

## Description of the study programme English and American Studies, 2<sup>st</sup> level

|   |   |
|---|---|
| Name of the higher education institution                  | Catholic University in Ružomberok (CU)                                  |
| Address of the higher education institution               | Hrabovská cesta 1A, 034 01 Ružomberok                                   |
| Identification number of the higher education institution | 37 80 12 79   |
| Name of the faculty                                       | Faculty of Arts and Letters, Catholic University in Ružomberok (FAL CU) |
| Address of the faculty                                    | Hrabovská cesta 1B, 034 01 Ružomberok                                   |

Institution body for approving the study programme: Quality Board of the Catholic University

Date of the study programme approval or the study programme modification: ---

Date of the latest change in the study programme description: ---

Reference to the results of the latest periodic review of the study programme by the institution: ...

Reference to the assessment report of the application for accreditation of the study programme under § 30 of Act no. 269/2018 Coll.:

### 1. Basic information about the study programme

a) Name of the study program and its number according to the register of study programmes.

English and American Studies

b) Degree of higher education and ISCED-F education degree code.

2<sup>st</sup> level, 767

c) Place(s) of delivery of the study programme.

Hrabovská cesta, Ružomberok

d) Name and number of the field of study in which higher education is obtained by completing the study programme, or a combination of two fields of study in which higher education is obtained by completing the study programme, ISCED-F codes of the field/fields.

11. Philology, 0232 Literature and Linguistics

e) Type of the study programme: academically oriented, professionally oriented; translation, translation combination study programme (listing the specializations); teaching, teaching combination study programme (listing the specializations); artistic, engineering, doctoral, preparation for regulated profession, joint study programme, interdisciplinary studies.

academically oriented

f) Awarded academic degree.

Mgr.

g) Form of study.

full-time

h) In the case of joint study programmes, cooperating institutions and the range of study obligations the student fulfills at each of the given institutions (§ 54a of the Act on Higher Education Institutions).

N/A

i) Language or languages in which the study programme is delivered.

English, Slovak

j) Standard length of the study expressed in academic years.

2

k) Capacity of the study programme (planned number of students), the actual number of applicants and students.

20 students, new study programme N/A

### 2. Graduate profile and learning objectives

a) The institution defines the learning objectives of the study programme such as student's abilities at the time of completion of the programme and the main learning outcomes.

#### Learning objectives of the study programme

1. To acquire language skills (receptive, productive, interactive) and communication language competencies (, pragmatic and socio-linguistic) in English at level C2 according to the Common European Framework of Reference for Languages.

2. To acquire and further expand systematic and comprehensive theoretical knowledge and practical skills in English linguistics (stylistics, semantics, historical development of the language).

3. To expand and systematize knowledge about the history of English literature in a broader historical, cultural and social context. To deepen professional knowledge of the methodology of literary theory, literary comparative studies and mastery of interpretive techniques and procedures, the core of which were mastered at the bachelor's level.

4. To Gain knowledge about basic concepts, movements, genres, authors and the process of mediation within critical and cultural studies and how cultural, political, social, technological and economic changes are reflected in converging forms of cultural production and critical thinking.
5. To deepen professional and methodological knowledge, skills and competences necessary for independent formulation of a scientific problem and analytical thinking about a defined issue with subsequent output in the form of conclusions, proposals and recommendations for the optimal solution of the given problem.

### **Learning outcomes of the study programme**

#### **Knowledge**

K1 the student knows and masters the structure of the English language, s/he has a comprehensive overview of communication, language reception and interaction in English language.

K2 S/he has a systematic knowledge of linguistic disciplines with emphasis on the historical development of the English language, stylistics and semantics of the English language.

K3 S/he has systematic knowledge in the field of literary theory, comparative literature, interpretive techniques and history of English-language literature.

K4 S/he is oriented in the theoretical aspects of working with text, knows a wide range of representative literary and rhetorical texts such as communiques, reviews, advertising texts, etc., as well as their metatexts.

K5 S/he has systematic theoretical knowledge related to research in linguistics, literary science and cultural studies and work with professional literature in the creation of an original professional text.

