does not submit parts or all of a thesis that has been prepared for another course without prior permission of the instructor and standard reference to the original thesis,
 - i) does not use private modern means in the immediate classroom, during exams or consultations without prior permission of the teacher,
 - j) does not interfere with the course of teaching by late arrivals to class, meets the deadlines for the submission of theoretical work and practical assignments, meets the deadlines set by the study department,
 - k) acts according to the instructions of the Study Department and according to the applicable provisions and guidelines in terms of participation in registration, examinations and defences.

3. Each student in the field of research, scientific research, artistic and creative activity:
 - a) considers scientific research, artistic and creative activity as a means of raising the level of knowledge and cultural heritage,
 - b) is aware of and takes responsibility for the originality and objectivity of his/her own creative work, does not commit plagiarism and does not pass off someone else's work as his/her own,
 - c) is open to professional discussion, communicates in a factual and open manner, and encourages creative dialogue,
 - d) is not biased, is responsible for the credibility, originality and results of his/her work and is responsible for the correctness of the interpretation of the results of his/her own creative work, is responsible for the appropriateness, accuracy and objectivity of the methods used and ensures that the results are not distorted,
 - e) document the outputs of the work and archive them carefully and judiciously in accordance with FAIR data management principles (discoverability, accessibility, interoperability and reusability),
 - f) he publishes the results of his artistic activity only if he himself has achieved them or has made a significant contribution to their realisation,
 - g) builds its scientific, artistic and creative activity on the current developments in its field of study,

- h) works with verified facts on the basis of scientific research activities and considers the disclosure of the results of his/her scientific, artistic and creative activities to be self-evident under the conditions customary in his/her field of study,
 - i) adheres to the specific rules of professional ethics of each field of study,
 - j) ensures correctness in the application and transfer of technology,
 - k) rejects and does not tolerate the creation of fabricated results and their recording as if they were real (fabrication), the manipulation of research material, equipment or processes, or the unjustified alteration, omission or deletion of data or results (falsification), or the literal or modified appropriation of another person's thoughts, ideas or research results and their presentation or publication without adequate acknowledgement of the relationship to the original source (plagiarism), and respects the ethical principles of research work,
 - l) takes care to correct subsequently identified erroneous data, results or conclusions at the same level of publication as originally submitted.
4. Each student in publishing the results of creative activity:
- a) publishes the results of its creative work transparently, accurately, openly and honestly, striving to make the results of its publicly supported work publicly available,
 - b) Signs the results of his/her work, documents and works with his/her name and indicates the names of colleagues who have contributed to the results, mentioning FMU AU and his/her department,
 - c) respects copyrights, acts in accordance with the applicable rules for the protection of intellectual property, does not publish in an untrustworthy manner,
 - d) the thesis respects that the thesis must not unlawfully interfere with the rights or legally protected interests of third parties, in particular it must not violate the intellectual property rights of a third party or unlawfully deal with classified information or personal data, confidential information or trade secrets of a third party.
5. Each student in the performance of other activities:
- a) is aware of the possibility to vote and stand for election to AU and AU faculties' self-governing bodies,
 - b) resolve problems arising as a matter of priority with its legally elected representatives in the bodies of the academic self-government,
 - c) Distances itself from the spread of hoaxes and conspiracy theories that are based on the ideas of individuals,
 - d) takes special care of environmental protection, participates in the dissemination of environmental education,
 - e) extracurricular activities are carried out beyond the scope of his/her regular study duties in such a way that they do not jeopardize or conflict with the scope and quality of his/her academic performance at the individual faculties of AU,
 - f) contributes to the development of AU and the society in which we live,
 - g) Act in a representative manner, use his/her skills, knowledge, experience and abilities to promote the reputation of the AU, take pride in his/her affiliation with the AU and its constituent parts, act at all times in such a way as to preserve the respectability and high social credit of the AU and its departments, protect the name and reputation of the AU in the eyes of the professional and lay public, and refrain from any action that would in any way damage the reputation of the AU and its constituent parts.

Conduct that is inconsistent with the principles of academic ethics is detrimental to the interests of the Academy of Arts and may be subject to consequences in accordance with the principles of the AU Ethics Committee. ([AU Ethics Committee Statute](#))

j) Procedures applicable to students with specific needs

- For students with special needs, the Faculty of Performing Arts follows Directive 109 and the Academy of Performing Arts' Procedures for the Provision of Supplies for Students with Special Needs and <https://www.aku.sk/sk/studiumsk/informacie/podmienky-studia-pre-studentovso-specifickymi-potrebami.html>.
- Pursuant to Section 100(2) of Act No. 131/2002 Coll. on Higher Education and on Amendments and Additions to Certain Acts, as amended (hereinafter referred to as "the Act"), a student with specific needs is considered to be a student with: sensory, physical and multiple disabilities; a chronic illness; a health impairment; a mental illness; autism or other developmental disorders; and a learning disability.
- The college provides support services for students with specific needs. The student must request the use of a support service. Based on the student's request, the college will review the student's needs and determine the scope of the support services provided. This is based mainly on medical certificates, statements from a psychologist, speech therapist or special educator.
- Support services are provided mainly in the form of the possibility of using specific educational resources, individual educational approaches, the determination of special conditions for the performance of study duties (without reducing the requirements for study performance), individual approach of university teachers or remission of tuition fees in justified cases, in the case of exceeding the standard length of study (if its extension is due to the specific needs of the student).
- According to Section 100(4) of the Act, a student who agrees to an assessment of his or her specific needs is entitled to support services according to the extent and type of specific need, in particular:
 - ✓ providing the opportunity to use specific educational resources;
 - ✓ individual educational approaches, in particular individual tuition in selected subjects for students with sensory impairments;
 - ✓ special conditions for the performance of study duties without reducing study performance requirements;
 - ✓ individual approach of university teachers;
 - ✓ remission of tuition fees in justified cases, if the study is longer than the standard length of the relevant study programme.
- Details on the minimum entitlements of a student with specific needs to support services according to the type of specific need are set out in the Decree of the Ministry of Education and Science of the Slovak Republic No. 458/2012 Coll. on the minimum entitlements of a student with specific needs <https://www.slov-lex.sk/pravne-predpisy/SK/ZZ/2012/458/20130901>.

Procedure for a student with specific needs - completion of the student application form:

- A student with specific needs who wishes to use support services shall submit a written request for inclusion in the register of students with specific needs to the study

department of the relevant faculty of the Academy of Arts. The application form for inclusion in the register and specific needs assessment (Annex 1).

