

Pursuant to Article 55 of the Statute of the School of Medicine in Split, the Faculty Council of the School of Medicine in Split, at its 11th regular session held on 23 September 2021 adopted the following

**REGULATIONS ON STUDY PROGRAMS
AND ORGANIZATION AND IMPLEMENTATION
OF THE INTEGRATED STUDIES AT THE SCHOOL OF MEDICINE IN SPLIT**

1. GENERAL PROVISIONS

Scope and contents of the Regulations

Article 1

- (1) These Regulations determine the types and levels of study programs, organization and implementation of study programs for integrated undergraduate and graduate university studies of Medicine, Dental Medicine, Medical Studies in English, and Pharmacy, methods of monitoring the quality of study programs at the University of Split School of Medicine (hereinafter: School), and other issues related to the acquisition and loss of professional and academic degrees and titles.
- (2) These Regulations govern admission requirements, curricula, organization of teaching, duration of studies, obligations, rights and responsibilities of teachers and students, student status and regulations of study programs, as well as other issues important for uninterrupted teaching process i.e. the implementation of the aforementioned study programs.
- (3) These Regulations also apply to students included in international incoming and outgoing mobility programs to the extent in which their rights and obligations are not regulated by separate regulations and other regulations governing academic mobility.
- (4) Terms used in these Regulations relating to gender, regardless of whether they are used in the masculine or feminine form, are neutral and include both genders equally.
- (5) Academic life at the School is based on the principles of the Code of Ethics of the University of Split and the School's ethical codes.

ECTS system

Article 2

In order to ensure the transparency of study programs, to encourage and facilitate student and teacher mobility, and to simplify the recognition of qualifications and periods of study abroad, the University of Split and the School use the European Credit Transfer and Accumulation System (hereinafter: ECTS) according to which a student in one study year with full teaching load acquires at least 60 ECTSs.

2. ORGANIZATION AND IMPLEMENTATION OF STUDY PROGRAMS

Constituent responsible for implementation of study programs in the teaching units

Article 3

- (1) The School is responsible for the study programs as a constituent of the University of Split, which holds the status of a higher education institution.
- (2) The University of Split and the School can, by means of contract, engage collaborating legal entities (hospitals, medical centres, private medical institutions, companies, public bodies, educational institutions, etc.) as the teaching unit of the University of Split and/or the School (hereinafter: teaching units).
- (3) The School can also conduct part of teaching at clinics, clinical hospitals, clinical hospital centres, medical centres, public health institute of the County, pharmacies,

specialized institutions, state bodies, university hospitals, university institutes, or research institutes outside the University of Split, under the supervision of its teachers, and with the appropriate participation of experts from those institutions as teaching units in accordance with the provisions of the Statute of the University of Split.

(4) The teaching unit described in paragraph 2 of this article can also be a research institute with which the University of Split and/or the School have an appropriate collaboration agreement.

Types of study programs

Article 4

(1) Integrated studies at the School are aligned with the Bologna process, the acquis of the European area of higher education and the best practices of other higher education institutions.

(2) Teaching at the integrated studies of the School is conducted in Croatian language, and only with the prior approval of the Senate of the University of Split, the teaching can be conducted in whole or in part in one of the foreign languages, except for the Integrated study program Medical Studies in English, which is conducted entirely in English language.

Integrated undergraduate and graduate level of study programs

Article 5.

(1) The study program Medicine is an integrated study program of undergraduate and graduate level (hereinafter referred to as integrated study), which lasts six years at the end of which 360 ECTSs are acquired. The integrated study program Medicine enables the acquisition of special competencies (knowledge, skills and attitudes) necessary to perform the duties of a doctor of medicine. Upon completion of studies, the student acquires the academic title of Doctor of Medicine (MD), which is placed after the person's first and last name, separated by a comma.

(2) The study program Dental Medicine is an integrated study program of undergraduate and graduate level (hereinafter referred to as an integrated study), which lasts six years at the end of which 360 ECTSs are acquired. The integrated study program Dental Medicine enables the acquisition of special competencies (knowledge, skills and attitudes) necessary to perform the duties of a Doctor of Dental Medicine. Upon completion of studies, the student acquires the academic title of doctor of dental medicine (DMD), which is placed after the person's first and last name, separated by a comma.

(3) The study program Medical Studies in English is an integrated study program of undergraduate and graduate level (hereinafter referred to as an integrated study), which lasts six years, at the end of which 360 ECTSs are acquired. The integrated study program Medical Studies in English enables the acquisition of special competencies (knowledge, skills and attitudes) necessary to perform the duties of a Doctor of Medicine. Upon completion of studies, the student acquires the academic title of Doctor of Medicine (MD), which is placed after the person's first and last name.