#### **Skills**

S1 the student speaks English at a high practical level; s/he has communication skills in English at level C2 according to the Common European Framework of Reference for Languages.

S2 S/he can analyse the language levels of the English language.

S3 S/he can apply literary theoretical knowledge in the process of analysis and critical interpretation of literary texts in English.

S4 s/he can grasp written professional and literary text and adapt it to commercial-promotional, artistic and administrative needs.

S5 S/he can competently present the results of one's own empirical-scientific observations, analyses, interpretations or generalizations and also effectively communicate and cooperate.

#### **Competencies**

C1 the student applies English at the application-communication level in oral and written communication; s/he is able to maintain contact with the current development of the English language and continues in his own language development

C2 s/he has acquired semantic and stylistic competencies in English; s/he can read, analyse, critically evaluate professional texts in English

C3 s/he is equipped with intercultural competencies and methodological knowledge in the field of history of English literature

C4 S/he can locate, synthesize and evaluate available research sources in order to creatively and proactively present logical and informed arguments in written and oral communication.

C5 S/he can create an original text that has a scholarly character, work independently with professional literature, use the acquired scientific research methods and procedures.

#### **Graduate profile**

The graduate of the study program in English and American studies has developed deep knowledge at the level of synthesis. S/He speaks English at level C2 of the European Framework of Reference for Languages. S/He has relationally-argumentally acquired knowledge about the English language and its laws, about the way and conditions of its functioning in all language levels and relations to other languages. The graduate is able to specify and emphasize knowledge from the theory of literature and from the history of literature and from the interpretation of a literary text. S/He knows all linguistic levels of the language system of the English language, language styles, sociopragmatic contexts and communicative contexts of the English language. The graduate is familiar with the most important cultural and social realities and history of Anglophone countries. S/He knows the basic procedures, analyzes and interpretations of prose, dramatic and poetic texts. S/He is able to apply linguistic and literary knowledge in various cultural-artistic and pragmatic-communication activities. S/He develops his own language culture in his first language as well as in English. S/He is characterized by creative and flexible thinking and is able to engage in work in artistic and creative industries. S/He can critically analyze written and spoken speech, formulate his own opinions and positions, critically revise them and defend them constructively. S/He can present his opinions professionally, even in English. The graduate of the English and

American Studies study program can maintain contact with the current development of the English language and Anglophone countries and effectively continue their own professional development. The graduate of the English and American Studies study program can work, for example, as a cultural agent, cultural and educational worker, public administration specialist in the field of international relations, public administration specialist in the field of culture or as a text proofreader.

- b) The institution indicates the professions for which the graduate is prepared at the time of completion and the potential of the study programme from the point of view of graduate's employability.

Suitable professions for graduates of the study programme according to the statistical classification of occupations (SK ISCO-08\_2020): 3339001 cultural agent, 3332004 cultural and educational worker, 3359008 public administration specialist in the field of international relations, 3359021 public administration specialist in the field of culture, 2641007 proofreader

- c) Relevant external stakeholders who have provided the statement or a favorable opinion on the compliance of the acquired qualification with the sector-specific requirements for the profession.

N/A

### 3. Employability

- a) Evaluation of the study programme graduates employability.

The employability of graduates is monitored through the Alumni Club of the CU <https://www.ku.sk/studium-na-katolickej-univerzite/absolvent/alumni-klub/> and the websites <https://uplatnenie.sk>, <https://www.trendyprace.sk/sk> and <https://firma.profesia.sk>

- b) If applicable, indicate the successful graduates of the study programme.

N/A new study programme

- c) Evaluation of the study programme quality by employers (feedback).

The quality of the study programme (SP) is assessed by external and internal stakeholders of the SP, namely representatives of students, graduates, employers and partners. The statements and comments of the stakeholders are evaluated by the guarantors of the SP and form one of the foundations for the creation of a new study programme. Evaluation forms from stakeholders of the SP in question are attached to the application.