- Application form of an applicant with specific needs for modification of the form and manner of the entrance examination taking into account his/her specific needs (Annex 2).
- For the purpose of evaluating their specific needs and the scope of support services for their studies, an applicant with specific needs shall submit in particular: a medical certificate, not older than three months, which is a medical finding, a report on the course and development of the illness and disability or an extract from the medical documentation; a statement from a psychologist, speech therapist or special educator.
- The Dean of the Faculty shall issue a decision on the inclusion of students with specific needs in the register and the granting of appropriate adjustments and support services at AU Banská Bystrica.
- Decision form for inclusion in the register of students with specific needs and the granting of reasonable adjustments and support services at the Academy of Arts in Banská Bystrica (Annex 3). The coordinator is the contact person in charge of dealing with the study of students with specific needs.
- Provides more detailed information on support services for applicants with specific needs.
- Methodological guidance of the Ministry of Education and Science for creating conditions to support students with specific needs at universities
<https://www.minedu.sk/data/att/13930.pdf>.
Important links: <https://www.minedu.sk/studium-studentov-so-specifickymi-potrebami/>, <https://www.minedu.sk/data/att/4219.pdf>

The coordinator for students with specific needs at the Faculty of Performing Arts is Assoc. Mgr. Zuzana Bouřová, Ph.D., ArtD. +421 48 4320 214 zuzana.bourova@aku.sk

k) Student complaints and appeals procedures

- One of the most effective mechanisms for students to express their dissatisfaction is through student surveys, where they can point out specific deficiencies in the college's actions or inactions or claim their rights that they believe have been violated.
- The results of the student survey are evaluated by the Vice-Dean for Educational Activities and Quality and are subsequently reviewed by the Dean's College, which convenes a meeting of the faculty's management with the students. At the meeting, measures are taken to address the reasons for student dissatisfaction. Subsequently, at the next meeting with the students, the faculty management provides feedback to the complainants on the results of the review of the complaints and on the measures taken.
- Another option to address student dissatisfaction is to contact the student representatives in the Faculty's AS, which then invites members of the Faculty's management to its meetings to comment on the suggestions. The Academic Senate of the Faculty then obliges the Faculty Management to address the reasons for student dissatisfaction.
- In case of dissatisfaction with the way the course is evaluated, the student has the right to request a board examination. The board examination takes place before a committee composed of university teachers appointed by the study programme guarantor.
- At the request of the student or the examiner, the dean may, in exceptional cases, appoint an examination or a make-up examination to be held before a board appointed by the dean.

In this case, the examination shall be open to the public and the chair of the examination board shall be obliged to notify the original examiner in advance of the date of the examination, even if he or she is not a member of the board.

- At the request of the student, the examiner will allow a make-up examination even if the student has passed the regular examination date. In this case, the grade of the examination in the regular term shall be changed to FX.

5. INFORMATION SHEETS OF SUBJECTS

6. THE CURRENT ACADEMIC YEAR SCHEDULE AND THE CURRENT TIMETABLE

7. STAFFING OF THE STUDY PROGRAMME

a) The person responsible for the delivery, development and quality of the programme of study

doc. Mgr. MATEJ Daniel, ArtD. (f. m. prof.) [RZVŠ](#) [VUPCH](#) e-mail: daniel.matej@aku.sk

b) Persons providing profile subjects of the study programme

List and scientific/artistic and pedagogical characteristics of persons providing profile courses of the study programme⁶

prof. MgA. Ing. Ivo MEDEK, Ph.D.	RZVŠ VUPCH	e-mail: ivo.medek@aku.sk
prof. PaedDr. MgA. Mgr. DIDI Vojtech	RZVŠ VUPCH	e-mail: vojtech.didi@aku.sk
doc. Mgr. art. Mgr. ŠPILÁK Peter, PhD., ArtD.	RZVŠ VUPCH	e-mail: peter.spilak@aku.sk
doc. Mgr. art. art. TUŽINSKÝ Pavol, ArtD.	RZVŠ VUPCH	e-mail: pavol.tuzinsky@aku.sk

c) Reference to scientific/artistic and pedagogical characteristics of persons providing profile courses of the study programme HYPertext REFERENCE

doc. Mgr. MATEJ Daniel, ArtD. (f. m. prof.)	VUPCH
prof. MgA. Ing. Ivo MEDEK, Ph.D.	VUPCH
prof. PaedDr. MgA. Mgr. DIDI Vojtech	VUPCH
doc. Mgr. ŠPILÁK Peter, PhD., ArtD.	VUPCH
doc. Mgr. art. art. TUŽINSKÝ Pavol, ArtD.	VUPCH

d) List of teachers of the study programme

prof. MgA MEDEK, Ivo, Ph. D.	e-mail: ivo.medek@aku.sk
prof. PaedDr. MgA. Mgr. DIDI Vojtech	e-mail: vojtech.didi@aku.sk
prof. PhDr. KRÁK Egon, ArtD.	e-mail: egon.krak@aku.sk
prof. PhDr. MARTINÁKOVÁ Zuzana, PhD.	e-mail: zuzana.martinakova@aku.sk
prof. Ing. MgA. MURIN Michal	e-mail: michal.murin@aku.sk
prof. Mgr. art. art. SEDLICKÝ Štefan, ArtD.	e-mail: stefan.sedlicky@aku.sk
doc. Mgr. art. MATEJ Daniel, ArtD. (f. m. prof.)	e-mail: daniel.matej@aku.sk
doc. Mgr. art. Mgr. ŠPILÁK Peter, PhD., ArtD.	e-mail: peter.spilak@aku.sk
doc. Mgr. art. art. TUŽINSKÝ Pavol, ArtD.	e-mail: pavol.tuzinsky@aku.sk
doc. MgA. ŠKVARKOVÁ Jana, ArtD.	e-mail: jana.skvarkova@aku.sk
Mgr. art. MIŠKOVIČOVÁ Eva, PhD.	e-mail: eva.miskovicova@aku.sk
PhDr. GLOCKOVÁ Mária, PhD.	e-mail: maria.glockova@aku.sk
Mgr. art. art. KITTA Richard, ArtD.	e-mail: richard.kitta@aku.sk
PaedDr. MARKO Michal, PhD.,	e-mail: michal.marko@aku.sk
Mgr. RIES Roman	E-mail: roman.ries@aku.sk
Mgr. art. LACO Jakub (internal PhD student)	e-mail: jakub.laco@aku.sk

⁶ In the case of persons who will be at f.m, doc. prof. indicate---*These persons providing profile subjects of the study programme are on the posts of associate professors according to § 77 (2) of the Act on Higher Education from 01.07.2022

e) List of thesis supervisors with assignment to the topics of currently supervised theses (with contacts)

Student representatives, study advisor and study programme support staff

- Bc. Lucia Bencúrová, DiS. art., e-mail: lucia.bencurova@student.aku.sk

g) Study programme advisor

Study Officer:

- STRMEŇOVÁ Alena e-mail: alena.strmenova@aku.sk tel.: +421 48 4320 214

Consultations will be on an ongoing basis according to the needs of the students. The option to consult is in person, by email or by phone.

