



University of Zagreb
School of Medicine

**STUDY REGULATIONS AT INTEGRATED UNDERGRADUATE AND
GRADUATE PROGRAMMES AND GRADUATE PROGRAMME**

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Contents

I. GENERAL PROVISIONS	5
II. STUDY PROGRAMME AND COURSE EXECUTION PLAN.....	5
II.1. Organisation and Execution of Study Programmes.....	5
II.2. Study Programme	6
II.3. Course Execution Plan.....	6
II.4. Implementation Documents.....	7
II.4.1. Information Package	7
II.4.2. Transcript of Records.....	9
II.4.2.1. Official Certificates on the Course of Study, Academic Success and Achievements ...	9
II.4.3. Diploma Supplement	10
III. STUDENT STATUS AND STUDY REGULATIONS.....	10
III.1. Student Status.....	10
III.2. Exceptionally Successful Students.....	11
III.3. Student Rights and Obligations	11
III.4. Student Standard Rights	11
III.5. Athletes, Artists and Students with Disabilities	12
III.6. Tuition Fee Subsidies	13
III.7. Suspension of Student Rights and Obligations	13
III.8. Termination of Student Status.....	14
III.9. Student Withdrawal.....	15
III.10. Disciplinary Liability of Students	15
IV. ADMISSION AND ENROLMENT OF STUDENTS.....	16
IV.1. Enrolment Quotas.....	16
IV.2. Call for Applications	16
IV.3. Right to Apply to the Call for Applications	17
IV.4. Classification Procedure.....	17
IV.5. Right to Appeal	20
IV.6. Right to Enrolment.....	20
IV.7. Additional Provisions.....	21
V. STUDENT TRANSFERS	21
VI. STUDENT MOBILITY	24
VI.1. Horizontal Student Mobility within the University.....	24
VI.2. Student Mobility Between Universities	25
VII. STRUCTURE AND ORGANISATION OF CLASSES	25
VII.1. Course Coordinators, Course Co-coordinators, and Expert Study Councils	30
VII.2. Monitoring and Ensuring the Quality of Classes	32

VIII. STUDENT WORKLOAD.....	32
IX. PROGRESSION DURING THE STUDY	34
X. ASSESSMENT OF ACHIEVED LEARNING OUTCOMES, EXAMS, AND GRADES	35
X.1. Written and Oral Exam.....	36
X.2. Practical Exams	37
X.3. Public Nature of Exams and Insight into Exam Documentation	39
X.4. Exam Periods.....	40
X.5. Exam Schedule	40
X.6. Number of Exam Terms	41
X.7. Exam Committee	42
X.8. Entrusting the Conducting of Exams.....	43
X.9. Grades.....	43
X.10. Grade Point Average of the Study	43
XI. COMPLETION OF STUDY	45
XI.1. Completion of Study	45
XI.2. Overall Grade of Success in the Study	45
XI.3. Graduate Thesis.....	45
XI.4. Documents on Completed Study	46
XI.5. Revocation of Academic Title.....	46
XI.6. Honours.....	46
XI.7. Graduation Ceremony	48
XII. PARTICIPATION OF STUDENTS IN THE WORK OF THE FACULTY	48
XIII. PROFESSIONAL AND SCIENTIFIC WORK OF STUDENTS	48
XIII.1. Recording and Confirming the Professional and Scientific Activity of Students	49
XIII.2. Student Teaching Assistants: Professional Work of Students	50
XIII.3. Intellectual Property and Research Data of Students Created in the Fulfilment of Study Obligations	51
XIII.4. Rights and Obligations Regarding Industrial Property and Research Data	52
XIII.5. Rights and Obligations Regarding Copyright and Related Rights	53
XIII.6. Committee for Student Scientific Papers.....	55
XIII.7. Dean's Award for the Best Student Scientific Paper	55
XIII.8. Student Scientific Paper	56
XIII.9. Replacement of Elective Courses with a Student Scientific Paper.....	57
XIII.10. Dean's Award for Academic Excellence	57
XIII.11. Conditions for Awarding the Dean's Award for Academic Excellence	58
XIII.12. Procedure for Awarding the Dean's Award for Academic Excellence.....	58
XIII.13. Dean's Award for Exceptional Extracurricular Achievements of Students	59
XIII.14. Right to Objection	60

XIII.15. Award Ceremony.....	60
XIII.16. Personal Data Protection	60
XIV. TRANSITIONAL AND FINAL PROVISIONS.....	61

Pursuant to Article 59 paragraph 3, Article 67 paragraph 3, Article 71 paragraph 6, Article 76 paragraph 5 item 3, Article 77 paragraph 1 item 4 and paragraphs 3 and 4, Article 78 paragraph 3, Article 79 paragraphs 4 and 5, and Article 80 paragraph 1 of the Act on Higher Education and Scientific Activity Croatian Official Gazette, No. 119/22) and Article 126 of the Statute of the University of Zagreb School of Medicine, the Faculty Council of the University of Zagreb School of Medicine, at its session held on 30 July 2026, enacted the following

STUDY REGULATIONS AT INTEGRATED UNDERGRADUATE AND GRADUATE STUDIES AND GRADUATE STUDIES

I. GENERAL PROVISIONS

Article 1

(1) These Regulations regulate the study programme, course execution plan, student status and study regulations, student admission, student mobility, structure of classes, student workload, assessment of acquired learning outcomes, exams and grades, completion of studies, student participation in the work of the School, as well as other issues relevant to the execution of studies.

(2) Work within the academic community and at the School is based on the equality of all members of the academic community and their mutual respect. Any discrimination on any grounds: political, religious, national, gender, or any other basis, is prohibited in the work of the School.

(3) Terms used in these Regulations that have a gender meaning, regardless of whether they are used in the masculine or feminine gender, apply equally to male and female persons.

II. STUDY PROGRAMME AND COURSE EXECUTION PLAN

II.1. Organisation and Execution of Study Programmes

Article 2

The School conducts the integrated undergraduate and graduate university study of Medicine in Croatian and in English as full-time university studies (hereinafter: the Study of Medicine in Croatian and English) and the graduate university study of Nursing (hereinafter: the Study of Nursing).

II.2. Study Programme

Article 3

Studies at the School are organised and conducted in accordance with the study programme adopted by the Senate of the University of Zagreb (hereinafter: the University) upon the proposal of the Faculty Council, in accordance with the law regulating higher education and scientific activity, regulations governing quality assurance in higher education and science, the Statute of the University, and the general act of the University regulating the procedure for the evaluation of study programmes.

Article 4

The study programme contains the following:

1. the academic title acquired upon completion of studies,
2. the alignment of the study programme with the corresponding qualification in the Croatian Qualifications Framework Register,
3. conditions for admission to the study, conditions for enrolment in the next semester, trimester or academic year, and conditions for enrolling in other study obligations,
4. a list of compulsory and elective courses indicating ECTS workload, forms of class execution, course content, planned learning outcomes and course coordinators,
5. the intended learning outcomes acquired upon completion of studies,
6. the number of enrolment places in the study,
7. the structure and form of class execution,
8. the method of assessing acquired learning outcomes for each course or other study obligation, and
9. the method of completion of studies.

II.3. Course Execution Plan

Article 5

(1) The study is conducted according to the course execution plan adopted for each academic year by the Faculty Council.

(2) The course execution plan determines the following:

- a) a list of mandatory and elective courses with designated teachers and associates who will conduct classes according to the study programme,
- b) locations where classes are held,
- c) the start, end, and schedule of classes,
- d) types of classes (lectures, seminars, practical training, clinical practicals, consultations, knowledge assessments during the teaching process, etc.),
- e) the method of class execution: in-person, remote (online), simultaneously in-person and remote (hybrid method of class execution),
- f) the method of taking exams and fulfilling study obligations,
- g) exam terms and assessment criteria,
- h) the list of mandatory and recommended literature for the study,

- i) the possibility of conducting classes in a foreign language,
- j) other facts essential for the orderly execution of classes.

(3) The recommended literature for an individual course and exam must be aligned with the scope of the study programme. Exam literature must be of such scope that it can be mastered by an average student within the predicted working time, in such a way that 30 hours of average student workload (active classes, exams, and all activities required to pass the exam) is calculated as one ECTS credit.

(4) The course execution plan is published before the start of classes in the current academic year and is available to the public by mandatory publication on the School's website and LMS (Learning Management System).

(5) Organisational changes to the course execution plan, when justified reasons exist (pregnancy, professional training abroad, scholarships, retirement, etc.), are adopted by the departments/course councils with the consent of the competent vice-dean. Organisational changes to the course execution plan are published on the School's website and LMS.

II.4. Implementation Documents

Article 6

For the purpose of recognition and understanding of study programmes and the study system, and for organising the mobility of teachers and students, the School prepares the following documentation:

- a) information package,
- b) transcript of records,
- c) diploma supplement.

II.4.1. Information Package

Article 7

(1) The information package is a set of data or information about the School. Its aim is to facilitate the understanding and comparison of educational programmes and to provide complete information on educational profiles, courses, and the study system. The information package is prepared in Croatian and English, and is published on the website of the School.

(2) The information package consists of three parts:

2.1. General Information about the School:

- a) name and address,
- b) general description of the School,
- c) academic calendar for classes and examinations,
- d) list of teachers and associates,
- e) list of study programmes,
- f) main rules of the School (procedure for recognition of prior learning, foreign educational qualifications, academic rules, financial rules, etc.), and

- g) ECTS coordinator.

2.2. Information on Study Programmes:

A) General description:

- a) application procedure and conditions,
- b) duration of the study programme,
- c) study programme coordinator, if applicable,
- d) qualification level according to the Croatian and European Qualifications Framework,
- e) right of access to a regulated profession,
- f) learning outcomes at the study programme level,
- g) mode of study (full-time or adjusted teaching hours),
- h) practical work (if applicable),
- i) For joint studies:
 - i. information on the form of the diploma and diploma supplement (joint/double/multiple),
 - ii. members of the consortium and their role,
 - iii. mobility structure within the study,
- j) qualification acquired upon completion of studies,
- k) educational and professional goals,
- l) possible access to further study,
- m) structure of the study programme, along with credits according to the European Credit Transfer and Accumulation System (hereinafter: ECTS),
- n) information on the completion of studies (defence of the Master's thesis), and
- o) rules for exams and grading.

B) Description of individual courses:

- a) name,
- b) code,
- c) status (mandatory, elective),
- d) type and level (type: university/professional; undergraduate/graduate/integrated level),
- e) year of study in which it is conducted,
- f) semester in which it is conducted,
- g) block classes, modular classes, or rotation-based classes,
- h) number of credits according to ECTS,
- i) first and last names of teachers,
- j) learning outcomes,
- k) execution method (in-person, remote, hybrid),
- l) prerequisites for course enrolment,
- m) course content,
- n) recommended literature,
- o) teaching methods,
- p) assessment methods, and
- q) language of instruction.

C. General Information for Students:

- a) premises and equipment for learning,

- b) practical work,
- c) extracurricular activities at the constituent unit (coordinators – teachers, student associations),
- d) student council and student associations,
- e) language learning courses,
- f) premises and equipment for sports and recreational activities,
- g) data related to digital identity, use of information and communication technology,
- h) information on the exercise and protection of student rights and support provided to them,
- i) psychological or other counselling centre, if available,
- j) support for students with disabilities (office/coordinator),
- k) practical information for exchange students, and
- l) other information on student support (student tutors, etc.).

II.4.2. Transcript of Records

Article 8

The transcript of records is a public document by which the School provides detailed data on the completed programme (expressed in ECTS credits for each course) and the results achieved by the student. Student success is expressed using the national grading system and ECTS credits. Upon the student's request, the School shall also issue the transcript of records in English.

II.4.2.1. Official Certificates on the Course of Study, Academic Success and Achievements

Article 9

(1) The School, upon the request of a student, a person who has completed their studies, or a person whose student status has terminated, issues certificates on data from official study records when such data are required for the purpose of continuing education, applying for a job/call for applications, exercising rights, professional advancement, admission to specialisation, or other lawful purposes.

(2) Certificates from paragraph 1 of this Article may contain only data kept in the official records of the School or derived from authentic documents available to the School.

(3) The certificate may contain, in particular, data on enrolment and completion of studies, duration of studies, approved suspension of rights and obligations, achieved ECTS credits, grades, overall grade point average, awards and recognitions, student teaching assistant work, and recorded professional or scientific activity of the student.

(4) If the certificate is issued for the purpose of a call for applications or another external procedure, the School certifies only the data from its own records and documents at its disposal and does not perform scoring, ranking, or professional evaluation of applicants, unless otherwise prescribed by law or other competent regulations.

(5) Certificates are issued in compliance with regulations on personal data protection, data confidentiality, and the authenticity of public documents.

II.4.3. Diploma Supplement

Article 10

(1) The diploma supplement is a public document issued by the School free of charge in Croatian and English, in a signed and certified hard copy and in electronic form. It is issued alongside the diploma to provide a detailed insight into the level, content of the study, system and rules of studying at the School, and other data necessary for understanding the acquired qualification in accordance with the special regulations governing the form and content of certificates, diplomas, and diploma supplements.

(2) The diploma supplement may also contain additional data that are not an integral part of the study programme (awards, scholarships, recognitions, extracurricular activities, data on micro-qualifications, the right of access to a regulated profession, etc.).

III. STUDENT STATUS AND STUDY REGULATIONS

III.1. Student Status

Article 11

(1) The status of a student of the School is acquired by enrolling in a study, i.e., a study programme conducted at the School, under conditions prescribed by law, the Statute of the University, the Statute of the School, and these Regulations.

(2) A student of the School may have full-time, part-time, or guest status.

(3) A full-time student studies within the framework of full teaching hours.

(4) A part-time student studies according to the same study programme as a full-time student, but within adjusted teaching hours.

(5) A guest student is a student from another university who enrolls in parts of a study programme at the School based on a special agreement.

(6) A student exercises the right to a study cost subsidy for a number of years corresponding to the prescribed duration of the study, with the possibility of extension up to two years longer than the prescribed duration of the study.

(7) The maximum total duration of studying is 12 years for the Study of Medicine in Croatian and English, and four years for the Study of Nursing.

(8) The period of suspension of the student's rights and obligations is not counted towards the deadline from paragraph 7 of this Article.

(9) Full-time and part-time students conclude a study contract with the School. The study contract further regulates mutual rights and obligations during studies, the method of financing the studies, rules on dealing with copyright works, and rules on dealing with industrial property rights and their exploitation, as well as other important matters for the contracting parties.

III.2. Exceptionally Successful Students

Article 12

(1) An exceptionally successful student is a student who has completed at least the first year of study, who has not repeated any year during their studies, has an overall grade point average of at least 4.500, has fulfilled all teaching obligations, achieved 60 ECTS credits per year of study, and against whom no disciplinary measure has been imposed.

(2) An exceptionally successful full-time student may simultaneously study another study programme at the University if they meet the admission requirements of that study programme, provided that the new study obligations do not disrupt the orderly fulfilment of obligations in the study they are already attending, and with the prior consent of the School and the approval of the coordinator of the study programme they wish to enrol in, in accordance with the general acts of those constituent units.