(4) The study program Pharmacy is an integrated study program at the undergraduate and graduate level (hereinafter referred to as an integrated study), which lasts five years, at the end of which 300 ECTSs are acquired. The integrated study program Pharmacy enables the acquisition of special competencies (knowledge, skills and attitudes) necessary to perform the duties of a Master of Pharmacy. Upon completion of studies, the student

acquires the academic title of Master of Pharmacy (MPharm), which is placed after the person's first and last name, separated by a comma.

Right of Admission

- (1) Integrated study program can be enrolled by a person who has completed secondary education in duration of at least 4 years.
- (2) The study program determines which high school programs are adequate for enrolment into that program.

Procedure of Admission to a Study Program

Article 7

- (1) Admission is based on a public call published by the University of Split. The decision on publishing the call is made by the University of Split.
- (2) The call for each study program contains information on: the number of available study places (study program capacity), conditions for admission, the method of forming admission lists, study costs, documents which need to be submitted, and deadlines for application and admission.
- (3) Every person who meets the public call conditions and is physically and mentally fit to attend the chosen study program has the right to enrol, within the capacity of the higher education institution determined by the Faculty Council with the consent of the University of Split.
- (4) The admission procedure is carried out by the Teaching Committee.

Admission procedure complaints

Article 8

- (1) The applicant has the right to file a complaint against the admission procedure within 24 hours of the publication of the results of the call.
- (2) The dean, and in his absence the vice dean for teaching and student affairs, resolves applicants' complaint regarding the admission procedure and issues a final decision.

Enrolment

Article 9

- (1) Applicant who got accepted must enrol within the prescribed period into the academic year for which the admission procedure was conducted.
- (2) Enrolment is carried out on the basis of original certificates/diplomas of previously completed education.
- (3) All students are enrolled as full-time students.
- (4) Full-time students are those students who study according to a program based on a full-time course load (full-time study).

Enrolment in following academic years

Article 10

- (1) Enrolment of full-time students in the next academic year is done by 1 October of the corresponding calendar year, i.e. in the regular enrolment period from 15 to 30 September. Students who completed all study obligations can enrol before that date.
- (2) When enrolling in the next academic year, student who has not passed all the courses they enrolled in the previous academic year, must retake all unpassed subjects.

(3) Student who has acquired at least 60 ECTS credits in the academic year can enrol a maximum of 75 ECTS credits in the following academic year, while others can enrol 60 ECTS credits.

(4) When enrolling in the final year of integrated studies, the student has the right to enrol up to 15 additional ECTS credits.

(5) The scope and conditions of enrolment of additional ECTS credits in relation to paragraphs 3 and 4 of this Article are determined by the School's general act.

Retaking study year

Article 11

(1) Student who has not acquired the right to enrol in a higher year of study shall re-enrol in the same year of study.

(2) When retaking a year, the student can be allowed to enrol in certain courses from the next study year of up to a total of 60 ECTS credits in accordance with the study program, including the ECTS credits of the courses from the previous year that he is re-enrolling.

(3) If, even after retaking the study year, the student does not fulfil all the obligations stipulated in the study program from the corresponding academic year, he loses the right to continue that study program.

Formal conditions for enrolment and taking exams

Article 12

(1) Enrolment or passing an exam from a course must not be conditioned by the previous passing of other subject(s) from the same or previous year of the study program, except to the extent prescribed by the study program itself.

Special categories of students

Article 13

(1) Regular student athletes, categorized athletes or those with top scientific, artistic, social, technological, sports or other achievements will be allowed to study according to specially established rules.

Students with disabilities

Article 14

(1) The School takes special care of students with disabilities with the aim of facilitating access to education and research, and providing continuous professional assistance in meeting the academic and social and psychological needs of students with disabilities.

(2) In order to achieve the goals from paragraph 1 of this article and the general protection of the interests and rights of students with disabilities at the School, a designated person for students with disabilities is appointed.

(3) The designated person from paragraph 2 of this article continuously monitors and takes care of the needs of students with disabilities in terms of improving their accommodation and study conditions, encouraging them to participate in international cooperation and mobility programs, providing professional assistance in connection with studies and applying for or implementing scientific and professional projects, and organizes legal, psychological and other forms of assistance to students with disabilities in their daily work and life.

(4) Other issues related to students with disabilities are regulated in detail by special regulations of the University of Split.