Study Advisor:

- doc. PaedDr. Mgr. Mária Strenáčiková, PhD., e-mail: maria.strenacikova1@aku.sk
- Mgr. art. Peter Pažický, ArtD.; (f. m. doc.) e-mail: peter.pazicky@aku.sk

Consultations will be on-going according to the needs of the students. The option to consult is in person, by email or by phone.

i) Other study programme support staff

Coordinator for students with specific needs:

- doc. Mgr. Zuzana Bouřová, Ph.D., ArtD. +421 48 4320 214; email: zuzana.bourova@aku.sk

Administration:

- Iveta MIŠÁNIOVÁ e-mail: iveta.misaniova@aku.sk, tel.: +421 48 4320 205
- Zuzana BEDEC SOVÁ e-mail: zuzana.becsova@aku.sk, tel.: +421 48 4320 252

Accommodation desk:

- Miriam BEŇUŠOVÁ e-mail: miriam.benusova@aku.sk, tel.: + 421 48 4320 445

ICT staff:

e-mail: helpdesk@aku.sk

- Bc. Igor Naňo e-mail: igor.nano@aku.sk; tel: +421 48 4320 666
- Mgr. Tomas Tomasovic e-mail: tomas.tomasovic@aku.sk, tel: +421 48 4320 100

AU Academic Library:

e-mail: kniznica@aku.sk, tel.: +421 48 43 20 402

8. SPATIAL, MATERIAL AND TECHNICAL PROVISION OF THE STUDY PROGRAMME AND SUPPORT

a) List and characteristics of the study programme classrooms and their technical equipment with assignment to learning outcomes and subject matter

Students' education is provided in the premises of the faculty building, where there are 34 rooms for teaching subjects of individual or collective nature and 2 concert halls.

Spatial provision of teaching

The total area of the FMU is 797 m², of which classrooms comprise 583 m², offices (departments, artistic production department, study department and dean's office) 214 m².

There are 3 classrooms for the Composition programme, which are sufficiently equipped technologically and instrumentally to fulfil the content of the Composition programme courses. **The largest classroom is classroom 215**, where most of the teaching takes place. The classroom is equipped with complete ICT technology (computer sets, audio systems, data projector, etc.). A licensed notation programme Sibelius 6 is installed on the PC, which is actively used in lessons by both students and teachers. Students thus acquire literacy in computer notation. This competence is also developed through a course focused on it. Of course, there is internet access, either wired or via wifi.

From the instrument inventory there is a Petrof wing in the classroom. The instrument is used to prepare for composition lessons, as well as for other, mainly practical subjects of the SP - Playing the piano, Study of scores, Fundamentals of conducting, Analysis of compositions, etc.

Other classrooms in which teaching can be carried out in an adequate quality are rooms **213 and 216**.

Both of these rooms are also offices, but due to their technological equipment it is possible to conduct teaching in them. The classrooms, like room 215, are equipped with complete ICT technology, Samsung home cinemas, data projectors and projection screens. Of course, there are musical instruments - pianos. Classroom 213 has a digital piano and classroom 216 has a classical piano.

The specialised artistic workplaces also include two concert halls, which serve to ensure the transfer of the results of education into social practice. In addition to the artistic-pedagogical focus carried out in accordance with Section 39a of the Higher Education Act, they also serve as a communication space with the possibility of public presentation of artistic performances carried out within the framework of the faculty's professional profiling. They provide space for regular presentation of artistic performances of individual departments, public confrontation of artistic performances of graduates, PhD students and guest artists.

These are the Kuzmány Concert Hall of FMU, the Chamber Concert Hall, the FMU Lecture Hall, which is a renowned concert stage. In addition to concert events directly related to studying at the faculty, performances and festival concerts with domestic and international participation of top artists take place there. At the same time, professional lectures, masterclasses, workshops and international and domestic scientific conferences are organised in the chamber hall.

The technical equipment of the hall is provided with the possibility of video projection for the presentation of professional documents and enables the realization of concert productions in combination with professional lectures and workshops in the field of science and specific research of individual departments of the faculty and partner art higher education institutions.

The second concert hall is the FMU Concert Hall, whose acoustic layout and capacity allows the realization of solo recitals, chamber presentations, as well as artistic productions of the choir and chamber orchestra of the faculty. The presentation space also includes a recording studio.

Other classrooms, in which mainly the teaching of theoretical subjects takes place (classrooms **250, 460, 556**, etc.),

- classroom 250: 473 m² , 246 seats, set of wardrobes (sound equipment - 2 independent sound systems, 2 data projectors, 2x electric screen, computer for the teacher, wifi router, overhead projector, electric room blackout, 2x set of blackboards - green, 1x set of blackboards - ceramic),
- classroom 460: 201,3 m² , 126 seats, set of wardrobes (sound equipment - 1 independent sound system, 1 data projector, 1x electric screen, computer for the teacher, audio-visual recording equipment, wifi router, overhead projector, electric room blackout, 2x set of blackboards - green, 1x set of blackboards - ceramic, notated ceramic board).

All classrooms, lecture rooms, fully meet the standards for spatial, material and technical provision of the Composition study programme. Teaching is provided in modern premises, technically and technologically fully functionally equipped and also complying with hygiene standards.