The stakeholders of the SP representing employers are:

Mgr. Juraj Koudela, managing director of the publishing house Absynt

Ing. Oxana Beláková, managing director OSTTOUR, CK

The stakeholders of the SP representing students are:

Lukáš Šimo, student of SP English and American Studies, BA,

Yuliya Krupina, student of SP English and American Studies, BA,

### 4. Structure and content of the study programme

- a) *The institution describes the rules for the design of study plans within the study programme.*

The rules and conditions for the creation of study plans for students are regulated in the internal regulation [Policies, Procedures and Rules of Study Programmes at the Catholic University in Ružomberok](#) - part 2 *Proposal of a new study programme* and part 3 *Approval of a study programme* and in the internal regulation [Internal Quality Assurance System of Higher Education at the Catholic University in Ružomberok](#) - part 3 Creation, modification and approval of study programmes.

- b) *The institution compiles the recommended study plans for individual study paths.*

The rules and conditions for the creation of study plans for students are regulated in the internal regulation [Policies, Procedures and Rules of Study Programmes at the Catholic University in Ružomberok](#) - part 2 *Proposal of a new study programme* and part 3 *Approval of a study programme* and in the internal regulation [Internal Quality Assurance System of Higher Education at the Catholic University in Ružomberok](#) - part 3 Creation, modification and approval of study programmes.

- c) *The study plan:*

The study programme is not divided into individual modules and the study programme itself meets the conditions of professional specialization. All compulsory subjects and compulsory elective subjects in the recommended study plan contribute to the development of professional specialization. Compulsory profile subjects define the profile of the graduate in its content and structure so that the level of content compliance with the relevant study field and the requirements for the employment of graduates are met. Compulsory elective courses give students the opportunity to expand or deepen their knowledge in a specific area, especially with an emphasis on

transferable competencies. Among the compulsory subjects are also subjects (*Final Thesis Writing Methodology* and *Final Thesis Seminar*) devoted to the preparation of the final thesis and the development of creative abilities necessary for the writing and defence of the final thesis. The uniqueness of all bachelor's study programmes at the CU in Ružomberok are four compulsory subjects in spiritual formation.

The recommended study plan sets out the recommended structure and sequence of completing the subjects of the study programme and is compiled so that by completing it the student meets the conditions for successful completion of studies in the standard length. The recommended study plan also contains information about the course category (compulsory, compulsory elective), recommended semester of completion of the course, number of credits, weekly contact hours, student workload in hours required for successful completion of the course, name of the course teacher and information on whether it is a profile subject. All other relevant information about the subjects, such as learning outcomes, related criteria and rules of their evaluation, prerequisites, specification of educational activities, specification of educational methods, subject syllabus, information and name of the teacher are given in the course information sheets.

All subjects of the study programme are realized in the building of the Faculty of Arts and Letters of the CU, Hrabovská cesta 1B, Ružomberok.

### [The recommended study plan for the study programme English and American Studies](#)

d) *The institution states the number of credits, the achievement of which is a condition for proper completion of studies and other requirements that the student must meet within the study programme and for its proper completion, including the requirements for state examinations, rules for re-study and rules for the extension, interruption of study.*

For details see below.

e) *For individual study plans, the institution states the requirements for completing the individual parts of the study programme and the student's progress within the study programme in the given structure:*

- *number of credits for compulsory courses required for proper completion of studies/completion of a part of studies,*
- *number of credits for compulsory optional courses required for the proper completion of studies/completion of a part of studies,*
- *number of credits for optional courses required for the proper completion of studies/completion of a part of studies,*
- *number of credits required for the completion of studies/completion of a part of the studies for the common foundations and for the relevant specialization, in the case of a teaching combination study programme or a translation combination study programme,*
- *number of credits for the final thesis and the defense of the final thesis required for the proper completion of studies,*
- *number of credits for professional practice required for the proper completion of studies/completion of a part of studies,*
- *number of credits required for the proper completion of studies/completion of a part of the studies for project work with the indication of relevant courses in engineering study programmes,*
- *number of credits required for the proper completion of studies/completion of a part of the studies for artistic performances in addition to the final thesis in art study programmes.*

To properly complete the study, it is necessary to obtain at least 180 credits in the structure: 140 credits for compulsory subjects and 40 credits for compulsory elective subjects. The student will be admitted to state exams, which consist of an oral state exam (14 credits) and a bachelor's thesis defence (14 credits), only if s/he successfully completes all compulsory subjects (except for subjects *Bachelor's Thesis Defence* and *State Examination*) and compulsory elective subjects, for which s/he will receive at least 40 credits.