Records and data collection

Article 15

- (1) The School keeps electronic records and data collections on its study programs and students. The collected personal and other data are processed in accordance with the relevant national and international regulations on data protection.
- (2) The records and collections referred to in paragraph 1 of this article may also be kept in printed form.
- (3) The School keeps the following records on students' personal data:
 - records of persons registered for admission procedures and professional development programs, including the results of the procedure
 - records of students and participants of professional development programs
 - personal files of students and participants of professional training programs
 - records of exams and other study obligations
 - records of issued documents on the completion of studies and acquired academic and professional titles and academic degrees
 - other records prescribed by law, by-laws or general acts of the School.
- (4) The method of keeping and the method of submitting data from the records and data collections from paragraph 3 of this article shall be prescribed by the minister responsible for science and higher education in separate regulations.

Study program

Article 16

- (1) The studies are conducted according to the study program which is adopted by the Senate of the University of Split at the proposal of the School responsible for the study program.
- (2) When proposing and defining the study program, the School is obliged to ensure all prerequisites so that the study program is:
 - at the level of contemporary scientific findings and associated skills
 - harmonized with the strategic document of the network of higher education institutions and the strategy of the University of Split
 - harmonized with national priorities and needs of society
 - comparable to corresponding programs in the countries of the European Union.
- (3) The study program is adopted in accordance with the Statute and other general acts of the University of Split, i.e. the School, and contains:
 - a professional or academic title or degree gained upon completion of studies
 - academic conditions for admission in the program and enrolment in the next semester or study year
 - expected learning outcomes that are obtained by fulfilling individual study obligations, study modules and the overall study program, as well as the expected number of hours for each study obligation that ensures the achievement of the expected learning outcomes
 - for each study obligation, the appropriate number of ECTS credits is assigned as the equivalent of the time that the student must spend in order to achieve the expected learning outcomes as part of that obligation
 - the form of teaching and the method of verifying the acquired learning outcomes for each study obligation
 - list of other study programs from which ECTS credits can be obtained
 - method of completing studies

- provisions on whether and under what conditions students who have interrupted their studies or lost their right to study can continue their studies
- method of monitoring the quality and implementation of the study program (especially the method of student participation in the evaluation of the curriculum of each course and its execution).

Curriculum

Article 17

- (1) The studies are conducted in accordance with the curriculum designed by the institutions responsible for the study program.
- (2) The curriculum determines:
 - teachers and associates who will teach according to the study program
 - teaching locations
 - beginning, end, and course schedule
 - forms of teaching (lectures, seminars, practicums, consultations, tests, etc.)
 - methods of taking the exam
 - exam deadlines
 - list of mandatory and additional literature
 - the possibility of teaching in a foreign language, and
 - other important facts for regular teaching.
- (3) Curriculum is published before the start of the academic year on the School's website and must be available throughout the academic year.
- (4) Adoption of the curriculum is a condition for the beginning of teaching in that academic year.
- (5) The curriculum can be changed during the academic year in case of justified reasons.

Academic year

Article 18

- (1) The academic year begins on 1 October of the current calendar year and ends on 30 September of the following calendar year.
- (2) An earlier start of classes can be envisaged by the curriculum, but not before 1 September.
- (3) Teaching is organized in teaching blocks (turns) in accordance with the School's curriculum according to the schedule determined for each academic and study year.
- (4) The teaching calendar for the new academic year is adopted by the School's Teaching Committee based on the calendar adopted for the new academic year by the Senate of the University of Split.

Forms of teaching

Article 19

- (1) Forms of teaching are: lectures, seminars, practicums, professional practice, field teaching and participation of students in professional and scientific work.
- (2) Professional teaching includes: regular student work in teaching units, including on-call duty, practicums, professional practice in a clinical teaching unit and doctor's office (shadowing), professional training in pharmacies and doctor's offices, professional practice in the community, field work, professional student field trips and other forms of teaching that contribute to the acquisition of prescribed knowledge, skills and attitudes.
- (3) With the approval of the National Council, distance learning can be organized. The proposal for the organization of distance learning is submitted to the National Council by

the constituent responsible for the study program, with the previously obtained consent of the Senate of the University of Split.

(4) Distance learning from paragraph 3 of this article is subject to special accreditation.

Teaching in extraordinary circumstances

Article 20

(1) In extraordinary circumstances, such as threat to people's safety, health, or any other justified reason of force majeure, when in person teaching as stated in Article 19, paragraphs 1 and 2 of these Regulations is made impossible or significantly impaired, classes and exams at the School, based on the decision of the Senate of the University of Split, may be organized in a virtual environment with the use of available information technologies.