Students also have at their disposal the university library with the latest publications, a sheet music archive and currently published periodicals in the field of art, and a whole complex of information systems, which are mostly administered by the university.

b) Access to ILP study literature in the library, access to information databases and other information resources, information technology
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The AU library is an information, bibliographic and advisory workplace for students, PhD students and teachers. The library is equipped with audiovisual and multimedia reproduction equipment, data video projectors, mobile computer sets for video and data projection and TV projection sets. These include large LCD screens, multimedia network players, home theaters, and blue-ray players. The library has 15 terminal workstations with Internet access and print-out capability, two of which are specially adapted to the needs of visually impaired users. The Academic Library of the Academy of Arts is involved in the KIS3G - Library Information System of the 3rd Generation project and is one of the cooperating entities of the library catalogue available on the Slovak Library portal. The library's online catalogue is accessible via the website: www.kis3g.sk, <https://chamo.kis3g.sk/search/query?theme=aubb>

The Academic Library of the Academy of Arts is also involved in the project NISPEZ 4 - Information System of Research and Development - Accesses to Databases for the Needs of Research Institutions, which is implemented by the Centre for Scientific and Technical Information in Slovakia. The strategic objective of the national project is to modernise the national infrastructure for information support of science and innovation in Slovakia as a system solution with a direct impact on increasing the performance and excellence of research and development in Slovakia and economic growth. Within the framework of this project, the following electronic information resources have been made available in the library: Springer Link, Springer eBooks, Springer Nature. The following databases of the GALE publishing house have also been made available in the library through the national licence of electronic information resources, coordinated by the Slovak National Library in Martin: Academic Onefile, Custom Journals, General Onefile.

The library collection consists of books, collections, periodicals, special documents (music), audiovisual and electronic documents, electronic information resources, bachelor, diploma and dissertation theses defended at the Academy of Arts. Specialises in literature and documents in the field of dramatic, musical and visual arts. Information about individual library documents is available in the library's online catalogue. The seat of the Academic Library of the Academy of Arts is the building of the Faculty of Dramatic Arts, Horná 95, 974 01 Banská Bystrica.

c) Characteristics and scope of distance learning applied in the study programme with assignment to subjects

(Procedures for the transition from full-time to distance learning)

Approaches, e-learning portal manuals. Procedures for the transition from face-to-face to distance learning
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The Composition study programme is implemented by the full-time method of teaching. However, it is also prepared in case it cannot be taught by the face-to-face method (e.g. due to a pandemic). As a matter of priority, the Academy of Arts uses Office 365 Education for distance learning. This service has been evaluated after a thorough assessment as the most comprehensive package of products that enables a teaching and administrative process compatible with other universities. All faculty, staff, and students have established school email accounts and are also required to use school email accounts exclusively for communication. Of the suite, Microsoft Teams is the most utilized service, which allows us to ensure that teams can be quickly formed in which the teaching process takes place. In the teaching process, Microsoft Teams allows you to organize video conferences, assess students, create tests, surveys reflecting the teaching process and other common documents. It also offers the possibility to participate in a common project or secret ballot. It allows students, even in times of coronacrisis (or other epidemics), to work on their individual and school projects, or to collaborate with other students.

In the event of an Office outage, we have a service arrangement with Google, namely Google Education, where we can video conference using Google Meet. Occasionally we supplement the teaching process with online public conferences.

d) Partners of the university in the provision of the educational activities of the study programme and characteristics of their participation

The partners of the Faculty of Performing Arts of the AU are mainly institutions that significantly participate in the realization of a wide range of artistic activities such as: concerts, workshops, creative and educational stays, discussions with artists and are also active in educational activities.

Currently, the Faculty of Performing Arts has the following partnerships:

Domestic:

Slovak Philharmonic Bratislava, City of Brezno - Synagogue, ŠVK BB - ŠVK, City of Banská Bystrica, Banská Bystrica Self-governing Region, Academy of Arts in Banská Bystrica and Matej Bel University in Banská Bystrica, Spa Sliač, STV BA, workplace BB, CVTI SR Bratislava - Declaration on Strengthening the Culture of Scientific Integrity in Slovakia, Jozef Gregor Tajovský Theatre, RTVS Bratislava, Slovak Doublebass Club Senec

Among the foreign partners are mainly art educational institutions with which the faculty has concluded cooperation agreements. Currently, the Faculty has concluded 36 inter-institutional cooperation agreements with schools from Ukraine, the Czech Republic, Poland, Italy, Lithuania, Finland, Spain, Portugal, Slovenia and Iceland.

No less important activities of the faculty are memberships of individual teachers in various domestic and foreign committees, competitions, activities associated with grant activities - FPU, Tatrabanka, KEGA, etc.

e) Characteristics of social, sporting, cultural, spiritual and community facilities

The creative environment of the Academy of Arts together with many cultural events (exhibitions, concerts and recitals, screenings, performances, etc.), organized at the university as well as at cultural institutions operating in the territory of the regional city of Banská Bystrica (the State Opera, the Dance Studio Theatre, the Puppet Theatre at the Crossroads, the Theatre of the Passage, etc.), offer students rich opportunities for year-round cultural, spiritual and social enjoyment. Students of the Academy of Arts regularly participate in charitable and philanthropic events held in the city and the region. There are several public sports facilities in the wider city centre, accessible without restrictions or charges (running tracks, inline skating track, exercise areas). There is also an artificial climbing wall, open to the general public during the winter season, as well as a renovated swimming pool and a swimming pool with adequate capacity. The nearby mountains (Low Tatras, Veľká Fatra) offer a wide range of possibilities for summer and winter sports (skiing, mountain biking, skialp, etc.). In case of favourable weather conditions there is a possibility of free cross-country skiing directly in the town (SNP Park, beach swimming pool area).

f) Opportunities and conditions for students to participate in mobility and internships, application guidelines, rules for recognition of this learning

a) The opportunities and conditions for students of the study programme to participate in mobilities and internships are governed by the AU Erasmus+ mobility guidelines, which are published in a separate section of the AU website dedicated to mobility and study abroad. The promotion of individual mobility is carried out in the framework of internationalisation, which is enshrined in the Erasmus+ Policy Statement (Overall Strategy) (https://www.aku.sk/images/Menu/Erasmus/erasmus_policy_statement_academy_of_arts_in_banska_bystrica.pdf) and in the Strategic Objectives of the ECHE Charter 2021-2027 (https://www.aku.sk/images/Menu/Erasmus/strategicke_ciele_eche%202021-2027.pdf) at AU.