(3) The competent vice-dean decides on the prior consent of the School from paragraph 2 of this Article, based on a reasoned request from the student and official data on the course of study so far.

(4) An exceptionally successful student may be granted approval by the minister responsible for science and education to enrol in another study at a public higher education institution as a full-time student, with tuition costs fully subsidised from the state budget, in accordance with the law regulating higher education and scientific activity.

III.3. Student Rights and Obligations

Article 13

(1) Student rights and obligations are regulated by law, the Statute of the University, the Statute of the School, and these Regulations.

(2) A full-time student has the right to repeat each academic year a maximum of once.

III.4. Student Standard Rights

Article 14

(1) A full-time student studying Medicine in Croatian and English or Nursing, who is not employed and does not perform independent professional activity, exercises the right to health insurance, subsidised housing, meals, student employment options, state scholarships, and other financial support in accordance with relevant laws and decisions of competent bodies.

(2) A part-time student studying Nursing, who is not employed and does not perform independent professional activity, exercises the right to student employment options and health insurance under conditions determined by relevant laws.

(3) A full-time student with an established degree of disability exercises special rights from the student standard in accordance with special regulations.

(4) A student with a disability exercises the right to financial support to cover part of the transport costs in accordance with the conditions prescribed by the competent regulations.

III.5. Athletes, Artists and Students with Disabilities

Article 15

(1) Students categorised as athletes, top artists, and students with disabilities may study under adjusted conditions, which is regulated by a study contract or another general act of the School.

(2) The status of a categorised athlete is determined by the Croatian Olympic Committee, the Croatian Paralympic Committee, the Croatian Sports Association of the Deaf, and the Croatian Academic Sports Federation.

(3) The status of a top artist is confirmed by membership in the Croatian Association of Independent Artists or by a positive opinion from a relevant institution.

(4) Students with disabilities are those who, due to health conditions or difficulties, face permanent, periodic, or temporary difficulties in performing academic activities. The status is determined by a decision or another relevant document.

(5) The Senate of the University may also determine other special categories of students, such as asylees, students from war-affected areas, or parents, which are proven by appropriate documentation.

(6) The School ensures the inclusiveness and accessibility of educational content, taking into account the diversity of student needs and in accordance with the set learning outcomes, which are equal for all students.

(7) Adjusted study conditions include the adjustment of the teaching process, teaching materials, methods of fulfilling teaching obligations, compensation for missed classes, and taking exams, provided that such adjustment is necessary and proportionate and that it does not alter the prescribed learning outcomes or academic standards of the study.

(8) Adjusted conditions for athletes and top artists may include adjustments to class attendance, exam dates, enrolment in a reduced semester workload, the right to suspension of rights and obligations, and other adjustments.

(9) Adjusted conditions for students with disabilities may include extended time for exams, graphic adjustments of materials, digitised literature, support from another person, the use of assistive technology, and other adjustments.

(10) The School, in accordance with special regulations, spatial-technical capabilities, and available resources, takes measures to ensure the accessibility of teaching, administrative, and other spaces necessary for the fulfilment of study obligations of students with disabilities and students with chronic illnesses. Accessibility and support measures are implemented in a manner that allows reasonable adjustment of the teaching process, while preserving the prescribed learning outcomes and academic standards of the study.

III.6. Tuition Fee Subsidies

Article 16

(1) A full-time student studying Medicine in Croatian or the graduate study of Nursing, who is a citizen of the Republic of Croatia or another EU member state, exercises the right to tuition fee subsidies from the state budget in accordance with the decree regulating the programme financing of public higher education institutions and public scientific institutes in the Republic of Croatia.

(2) A part-time student and a full-time student studying Medicine in English shall bear the full costs of the study, in accordance with the general act of the School.

(3) The School charges tuition fee participation to a full-time student who does not have the right to a subsidy, according to a model adopted by the Faculty Council.

(4) A full-time student may be employed or perform independent professional activity.

(5) A full-time student from paragraph 1 of this Article may change their study programme once while retaining the right to a tuition fee subsidy.

III.7. Suspension of Student Rights and Obligations

Article 17

(1) Upon request, a student shall be granted a suspension of rights and obligations in the following cases:

- a) a female student during pregnancy, for the period for which she requests the suspension,
- b) for a student father or a student mother until the child reaches one year of age,
- c) during leave exercised on the basis of regulations governing maternity and parental support,
- d) during military service that is not active,
- e) during hospital treatment longer than 30 days, and during illness or another comparable reason lasting longer than three consecutive months which prevents the student from successfully fulfilling study obligations,
- f) during international student exchange longer than 30 days, if the student does not acquire ECTS credits through that exchange,
- g) in case of family reasons and other justified circumstances.

(2) The School decides on the request for suspension of student rights and obligations by a decision issued by the competent vice-dean, in accordance with the powers established by these Regulations, the Statute of the School, or the decision of the dean. The decision is issued for a

period of one semester or one academic year, and the suspension may be approved at the earliest from the beginning of the semester in which the request was submitted.

(3) The request for suspension of rights and obligations of a student is submitted in writing, along with authentic documentation, at latest within one month starting from the day the illness, event, or other circumstance due to which the suspension is requested occurred. Exceptionally, if the student, due to objective and particularly justified reasons, could not submit the request within the prescribed period, they may submit it at the latest within 15 days starting from the cessation of those reasons. In the case of a subsequently submitted request, the effects of the approved suspension occur at the earliest from the day the request was submitted and do not produce effects in relation to classes already held, completed knowledge assessments, exams, or other due study obligations.

(4) The suspension of rights and obligations according to paragraph 1, sub-items f) and g) of this Article may last for a maximum of one academic year. Multiple suspensions of rights and obligations of a full-time student studying Medicine in Croatian and English may last for a maximum of six academic years, and for the study of Nursing for a maximum of two academic years.

(5) No appeal is allowed against the decision from paragraph 2 of this Article, but an administrative dispute may be initiated by filing a lawsuit with the competent administrative court within 30 days from the day of delivery of the decision.

(6) During the suspension, the student does not pay participation in study costs or tuition fees, but may take exams for which they have met the requirements and access other forms of knowledge assessment, including colloquiums. During the suspension, the student cannot attend classes or acquire the requirements to access an exam in an individual course. During the suspension, the student does not exercise rights from the student standard, except for the right to health insurance, in accordance with special regulations.

(7) The student must attend and pass any differences in the study programme and ECTS credits that have arisen in the meantime if the study programme is modified during the period of suspension of rights and obligations.

III.8. Termination of Student Status

Article 18

(1) A person loses student status when they:

- a) complete their studies,
- b) withdraw from the study,
- c) fail to achieve at least 35 ECTS credits in two consecutive academic years in which they did not have an approved suspension of rights and obligations, unless the failure to achieve credits is a consequence of circumstances which, according to these Regulations, were the basis for a suspension of rights and obligations or another approved study adjustment,
- d) fail to pass the exam in the same course even after re-enrolling in the course and taking the exam before the exam committee,

- e) fail to enrol in the academic year within the prescribed period and do not obtain approval for subsequent enrolment,
- f) fail to complete the study within the prescribed period,
- g) are imposed a disciplinary measure of exclusion.

(2) A person who loses student status cannot subsequently enrol or continue studies in the same programme.

(3) Exceptionally from paragraph 2 of this Article, a person who loses student status due to reasons from paragraph 1, sub-item e) of this Article may, with a justified reason, continue studies in the same study programme provided that no more than two years have passed since the end of the academic year they last enrolled in, and that they pay the full amount of participation in study costs.

(4) The competent vice-dean decides on the request for continuation of studies from paragraph 3 of this Article by a decision, based on a written and reasoned request of the person who lost student status and the attached documentation proving the existence of a justified reason.

(5) When deciding on the request from paragraph 4 of this Article, particular consideration is given to the justification of the reasons due to which the person did not enrol in the academic year in a timely manner, the time elapsed since the last enrolment, the course of study so far, the possibility of continuing studies according to the valid study programme, and the obligation to take differences arising from modifications to the study programme.

(6) Against the decision from paragraph 4 of this Article, the person who submitted the request has the right to file an objection with the dean within 15 days from the day of delivery of the decision.

(7) The dean decides on the objection from paragraph 6 of this Article by a decision. An administrative dispute may be initiated against the dean's decision before the competent administrative court.

(8) The termination of student status from paragraph 1, sub-items c), d), e) and f) of this Article is established by a decision of the School. It is not necessary to issue a decision when a student completes their studies, when a student withdraws from the study at their own request and is issued a withdrawal form (Cro. *ispisnica*), or when the termination of status is a consequence of an enforceable decision rendered in disciplinary proceedings.

III.9. Student Withdrawal

Article 19

A student who withdraws from the study receives a withdrawal form (Cro. *ispisnica*) indicating the period of study, acquired ECTS credits, and a list of passed exams with corresponding ECTS credits and grades. A note on the withdrawal is entered into the information system.

III.10. Disciplinary Liability of Students

Article 20

(1) Students are obligated to comply with the provisions of the law, the Statute of the University, the Statute of the School, and the general acts of the University and the School, and to protect the reputation and dignity of the students of the University and the School. Due to breaches of duty and non-fulfilment of obligations, disciplinary measures may be imposed on a student: a warning, a reprimand, a reprimand before exclusion, and permanent exclusion from the School.

(2) The composition, method of work, and reasons for which the measures from paragraph 1 of this Article may be imposed are regulated by special regulations on the disciplinary liability of students.

IV. ADMISSION AND ENROLMENT OF STUDENTS

IV.1. Enrolment Quotas

Article 21

The Faculty Council, based on the capacity of the School, proposes the number of places for student enrolment in the first year of study for each academic year, and the final enrolment quotas are approved by the University Senate.

IV.2. Call for Applications

Article 22

(1) Enrolment in studies is carried out on the basis of a public call for applications published by the Senate.

(2) The content of the call for applications for enrolment is prescribed by the Statute of the University.

(3) The University and the School publish the call for applications for enrolment in integrated and graduate studies on their websites no later than 1 May of the current year for the following academic year.

(4) When preparing the call for applications for enrolment in a graduate study, the School defines:

- a) corresponding undergraduate or integrated studies that ensure the appropriate entry competencies of applicants enrolling in the graduate study,
- b) the method of the classification examination and the enrolment of differential obligations for applicants who have completed a corresponding undergraduate or integrated study, but whose entry competencies need to be checked and/or aligned, including the prescription of differential obligations, a differential semester, or a differential year, as well as the required grade point average in the undergraduate or integrated study,
- c) the method of evaluating previous success in the study and ranking applicants who have completed a corresponding study programme.

(5) A differential semester or year is determined for differential obligations, as a rule, in an amount greater than 15 ECTS credits.

(6) Differential obligations from paragraph 5 of this Article, which are a prerequisite for enrolment in a graduate study, are not considered part of the study in accordance with the Act, but rather a lifelong learning programme. The applicant enrolls in a differential semester or year in the status of a programme participant.

IV.3. Right to Apply to the Call for Applications

Article 23

(1) The right to apply to the call for applications for enrolment in an integrated study is held by an applicant who has completed or will complete, by the application deadline for the classification procedure prescribed by the call for applications, at least a four-year secondary school education programme in the Republic of Croatia and has passed the state graduation exam, or an applicant who has completed a corresponding secondary school education abroad which is, in accordance with special regulations, recognised as equivalent for access to higher education in the Republic of Croatia.

(2) The Faculty Council may, in addition to the admission requirements provided for by these Regulations, pass a decision on special conditions for enrolment in the study programme it conducts.

Article 24

(1) The right to apply to the call for applications for enrolment in the study of Nursing and the right of access to the classification procedure is held by an applicant who has completed or will complete, by the application deadline for the classification procedure for enrolment prescribed by the call for applications, a corresponding university undergraduate study or university integrated study. Exceptionally, the right to apply for enrolment in a university graduate study is held by an applicant who has completed a corresponding professional undergraduate study.

(2) The Faculty Council may, in addition to the admission requirements provided for by these Regulations, pass a decision on special conditions for enrolment in the study programme it conducts.

IV.4. Classification Procedure

Article 25

(1) The selection among applicants is performed through a classification procedure.

(2) The Faculty Council determines the elements comprising the classification procedure and their evaluation (e.g., state graduation exam results, success in previous education, success in the entrance exam, motivation, a positive grade in a situational test, psychophysical abilities, etc.).

(3) The School may determine that one or more assessments specified in paragraph 2 of this Article shall be exclusionary.

Article 26

(1) The classification procedure for enrolment in the Study of Medicine in Croatian is conducted by the Committee for the Classification Procedure and Enrolment of Students into the First Year of Study, appointed by the Faculty Council from among teachers and persons elected to associate positions at the School.

(2) The classification procedure for enrolment in the Study of Medicine in English is conducted by an expert Committee for the Admission of Applicants to the Study of Medicine in English and for the Evaluation of Periods of Study Completed Abroad, appointed by the Faculty Council upon the proposal of the Dean's Management Board. The Committee is appointed from among teachers and associates who conduct classes in the Study of Medicine in English, while the President of the Committee is, by virtue of office, the vice-dean for the study of medicine in English.

(3) The classification procedure for enrolment in the studies of Medicine in Croatian and English is conducted through the National Information System for Applications to Higher Education Institutions (NISpVU), located at the Central Application Office of the Agency for Science and Higher Education.

(4) The Central Application Office enters the corresponding documents into the NISpVU system (certificate of nationality or confirmation of citizenship and birth certificate), grades of all subjects from all secondary school grades, results of exams passed at the state graduation exam or equivalent exams passed through the National Centre for External Evaluation by applicants who completed secondary school outside the Republic of Croatia for the purpose of ranking for enrolment in the study programme. For applicants who completed secondary school in a country where final graduation exams are conducted as a form of external evaluation, the results of passed exams in subjects corresponding to those in the state graduation system in the Republic of Croatia will be recognised.

(5) Health requirements for the studies of Medicine refer to health and psychophysical prerequisites objectively related to the possibility of mastering the study programme, achieving the prescribed learning outcomes, participating in clinical and practical classes, and protecting the safety of patients, students, and other persons involved in the teaching process.

(6) The fulfilment of health requirements is assessed individually, taking into account the possibility of using aids, reasonable adjustments, and other support measures, provided that this does not alter the prescribed learning outcomes or academic standards of the study, and that it does not endanger the safety of patients, students, and other persons involved in the teaching process. A diagnosis, disability, or health condition itself cannot be a reason for excluding an applicant if the functional capacity for study is preserved with reasonable adjustments.

(7) Health requirements for the study of Medicine are:

- Normal vision with or without correction;
- Normal colour differentiation (Ishihara test – 24 plates);

- Normal hearing without a hearing aid or with the use of an aid (if a hearing aid exists, adaptation to medical instruments is possible);
- Normal capacity for functional vocal-linguistic-speech expression for the purpose of establishing communication - capability of distinct and comprehensible articulation;
- Normal function of the musculoskeletal system, torso, upper and lower extremities – preserved functional mobility of the spine, upper and lower extremities within physiological limits, normal gross and fine motor skills of the upper and lower extremities;
- Normal balance and stable state of consciousness - absence of severe and permanent deviations;
- Normal cognitive functioning;
- Normal emotional functioning;
- Normal psychomotor functioning (implies normal mental functions of controlling motor and psychological processes at the body level);
- Absence of allergy to occupational allergens – medicines (inhalation and contact);
- Proper vaccination status according to the valid vaccination schedule under which the applicant was vaccinated.