(2) Teaching in a virtual environment from paragraph 1 of this article is a substitute form of teaching that is applied only due to and during extraordinary circumstances, and is not considered a form of distance learning in the sense of article 19, paragraph 3 of these Regulations.

Lectures

Article 21

(1) Lecture is a form of teaching in which the teacher, using modern teaching aids, familiarizes a larger group of students with the theoretical postulates and content of the course i.e. scientific-teaching units.

(2) Lectures introduce students to seminar classes and practical work (practicums).

(3) Lecture materials for which notes have been distributed are a part of the exam material.

(4) In principle, lectures should include:

- a general overview of topics that will be covered in other forms of teaching, and which determines the scope and emphasizes the main concepts covered by the material,
- new findings that change, modify or widen important concepts included in the course's teaching objectives,
- topics that are included in the teaching objectives, and which are not adequately covered in the existing obligatory textbooks,
- material that, according to experience, is particularly difficult for students.

(5) Lectures are conducted by teachers in scientific-teaching and teaching positions at the School. Assistants and senior assistants participate in preparation and are present at the lectures. Senior teaching assistants can, under the supervision of teachers, hold up to five hours of lectures per year as part of their teaching education.

(6) The faculty council can entrust the teaching of individual lectures according to the curriculum to teachers or researchers from other higher education institutions or scientific research institutes, or prominent experts from a certain field.

Seminars

Article 22

(1) A seminar is a form of teaching in which a group of students under the guidance of a teacher or colleague actively works on certain teaching material.

(2) Students must prepare the assigned material in advance.

(3) The aim of the seminar is to teach in depth and critically evaluate certain topic and to familiarize students with the ways of comprehension and reasoning in a certain scientific-teaching area.

- (4) At the seminar, the teacher formulates problems and asks questions to steer the students to independently form conclusions or formulate hypothesis. The teacher answers students' questions.
- (5) Departments may, based on the subject particularities, introduce different forms of conducting seminars, such as problem-oriented seminars, seminars with video or computer simulations, etc.
- (6) The teacher monitors and evaluates the students' work at the seminar as part of the ongoing knowledge assessment.

Practicums

Article 23

- (1) Practicums are a form of teaching in which students solve practical tasks from the course material with the help and advice of teachers or associates.
- (2) Students acquire skills and attitudes listed in the goals of the study program in the practicums.

Professional practice in the clinical teaching units (shadowing)

Article 24

- (1) Shadowing is a form of clinical teaching in which a student works with a patient under the direct supervision of a teacher or teaching associate in a clinical department or doctor's office.
- (2) Clinical courses can organize teaching either in the form of practicums or in the form of shadowing. Shadowing can also be done beyond the mandatory teaching hours, if so agreed between the student and the teacher from the clinical teaching unit.
- (3) During shadowing, students stay at the clinical department during the entire work day and on call participating in all forms of work at the department: student gets acquainted with the patient admission, takes medical history, performs a clinical examination of the patient, refers to the necessary laboratory tests, participates in some diagnostic and therapeutic procedures on the patient, learns about ethical and legal problems in the treatment of patients and participates in patient care. In addition, students attend professional meetings, clinical visits and clinical-pathology conferences and other professional activities of the institution where they are hosted.
- (4) Individual teacher or associate simultaneously supervises the work of a group of four to six students.
- (5) Shadowing is performed at clinics and clinical institutes as well as hospitals and health care institutions with which a contract has been concluded.

Professional Practice in the Community

Article 25

- (1) Professional practice is a form of teaching that is carried out in health care institutions, pharmacies, counselling centres, health centres, laboratories, epidemiological centres, socio-medical centres and other health care units, as well as by participating in at home treatment and healthcare campaigns in urban and rural areas.
- (2) In the course of professional practice, in addition to lectures, other forms of teaching are organized (e.g. seminars, practical exercises, consultations, etc.).
- (3) While working in outpatient units, students work in groups of four under the supervision of the teacher in charge of professional practice and teachers in charge of conducting practical teaching. Exceptionally, in order not to interrupt workflow of the health unit, the

number of students in the group can be reduced to two, in situations determined by special rules of the profession.

Absence of students from classes

Article 26

(1) A student can be absent from classes of a particular course which is conducted in the form of lectures, seminars, and practicums, up to 20% of the total number of teaching hours in a semester. At the beginning of each semester, the department is obliged to determine the absolute number of justified absences and the method of compensation.

(2) Exceptionally, students may be granted compensation of up to 50% of classes in cases where the student was absent due to:

- maternity leave,
- longer hospital treatment,
- participating in sports competitions as a top athlete,
- exceptional family related or other justified reasons.