Guidelines and procedures for mobility are published on the school's website <https://www.aku.sk/sk/erasmus/zakladne-informacie.html>

The specific conditions are published in the Erasmus+ Mobility Participation Criteria (<https://www.aku.sk/sk/erasmus/kriteria-ucasti-mobilit.html>).

Students can undertake a study abroad placement at a partner higher education institution. The study abroad placement must be part of the student's degree programme at any level of study. The study abroad placement may also include an internship. This combination creates synergies

between academic and professional practice abroad. A student may undertake a study abroad placement at a higher education institution of between 2 months (or one semester or trimester) and 12 months of physical mobility. The same student can receive study or internship grants of a maximum total duration of 12 months for each degree.

Student mobility - activity study:

- o Mobility takes place on the basis of an inter-institutional agreement between the home and host higher education institutions, which must have been awarded an Erasmus Higher Education Charter.
- o A student may undertake a study placement at a partner university, and the study placement must be part of the student's programme of study for a degree at any level of study. The study abroad placement may also include an internship. This combination creates synergies between academic and professional practice abroad. A student may undertake a study abroad placement of between 2 months (or one semester or trimester) and 12 months of physical mobility (including a combined period of internship, if planned). The same student may receive study or internship grants of up to 12 months in total for each degree. During the second cycle of studies (Master's degree or equivalent - European Qualifications Framework level 7).

Student mobility - internship activity:

- o The student may undertake an internship (work experience) abroad in a company, organisation or other relevant workplace for a period of 2-12 months of physical mobility. Whenever possible, traineeships should form an integral part of the student's study programme. A student may undertake a mobility placement from the first year of the Master's degree (after the summer semester, subject to participation in an additional selection procedure).
- o The duration of the internship for recent graduates may be a maximum of 12 months within one degree during which they have applied for the internship, while the condition of participation in the selection procedure during their studies at AU BB (in the last year of the degree) must be fulfilled.
- o Graduates must apply for the grant while still in college. A recent graduate's internship must be completed no later than one year after graduation.
- o Erasmus+ study/internship mobility is open to students registered at a higher education institution and enrolled on a course of study leading to a recognised degree or other recognised qualification at tertiary level (up to and including doctorate level).
- o The selection of students for the mobility study/internship is organised by the sending university/AUBB. The selection process must be transparent and fair:
- o Institutional Coordinator for Academic Mobility regularly at least once a year together with the faculty coordinators, organise the selection procedure for the following academic year.
- o At the selection procedure, it will publicize study opportunities, funding conditions and familiarise students with the agreements concluded with partner HEIs.
- o The Faculty Coordinator, in cooperation with the Study Department, will draw up a ranking according to the published selection criteria (study skills and language

competences). The results of the selection procedure will be forwarded to the Erasmus+ Institutional Coordinator's Secretariat.

- o The International Relations Officer will invite students to submit the required documents (study contract, acceptance letter, application for academic mobility) according to the published selection criteria (study skills and language competences).
- o Completion of the required documents is supported by the Faculty Coordinator who, after completing and checking for completeness, submits them to the Institutional Coordinator for signature. Electronic versions/scans of the signed documents are sent by the Faculty Coordinator to the partner HEI.
- o Upon receipt of the confirmed documents, the Faculty Coordinator submits electronic versions of these documents to the International Relations Department.
- o The department will enter into a financial aid agreement with the student and inform the student of other obligations and rights (insurance, reporting, student charter).
- o The Department shall request the person responsible for publishing contracts in the Central Register of Contracts to publish the financial contract with the mobility participant in the CRZ. The International Relations Officer together with the Faculty Coordinator monitors the student's academic mobility and processes the documents from the academic mobility in paper and electronic form through the European Commission's information systems.
- o Academic mobility (start, end and results) is recorded in AiS2 by the study department.

Opportunities and conditions for participation of students in mobility and internships, guidelines for application, rules for recognition of courses taken during mobility

- o Every student has the right to complete part of his/her studies at another university in Slovakia or within the Erasmus+ programme abroad. The Dean of the Faculty gives his/her consent to the study and its time course. The faculty recognises the part of the study abroad in accordance with the European Credit Transfer System (ECTS). If a student has completed part of his/her studies at another higher education institution which has not implemented ECTS, the recognition will be assessed individually by the Vice Dean for Studies and the guarantors of the study programme concerned.
- o The selection of students for mobility is governed by the Methodological Guideline for the Implementation of Foreign Mobility of Employees and Students through the ERASMUS+ Programme at the Academy of Arts in Banská Bystrica https://www.aku.sk/images/Menu/Erasmus/Metodicke_usmernenie_ERASMUS1.pdf
- o Pre-selection is carried out at the faculties of AU BB after information meetings for those interested in mobility. The selection evaluates the student's extracurricular activity, representation of the faculty, student's activity in academic self-government, student's artistic/publication activity, membership in youth and student organisations, exceptional artistic achievements, cooperation in the organisation of faculty events and student's language skills. The recommendation of the teacher of the profile course of study and the head of the department/year group plays a significant role in the selection of applicants.
- o In terms of academic performance, preference is given to students whose weighted grade point average did not exceed 2.0 in the previous academic year.
- o The selection procedure with the participation of the Institutional Coordinator and the faculty coordinators will take place after the faculty selection procedures and the results

of the selection procedure will be communicated individually to the mobility candidates. Candidates below the line are considered as alternates in the order in which they ranked in the selection procedure. AU BB's strategy is to send the highest number of mobility applicants while maintaining the quality of the organisation of the mobilities, the timely implementation of the procedures related to the administration of the mobilities and the creation of a motivating environment for the mobility participants. Priority is given to the allocation of a grant of one semester to participants who have not yet been on any mobility. In case of insufficient filling of the number of contractually allocated places for student mobility, the faculties of AU BB organise additional information meetings (beginning of the winter semester of the academic year in which the Project is implemented).

- o In the case of vacancies allocated by the National Agency for mobility, it is possible for the applicant to participate repeatedly in the mobility (study/internship), subject to a maximum participation of 12 months at the relevant level of study.
- o Each student approved for Erasmus+ mobility must be duly enrolled in the year of the academic year in which the mobility is carried out. Otherwise, he/she will lose his/her eligibility for Erasmus+ mobility.
- o Interruption of studies due to mobility or during mobility is not possible. If the mobility applicant is a student of extra study duration, he/she cannot apply for mobility (repeating a year).
- o Mobility must be started and completed within the same academic year. Final year students cannot apply for mobility/study in the summer term of the academic year in which they graduate.
- o The content and scope of the study/traineeship abroad must be agreed before the student starts the mobility (Learning Agreement for Studies/Learning Agreement for Traineeship).
- o For Project 2021 of the new Programme Statement 2021-2027 it is necessary to use the On-line Learning Agreement/OLA - Learning Agreement for Students <https://learning-agreement.eu/>
- o AU BB guarantees the recognition of completed studies.
- o Mobility study is carried out on the basis of an inter-institutional agreement between the universities. Each mobility partner (university) must hold a valid ECHE (Erasmus Charter for Higher Education 2021-2027).