The conditions of the student's progress in the study programme are as follows. It is necessary to obtain at least 20 credits for the first semester; if a student obtains less than 20 credits in the first semester, s/he is expelled from the study. A minimum of 40 credits must be obtained for each academic year of study. If a student obtains less than 40 credits per year, s/he is expelled from the study. The study department checks the study results after the end of the summer semester examination period. In the first year, the study will be checked after the end of the winter semester.

The rules for the repetition of studies and the rules for the prolongation and interruption of studies are stated in the [Study Regulations of the CU](#) - Art. 11, Art. 16 and Art. 18.

f) *The institution describes the rules for verification of learning outcomes, students assessment and the possibilities of appealing against the assessment.*

The rules for verification of learning outcomes and evaluation of students are regulated by the [Study Regulations of the CU](#) - Art. 10 and Art. 11 and by the internal regulation [Policies, Procedures and Rules of Study Programmes at the Catholic University in Ružomberok](#) - part 4 Student-oriented learning, teaching and assessment.

The possibilities of corrective procedures of students against the evaluation, against the expulsion from the study or proceedings in the matter of denial of the student's rights are regulated by the [Study Regulations of the CU](#) - Art. 20 and Art. 21.

A scale of six grades is used to assess learning outcomes:

| Percentage | The classification reflects the results | Grade                   |
|------------|---|-------------------------|
| 100 – 93 % | Excellent                               | A (excellent) = 1       |
| 92 – 85 %  | Above average                           | B (very good) = 1,5     |
| 84 – 77 %  | Average                                 | C (good) = 2            |
| 76 – 69 %  | Satisfactory                            | D (satisfactory) = 2,5  |
| 68 – 60 %  | Meeting minimal criteria                | E (sufficiently) = 3    |
| 59 – 0 %   | Not meeting minimal criteria            | FX (insufficiently) = 4 |

g) *Conditions for recognition of studies or a part of studies.*

The rules and conditions for the recognition of completed parts of the study are regulated by the [Study Regulations of the CU](#) - Art. 12.

h) *The institution states the topics of final theses of the study programme (or a link to the list).*

N/A new study programme

i) *The institution describes or refers to:*

- *rules for the assignment, processing, opposition, defense and evaluation of final theses in the study programme,*
- *opportunities and procedures for participation in student mobility,*
- *rules for adherence to academic ethics and rules for drawing consequences,*
- *procedures applicable to students with special needs,*
- *procedures for filing complaints and appeals by students.*

The rules for submitting, processing, reviewing, defending and evaluating final theses are regulated by the [Study Regulations of the CU](#) - Art. 15 and Art. 16, the [Directive of the Rector on the requirements on the final, rigorous and habilitation theses, their bibliographic registration, control of originality, storage and accessibility at the CU in Ružomberok](#) and the [Directive of the Dean of the FAL CU on written works of bachelor's and master's degree students](#) and the [Directive of the Dean of the FAL CU on completion of studies](#).

The possibilities and procedures for participation in student mobilities are regulated by the [Rector's Directive on the Realisation of Mobilities within the ERASMUS + KA103 and KA107 Programmes](#). Possibilities of foreign mobilities for CU students are listed at the website: <https://www.ku.sk/medzinarodne-vztahy/erasmus-student-ka-131/>

The rules regarding academic ethics and consequences of unethical actions are regulated by the [Code of Ethics of the Catholic University in Ružomberok](#), the [Disciplinary Code of the Catholic University in Ružomberok](#) and the [Directive of the Dean of the FAL CU on Academic Dishonesty](#).

The procedures applicable to students with special needs are regulated by the [Rector's Directive on the Support of Applicants and Students with Special Needs at the CU in Ružomberok](#). Detailed information is available at the website of the Counselling Centre of the CU: <https://www.ku.sk/studium-na-katolickej-univerzite/student/poradsenske-centrum/?preview=1>

The procedures for submitting complaints and appeals by students are regulated by the [Study Regulations of the CU](#) - Art. 21.