(3) Compensation for absence in the cases specified in paragraph 2 of this article is approved, based on a written request and supporting documentation, by the vice dean for teaching and student affairs in agreement with the department. The method of compensation is determined by the department.

Exams

Article 27

(1) Acquired knowledge and learning outcomes of students are continuously checked and evaluated during classes and at partial exams, and the final grade is determined in the exam.

(2) Exams are held exclusively within the examination deadlines determined by the calendar of academic activities.

(3) Exams are conducted immediately after the end of the course and during the summer and autumn exam periods.

(4) In addition to the regular exam periods, the constituents can allow an additional exam term in the curriculum.

(5) The student has the right to take an exam from each course up to four times during one academic year, with a mandatory gap of fourteen days between two exam dates (if feasible).

(6) The exam can be taken by a student who has met all the prescribed obligations determined by the study program for that course.

(7) The teacher is obliged to publish the results of the written exam within a reasonable period, which cannot be longer than five working days.

(8) Exams are held individually or in groups, and can be theoretical and/or practical.

(9) Exams can be written, oral, practical, or combined. The written part of the exam is mandatory.

(10) The practical part of the exam can be done separately from the theoretical part.

(11) If the exam consists of two parts, the student who passes one part and fails the second part does not have to retake the part they passed, except in the case of re-enrolment of the course.

(12) The written part of the exam can be eliminatory.

(13) Exams are public.

(14) The maximum duration of the oral exam is 45 minutes, and the School can regulate by additional internal regulations the duration of the written or practical exam as well as other questions related to the exam.

(15) The student has the right to see his exam documentation within 24 hours of the publishing of the exam results. The deadline does not run during non-working days of the School.

Conducting exams in extraordinary circumstances

Article 28

(1) Exams in extraordinary circumstances are held in a virtual environment with the use of available information technologies. The Vice-Dean for Teaching and Student Affairs, on the proposal of the Teaching Committee of the School, regulates the method of conducting exams in extraordinary circumstances in more detail.

Registering for exams and exam records

Article 29

(1) The exam is an integral part of the course, and it is considered that by enrolling in a course, the student has registered for the exam in that course in the terms defined by the appropriate act of the School that is responsible for the course the course.

(2) In order to facilitate the organization of the exam, the School may prescribe the obligation to formally register or confirm the exam registration via the application form or through the Information System of Higher Education Institutions (*Informacijski sustav visokih učilišta, ISVU*).

(3) The School uses ISVU forms in an appropriate manner.

(4) The student is obliged to take the exam in the scheduled term, and in case of missing it, the note "did not sit" is entered in the record documents from paragraphs 2 and 3 of this article, and it is considered that the student consumed one of the exam terms to which they have the right.

Exam adaptation for students with disabilities

Article 30

(1) Considering the type and degree of disability, the student with a disability may be allowed an individual modification of the exam at their request, in particular:

- extending the time for writing the written exam,
- writing the exam with the help of an assistant (e.g. an assistant reads the questions to a blind student and writes down the answers given orally by the student, etc.),
- recording the written exam for a blind student on a suitable medium, so that the student can copy it to the computer, write the exam and return the answers in a suitable medium,
- preparing the exam on an enlarged print for a visually impaired student,
- enable other appropriate adjustments of the written exam.

(2) Other issues related to the modification of exams for students with disabilities are regulated in more detail by the appropriate act of the School.

Grades

Article 31

(1) The student's success in the exam and other knowledge tests is expressed in the following grades:

- 5 – excellent
- 4 – very good

- 3 – good
- 2 – sufficient
- 1 – insufficient.

Passing grades, which are entered in the index and/or other appropriate document and/or student records and application form - exam sheet: 5, 4, 3 and 2.

Grade 1 - insufficient is not a passing grade and is entered only in the application form - exam sheet, and in case that the student takes the exam for the fourth time, also in other provided records.

(2) The curriculum may stipulate that some forms of knowledge are not subject to verification or that they will be graded with a grade of pass - fail, without a numerical mark.

(3) Students' success can be evaluated using the classic (absolute) or relative evaluation model, depending on whether the success of each individual student is judged separately or in relation to other candidates who passed the exam.