Student mobility conditions

Before mobility: Application instructions

- o In the preparatory phase, each mobility applicant will secure the signatures and the recognition of the completed courses in the Mobility Application Form: [AU Mobility Application Form](#)
- o Before starting the mobility, mobility applicants shall secure approvals from their teachers and the faculty management in the mobility approval application;
- o in the individual study plan, applicants are guaranteed, by the signatures of their teachers, the recognition of the courses taken during mobility in addition to the courses enrolled according to the study plan.

Financial conditions and administration of mobilities

- o The amount of financial support for mobility is set by the Erasmus+ National Agency for Education and Training in Bratislava. The rates are also published on the website <https://www.erasmusplus.sk/a> and are valid for all students going on a study stay.
- o The grant is provided to the student's account in two instalments - an advance payment of 80% of the total grant after the signing of the financial contract by the student and the Erasmus+ AU Institutional Coordinator and after checking the submitted forms, and a top-up payment of 20% of the total grant after the end of the placement and the submission of all required documents from the placement to the International Relations Officer. The further contribution, above the level of the grant for a student receiving a social grant, will be paid by AU to the student after the mobility has taken place. The additional top-up allowance is intended for persons with a lack of opportunity whose physical, mental or medical condition does not allow them to participate in the mobility without additional financial support. According to the rules for the new Programme Statement and projects 2021-2028, these are possible barriers: disability, health problems, social barriers, economic barriers, barriers related to discrimination.
- o A special grant can be applied for by a student with a physical, mental or disability where a top-up grant would not cover these costs.
- o The student must complete an online language assessment of language skills in the language of instruction/working language specified in the Learning/Study Contract prior to mobility (until 30.6.2022; from July 2022 the EC is changing the OLS support provider).
- o The student is obliged to enrol in courses with a minimum cumulative number of 30 ECTS credits per semester in the Study Contract before the start of the mobility.
- o At the end of the mobility/study, the student must have earned at least 20 ECTS credits per semester at the foreign institution (university) (as recorded in the mobility/study transcript). Missing credits not taken at the receiving institution must be made up after the return from mobility in accordance with the faculty study regulations.
- o Before departure, the outgoing student must sign a financial contract, including the relevant documents listed in the financial contract (passing a language test before mobility, except for native speakers; copies of insurance policies for compulsory commercial insurances according to the type of activity, European Health Card).
- o If the student finds out after arriving at the foreign university that the content of the study he/she has planned and is specified in the *Learning Agreement* differs from the actual study provided, he/she will draw up a proposal for changes (*Changes to the original learning agreement*). This form will be sent by the student to the AU Faculty Coordinator for approval within one month of arrival at the foreign university.

Student's obligations after returning from mobility

- o After the mobility, the student must submit to the AU International Relations Department a scan of the *Study Contract* - post mobility *section*, which indicates the duration of the mobility confirming the length of the study stay and a statement of results including the grade, number of credits and grading scale.
- o For the mobility/internship activity, the trainee submits the Internship Evaluation *issued by the host institution*, which is part of the Internship Contract.

- o Failure to comply with the contractually specified period will result in the repayment of a pro rata share of the grant. AU will also accept any other relevant document issued by the receiving HEI that contains all the elements specified in the Study Agreement part after the mobility has been completed.
- o The student completes and submits the mobility report within thirty days of the end of the mobility; the condition for the payment of the post-mobility supplement is the submission of the mandatory online language assessment at the end of the mobility.
- o In the event of failure to comply with all of the above within the time limit of thirty days, the AU may request repayment of part or all of the grant awarded.
- o All credits earned during the Erasmus+ study placement are fully recognised as compulsory, optional or elective subjects.
- o The substitution of imported subjects for compulsory or compulsory elective subjects is decided by the teacher of the subject concerned (consultation of the student with the teacher prior to the mobility according to the individual study plan and study contract). The number of credits for these courses is governed by the credit system of the respective faculty of AU BB.
- o Other imported courses are recognized as electives with the number of credits imported.

Description of the recognition procedure for students on Erasmus mobility

- o The student agrees his/her study obligations in advance in a tripartite study contract. The contract guarantees full recognition of the agreed courses, which means that all courses from the contract, including their exact title in the original language and credit allocation, are added to the student's enrolment sheet.
- o Entry of the assessment into the Academic Information System is made by the study department in the section of compulsory, elective or elective courses on the basis of the documented academic results (assessment) achieved by the student in individual courses and the consent of the teacher of the corresponding course.
- o After returning from mobility, the student documents his/her learning achievements (assessments). This is evidenced by a certified document (*Transcript of Records*) from the partner HEI. This document becomes part of the student's study documentation. Recognition of courses is not requested by students after their return from mobility. The process starts automatically upon receipt of the document.
- o The Office of Academic Affairs awards credit to a student only if the grade in the course is an E or better. Studying at another HEI will thus be reflected in the Diploma Supplement.
- o The student requests a waiver from the teacher of the selected course to complete the course. He/she does this on his/her own initiative for courses whose content is identical or partially identical to the course the student has taken at the partner HEI.
- o In this case, the decision to grant a remission is entirely within the discretion of the teacher of the subject concerned, who is listed on the information sheet at the time.
- o The teacher compares the content of the study and if the student's achievements correspond to level E or better, he/she may dismiss the course, prescribe specific obligations for the student to complete, which must be fulfilled by an alternative deadline, no later than 1 month after the mobility. If the student fails to meet the requirements, he/she has the right to take the course in subsequent semesters.

- o If the student disagrees with the teacher's decision regarding his/her waiver, he/she may ask the Vice-Dean for Educational Activities and Quality for assistance in the matter.

Recognition of mobility - traineeships

- o The student will not receive any credits (0 ECTS) for the mobility/internship because participation in the internship is voluntary and not part of the student's study plan.
- o Mobility/internship is recognised in the Diploma Supplement; in the case of a graduate internship/fellowship, graduates will receive a Certificate of Participation from the host company.