#### 5. Course information sheets of the study programme

*In the structure according to Decree no. 614/2002 Coll.*

[Course information sheets for the study programme English and American Studies](#)

#### 6. Current academic year plan and current schedule (or hyperlink).

The current academic year plan is published at the FAL CU website in the Study Information section.

[Academic Year Plan 2022/2023 FAL CU](#)

[Academic Year Plan 2022/2023 CU](#)

[Academic Year Plan 2023/2024 FAL CU](#)

The current timetable/schedule N/A new study programme

## 7. Persons responsible for the study programme

a) A person responsible for the delivery, development, and quality of the study programme (indicating the position and contact details).

prof. Nóra Séllei, Ph.D., DrSc.

professor

[nora.sellei@ku.sk](mailto:nora.sellei@ku.sk)

b) List of persons responsible for the profile courses of the study programme with the assignment to the course and provided with a link to the central Register of university staff and with contact details (they may also be listed in the study plan).

Katalin Balogné Bérces, Ph.D.

[katalin.berces@ku.sk](mailto:katalin.berces@ku.sk)

<https://www.portalvs.sk/regzam/detail/32666>

profile courses: see study plan

doc. Mgr. Janka Kaščáková, PhD.

[janka.kascakova@ku.sk](mailto:janka.kascakova@ku.sk)

<https://www.portalvs.sk/regzam/detail/7828>

profile courses: see study plan

PaedDr. Katarína Labudová, Ph.D.

[katarina.labudova@ku.sk](mailto:katarina.labudova@ku.sk)

<https://www.portalvs.sk/regzam/detail/8160>

profile courses: see study plan

doc. Mgr. Gabriella Reuss, PhD.

[gabriella.reuss@ku.sk](mailto:gabriella.reuss@ku.sk)

<https://www.portalvs.sk/regzam/detail/61316>

profile courses: see study plan

prof. Nóra Séllei, Ph.D., DrSc.

[nora.sellei@ku.sk](mailto:nora.sellei@ku.sk)

<https://www.portalvs.sk/regzam/detail/8261>

profile courses: see study plan

c) Reference to the research/art/teacher profiles of persons responsible for the profile courses of the study programme.

<https://www.ku.sk/fakulty-katolickej-univerzity/filozoficka-fakulta/katedry/katedra-anglickeho-jazyka-a-literatury/vupch.html>

d) List of teachers of the study programme with the assignment to the course and provided with a link to the central Register of university staff and with contact details (may be a part of the study plan).

Katalin Balogné Bérces, Ph.D.

[katalin.berces@ku.sk](mailto:katalin.berces@ku.sk)

<https://www.portalvs.sk/regzam/detail/32666>

courses: see study plan

doc. Mgr. Janka Kaščáková, PhD.

[janka.kascakova@ku.sk](mailto:janka.kascakova@ku.sk)

<https://www.portalvs.sk/regzam/detail/7828>

courses: see study plan

Mgr. Jela Kehoe, PhD.

[jela.kehoe@ku.sk](mailto:jela.kehoe@ku.sk)

<https://www.portalvs.sk/regzam/detail/8241>

courses: see study plan

PaedDr. Katarína Labudová, Ph.D.

[katarina.labudova@ku.sk](mailto:katarina.labudova@ku.sk)

<https://www.portalvs.sk/regzam/detail/8160>

courses: see study plan

doc. Mgr. Gabriella Reuss, PhD.  
[gabriella.reuss@ku.sk](mailto:gabriella.reuss@ku.sk)  
<https://www.portalvs.sk/regzam/detail/61316>  
profile courses: see study plan

prof. Nóra Séllei, Ph.D., DrSc.  
[nora.sellei@ku.sk](mailto:nora.sellei@ku.sk)  
<https://www.portalvs.sk/regzam/detail/8261>  
courses: see study plan

e) List of the supervisors of final theses with the assignment to topics (indicating the contact details).  
N/A new study programme

f) Reference to the research/art/teacher profiles of the supervisors of final theses.  
<https://www.ku.sk/fakulta-katolickej-univerzity/filozoficka-fakulta/katedry/katedra-anglickeho-jazyka-a-literatury/vupch.html>

g) Student representatives representing the interests of students of the study programme (name and contact details).