(4) The relative grading system is implemented in stages, so that all students who took the exam are first divided into two main groups: a) students who passed the exam and b) students who did not pass the exam; after which a certain percentage of students who passed the exam are classified into four further groups according to the following table:

Grade	Grade name	ECTS grade	Definition	% students who usually get the grade
5	Excellent	A	EXCELLENT – outstanding with insignificant mistakes	15%
4	Very good	B	VERY GOOD – above average, but with several mistakes	35%
3	Good	C	GOOD – solid work with series of mistakes	35%
2	Sufficient	D, E	SUFFICIENT – satisfies minimal criteria – significant shortcomings	15%
1	Insufficient		INSUFFICIENT – unsatisfactory	-
		FX	INSUFFICIENT – further work required to obtain a passing grade	-
		F	INSUFFICIENT – significant work required to obtain a passing grade	-

(5) The relative grading model assumes sufficient available data on the acquired knowledge, skills or competencies of students and the required number of students to ensure the correctness of the application of statistical methods, which is decided by the relevant teacher based on their own assessment and possibly faculty criteria.

Complaints regarding grades

Article 32

- (1) A student who believes that the grade is not just can submit a complaint within 24 hours of the official notification on the exam results.
- (2) The complaint referred to in paragraph 1 of this article must be submitted in writing to the head of the department.
- (3) Within 24 hours of receiving the complaint, the head of the department will appoint a three-member committee to decide on the complaint. The teacher against whose decision the student filed the complaint cannot chair the committee.
- (4) The committee referred to in paragraph 3 of this article will re-examine and grade the student if the complaint refers to the oral exam, within no longer than 24 hours from the decision on the appointment of the committee. The written exam will not be retaken, but only reviewed and reevaluated. The committee's decision on the student's complaint is final, and is passed by a majority of votes.
- (5) If the student does not take the oral exam as stated in paragraph 4 of this article, it will be considered that they have dropped the complaint.

Rejecting the grade

Article 33

- (1) The student who is not satisfied with a passing grade on the exam, while not questioning the justifiability of the grade or the teacher, has the right to request a retake of the oral exam at the next scheduled exam date, either directly from the teacher or by written request to the official address of the department within 48 hours from the official notification of the grade
- (2) In the case referred to in paragraph 1 of this article, the teacher adds the note "student rejected the grade" along with the grade.
- (3) The grade from paragraph 2 of this article is not considered final, but it is considered that the student has used up one of the available attempts to take the exam.
- (4) The repeated exam will only evaluate the knowledge presented on that exam term, without considering the previous grade from paragraph 2 of this article, as a result of which the student may be given a lower grade, including a failing grade.

Student status with regards to the study year

Article 34

- (1) If in the current year the student has enrolled in courses from two years of the study program, they will be considered a student of the higher study year if they have enrolled at least 42 ECTS credits from that year of the study program.
- (2) The student who has remaining ECTS credits only from the final year of the study program is always considered a student of the final year of the study program.

Number of attempts to pass an exam, losing study rights, continuation of interrupted studies

Article 35

- (1) The exam from each enrolled course may be taken a maximum of four times in the academic year in which the course is enrolled.
- (2) The student has the right to enrol the failed course once more in the following academic year. If they do not pass the exam even in the academic year in which they re-enrol the

failed course, they lose the right to study at that program, unless otherwise determined by a special decision of the Senate of the University of Split.

(3) In its study programs and other acts, the School determines the possibilities and conditions of continuing studies for students who have interrupted their studies or lost their right to study.

Average grade – weighted average

Article 36

(1) The average grade of studies represents the average of grades from all courses weighted in relation to ECTS credits.

(2) The average grade of studies from the previous article is calculated by dividing the sum of the multiples of passing grades and ECTS credits of each course, including the final thesis and/or exam if their numerical grading is prescribed, with the sum of the ECTS credits of all graded courses. The final result is rounded to two decimal places.

(3) As an exception to the previous paragraph, when students exercise their rights during studies and/or upon its completion, in addition to the average grade - weighted average, the arithmetic average grade of the study can be calculated, if this is prescribed by the appropriate act of the body which decides on the exercising of rights.

End of studies

Article 37

(1) The integrated study program ends with the passing of all exams, the writing and defence of the graduation thesis and/or the passing of the graduation exam in accordance with the study program.

Diploma thesis

Article 38

(1) With the diploma or final thesis, the student must prove that they are capable of conducting research in the field of biomedicine and health, applying the knowledge acquired during their studies and demonstrate that they can successfully solve the tasks of their profession at the level of the academic title acquired with the diploma.

(2) The topic of the thesis must be from the field of biomedicine and health.

(3) The mentor for the preparation of the diploma thesis is appointed from the ranks of teachers elected to scientific-teaching, teaching or associate positions with a PhD.

Grade and defence of diploma thesis

Article 39

(1) The student submits the diploma thesis to the head of the Department for Diploma Thesis, who appoints a three-member Committee for the Evaluation and Defence of the Diploma Thesis.