9. THE REQUIRED ABILITIES AND APTITUDES OF THE APPLICANT FOR THE STUDY PROGRAMME

a) Required competences and prerequisites for admission

- A candidate may enter the Master's programme after completing the Bachelor's study programme in the field of study Arts and being awarded the degree of Bachelor of Arts. degree in Arts and successful completion of the entrance examination.
- The aim of the entrance examination is to examine the level of knowledge, talent, abilities and skills of the applicant in terms of the specific requirements that arise for the applicant from the chosen study programme Composition. The entrance aptitude test shall be conducted in a manner appropriate to the nature of the programme of study which the student intends to follow.
- The specified conditions and the method of verifying the fulfilment of the required criteria allow the selection of applicants who show the highest level of talent, skills, knowledge for studying in the study programme.
- The prerequisite for admission is the required level of development of musical abilities and compositional skills. The specific [requirements for entrance examinations for the second level of undergraduate studies](#) are set out and focused and published on the school's website.
- For applicants who have completed the required education at schools abroad, the condition for admission is the recognition of a successful final examination at the corresponding school abroad. These applicants are covered by Act No 359/2019 Coll. on the Recognition of Educational Proofs, which enters into force on 1 January 2020.

b) Admission procedures

- The faculty shall publish, no later than 2 months before the last day set for the submission of applications, the deadline for the submission of applications, the conditions for admission, the deadline and the method for verifying their fulfilment, as well as the form and framework content of the entrance examination, the list of recommended reading and the method of evaluating its results. These facts shall be published by the FMU AU on the official faculty notice board and in a mass manner in accordance with Act No 211/2000 Coll. on Free Access to Information and on Amendments and Additions to Certain Acts, as amended. Information on the number of applicants planned to be admitted to the study programme shall also be published.
- The electronic application form is made available 2 months before the closing date. Application deadlines are published on the faculty website. To complete the electronic application form, you must log on to: <https://e-prihlaska.aku.sk>. Graduates of the Bachelor's degree programme who are finishing at FMU can apply via AiS2.
- At the request of the applicant with a disability, the FMU AU will determine the form of the entrance examination and the manner in which it is to be conducted, taking into account the applicant's health problems.
- Due to the application of the same assessment criteria for all applicants for study at FMU AU, it is not possible to set an alternative date for the admission procedure except for documented serious acceptable reasons.

- The level of applicants is evaluated by an admissions committee appointed by the Dean of FMU AU. The Admissions Committee has at least three members, including the chairperson, and is composed of faculty members with the titles of professor, associate professor or assistant professor who are involved in the implementation of the study programme.
- The members of the examination committee will evaluate the submitted compositions of the candidate on a point system on a scale from 0 to 25 points, which is considered the talent part of the examination. The admission procedure also includes an oral interview, which is scored from 0 to 7 points.
- The marks for the individual components of the entrance examination are added together. In order to pass the admission interviews, applicants must obtain a minimum of 19 points in the overall assessment of the oral and practical parts of the examination. The maximum total marks obtained for the oral and practical part of the examination shall be 32.
- To complete the online application form, log in to: <https://e-prihlaska.aku.sk>.

- As part of the admissions process and requires:

Demonstration of knowledge and skills in composition theory, compositional techniques, musical analysis, aural analysis, and music historiography (with an emphasis on 20th century and contemporary music) at the level of a graduate of the Bachelor of Music Composition program.

Submission of clean scores (or sound recordings) of at least three compositions at the level of a graduate of the Bachelor's degree programme in Composition and their professional verbal presentation.

Presentation of own concepts and plans related to composition work during the Master's degree.

Submission of additional materials (professional texts in the field of composition theory, reflection on 20th and 21st century music, documentation of performances of works at concerts, participation in composition competitions, etc.) to supplement and enrich the applicant's portfolio.

- In the event of a transfer of education to the online environment (for example, due to an adverse epidemiological situation), the entrance examinations are also conducted in the online environment. Candidates send their compositions in pdf format, if there are recordings they send them according to the established and published requirements via the repository to the school email address of the head of the relevant department, who further distributes them to the members of the examination committee. The performance is judged by the Examination Board, allocating points to the candidate and whether or not they pass or fail. The Chair of the Board of Examiners writes the minutes, which are then sent to the Study Department. The Dean of the Faculty sets a date for a meeting of the Admissions Committee, at which the application forms with the applicants' report and the minutes of the Examination Boards are submitted. The Admissions Committee decides on the admission and non-admission of the applicant.

c) Admission results for the most recent period

- Number of applicants in the admission procedure for Mgr. art. study year 2019/20: 1
Number of admitted: 1, enrolled: 1
- Number of applicants in the admission procedure for Mgr. art. studies for the year 2020/21: 1
Number of admitted: 1, enrolled: 1
- Number of applicants in the admission procedure for Mgr. art. studies for the year 2021/22: 2
Number of admitted: 2, enrolled: 2

10. FEEDBACK ON THE QUALITY OF EDUCATION PROVIDED

a) Procedures for monitoring and evaluating students' views on the quality of the study programme

FMU AU monitors the evaluation of learning by students at regular intervals. Students participate in the evaluation of the study programme by anonymously answering survey questions.

The person who has the main responsibility for the implementation, development and quality assurance of the study programme continuously monitors the education in the entrusted study programme and focuses on its provision and results.

The subject of monitoring is the qualification structure and composition of teachers, the academic results achieved in individual subjects, the level of knowledge of students in state examinations, the artistic results achieved, the participation of teachers and students in projects and other creative activities and their participation in academic mobility.

For the purposes of monitoring and subsequent evaluation, it primarily uses information from AiS2, documentation on artistic activities registered in the participating departments or the Faculty's Office for Artistic and Scientific Activities, and, above all, information from student surveys.

Course of the student survey

- According to the Internal Quality Assurance System, student surveys are carried out twice a year, mostly digitally, through MS forms tools (Article 58, [Internal Quality Assurance System](#).) They focus on the assessment of a specific area or part of the study process.
- The student survey is organised by the study department - it sends out an email to students providing information about the survey and the possibility to participate in the survey.
- The response collection period is set so that the surveys are conducted after the end of classes in a given semester. The surveys will take place before the end of the academic year.
- The faculty sets the length of the period for accepting student responses so that every student has the opportunity to participate in the student survey.