Lukáš Šimo [lukas.simo150@edu.ku.sk](mailto:lukas.simo150@edu.ku.sk), Yuliya Krupina [yuliya.krupina689@edu.ku.sk](mailto:yuliya.krupina689@edu.ku.sk)

h) Study advisor of the study programme (indicating contact details and information on the access to counseling and on the schedule of consultations).

Mgr. Jela Kehoe, PhD., [jela.kehoe@ku.sk](mailto:jela.kehoe@ku.sk) acts as a study advisor of the study programme. She provides advice during her office hours or following individual (email) arrangement.

i) Other supporting staff of the study programme – assigned study officer, career counselor, administration, accommodation department, etc. (with contact details).

Study Department of the FAL CU: <https://www.ku.sk/fakulta-katolickej-univerzity/filozoficka-fakulta/studium/studijne-oddelenie/>

Study officers: Mgr. Lucia Mahútová, [lucia.mahutova@ku.sk](mailto:lucia.mahutova@ku.sk) and Hana Grellnethová, [hana.grellnethova@ku.sk](mailto:hana.grellnethova@ku.sk)

Accommodation and catering: <https://www.ku.sk/studium-na-katolickej-univerzite/student/ubytovanie/> and <https://www.ku.sk/studium-na-katolickej-univerzite/student/stravovanie/>

Director: Mgr. Renáta Šrámeková, [renata.sramekova@ku.sk](mailto:renata.sramekova@ku.sk) and officer Martin Piatko, [martin.piatko@ku.sk](mailto:martin.piatko@ku.sk)

Counselling centre: <https://www.ku.sk/studium-na-katolickej-univerzite/student/poradske-centrum/?preview=1>

Counselling centre officer: Mgr. Janka Hofmanová, [janka.hofmanova@ku.sk](mailto:janka.hofmanova@ku.sk)

Psychological counselling officer: Mgr. Katarína Markovičová, [katarina.markovicova@ku.sk](mailto:katarina.markovicova@ku.sk)

## **8. Spatial, material, and technical provision of the study programme and support**

a) List and characteristics of the study programme classrooms and their technical equipment with the assignment to learning outcomes and courses (laboratories, design and art studios, studios, workshops, interpreting booths, clinics, priest seminaries, science and technology parks, technology incubators, school enterprises, practice centers, training schools, classroom-training facilities, sports halls, swimming pools, sports grounds).

The Faculty of Arts and Letters of the CU realizes teaching within its study programmes in the campus of the Catholic University in Ružomberok in the four-storey building of the FAL CU at Hrabovská cesta 1B. The entire faculty building is barrier-free. In addition to the specialized areas for selected study programmes, regular teaching is carried out in 16 lecture rooms of the building: 4 rooms on the ground floor, 5 rooms on the 1st floor, 4 rooms on the 2nd floor, 1 room on the 3rd floor and 2 rooms on the 4th floor. The rooms have the following capacity: 1 room for 23 people, 6 rooms for 40 people and 9 rooms for 100 people. These lecture rooms are usually equipped with modern technology: ceramic board, data projector, wall screen, LCD screen and audio system; their technical equipment also includes a video conferencing system. There are two specialized classrooms in the building - a psychological laboratory (F 210) and a multimedia didactic classroom (F 412). It should also be mentioned that teaching also takes place in the Auditorium of John Paul II. and on the premises of the modern University Library of the CU. In the university library, there is a Media Centre with a radio, television and typographic studio.

There is a wireless internet network available for students and teachers in the entire FAL CU building, as well as 40 PC stations for individual use. Every university teacher at the FAL CU has a laptop at his/her disposal, which is used both in research and in teaching (presentations and screenings during lectures and seminars).

- b) Characteristics of the study programme information management (access to study literature according to Course information sheets, access to information databases and other information sources, information technologies, etc.).