(2) The student's mentor cannot be a member of the Committee for the Evaluation and Defence of the Diploma Thesis.

(3) The Committee for the Evaluation and Defence of the Diploma Thesis evaluates the submitted thesis and returns it for possible corrections.

(4) After a positive evaluation of the thesis and passing all exams, the thesis can be defended.

(5) The defence is done before the same Committee for the Evaluation and Defence of the Diploma Thesis.

3. STUDENT STATUS

Student status

Article 40

- (1) The student status is held by a person enrolled at the School under the conditions stipulated by the Law, the Statute of the School and these Regulations.
- (2) When enrolling in the first year of the study program, the student is issued a student card.
- (3) Enrolment in the first year of study is done after the admission procedure, within the deadlines set by the University.
- (4) There are no subsequent admissions, unless this is determined by the competent state administration bodies in the manner prescribed by law.

Student's rights and obligations

Article 41

- (1) Student has the right to:
 - A high-quality standard of studies and educational process as stipulated in the study program,
 - participation in professional and scientific work,
 - consultations and mentorship,
 - freedom of opinion and expression during classes and other activities at the University of Split and the School,
 - free use of libraries and other sources of information,
 - enrolling in courses from other programs, in accordance with the general acts of the University and the School,
 - expressing opinion on the quality (evaluation) of the teaching process and teachers,
 - participation in decision-making, in accordance with the Statute of the University of Split and these Regulations on study programs and study systems and the acts based on them,
 - complaints in case of violation of rights envisaged by the law, the Statute of the University of Split, these Regulations and other general acts of the University and the School,
 - participation in the work of student organizations,
 - suspension of the student's obligations during military service, during pregnancy and the child's first year of life, and in other specially justified cases prescribed by these Regulations,
 - appropriate psychological and healthcare in student polyclinics or other appropriate healthcare institutions, and
 - other rights envisaged by the Statute of the University of Split and the general acts of the School.
- (2) Student has the obligation to:
 - respect the general acts of the University of Split and the School,
 - regularly attend classes, fulfil obligations envisaged by the study program and the curriculum, and the general and individual acts of the School,
 - protect the reputation and dignity of the School, students, teachers and other members of the academic community, and
 - behave in accordance with the Code of Ethics for students.

Retaking study year

Article 42

(1) A student can re-enrol in the same year of study only once.

Duration of student status

Article 43

(1) Studying can last at most double of the prescribed duration of the enrolled study program.

Dormant obligations

Article 44

(1) The right to suspend student rights and obligations is regulated by a special Decision of the School.

Losing student status

Article 45

- (1) Student loses their status when they:
- finish studies,
 - withdraw from studies,
 - voluntarily interrupt studies or do not enrol in a higher year of study on time, retake a study year or put the academic year on hiatus,
 - are expelled from studies in the process and under the conditions established by the Regulations on Disciplinary Responsibility of Students.
 - do not fulfil assumed financial obligations.

Discontinuation of studies

Article 46

(1) The student who has withdrawn from the School is issued a certificate indicating the number of years in the study program and all passed exams. A note about withdrawal is entered in the index and the ISVU.

Student participation in the School activities

Article 47

- (1) Students participate in the work of the School through elected student representatives according to the provisions of a separate statute.
- (2) Student representatives are only excluded from participation in decision-making in the process of obtaining academic degrees as part of the Faculty Council.

Selection and duties of a teaching assistants

Article 48

- (1) Teaching assistants (TAs) are students who help teachers in conducting practical classes.
- (2) TAs are chosen from the ranks of very good and excellent students who show an inclination for teaching and research.
- (3) TAs status is acquired with at least 35 hours of classes.

Article 49

(1) Departments have the right to publish a call for the selection of teaching assistants at the beginning of each academic year.

- (2) Departments help TAs in expanding their knowledge, and if possible include them in research work.
- (3) Departments designate a teacher who coordinates the work of the TAs.

Article 50

- (1) TA's work is subject to evaluation by the department and students.
- (2) The Department issues a certificate of completed work to a TA who has completed at least 35 hours of classes in a year and whose work has been evaluated positively.

Student's professional and research work

Article 51

- (1) During their studies, students can engage in professional and scientific work.
- (2) The School encourages and coordinates various forms of student professional and scientific work.
- (3) Professional and scientific work is performed by students under the guidance and supervision of a mentor. Mentors can be teachers and associates of the School.
- (4) Professional and scientific work is done by students outside of their regular teaching duties.
- (5) The student's professional and scientific work, depending on the mentor's assessment, may result in a congress report or publication.

