



HUDOBNÁ A UMELECKÁ  
AKADÉMIA JÁNA ALBRECHTA  
BANSKÁ ŠTIAVNICA  
ODBORNÁ VYSOKÁ ŠKOLA

**Ján Albrecht Music and Art Academy  
Banská Štiavnica  
(HUAJA)**

**D I R E C T I V E**

**No. 1/2023**

**the tuition and fees associated with the study  
in the academic year 2023/2024**

**Draft, Day:**

**09/02/2023**

**Approved by the Board of Trustees of HUAJA:**

**28/02/2023**

## Article I.

### INTRODUCTORY PROVISIONS

1. In accordance with University Studies, Article 93 Section 1 Act. No. 131/2002 Coll. on Universities and on Amendments of Some Acts, and Article 8. 16 of the Statute of Jan Albrecht Music and Art Academy Banská Štiavnica, p. r. about., University of Applied Sciences (hereinafter referred to as "College") provides tuition and fees associated with studying at university in the academic year 2023/2024.

2. Tuition and fees the student is required to carry out the prescribed due dates.

## Article II.

### STUDY-RELATED FEES

1. The Management Board provides high school in the academic year 2023/2024 the following types of fees:

- Fee for admissions
- Tuition
- Enrollment
- Costs associated with graduation
- Fees for extra tests (for extra tests)
- Other fees

#### 1.a) The fee for admission procedure

The fee for admission procedure is associated with the material, technical and administering the admission procedure applicants for study.

Fee for admission procedure to bachelor (Bc.) and master (Mgr. art.) study 70 €

Fee for admission procedure to doctoral (ArtD.) study 120 €

The fee for admission procedure candidate for study paid by postal order type U and the payment slip sent with the application form, pay the specified amount or bank transfer at least one week before the date of entrance examinations. Account number, name of the account holder and variable symbol is specified in the instructions on the admission process.

#### 1.b) Tuition

The tuition is student financial contribution to cover part of the costs associated with his studies in college.

The amount of tuition fees approved by the Board of Trustees.

For students admitted to study in academic year 2023/2024, tuition fees are:

<b>Bachelor (Bc.) full-time and part-time study:</b> (for whole study 8 700 €)	<b>2 900 € per academic year</b>
<b>Master (Mgr.art) full-time and part-time study:</b> (for whole study 7 800 €)	<b>3 900 € per academic year</b>
<b>Doctoral (ArtD.) full-time study</b> (for whole 3-years study 10 200 €)	<b>3 400 € per academic year</b>
<b>Doctoral (ArtD.) part-time study</b> (for whole 4-years study 12 000 €)	<b>3 000 € per academic year</b>

The tuition must be paid within latest by inscription, no later than the beginning of the academic year. How to pay the tuition fees will be published on the website of the school. How to pay the tuition fees will be published on the website of the school.

If the student does not pay tuition and fees when due, the university is entitled to invoice for late payment fee of 10% of the unpaid amount.

Failure to pay tuition fees for the relevant semester and the fee after the first call is grounds for exclusion from the study.

**In individual and justified cases (also with regard to the current situation) it is possible to request a tuition payment schedule.**

The extra-standard length of study is charged in the amount for each academic year, which may not exceed two academic years in the full-time study form and three academic years in the part-time study form according to § 65 of the Higher Education Act.

### **1.c) Inscription**

When entering the first grade students pay a fee of 150 €

This fee includes the following items:

Administrative tasks associated with entry 90 €

(Confirmation about visiting the university study)

Statement of study 20 €

Student card (ISIC-time students,

External students HUAJA SIC) 40 €

(Confirmation about visiting the university study)

When entering the following years students paid a fee of 120 €

This fee includes the following items:

Administrative tasks associated with entry 90 €

Extension of student card (ISIC-time students,

External students HUAJA SIC) 30 €

After paying the fee Studies Department entered college student to study and issue a statement on student learning (index) and student card, respectively other documents connected with the study.

### **1.d) Fees related to graduation**

Bachelor final exam - practical part

Bachelor final exam - theoretical part

The Master diploma final exam - practical part

The Master diploma final exam - theoretical part

State examination certificate, college diploma, diploma supplement, management and assessment of undergraduate work, material, organizational and staffing state final examinations

Bachelor final exam 400 €

The diploma final exam 450 €

Dissertation exam 600 €

Defence of the dissertation – practical part and theoretical part 700 €

According to Study Regulations Art. 16 sec. 6, student has the right to one regular and two alternate dates of final examinations in the regular examination period (see schedule of the academic year). The next terms and terms out of examination period are extra charged.