(8) The fulfilment of health requirements from this Article is proven by a certificate of health and psychophysical capability for the studies of Medicine in Croatian or English, and by proof of the applicant's proper vaccination status. The certificate of health and psychophysical capability is issued by a specialist physician in school and adolescent medicine and a specialist physician in occupational and sports medicine.

(9) For an applicant coming from a country in which school and adolescent medicine services are not organised, instead of the certificate of a specialist physician in school and adolescent medicine, a corresponding certificate from a primary health care physician, i.e. an elected general/family medicine physician or paediatrician who continuously monitors the applicant or has the medical documentation necessary to assess their health and psychophysical condition, is recognised. A certificate from a physician who is related to the applicant or in any other relationship that could call into question the impartiality of the issued certificate shall not be recognised. The applicant is obligated to submit proof of proper vaccination status.

(10) Pursuant to the conditions in the special part of the call for applications, the fulfilment of health conditions and the results of additional checks of specific knowledge are entered into the NISpVU system by the competent committee for student enrolment into the first year of study.

(11) All applicants for enrolment in the Study of Medicine in Croatian are ranked according to personal points based on the categories specified in the call for applications for enrolment into the first year of study. The right to enrol is acquired by applicants according to achieved points above the threshold and according to their order on the ranking list until the enrolment quota is filled, who confirm through the NISpVU system their intention to enrol in the corresponding study programme and meet the health requirements for the study.

(12) The published priority list for enrolment in the Study of Medicine in English is considered a first-instance decision.

(13) The classification procedure for enrolment in the Study of Nursing is conducted by an expert committee appointed by the Dean's Management Board according to the conditions and procedure established in the call for applications for enrolment in the study.

IV.5. Right to Appeal

Article 27

(1) Applicants applying through the Central Application Office for enrolment in the studies of Medicine in Croatian and English have the right, within 48 hours after the publication of the results, to submit an appeal to the School due to inaccuracies in the entry of entrance exam data. Appeals shall be submitted exclusively in electronic form. The School shall respond to appeals in electronic form.

(2) Applicants for enrolment in the Study of Nursing have the right, within 48 hours after the publication of the results, to submit an appeal to the School due to inaccuracies in the evaluation of documentation in the classification procedure. Appeals shall be submitted exclusively in electronic form. The School shall respond to appeals in electronic form.

IV.6. Right to Enrolment

Article 28

(1) Enrolment in integrated studies and graduate study is carried out after the completion of the classification procedure in accordance with the conditions from the published call for applications.

(2) The applicant acquires the right to enrol in the studies from paragraph 1 of this Article in accordance with the enrolment conditions and criteria established by the call for applications for student enrolment and according to the results of the classification procedure within the established and approved enrolment quota. The priority right of enrolment and special enrolment quotas are established by the call for applications for study enrolment.

(3) An applicant who has achieved the right to enrol loses that right if they do not enrol within the period prescribed by the call for applications for enrolment into the first year of study.

(4) The School may charge an opportunity cost to the applicant from paragraph 3 of this Article if such an obligation is provided for by the call for applications or by a decision of the Faculty Council.

(5) Instead of the applicant who achieved the right to enrol but is prevented from carrying it out, the enrolment may be carried out by a person authorised by the applicant through a power of attorney.

(6) An integrated study may be enrolled by a person without a passed state graduation exam if, prior to 2010, they completed a corresponding secondary school education programme of at least four years in the Republic of Croatia, as well as a person who completed corresponding education abroad with a total duration of 12 years, i.e., equivalent to level 4.2 of the Croatian Qualifications Framework, and in accordance with the enrolment conditions and criteria established by the call for applications for study enrolment.

(7) A student who is a citizen of a European Union member state has the same rights as a student who is a Croatian citizen and members of the Croatian diaspora, i.e., the Croatian national minority outside the Republic. Citizens of other countries enrol in the study under the same conditions as Croatian citizens, with the obligation to pay for the study in accordance with the Act and the general act of the University and the School.

(8) The right to a direct entry onto the merit list for enrolment in the Study of Medicine in English may be achieved by applicants who have completed a corresponding pre-medical programme or study in the natural or biomedical field with a grade point average corresponding to a GPA of at least 3.000 according to the valid grading scale in the Republic of Croatia, with proven appropriate prior education in biology, chemistry, and physics, as well as applicants who have passed an internationally recognised standardised exam for admission to medical study, including the MCAT with at least 125 points in each section, or another equivalent exam and score determined by the call for applications for enrolment.

(9) Upon enrolment into the first year of study, a student identification document (student card) is issued to the student.

IV.7. Additional Provisions

Article 29

A student is obligated, upon enrolment into the first year of the Study of Medicine in Croatian, before the start of classes, to complete five working days of practical work in health care activities.

V. STUDENT TRANSFERS

Article 30

(1) Students may transfer to the Study of Medicine in Croatian exclusively from other studies of medicine at universities of European Union member states and the European Economic Area, or from higher education institutions with which the School has a cooperation agreement. A student requesting a transfer must hold Croatian citizenship or citizenship of a European Union member state or the European Economic Area.

(2) Students, regardless of citizenship, may transfer to the study of Medicine in English from other studies of medicine at other universities and other related biomedical faculties under the conditions prescribed in Article 32 of these Regulations.

(3) The transfer of students from medical faculties outside the Republic of Croatia is carried out in the manner established by the law regulating the recognition of foreign educational qualifications.

(4) An opinion on the conditions for the continuation of study for students, in the procedure for the recognition of periods of study, is given by a committee appointed by the competent vice-dean, keeping in mind the degree of compatibility and quality of programme execution, the openness of the European academic area, and the legal framework in the Republic of Croatia.

(5) Students from paragraphs 1 and 2 of this Article may transfer only from the second to the fourth year of study.

(6) Exceptionally from the provision of paragraph 5 of this Article, students who are studying or have completed studies at higher education institutions abroad may transfer to the second year of the study of Medicine in English due to the need to attend and pass mandatory courses they did not attend at higher education institutions abroad, and to the third year if Croatian is their native language or if they have passed a Croatian language exam at the B2 level.

Article 31

(1) The total number of students who may transfer from studies of medicine at other universities of European Union member states, or from higher education institutions with which the School has a cooperation agreement, is determined for each academic year by the Dean's Management Board.

(2) The number of transferring students and the number of full-time students cannot exceed the capacity of the School, as a rule up to five students per year of study. Students whose transfer from studies of medicine at other universities has been approved enrol with the obligation to pay participation fees or tuition fees in accordance with the decision of the Faculty Council, the study contract, and valid regulations on study financing.

Article 32

(1) General conditions for the transfer of students from other studies of medicine are:

- a) that the applicant has a passed and/or recognised Croatian state graduation exam, with passed mandatory subjects Croatian language, mathematics, and English language, at level A,
- b) that the study programme from which the transfer is made corresponds in content, number of ECTS credits, or total number of course teaching hours to the study of the School to which the transfer is made,
- c) that the applicant has passed exams and satisfied other conditions for regular enrolment into a higher year of study at their home faculty,
- d) that they have not repeated any year of study,
- e) that they have an overall grade point average of passed subjects of at least 4.000,
- f) that they have passed exams that are determined as non-transferable exams according to the study programme of the School, that they know the Croatian language, which is proven by a certificate of knowledge of the Croatian language at the B2 level if Croatian is not their native language, or that they know the English language for the Study of Medicine in English,
- g) that they meet the health requirements for study established in Article 26 of these Regulations.

(2) Exceptionally, a transfer may be approved for students who do not satisfy the general conditions from paragraph 1, items d), e), and f) of this Article, if the transfer is necessary due to the training obligations of top athletes, a severe illness that cannot be treated in health care institutions in the place of the seat of the study, or if, according to the assessment of the committee for student transfers, a deterioration of the student's health condition and quality of life could occur. A transfer from this paragraph may be approved only if the student meets the

health requirements for study, i.e., if the achievement of the prescribed learning outcomes and safe participation in classes can be ensured with reasonable adjustments.

Article 33

If more applicants satisfy the general conditions than the number established by the decision from Article 31 of these Regulations, preference shall be given to applicants who have a better grade point average pursuant to Article 32, paragraph 1, item e) of these Regulations and/or a passed entrance exam from previous years for enrolment in the studies of Medicine in Croatian or English.

Article 34

Students who are citizens of EU member states acquire the right to transfer to the School under the same conditions as Croatian citizens, on the basis of a special quota and priority list with the recognition of the period of study.

Article 35

(1) An application for transfer is submitted from 1 to 15 September, while for the Study of Medicine in English by 20 June of the current academic year.

(2) Along with a reasoned application, the student is obligated to attach:

- a) a certificate of passed exams and grades,
- b) a confirmation from the higher education institution that the student meets the conditions for regular enrolment into the next year of study,
- c) a certificate of nationality, and for foreign citizens a photocopy of their passport with a copy of the decision on temporary residence.

(3) A student transferring from a school abroad to the Study of Medicine in Croatian must submit, alongside the original documents, a certified translation of those documents, as well as a certified translation of the study programme, i.e., corresponding documentation on the content and execution of the study (curriculum studiorum).

(4) Exceptionally, for a transfer to the Study of Medicine in English, the student is obligated to submit the documentation specified in the call for applications for enrolment in the valid year.

Article 36

(1) The Committee from Article 30, paragraph 4 of these Regulations reviews the applications of applicants who completed studies or a period of study abroad for transfer and enrolment in the studies of Medicine in Croatian and English.

(2) The decision on transfer is made by the Dean's Management Board, of which it informs the Faculty Council.

(3) Against the decision from paragraph 2 of this Article, the applicant has the right to file an objection with the dean within 15 days from the day of delivery of the decision.

(4) The objection is submitted to the School in written form, in person, by post, or electronically, in a manner that allows for the identification of the submitter and the time of submission of the objection.

(5) The dean decides on the objection from paragraph 3 of this Article by a decision. An administrative dispute may be initiated against the dean's decision before the competent administrative court.

(6) An applicant who acquires the right to transfer based on a decision of the Dean's Management Board, or a decision of the dean rendered regarding an objection, must enrol in the study of the School within 8 days from the day of delivery of the decision by which the transfer was approved.

(7) The decision approving the transfer determines the academic year in which the student enrolls, recognised exams and ECTS credits, differential courses or other differential obligations, and the deadline within which the student is obligated to pass them. The student is obligated to pass differential courses at the latest by the end of the academic year in which they are enrolled, i.e., before enrolling in the following academic year, unless a different deadline is determined by the decision on transfer due to the scope of differential obligations or their connection with course prerequisites.

VI. STUDENT MOBILITY

VI.1. Horizontal Student Mobility within the University

Article 37

(1) A student may, in accordance with the study programme, enrol in individual courses of other studies (study programmes) of the University that are not conducted at the home study. Enrolment in a course is approved by the competent vice-dean, with the consent of the ECTS coordinator.

(2) The right from paragraph 1 of this Article may be exercised if the courses expand the professional knowledge of the student acquired at the home study, and the request is supported by a positive opinion from the dean or the vice-dean for education of the home faculty.

(3) A special certificate is issued regarding the granting of approval, specifying the name of the course and establishing the credit value of the course (number of ECTS credits). Achieved ECTS credits may be recognised as if they were achieved within the framework of the home study (study programme) and are entered into the diploma supplement, and the credit value of the course corresponds to that which the course has in the study or programme within which it is conducted.

(4) The rights from paragraph 1 of this Article do not apply to clinical courses and other contents of medical education to which access is limited by principles of medical ethics, deontology, patient protection, and the preservation of professional and other secrets protected by law, unless the competent vice-dean, with the prior consent of the department or course council, approves otherwise for incoming students from the biomedical field.

(5) The number of students who may enrol in an individual course is limited by the capacity of the study, which is decided by the competent vice-dean with the consent of the department or course council.

(6) A course attended by a student at another constituent unit is entered into the information system. The course coordinator confirms the fulfilment of study obligations by entering ECTS credits and the grade into the information system. ECTS credits achieved in another study programme are proven by presenting a certified transcript of records (ECTS credits) or in another appropriate manner.

VI.2. Student Mobility Between Universities

Article 38

(1) Student mobility between universities in the Republic of Croatia is regulated in the same manner as international mobility, and in accordance with the general act of the University.

(2) For a student returning from an approved international student exchange, the School may, at their request and with the opinion of the ECTS coordinator or the competent vice-dean, approve an individual plan for fulfilling the remaining study obligations and taking exams, if necessary for the continuation of study and if this does not impair learning outcomes, academic standards, or the rights of other students.

VII. STRUCTURE AND ORGANISATION OF CLASSES

Article 39

(1) The academic calendar is adopted by the Senate at least six months before the beginning of the academic year and is published on the website of the University.

(2) Based on the academic calendar of the University, the Faculty Council adopts the calendar of classes and exam terms and publishes it on the website of the School at least two weeks before enrolment in the academic year, i.e., before the start of classes if the calendar refers to classes starting before the regular enrolment period.

Article 40

(1) The academic year begins on 1 October of the current year and ends on 30 September of the following year. Classes are organised according to the course execution plan established for each academic year.

(2) Classes may begin before the start of the academic year, but not earlier than 15 September, when so established by the course execution plan.

(3) An academic year, as a rule, has 44 working weeks, of which 30 are teaching weeks and 14 weeks within which the student is ensured time for consultations, preparation, and taking exams without the obligation of other forms of classes.

(4) Students enrol in the winter and summer semesters of the academic year in the regular enrolment period according to the published deadlines for enrolment.

(5) Classes are conducted by semesters in accordance with the provisions of the course execution plan. Course classes are conducted in one semester, exceptionally in multiple semesters, or by other appropriate and justified methods (rotations/blocks, modules, blocks, etc.).

(6) Due to the specificities of the study and the nature of individual forms of classes, especially clinical, practical, field, rotation, modular, and block classes, as well as on-duty shifts at teaching bases, classes and other study obligations may also be conducted outside the usual daily and weekly schedule if so established by the course execution plan or class schedule. When establishing and implementing the schedule, the School is obligated to take into account regulations on public holidays and non-working days, as well as student rights deriving from regulations, international agreements, and agreements of the Republic of Croatia with religious communities.

Article 41

(1) Student work within clinical and outpatient practicals is structured within a 40-hour work week, including student on-duty shifts at the teaching bases of the School.

(2) Clinical, outpatient, professional, field, and other practicals conducted within the framework of the study programme and course execution plan is an integral part of classes and student study obligations, and the student has no right to compensation for performing it.

(3) Student obligations may be greater than prescribed when an increased number of hours of practical and field classes is prescribed and essential by the study programme and course execution plan.