Acquisition and loss of academic title and degree

Article 52

- (1) Upon completion of studies, the student acquires the corresponding academic title or degree, in accordance with the completed study program.
- (2) An academic title or degree will be revoked if it is determined that it was obtained contrary to the prescribed conditions for its acquisition or by gross violation of study rules.
- (3) The procedure for revocation of an academic title or degree is prescribed by a general act of the School and the University of Split.

Documentation on completed studies

Article 53

- (1) Upon completion of the integrated study program, the student is issued a diploma confirming that the student has completed a specific study program and acquired the right to an academic title in accordance with the provisions of these Regulations.
- (2) Along with the diploma, the student is issued a diploma supplement which confirms which exams they passed and with which grade, as well as information on the study workload.
- (3) Upon completion of studies and before the diploma is awarded, the dean of the School issues a certificate of completion of studies and acquired professional qualifications.
- (4) Diplomas and certificates issued by the School are public documents.
- (5) The content of the diploma and diploma supplement is prescribed by the competent ministry.
- (6) The layout of diplomas, diploma supplements and certificates, as well as information packages for the transfer of ECTS credits is prescribed by the University of Split.

Graduation ceremony

Article 54

- (1) Graduation ceremony is official ceremony of awarding the diploma on completed studies.
- (2) The dean can authorize the vice dean for the promotion.

4. ECTS

Student workload

Article 55.

- (1) The total workload of a full-time student at undergraduate, graduate, integrated undergraduate and graduate university study program, undergraduate professional and specialist graduate professional studies can last from at least 18 to at most 26 hours per week.
- (2) The student's workload, which is expressed in ECTS credits, includes the entire time required to successfully master the teaching material, i.e. to acquire the prescribed learning outcomes, or, in other words, it is the time required for learning the material and preparing for the exam (independent studying, data processing after working in the laboratory, knowledge testing, and other activities envisaged by the study program) in addition to the time spent on all forms of direct teaching as stated in the Article 19 of these Regulations.
- (3) The teaching hour mentioned in paragraph 1 of this article lasts 45 minutes, and the hour measuring the total workload of the student mentioned in paragraph 2 of this article lasts 60 minutes.

ECTS credits of individual courses

Article 56

- (1) ECTS credits are assigned to the student's study obligations in relation to a particular course based on the estimated average amount of work that the student needs to do in order to achieve the expected learning outcomes of the corresponding course, whereby one ECTS credit is usually equivalent to 30 hours of total average student work invested to acquire learning outcomes.
- (2) The allocation of ECTS credits to an individual course is done by estimating the total time spent by an average student of the corresponding study program for the complete acquisition of the expected learning outcomes from that course, after which the ECTS value is assigned in accordance with paragraph 1 of this article.
- (3) The whole value of ECTS credits is assigned to the course.
- (4) Exceptionally, the course can be assigned half the value of ECTS credits.
- (5) The same course that is an integral part of different study programs can be assigned a different value of ECTS credits, because the criterion of ECTS credits for a specific course is the total time spent by average students of different study programs.

5. QUALITY ASSURANCE

Article 57

- (1) The School monitors and improves the quality of each course or module, the entire study program, and in accordance with the Quality Assurance Manual and the Regulations on the Quality Assurance System of the University of Split.

6. TRANSITIONAL AND FINAL PROVISIONS

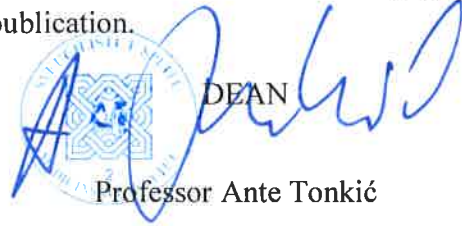
Article 58

- (1) With the entry into force of these Regulations, the Regulations on Study Programs and Organization and Implementation of Professional and Integrated studies at the School of Medicine in Split, adopted at the 3rd regular session of the Faculty Council on 3 December

2009, together with the amendments adopted on the 11th, 20th and 22nd regular session of the School Council from 13 September 2012, or 13 June 2013 and 17 September 2013, ceases to be valid.

Article 59

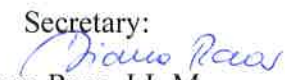
(1) These Regulations are published on the website and notice board of the School. They enter into force on the eighth day from the date of publication.


DEAN
Professor Ante Tonkić

Class: 003-08/21-04/0005

Reg. No.: 2181-198-02-01-21-0107

These Regulations were published on the notice board and the School's website on 23 September 2021, and enter into force on 1 October 2021.

Secretary:

Diana Raos, LL.M.