An information system is available for students of all study programmes, which includes access to the AiS2 system, university e-mail together with the Microsoft 365 service package, and the MS Teams platform, which is used in the case of online learning. In addition, students have accounts in the academic e-learning system moodle.ku.sk. The Eduroam network enables students and staff to gain an Internet connection in all CU locations and buildings.

The University Library of the CU provides basic study literature, supplementary literature, textbooks, monographs, scientific proceedings and other literature for various disciplines, as well as publications of the staff of the Catholic University in Ružomberok.

Students have also the opportunity to use selected electronic information resources through the project National Information System to Support Research and Development in Slovakia - access to electronic information resources (NISPEZ) - Scopus, SpringerLink, SpringerNature, Web of Science: Current Contents Connect, Essential Science Indicators, Medline, Core Collection. Within the national license provided by the Slovak National Library in Martin, the University Library of the CU has access to GALE's multidisciplinary databases: Academic OneFile, GeneralOnefile, Custom Journals. As part of the trial access, users are allowed access to multiple databases and journal collections for specific topics.

- c) Characteristics and extent of distance education applied in the study programme with the assignment to courses. Access, manuals of e-learning portals. Procedures for the transition from contact teaching to distance learning.

Teaching within the study programmes at the FAL CU is carried out in person/onsite. However, each study programme is also supported by a set of e-courses, which are usually accessible via LMS Moodle <https://moodle.ff.ku.sk>. In this system, individual courses are prepared either through the availability of various study materials (e.g. presentations, lectures, study literature), or teachers also use these courses to implement various activities (e.g. assignments submission, elaboration of tasks, etc.).

During the transition from in person/onsite to online education, the procedure is in accordance with the orders of the Rector and the Dean, which formally frame the implementation of online education. The dean's measures specify the form of online education (the example is the dean's [measures from the winter semester 2021/2022](#)): 1. teaching is carried out at the time of the schedule through videoconferencing lectures via MS Teams; 2. in the LMS Moodle, recordings from such lectures or audio presentations of lectures or text transcripts of lectures are made available.

- d) Institution partners in providing educational activities for the study programme and the characteristics of their participation.

N/A

- e) Characteristics of the possibilities for social, sports, cultural, spiritual and social activities.

Detailed information about the possibilities of cultural, spiritual, social and sports activities, as well as information about leisure activities, about the city and its surroundings, are available at the website of the university and faculty: <https://www.ku.sk/studium-na-katolickej-univerzite/studentsky-zivot/> and <https://www.ku.sk/fakulty-katolickej-univerzity/filozoficka-fakulta/studium/informacie-pre-studentov.html>

- f) Possibilities and conditions for participation of the study programme students in mobilities and internships (indicating contact details), application instructions, rules for recognition of this education.

Comprehensive information about the possibilities and conditions of students' participation in study stays and internships, about partner universities, the application procedure, etc. are available in the international relations section: <https://www.ku.sk/medzinarodne-vztahy/>

All information about the requirements and procedures before applying for mobility, during mobility and after returning from mobility (including recognition of completed subjects, etc.) is formulated in the [Rector's Directive on the Implementation of Mobility within the ERASMUS + KA103 and KA107 Programmes](#).

The contact persons at the university level at which mobility is coordinated are the staff of the Department for International Relations and Mobility of the CU: Michaela Moldová Chovancová, PhD., [michaela.moldova.chovancova@ku.sk](mailto:michaela.moldova.chovancova@ku.sk), the university Erasmus coordinator; Mgr. Lucia Kravčáková,



[lucia.kravcakova@ku.sk](mailto:lucia.kravcakova@ku.sk). Erasmus student mobility officer. At the faculty level, the contact person is Janka Červeňová, [janka.cervenova@ku.sk](mailto:janka.cervenova@ku.sk).

#### 9. Required abilities and admission requirements for the study programme applicants

a) Required abilities and necessary admission requirements.

The basic condition for admission to master's studies is a university degree of the first or second level. Applicants for the study programme English and American Studies should be fluent in English at the level C1, they are expected to have an overview of the culture of English-speaking countries, and, moreover, language awareness and sensitivity to the English language is expected.

b) Admission procedures.

