

Dean's Decree No. 6D/2022

ORGANIZATION OF THE ACADEMIC YEAR 2022/2023 AT THE FACULTY OF ELECTRICAL ENGINEERING OF THE UNIVERSITY OF WEST BOHEMIA

In accordance with the Instruction of the Vice-Rector 1P/2022 Schedule of the Academic Year 2022/23, this Decree specifies the organization of basic study activities in 2022/23 at the Faculty of Electrical Engineering of the University of West Bohemia (hereinafter referred to as "FEE"), and the deadlines for the fulfillment of selected duties.

Article 1

Term Calendar of the Academic Year

The dates for the organisation of the academic year (usually the deadlines for individual activities) are given in Annex 1 to this Decree.

Article 2

Mandatory Attendance of Students in Class

In accordance with Article 14 (2) of the Study and Examination Regulations of the University of West Bohemia in Pilsen of 13 July 2017 as amended, students are required to attend:

- a. all forms of lectures in all mandatory and compulsory elective courses of the 1st year of FEE Bachelor's degree study programme in full-time study form,
- b. the first week of each semester, respectively the first consultation in the combined study form,
- c. all practical laboratory and test tutorials,
- d. all tutorials where semester assignments are given,
- e. all tutorials and seminars of the Department of Power Electronics and Machines (KEV),
- f. all education forms of courses KEI/EK, KEP/MOD, KEP/ZPEL, KEP/TEL1, KEP/TEL2, KEP/TEL3, KEP/ED,
- g. lectures of courses KEE/ENG1, KEE/EPR1.

Article 3

Final Provisions

- (1) This Decree shall enter into force on the day of its signature.
- (2) As of September 1, 2022, the Dean's decree No. 11D/2021 – Organization of the academic year 2021/2022 at the Faculty of Electrical Engineering of the University of West Bohemia is cancelled.
- (3) Annex:
 - Annex No. 1 – Organization of the academic year 2022/2023

prof. Ing. Zdeněk Peroutka, Ph.D.

Dean of the Faculty of Electrical Engineering
of the University of West Bohemia

electronically signed on 25. 4. 2022

TERM CALENDAR OF THE ACADEMIC YEAR 2022 / 2023

Organization of the academic year

	Bachelor studies	Follow-up master studies
Academic year - administrative period of duration	1. 9. 2022 – 31. 8. 2023	
Matriculation	16. 9. 2022	x
Winter semester		
Beginning of classes in combined form of study	16. 9. 2022	
Beginning of classes (13 weeks, the 1 st week is even)	19. 9. 2022	
Modification of the schedule	On Monday 19. 12. 2022 – classes as on Wednesday of an odd week (compensation for 28. 9. 2022) On Tuesday, 20. 12. 2022 – classes as on Thursday of an even week (compensation for 17. 11. 2022) On Wednesday, 21. 12. 2022 – classes as on Friday of an odd week (compensation for 28. 10. 2022)	
Listing examination dates for winter semester courses by departments	by 2. 12. 2022	
End of classes	21. 12. 2022	
Winter holiday period	24. 12. 2022 – 1. 1. 2023	
Winter semester examination period	22. 12. 2022 – 12. 2. 2023	
Specifying registration for the summer semester (except for forced changes)	6. – 10. 2. 2023	
Deadline for earning 18 credits for the first semester of study	17. 2. 2023	
Summer semester		
Beginning of classes in combined form of study	10. 2. 2023	
Beginning of classes (13 weeks, the 1 st week is odd)	13. 2. 2023	
Modification of the schedule	On Monday 15. 5. 2023 – classes as on Monday of an even week (compensation for 1. 5. 2023) On Tuesday, 16. 5. 2023 – classes as on Monday of an odd week (compensation for 8. 5. 2023) On Wednesday, 17. 5. 2023 – classes as on Monday of an odd week (compensation for 10. 4. 2023) On Thursday, 18. 5. 2023 – classes as on Thursday of an even week (compensation for 6. 4. 2023) On Friday, 19. 5. 2023 – classes as on Friday of an even week (compensation for 7. 4. 2023)	
Easter holiday	6. 4. 2023	
Listing examination dates for summer semester courses by departments	by 5. 5. 2023	

End of classes	19. 5. 2023
Summer semester examination period (except for the final years)	20. 5. – 25. 6. 2023, 21. – 31. 8. 2023
Summer holiday	26. – 18. 8. 2023
Deadline for earning course credits for the academic year 2022/23 (except for the final years)	31. 8. 2023

Organization of the enrollment of the course Kxy / ZPR - Final project for bachelor 3rd year students

Reporting of Final project framework topics by departments	by 30. 4. 2023
Publication of Final project framework topics for students	from 9. 5. 2023

Organization of the study conclusion in the relevant academic year:

(i.e. students taking part in the defence and the State final examination)

	Bachelor studies	Follow-up master studies
Deadline for submitting the End-of-study thesis by student	26. 5. 2023	
Deadline for closing credits and exams	15. 6. 2023	8. 6. 2023
State Final Examinations and Defences of End-of-study thesis	20. – 28. 6. 2023	12. – 16. 6. 2023
Announcing of the corrective term of the State Final Examination	by 14. 7. 2023	
Graduation ceremony	11. 7. 2023	23. 6. 2023

Registration for academic year 2022 / 2023 for students in full-time study form

	Bachelor studies	Follow-up master studies
For 1st year for newly accepted students	2. 9. (15. 9.)	5. 9. from 9:00 in EP206
For 2 nd year for students of 1st year in academic year 2021/2022 <ul style="list-style-type: none"> programme EIT, alphabetically A – K programmes EIT, alphabetically L – Ž 	6. 9. from 9:00 in EP208 6. 9. from 13:00 in EP208	x
For 2 nd year for students of 1 st and 2 nd year in academic year 2021/2022 <ul style="list-style-type: none"> programme MTEL programmess EITE and VSEE 	x	6. 9. from 9:00 in EP206 6. 9. from 13:00 in EP206
For 3 rd year for students of 2 nd and 3 rd in academic year 2021/2022 and for “extended” study <ul style="list-style-type: none"> programme EIT branches EAT, ELE, KOE, AEL 	8. 9. from 9:00 in EP208 8. 9. from 13:00 in EP208	x

Registration for academic year 2022 / 2023 for students in combined study form

	Bachelor studies	Follow-up master studies
For 1 st year for newly accepted students	2. 9. from 14:00 in EP208	2. 9. from 11:00 in EP208

Enrollment in higher years	September - October 2022 - particular dates will be specified during June 2022
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Organization of assigning the End-of-study theses for students ending their study in this academic year

	Bachelor studies	Follow-up master studies
Decisions on the allocation of End-of-study thesis assignments after the second round by supervisor	by 5. 9. 2022	
Final check of the completeness and content and formal accuracy of the assignment by head of the assigning department and by guarantor of study programme	by 23. 9. 2022	
Submission of the assignment to the Dean's signature	by 7. 10. 2022	
Acceptance of the assignment by the students (the student will collect the assignment against the signature at the secretariat of the guaranteeing department)	17. – 31. 10. 2022 (14:00)	

Organization of assigning End-of-study theses for students ending their study in the next acad. year

	Follow-up master studies
Allocation of the number of assignments among the awarding departments by Vice-Dean for Educational Activity	by 24. 2. 2023
Proposing End-of-study thesis topics by students themselves (submission of the own proposal to the guaranteeing department)	by 3. 4. 2023
Entering of a full assignment to IS/STAG by supervisor	by 17. 4. 2023
Checking the completeness, quality and complexity of the End-of-study thesis assignment, assessment of the Study Field relevance and the complexity of the topic by head of the assigning department	by 2. 5. 2023
Checking the completeness, quality and complexity of the End-of-study thesis assignment, assessment of the Study Field relevance and the complexity of the topic by guarantor of study programme	by 9. 5. 2023
Making the topics public for students	10. 5. 2023
1 st round of student registration for topics	15. 5. – 9. 6. 2023
Selection of the registered students, assignment of topics to the students, rejection of the others - publication of the selection by supervisor	by 16. 6. 2023
2 nd round of student registration for topics	19. 6. – 30. 8. 2023
Deadline for registration for topics *)	30. 8. 2023
Decisions on the allocation of End-of study thesis assignments after the second round by supervisor	by 4. 9. 2023
Final check of the completeness and content and formal accuracy of the assignment by head of the assigning department and by guarantor of study programme	by 22. 9. 2023
Submission of the assignment to the Dean's signature	by 8. 10. 2023
Acceptance of the assignment by the students	18. – 31. 10. 2023 (14:00)

*) This also applies to students who were readmitted for study in 2023/24 who, due to the recognition of previously completed courses, will take SFE and defend ET already in 2023/24. (If these students are interested in proposing their own ET topics, they must do so by 21 August 2023 at the latest, and individually negotiate its recognition and listing at the guaranteeing department so that they can register by the deadline).