(4) Consultations are a form of teaching by which students are provided assistance and instructions for class preparation, fulfilment of study obligations, and knowledge assessments. Teachers and teaching associates are obligated to hold consultations according to the schedule established by the course execution plan. Information on the method and timing of consultations is published on the LMS. In the case of rotation, modular, or block classes, consultations may, if necessary, be held at additional times agreed upon with the students.

(5) Classes may also be conducted in a virtual learning and teaching environment (e-learning) as a blended form of classes, where classical forms of classes are combined with classes in a virtual environment using e-learning technologies.

(6) The School uses the LMS system for managing teaching contents and conducting e-learning, and its use is regulated by special regulations.

Article 42

(1) Classes at the School are conducted through various forms, including lectures, seminars, practical training (vježbe), clinical and professional practicals, consultations, e-learning, and other methods that enable the acquisition of required knowledge, skills, and professional attitudes.

(2) Lectures serve as an introduction to seminar and practical classes, comprising an overview of key thematic units, additional explanation of more complex parts of the material, and providing context for practical work.

(3) In the total hours of an individual course, lectures cannot comprise more than 30% of teaching hours in a mandatory course, or more than 8% of teaching hours in an elective course. In an elective course conducted in a total volume of 25 hours, lectures may amount to a maximum of 2 hours. The remaining hours of classes are conducted in the form of seminars, practical training, clinical practicals, community practicals, or other forms of active, practical, or interactive classes.

(4) Seminars enable students to actively participate in discussions and in-depth processing of specific problems under the guidance of a teacher.

(5) Practical training (vježbe) enables students to solve practical tasks with the help of coordinators and student teaching assistants.

(6) Clinical practicals involve work in clinical settings under the supervision of a teacher, where students acquire practical knowledge and experience in real working conditions.

(7) Community practicals enable students to participate in the work of health care institutions outside hospitals, including home visits, and preventive programmes.

(8) Records of held classes are kept electronically through the Class Records System (Cro. Sustav evidencije nastave - SEN).

Article 43

(1) An individual elective course, as a rule, has 25 hours of classes. Exams in elective courses are graded descriptively (passed/failed).

(2) The same rules apply to attending classes of elective courses as for mandatory courses.

(3) The competent vice-dean may recognise other forms of scientific, professional, and teaching activities as the equivalent of an elective course. If the recognition is based on the scientific or professional activity of the student, the provisions of Article 79, paragraphs 6 to 8 of these Regulations shall apply accordingly.

Article 44

(1) A student may be justifiably absent from classes up to 20% of the total number of class hours in an individual course. The student is obligated to compensate for missed classes and other missed study obligations in the scope and manner established by the course execution plan, course rules, or the decision of the department or course council, depending on the nature of the course, form of classes, and prescribed learning outcomes.

(2) The allowed amount of absences, the method, forms, conditions, and deadlines for the compensation of absences are established at the beginning of classes by the course execution plan, or course rules. The allowed measure of absences and the scope of compensation must be expressed in an absolute number of hours in relation to the total volume of class hours in the course.

(3) The compensation of absences is conducted at times that are not in conflict with the classes of that or other courses or with the exam obligations of the student. Exceptionally, if it is a course with a larger teaching workload and if the class schedule allows, compensation may also be organised during the teaching period of the course, after classes from the corresponding teaching unit have been held, provided that this does not interfere with attendance at classes and the fulfilment of obligations from other courses.

(4) Due to the nature or method of class implementation, certain teaching units, field classes, professional visits, practical activities, or other teaching contents that cannot be compensated for may be determined in advance by the course execution plan or course rules. A student who is absent from such determined teaching units, activities, or contents fails to fulfil the obligations of the course if the prescribed learning outcomes cannot be achieved without them.

(5) Compensation for absences may be carried out by attending the corresponding form of classes in real-time, performing additional teaching or practical obligations, and through an oral, written, or practical make-up colloquium, depending on the nature of the course, form of classes, and prescribed learning outcomes.

(6) A student of the studies of Medicine in Croatian or English may, with the consent of the competent vice-dean and the department or course council, compensate for missed classes by attending the corresponding form of classes of the same course conducted in another language of instruction, if they know that language to the extent necessary to follow classes and achieve the prescribed learning outcomes. Compensation from this paragraph must not be in conflict with the classes, exams, or other prescribed study obligations of the student and does not change the language of study or the rights and obligations of the student from the study contract.

(7) A student is obligated to submit a request for the justification of absence and compensation for missed classes, along with corresponding documentation, to the department or course council within three working days from the day of absence. If the student, due to objective reasons, could not submit the request within the prescribed period, they may submit the request within three working days from the cessation of the reasons that prevented them from doing so, with the obligation to explain and prove the reasons for the delay.

(8) Exceptionally from paragraph 1 of this Article, a student may be approved compensation for absences even when they have been absent from more than 20%, and at most 50% of the total number of class hours in a course, if the nature of the course allows it and if the prescribed learning outcomes can be achieved through compensation. The department or course council may, depending on the nature of the course and teaching possibilities, propose a smaller allowed scope of compensation than the maximum prescribed scope from this paragraph.

(9) Compensation for absences from paragraph 8 of this Article may be approved due to maternity, parental, or adoptive leave, prolonged illness, participation in sports competitions in the status of a categorised athlete, death or serious illness of an immediate family member,

change of residence or domicile caused by circumstances beyond the student's control, and eviction.

(10) An immediate family member within the meaning of these Regulations, when a justified reason is based on family circumstances, is considered a spouse or common-law partner, life partner or informal life partner, child, parent, adoptive parent, brother or sister, and any other person living with the student in a common household.

(11) A request for the compensation of absences from paragraph 8 of this Article is decided upon by the competent vice-dean by a decision, on the basis of a written and reasoned request of the student, attached documentation, and the reasoned opinion of the course coordinator, or the department or course council. The decision establishes the scope, method, and deadline for the compensation of missed classes and other missed study obligations.

(12) The student is obligated to complete the compensation of absence and other missed study obligations at the latest before the certification of fulfilment of course obligations and before taking the exam, unless the competent vice-dean, due to particularly justified reasons and taking into account the execution of classes, determines another deadline.

Article 45

(1) The presence of students at classes is, as a rule, recorded in the electronic class monitoring system, and in the case of technical, organisational, or other objective reasons, by means of a signature list, roll call, or in another appropriate manner that ensures the credibility of the records.

(2) Students and teachers are obligated to adhere to the established class schedule. A student who is late for class may join the class only if the nature of the class allows it and with the permission of the teacher, whereby the lateness cannot exceed 15 minutes from the start of the class.

(3) A student may briefly and discreetly leave the classroom due to physiological needs, urgent health, or other particularly justified needs, ensuring that this does not disrupt the class. In other cases, the student may temporarily leave the classroom with the permission of the teacher. Depending on the nature of the class and the duration of the absence, the teacher may deny re-entry to the class to a student who left the classroom without a justified reason or was absent for a duration that prevents proper monitoring of the class.

(4) Unjustified leaving of classes, absence during the attendance recording, leaving classes for the purpose of formal recording of attendance, or other actions contrary to the rules of class execution shall be considered an absence from classes.

(5) If classes are not held or are not realised in the planned scope due to lateness, unavailability of the teacher, or another organisational reason, the department or course council is obligated, in accordance with the course execution plan and schedule possibilities, to ensure appropriate compensation or another form of achieving the predicted learning outcomes.

Article 46

(1) The head of the department, or course council, is obligated to appoint a special mentor/tutor for a student who fails the exam in a certain course five consecutive times. The mentor meets with the student at least once a month and helps them in preparations for successfully passing the exam.

(2) If the teacher is unable to perform this obligation for longer than 30 days, the head of the department, or course council, appoints another mentor.

VII.1. Course Coordinators, Course Co-coordinators, and Expert Study Councils

Article 47

(1) A course coordinator is appointed for each course conducted in the Study of Medicine in Croatian, the Study of Medicine in English, and the Study of Nursing. For the purpose of ensuring proper organisation and continuity of class execution, a course co-coordinator may also be appointed.

(2) The course coordinator and co-coordinator are appointed by the Dean's Management Board, with the prior opinion of the competent vice-dean. The course coordinator is appointed upon the proposal of the head of the department or course council, and the course co-coordinator upon the proposal of the course coordinator.

(3) Only teachers employed at the School in a scientific-teaching or teaching position, who participate in the execution of that course, may be a course coordinator and course co-coordinator. The duties of the course coordinator and co-coordinator are performed as teaching and organisational tasks within the framework of the workplace at which the teacher is employed at the School.

(4) The course coordinator:

- a) participates in the preparation of the course execution plan in the part relating to the course,
- b) coordinates the organisation and execution of classes in the course with the head of the department or course council and the competent vice-dean,
- c) ensures the regular and proper conduct of classes, the implementation of knowledge assessments, and the fulfilment of other study obligations from the course,
- d) coordinates the work of teachers, associates, and other persons participating in the execution of the course,
- e) ensures the timely publication and availability of notices, teaching materials, course rules, exam terms, and other data important for students,
- f) participates in monitoring the quality of classes and proposing measures for the improvement of classes,
- g) performs other tasks related to the organisation and execution of the course, in accordance with the decisions of the competent bodies of the School.

(5) The course co-coordinator assists the course coordinator in the organisation, coordination, and monitoring of class execution. Upon the authorisation of the course coordinator, the co-coordinator may perform individual teaching and organisational tasks related to the execution

of the course and participate in meetings and in the work of expert bodies on issues relating to the execution of the course.

(6) The course co-coordinator does not assume the powers and responsibilities of the course coordinator. Exceptionally, in the case of unavailability or absence of the course coordinator, the course co-coordinator performs tasks necessary for the proper execution of the course until the cessation of the unavailability or absence of the course coordinator, or until a different decision of the Dean's Management Board.

Article 48

(1) For the purpose of coordinating study execution, monitoring organisational issues, and proposing measures for the improvement of classes, an Expert Study Council is established for the Study of Medicine in Croatian, the Study of Medicine in English, and the Study of Nursing.

(2) The Expert Study Council is an expert-advisory body of the study that considers issues important for the proper execution of the study and provides opinions and proposals to the competent bodies of the School.

(3) The Expert Study Council operates within the powers established by these Regulations, other general acts of the School, and the decision of the Faculty Council. Opinions and proposals of the Expert Study Council do not replace the decisions of the School bodies competent for decision-making.

(4) The Faculty Council appoints the Expert Study Council by a decision and establishes its composition, president, scope of activity, and method of work, including work in narrow and broader compositions, if such compositions are structured.

(5) The Expert Study Council in particular:

- a) monitors the implementation of the study programme and course execution plan,
- b) coordinates the work of course coordinators, departments, course councils, and other participants in the execution of the study,
- c) considers issues of class organisation, student workload, exam terms, and the implementation of knowledge assessments,
- d) considers reports and data on the quality of classes and proposes measures for its improvement,
- e) provides opinions in procedures of enrolment, transfer, recognition of periods of study, and other issues related to the execution of the study, when so provided by these Regulations, another general act of the School, or a decision of a competent body,
- f) proposes amendments and supplements to general acts of the School in the part relating to the organisation and execution of the study,
- g) performs other tasks established by these Regulations, another general act of the School, or a decision of the Faculty Council.

(6) Members of the Expert Study Council may be the competent vice-dean, the head of study if appointed, course coordinators or representatives of departments or course councils participating in the execution of the study, representatives of competent services of the School, and student representatives, in accordance with the decision of the Faculty Council from paragraph 4 of this Article.

(7) The Expert Study Council may work in broader and narrower compositions. The composition, scope of activity, and method of work of the broader and narrower compositions are further regulated by a decision of the Faculty Council.

(8) The Expert Study Council is chaired by the competent vice-dean, unless otherwise determined by a decision of the Faculty Council.

VII.2. Monitoring and Ensuring the Quality of Classes

Article 49

(1) The School continuously monitors, evaluates, and improves the quality of the teaching process, the assessment of achieved learning outcomes, teaching materials, and other components of the study, through the application of student surveys, internal evaluations, and other quality assurance procedures. The activities from this Article are carried out in accordance with the quality policy, strategy, and quality assurance manual, as well as general acts of the School. Competent faculty bodies, committees, and organisational units participate in the activities of this Article, especially bodies competent for ensuring the quality of classes, quality promotion, and textbooks, each within its competence.

(2) The School, in accordance with the rules of the quality assurance system, ensures that the results of student surveys and other forms of evaluation are considered in the competent bodies and that students are provided, to an appropriate extent, with feedback on the general findings and implemented or planned measures for the improvement of classes.

Article 50

(1) In the field of knowledge assessments, the quality assurance system encompasses the planning, implementation, documentation, analysis, and improvement of written, oral, practical, and other forms of evaluating student achievements.

(2) Monitoring the quality of knowledge assessments in particular encompasses checking the compliance of assessments with learning outcomes, the transparency of evaluation criteria, the fairness and comparability of the procedure, the analysis of pass rates and grade distribution, the analysis of the quality of exam tasks or questions when applicable, the monitoring of appeals and insight into exam documentation, and the documentation of improvement measures.

(3) Findings from paragraph 2 of this Article are used for the improvement of the teaching process, course evaluation policies, specific protocols on knowledge assessments, exam materials, and future assessments, in accordance with the internal quality assurance system and the obligations of the School in evaluation and re-accreditation procedures.

VIII. STUDENT WORKLOAD

Article 51

(1) ECTS credits express the average total work time that a student must invest to achieve the learning outcomes of a course.

(2) One ECTS credit corresponds to 30 hours of estimated average spent time of student work in achieving learning outcomes, including active classes, exams, and all activities necessary for passing the exam.

(3) A full-time student enrolls in 25 to 35 ECTS credits in one semester.

(4) A part-time student enrolls in 15 to 35 ECTS credits in one semester.

(5) A student who regularly fulfils their obligations may be allowed to enrol in more than 35 ECTS credits per semester for the purpose of faster completion of study or acquiring a broader education, with the prior consent of the competent vice-dean.

(6) In special and justified cases, a full-time student may enrol in fewer than 25, and a part-time student in fewer than 15 ECTS credits in one semester (if they have not acquired the prerequisites for enrolling in a sufficient number of courses, etc.).

(7) ECTS credits are acquired exclusively after the successful fulfilment of all predicted obligations and the application of appropriate methods for assessing the achievement of defined learning outcomes, i.e., a passed exam.

(8) The application of the ECTS credit system implies:

- a) precise determination of expected learning outcomes for each course,
- b) establishing the student workload for all predicted activities in each course,
- c) determining the method of assessing achievement for each stated learning outcome, and
- d) determining the method of scoring or grading each individual teaching and extracurricular activity.

(9) Criteria and conditions for the recognition and transfer of ECTS credits are regulated by the study programme, general acts of the University and the School on the recognition of prior non-formal and informal learning, foreign higher education qualifications, and periods of study abroad, as well as the recognition of extracurricular activities and other general acts of the University and the School.

Article 52

(1) The workload of a student during the study must be evenly distributed.

(2) The course execution plan for a full-time student is based on a student workload of 40 hours per week, which includes all forms of classes and the time necessary for the student to prepare.

(3) Average total weekly student obligations in classes:

- a) in integrated study: 24 hours;
- b) in graduate study: 22 hours.