- After receiving student responses online, the Curriculum Officer summarizes the findings and develops an analysis of the findings.
- The results of the interim evaluation form the basis for the evaluation of the overall level of artistic and educational activities and other reports.
- After summarising the views, the person responsible for the programme of study evaluates the findings relevant to the programme of study and prepares a short written evaluation, where, where suggestions for improvement are identified, changes can be suggested to address the deficiencies.
- Written evaluations are submitted to the Quality and Faculty Development Council (QFDC), which reviews and evaluates the surveys overall, identifies gaps, threats and opportunities, and determines corrective actions to improve quality.

b) Results of student feedback and related measures to improve the quality of the study programme

At FMU AU, in accordance with the Act 131/2002 on Higher Education § 70 (1) (h) and in accordance with the Internal Quality Assurance System of AU, Article 58, a student survey was conducted in the online environment between 1 February 2022 and 28 February 2022. 54% of all FMU AU students participated, including 44 Master's students.

It was necessary to categorize the broad content field of the statements and then to select the primary areas:

1. Cooperation with external art institutions as preparation for practice

FMU is in intensive negotiations with institutions and on the basis of agreements, cooperation agreements have already been established or are being prepared, which open up space for students to gain performing and composing experience and to present their own quality (the State Chamber Orchestra Žilina, the State Opera in Banská Bystrica, the State Philharmonic Košice, Radio and Television of Slovakia and others).

2. Pedagogical qualification

FMU has submitted an application to the Ministry of Education, Science, Research and Sport for approval of the Additional Pedagogical Studies programme in the continuity of the study field of Arts. They included the complex of all specializations at FMU and were oriented to STUDENT - full-time form and ABSOLVENT - distance form. Applications covering both degree programmes were approved with a validity period until 29 August 2026. This provides students with the opportunity to apply for the FTE and become fully qualified to work as a secondary school music teacher and primary school art teacher.

3. Intra-institutional cooperation at the AU

Students have access to the university's grant system where they can and do submit projects. The system is designed to fund projects from three programmes, of which Programme 03 also supports student intra-institutional collaboration. Many students are also involved in projects requiring diverse inter-faculty collaboration (e.g. opera performances, musical productions), but which could not be fully realized during the pandemic period.

New forms of cooperation will include the opportunity for FMU AU students to work in the ART3 Simulation Centre, which as a multimedia centre focuses on the production and post-production and presentation of artistic creations. It is part of AU's long-term plan for the period 2021-2026 and is one of the development strategies of the current AU leadership.

4. *Direct education and faculty functioning*

Due to the space constraints of the faculty and its financial availability, some comments could be reflected immediately, some were delayed and some are being worked on intensively. At the moment, students have access to practice classes and sufficient technical equipment. The technical "retrofitting" of the premises is planned in a phased manner.

The requirements for increasing the number of hours of selected disciplines, the orientation towards contemporary art and feasible proposals for innovations in the composition of the study programme were reflected and implemented in the preparation of the accreditation dossier.

5. *Problems with individual study preparation and implementation during a pandemic*

The situation was monitored by experts from relevant health, statistical and other sectors and the faculty followed their recommendations and regulations. Although students rightly felt the constraints, we tried to minimize them to the maximum extent within the faculty's control. However, despite the constraints, instruction was delivered, moving to an online environment. Thus, the continuity of education was maintained.

c) Results of alumni feedback and related measures to improve the quality of the study programme

FMU obtains information on the success of graduates' employment by using several forms, primarily by organizing further education, doctoral studies, additional pedagogical studies, organization of courses and training. Former graduates cooperate with the faculty, participate in projects, workshops and concert performances. They are invited to various events organised by FMU AU.

Through communication with employers and representatives from practice, the employment of graduates of the Composition study programme is monitored.

Graduates of the study programme will participate as representatives of external stakeholders in the monitoring and regular evaluation of the study programme and the results of their feedback will be part of the evaluation of the person responsible for the implementation, development and quality of the study programme and the Vice-Dean for Educational Activities and Quality at the Faculty of Performing Arts.

11. REFERENCES TO OTHER RELEVANT INTERNAL REGULATIONS AND INFORMATION RELATING TO THE STUDY OR THE STUDENT'S PROGRAMME OF STUDY

Faculty of Performing Arts:	https://fmu.aku.sk
Academy of Arts:	https://www.aku.sk/sk
Departments:	https://fmu.aku.sk/sk/katedry
Study Regulations:	https://fmu.aku.sk/home/vnutorne-predpisy-fakulty.html
AR Schedule:	https://fmu.aku.sk/sk/studium/harmonogram
Thesis:	Directive No. 1/2016 Directive on the basic requirements of the final theses at the Faculty of Performing Arts AU BB
Accredited first-degree study programmes:	https://fmu.aku.sk/sk/studium/akreditovane-studijne-programy/akreditovane-studijne-programy-prehľad
Admission procedure:	https://fmu.aku.sk/sk/studium/prijimacie-konanie
Fees and tuition:	https://www.aku.sk/sk/studiumsk/studenti/poplatky-a-skolne.html
Social scholarships:	https://www.aku.sk/sk/studiumsk/studenti/socialne-stipendium.html
Incentive scholarships:	https://www.aku.sk/sk/studiumsk/studenti/motivacne-stipendia.html
Student Home:	Student home (aku.sk)
International mobility:	https://www.aku.sk/sk/erasmus/zakladne-informacie.html
Artistic bodies:	https://fmu.aku.sk/sk/umelecke-telesa
Festivals competitions, conferences:	https://fmu.aku.sk/sk/umenie-a-veda/festivaly-sutaze-a-konferencie
Concerts:	https://fmu.aku.sk/sk/umenie-a-veda/koncerty
Publications and scores:	https://fmu.aku.sk/sk/umenie-a-veda/publikacie-a-partitury
AFA ⁷	https://fmu.aku.sk/sk/afa-casopis
Grants:	https://www.aku.sk/sk/vyskum-a-granty/projektova-cinnost.html
Art3 Magazine:	https://www.aku.sk/sk/univerzita-au/casopis-art3.html
Internal grant system:	https://www.aku.sk/sk/vyskum-a-granty/interny-grantovy-system.html

⁷ Scientific and professional journal of the Faculty of Performing Arts of the Academy of Arts in Banská Bystrica: