

	JESSENIUS FACULTY OF MEDICINE IN MARTIN COMENIUS UNIVERSITY IN BRATISLAVA	Int. doc. no.: IR 40/2025 Print no.: 1 Archived for: 10 y.
	Decision of the Dean of the Jessenius Faculty of Medicine, Comenius University on the organizational arrangements and conditions for admission to doctoral studies at JFMED CU for the academic year 2026/2027	

INTERNAL REGULATION No. 40/2025

Decision of the Dean of the Jessenius Faculty of Medicine, Comenius
University,
on the organizational arrangements and conditions
for admission to doctoral studies at JFM CU for the academic year 2026/2027

Prepared by: Eva Andrisova	Date: 24.11.2025	Signature:
Consulted with: JFMED Management Team	Date: 15.12.2025	Signature:
IR approved by: prof. Andrea Čalkovská, M.D., DrSc., Dean of JFMED	Date: 15.12.2025	Signature:
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Internal Regulations updates and changes

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Article 1 General Provisions

1. The admission procedure for doctoral studies at JFM CU in full-time and part-time form is carried out for the following accredited study programs within the study fields:

a) General Medicine

- Anatomy, Histology and Embryology
- Anaesthesiology and Resuscitation
- Normal and Pathological Physiology
- Internal Medicine
- Surgery
- Gynaecology and Obstetrics
- Paediatrics
- Neurology
- Pathological Anatomy and Forensic Medicine
- Clinical Pharmacology
- Medical Biophysics
- Medical, Clinical and Pharmaceutical Biochemistry
- Urology

- b) Pharmacy
Pharmacology
- c) Nursing
Nursing
- d) Public Health
Public Health
- e) Dentistry
Dentistry

2. The aim of the admission procedure is to ensure that applicants with the necessary abilities and prerequisites, who demonstrate the highest level of competence for doctoral studies, are admitted.

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Article 2 Conditions for Admission to Doctoral Studies

1. The basic condition for admission to doctoral studies is the completion of a second-cycle university education (Master's degree or equivalent).
2. Additional conditions for admission include:
 - successful completion of the admission interview in the relevant field and in a world language,
 - available supervisory capacity of supervisors in the relevant study program,
 - the limit on the number of full-time doctoral positions,
 - ability to study, communicate professionally, and publish in at least one world language,
 - prerequisites for scientific and pedagogical work,
 - confirmation of completion of second-cycle university studies (by the date of the admission procedure),
 - copies of documents proving completion of studies (university diploma, state examination certificate, diploma supplement).
3. An applicant may apply for only one study program in one study field and one dissertation topic.
4. Applicants from abroad must meet conditions equivalent to those required of domestic applicants.
Accepted foreign applicants and Slovak citizens who completed their second-cycle studies abroad must submit a Decision on Recognition of Education before enrolment.
5. Applicants demonstrate fulfilment of conditions by:
 - submitting the required documents,
 - providing recognition documents if applicable,
 - completing the admission examination,
 - submitting declarations as required by this internal regulation and JFM CU guidelines.

Article 3 Schedule and Deadlines of the Admission Procedure

1. Announcement of Dissertation Topics

- Call to departments to submit topics and supervisors: by 13 January 2026
- Submission of topics and supervisors to the Doctoral Studies Office: by 13 February 2026
- Publication of the announcement in mass media and online: by 16 March 2026
- Dissertation topics will be available at the Dean's Office of JFM CU or on the JFM CU website:
<http://www.jfmed.uniba.sk> → "Doctoral Studies"

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2. Admission Procedure Deadlines

- Submission of applications:
 - by 24 April 2026
 - by 15 May 2026
- Invitation of applicants (sent after registration and payment)
- Admission interviews: 4–5 June 2026
- Notification of results: within 30 days after the interview

Article 4 Application for Study and Attachments

1. Applicants submit their applications electronically through the AIS2 system (<https://e-prihlaska.uniba.sk/ais/eprihlas/#!/home> ([e-prihlaska.uniba.sk in Bing](#))). JFM CU also accepts a paper ("hard-copy") application if it meets all required criteria.
2. A consent to the processing of personal data is an inseparable part of the application.
3. Attachments required for the application:
 - signed application form – the applicant must indicate the study program, study field, dissertation topic, supervisor, and the form of doctoral study (full-time/part-time). The dissertation topic must be selected from the official list published for each study program.
 - signed Europass CV
 - confirmation of completion of second-cycle university studies (for students graduating in the relevant academic year – must be submitted by the date of the admission procedure)
 - proof of payment of the admission fee (confirmation of completed bank transfer)
 - documents proving completion of studies:
 - university diploma (certified copy),
 - state examination certificate,
 - diploma supplement (copy)
 - list of previously published scientific and professional works
 - outline of the dissertation project, including:
 - brief description of the topic,
 - research subject,
 - methodological basis and procedures,
 - research objectives,
 - list of key literature (must be signed)
 - confirmation of employment and employer's consent (for part-time applicants)
 - medical certificate of fitness issued by a general practitioner

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4. Applicants with special needs may attach a request specifying the required form and method of the admission examination. The request must include consent to the processing of personal data.

Coordinator for applicants with special needs:

Mgr. Ľubica Bánovčinová, PhD., Tel.: 043/9279 429, Email: lubica.banovcinova@uniba.sk

5. Applicants who obtained a second-cycle university diploma abroad must meet conditions equivalent to domestic applicants.

They must submit:

- an apostilled or superlegalized copy of the diploma,
- an official translation into Slovak,
- the document must be submitted to the Ministry of Education of the Slovak Republic for recognition,
- the resulting Decision on Recognition of Education must be submitted to the university.

6. Applicants who register on time and pay the fee will be invited to the admission interview. The interview is conducted by a committee consisting of a chair and at least two members. A written record is kept, including:

- questions asked,
- results of the examination,
- date,
- signatures of committee members.

The committee also evaluates:

- the applicant's publication activity,
- other professional achievements.

7. A written report on the admission examination is prepared. The committee submits a proposal for admission to the Dean. The faculty publishes an anonymized list of admitted applicants by study program on its website and notice board.

8. Address for submitting applications (if sent physically):

Jessenius Faculty of Medicine in Martin
Comenius University in Bratislava
Dean's Office – Doctoral Studies Department
Malá Hora 10701/4A
036 01 Martin
Slovakia

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Article 5 **Tuition and Fees for the Admission Procedure**

1. Full-time doctoral students do not pay tuition.
2. Full-time doctoral students who become obliged to pay tuition will be charged the amount specified in the Directive of the Rector of Comenius University, which determines the tuition and fees associated with studies for the relevant academic year.
3. Part-time doctoral students pay tuition in accordance with the Rector's Directive.
4. Tuition after exceeding the standard length of study corresponds to the tuition amount set for the given study program in the relevant academic year, in accordance with §92(16) of the Higher Education Act and the Rector's Directive.
5. The fee for the material provision of the admission procedure for the academic year 2026/2027 is 70 EUR (application fee).
6. Proof of payment of the admission procedure fee must be submitted together with the application.
7. The fee is non-refundable, even if the applicant does not attend the admission interview.

Article 6 **Final Provisions**

This internal regulation enters into force and effect on 16 December 2025.

prof. Andrea Čalkovská, M.D., DrSc.
Dean of the Jessenius Faculty of Medicine in Martin