(4) Exceptionally from paragraph 3 of this Article, the total weekly obligations of an integrated study and graduate study student may amount to a maximum of 30 hours.

(5) When an increased number of hours of practical and field classes is necessary according to the study programme and course execution plan, the obligations of the student from paragraph 3 of this Article may amount to a maximum of 40 hours in an individual week.

(6) If classes are organised in a shorter period, the weekly obligations of the student may be higher than those established by paragraph 3 of this Article. Even in the case of such class organisation, the weekly workload must be planned proportionally to the ECTS workload of the course, the nature of classes, and the need for an even student workload during the study.

IX. PROGRESSION DURING THE STUDY

Article 53

(1) By enrolling in the academic year, a student regulates their status.

(2) A student acquires the right to enrol into a higher year of study if they have fulfilled all prescribed obligations expressed in ECTS credits and passed exams in all mandatory courses from the previous year in accordance with the decision of the Faculty Council.

(3) A student whose obligations from another study of medicine have been recognised does not have the right to skip a year and enrol into a higher year of study.

(4) The list of mandatory courses for enrolment into a higher year of study is established by the Faculty Council.

(5) Students enrol into a higher year of study with a subsidy, participation fee, or tuition fee, depending on the status of the student and the study they attend, in accordance with the regulations governing the programme financing of public higher education institutions, the programme agreement, the study contract, and the decisions of the School regulating participation fees, tuition fees, and service prices.

(6) The student enrolls in study obligations for the entire academic year, with the obligation to respect the prerequisites established by the study programme and course execution plan or another general act of the School. These prerequisites must be set up so as to enable greater permeability and progression of the student during the study.

Article 54

(1) A student who has not acquired the right to enrol into a higher year of study may continue the study by re-enrolling in study obligations they did not fulfil, with the possibility of enrolling in new obligations when they acquire the conditions for it. The total number of enrolled ECTS credits must be in accordance with Article 51, paragraphs 3 to 6 of these Regulations.

(2) A student may repeat the same year of study only once. A student repeating a year of study pays a participation fee or tuition fee, depending on the status of the student and the study they attend, in accordance with the regulations governing the programme financing of public higher education institutions, the programme agreement, the study contract, and the decisions of the School regulating participation fees, tuition fees, and service prices.

(3) The student is obligated to re-enrol in all courses or other study obligations from the previous year that they did not pass. The obligation to re-attend classes, the re-fulfilment of individual teaching obligations, and the validity of previously fulfilled obligations are regulated by the course execution plan, course rules, or a decision of the Faculty Council, taking into account the nature of the course, prescribed learning outcomes, and academic standards. If the study programme changes, the student must attend and pass the differences arising from the modification of the study programme.

(4) The rights and obligations of a student re-enrolling in the same study obligation, including class attendance obligations, the possibility of participating in continuous knowledge assessment, writing a seminar paper, etc., are further regulated by the course execution plan and a decision of the Faculty Council.

Article 55

(1) The enrolment in a course may be cancelled exclusively for justified reasons (e.g., timetable conflict) in accordance with a decision of the Faculty Council.

(2) Exceptionally, an unpassed elective course may be cancelled and replaced by another elective course in accordance with a decision of the Faculty Council.

X. ASSESSMENT OF ACHIEVED LEARNING OUTCOMES, EXAMS, AND GRADES

Article 56

(1) The achievement of student learning outcomes is checked and evaluated during classes (colloquia, practical assignments, etc.), and the final grade is determined at the exam.

(2) The course execution plan may establish that some forms of classes are conducted without grading or that they are graded descriptively. Such courses are not included in the calculation of the study grade point average.

(3) The teacher has the right to check and evaluate knowledge, skills, and other learning outcomes of the student in certain forms of classes and in the manner established by the study programme, course execution plan, and course evaluation policy.

(4) An exam or final evaluation may be accessed by a student who has fulfilled all prescribed course obligations established by the course execution plan and who has registered for the exam in a timely manner in accordance with Article 63 of these Regulations.

(5) Exams may be theoretical or practical, and are taken only in written form, only orally, or in written and oral form, by the performance or presentation of practical work, and in other appropriate and objectively necessary manners. The practical part of the exam may be performed separately from the theoretical one.

(6) The entire exam must be finished in a maximum of five working days from the exam date established by the exam schedule, except in particularly justified cases decided upon by the competent vice-dean.

(7) The student has the right to insight into the exam documentation of a written exam in the scope and manner prescribed by Article 61 of these Regulations.

X.1. Written and Oral Exam

Article 57

(1) A written exam may be conducted in the form of open-ended and/or closed-ended tasks and questions, problem tasks, case analysis, and in other appropriate forms of assessment corresponding to the learning outcomes of the course.

(2) Written and oral knowledge assessments must be planned and implemented so as to enable a valid, reliable, fair, and transparent evaluation of the achievement of course learning outcomes. The content of the exam must representatively encompass key areas of the material and the learning outcomes being evaluated, whereby the representation of individual contents and types of tasks should be proportional to the importance, scope, and complexity of the learning outcomes.

(3) A written exam cannot contain negative scoring.

(4) The passing threshold for a written exam that is numerically graded is established for each course in advance and published in the course execution plan and course evaluation policy. The passing threshold for a sufficient (2) grade cannot be lower than 55% nor higher than 70% of the total possible points. Once published, the passing threshold cannot be changed to the detriment of students after the start of classes in the course.

(5) Criteria for the distribution of points by grades for a written exam that is numerically graded must be established in advance and published in the course execution plan and course evaluation policy.

(6) For written and oral knowledge assessments that have a decisive or significant impact on passing or the final grade, the department or course council is obligated to ensure documented structuring of the exam and appropriate quality checking of exam tasks or exam questions before their use, in accordance with the course evaluation policy and specific protocols on written and oral knowledge assessments.

(7) For courses with fewer than 35 hours of direct classes and/or courses valued at a maximum of 2 ECTS credits, the final knowledge assessment may be graded descriptively, as "passed or failed", if such a method of evaluation is provided for by the study programme and course execution plan and if such a form of evaluation corresponds to the learning outcomes of the course. An individual part of a complex exam may be evaluated descriptively as a condition for accessing another part of the exam or for determining the final grade, if such a method of evaluation is provided for in advance by the course execution plan and course evaluation policy.

(8) The right to insight into a written exam is exercised in accordance with Article 61, paragraphs 6 to 8 of these Regulations.

(9) An oral exam must encompass representative parts of the exam material corresponding to the learning outcomes of the course. Exam fields or thematic units from which the oral exam is conducted must be available to students before the oral exam.

(10) Individual exam questions for a written or oral exam are not published in advance and are not made available to students before the exam. By publishing the exam fields or thematic units from paragraph 9 of this Article, it is considered that students are acquainted in advance with the scope of the material that may be the subject of an exam.

(11) In an oral exam, a student answers, as a rule, at least three questions or three problem units from different parts of the exam material.

(12) An oral exam must have a reasonable duration, considering the scope and complexity of the exam material, the number of questions or problem units, the nature of the course, and the need to enable the student a realistic check of the achievement of learning outcomes. Depending on the nature and scope of the exam, the course evaluation policy may roughly determine the duration of the oral exam and the procedure in case of a significant deviation from the published start time of the exam.

(13) Closer rules on the implementation of a written and oral exam are regulated by the course evaluation policy, which is published within or alongside the course execution plan, and, when necessary, by a special general act of the School.

X.2. Practical Exams

Article 58

(1) An assessment of practical skills may be conducted when such a form of assessment is provided for by the study programme, course execution plan, or course evaluation policy in the form of a practical exam, an objective structured practical exam, an objective structured clinical exam, or in another appropriate form of assessment corresponding to the learning outcomes of the course.

(2) The department, or course council, is obligated before the start of classes to establish and publish in the course execution plan a list of practical skills that the student must master, the method of their check, and the evaluation criteria.

(3) During classes, the student must have the opportunity to acquire all practical skills that may be the subject of assessment in the course. The teacher who conducts or directly leads that teaching unit is responsible for enabling the achievement of learning outcomes of an individual teaching unit, in accordance with the study programme, course execution plan, and course evaluation policy.

(4) An assessment of practical skills may be conducted during classes, as a condition for accessing the final exam, or as part of the final exam, if such a method of check is established by the course execution plan and course evaluation policy.

(5) An objective structured practical exam, or an objective structured clinical exam, is conducted through exam stations at which predetermined practical, clinical, communication, or other professional skills corresponding to the learning outcomes of the course are assessed. The number of exam stations, the content of skills being checked, the duration of the assessment, the method of scoring, passing criteria, and other rules of conducting such an exam are established and published before the start of classes in the course execution plan and course evaluation policy.

(6) More specific rules on the implementation of a practical exam, including the method of exam organisation, the number of examiners, equipment, exam forms, the method of recording results, and other implementation issues, are regulated by the course evaluation policy and, when necessary, by a special general act of the School.

(7) Practical and clinical assessments are designed according to the principles of authentic evaluation when appropriate to the nature of learning outcomes. Performance criteria, forms, categories, or checklists must be defined in advance, and the results of a practical assessment must be documented in a manner that enables verification of implementation and the use of findings for the improvement of classes and future assessments.

Article 59

(1) The study programme and course execution plan prescribe the method in which student activities during classes are evaluated and included in the final grade of the course. During classes, the following may be evaluated:

- a) the presence of the student at classes,
- b) student activities in classes established by the study programme that lead to the acquisition of points (participation in discussions, written preparation for work in classes, project work, writing essays, searching information sources, practical exercises in real situations, field research, e-learning, creation of programmes, seminar papers, etc.), or
- c) colloquia through which student achievements are regularly monitored.

(2) A colloquium is an oral, written, or practical assessment of knowledge, i.e., of course learning outcomes from an individual part of the material. A colloquium enables the student to successively take the exam by sections of the teaching material, which are programmatically and logically connected units, immediately after the completion of classes from an individual section of the material.

(3) Colloquia and other forms of continuous evaluation may have a formative, summative, or combined function. Their function, method of scoring, impact on the final grade, and the possibility of feedback to students must be clearly determined in advance by the course execution plan and course evaluation policy.

(4) The result of a colloquium or another assessment during classes may be a condition for accessing an individual teaching unit only if so provided for in advance by the course execution plan and course evaluation policy and if such a condition is objectively related to safety, the nature of the teaching unit, or necessary prior knowledge and skills.

(5) The possibility of exempting a student from the obligation to take a part of the exam or the entire exam must be established by the course execution plan.

(6) The student has the right to file an objection to the evaluation and grading in continuous monitoring within 24 hours and under the conditions established by the provisions of these Regulations pertaining to exams.

Article 60

(1) A student who is not satisfied with the grade in an oral exam or a part of an exam that includes the performance or presentation of practical work may, explaining the reasons why they consider they were not correctly or completely graded, request within 24 hours that the exam be repeated before an exam committee.

(2) A student who is not satisfied with the grade in a written exam or a written part of an exam, or part of an exam that includes the performance or presentation of practical work or another part of an exam provided for by Article 56, paragraph 5 of these Regulations, has the right to request within 24 hours that the exam committee re-evaluates that part of the exam.

(3) After the end of each exam term, the student is obligated within 48 hours to check whether the obtained grade has been recorded in the corresponding information system. If an inconsistency is found, the student is obligated to notify the student office and the course teacher thereof in writing without delay.

X.3. Public Nature of Exams and Insight into Exam Documentation

Article 61

(1) The oral part of an exam is, as a rule, public. The student and/or the examiner have the right to request the presence of other students and members of the academic community, unless there are justified reasons for limiting the presence of the public.

(2) Closed to the public are exams in written form as well as practical parts of exams in the courses Anatomy, Pathology, Forensic Medicine, and all clinical courses. Only students, teachers, and other authorised personnel of the School, i.e., teaching bases, may be present at the practical part of exams in these courses, and the present persons are obligated to keep official, professional, and other secrets protected by law.

(3) During an oral exam, in addition to the student and the examiner, at least one other person from among the students, members of the academic community, employees of the School, a clinical institution, or another academic institution must be present.

(4) The examiner may remove from the exam any person who disrupts the conduct of the exam, violates the dignity of the exam, or acts contrary to the rules of academic conduct.

(5) The examiner shall draft an official note or minutes regarding the removal of a person from the exam if the removal could have affected the course of the exam, the student's rights, or the proper implementation of the exam.

(6) The student has the right to insight into the exam documentation relating to their exam. Another person has the right to insight into the exam documentation if they prove a legal interest. Insight is approved by the dean, the competent vice-dean, or the secretary general of the School, or another person authorised by a special general act of the School.

(7) Insight into the documentation of a written exam is realised by reviewing the student's own answer sheet, or another record of the student's answers, the points achieved, the status of an individual answer in the evaluation process, and the established result of the written exam, to the extent necessary to verify the correctness of the recording and scoring of answers. If

necessary for understanding the results, the student is provided with an explanation of the method of scoring an individual answer.

(8) The insight from paragraph 6 of this Article is conducted in a manner that enables the verification of the correctness of the evaluation, while protecting the confidentiality of exam questions, offered answers, answer keys, test booklets, question databases, and other exam materials. The student does not have the right to duplicate, photograph, record, transcribe, take out, retain, or otherwise dispose of the exam materials. If the student contests the correctness of the evaluation of an individual answer, the authorised person or the exam committee verifies the contested evaluation and provides the student with a reasoned notification on the outcome of the verification, without disclosing or reproducing protected exam materials.

(9) Written knowledge assessments and other exam documentation are kept at least until the end of the academic year in which the exam was held, unless a longer retention period is prescribed by law, a general act of the University, or a general act of the School. Other exam documentation is considered to be, in particular, minutes, evaluation forms, categories, checklists, score sheets, reports of the information system, records of exam attendance, and other records on the basis of which the course and result of the evaluation can be verified.

X.4. Exam Periods

Article 62

(1) Regular exam periods are winter, summer, and autumn.

(2) When justified, the Faculty Council, upon the proposal of the dean, may also determine extraordinary exam periods.

(3) Exceptionally from paragraph 1 of this Article, with regard to specific methods of class execution, the Faculty Council may determine exam periods differently, but in such a way that there are always at least three exam periods in an academic year.

(4) For each exam period for each course, at least two exam terms must be provided with a minimum interval of eight working days.

(5) For courses for which the continuous evaluation of student knowledge during the semester is established by the course execution plan, exams do not have to be held in regular exam periods. For such courses, the number and schedule of knowledge assessment terms are established by the course execution plan, whereby students must be enabled to take the knowledge assessment at least four times during one academic year.

X.5. Exam Schedule

Article 63

(1) The calendar of exam periods is published before the start of the academic year on the School's website and in the LMS system.

(2) For each course, the dates of exam terms and the dates for the implementation of individual forms of knowledge assessment must be published in advance, taking care to avoid, to the

greatest extent possible, overlaps with classes and other forms of knowledge assessment. The competent vice-dean coordinates the preparation of the calendar of exam terms with the departments or course councils, taking into account the class schedule, other forms of knowledge assessment, and the proportional workload of students.

(3) The student registers for and cancels an exam through the information system within the prescribed deadline.