Bachelor final exam 300 €

The diploma final exam 400 €

Dissertation exam 500 €

Defence of the dissertation – practical part and theoretical part 600 €

The deadline for submitting the theoretical part of the final work is published in the schedule of the academic year. The alternative term a student can apply on serious grounds (in the case of recognition, this replacement date will not be charged).

Failure to meet the deadline:

one-time fee of	150 €
for each day of delay	2 €

#### **1.e) Charges for extra exams (special exams)**

For Transfer, control and additional exams (extra dates and other terms)

For each exam	50 €
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According to Study Regulations Art. 15 sec. 9 student has the right to one regular and two alternate dates in the regular examination period. For extra terms and correction terms:

For each exam	50 €
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Fee for equalizing exam concerning the possibility of inscription to the higher study year in bachelor study	700 €
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in master study	1 000 €
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#### **1.f) Charges for extra lectures and seminars (special dates) and transfer of unfinished subject to the next semester of study year**

For extra date for one Subject	70 €
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For transfer of one subject	50 €
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#### **1.g) Fee for a year or final exam with an orchestra, resp. choir**

This fee is paid mainly by students of orchestral conducting. This fee can also be paid by students of choir conducting, resp. performers who are interested to give performance with an orchestra or choir, resp. choir and orchestra (according to the size and quality of the orchestra or the choir)

Fee	500 – 3 000 €
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HUAJA determines the final fee after conditions and agreement with the given orchestra or choir. If the student has his or her own performance options with the orchestra or choir, this fee is not applied.

#### **1.h) Other charges**

Fee for unexcused absence on lectures or seminars	30 €
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In case of loss or damage to the student (index), or a student learning department at the request of a student he issued a new statement on the study or the new student card upon payment of a fee of

	50 €
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Administrative fees associated with disruption or early termination of study	100 €
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Confirmation about visiting the university study or others confirmations

In standard time (7 to 14 days)	20 €
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Confirmations (3 days)	40 €
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Confirmations immediately	50 €
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Transferring from another college or recognition of graduation study that requires recognition related study units within ECTS:	200 €
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Recognition related study units - each unit:	30 €
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Validation of Educational Documents, if needed, by Ministry of Education, development, research and sports of Slovak Republic

- Educational Documents from EU countries	300 €
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- Educational Documents from non EU countries	400 €
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Validation of Educational Documents by HUAJA

in accordance with University Studies, Article 106, Act. No. 131/2002 Coll. on Universities and on Amendments of Some Acts

- Educational Documents from EU countries 150 €
- Educational Documents from non EU countries 200 €

Notary certified documents

- for EU countries 100 €
- for non EU countries 150 €

These documents should be in one of three languages (Slovak, English or German), or notary verified and translated in one of these languages.

Within the tuition fees a student has a maximum eligible to enroll 62 credits per academic year, that is for the entire study min. 180 credits and max. 186 credits. Entry and completion of the other items, but also from the related studies program is charged:

one Obligatory Subject	550 € / sem.
one Obligatory Optional Subject	300 € / sem.
one Optional Subject	200 € / sem.

These subjects the student can select and study also within special courses.

In the case of parallel study of two related study programs the fee is 1.6 times of the tuition fees.

In the case of registration to another study program after completing one relative study program at HUAJA the fee is 0.6 times the tuition fees.

Fee for Preliminary Semester	1 200 €
Fee for Preliminary two semesters in one academic year	2 300 €
Fee for extra handover date of graduation certificates	30 €
Fee for one duplicate issue of graduation certificates	100 €
Fee for administrative work for mobility at institutions in Slovakia and abroad	300 €

### **Article III.**

#### **TUITION REFUND**

1. If the student leaves the study before the end of the academic year, tuition will not be refunded to him.
2. In exceptional cases, the rector decide to return the tuition or the portion, if the student does not complete or prematurely terminated study in a given academic year of serious health resp. other compelling reasons.

### **Article IV.**

#### **FINAL PROVISIONS**

This Directive shall enter into force on the date of approval by the Board of Trustees of HUAJA.

Prof. Dr. Zuzana Martináková, PhD.  
Chair of the Board of Trustees