Admission procedures for the study of first and second level study programmes are regulated by the following documents: [Study Regulations of the CU](#) - Art. 6 a [Rules and admission procedure for study programmes of the FAL CU](#)

The conditions of the admission procedure for bachelor's and master's studies for the academic year 2023/2024 are published at the website: <https://www.ku.sk/fakulty-katolickej-univerzity/filozoficka-fakulta/uchadzac/prijimacie-konanie/>

c) Results of the admission process over the last period.

Information about the results of the admission procedure for the last three academic years can be found at the website: <https://www.ku.sk/fakulty-katolickej-univerzity/filozoficka-fakulta/uchadzac/prijimacie-konanie/>

#### 10. Feedback on the quality of provided education

a) Procedures for monitoring and evaluating students' opinions on the study programme quality.

Procedures for monitoring and evaluating the quality of provided education are regulated by the internal regulation [Internal Quality Assurance System of Higher Education at the Catholic University in Ružomberok](#) - in particular Part 10 Continuous Monitoring, Periodic Evaluation and Periodic Approval of Study Programmes.

Following the [Directive of the Dean of the FAL CU on Internal Evaluation by Students](#), students studying study programmes at the FAL CU have the opportunity to evaluate (twice during the academic year, at the end of the teaching part of the semester) the quality of provided education. Students can use their right to evaluate the quality of teaching through anonymous electronic questionnaires, in which students' satisfaction with the quality of teaching of individual subjects is monitored. Evaluation can be made by all students who have studied the subject in a given semester; participation in the evaluation is voluntary. Questionnaires are always further processed and analysed at the end of the exam part of the semester.

In addition to this regular questionnaire evaluation, students can comment on the quality of provided education in the following ways:

- expressing their views and suggestions through a special mailbox for this purpose,
- lodging complaints,
- regular meetings of the faculty leadership with student representatives in the Students' Board of the Dean of the Faculty of Arts and Letters of the CU,
- representation of students in the bodies of academic self-government, namely in the academic senate of the faculty, the disciplinary commission of the faculty and participation in the meetings of the dean's board,
- participating in the preparation, discussion and approval of materials and internal regulations in the field of education.

b) Results of student feedback and related measures to improve the study programme quality.

The analysis and evaluation of student questionnaires regarding the quality of provided education and related recommendations are processed after each semester in the *Report on the Internal Evaluation by Students*. The report is subsequently discussed in the Board of the Dean of the FAL CU and in the Students' Board of the Dean of the FAL CU. On the basis of this report and other monitored indicators, the persons with the main responsibility for carrying out the development and quality assurance of the study programme take related measures to improve the quality of the study programme. Individual *Reports on the Internal Evaluation by Students* can be found at the office of the secretary of the dean of the FAL CU.

c) Results of graduate feedback and related measures to improve the study programme quality.

After graduation, graduates have the opportunity to evaluate the quality of the completed study programme through an anonymous questionnaire. Questionnaires are analysed and evaluated by the vice-dean for education of the FAL CU in the *Report on the Evaluation of Study Programmes by Graduates*. In the summary report, it

formulates conclusions and recommendations, as well as proposals for measures to eliminate shortcomings or increase the quality of education at the faculty level. The guarantor of the study programme proposes measures to eliminate shortcomings or to increase the quality at the level of the study programme. The report is discussed in the Board of the Dean of the FAL CU and in the Students' Board of the Dean of the FAL CU and published at the website: <https://www.ku.sk/fakulty-katolickej-univerzity/filozoficka-fakulta/filozoficka-fakulta-ku/uradna-vyveska/vysledky-spatnej-vazby.html>

**11. References to other relevant internal regulations and information concerning the study or the study programme student**

(e.g study guide, accommodation regulations, fee directive, guidelines for student loans, etc.).

Other relevant internal regulations concerning the study or student of the study programme can be found at the website of the Catholic University in Ružomberok in the [Official Board](#) section and at the website of the Faculty of Arts and Letters of the CU in Ružomberok in the Official Board section in the [Internal Regulations](#) subsection.