(4) A student who does not register for an exam within the prescribed deadline cannot access the exam. A student who does not cancel an exam within the prescribed deadline cannot subsequently cancel the exam, unless timely cancellation was prevented due to technical difficulties of the information system.

(5) If a student, due to technical difficulties of the information system, was unable to register for or cancel an exam in a timely manner, they are obligated to notify the competent Office for Studies and Students thereof without delay. The School verifies the existence of technical difficulties based on the data of the information system and other available circumstances.

(6) The distribution of students by individual dates, groups, and examiners is determined by random assignment, as a rule using IT support, within the framework of predetermined exam dates and times. The schedule is published in the LMS system before the start of the exam at the latest, within a reasonable timeframe that enables the student to access the exam in a timely manner. Official notices to students are delivered via the LMS and/or to official student electronic addresses, and students are obligated to regularly monitor official communication channels, especially during exam periods.

(7) The published dates and times of exams are binding on students and teachers. Students and teachers cannot change them, individually or by mutual agreement. The student does not have the right to demand a specific date, time, group, or examiner.

(8) If classes in a course are conducted in blocks, rotations, or modules, the student may access the exam in that course after the completion of classes and the fulfilment of all prescribed obligations in the block, rotation, or module to which they are assigned. As a rule, the student accesses the exam term determined for the block, rotation, or module to which they are assigned, as well as the summer and autumn exam periods according to the published exam schedule. Exceptionally, the competent vice-dean may, with the prior opinion of the department or course council and taking into account capacities, equal treatment of students, and the achievement of learning outcomes, approve access to the exam term of another block, rotation, or module to a student who, due to justified and documented reasons, could not access the regular term or if the denial of access would lead to an obviously disproportionate consequence.

X.6. Number of Exam Terms

Article 64

(1) A student may take an exam in the same course a maximum of four times in one academic year. The fourth time, the exam is taken before a three-member exam committee.

(2) A student who has not passed the exam in the same course for the fourth time is obligated to re-enrol in that course in the next academic year. If, even after the repeated enrolment in the

course and taking the exam before the committee, they do not pass the exam, the student's student status ceases in accordance with Article 18 of these Regulations. The rights and obligations of a student upon re-enrolling in a course, including the obligation to re-attend classes, participate in continuous knowledge assessments, and the possible recognition of a previously passed part of the exam, are regulated by the course execution plan and the course evaluation policy, whereby equal treatment of students must be ensured.

(3) It is considered that a student who did not access four exam terms for the same course in an academic year, and did not pass the course, has used all four exam terms for that course in that academic year.

X.7. Exam Committee

Article 65

(1) Oral and/or practical exam before a three-member exam committee are organised in the following cases:

- a) when a student, in accordance with Article 60 of these Regulations, submits a reasoned request for a repeated exam or re-evaluation because they consider that they were not correctly or completely graded,
- b) when a student takes an exam in a certain course for the fourth time in the current academic year.

(2) The student from paragraph 1, item a) of this Article submits a written and reasoned request to the competent vice-dean within 24 hours from the communication or publication of the final grade. The competent vice-dean is obligated to decide on the request within 48 hours, and if the request is accepted, the repeated exam or re-evaluation is organised within three days from the day the request was submitted, unless the nature of the exam or particularly justified circumstances require another appropriate deadline.

(3) The competent vice-dean appoints a three-member exam committee upon the proposal of the head of the competent department, or course council. The committee consists of two teachers of the course and one teacher of another related course. If the exam committee is appointed at the request of a student who considers that they were not correctly or completely graded, the teacher against whose grade the student is complaining cannot be the president or a member of the committee.

(4) If the three-member exam committee examines a student who has previously passed the written part of the exam, the committee will acknowledge the positive grade from the written part of the exam, conduct the practical and/or oral part of the exam, determine the outcome of the exam, and assign the final grade by a majority vote.

(5) If the three-member exam committee examines a student who has not previously successfully passed the written part of the exam, the committee will conduct the oral part of the exam in such a way as to include a check of the material of the unpassed written part of the exam, determine the outcome of the exam, and assign the final grade by a majority vote.

(6) If the student requests a re-evaluation of the written part of the exam, the exam committee verifies the correctness of determining and summing up the points, and the existence of an

obvious error in the exam question, the answer key, the scoring, or the compliance of the questions with the published learning outcomes and exam literature. If the committee finds an error that could have affected the result of the exam, it corrects the points or the result of the exam. If the error cannot be rectified by correcting the points or the result of the exam, the committee determines another proportional way of rectifying the irregularity, in accordance with the course evaluation rules and general acts of the School.

(7) Minutes are drafted regarding the exam or re-evaluation before the exam committee, containing basic data on the composition of the committee, the time and place of holding, the form of assessment, the established outcome and grade or decision of the committee, and the signatures of the committee members.

(8) No objection is allowed against the grade of the three-member exam committee.

(9) An exam repeated at the personal request of a student before a three-member exam committee is not counted as a new exam attempt.

X.8. Entrusting the Conducting of Exams

Article 66

In the case of unavailability of the respective course teacher or examiner, the head of the department or course coordinator ensures a replacement from among the teachers participating in the execution of the course. If the exam cannot be held in this manner, the dean may temporarily entrust the conducting of the exam to another teacher of the same or a related field or to a teaching committee.

X.9. Grades

Article 67

(1) Learning outcomes achieved with excellent success are graded with an excellent (5) grade, which corresponds to the letter grade A. Learning outcomes achieved with above-average success are graded with a very good (4) grade, which corresponds to the letter grade B. Learning outcomes achieved with average success are graded with a good (3) grade, which corresponds to the letter grade C. Learning outcomes achieved with satisfactory success are graded with a sufficient (2) grade, which corresponds to the letter grade D. Learning outcomes that are not achieved with satisfactory success are graded with an insufficient (1) grade, which corresponds to the letter grade F.

(2) A student's success in a course may also be expressed by a descriptive grade when so established by these Regulations, the study programme, and the course execution plan.

X.10. Grade Point Average of the Study

Article 68

(1) When calculating the grade point average, all grades of passed courses are taken into account, except for descriptive grades.

(2) The grade point average is expressed by rounding to three decimal places.

(3) The provisions of this Article do not affect the calculation of the overall grade of success in the study as a weighted average in accordance with Article 71 of these Regulations.

Article 69

(1) The teacher is obligated to communicate the result of an oral exam to the student immediately after the exam is held, and the result of the written part of the exam at least within five working days from the day the exam was held. The results of the written part of the exam are published on the LMS using the JMBAG (Unique Student Identification Number) or another appropriate identifier, in a manner that enables the student insight into their own result without unnecessarily disclosing their identity to other persons and with the protection of personal data in accordance with valid regulations.

(2) The teacher is obligated to enter an insufficient grade for a student in an exam when the student:

- a) withdraws from the written part of the exam or from an already started oral exam,
- b) after the written part of the exam, does not access the oral part of the exam or withdraws from the exam or any already started part of the exam, or
- c) due to improper behaviour, disrupting other students, or using unauthorised aids is removed from the exam.

(3) If a student does not attend the exam in its entirety, a "0 – student did not access the exam" is entered into the corresponding information system. If a student attends one part of the exam, and after that does not access another part of the exam or withdraws from an already started exam, the procedure is carried out in accordance with paragraph 2 of this Article.

(4) The teacher is obligated to enter the grade from the conducted exam or the final grade of the course into the information system or ensure its entry through an authorised person within five working days from the publication of the exam results.

(5) Other technical and implementation issues related to the conducting of exams that are not regulated by law, the Statute of the University, general acts of the University, these Regulations, the study programme, or the course execution plan are regulated by a general act of the School, whereby such an act cannot reduce the rights of students established by law, the Statute of the University, general acts of the University, and these Regulations.

(6) Issues of planning, implementing, documenting, analysing, and improving knowledge assessments that are not regulated in detail by these Regulations are elaborated by the overarching framework for evaluating student achievements, the course evaluation policy, and specific protocols for written, oral, and practical knowledge assessments. These implementation documents must be aligned with these Regulations, the study programme, the course execution plan, and the quality assurance system of the School.

(7) The implementation documents from paragraph 6 of this Article are also used as an evidential basis in the internal quality assurance system, internal audits, and evaluation or re-accreditation procedures, to the extent to which they document the planning, implementation, analysis, and improvement measures of the evaluation of student achievements.

XI. COMPLETION OF STUDY

XI.1. Completion of Study

Article 70

(1) A student of the Study of Medicine in Croatian or the Study of Medicine in English who has passed all prescribed exams, fulfilled other prescribed study obligations, written and defended a graduate thesis, and acquired at least 360 ECTS credits is issued a diploma on the acquired academic title of Doctor of Medicine.

(2) A student of the University Graduate Study of Nursing who has passed all prescribed exams, fulfilled other prescribed study obligations, written and defended a graduate thesis, and acquired at least 120 ECTS credits is issued a diploma on the acquired academic title of University Master of Nursing.

XI.2. Overall Grade of Success in the Study

Article 71

(1) The overall grade of success in the study is expressed as a weighted average of the grades of numerically graded courses and the grade of the graduate thesis, taking into account their corresponding ECTS credits.

(2) The overall grade of success in the study is calculated by summing up the products of individual grades from paragraph 1 of this Article and their corresponding ECTS credits, and dividing the obtained sum by the total number of ECTS credits of the courses and the graduate thesis taken into account in the calculation.

(3) Courses evaluated only with a descriptive grade "passed/failed" are not taken into account when calculating the overall grade of success in the study.

(4) The overall grade of success in the study is expressed in documents by rounding to three decimal places.

XI.3. Graduate Thesis

Article 72

(1) Completion of study implies the writing and defence of a graduate thesis.

(2) The completion of study by writing and defending a graduate thesis does not exclude the possibility of other final competency checks if they are provided for by the study programme or a special general act of the School, but a student cannot be prescribed an additional final obligation that was not provided for by the study programme or the general act applicable to it.

(3) A special regulation regulates all issues related to graduate theses, including the registration of the topic, writing, evaluation, and defence of the thesis, the composition, appointment, and method of work of committees for the defence of the graduate thesis, the obligations of

committee members, deadlines for the implementation of the procedure, as well as rules on dealing with copyright works and industrial property rights of students.

(4) Graduate theses are publicly available in the corresponding public database.

XI.4. Documents on Completed Study

Article 73

(1) After the completion of the integrated and graduate study, a diploma is issued without charge in Croatian and English, in a signed and certified printout as well as in electronic form.

(2) A diploma supplement is issued along with the diploma.

(3) The diploma and the diploma supplement are public documents confirming the completion of study and the acquisition of the right to an academic title.

(4) If the diploma is issued after the completion of a joint study, it must contain the signatures and seals of all higher education institutions participating in the study.

(5) The number of ECTS credits is entered on the diploma, and the number of acquired ECTS credits on the diploma supplement.

(6) The form and content of public documents are regulated by a regulation prescribing the form and content of the certificate, diploma, and diploma supplement.

XI.5. Revocation of Academic Title

Article 74

(1) An academic title may be revoked if it was acquired contrary to the prescribed conditions, by a gross violation of the rules of study, or on the basis of a plagiarised thesis.

(2) The procedure for the revocation of a title is conducted according to a special regulation governing the procedure for writing and defending a graduate thesis.

(3) A proposal to initiate the procedure may be submitted by any person in written form with an explanation and evidence.

(4) The procedure is conducted by the Faculty Council, which appoints a committee to evaluate the proposal. The mentor or co-mentor of the graduate thesis cannot be the president or a member of the committee.

(5) The committee is obligated to consider the proposal and submit a report to the Faculty Council with a proposal for the revocation of the academic title or for the suspension of the procedure within 30 days from the day of appointment.

XI.6. Honours

Article 75

(1) A student who completes the study with exceptional success may be awarded an honour according to the Latin classification, which is indicated on the diploma and in the diploma supplement.

(2) The honours from paragraph 1 of this Article are:

- a) Summa Cum Laude,
- b) Magna Cum Laude,
- c) Cum Laude.

(3) For the award of an honour, the student must complete the study without repeating a year and without extending the duration of the study in relation to the duration of study prescribed by the study programme. The period of approved suspension of student rights and obligations is not considered an extension of the duration of study within the meaning of this Article.

(4) Honours are awarded separately for each study conducted at the School, based on the overall grade of success in the study established in accordance with Article 71 of these Regulations.

(5) Thresholds for the award of honours are established for each study based on the overall grades of success of students who completed that study in the previous three academic years and fulfilled the condition from paragraph 3 of this Article.

(6) For the purpose of establishing the thresholds from paragraph 5 of this Article, students are ranked according to the overall grade of success in the study, from highest to lowest. When calculating the boundary of an individual percentage, the number of students is rounded up to the next whole number.

(7) Thresholds for individual honours are established as follows:

- a) for the honour Summa Cum Laude, according to the overall grade of success of the student located at the boundary of the top 1% of the best-ranked students,
- b) for the honour Magna Cum Laude, according to the overall grade of success of the student located at the boundary of the next 3% of the best-ranked students,
- c) for the honour Cum Laude, according to the overall grade of success of the student located at the boundary of the next 5% of the best-ranked students.

(8) The percentages from paragraph 7 of this Article serve to establish the thresholds for the award of an individual honour and do not represent the maximum permitted number of students to whom the honour can be awarded.

(9) If multiple students achieve an overall grade of success equal to the threshold for an individual honour, all such students acquire the right to that honour, regardless of whether this exceeds the percentage ratio from paragraph 7 of this Article.

(10) A higher-degree honour excludes the award of a lower-degree honour.

(11) The fulfilment of conditions for the award of an honour is established on the basis of official records of the School. The method of calculating thresholds, the procedure for establishing the fulfilment of conditions, and the award of honours are further regulated by a decision of the dean.

XI.7. Graduation Ceremony

Article 76

- (1) A graduation ceremony is the ceremonial presentation of the diploma.
- (2) In integrated studies and graduate studies, students are promoted by the dean.
- (3) A student who successfully completes the study is issued a diploma in accordance with the deadlines established by the regulation on the form and content of the certificate, diploma, and diploma supplement.
- (4) If the graduation ceremony is scheduled after those deadlines, the student may pick up the diploma before the ceremony.

XII. PARTICIPATION OF STUDENTS IN THE WORK OF THE FACULTY

Article 77

- (1) Students participate in the work of the School through elected student representatives (Faculty Council, Dean's Management Board, Study Year Council, and committees which require student participation).
- (2) The work of student representatives is regulated by a special regulation.

XIII. PROFESSIONAL AND SCIENTIFIC WORK OF STUDENTS

Article 78

- (1) Professional and scientific work of students is an integral part of medical education.
- (2) In the modern system of medical education, the direct involvement of students in professional and scientific work represents a very important and integral part of the study programme, which stimulates the development of critical reasoning and creativity in students, the habit of independent education, and the acquisition of additional knowledge and research skills. The creative discipline required to successfully execute a project and write a student scientific paper enables the student to become a doctor while remaining an academic citizen, regardless of whether they will later engage in clinical practicals, research, teaching work, or administrative work in healthcare. Through the execution of a project and writing a paper, the student gets to know the scientific approach and methods from the inside, as an active participant, and thereby learns to set a scientific hypothesis, collect and evaluate data,

communicate the results and conclusions of their own research to others, and think and conclude critically and in a scientific manner throughout their entire professional career.

(3) The School encourages all students to get involved in scientific and professional work in the academic community, and expects heads of scientific programmes and projects, as well as other teachers, to enable interested students to get involved in the work on scientific and professional projects of the School.

(4) The fundamental step in achieving this goal represents the writing of a graduate thesis, which is the obligation of every student.

(5) The School especially encourages advanced and highly motivated students who show interest in scientific, professional, and teaching work and, in accordance with possibilities, enables them additional training through student teaching assistant work and student scientific work.

XIII.1. Recording and Confirming the Professional and Scientific Activity of Students

Article 79

(1) For the purpose of monitoring the academic development of students, ensuring quality, giving awards, recognising achievements, continuing education, applying for competitions, and other lawful purposes, the School may keep a record of the professional and scientific activity of students in the studies regulated by these Regulations.

(2) The records from paragraph 1 of this Article may encompass, in particular, the student's participation in a scientific or professional project of the School, an approved student scientific paper, student teaching assistant work, awards and recognitions, published scientific and professional papers, papers accepted for publication, abstracts, presentations at scientific or professional meetings, and other activities that can be proven by credible documentation.

(3) Data on papers and other forms of scientific or professional activity are recorded on the basis of publicly available bibliographic data, a certificate from a mentor or project leader, a decision of a competent body of the School, a certificate from the organiser of the meeting, a certificate from the editorial board or publisher, a copy of the published paper, or another credible document.

(4) When the School issues a certificate on the scientific or professional activity of a student, the certificate is limited to verifiable facts arising from the records or submitted documentation. The School does not determine the value of a paper in the certificate for the purposes of an external competition, unless such an evaluation was conducted in the procedure of giving a award, recognising achievement, or another procedure provided for by a general act of the School.

(5) When recording, confirming, and recognising authorship or co-authorship, the principles of academic integrity, actual contribution, avoidance of conflicts of interest, protection of intellectual property, and credibility of documentation are applied.

(6) A scientific or professional paper, abstract, presentation at a scientific or professional meeting, participation in a project, or another professional or scientific activity of a student is not recognised for the replacement of an elective course, the giving of an award, recognition of achievement, or the realisation of another right based on these Regulations if it was created in co-authorship, mentorship, or direct professional or scientific cooperation with a relative of the student.

(7) The paper from paragraph 6 of this Article is not recognised for the purposes of that paragraph even if it was published or accepted for publication in a journal in which a relative of the student, at the time of submission, acceptance, or publication of the paper, was the editor-in-chief, editor, member of the editorial board, member of the editorial committee, or another person who could affect the editorial decision.

(8) A relative within the meaning of this Article is considered to be a spouse or common-law partner, life partner or informal life partner, a blood relative in the direct line, a blood relative in the collateral line up to the second degree, a relative by marriage up to the second degree, an adoptive parent, an adoptee, a guardian, and a ward. When submitting a request for the recognition of activities from paragraph 6 of this Article, the student is obligated to provide a statement on the existence or non-existence of the circumstances from paragraphs 6 and 7 of this Article.

XIII.2. Student Teaching Assistants: Professional Work of Students

Article 80

(1) For the purpose of assisting teachers and associates in conducting classes in individual courses and providing assistance to students when performing practical exercises and studying, in accordance with the needs of class execution, student teaching assistants may be appointed. Student teaching assistants participate in conducting classes in the presence of the course holder and their associates.

(2) Student teaching assistants are students who excel in their studies and who regularly pass exams.

(3) As a rule, student teaching assistants are appointed at the beginning of the academic year and remain in office, as a rule, for two semesters.

(4) Student teaching assistants are appointed by the competent vice-dean based on the proposal of the department, or course council.

(5) If a student teaching assistant does not perform their work in accordance with the undertaken obligations, does not meet performance standards, or if they fall behind in passing exams, they will be dismissed from duty before the expiry of the time for which they were appointed, following the same procedure by which they were appointed.

(6) Student teaching assistant work is, as a rule, performed without financial compensation.

(7) The student is issued a certificate for a total of at least 30 hours of completed student teaching assistant work during a maximum of two academic years at the same department or course council.

(8) The performance of student teaching assistant duties is organised and conducted outside the regular teaching, examination, and other study obligations of the student. Performing student teaching assistant duties cannot be a justified reason for absence from classes, nor may it disrupt the proper fulfilment of the student's study obligations.

XIII.3. Intellectual Property and Research Data of Students Created in the Fulfilment of Study Obligations

Article 81

(1) Copyrights on copyright works created by a student in the fulfilment of study obligations belong to the student as the author, unless otherwise determined by law or a written legal transaction concluded in accordance with the law.

(2) The School, by a regulation governing the management of intellectual property, further regulates the handling of copyright works of students, objects of related rights, industrial property rights, research data, and other results of work arising in the fulfilment of study obligations. This regulation is publicly published on the School's website.

(3) Before starting their studies, or before concluding a study contract, the student must become acquainted in an appropriate manner with the rules from paragraph 2 of this Article and agree to them in writing, through the study contract, a statement forming an integral part of the study contract, or another written legal transaction, in order for these rules to apply to them.

(4) The student is obligated to notify the School in writing about an intellectual creation, object of a related right, invention, technical improvement, design, know-how, research data, or another result of work arising in the fulfilment of study obligations, if the student estimates or could know according to the circumstances that such a creation, right, or data can be the subject of legal protection, commercial exploitation, a confidentiality obligation, or the rights of third parties.

(5) The obligation to notify from paragraph 4 of this Article especially relates to intellectual creations, rights, and data that arose:

- a) in the fulfilment of obligations in classes, seminars, exercises, clinical or professional practicals, scientific or professional papers,
- b) in a scientific, professional, or teaching project of which the holder, co-holder, organiser, or partner is the School or a legal entity connected with the School,
- c) through the use of premises, equipment, instruments, materials, samples, technology, databases, or other resources of the School or a legal entity connected with the School,
- d) in a project financed in its entirety or in a predominant part from public funds, European Union funds, international programmes, or other dedicated sources of financing,
- e) in cooperation with a mentor, teacher, associate, another student, external associate, teaching base, or a third party.

(6) The notice from paragraph 4 of this Article is submitted at the latest within 30 days from the day when the student learned or could have learned about the circumstances pointing to the possibility of legal protection, commercial exploitation, a confidentiality obligation, or the rights of third parties, and in any case before publication, public communication, application for protection, or other disposal of that creation, right, or data.

Article 82

(1) If an intellectual creation, object of a related right, invention, technical improvement, design, research data, or another result of work is created through the joint work of a student and other persons, including a mentor, teacher, associate, another student, external associate, or a third party, their mutual relations, contributions, and rights shall be regulated by a written agreement, in accordance with the law, these Regulations, the special regulations of the School governing the management of intellectual property, the study contract, and contracts applicable to an individual project or research.

(2) Mentoring alone, providing professional instructions, supervising work, or administrative support shall not in itself be considered a co-authorship or co-creatorship contribution, unless the nature and scope of the actual contribution imply otherwise.

(3) The student is obligated to submit the written agreement from paragraph 1 of this Article to the School along with the notification from Article 81, paragraph 4 of these Regulations, if the intellectual creation, right, or data arose under the circumstances from Article 81, paragraph 5 of these Regulations.

XIII.4. Rights and Obligations Regarding Industrial Property and Research Data

Article 83

(1) If an intellectual creation, invention, technical improvement, design, know-how, research data, or another result of work created under the circumstances from Article 81, paragraph 5 of these Regulations can be the subject of protection by industrial property rights, commercial exploitation, or a confidentiality obligation, the student is obligated to enable the School to declare its interest in the protection, management, or exploitation of such a creation, right, or data within a reasonable period.

(2) If the School, within six months from the day of receipt of the complete notification from Article 81, paragraph 4 of these Regulations, does not notify the student that it is interested in the protection, management, or exploitation of the intellectual creation, right, or data, the student retains the right to independently dispose of that intellectual creation, right, or data, while respecting confidentiality obligations, the rights of third parties, contracts applicable to the project or research, and regulations on personal data protection, ethics, and the protection of confidential data.

(3) If the School, within the deadline from paragraph 2 of this Article, notifies the student that it is interested in the protection, management, or exploitation of the intellectual creation, right, or data, the School and the student shall enter into good faith negotiations to conclude a written contract, in accordance with the study contract, statements forming an integral part of the study contract, and the special regulations of the School governing the management of intellectual property. This contract shall regulate, in particular, the type and scope of rights established or transferred, the protection procedure, protection costs, the method of exploitation, the confidentiality obligation, the distribution of income from commercial exploitation, the recognition of the student's contribution, and other mutual rights and obligations.

(4) The transfer or establishment of rights from paragraph 3 of this Article may be agreed upon without special compensation to the student if this is explicitly provided for by the study contract, a statement forming an integral part of the study contract, or another written legal transaction meeting the conditions prescribed by law, in accordance with the special regulations of the School governing the management of intellectual property.

(5) Until the expiry of the deadline from paragraph 2 of this Article, or until the conclusion of the contract from paragraph 3 of this Article if negotiations have commenced, the student is obligated to keep as confidential the intellectual creations, rights, data, and information for which there is a reasonable possibility of legal protection, commercial exploitation, or a confidentiality obligation, unless the School approves otherwise in writing.

(6) The confidentiality obligation from paragraph 5 of this Article does not limit the student's right to fulfil study obligations, write and defend a graduate thesis or another student paper, but the method of publication, defence, or public availability of the work may be temporarily adjusted if necessary for protection by a patent, industrial design, trade secret, or another right, in accordance with the law, the study contract, and general acts of the School.

Article 84

(1) The student is obligated, upon a reasoned request of the School, to make available to the School materials, samples, data, records, blueprints, documentation, tools, program code, laboratory notebooks, forms, measurement results, and other objects or records created under the circumstances from Article 81, paragraph 5 of these Regulations, to the extent necessary for verification, reproducibility, protection, further research, educational or scientific use, protection of the rights of the School or third parties, and the fulfilment of legal, contractual, ethical, or project obligations.

(2) The obligation from paragraph 1 of this Article shall be executed while respecting copyrights and related rights, industrial property rights, regulations on personal data protection, regulations on data confidentiality, rules of research ethics, contractual obligations, and the rights of third parties.

(3) The School may use intellectual creations, research data, and other results of work from Article 81 of these Regulations for educational, scientific, research, documentation, and archival purposes, to the extent to which such use is permitted by law, the study contract, statements forming an integral part of the study contract, the special regulations of the School governing the management of intellectual property, project rules, the rights of third parties, or a special written contract with the student.

(4) The commercial exploitation of intellectual creations, rights, or data from this Article is regulated by a special written contract, in accordance with Article 83 of these Regulations, the study contract, and the special regulations of the School governing the management of intellectual property.

XIII.5. Rights and Obligations Regarding Copyright and Related Rights

Article 85

(1) Graduate theses and other final student papers are made available to the public in the corresponding public online database of the university library, the School library, and/or in the public online database of final theses of the National and University Library, in accordance with the law governing copyright and related rights, the law governing higher education and scientific activity, the study contract, and the special regulations of the School governing the management of intellectual property.

(2) The student cannot object to the public availability of the graduate thesis or final paper in the databases from paragraph 1 of this Article, unless it is necessary to temporarily maintain the secrecy of the content or part of the content of the thesis for the purpose of protection by a patent, industrial design, trade secret, or another industrial property right.

(3) In the case from paragraph 2 of this Article, the student may, with the written consent of the mentor, submit a reasoned request for the postponement of the public publication of the graduate thesis or final paper until the conditions for appropriate legal protection are met or until the need for maintaining secrecy ceases. The request is decided upon by the dean or a committee authorised by him, in accordance with the law, the study contract, and the special regulations of the School governing the management of intellectual property.

(4) The student, in accordance with the law, these Regulations, the study contract, statements forming an integral part of the study contract, the special regulations of the School governing the management of intellectual property and, when necessary, a special written contract, may establish non-exclusive exploitation rights in favour of the School for copyright works and objects of related rights created in the fulfilment of study obligations, to the extent necessary for educational, scientific, research, documentation, archival, administrative, promotional, and non-commercial purposes of the School.

(5) The rights from paragraph 4 of this Article may include, in particular, the right of reproduction, distribution, communication to the public, including making available to the public via the Internet, the right of adaptation, the right of inclusion in collections, databases, repositories, teaching materials, reports, publications, and other materials of the School, always in the content and scope necessary to achieve the purpose for which the right is established.

(6) The rights from paragraphs 4 and 5 of this Article are established without special compensation only if such establishment of rights is explicitly provided for by the study contract, a statement forming an integral part of the study contract, or another written legal transaction meeting the conditions prescribed by law, in accordance with the special regulations of the School governing the management of intellectual property. If such a provision is not explicitly agreed upon, the provisions of the law governing copyright and related rights shall apply to the student's right to compensation.

(7) When using a copyright work or an object of a related right of a student, the School is obligated to respect the moral rights of the author, especially the right to recognition of authorship and the right to respect for the copyright work, unless the student has stated in writing that they do not wish to be cited as the author or if citing the author is not possible given the manner of use.

(8) Commercial exploitation of a student's copyright work or object of a related right, outside the scope of use from paragraphs 4 and 5 of this Article, is regulated by a special written contract determining at least the work or object of the right to which the contract relates, the manner of

use, the person authorised for use, the duration and territory of use, the compensation or an explicit provision that the right of use is established without compensation, and the method of income distribution if income is generated through use.

(9) By submitting a copy of a copyright work, object of a related right, documentation, or another material to the School, copyright or another intellectual property right is not transferred, unless explicitly determined by law, the study contract, a statement forming an integral part of the study contract, the special regulations of the School governing the management of intellectual property, or a special written contract with the student.

(10) The School acquires ownership rights over physical or digital copies of a copyright work, object of a related right, documentation, or another material submitted to it by a student for the purpose of fulfilling study, teaching, scientific, documentation, or archival obligations, unless otherwise determined by the study contract, a statement forming an integral part of the study contract, the special regulations of the School, or another written contract. The acquisition of ownership over a copy does not affect the student's copyright nor the scope of exploitation rights established in favour of the School.

XIII.6. Committee for Student Scientific Papers

Article 86

(1) The Faculty Council, upon the proposal of the dean, appoints the president and members of the Committee for Student Scientific Papers for a three-year term.

(2) The vice-dean for science, the vice-dean for graduate teaching, the vice-dean for the Study in English, and the vice-dean for new study programmes and quality assurance are ex officio members of the Committee for Student Scientific Papers.

(3) One member of the Committee must be a student representative.

(4) The Committee receives, evaluates, and approves proposals for the creation of a student scientific paper, and once a year compiles a proposal for the award of annual (Dean's and Rector's) awards for the best student scientific paper.

(5) The dean, upon the proposal of the Committee for Student Scientific Papers, renders a decision on the criteria and procedure for awarding the annual Dean's Awards for the best student scientific paper.

(6) When approving proposals for the creation of a student scientific paper, evaluating the paper, and compiling proposals for the awards for the best student scientific paper, the Committee is obligated to verify whether there are circumstances that, according to the provisions of Article 79, paragraphs 6 to 8 of these Regulations, exclude the recognition of the student's professional or scientific activity.

XIII.7. Dean's Award for the Best Student Scientific Paper

Article 87

(1) The Dean's Award for the best student scientific paper is an annual award given for an especially valuable scientific paper of a student.

(2) The Dean's Award may be awarded for one or a maximum of three best student scientific papers in each of the following scientific fields: basic medical sciences, clinical medical sciences, and public health, in accordance with the criteria and procedure established by the dean's decision.

(3) The proposal for the award of the Dean's Award is compiled by the Committee for Student Scientific Research.

(4) A student who has been awarded the Rector's Award for a scientific paper cannot be the recipient of the Dean's Award for that paper.

(5) Decisions on awarding the Dean's Award for the best student scientific paper, as well as the data required to confirm the fact of awarding the award, are kept in the official records of the School. Upon the request of a student or a graduate, the School issues a certificate on the awarded award, in accordance with Article 9 of these Regulations.

(6) A paper that cannot be recognised according to the provisions of Article 79, paragraphs 6 to 8 of these Regulations cannot be proposed or awarded for the Dean's Award for the best student scientific paper.

XIII.8. Student Scientific Paper

Article 88

(1) A wide choice of topics is available to students for student scientific papers, ranging from those within basic (laboratory) scientific projects to clinical and public health projects and topics.

(2) A student scientific paper must be based on a clearly defined hypothesis that can be confirmed or rejected based on data collected and processed by the student. The student is obligated to collect and quantitatively or qualitatively process data in a manner that enables a scientifically founded acceptance or rejection of the set hypothesis.

(3) An appointed mentor assists the student in their work, whose role is advisory, while the student is obligated to conceptualise and execute their scientific paper through their own efforts. A mentor for a student paper can be a teacher of the School elected to a scientific-teaching position, or an employee of the School with an academic degree of Doctor of Science. The mentor cannot be a relative of the student within the meaning of Article 79, paragraph 8 of these Regulations.

(4) A student scientific paper is, as a rule, an independent work of one student. Two or more students may work on related or connected research problems within the same research project, provided that each student has a clearly demarcated hypothesis, their own research task, a separate data analysis, and an independent written paper.

(5) Students perform professional and scientific work outside their regular teaching obligations.

XIII.9. Replacement of Elective Courses with a Student Scientific Paper

Article 89

(1) Under the conditions prescribed by these Regulations, students may replace attendance in a part of elective courses with a successfully completed scientific paper, namely:

a) students who are recipients of the Dean's or Rector's Award for a scientific paper may be exempted from attending one elective course,

b) for students who have, at the latest by the beginning of the 5th year of study, published as authors or co-authors one paper in a journal indexed in the Web of Science Core Collection, MEDLINE, or Scopus database, or another relevant bibliographic database established by special regulations or a decision of the School, the Committee for Elective Teaching may approve an exemption from attending two elective courses. The types of papers recognised under this provision are established by special regulations or a decision of the competent committee.

(2) A paper awarded the Dean's or Rector's Award or a paper published in an indexed journal may be recognised as a graduate thesis, if it meets the conditions for a graduate thesis and if the procedure for its evaluation and defence has been conducted in accordance with special regulations.

(3) Students shall submit requests for exemption from attending one or more elective courses, in accordance with the provisions of this Article, in written form to the competent vice-dean by the end of the winter semester of the 5th year of study at the latest.

(4) The same paper cannot be recognised under both paragraphs 1 and 2 of this Article.

(5) A student scientific paper cannot be the basis for exercising rights under this Article if circumstances from Article 79, paragraphs 6 to 8 of these Regulations exist.

XIII.10. Dean's Award for Academic Excellence

Article 90

(1) The Dean's Award for academic excellence is an annual award given to stimulate excellence in study and to give recognition to students who have achieved the best success in an individual year of study.

(2) The Dean's Award from paragraph 1 of this Article is awarded to students of the studies of Medicine in Croatian and English for each year of study and to students of the Study of Nursing, in accordance with the conditions and procedure prescribed by these Regulations.

(3) The award consists of a charter, and it may also consist of a monetary amount if funds have been secured for this purpose in the financial plan of the School.

(4) The content and form of the charter are established by the dean. The decision on awarding and the amount of the monetary sum of the award, if a monetary sum is awarded, is rendered

by the Dean's Management Board, up to the maximum amount that is not considered taxable income under income tax regulations.

XIII.11. Conditions for Awarding the Dean's Award for Academic Excellence

Article 91

(1) The Dean's Award for academic excellence is awarded to the student who achieved the best success in passing exams in the previous year of study, provided that:

a) in the previous year of study, they achieved a grade point average from passed exams of at least 4.500,

b) in the previous year of study, they did not repeat any exam,

c) concluding with the academic year for which the award is given, they did not repeat any year of study,

d) in the previous year of study, they fulfilled all teaching obligations and achieved 60 ECTS credits,

e) concluding with the academic year for which the award is given, they were a student teaching assistant in at least two courses, if according to the year of study and execution of classes they had the opportunity to fulfil this condition,

f) concluding with the academic year for which the award is given, no disciplinary measure was pronounced against them.

(2) If multiple students achieve the best success under equal conditions from paragraph 1 of this Article, the Dean's Award for academic excellence is awarded to all such students.

(3) The Dean's Award for academic excellence can be awarded to the same student only once during their studies.

XIII.12. Procedure for Awarding the Dean's Award for Academic Excellence

Article 92

(1) The dean appoints the Committee for the Selection of the Best Student. The vice-dean for graduate teaching, the vice-dean for the Study in English, the vice-dean for quality assurance and new study programmes, the secretary general of the School, the head of the Division for Studies and Students, the head of the Department for Integrated and Graduate Study, and the head of the Department for the Study in English are ex officio members of the Committee. The remaining members of the Committee are one teacher of the School and one student from among the recipients of this award in the previous academic year. The composition of the Committee and the period for which it is appointed are established by a decision of the dean.

(2) Based on the printout of passed exams from the ISVU program and the criteria prescribed in Article 91 of these Regulations, the Committee submits to the dean a list of students proposed for the award.

(3) The final decision on giving the award is rendered by the dean, and this decision is published on the LMS and the School's website by 31 October of the current year at the latest.

(4) The decision on awarding the Dean's Award for academic excellence and the data on the basis of which the award was given are kept in the official records of the School to the extent necessary to verify the correctness of the procedure and to issue a certificate on the award.

XIII.13. Dean's Award for Exceptional Extracurricular Achievements of Students

Article 93

(1) The Dean's Award for exceptional extracurricular achievements of students is an annual award given to a student for an especially valuable extracurricular achievement or a long-lasting extracurricular achievement contributing to the reputation of the School, the academic community, or the wider social community.

(2) The award from paragraph 1 of this Article can be awarded to one student annually.

(3) The award can be awarded to a student who has realised one of the following achievements:

a) in the current academic year, won a medal at a world or European championship, the Olympic Games, or another international sports competition of the highest level,

b) in the current academic year, was elected to the position of president, vice-president, secretary, or another corresponding leading position in an international student organisation at the European or world level,

c) in the current academic year, won a award or another corresponding recognition at a European or world student debate competition,

d) in the current academic year, won an international award or another corresponding recognition for artistic work,

e) during their studies, continuously volunteered for at least five years in a civil society association or another organisation operating in the public interest, especially in the field of helping vulnerable social groups, health protection, humanitarian work, education, science, or promoting social solidarity.

(4) The extracurricular activity, achievement, or contribution from paragraph 3 of this Article must be realised outside the regular teaching and study obligations of the student and must not be in conflict with classes, exams, or other prescribed obligations in the study. If the extracurricular activity, achievement, or contribution was realised in a manner that prevented or disrupted the proper fulfilment of regular teaching and study obligations, it cannot be the basis for giving the award.

(5) When deciding on giving the award, particular consideration is given to the level and international significance of the achievement, the duration and continuity of engagement, the contribution to the reputation of the School, the contribution to the academic or wider social community, and the credibility of the submitted evidence.

(6) The award cannot be given to a student against whom a disciplinary measure was pronounced during their studies.

(7) The fulfilment of conditions for giving the award is established on the basis of official records of the School and corresponding public or credible documents, certificates, decisions, publications, or other evidence of the student's achievement or contribution.

(8) The procedure for proposing, evaluating, and presenting the award is further regulated by a decision of the dean.

(9) If the award from this Article is proposed on the basis of a professional or scientific activity of a student, the provisions of Article 79, paragraphs 6 to 8 of these Regulations shall apply in a corresponding manner.

XIII.14. Right to Objection

Article 94

(1) A student or a Doctor of Medicine, or a Master of Nursing who considers that their right to the award has been violated has the right to lodge an objection with the dean within 8 days from the day of publication of the decision on the LMS and the School's website.

(2) The dean, within 15 days from the day of receipt of the objection, renders a final decision on the award.

(3) The Faculty Council is informed about the final decision on giving the award.

XIII.15. Award Ceremony

Article 95

Awards are presented by the dean at the Ceremonial Session of the the Faculty Council, held on the occasion of celebrating the School of Medicine Day.

XIII.16. Personal Data Protection

Article 96

(1) The School collects and processes personal data of students, including first and last names, Croatian personal identification number, data necessary for keeping study records, issuing student identification cards, maintaining student files, issuing public documents, exercising rights and obligations from studies, and other data necessary for fulfilling legal obligations, performing tasks of public interest, exercising public authorities of the School, and executing the study contract.

(2) Personal data of students are processed in accordance with regulations on personal data protection and the Data Protection Policy of the School, on an appropriate legal basis, depending on the purpose of processing.

(3) Personal photographs, group photographs, video recordings, and other personal data of students may be processed for promotional, informative, and documentation purposes of the School, including publication on the School's website, in official promotional materials of the School, and in the monograph of the generation of promoted Doctors of Medicine, only when an appropriate legal basis exists for such processing, and especially on the basis of a specific consent of the student when consent is required under personal data protection regulations.

(4) Before collecting personal data, the student is provided with information on the processing of personal data in accordance with Article 13 of the General Data Protection Regulation, including in particular information on the data controller, the purposes of processing, the legal bases of processing, recipients or categories of recipients, data retention periods, and the student's rights regarding the processing of personal data.

(5) The student has the right to exercise the rights belonging to them under personal data protection regulations, including the right to access data, rectification of inaccurate data, erasure, restriction of processing, objection and, when applicable, the right to withdraw consent. Withdrawal of consent does not affect the lawfulness of processing based on consent before its withdrawal, nor processing carried out on another legal basis.

(6) The study contract, statements, and other documentation containing personal data of the student are stored in the competent School service for studies and students and are filed in the student's folder, in accordance with regulations on personal data protection, regulations on archival materials, and the Data Protection Policy of the School.

XIV. TRANSITIONAL AND FINAL PROVISIONS

Article 97

(1) Students of the studies of Medicine in Croatian and English and the Study of Nursing who enrolled in the study before the entry into force of these Regulations have the right to complete their studies according to the study programme and conditions that were valid upon enrolment in the first year of study, if this is more favourable for them, except in the case of repeating a year or suspension of student rights and obligations when, due to changes in the study programme, the provisions of these Regulations on the obligation to attend and pass differences in the study programme apply.

(2) Students of the studies of Medicine in Croatian and English and students of the Study of Nursing who, by the day of entry into force of these Regulations, enrolled in a study according to a study programme in which the completion of study was prescribed by writing and defending a graduate thesis and passing a graduate exam shall complete their studies according to the method of completion of study established by that study programme.

(3) Exceptionally from paragraph 2 of this Article, students from paragraph 2 of this Article may, upon their own request, complete their studies according to the method of completion of study established by these Regulations, the valid study programme, or a special general act of the School adopted for the purpose of alignment with the law, if such a method of completion of study is more favourable for them.

(4) The conditions for awarding the Dean's Award for academic excellence from Article 91 of these Regulations apply to awards given for the academic year beginning after the entry into force of these Regulations. For awards given for academic years prior to the entry into force of these Regulations, the conditions that were valid in the academic year for which the award is given shall apply.

(5) The provision of Article 63, paragraph 8 of these Regulations applies to students enrolling in the first year of study for the first time starting from the academic year 2026/2027. For students who enrolled in the first year of study before the academic year 2026/2027, the provision of Article 63, paragraph 8 of these Regulations applies only if it is more favourable for the student.

Article 98

(1) If the structure and duration of an existing study change, or if an existing study is replaced by a new one, the student studying according to the existing study programme has the right to complete that study within the deadlines provided for by these Regulations. The School may, in accordance with the Law, limit the duration of the right to complete the existing study to a certain number of years. The limitation cannot be less than twice the duration of the study.

(2) The student from paragraph 1 of this Article may be enabled to continue their studies according to a newly structured study programme. For such a student, certain exams passed in the existing study may be recognised in the newly structured study as well, in accordance with the provisions of these Regulations.

Article 99

(1) In the event of a natural disaster, state of war, or other immediate threats to the population, the Senate may regulate the adoption and amendments of the course execution plan and exam periods, forms and methods of monitoring and evaluating achieved learning outcomes, methods of taking exams, advancement during studies, and completion of studies differently from the method prescribed by these Regulations.

(2) On issues from paragraph 1 of this Article, the decision is rendered by the Senate upon the proposal of the Faculty Council.

Article 100

(1) On the day of entry into force of these Regulations, the Academic Regulations on Undergraduate and Graduate Studies dated 29 April 2014, Class: 003-08/14-02/1, Ref. No: 380-59-10101-14-1814/2; the Decision on Amendments to the Academic Regulations on Undergraduate and Graduate Studies dated 19 July 2016, Class: 003-08/16-02/1, Ref. No: 380-59-10101-16-3288/6; the Decision on Amendments to the Academic Regulations on Undergraduate and Graduate Studies dated 28 March 2017, Class: 003-08/17-02/1, Ref. No: 380-59-10101-17-2422/1; the Decision on Amendments to the Academic Regulations on Undergraduate and Graduate Studies dated 24 October 2017, Class: 003-08/17-02/1, No: 380-59-10101-17-6517/5; the Decision on Amendments to the Regulations on Academic Undergraduate and Graduate Studies dated 16 July 2019, Class: 003-08/19-02/1, No: 380-59-10101-19-3924/2; the Decision on Amendments to the Academic Regulations on Undergraduate and Graduate Studies dated 18 December 2019, Class: 003-08/19-02/1, No:

380-59-10101-19-7095/8; and the Decision on Amendments to the Academic Regulations on Undergraduate and Graduate Studies dated 19 July 2022, Class: 003-08/22-02/1, No: 380-59-10101-22-3288/10 shall cease to be valid.

(2) These Regulations shall enter into force on the eighth day from the day of publication on the notice board and the School's website.

Dean:

Prof. Slavko Orešković, MD, PhD

These Regulations were published on 1 July 2026 and entered into force on 9 July 2026.

Secretary General:

Ivica Šušak, LLB